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**Agenda**  
**Tuesday, September 15, 2020**  
**9:30 a.m.**  
**Jekyll Island Convention Center**  
**JIA Committees and Meeting**

Due to the current COVID-19 pandemic, special remote procedures will be in place for this meeting.

**Public Remote Attendance:**

- This meeting will be streamed to YouTube at:  
<https://www.youtube.com/channel/UCuWsJpfyPMTCr66XoVFLdOA>
- Meeting documents and public comments are available at:  
<https://www.jekyllisland.com/jekyll-island-authority/board-directors/>

**Chairman, Joseph B. Wilkinson, Jr. – Call to Order**

**I. Historic Preservation/Conservation Committee**

Bob Krueger, Chair

- A. Glynn Shoreline Protection Plan – Ben Carswell, Director of Conservation and Dr. Rob Brown, Goodwyn, Mills, and Cawood (GMC)

**II. Finance Committee**

Bill Gross, Chair

- A. August Financials – Bill Gross, Chair
- B. Golf Course Maintenance Equipment Leases – Marjorie Johnson, Chief Accounting Officer
- C. Update of Audit Findings - Marjorie Johnson, Chief Accounting Officer

**III. Human Resources Committee**

Buster Evans, Chair

- A. No Report

**IV. Marketing Committee**

Joy Burch-Meeks, Chair

- A. Report from Marketing Department – Kate Harris, Director of Strategic Partnerships

## **V. Legislative Committee**

Trip Tollison, Chair

- A. Report from Chair – Trip Tollison, Chair of the Legislative Committee
  - a. FY 2022 Funding Requests – Jones Hooks, Executive Director
    - i. Jekyll Island Campground Expansion
    - ii. Public Safety Complex

## **VI. Committee of the Whole**

Joseph B. Wilkinson, Jr., Chair

- A. Golf Master Plan Final Presentation – Troy Vincent, Vincent Design
- B. False Alarms - O-2020-3 – Second Reading and Consideration of Adoption – Melissa Cruthirds, General Counsel
- C. Revisions to Jekyll Island Authority Board By-Laws and Other Policies – Melissa Cruthirds, General Counsel
- D. Master Plan Amendment, Georgia Power Substation – Authorizing Notice of Proposed Amendment to be Sent - Noel Jensen, Chief Operations Officer and Melissa Cruthirds, General Counsel
- E. Engineering and Installation Design of New Slide Complex for Summer Waves Water Park – Noel Jensen, Chief Operations Officer
- F. Resolution to Accept Georgia Department of Transportation (GADOT) Contract for Jekyll Island Airport - R-2020-4 – Noel Jensen, Chief Operations Officer
- G. Transportation Alternatives Program (TAP) Application Scope Change Letter – Jones Hooks, Executive Director
- H. Executive Director's Report – Jones Hooks, Executive Director
- I. Chairman's Comments – Joseph B. Wilkinson, Jr., Chairman

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If Needed - 5 Minute Break

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## **Board Meeting Agenda**

**Chairman, Joseph B. Wilkinson, Jr. – Call to Order**

### **Action Item**

- 1. Minutes of the August 18, 2020 Board Meeting
- 2. Golf Course Maintenance Equipment Leases
- 3. False Alarms - O-2020-3
- 4. Revisions to Jekyll Island Authority Board By-Laws and Other Policies
- 5. Master Plan Amendment, Georgia Power Substation – Authorizing Notice of Proposed Amendment to be Sent
- 6. Engineering and Installation Design of New Slide Complex for Summer Waves Water Park
- 7. Resolution to Accept Georgia Department of Transportation (GADOT) Contract for Jekyll Island Airport - R-2020-4
- 8. Transportation Alternatives Program (TAP) Application Scope Change Letter

### **Adjournment**

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**MEMORANDUM**

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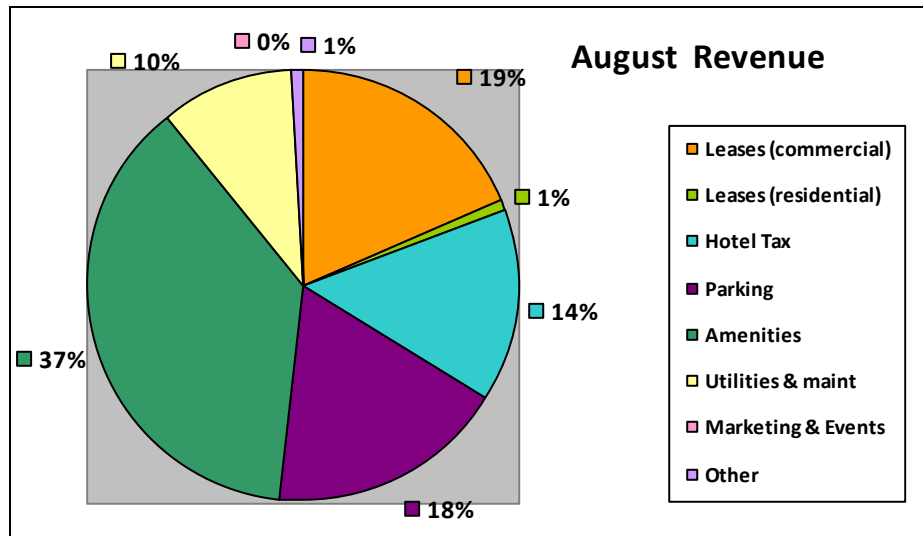
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**TO:** FINANCE COMMITTEE  
**FROM:** MARJORIE JOHNSON  
**SUBJECT:** AUGUST FINANCIAL STATEMENTS  
**DATE:** 9/5/2020

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## Revenues

Revenues for August were \$2,479,912 which reflects a favorable \$411K (20%) variance from budget. Revenues reflect a favorable \$770K (13%) variance from year to date budget and an unfavorable \$1.3M variance from the prior year to date revenues.



The largest variances for the month were:

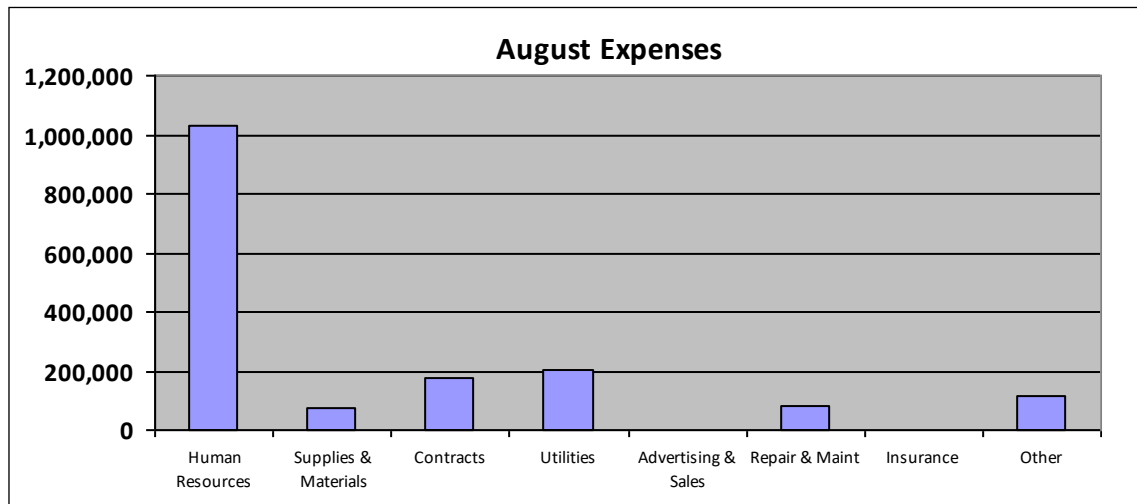
- Parking (+\$141K) – traffic was up on the Island this month and both annual pass sales and daily parking fee sales were higher than budgeted. They were also higher than August 2019 revenues and traffic counts.
- Convention Center (-\$117K) – The convention center had no revenues this month.
- Summer Waves (+\$155K) – The waterpark revenues are doing better than budget for the month. We budgeted conservatively in this department due to the unknown impacts of the COVID-19 restrictions. One thing that helped this month is that schools opened later in the month than they did in 2019 and prior years.

## Expenses

Expenses were \$1,683,883 for August and reflected a favorable budget variance of \$379K (18%) for the month. Expenses also reflect a favorable \$638K (14%) variance from year to date budget and a favorable \$820K variance from Prior Year to Date expenses.

It is early in the year and we continue to keep a tight rein on the expenses therefore most of the expense differences are assumed to be timing variances and will likely be spent by the end of the fiscal year. The largest budget variances for the month were:

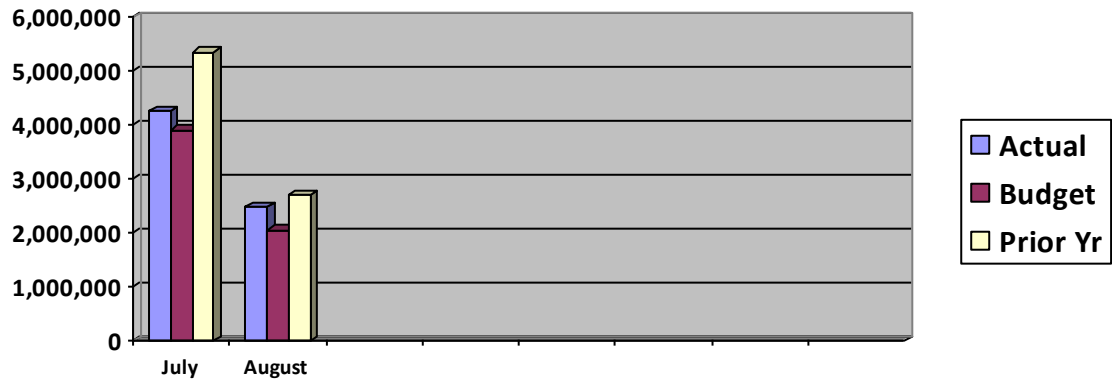
- Human Resources (-\$88K)
- Advertising expenses (-\$73K)
- Repairs – Facilities & Grounds (-\$90K)



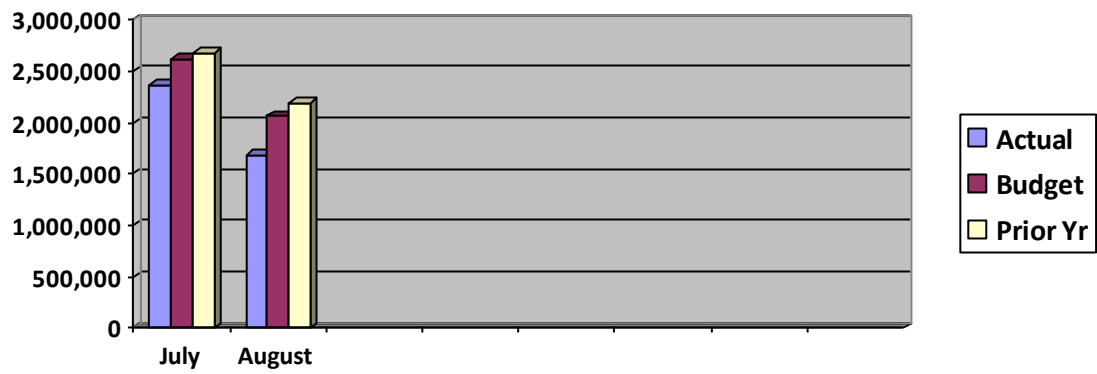
## Net Operating Cash

The Net Operating Cash Income for the month is \$796,029, which is a \$789K favorable variance from the budgeted net operating cash income of \$6,554. Net Operating Cash Income reflects a favorable \$1.4M (109%) variance from year to date budget and an unfavorable \$504K variance from prior year to date income.

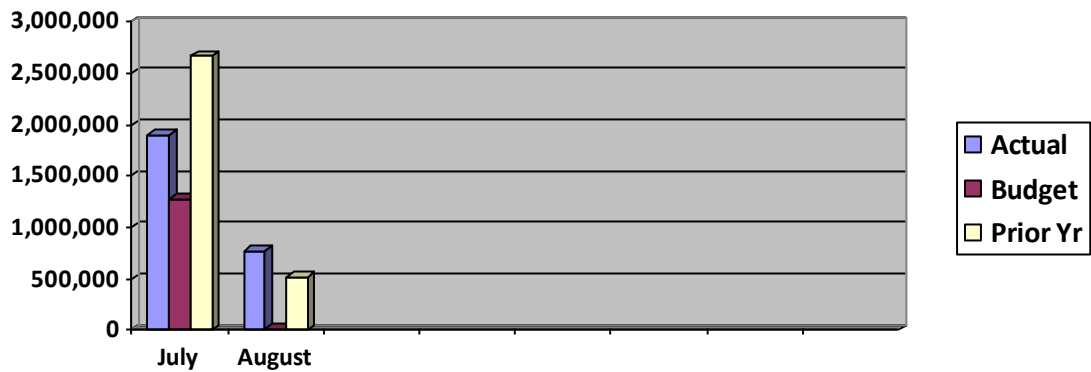
### FY2020 Revenues



### FY2020 Expenses



### Net Operating Cash



Jekyll Island Authority  
CONSOLIDATED BUDGET COMPARISON  
For the Two Months Ending August 31, 2020

	MONTH ACTUAL	MONTH BUDGET	BUDGET VARIANCE		YTD ACTUAL	YTD BUDGET	BUDGET VARIANCE		PRIOR YEAR ACTUAL	VARIANCE	
			(000's)	%			(000's)	%		(000's)	%
<b>Revenues</b>											
<b>Administration</b>											
Business Leases	459,937	445,246	15	3%	879,645	872,350	7	1%	928,928	(49)	-5%
Hotel Tax	250,001	191,100	59	31%	432,605	361,470	71	20%	458,953	(26)	-6%
Tourism Development Fund	107,143	81,900	25	31%	185,402	154,916	30	20%	196,694	(11)	-6%
Parking	440,887	299,890	141	47%	1,067,665	761,738	306	40%	985,783	82	8%
Interest	453	800	(0)	-43%	859	1,600	(1)	-46%	2,006	(1)	-57%
Lot Rentals	21,807	2,000	20	990%	45,682	4,000	42	1042%	67,913	(22)	-33%
Foundation	1,944	539	1	261%	1,944	2,398	(0)	-19%	-	2	0%
Airport	2,355	2,334	0	1%	4,406	4,667	(0)	-6%	-	4	0%
Administration revenue	11,401	6,643	5	72%	19,260	14,394	5	34%	17,305	2	11%
Beach Village	-	-	-	0%	1,507	1,507	-	0%	3,013	(2)	-50%
Intern Housing	4,250	4,750	(1)	-11%	8,800	9,500	(1)	-7%	9,500	(1)	-7%
<b>Total Administration</b>	<b>1,300,178</b>	<b>1,035,201</b>	<b>265</b>	<b>26%</b>	<b>2,647,775</b>	<b>2,188,541</b>	<b>459</b>	<b>21%</b>	<b>2,670,095</b>	<b>(22)</b>	<b>-1%</b>
<b>Enterprises</b>											
Golf	116,062	104,772	11	11%	282,216	240,164	42	18%	282,430	(0)	0%
Convention Center	(9,387)	108,010	(117)	-109%	(3,347)	145,836	(149)	-102%	1,065,117	(1,068)	-100%
McCormick's Grill	4,943	15,077	(10)	-67%	27,368	32,391	(5)	-16%	35,308	(8)	-22%
Summer Waves	374,153	219,486	155	70%	976,505	806,396	170	21%	1,144,469	(168)	-15%
Campground	149,138	106,484	43	40%	361,033	283,345	78	27%	280,487	81	29%
Life is Good	19,733	13,757	6	43%	48,638	33,274	15	46%	37,453	11	30%
Museum	38,180	29,452	9	30%	88,751	63,532	25	40%	117,450	(29)	-24%
Georgia Sea Turtle Center	173,969	150,187	24	16%	452,260	375,600	77	20%	550,608	(98)	-18%
Conservation	697	330	0	111%	1,873	559	1	235%	4,174	(2)	-55%
Miniature Golf & Bikes	33,134	22,561	11	47%	84,714	66,041	19	28%	85,414	(1)	-1%
Water/Wastewater	181,184	177,986	3	2%	342,254	327,070	15	5%	327,391	15	5%
Sanitation	46,841	46,454	0	1%	93,502	94,113	(1)	-1%	93,591	(0)	0%
Fire Department	9,348	6,200	3	51%	1,253,058	1,236,573	16	1%	1,188,132	65	5%
Tennis	14,818	10,403	4	42%	20,953	19,262	2	9%	21,399	(0)	-2%
Destination Mktg & Special Events	(0)	(0)	-	0%	0	0	-	0%	103,090	(103)	-100%
Guest Information Center	15,986	8,743	7	83%	36,130	22,182	14	63%	24,098	12	50%
Camp Jekyll & Soccer Fields	10,422	13,079	(3)	-20%	21,306	28,832	(8)	-26%	26,899	(6)	-21%
Landscaping, Roads & Trails	514	1,000	(0)	-49%	1,283	2,450	(1)	-48%	2,291	(1)	-44%

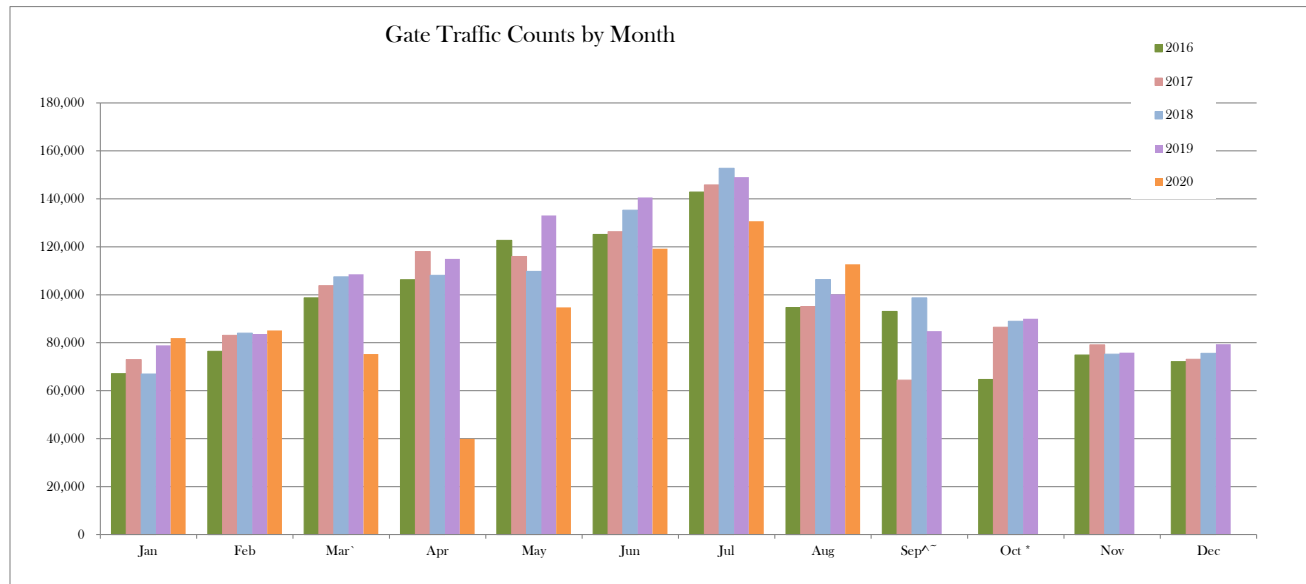
	MONTH ACTUAL	MONTH BUDGET	BUDGET VARIANCE		YTD ACTUAL	YTD BUDGET	BUDGET VARIANCE		YEAR ACTUAL	VARIANCE	
			(000's)	%			(000's)	%		(000's)	%
<b>Total Enterprises</b>	<b>1,179,734</b>	<b>1,033,980</b>	<b>146</b>	<b>14%</b>	<b>4,088,496</b>	<b>3,777,622</b>	<b>311</b>	<b>8%</b>	<b>5,389,803</b>	<b>(1,301)</b>	<b>-24%</b>
<b>Total Revenues</b>	<b>2,479,912</b>	<b>2,069,182</b>	<b>411</b>	<b>20%</b>	<b>6,736,271</b>	<b>5,966,162</b>	<b>770</b>	<b>13%</b>	<b>8,059,898</b>	<b>(1,324)</b>	<b>-16%</b>
<b>Expenses</b>											
Human Resources	<b>1,030,320</b>	1,118,525	(88)	-8%	<b>2,185,071</b>	2,314,182	(129)	-6%	<b>2,256,754</b>	(72)	-3%
Supplies & Materials	<b>76,680</b>	135,353	(59)	-43%	<b>140,920</b>	249,336	(108)	-43%	<b>285,227</b>	(144)	-51%
Advertising & Sales	<b>672</b>	73,531	(73)	-99%	<b>15,573</b>	108,196	(93)	-86%	<b>152,455</b>	(137)	-90%
Repairs - Facilities & Grounds	<b>56,911</b>	146,576	(90)	-61%	<b>182,876</b>	284,891	(102)	-36%	<b>344,574</b>	(162)	-47%
Utilities	<b>192,210</b>	185,444	7	4%	<b>351,581</b>	353,513	(2)	-1%	<b>394,593</b>	(43)	-11%
Insurance	<b>2,515</b>	4,974	(2)	-49%	<b>575,450</b>	584,133	(9)	-1%	<b>563,054</b>	12	2%
Contracts	<b>175,743</b>	244,186	(68)	-28%	<b>308,453</b>	455,285	(147)	-32%	<b>466,758</b>	(158)	-34%
Rentals	<b>44,903</b>	49,273	(4)	-9%	<b>84,515</b>	95,386	(11)	-11%	<b>124,297</b>	(40)	-32%
Printing	<b>9,273</b>	3,722	6	149%	<b>11,071</b>	8,582	2	29%	<b>10,344</b>	1	7%
Motor Vehicle	<b>21,945</b>	26,161	(4)	-16%	<b>36,409</b>	59,077	(23)	-38%	<b>58,512</b>	(22)	-38%
Telephone	<b>10,086</b>	10,246	(0)	-2%	<b>20,268</b>	20,450	(0)	-1%	<b>20,451</b>	(0)	-1%
Equipment Purchase <\$1K	<b>2,424</b>	2,400	0	1%	<b>3,791</b>	5,392	(2)	-30%	<b>25,120</b>	(21)	-85%
Equipment Purchase \$1K to \$5K	<b>-</b>	3,000	(3)	-100%	<b>-</b>	8,600	(9)	-100%	<b>16,094</b>	(16)	-100%
Travel	<b>2,237</b>	3,075	(1)	-27%	<b>2,268</b>	7,110	(5)	-68%	<b>12,242</b>	(10)	-81%
Dues	<b>16,775</b>	19,060	(2)	-12%	<b>51,788</b>	61,722	(10)	-16%	<b>54,638</b>	(3)	-5%
Credit Card Fees	<b>41,189</b>	37,103	4	11%	<b>78,368</b>	70,814	8	11%	<b>83,297</b>	(5)	-6%
Bank Fees	<b>-</b>	-	-	0%	<b>-</b>	35	(0)	-100%	<b>25</b>	(0)	-100%
<b>Total Expenditures</b>	<b>1,683,883</b>	<b>2,062,628</b>	<b>(379)</b>	<b>-18%</b>	<b>4,048,402</b>	<b>4,686,703</b>	<b>(638)</b>	<b>-14%</b>	<b>4,868,436</b>	<b>(820)</b>	<b>-17%</b>
<b>Net Operating Cash Income **</b>	<b>796,029</b>	<b>6,554</b>	<b>789</b>	<b>12046%</b>	<b>2,687,869</b>	<b>1,279,460</b>	<b>1,408</b>	<b>110%</b>	<b>3,191,462</b>	<b>(504)</b>	<b>-16%</b>

\*\* Does not include depreciation or capital projects

## August 2020 Traffic Counts

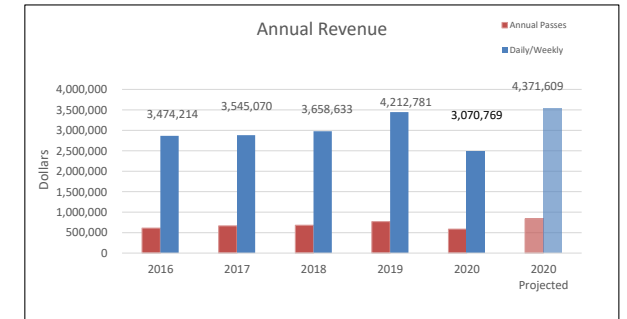
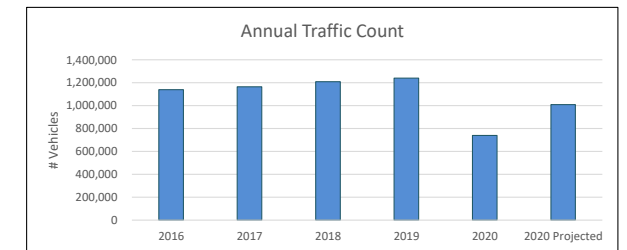
	2016			2017			2018			2019			2020		
	Daily/Weekly	Annual Passes	Total	Daily/Weekly	Annual Passes	Total	Daily/Weekly	Annual Passes	Total	Daily/Weekly	Annual Passes	Total	Daily/Weekly	Annual Passes	Total
January	24,977	42,084	67,061	26,372	46,562	72,934	21,065	45,842	66,907	28,874	50,037	78,911	29,773	52,159	81,932
February	31,332	45,113	76,445	35,982	47,081	83,063	34,326	49,664	83,990	35,010	48,619	83,629	32,646	52,457	85,103
March	46,104	52,582	98,686	49,605	54,166	103,771	51,052	56,444	107,496	51,682	56,865	108,547	27,012	48,279	75,291
April	57,158	49,140	106,298	66,259	51,718	117,977	55,620	52,474	108,094	61,404	53,529	114,933	12,082	27,810	39,892
May	69,981	52,704	122,685	62,367	53,558	115,925	54,547	55,167	109,714	74,194	58,894	133,088	44,891	49,825	94,716
June	74,618	50,525	125,143	72,234	54,056	126,290	79,575	55,657	135,232	82,105	58,479	140,584	51,147	68,042	119,189
July	90,544	52,276	142,820	90,765	55,010	145,775	95,960	56,773	152,733	89,499	59,595	149,094	56,441	74,236	130,677
August	46,949	47,693	94,642	44,352	50,732	95,084	53,639	52,681	106,320	47,501	52,687	100,188	39,096	73,585	112,681
September	47,555	45,509	93,064	26,578	37,809	64,387	49,032	49,651	98,683	37,317	47,518	84,835	0	0	0
October	26,241	38,461	64,702	35,871	50,566	86,437	38,539	50,366	88,905	39,100	50,923	90,023	0	0	0
November	31,634	43,245	74,879	32,323	46,777	79,100	29,468	45,737	75,205	30,173	45,699	75,872	0	0	0
December	29,947	42,132	72,079	27,891	45,195	73,086	30,104	45,436	75,540	31,871	47,504	79,375	0	0	0
Totals	577,040	561,464	1,138,504	570,599	593,230	1,163,829	592,927	615,892	1,208,819	608,730	630,349	1,239,079	293,088	446,393	739,481

Year to Date	2016 YTD	2017 YTD	2018 YTD	2019 YTD	2020 YTD
Comparison	833,780	860,819	870,486	908,974	739,481



~Mar 2020 - August 2020 - COVID-19 outbreak

\* Oct 2016 - Hurricane Matthew  
 ^Sep 2017 - Hurricane Irma  
 ~Sept 2019 - Hurricane Dorian





## August Traffic 2019 vs 2020

### Total Traffic Numbers

Day of Week	2019 August		2020 August		Difference	Percentage	Hurricane Isaias
Saturday	3	5,546	1	5,283	263	-5%	
Sunday	4	4,243	2	3,636	607	-14%	
Monday	5	3,241	3	2,406	835	-26%	
Tuesday	6	3,229	4	3,349	120	4%	
Wednesday	7	3,309	5	3,883	574	15%	
Thursday	8	3,231	6	3,932	701	18%	
Friday	9	3,570	7	4,693	1,123	24%	
Saturday	10	4,719	8	5,835	1,116	19%	
Sunday	11	3,152	9	4,117	965	23%	
Monday	12	2,710	10	3,044	334	11%	
Tuesday	13	2,823	11	3,014	191	6%	
Wednesday	14	2,708	12	3,032	324	11%	
Thursday	15	2,553	13	3,342	789	24%	
Friday	16	3,257	14	4,405	1,148	26%	
Saturday	17	3,164	15	5,119	1,955	38%	
Sunday	18	2,484	16	4,154	1,670	40%	
Monday	19	2,424	17	2,939	515	18%	
Tuesday	20	2,769	18	3,229	460	17%	
Wednesday	21	2,826	19	2,913	87	3%	
Thursday	22	2,934	20	3,132	198	7%	
Friday	23	3,456	21	4,085	629	18%	
Saturday	24	4,618	22	4,717	99	2%	
Sunday	25	2,425	23	2,888	463	19%	
Monday	26	2,574	24	2,501	73	-3%	
Tuesday	27	2,543	25	2,736	193	7%	
Wednesday	28	2,640	26	2,762	122	4%	
Thursday	29	2,878	27	3,187	309	10%	
Friday	30	3,302	28	3,896	594	15%	
Saturday	31	3,349	29	4,951	1,602	32%	
Sunday	1	2,491	30	3,002	511	17%	
Monday	2	1,035	31	2,499	1,464	59%	
TOTALS	96,203		112,681		16,478	15%	

September 9, 2020

Jekyll Island Convention Center ASM and JIA combined  
August FY20 Financial Review

AUGUST	FY2021	FY2020	FY2019	FY2018	FY2017	FY2016	FY2015	FY2014	FY2013
Number of Events	0	13	19	15	15	16	9	8	9
Event Days	0	38	40	28	23	32	16	19	16
Attendance	0	6586	7371	4370	4785	7957	3560	3630	5455
Sq. Feet Used	0	432,490	648,902						
Revenue	\$850 act \$121,072bud	\$410,233act	\$483,957act	\$344,836	\$217,296	\$288,040	\$126,582	\$150,227	\$46,809

What should have been a solid month – all disappeared thanks to COVID-19. We are still cancelling, moving, and taking numerous calls on “what do you think....”

**FUTURE Contracts Issued – 1 estimated revenue -\$52,000**

Conventions –1– Anticipated revenue of \$52,000

Meetings –0 –Anticipated revenue \$0

Banquet –0 – Anticipated revenue \$0

Weddings –0 – Anticipated revenue \$0

Public Event –0- Anticipated revenue

**PROPOSALS**

CVB –5

Westin – 0

C Vent- 2

SitePass - 0

Combined site and planning meetings with all staff -- 5

# JEKYLL ISLAND AUTHORITY

## HOTEL OCCUPANCY STATISTICS

August 2020

### HOTEL STATISTICS AT-A-GLANCE

#### Aug-20

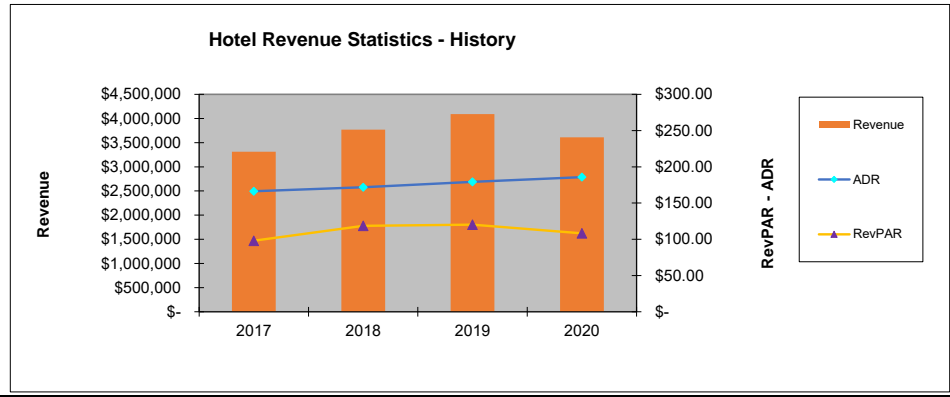
Total Revenue	\$	3,610,710
Occupancy Rate		58.2%
Rev PAR	\$	108.11
ADR	\$	185.73

#### Aug-19

Total Revenue	\$	4,093,130
Occupancy Rate		67.0%
RevPAR	\$	120.18
ADR	\$	179.25

#### Aug-18

Total Revenue	\$	3,769,638
Occupancy Rate		69.0%
RevPAR	\$	118.43
ADR	\$	171.75



### OCCUPANCY REPORT DETAIL

Hotel	# of Rms	Units Availbl	Units Occpd	Percent Occpd	Average Daily Rate	RevPAR	2020 Room Revenue	2019 Room Revenue	Revenue Variance	
Beachview Club	38	1,178	443	37.6%	\$ 230.92	\$ 86.84	\$ 102,295.45	\$ 66,218.95	\$ 36,077	54%
Home2Suites	107	2,855	1,857	65.0%	\$ 149.81	\$ 97.44	\$ 278,191.00	\$ 11,469.66	\$ 266,721	2325%
Holiday Inn Resort	157	4,071	2,458	60.4%	\$ 176.75	\$ 106.72	\$ 434,459.14	\$ 571,621.61	\$ (137,162)	-24%
Days Inn & Suites	124	3,720	2,608	70.1%	\$ 151.44	\$ 106.17	\$ 394,956.60	\$ 385,532.10	\$ 9,425	2%
Hampton Inn	138	4,278	1,863	43.5%	\$ 156.59	\$ 68.19	\$ 291,720.00	\$ 464,486.00	\$ (172,766)	-37%
Jekyll Island Club Resort	200	6,200	3,179	51.3%	\$ 280.59	\$ 143.87	\$ 892,002.00	\$ 1,018,782.00	\$ (126,780)	-12%
Seafarer Inn & Suites	73	2,092	1,207	57.7%	\$ 145.01	\$ 83.66	\$ 175,022.65	\$ 228,987.55	\$ (53,965)	-24%
Villas by the Sea	133	3,828	1,851	48.4%	\$ 185.20	\$ 89.55	\$ 342,805.46	\$ 333,586.76	\$ 9,219	3%
Villas by the Sea - Jekyll Realty	19	589	312	53.0%	\$ 155.33	\$ 82.28	\$ 48,462.84	\$ 23,473.88	\$ 24,989	106%
Villas by the Sea - Parker Kaufman	13	403	300	74.4%	\$ 136.37	\$ 101.52	\$ 40,911.84	\$ 18,619.00	\$ 22,293	120%
Westin	200	4,185	3363	80.4%	\$ 181.35	\$ 145.73	\$ 609,883.00	\$ 970,352	\$ (360,469)	-37%
<b>Aug-20 Total</b>	<b>1,202</b>	<b>33,399</b>	<b>19,441</b>	<b>58.2%</b>	<b>\$ 185.73</b>	<b>\$ 108.11</b>	<b>\$ 3,610,710</b>	<b>\$ 4,093,130</b>	<b>\$ (482,420)</b>	<b>-11.8%</b>

Home2 Suites opened 8/28/19

# JEKYLL ISLAND AUTHORITY

## HOTEL OCCUPANCY STATISTICS

Calendar Year to Date - August 2020

### HOTEL STATISTICS AT-A-GLANCE

#### 2020

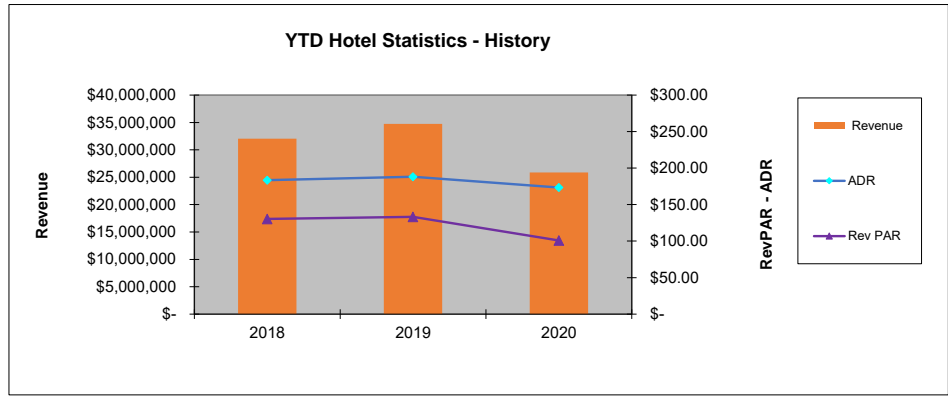
Total Revenue	\$	25,856,948
Occupancy Rate		58.2%
Rev PAR	\$	100.86
ADR	\$	173.38

#### 2019

Total Revenue	\$	34,728,025
Occupancy Rate		70.8%
RevPAR	\$	133.23
ADR	\$	188.16

#### 2018

Total Revenue	\$	32,025,671
Occupancy Rate		71.0%
RevPAR	\$	130.27
ADR	\$	183.38

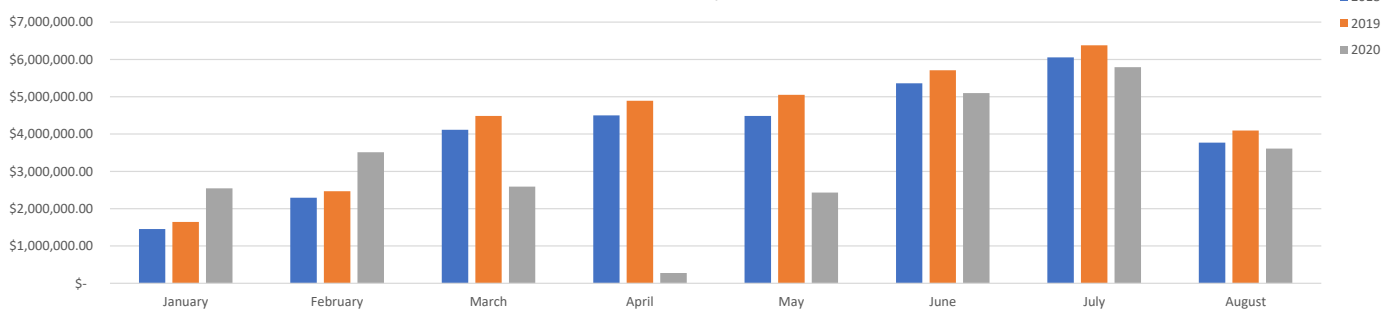


### OCCUPANCY REPORT DETAIL

Hotel	# of Rms	Units Availbl	Units Occpd	Percent Occpd	Average Daily Rate	RevPAR	2020 Room Revenue	2019 Room Revenue	Revenue Variance	
Beachview Club	38	8,942	3,874	43.3%	\$ 194.89	\$ 84.44	755,020	606,722	\$ 148,298	24%
Home2Suites	107	22,264	14,213	63.8%	\$ 148.15	\$ 94.58	2,105,700	11,470	\$ 2,094,230	18259%
Holiday Inn Resort	157	32,032	19,047	59.5%	\$ 170.76	\$ 101.54	3,252,391	4,862,157	\$ (1,609,765)	-33%
Days Inn & Suites	124	26,412	17,300	65.5%	\$ 145.12	\$ 95.05	2,510,491	3,485,896	\$ (975,404)	-28%
Hampton Inn	138	32,618	17,620	54.0%	\$ 157.72	\$ 85.20	2,778,947	4,545,737	\$ (1,766,790)	-39%
Jekyll Island Club Resort	200	42,800	22,538	52.7%	\$ 241.16	\$ 126.99	5,435,237	8,023,895	\$ (2,588,658)	-32%
Seafarer Inn & Suites	73	17,395	10,008	57.5%	\$ 157.11	\$ 90.39	1,572,370	1,747,389	\$ (175,019)	-10%
Villas by the Sea	133	28,073	15,422	54.9%	\$ 158.92	\$ 87.30	2,450,846	3,154,892	\$ (704,046)	-22%
Villas by the Sea - Jekyll Realty	19	4,415	2,465	55.8%	\$ 132.55	\$ 74.00	326,729	279,716	\$ 47,014	17%
Villas by the Sea - Parker Kaufman	13	2,947	2,170	73.6%	\$ 105.06	\$ 77.36	227,970	205,155	\$ 22,816	11%
Westin	200	38,470	24,474	63.6%	\$ 181.47	\$ 115.45	4,441,245	7,804,997	\$ (3,363,752)	-43%

2020	Total	256,368	149,131	58.2%	\$ 173.38	\$ 100.86	\$ 25,856,948	\$ 34,728,025	\$ (8,871,077)	-25.5%
2019	Total	260,665	184,568	70.8%	\$ 188.16	\$ 133.23	\$ 34,728,025			
2018	Total	245,849	174,637	71.0%	\$ 183.38	\$ 130.27	\$ 32,025,671			

Revenues by Month



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**MEMORANDUM**

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**TO:** FINANCE COMMITTEE  
**FROM:** MARJORIE JOHNSON, CHIEF ACCOUNTING OFFICER  
NOEL JENSEN, CHIEF OPERATIONS OFFICER  
**SUBJECT:** GOLF COURSE MAINTENANCE EQUIPMENT LEASES  
**DATE:** 9/9/2020

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The first Wells Fargo Golf Course Equipment Lease was signed four years ago and is now expiring. In order to replace needed equipment, the JIA would like to enter into two lease agreements. One lease consists of used equipment while the other will lease new equipment. These will need to be updated every four years with this year being the first cycle.

Staff hereby requests approval of two proposed Lease Agreements with Wells Fargo. The used equipment lease containing two pieces of equipment will have a monthly payment of \$510.29 per month. The new equipment lease containing fifteen pieces of equipment will have a monthly payment of \$6,627.56 per month (applicable taxes will be added to both). The first payments for both leases would be due Oct 1, 2020.



## **Funding Requests**

September 1, 2020

The Jekyll Island Authority (JIA) respectfully request consideration of funding for two (2) projects:

- 1.** Jekyll Island Campground Expansion - \$2,948,154
- 2.** Public Safety Complex - \$2,194,445

<b>Project</b>	<b>State Funding Request</b>	<b>JIA Funding Provided</b>	<b>Project Cost</b>
<b>1.</b> Jekyll Island Campground Expansion	\$2,948,154	\$422,405	<b>\$3,370,559</b>
<b>2.</b> Public Safety Complex	\$2,194,445	\$75,000	<b>\$2,269,445</b>
<b>Total State Funding Request</b>	<b>\$5,142,599</b>	<b>\$497,405</b>	<b>\$5,640,004</b>

The 2014 Jekyll Island Master Plan is the guide for land use on Jekyll Island. Two Master Plan Amendments were adopted on December 17, 2019 to convert land for the Campground and Public Safety Complex.

- 1.** Campground Expansion – 12 acres
- 2.** Public Safety Complex – 3 acres



# Jekyll Island Authority Golf Master Plan

1



# Jekyll Island Facts

Rounds by Comparison	2014	2015	2016	2017	2018	2019
US Average per 18 (31,527) @ 63 Holes	110,344	110,344	110,344	110,344	110,344	110,344
Jekyll Island Total Rounds	69,482	66,923	64,528	62,068	62,517	64,964
Difference	-40,862	-43,421	-45,816	-48,276	-47,827	-45,380

Source: National Golf Foundation, Jekyll Island Golf Club, Vincent Design

- Membership rounds have increased and currently account for 1/3 of the total rounds over the last two years, averaging 21,500 rounds a year.
- In 2016, the National Golf Foundation (NGF) was retained to evaluate the operations and economic performance of the Jekyll Island Golf Club. A key finding was Jekyll Island Golf Club is operating below industry standards in both budget and available maintenance personnel per 18 holes.
- The NGF report consistently compares either keeping 63 holes or reducing to 45 holes. "Given this and the change in demand, the NGF sees a 45-hole golf facility as a much better option for JIGC....."
- All data points to a 45-hole facility being optimal.



# Jekyll Island Facts

- ▶ The site analysis prepared by Vincent Design (2019) and NGF report (2017) both concur that Great Dunes, Oleander and Indian Mound have surpassed their life expectancy and are all in need of major upgrades.
- ▶ The Golf Master Plan process is designed to determine what options exist and recommend the best direction for the future of golf at Jekyll Island.
- ▶ Current course design does not align with Jekyll Island Authority's mission as stewards of the island. Incorporating turf reduction, minimize aquifer withdraw for irrigation and introducing native grasses are more environmentally sound practices.
- ▶ The plan allows for a wider range of outdoor recreation and education opportunities with broader appeal to the general public, while enhancing the wildlife habitat.
- ▶ Conservation areas could accommodate conversion from golf to maritime grasslands, maritime forest, pine savannah, freshwater wetlands and areas that can accommodate expansion of saltwater high marsh.
- ▶ Focused outreach to Georgia Conservancy, Nature Conservancy and Bird Conservation Interests to discuss best course of action in restoring conservation areas.

# Jekyll Island Facts

Total Acres of the Jekyll Island Golf Courses			
Oleander	Pine Lakes	Indian Mound	Great Dunes
179 acres	122 acres	120 acres	60 acres

Source: National Golf Foundation, Jekyll Island Golf Club, Jekyll Island Authority, Vincent Design

- ▶ While considering the overall site, traffic patterns and access points as well as current issues with Oleander, eliminating the back 9 and re-purposing this portion of the site is practical.
- ▶ There is an opportunity to reallocate golf acreage to conservation land rather than to alternative development. The recommended plan calls for two- and one-half acres of conservation for each acre of alternative development.
- ▶ Bridging the wildlife corridor gap between Shell Road and Captain Wyly Road will allow a continuous wildlife passage without interruption for natural habitat on the island.
- ▶ Opportunity is created for salt marsh expansion to accommodate sea level rise along the tidal lake on the Oleander Course.

# Jekyll Island Facts

- ▶ Regardless of the decision to keep all 63 holes or hole reduction, a financial plan is required to determine income generated to support the project costs.
- ▶ Spending 1.4 to 1.7 million on “basic improvements” will not address the overall issues that are and will continue to take place – for example, the \$32,000.00 spent on the green on hole 2 at the Indian Mound course which did not solve the issue.
- ▶ Improving the overall golf courses will inspire a renewed marketing campaign. Highlighting new offerings will be more successful than promoting what currently exists. An aggressive and targeted campaign to build excitement and awareness will begin once the enhancements are underway.
- ▶ Development will only contribute a portion of the overall project costs. The Golf Master Plan will require development, loans, grants and partnerships.
- ▶ The complexity of securing sources of funding, it is not possible to determine the exact timeline.

Source: National Golf Foundation, Jekyll Island Golf Club, Vincent Design

# Master Plan Objectives

# Jekyll Island Authority Priorities

- ▶ Determine the correct number of holes for Jekyll Island today based on data compiled in NGF report.
- ▶ Reach Financial Sustainability
- ▶ Achieve Maintenance Sustainability
- ▶ Renew and improve Golf Experience to attract a broader audience
- ▶ Incorporate successful trends that are currently influencing the golf industry
- ▶ Build No housing on golf course
- ▶ Maintain Limited Development – Low density
- ▶ Create Partnerships
- ▶ Maximize Golf Marketing Opportunities



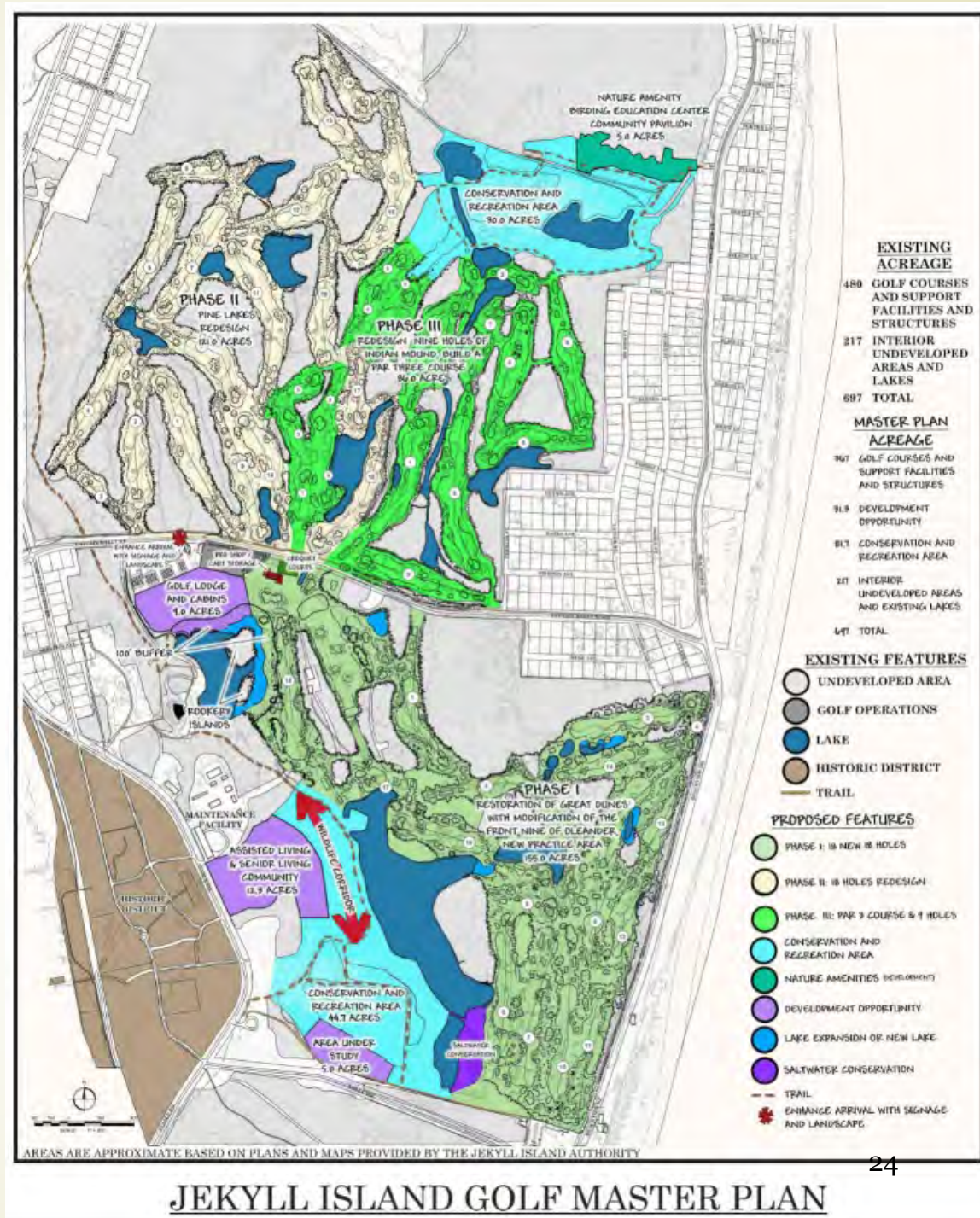
# Jekyll Island Authority Priorities

- ▶ Wildlife Corridors
- ▶ Utilize land effectively for additional JIA amenities/attractions – grow destination offerings
- ▶ Wetland restoration potential
- ▶ Diversifying outdoor recreation and education opportunities
- ▶ Introduction of additional green spaces
- ▶ Limited Retail
- ▶ Overall cost estimates
- ▶ All Master Plan components would be addressed in varied ways such as RFP's, JIA budget, State funding or Partnerships

# Public Response Highlights

- **Keep golf affordable** – “if rates increased, we would lose play because Jekyll Island is cheaper than most surrounding courses”.
- **Make no changes** – “the courses are in good shape for the cost”, “ nothing should be changed on Jekyll Island... we do not need to destroy it for (rich) golfers and developers”.
- **Changes needed** – “ pick one and get started”, “ the new concepts look good”,
- **Create a higher quality golf development** – “ I want the island to be known for golf”, “make Jekyll Island a golf destination”
- **Market the golf courses** – “ there is not enough marketing of the golf course”
- **Limited or no development** – “I am totally opposed to further development on Jekyll Island”, “ I like the the idea of some of the land being used for conservation and wildlife but none of the land should be used for development of homes or businesses”.
- **Additional recreational opportunities** – “We should include two full sized croquet lawns”, “on Jekyll, croquet has grown from about 20 participants to 40 in the past 18 months”. “Pickleball has become a fast-growing sport...”
- **Secure State funding for the project**
- **Explore opportunity to relocate Fire Station-** “ ...utilizing some of the acreage on Oleander Course for Public Safety Complex...”

# Recommended Golf Master Plan





# Master Plan Opportunities

- ▶ Great Dunes/ Oleander Course Combination
- ▶ Pine Lake Improvements
- ▶ New 9 Hole Par 3 Course
- ▶ Indian Mound Course Adjustment
- ▶ Practice Area and Golf Instruction Center
- ▶ Repurpose Existing Clubhouse for Pro Shop, Cart Storage and Fitness Center
- ▶ Captain Wylly Road Enhancement
- ▶ Boutique Lodge and Villa's- Low Density
- ▶ Existing Amphitheatre
- ▶ Create two islands for bird rookery with 100' buffer
- ▶ Assisted Living Facility- Low Density

# Master Plan Opportunities

- ▶ Wildlife Corridor
- ▶ Expanded Trail System
- ▶ Salt Marsh/Conservation Expansion
- ▶ Natural Grasslands Establishment
- ▶ Open Parkland/Passive Recreation
- ▶ Croquet Courts
- ▶ Nature Amenity with Community Pavilion, Conservation/ Education Center

# Master Plan Acreage Comparison Concepts vs. Recommended Plan

Master Plan Concept Comparison	Existing	Concept A	Concept B	Concept C	Concept D	Master Plan
<b>Golf Course and Support Facilities</b>	480	355.48	384.38	330.05	367.74	<b>367</b>
Development Opportunity	N/A	61.21	16.76	26.53	36.41	<b>31.3</b>
Conservation and Recreation	N/A	63.31	78.86	123.42	75.85	<b>81.7</b>
Undeveloped Area and Lakes	217	217	217	217	217	<b>217</b>
Total Acreage	697	697	697	697	697	<b>697</b>
Par 3 or Executive Course	N/A	Executive	Par 3	Par 3	Par 3	<b>Par 3</b>
New Clubhouse Location	N/A	No	Yes	No	No	<b>No</b>
<b>*Total Number of Golf Holes</b>	63	45	54	45	54	<b>54</b>

\* Total Holes includes Executive or Par 3 Holes

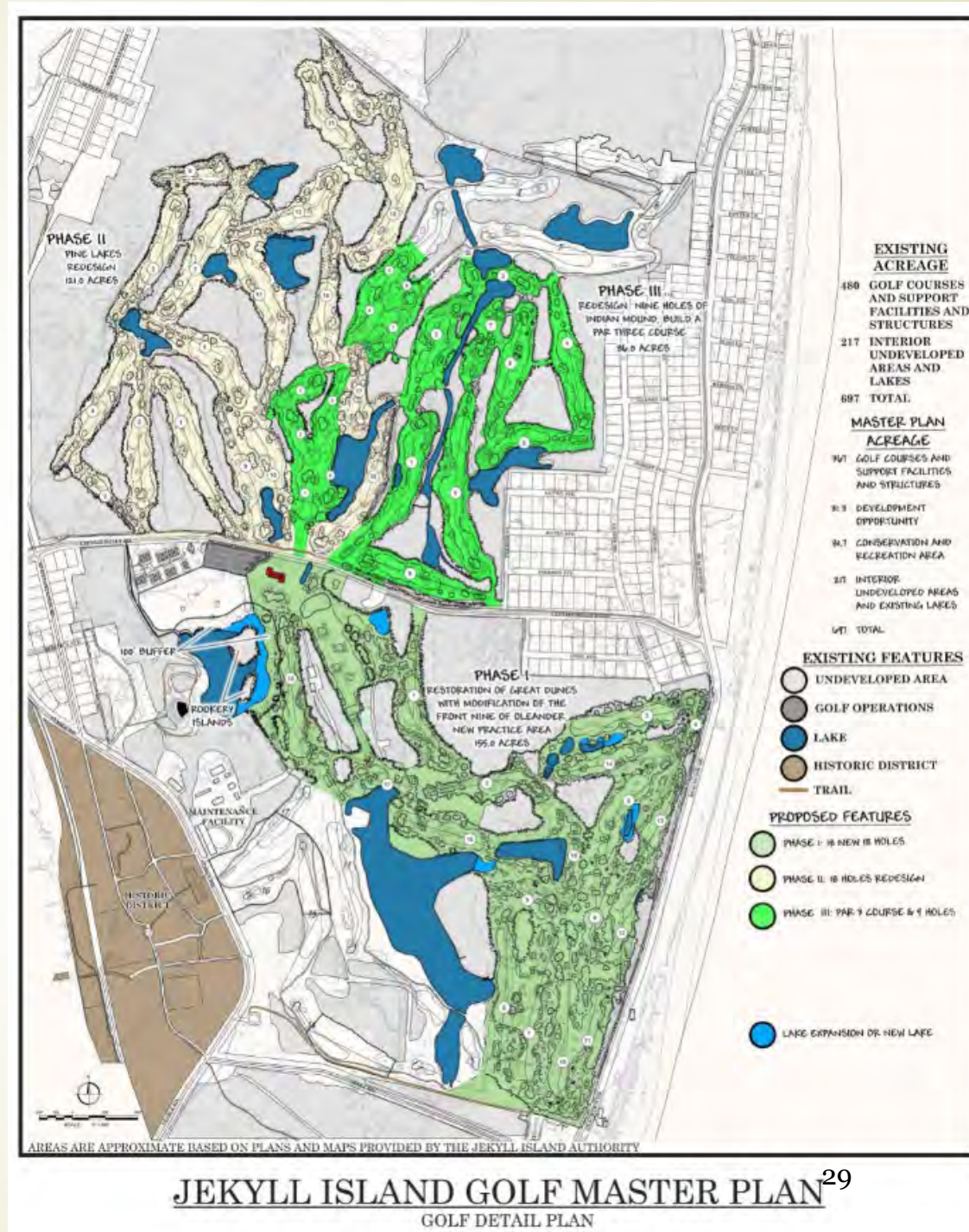
# Master Plan Components



# Golf Courses

54 Total holes of golf

- Two 18 hole full sized golf courses (Pine Lakes and Great Dunes)
- One 9-hole regulation golf course (Indian Mound back 9 To Be Determined)
- One 9-hole par 3 course
- New practice area that includes larger tee area, chipping area, putting course and golf instruction center

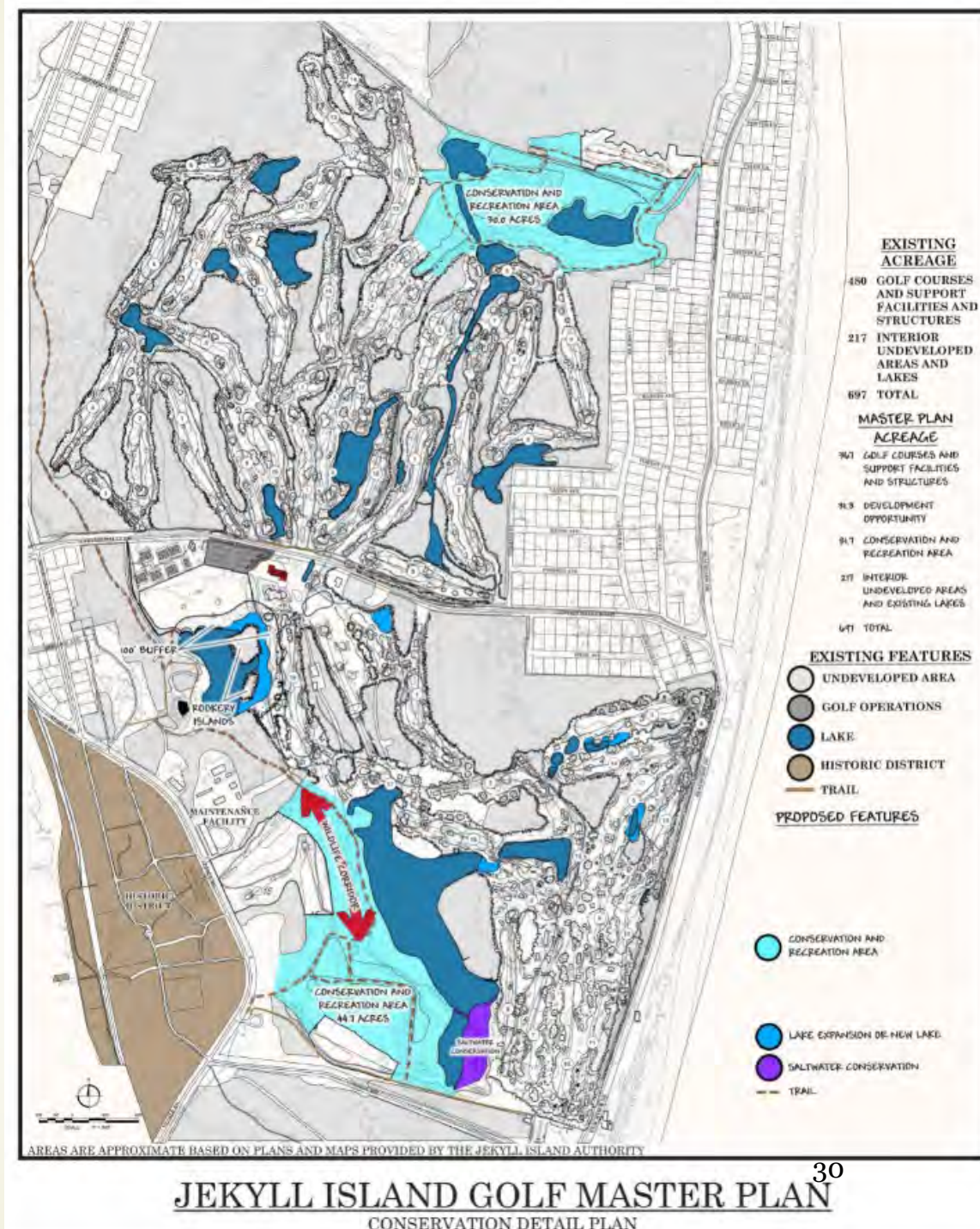




# Conservation Areas

Conservation area is increased by 81.7 acres by eliminating portions of the golf development. The new areas will allow for several possibilities such as the following:

- Enhance linkages to the maritime forests north of Captain Wyly Road and south of Shell road by creating a north-south wildlife corridor
- Restore freshwater wetlands on north end of Indian Mound course
- Opportunity created for salt marsh expansion to accommodate sea level rise
- Provide a 100' buffer along wading bird rookery and enhance habitat through expansion of pond to create rookery islands
- Diversify habitat with managed maritime grasslands
- Establish new environmental recreation areas

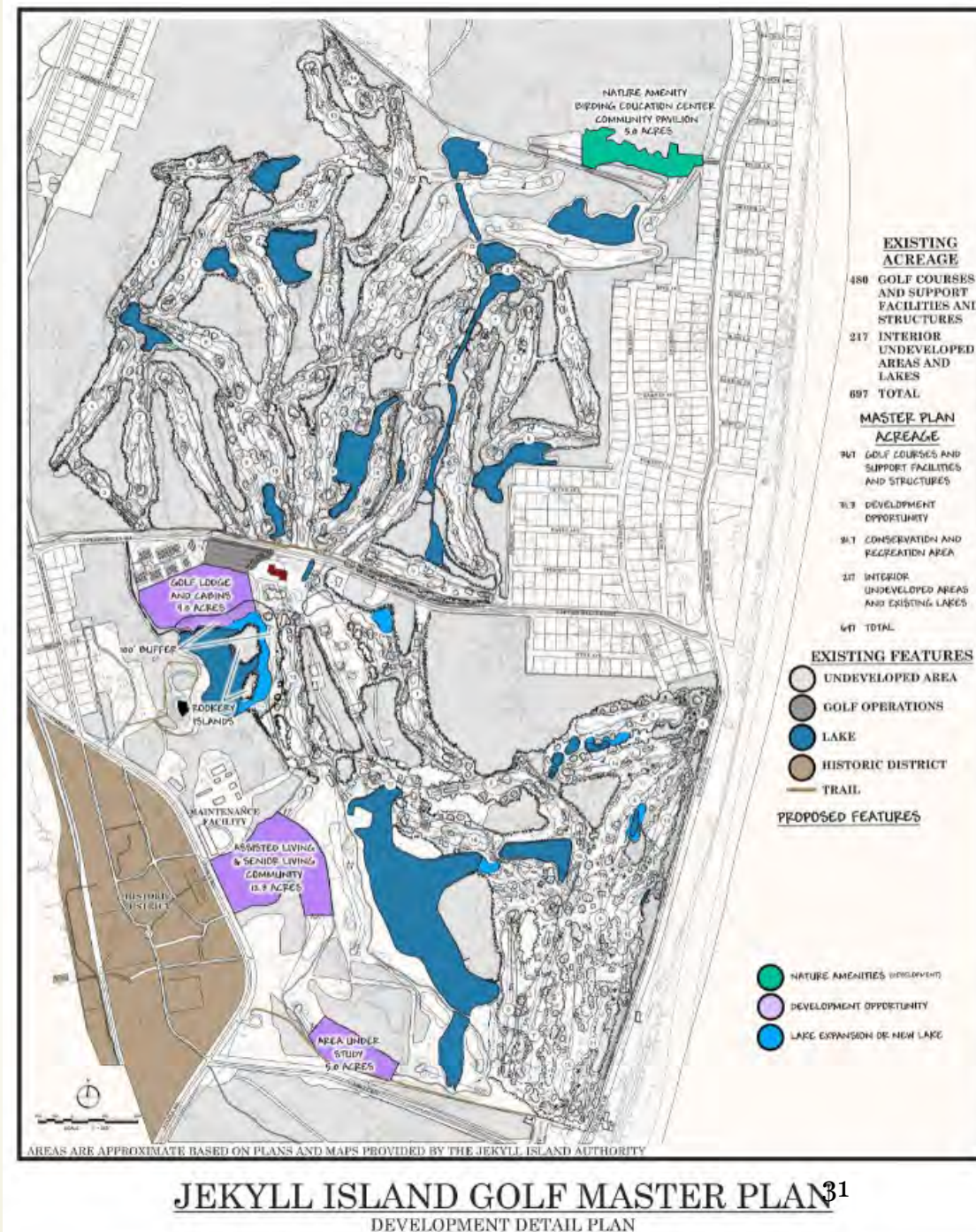




# Development Areas

Four development areas that total 31.3 acres are all located within the “developable area” of the 65/35 plan

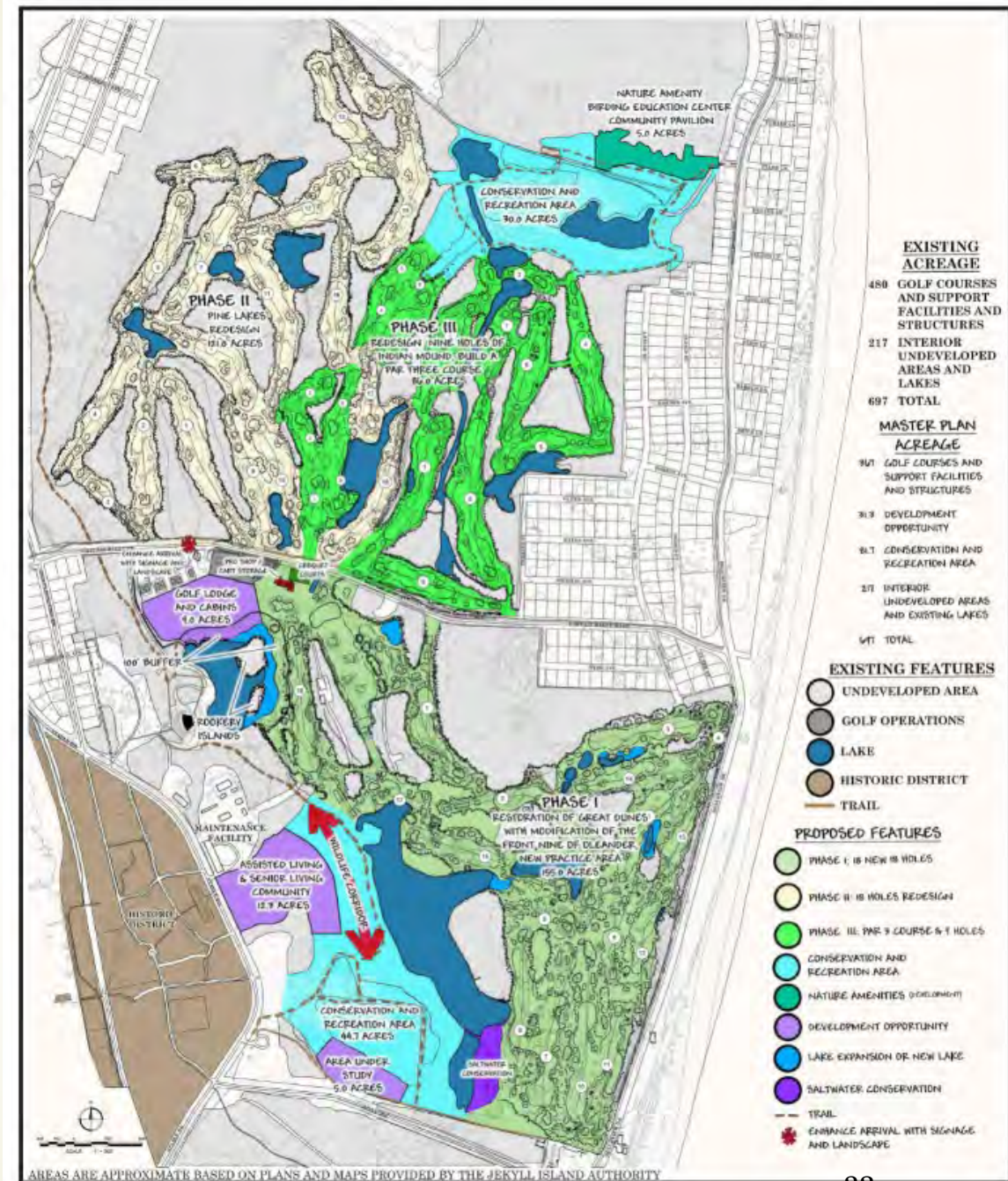
- Located along Stable Road and adjacent to the historic district, the largest tract is 12.3 acres, this would be the ideal site for a proposed low density (40-50 room) assisted and Independent living facility
- The current practice area is the site of the second tract. This 9-acre parcel could accommodate a proposed low-density boutique style (50 rooms) Golf Lodge villas for golfers, tennis and other tournament groups
- A 100' buffer would be incorporated along the rookery to further protect and enhance the area
- A small 5-acre area located along the north side of the current Indian Mound course could include a community pavilion and nature- oriented amenity
- A 5-acre parcel located along Shell Road is designed for low-density retail, which may include a nature-oriented shop or outlet





# Master Plan Advantage

- Create exciting classic golf course
- Improve Pine Lakes course
- Indian Mound becomes a nine-hole course pending initial phase
- Create a new par 3 course
- Increase Conservation Area by 81.7 acres
- Repurpose existing Clubhouse into a Pro Shop, Cart Storage and Fitness Center
- Develop new Practice Facilities that include a golf instruction center
- Design a boutique golf lodge with grill room
- Construct a low density Assisted Living facility for those that enjoy Jekyll Island





# Golf Course Phasing

## PHASE I

- Restore the Great Dunes course and modify the front nine of Oleander to create a new 18-hole classic style course that can be operated from a centralized location.
- Construct new Practice Area.
- Pine Lakes, Indian Mound and the current Practice Area will remain open. A portion of Oleander could remain open for a brief period.
- 45/36 holes available for play during Phase I.

## PHASE II

**These Phases will be determined based on timing and results of Phase I**

- Pine Lakes re-design.
- New 18-hole Great Dunes Course, new Practice Area and Indian Mound Course open for play.
- 36 holes available for play during Phase II.

# Golf Course Phasing

## PHASE III

Three options exist for Phase III, the best course of action will be determined based on timing and results of Phase I and Phase II

### Option A – As Depicted on the Golf Course Master Plan

- Re-design 9- holes of Indian Mound course and construct the 9-hole par 3 course.
- New Great Dunes Course, New Pine Lakes and New Practice Area remain open.
- 36 holes available for play during Phase III-A.

### Option B

- Design New 9-hole par 3 course.
- New Great Dunes, New Pine Lakes and New Practice Area remain open.
- Indian Mound back 9-holes remain as-is.

### Option C

- Re-Design 18-hole Indian Mound course.



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# New Great Dunes Course Concept









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# Pine Lakes Concept









# New Par 3 Course

- ▶ 9-hole Par 3 Course with capabilities to double as additional practice area
- ▶ Unique design with no formal tees
- ▶ Single fairway cut eases maintenance
- ▶ Provides area for wide variety of golfers to enjoy the game on an abbreviated course, a variation that is steadily growing popularity





# Indian Mound 9-hole Concept





# Cost Estimates

# Existing Golf Course Estimate

Estimated Cost of Improving Existing Jekyll Island Golf Facilities					
		Phase I	Phase II	Phase III	Total
Great Dunes Course				\$3,570,000	\$3,570,000
Oleander Course		\$7,089,000			\$7,089,000
Pine Lakes Course				\$3,230,000	\$3,230,000
Indian Mound Course			\$7,050,000		\$7,050,000
Clubhouse/Practice Area		\$800,000			\$800,000
Estimated Budget by Phase		\$7,889,000	\$7,050,000	\$6,800,000	\$21,739,000

Source: Vincent Design

# Master Plan Golf Course Implementation

Estimated Jekyll Golf Master Plan Implementation Cost				
	Phase I	Phase II	Phase III	Total
Re-Design Great Dunes to 18-Holes	\$6,908,661			\$6,908,661
Re-Design Pine Lakes 18-Holes		\$4,155,698		\$4,155,698
Indian Mound Options				
A. Create Par 3 Course and 9-Hole Course			\$4,593,694	
B. Create Par 3 Course Only			\$1,617,254	
C. Re-Design Indian Mound 18-Holes			\$5,137,367	
Renovate Clubhouse/Restore Conservation Areas	\$800,000	\$800,000	\$800,000	\$2,400,000
Estimated Budget by Phase – Option A	\$7,708,661	\$4,955,698	\$5,393,694	\$18,058,053
Estimated Budget by Phase- Option B	\$7,708,661	\$4,955,698	\$2,417,254	\$15,081,613
Estimated Budget by Phase- Option C	\$7,708,661	\$4,955,698	\$5,937,367	\$18,601,726

# Program Element Examples

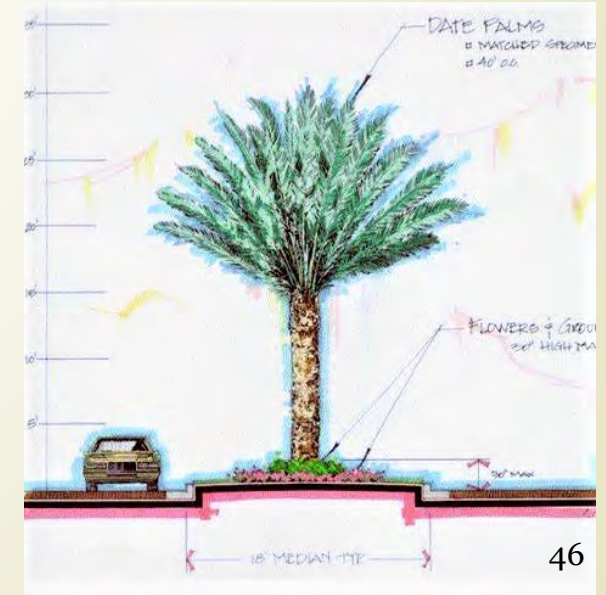
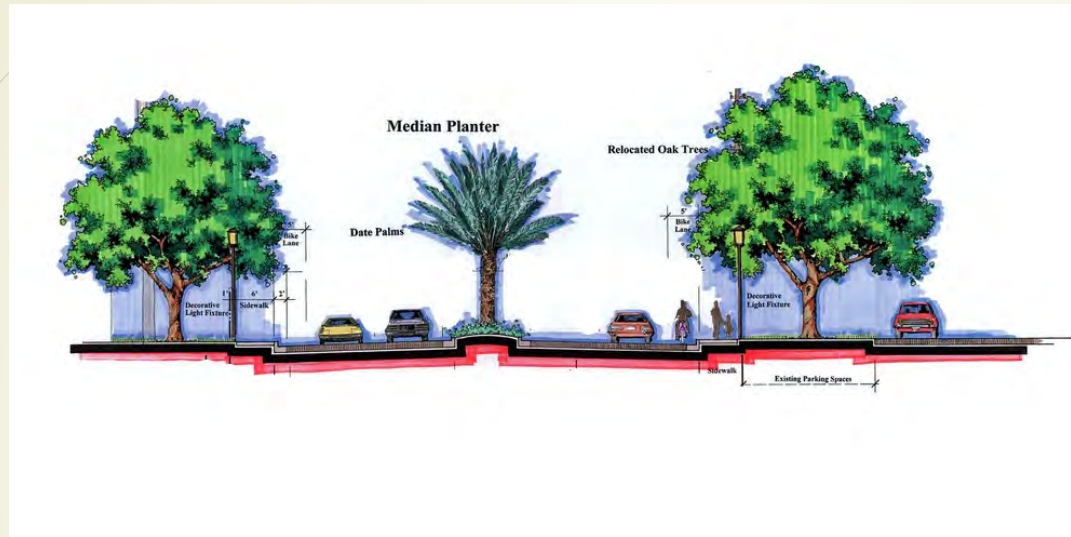
# Repurposed Existing Clubhouse

- ▶ Utilize the indoor and outdoor space without constructing a new building
- ▶ Re-establish first floor for golf cart storage
- ▶ Pro Shop will remain
- ▶ Configure the second floor into a Fitness Center
- ▶ Potential lease opportunity





# Enhanced Entrance





# Golf Lodge and Villa's

- ▶ Commercial developed golf lodge to be designed from RFP Process
- ▶ Located at current practice area
- ▶ Recommend a Jekyll- appropriate coastal design with Restaurant/Grill
- ▶ Cluster of low-density villa's located at the Golf Lodge to accommodate golfers, tennis and other tournament groups





# Assisted and Independent Living Facility

- ▶ Located on proposed development parcel off Stable Road
- ▶ Low Density development
- ▶ Conveniently located adjacent to Historic District
- ▶ Main facility with cluster group of (5-6) independent villas





# Public Green Space

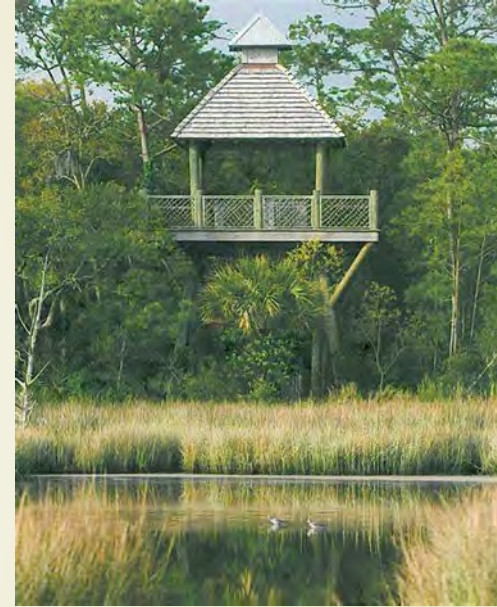




# Nature Amenities

5- acre area with numerous possible uses for enjoyment and education

- Community Pavilion
- Bird-Watching Stations
- Eco-Lodges
- Nature/Conservation Educational Center



# Moving Forward

- **PLANNING** – Additional planning and design will be required at a more detailed level including archaeological evaluations
- **DETERMINE PHASING** – Map elements to be included in each phase of the project and evaluate what effect they will have on Jekyll Island
- **FUNDING** – Determine what options are available to fund the project and when they would become available
- **CONSERVATION PLANNING AND PRIORITIES** – Consider how to integrate conservation efforts and introduce new elements
- **EXPLORE PARTNERSHIPS** – If adopted, several elements will require Partners, RFP's issued to determine interest
- **DEFINE TIMEFRAME** – Timing of all the components, phases and their duration





VINCENT DESIGN



JOHNSON, LASCHOB & ASSOCIATES, P.C.  
ARCHITECTS • ENGINEERS • LANDSCAPE ARCHITECTS

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Grid view

#	Name	Message	Submission Date & Time		Physical Address	Email Address
1	Michelle Webb	test	8/27/2020	11:04am	100 James Road Brunswick Georgia 31527 United States	<a href="mailto:mwebb@jeekyllisland.com">mwebb@jeekyllisland.com</a>
2	Candace Murphey	Architectural elements that reflect the significant Architecture of the nationally recognized Historic district would enhance this development. Thank you. C Murphey	8/27/2020	1:47pm	324 Old Plantation Road Jekyll island Georgia 31527	<a href="mailto:crwm09@gmail.com">crwm09@gmail.com</a>

#	Name	Message	Submission Date & Time		Physical Address	Email Address
3	Ron Lubianez	<p>First of all thank you for the LIVE Stream of the presentation on the JIA YouTube Channel. I have been a resident on Jekyll Island for 8-years, but I have visited and played golf on the Island for 26-years. I wish to make some comments below:</p> <p>1. I am all in favor of a proposed renovation of the current Golf Complex on Jekyll Island to make it profitable, respectable and more cost-effectively maintained. However, I think that in honoring the philosophy of conservation on Jekyll Island, that providing a reasonably priced Golf experience without the flamboyant Country Club atmosphere in a State Park would appeal to conventioners and vacationers alike, since they are visiting for another purpose than to specifically play golf. Reflecting on the JIA Mission Statement: As stewards of Jekyll Island's past, present and future, we're dedicated to maintaining the delicate balance between nature and humankind.</p> <p>2. I was particularly struck by the comment that was made during the presentation that people who come to Jekyll Island for a convention or vacation are seeking to play a "Higher End Golf Course." Are there concrete data that substantiate this comment as fact? Results of surveys perhaps?</p> <p>3. The proposal of the construction of a "Boutique" Golf Lodge with Villas and a median strip with additional Palm Trees to make one aware of their arrival to the renovated Jekyll Island Golf Complex sounds to me like the construction of a "Higher End" Golf Vacation Destination. Is the intent to compete with St. Simons Island where there is the Sea Island Golf Club with two 18-hole Championship Courses along with the Cloister and the Lodge accommodations? The Sea Island Club is an extremely high end Golf Vacation Destination. So what happens to the golfing residents and members on Jekyll Island who pay taxes, land lease fees and fire fees? Will Golf Membership Costs increase and be affordable? As for golfing resident non-members, will the Green Fees be affordable?</p> <p>4. I feel that the reference that was made to the Cradle Par-3 course at Pinehurst is not a fair comparison to Golf on Jekyll Island. The Pinehurst Complex Manages Nine 18-Hole Courses in addition and the destination is a Golf mecca for Golfers Worldwide. There is an abundant choice of full 18-Hole courses to choose from at Pinehurst.</p> <p>5. I believe that I also heard during the presentation that on the proposed new Grand Dunes/Oleander Front Nine-designed Championship 18-Hole course that there would only be cart paths around the tees and greens. That concept works great for dry conditions. So what happens in wet conditions? Walkers Only? Course is Closed? Obviously NO "Cart Paths Only." So hypothetically, if I attend a convention or visit on vacation during a rainy week, my dream to play the proposed new Championship Course will not be fulfilled unless I carry my bag.</p> <p>In conclusion I only hope that the Golf Master Plan will seriously consider the needs of the local golfing residents and the multi-month renters who have become an important addition to the Jekyll Island Golf Community.</p>	8/27/2020	9:39pm	605 Old Plantation Road Jekyll Island Georgia 31527	<a href="mailto:rlubianez@aol.com">rlubianez@aol.com</a>
4	Jacqueline Becker	<p>Would love to see a community pool as part of this. Very happy to see a fitness center. Would also like the Jekyll Island Residents have priority occupancy at the assisted living facility. Would love to see the restaurant opportunity go the owner of Sunrise Grille.</p>	8/28/2020	12:55pm	546 Old Plantation Rd Jekyll Island 31527-0717	<a href="mailto:brucejackieb@gmail.com">brucejackieb@gmail.com</a>

#	Name	Message	Submission Date & Time		Physical Address	Email Address
5	Michael Jaski	TERRIBLE PLAN!!! NO need for boutique hotels, villas, or assisted living in a state park. Quit catering to developers and the politically connected!! You're turning Jekyll back into the millionaires club.	8/28/2020	2:26pm	5630 Falcon Boulevard Cocoa Florida 32927	<a href="mailto:amazingspace@juno.com">amazingspace@juno.com</a>
6	Katherine Morse	Absolutely NOT behind this plan for ANY more development of Jekyll. It is State Park of Georgia. I will not renew my pass annually nor recommend anything to do with Jekyll if the rapid building continues because it NO longer has a State Park feel. It is disgusting how greed the JIA is with business owners as it is. I had lived on the island at the 4-H Center before you tore down African American history with preserving any of the history for future guest to learn about at the site. I also lived in a duplex that backs up to Hooks for a couple of years. I moved off the island because I could b to watch a crap plan continue with no long-term thought process. Drop the State Park and fee if you continue to race to an overcrowded island like St. Simons, Hilton Head, St. Augustine, Amelia, and Tybee. I am about to leave St. Simons because it has overgrown beyond the road, sewer, and water capabilities. It is truly disheartening to see what was own a crown jewel of an island where preservation was in the leading meaning behind "Georgia's Jewel." Now the Island is more like a throne bush and not even worth spending time on because the natural beauty is so spoiled.	8/28/2020	4:08pm	2303 Grand View Drive St. Simons Island Georgia 31533	<a href="mailto:katiemorse@gmail.com">katiemorse@gmail.com</a>
7	Philip Lamson	I like all of the options and especially like retaining Great Dunes and expanding it to an 18 hole course. I also support the concept of a nine hole course and par 3 course. Whatever is decided I know will be an improvement. I also support increasing green fees to cover on-going maintenance. My family and I have been vacationing at Jekyll for over thirty years.	8/29/2020	12:49pm	814 Pinetree Drive Decatur Georgia 30030	<a href="mailto:phlamson@gmail.com">phlamson@gmail.com</a>
8	Tracy Highton	Please STOP adding additional development to Jekyll Island. I agree with the plan with the exception of the development portions. We visit Jekyll every year, we love Jekyll because it's NOT as developed as other areas such as St Simons, etc. Development is RUINING what we love about Jekyll. It is becoming too crowded. If this continues we will choose somewhere else to visit.	8/29/2020	12:55pm	202 Breakwater Ct Lawrenceville Georgia 30043	<a href="mailto:thehightons@gmail.com">thehightons@gmail.com</a>
9	Tommy Highton	Please STOP adding additional development to Jekyll Island. I agree with the plan with the exception of the development portions. We visit Jekyll every year, we love Jekyll because it's NOT as developed as other areas such as St Simons, etc. Development is RUINING what we love about Jekyll. It is becoming too crowded. If this continues we will choose somewhere else to visit.	8/29/2020	12:56pm	202 Breakwater Ct Lawrenceville Georgia 30043	<a href="mailto:tommy.highton@gmail.com">tommy.highton@gmail.com</a>
10	Ashley Clark	This in no way benefits the average citizen of Ga or any other state who visits Jekyll Island STATE PARK. This is nothing but a money maker for rich greedy people. Why is an assisted living facility needed at a STATE PARK?	8/29/2020	2:10pm	P O Box 1668 Gray Georgia 31033	<a href="mailto:james2447@bellsouth.net">james2447@bellsouth.net</a>

#	Name	Message	Submission Date & Time		Physical Address	Email Address
11	Kathleen Oehler	<p>My family, parents, and even grandparents have been vacationing/living on Jekyll Island since the 60s. I love Jekyll's quiet, natural beauty, and relaxed vibe. However, I can see that it is dated and the golf course, in particular, is tired. The island needs careful updating to maintain its appeal to visitors and residents alike.</p> <p>I like the proposed changes of this plan. Overall, it seems like the existing footprint of structures v land/open space has been preserved or minimally impacted. The updates are careful, thoughtful, appealing. The changes to the golf courses look great, challenging. I prefer 45 holes. The development is smart, and in tucked-away locations. Love the assisted living home, the new golf clubhouse, the villas. And lastly, the acreage for conservation is wonderful.</p> <p>I am surprised to say that I approve of the proposed changes. I like them.</p>	8/29/2020	2:30pm	262 Turtle Track Ln Jekyll Island Georgia 31527 United States	<a href="mailto:kalchthaler@hotmail.com">kalchthaler@hotmail.com</a>
12	William Kirkpatrick	<p>This plan looks good. My family has vacationed on Jekyll since 1982 about every two years. The natural beauty and natural environment set forth by the founders of the JIC is unique and that theme should always be maintained. Golf is good too.</p>	8/29/2020	2:34pm	2637 Monte Vista Ave. El Cerrito California 94530 United States	<a href="mailto:wkirkpat50@comcast.net">wkirkpat50@comcast.net</a>
13	Mar Kemp	<p>I grew up near the coast of GA. As a child and adult I have spent a lot of my vacation time visiting Saint Simons and Jeykell Island. One of the reasons I stopped going to Saint Simons it became like so many other beach towns. Jeykell island remained a breath of fresh air where one could find solitude and nature. What a shame you want to make it like all of the other places on the coast. Please don't do that. Once destroyed it will be gone forever.</p>	8/29/2020	3:33pm	577 New Liberty Estates Rd Clarkesville Georgia 30523	<a href="mailto:tovenus@windstream.net">tovenus@windstream.net</a>
14	Karen Kimbrel	<p>You all are skimpy on the conservation areas. The reason so many come to Jekyll is affordability and the nature areas. So few beach areas preserve land for wildlife, Birding, natural habitats. Jekyll is for “the people”. The golden isles are growing more unaffordable &amp; overbuilt. The areas to the south Are as well. At least include MORE areas undeveloped, leave big oaks, allow more lakes. People are attracted to natural areas.</p> <p>Enlarge your conservation areas!</p> <p>Thank you.</p>	8/29/2020	4:59pm	2101 Matheson Ave Charlotte North Carolina 28205 United States	<a href="mailto:kbreunig9@gmail.com">kbreunig9@gmail.com</a>
15	Susan Pawlowski	<p>No more development on the island! I am here now, staying at the villas by the Sea. Have been coming here for close to 20 years and this is probably our 10th or 11th time. I am so dismayed by the change in the island over these two decades. Too much development, too many people. The island is losing its charm which was how remote, secluded undeveloped, and unpopulated it was!</p>	8/30/2020	8:52am	749 Cedarbrook Drive Painesville Ohio 44077	<a href="mailto:spawl@sbcglobal.net">spawl@sbcglobal.net</a>
16	Michelle Vermilya	<p>If this draft is approved, welcome to “little St. Simon”. NEVER did I think (for 50 years) that JIA would become money whores. Disgusting what Jekyll is becoming. Sad</p>	8/30/2020	9:42am	8290 Buffham Rd Lodi Ohio 44254	<a href="mailto:mrvermilya@gmail.com">mrvermilya@gmail.com</a>



#	Name	Message	Submission Date & Time		Physical Address	Email Address
17	Robbin Mooney	It would be beneficial to have a fully equipped membership gym and full service spa on Jekyll. As of now, I have to drive to St. Simons Island for yoga/pilates, gym and spa services (and Jekyll Island loses revenue). Permanent residents, their guests and visitors that rent homes do not have these amenities. (we do have yoga offered on Jekyll Island in a dark room in a church which is not conducive to the yoga experience. I do need to mention the teacher on Jekyll is excellent, she does offer outdoor yoga at times, but weather can often be an issue.) Having these amenities will heighten the quality of the Jekyll Island experience. Visitors and guests will want to return to spend their time and money here, and Jekyll Island won't continue to lose revenue to the surrounding areas that offer these amenities. These amenities will also help to attract new visitors looking for full service experiences for vacation, instead of choosing other islands or vacation destinations that offer these amenities. Having these amenities would also enhance the convention venue experience. Thank you for consideration.	8/30/2020	10:07am	4 Ellis Ln Jekyll Island Georgia 31527 United States	<a href="mailto:robbinmooney@icloud.com">robbinmooney@icloud.com</a>
18	Jane Fraser	1) The rationale for cannibalizing the golf courses is your (JIA's) claim that you are losing money on the courses at a rate of more than \$600,00 per year. How will you come up with the \$18,000,000 needed to cover the cost of the proposed changes in the Golf Course Master Plan? The development recommended in the Plan would, at best estimate , generate a fraction of the \$18 million needed to implement the Plan's proposals. If state aid (our TAX dollars) is what the JIA is counting on, then why is development needed at all? It would be better for the citizens of Georgia, to whom Jekyll Island State Park belongs, to leave things as they are. 2) Will the areas set aside for “conservation” in the Master Plan be protected from the possibility of future development? If not, this could expose scores of acres to residential development. There should be a provision in the Plan stating that the “conservation” designation cannot be altered for development purposes.	8/30/2020	1:49pm	P.O. box 31189 Sea Island Georgia 31561	<a href="mailto:jfraser@stutteringhelp.org">jfraser@stutteringhelp.org</a>
19	Kevin Ionno Ionno	As a frequent visitor to Jekyll Island my thought concerning any more development is enough is enough. Those things which have made the Island unique have been compromised more than necessary. Rather than fill the pockets of developers and corporate interests, actions such as land and wetland restoration, expansion of wildlife corridors, keeping traffic to sane levels should be prioritized. Do we want Jekyll to become another Myrtle Beach?	8/30/2020	3:11pm	410 Kentucky Ave. Savannah Georgia 31404 United States	<a href="mailto:jkionno@yahoo.com">jkionno@yahoo.com</a>
20	JON STEVENSON	I was pleased to see that the master previewed has selected the lower end of the golf course development. The plan to include areas for conservation is commendable and will provide more ways to promote Jekyll's rich diversity. I do not, however, support the additional hotel and assisted living. With 200 rooms coming one line next year I question the ability of the island to support it in view of the fact that the capacity study showed the island to be at or near its maximum. As our population ages we may need more assisted living but common sense says JI is the wrong location. Finally I wonder how all to pay for all this. \$18 - 21 million is a hefty price just to cover the need to make the courses more solvent. I feel this is going beyond revitalization and squarely in the camp of development at any cost.	8/30/2020	3:32pm	823 N RIVERVIEW DR JEKYLL ISLAND Georgia 31527	<a href="mailto:jstevenson121@yahoo.com">jstevenson121@yahoo.com</a>
21	Paul Patterson	If course conditions, cash flow and operations costs are the main concerns for redevelopment then I suggest a redesign reflecting a downsizing to a more manageable operation. I do not believe there should be more developments that include hotels, housing or retail, there is too much of that on the island now and the JIA seems intent on developing every square foot they can. Just because you can do something does not mean you should do something. Conservation of natural resources should be the main concern here and returning areas to a more natural state is a very good goal. In short, downsize the golf operation but add no more new hotels, retail space or housing which would continue the assault on the unique character and charm that Jekyll Island possess'.	8/30/2020	8:12pm	229 Moonridge Trail Gurley Alabama 35748	<a href="mailto:paulsplates@yahoo.com">paulsplates@yahoo.com</a>

#	Name	Message	Submission Date & Time		Physical Address	Email Address
22	david carrington	<p>I've been an annual golfing visitor to Jekyll Island for the last 25 years. I've played the Dunes course just 3 times, it's not worth playing. It's anachronistic, and not what you would call a golf course today. The only way to make it playable is to send in the bulldozers and start again. Does putting a new course on the land preserve history?</p> <p>To me the obvious option is to use the Dunes course for development, and leave the other 3 courses where they are.</p> <p>1. It would cost far less, as you are changing far less than what is proposed. 2. It would generate more revenue from the development, as the Dunes is prime Ocean facing land. 3. Some of the surplus generated could be used to improve the other 3 courses, and enhance the club house facilities.</p> <p>Kind regards</p> <p>David Carrington</p>	8/31/2020	11:02am	16 hillcrest rd Camberley UK GU15 1LG	<a href="mailto:david.c.carrington@ntlworld.com">david.c.carrington@ntlworld.com</a>
23	Lisa Johnston	<p>I protest the extensive redevelopment plan for the golf course. It is a way to cheat the 35/65 rule and pack more people, more cars, more congestion and more asphalt onto an island that is ALREADY AT ITS TIPPING POINT.</p> <p>Many of us have come to Jekyll repeatedly and spent our vacation money there for years because it is a quiet, unspoiled near-wilderness. There is lots of ugly talk and people planning to go somewhere else now because you are gradually making it Atlanta-by-the-sea. You are NEGATING the reasons Jekyll is a chosen destination. You are making it ugly and paved like everywhere else, just to satisfy short-term profits for a few. The people of Georgia deserve better.</p> <p>CURTAIL your plan now. I am begging you. Thank you.</p>	8/31/2020	11:11am	480 Timberlea Lake Drive Marietta Georgia 30067	<a href="mailto:emj876@bellsouth.net">emj876@bellsouth.net</a>
24	Cheri Nice	<p>I do not think developing the golf course into more shopping, housing etc. is best for Jekyll. The biggest reason we like coming here is it's not as crowded as other beaches. We will probably look for other places to vacation in the future</p>	8/31/2020	11:14am	3283 Klages blvd Tallmadge Ohio 44278	<a href="mailto:chers3283@gmail.com">chers3283@gmail.com</a>
25	Alexis Dickerson	<p>I am not in favor of the development and building of any more hotel rooms condos, rental units or assisted living. There has been a glut of new housing opportunities in the last few years and more will greatly affect the island and create more traffic, more stress on maintenance of roads, facilities, etc. and will ruin the unique nature of Jekyll Island. It is a State Park and should not be viewed as a business and money making vehicle.</p> <p>I am in favor of the golf course redesign with wildlife areas expanded and improved more natural maintenance. I am also a croquet player and would like a new croquet court/lawn.</p>	8/31/2020	5:59pm	1875 Sweet Rd EAST AURORA New York 14052 United States	<a href="mailto:ajdickerson2@verizon.net">ajdickerson2@verizon.net</a>

#	Name	Message	Submission Date & Time		Physical Address	Email Address
26	Pratibha Dabholkar	<p>On behalf of the residents on Glynn Ave and Lanier, thank you for rejecting Plan A. We appreciate that you took residents’ concerns to heart (as you said in the presentation) and that you will NOT develop north of Captain Wyllly Road (other than the birding area).</p> <p>Regarding the golf villas, the assisted living, and the retail center, it seems no trees will be cut, which shows some caring on the part of the planners. If we are wrong, please try to plan these developments without cutting trees.</p> <p>There is one section on the east of the big lake which is currently undeveloped, but which will be changed to a golf course, according to your plan. Please don’t remove the trees that edge the lake. Ospreys build nests in these trees every year and they are a magical sight to see.</p> <p>Again, thank you for NOT developing on the acreage north of Captain Wyllly! Please stick to this thoughtful and caring decision.</p>	9/1/2020	10:26am	11 Glynn Avenue Jekyll Islaand Georgia 31527	<a href="mailto:padabholkar@aol.com">padabholkar@aol.com</a>
27	David and Mindy Egan	<p>The following comments are on behalf of the Initiative to Protect Jekyll Island (IPJI).</p> <p>According to the 2018 carrying capacity study produced for the JIA by Sand County Studios, Jekyll Island is already near its functional capacity. To its credit, the GCMP takes this fact into account by not recommending large scale residential development within the golf course complex as a means to partly cover the cost of the proposed changes to the course layout.</p> <p>Coverage of the \$18,000,000 estimated cost of the proposed changes to the golf course layout will be a major challenge for the JIA. State aid, a JIA bond, partnerships with the private sector, increased income from a reconfigured golf course, and revenue for the development projects cited in the Golf Course Master Plan (GCMP) may help generate the money needed to fully implement the Plan. However, given the state’s investment in Jekyll Island and the documented value of the island as a revenue generator for the state and local economies, the best chance for covering the cost of the proposed changes would be to secure funds from state government. After all, by law, the JIA is responsible for day-to-day operation and maintenance of the state park, but not for capital improvements, a number of which have been paid for by the state in recent years.</p> <p>The areas designated as “conservation” in the GCMP should be protected from the possibility of future development by assigning them a “special “conservation” status that would make then ineligible for residential or commercial development. A provision to this effect should be incorporated into the upcoming revision of the 2014 Jekyll Island Master Plan.</p> <p>The 81.7 acres designated for “conservation” in the GCMP should retain the “developed” land use classification assigned to them by the 2014 Master Plan. Reclassifying them as “undeveloped” land would more than double the number of acres of land on Jekyll Island eligible for development specified in the 2014 Master Plan, allowing building on virtually any area of Jekyll Island defined as “undeveloped.”</p> <p>Realization of the possibilities listed on page 16 of the GCMP for reuse of 81.7 acres of golf course land could significantly enhance the appeal of Jekyll Island State Park to the conservation-oriented public. The establishment of “new environmental recreation areas” could be particularly effective in this regard.</p>	9/1/2020	11:40am	308 OLD PLANTATION RD JEKYLL ISLAND Georgia 31527-0838	<a href="mailto:degan1@bellsouth.net">degan1@bellsouth.net</a>



#	Name	Message	Submission Date & Time		Physical Address	Email Address
28	Janet and Mark Brown	The plan is well thought out especially because there is a minimal amount of development. We hope that this will complete the development phase on Jekyll Island. Our family has spent a week on Jekyll every year since the early 1980's. We loved the Jekyll of that era and have grown to love the "new" Jekyll. But we hope it won't change any more for a very long time after the necessary changes to help the golf experience be more enjoyable for everyone.	9/1/2020	3:26pm	360 Mt. Mitchell Way Johns Creek Georgia 30022	<a href="mailto:gator9295@aol.com">gator9295@aol.com</a>
29	Carter Garrison	Love the idea of 54 holes of golf. 2 different style 18 hole courses are a great idea because it will bring all types of players to Jekyll. Also, the 9 hole par 3 and 9 hole executive course will let people play a quick round of golf without committing to an all day golf outing. The par 3 and 9 hole courses will be great for beginners and keep them off of the championship golf courses and increase rate of play. Keep golf affordable. Compare prices to other courses around the area. There are very nice and affordable public courses in Brunswick, Waverly, St Simons, etc. Need to have a unique golf experience on Jekyll to get people to play here instead of somewhere else. This could be a mixture of unique layouts for the courses, condition of the courses and price point. Currently, I usually leave the island to play golf because courses in nearby towns are nicer and cheaper. Make Jekyll a golf destination. It will pay dividends on the local shops and restaurants. When redesigning the courses make sure to incorporate a fun and challenging layout. Have short par 4s where players need to decide to layup or go for the green. Incorporate water, sand traps, doglegs, etc. so that players have to make decisions. I know you cannot have a lot of elevation change on Jekyll but having par 3s that are above/below tee boxes are a good idea as well as mixing in long/short par 3s. Same with par 5s. Have some where the player can go for the green in 2. Give each course a unique "trophy" hole that can be the front page of a magazine or social media picture to market the courses. Players always remember their favorite hole and/or the most beautiful hole they played on a course. I've played extremely nice courses that I would not play again because the course design was boring. Having a fun/unique/challenging layout is the most important thing for a golf course. New practice area will be nice and is a must if doing all these upgrades to the courses/club house. Make Jekyll Island the destination for golf in Georgia and the US	9/1/2020	3:28pm	3017 Ocean Oaks Drive Jekyll Island Georgia 31527 United States	<a href="mailto:realaufan@hotmail.com">realaufan@hotmail.com</a>
30	Kathy Nadler	This is too much development for a state park!!! Beautiful Jekyll is too special to become like every other beach destination. Jekyll is supposed to be for the people of Georgia NOT just for the WEALTHY but for ALL of us.I have family and friends who come every year to Georgia & we go to Jekyll.They are all amazed at how beautiful , quiet. Natural and peaceful it is.There’s no traffic no rowdiness. Right now we can still afford to visit but you are killing the spirit of peaceful Jekyll Island. The more you build now the more you’ll will want to update & develope in the future. I want my grand children to experience the Jekyll my parents and my family have experienced.Keep Jekyll as it is!!!	9/1/2020	4:42pm	211c Westcliff Circle Warner Robins Georgia 31093	<a href="mailto:beachpeach@cox.net">beachpeach@cox.net</a>
31	Donnie Powell	9/1/2020–1. Golf is DECLINING. Golf courses are closing. Check the statistics. Georgia should NOT spend money on Jekyll’s golf course, unless they replace some of the course and install a par 3 which would be used by more people. #2. Jekyll should NOT be commercially developed any more—it will destroy or harm the unique wildlife. #3. Other state parks are not being commercially developed so why destroy Jekyll. #4–Has the EPA agreed with this? If the EPA won’t let a city cut weeds around a pond I wonder if they will let this development go through????#5. Each development will be just the beginning —then there will be more in the next round and more after that until. Jekyll will look like tourist trap glitzy high rises dense congested crowded Panama City. Let’s keep it a calm and peaceful State Park for the People and the unique wildlife. #6 Suggest wider dissemination of opportunity to comment—newspapers, television, social media.	9/1/2020	8:40pm	1556 Sweetwater Drive Warner Robins Georgia 31088	<a href="mailto:dd66rsb@cox.net">dd66rsb@cox.net</a>

#	Name	Message	Submission Date & Time		Physical Address	Email Address
32	Robert Youmans	<p>This ill-conceived and not well thought through idea. To redevelop/delete an existing golf course is the worst idea that the J.I.A. has ever brought forth. It is blatantly obvious that the people involved with this disastrous plan are not from this area. And have no clue at all about the true attraction of Jekyll Island. They are not tuned in. They have completely tuned out as to why visitors/tourists/residents love Jekyll Island so much. And why people and family's return to Jekyll Island year, after year, after year. Generation after generation. I see and hear their story's of why Jekyll Island is such a special place. Now. The J.I.A. want's to add MORE villas. More shopping centers. And a retirement facility. (nice touch to pull at our heart strings). Jekyll Island cannot handle more people! It is at it already over it's maximum capacity. Tourist's and Islanders now cannot go anywhere at mid/peak/late season to have a meal unless they go very early, or very late. And the parking situation is already a disaster. Adding more villas and more shopping will not help this situation. It may feed your hungry wallet's for a time. But. In the end. We all will lose. I hear people say every day; "We love Jekyll so much. Because it is not so crowded as other places. We have been coming here since I was a kid. And now. I bring my children here. It is such a wonderful place. There is no where else like it". What the J.I.A. is proposing will turn Jekyll Island from a peaceful, profitable get-away into another shit-hole tourist trap. The kind of place that people and family's no longer want to visit. People return to Jekyll Island for it's natural beauty and the slow pace of being on "Island Time". Jekyll Island is doing MORE than well dollar wise now. The greed. Accompanied with the ignorance that I understand as set forth in this latest "MASTER PLAN" for Jekyll Island. Is. Without a doubt. In countless mind's and hearts. The final cut. I pray that in your minds and hearts. You will look past the immediate satisfaction of a quick buck. And look look to the past. Let Jekyll remain the Jewel that it is.</p>	9/1/2020	11:27pm	1416 Magnolia Avenue Brunswick Georgia 31520 United States	<a href="mailto:ryoumans68@att.net">ryoumans68@att.net</a>
33	Steve Smith	<p>The basic premise of the Vincent group proposal for the Jekyll Island golf complex is at odds with the roots of the Jekyll Island Master Plan. All of the Vincent Group proposals begin with the idea of constructing an 18 Hole Loop course created by combining the front nine of Oleander with a Great Dunes nine hole course. The Jekyll Island Authority Master Plan for golf is rooted in the 2017 National Golf Foundation study done by the Richard Springer Group. This NGF study to be found on the JIA website, is based on extensive research done by the Springer group over 9 months. That study covers in great detail the island golf courses, the golf industry, the marketing of golf, local golf demands and the results of detailed surveys on the needs and wants of both island guests and local golfers. Two major conclusions were drawn by the NGF about the direction that golf should take on the island.</p> <p>-The first was that the historic Great Dunes nine hole course designed by Walter Travis should be preserved and upgraded.</p> <p>-The second conclusion was that the Oleander 18 hole course has the best design of any course on the island and is the most loved course on the island as well as being the most scenic course. The NGF therefore recommended that the first step in the execution of the golf master plan be to restore and rejuvenate the Oleander 18 hole course.</p> <p>Somehow, somewhere the Vincent Group, hired to help implement the Golf Master Plan, decided apparently on their own without any research of their own or use of the Springer research that the first step and all of their suggested options for future golf on Jekyll Island would be to do away with the Oleander 18 Hole course and the historic Great Dunes nine hole course.</p> <p>This is exactly the opposite position taken after great research by the NGF.</p> <p>A question was asked to Jones Hooks at one of the early public sessions on the golf master plan as to why the JIA should hire the NGF group to do a study for the master plan. Mr. Hooks answered that the NGF was the perfect group to do the initial study. Number one because they were very experienced and respected in the golf industry. Number two because the NGF had "no oar in the water"as he put it, they had nothing to gain whatsoever from any recommendation they made. They were hired to do research on what was best for</p>	9/2/2020	8:29am	14 Glynn Avenue Jekyll Island Georgia 31527	

#	Name	Message	Submission Date & Time		Physical Address	Email Address
		<p>Jekyll golf. They would make no money by doing the design or building of changes to the golf complexes. The Vincent group on the other hand is a relatively new and inexperienced golf design group. They cannot point to wonderful complete golf complexes that they have designed. Perhaps self interest is the reason that the Vincent group does not want to implement the NGF plan but would rather come up with their own completely different design concept. Certainly the Vincent Group did not base their design that eliminated the Great Dunes Nine and Oleander 18 courses on the research done by the Springer group or on extensive new research they did themselves. If the Vincent Group is able to take credit for a total renovation of the golf complex on Jekyll then they would gain some fame and considerable income for their group.</p> <p>Included in the newest draft submitted by the Vincent Group are comparative figures for the cost of renovating the existing golf courses versus the costs of the Vincent Group proposal for the redesigned golf complex. Some of those figures seem a little suspect. For example the costs given for renovating the existing Indian Mound course is listed as over \$7 million. This versus the cost given for the Vincent Group redesigned Indian Mound course option which was listed at \$5 million. Both of these cost projections were done by the Vincent group themselves. It doesn't seem logical that it would cost \$2 million more to renovate the course's existing tee boxes, fairways, greens and trails than it would to redesign a whole course with new tee boxes, fairways, greens and trails. Having the Vincent group themselves, not an outside non biased company, do the projected comparative money costs of the two competing plans was a bad idea. It certainly helps the Vincent Group to project the costs for a new complex designed by them as costing far less than the costs of renovating the existing golf complex.</p> <p>The suggested 18 hole loop course is the problem. There is no evidence, no research that supports this change. To the contrary, common public knowledge and logic indicate that this 18 hole loop course would be a negative. Golfers who have played the Jekyll courses say, "it is just wrong to think that you can make a good 18 hole course by joining a tight southern wooded nine hole course with a nine hole historic dunes links style course, they don't fit together". There is no support on Jekyll Island for a loop course where you have to play all 18 holes with no nine hole option, no drink, beverage or rest at the clubhouse when you turn. That isn't Jekyll Island golf.</p> <p>Give us some more options that are not tied to an 18 hole loop course that is contrary to the research done by the NGF.</p> <p>You could for example do as Springer suggested for the first step of the Golf Master Plan, renovate the Oleander masterpiece course. Then you could use the existing greens of the historic Great Dunes course and some good golf architectural planning to make the Dunes course into a lovely popular oceanside par 3 course.</p>				
34	Beverly Hopkins	<p>According to the State of Georgia, Jekyll Island is still considered to be a state park. To me that means a lot of green space, a few affordable amenities and abundant wildlife. I am all for new conservation areas and wildlife corridors. Why did development become such a high priority on Jekyll? Jekyll does not have the support system needed for an assisted living facility. There is no on island medical facility, no pharmacy and no real grocery store. And we can't get pharmacy or grocery businesses to deliver to Jekyll. The idea of a strip mall along Shell Road is unreasonable. The shops that exist struggle to make a decent income, why add more and why build in an area that contains wetlands, forest and wildlife? As for the boutique hotel and "villas" at the golf course, I believe it was said that one of the beauties of Jekyll golf is that the courses are not lined with houses or buildings. Why ruin that? With the Marriott, other new hotels, Cottages and Ocean Oaks, we have more rooms and more people already on the island. As mentioned in the capacity study, we are already seeing max capacity of cars on the island. And from the capacity study, paraphrasing: "just because you can accommodate more, that doesn't mean you should". Stop the building, this is a state park, not a mini-St. Simons Island.</p>	9/2/2020	11:14am	18 Glynn Avenue Jekyll Island Georgia 31527	<a href="mailto:pedalingal@yahoo.com">pedalingal@yahoo.com</a>
35	Alice Keyes	<p>Thank you for the opportunity to comment on the Jekyll Island Authority (JIA) Golf Master Plan, presented to</p>	9/2/2020	2:55pm	One Hundred Miles PO Box 2056 Brunswick	<a href="mailto:alice@onehundredmiles.org">alice@onehundredmiles.org</a>



#	Name	Message	Submission Date & Time	Georgia 31520 Physical Address	Email Address
		<p>the JIA Board on August 20, 2020. These comments are respectfully submitted on behalf of One Hundred Miles, a conservation organization dedicated to preserving and protecting Georgia’s 100-mile coast through education, advocacy, and community engagement.</p> <p>We support JIA’s initiatives to update the Golf Master Plan and are pleased to see the inclusion of more conservation management practices into the current draft. The priorities set forth in the Draft Golf Master Plan (herein referred to as the Draft Plan) are encouraging, including but not limited to: wildlife corridors, wetland restoration, diversifying outdoor recreation and education opportunities, and introduction of additional green spaces. From what we understand, the Draft Plan recommends increasing “conservation areas” by 81.7 acres in various locations around the golf courses. However, clarity must be offered as to how JIA will consider and interpret this conversion.</p> <p>O.C.G.A. § 12-3-235(6)) grants the JIA the power to “plan, survey, subdivide, improve, administer, construct, erect, acquire, own, repair, remodel, maintain, add to, extend, improve, equip, operate, and manage projects” on the island, but only 1,675 acres are eligible for development with the rest preserved (O.C.G.A. § 12-3-243(a)(1)(A)) and this development and other actions must be consistent with the master plan established for the island. Currently Jekyll’s Master Plan defines golf courses as developed areas. The Jekyll Master Plan defines “developed” as “land that is built upon or paved (includes roads and bike paths); land that has been disturbed and no longer maintains original natural function (golf course and certain dirt roads); land or other areas that do not maintain ecological integrity (golf course ponds, barrow pits...)”</p> <p>The effort to convert golf course to lands that can support more natural function is a positive development, but the final Golf Master Plan must offer clarification and consistency in: 1) how the converted natural lands will be considered in the Master Plan, and 2) how they will be managed and protected as open spaces in the future. How the JIA interprets the use and management of the 81.7 acres is a critical element of this Golf Master Plan and will impact the public’s perception of conservation efforts, not to mention JIA’s Master Plan and its compliance with state code.</p> <p>First, we recommend the Draft Plan refer to the 81.7 acres as “open spaces managed for conservation purposes.” The 81.7 acres should not be considered “undeveloped” as referenced in Georgia Code and defined in Jekyll’s Master Plan as, “land that remains free of the built environment; land where the built environment does not impact its ecological integrity; undisturbed tree canopy; and wooded areas within the golf course larger than one acre...” Currently, all golf courses are included as “developed” areas on the island and the converted golf lands should remain in this category. Through discussions about the update of Jekyll’s Conservation Plan, we have learned of the staff’s intent to restore some native plants and natural function within the 81.7 acres, but the transitioned area will remain far from “undeveloped” for some time. Restoring habitats that have been totally transformed and have been managed intensely for golf for decades will require a great deal of effort and may not successfully restore the area to its natural form or ecological function. Additionally, transitioning the 81.7 acres to more natural uses does not change the close proximity of those lands to humans and human activities. Such close proximity is good for education and recreation but increases the likelihood of disturbance of the habitats and species of interest. Our recommended change to clarify the terminology is a small distinction in the Draft Plan allowing all conservation principles to be upheld but not confusing these open spaces within “developed” areas with conserved areas that should remain “undeveloped.”</p> <p>Second, we recommend that the Draft Plan include actions to protect the 81.7 acres of “open spaces managed for conservation purposes” from being destroyed in the future. Permanent protections will support the restoration of these open spaces and prevent them from being built upon or paved. The best method of</p>			

#	Name	Message	Submission Date & Time		Physical Address	Email Address
		<p>offering protection from future conversion to a built environment is the establishment of a conservation easement, executed in partnership between JIA and a local land trust authorized to hold such easements.</p> <p>Our third recommendation regards the new building construction. We appreciate the priorities to “Build no housing on golf courses” and to “Maintain Limited Development – low density.” However, transforming 31.3 acres from pervious golf courses to paved residential or commercial development will increase traffic and significantly increase stormwater runoff. These impacts would dramatically affect the quality of the human experience on the island as well as the habitats surrounding the new structures. We recommend any new development minimize imperious surfaces and utilize a robust management plan to reduce stormwater runoff. The use of alternative paving materials, such as pervious parking material, will reduce stormwater flow and minimize negative impacts on water quality. Cisterns can significantly reduce runoff from buildings and provide reliable water sources for outdoor irrigation. Additionally, it is important that the new developments consider capacity limitations outlined in the carrying capacity study approved by the JIA Board in 2018.</p> <p>Lastly, regarding the updated design for the golf courses, efficient water use, minimal use of chemicals, and practices to protect wildlife habitats are critical to maintain the conservation priorities for Jekyll Island.</p> <ul style="list-style-type: none"><li>• We recommend JIA employ the best management practices outlined in :<ul style="list-style-type: none"><li>o Georgia Golf Course Superintendents Association’s template and guidelines designed to reduce water withdrawals for irrigation. It is available online: <a href="https://www.gcsaa.org/uploadedfiles/Environment/Get-Started/BMPs/Water-use-efficiency-and-conservation-best-management-practices-(Georgia).pdf">https://www.gcsaa.org/uploadedfiles/Environment/Get-Started/BMPs/Water-use-efficiency-and-conservation-best-management-practices-(Georgia).pdf</a>; and</li><li>o The Georgia Environmental Protection Division’s Water Conservation Implementation Plan (WCIP) that includes a chapter of action items that golf courses can employ to reduce water use, inside and out. This also is available online: <a href="https://epd.georgia.gov/watershed-protection-branch/water-conservation">https://epd.georgia.gov/watershed-protection-branch/water-conservation</a></li></ul></li><li>• We recommend that all the updates to Jekyll’s golf courses continue to comply, and possibly exceed, the requirements to maintain certification through the Audubon Cooperative Sanctuary Program for Golf (<a href="https://auduboninternational.org/acsp-for-golf/">https://auduboninternational.org/acsp-for-golf/</a>). JIA’s golf and conservation staff have demonstrated leadership in pursuing this important certification, so we hope this program and the management practices it requires will be prioritized in the final Golf Master Plan.</li></ul> <p>Thank you for your consideration of these comments. Contact me at any time if I can be of further assistance or offer any additional information (912-230-6494 or <a href="mailto:alice@onehundredmiles.org">alice@onehundredmiles.org</a> ).</p>				
36	Cynthia Maude	<p>Jekyll Island is one of Georgia’s greatest natural treasures. The miles of beach that we can all walk on, the dunes, the wetlands, the sea turtles who have a haven here, the amazing bird diversity. It is a unique island among the coastal islands because so much more has been protected and preserved and there has not been the rampant development and commercialization so evident on the other islands.</p> <p>To adopt a plan to make top of the line golf courses and and golf villas and lodge, along with an assisted living facility and more development would be a great disservice to the people of Georgia. There are any number of luxury golf resorts in the state but there is but one Jekyll Island. Whatever the plan may say, there is no real interest in conservation and preservation of the island for future generations. The interest is in making money for the developers and making it a haven for those who already have so much. Please keep this treasured state park for families and people of all income levels to enjoy the natural splendor. Please keep it to teach school children and college students about the natural world. I wish I could be there in person at your meeting to use all my powers to try to persuade you not to pursue the golf development and plan.</p>	9/2/2020	3:01pm	PO Box 88 281 Katydid Rd. Morganton Georgia 30560	<a href="mailto:cynthiamaude@tds.net">cynthiamaude@tds.net</a>

#	Name	Message	Submission Date & Time		Physical Address	Email Address
37	clyde holler	Like many if not all of your initiatives, this is a poor idea. It consorts ill with the idea that Jekyll is a state park, for all the people of Georgia. There are more than enough golf courses on the coast with the attendant excessive demands on groundwater for greenskeeping. I realize that you continue to fantasize about getting rich quick on more visitors, more hotels, and more development. But Jekyll is, and I hope will continue to be, a paradise for naturalists. Your chipping away at coastal protections is both feckless and avaricious. Please come to you'll's senses, soon, and kill this stupid project.	9/2/2020	4:56pm	PO Box 88 Morganton Georgia 30560	<a href="mailto:clydeholler@gmail.com">clydeholler@gmail.com</a>
38	Anonymous	<p>The Golf Course Master Plan is now at a very thoughtful and excellent state. This is a great plan! However, two tangential items need to be considered, if not added to the plan.</p> <p>1. The golf courses today, were at one time "new" and well maintained. After this investment, it is critical that the complex is taken care of properly. The JIA is not a golf course management company. They are a steward of Jekyll Island, appointed by the Georgia Governor, to self-sufficiently manage the park, especially in the conservation area. Future management of this complex needs to be sub-contracted to an experienced golf course company. Everything from maintenance to marketing needs experts who do this all over the country. JIA should not be distracted from their primary responsibilities of protecting Jekyll Island.</p> <p>2. The development of the assisted living facility, the golf lodge, or any other residential or commercial development, should be through a fair bidding process. North Carolina Holdings, the "favored" builder of the last four development projects on JI, is not fulfilling their responsibility to the purchasers of their homes, or to Jekyll Island. A fair process needs to ensue, otherwise a hard look will be required of the internal workings of this bidding process and of the preferential treatment given to this particular builder.</p>	9/2/2020	6:01pm	Jekyll Island Georgia 31527	
39	Michelle Anderson	I would have to say that the reason we chose to retire to Jekyll Island is the outdoor opportunities the island allows and encourages. I took up golf 4 years ago and have thoroughly enjoyed the luxury of walking up and being able to play, being the only golfer often or at least seeing very few others, and the nominal fees I have incurred. I am astute enough to know that this is not desirable from an economic standpoint, or feasible to maintain just because the residents like it that way and become vocally opposed to change. We have learned to embrace change since there have been quite a few since our first visit to Jekyll in 1988! I am excited about improving the golf courses and I think this plan will accomplish that with turf reduction and being able to maintain a smaller footprint. I do think Jekyll should be marketed more in the golf communities and I'm sure our Marketing department would be quite successful in that venture! As a croquet player I am ecstatic at the possibility of having our own courts and being able to host tournaments and have shelter and amenities available! My husband and I would be interested in pickle ball as well since we have heard great things about it and know quite a few people who play. The ages of both residents and visitors are important factors for golf, croquet and pickle ball. Finally, we are birders and nature lovers (one of the reasons I started playing golf!), and the idea of additional conservation and birding areas will be marvelous. I understand people's reluctance regarding "development" and don't always love the idea myself, but acknowledge that revenues must be sought out and achieved. I am sure it will be accomplished in a tasteful and appropriate manner. Please use the 5 acres under study with regard to ecology, and not retail, dining, etc. Community pavilions, birding areas, nature education center, etc. are all in line with what Jekyll has to offer and there are many local groups who would relish the opportunity to utilize such areas. GOS (Georgia Ornithological Society), One Hundred Miles, KGIB (Keep Golden Isles Beautiful), the Satilla and Altamaha Riverkeeper groups, On the Fly Outfitters, etc. are a few of the groups that come to mind. I believe the island already has enough retail and dining options both in the Historic District as well as the Beach Village area. I am definitely excited about the par 3 course, a practice/instruction area, a fitness center, improving the quality of our courses, the additional croquet/pickleball/frisbee golf? potential, AND the luxury of achieving all of this plus conservation and ecological opportunities! Thank you all for your hard work and we look forward to our future enjoying all that Jekyll Island has to offer!	9/2/2020	6:23pm	531 Old Plantation Road Jekyll Island Georgia 31527	<a href="mailto:mchll68@gmail.com">mchll68@gmail.com</a>



#	Name	Message	Submission Date & Time		Physical Address	Email Address
40	Robin Garrison	<p>This plan looks great. I would like to vote for</p> <ul style="list-style-type: none"><li>-54 holes of golf. Affordable, inexpensive.</li><li>-Nature viewing stations</li><li>-Croquet</li><li>-Pickle Ball</li></ul> <p>Thank you, Robin Garrison</p>	9/2/2020	9:15pm	6325 Deerwoods Trail Alpharetta Georgia 30005-3632 United States	<a href="mailto:robingarrison1@hotmail.com">robingarrison1@hotmail.com</a>
41	charles jeffrey catlett	<p>Given the number and nature of the ambiguities in the Master Plan I feel that the plan SHOULD NOT be approved without further clarification. MY several concerns 1) 81.7 conservations If this should allow reclassification so that 81.7 acres currently classified as developed could be reclassified for development this would be a horrific Trojan horse that would make the plan one that should be discarded. As Is there is already more than enough lodging and retail stock that addition of more would sorely detract from the already diminished charm of this unique Island. 2) likely increase in green fees which along with reduction of reasonably moderately priced golf options would leave many of Jekyll's current visitors few ON ISLAND options. AS a 25year annual visitor staying a month at a time I have played 500-600 different golf courses. I have found that few of the new faux classic courses are of a quality to command the green fees that they require that would justify repeated play. This would include Sea Island(Seaside) Recently refurbished Trump Doral . A reimagined Great Dunes would attract initial interest but at a premium green fee would likely fall into the category of an occasional indulgence. whether it be the J.I.A. or Vincent designs, to even imagine Jekyll Island as a "Golf Mecca" is wildly delusional and the loss of the Great Dunes 9 would be a tragedy. In my view, this Master Plan ought to be a "Back to the drawing board affair" and to move forward should involve more careful thought.</p>	9/2/2020	10:51pm	1903 redbud view road sevierville Tennessee 37876	<a href="mailto:kcatlett@utk.edu">kcatlett@utk.edu</a>

RECEIVED SEP 04 2020

Arthur & Lisa Hurt  
2020  
2212 Randolph Court, NE  
Atlanta, Georgia 30345

August 30,

Board of Directors  
Jekyll Island Authority  
100 James Road  
Jekyll Island, GA 31527

Note: For distribution to each JIA board member

Excuse me,

Have we forgotten that Jekyll Island is a State Park? When did this particular state park become an object for commercial development and exploitation? More golf courses?? Boutique hotels?? Assisted living facilities?? What's next -A casino?? Walmart Stores?? More retail space??

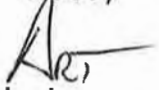
It is a **STATE PARK** people. It is supposed to be an escape, away from commercialism and the greed of developers, and toward the repose of relaxation and natural beauty. Those who want commercialism to rule their lives, go to Hilton Head, or Daytona Beach, or Coney Island.

Developers, go find private property to ugly-up. Leave my state park alone.

If you are a board member who doesn't understand the difference between public - state park - property, and private property, kindly remove yourself from the board and make room for someone who might better serve.

I am a Georgia resident taxpayer - Jekyll Island belongs to me! No one has my permission to turn it into a profit-making venture. And take note - I am not alone. I have 7,456,500 good friends in Georgia who agree with me.

Be advised,

  
Art Hurt



September 9, 2020

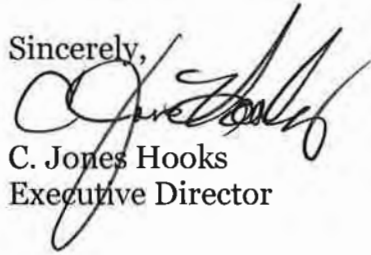
Mr. Art Hurt  
#2020  
2212 Randolph Court, NE  
Atlanta, GA 30345

Dear Mr. Hurt:

As you requested, your recent letter expressing concerns over any commercial development on Jekyll Island will be shared with the Board of Directors of the Jekyll Island Authority.

Your remarks will be included with all comments received pertaining to the Golf Course Master Plan.

Sincerely,



C. Jones Hooks  
Executive Director





## **MEMORANDUM**

TO: BOARD OF DIRECTORS

FROM: MELISSA CRUTHIRDS, GENERAL COUNSEL

DATE: SEPTEMBER 8, 2020

RE: SECOND READING AND CONSIDERATION OF ADOPTION, O-2020-3

CHAPTER 12, ARTICLE II – FALSE ALARMS

### **SUMMARY**

This ordinance would penalize false alarms, which includes fire alarms and burglar alarms. The owner of the property is held responsible. The first and second false alarms within a twelve-month period result in written warnings; progressive fines are imposed beginning with the third false alarm. This ordinance also requires alarm contractors to provide a copy of this ordinance to their customers.

### **POSTING AND PUBLIC COMMENT**

This proposed ordinance was posted on the JIA website for review and comment. Public comments were received until 11:59 p.m. on September 7, 2020. The attached public comments were received. The two main comments were: (a) the fines are too high; and (b) concerns about the fine being levied against owner, rather than renter, of short term residential rental properties.

- Although the fines are higher than surrounding communities, we felt it necessary to keep these fines to encourage compliance.
- Staff could find no exception in surrounding communities for commercial versus residential rental properties. Due to the transience of residential rental occupiers, enforcement against those renters would be difficult. Furthermore, with properly working ventilation, there should be little to no issues in these areas.

No changes were made to the ordinance from the first reading to this second reading.

### **POSSIBLE BOARD ACTIONS**

1. Do not adopt the proposed ordinance amendment.
2. Adopt the proposed ordinance amendment.
3. Suggest other alternatives.

### **RECOMMENDATION**

Action Number Two is recommended if the Board wishes to institute this False Alarm Ordinance as proposed.

1 Jekyll Island Authority Board of Directors

2 Jekyll Island, Georgia

3 Ordinance #O-2020-3

4 Adoption: \_\_\_\_\_

5 At the regular meeting of the Jekyll Island-State Authority Board, held at the Morgan  
6 Center on Jekyll Island, Georgia, there were present:

7 Joseph B. Wilkinson, Jr., Chairperson, Glynn County  
8 Robert W. Krueger, Vice Chairperson, Pulaski County  
9 William H. Gross, Camden County  
10 Hugh Tollison, Chatham County  
11 Joy Burch-Meeks, Wayne County  
12 Dr. L.C. Evans, Monroe County  
13 Glen Willard, Bryan County  
14 Dale Atkins, Appling County  
15 Mark Williams, Commissioner of Department of Natural Resources

16 After a first reading held on August 18, 2020, and after allowing time thereafter for  
17 public comment, and after a second reading and motion for adoption, which carried  
18 \_\_\_\_\_, on September 15, 2020, the following  
19 Ordinance was adopted:

20 **AN AMENDMENT TO THE FIRE PREVENTION ORDINANCE, ARTICLE**  
21 **II, CHAPTER 12 OF THE CODE OF ORDINANCES, JEKYLL ISLAND,**  
22 **GEORGIA, TO ADD A SECTION RELATED TO FALSE ALARMS; AND**  
23 **FOR OTHER PURPOSES.**

24 **SECTION 1. BE IT ORDAINED**, by the Jekyll Island Board of Directors, this 15<sup>th</sup>  
25 day of September, 2020, that Article II, Chapter 12 of the Code of Ordinances, Jekyll  
26 Island-State Park Authority of Georgia, is hereby amended by adding an Section to be  
27 numbered 12-27, which article reads as follows:

## FALSE ALARMS

### Sec. 12-27. False Alarms.

(a) The following definitions shall apply in the interpretation and enforcement of this section, unless otherwise specifically stated.

(1) *Alarm contractor* shall mean any person who installs, maintains, repairs, alters, monitors or services alarm systems for compensation.

(2) *Alarm signal* shall mean the audible sound or a transmission of a signal or a message as the result of the activation of an alarm system or an audible alarm.

(3) *Alarm system* shall mean any mechanical, electrical, or radio-controlled device which is designed to be used for the detection of smoke, heat, hazardous condition, or of any unauthorized entry into a building, structure or facility, or for alerting others of the commission of an unlawful act within a building, structure or facility, or both, which emits a sound or transmits a signal or message when activated. Alarm systems include audible, silent, fire and panic alarms and proprietor alarms.

(4) *Audible alarm* shall mean a device designed for the detection of heat, smoke, hazardous condition, or of unauthorized entry on premises which generates an audible sound when it is activated.

(5) *False alarm* shall mean

(a) an alarm signal which is responded to by the Georgia Department of Public Safety or fire department of Jekyll Island when there is no evidence of a crime, heat, medical emergency, hazardous condition, or other activity; or

(b) an unwanted activation of a signaling system or an alarm initiating device in response to a stimulus or condition that

(i) is not the result of a potentially hazardous condition;

(ii) is the result of deficient management of operations, or

(iii) is the result of the failure to meet the National Fire Protection Association or International Building Code standards, as adopted by the State of Georgia at the time of construction of the premises.

Only those false alarms occurring on Jekyll Island are punishable by this chapter.

(6) *Hazardous Condition* shall mean a circumstance in which a person is exposed to a condition(s) that poses an immediate threat to the safety of life or damage to property.

(7) *Person* shall mean any individual, association, partnership, firm or corporation, or any combination of one or more of them, and includes any officer, employee, department, agency or instrumentality of the state.



65 (8) *Short-term Rental* shall mean, for the purpose of this section, a rental of a  
66 residential property of fewer than thirty consecutive days.

67 (b) The following rules shall govern the use of alarm systems on Jekyll Island.

68 (1) No person shall make, cause to be made or suffer to be made any false alarm  
69 from any location on Jekyll Island.

70 (2) No person shall allow, sound or permit the sounding of any burglar or fire alarm  
71 or any motor vehicle burglar alarm on Jekyll Island, which is audible outside the  
72 building or vehicle it is installed in unless such alarm is automatically terminated  
73 within 15 minutes of activation.

74 (3) No company or individual shall connect or cause to be connected, by any means  
75 whatsoever any alarm system or alarm that transmits directly into the Glynn-  
76 Brunswick 911 Center or to any telephone line located at the Jekyll Island Fire  
77 Department, Georgia State Patrol substation, or Georgia State Patrol Dispatch  
78 Center.

79 (4) No individual or company shall test or cause to be tested any alarm system on  
80 Jekyll Island without at least 30 minutes prior notification of the test to the Glynn-  
81 Brunswick 911 Center and the Jekyll Island Fire Department. Notwithstanding  
82 subsection (d) below, failure to make such prior notifications will be subject to a  
83 \$300.00 fine for each occurrence.

84 (c) Responsibility for false alarms under this chapter shall be borne by the owner of the  
85 leased property.

86 (d) The following penalties will be assessed for each violation within a 12-month period:

87 (1) First and second false alarms: Written warning

88 (2) Third false alarm: \$300.00

89 (3) Fourth false alarm: \$500.00

90 (4) After the fourth false alarm: \$1,000.00 for each violation.

91 Written warnings for first and second false alarms shall be hand delivered or mailed  
92 to the location of the false alarm. Failure to make, deliver, mail or receive any warning  
93 shall not affect any subsequent enforcement efforts or the penalty for any subsequent  
94 false alarm. The fire marshal or his/her designee shall be given the power to issue  
95 warnings related to false alarms at their discretion upon each violation.

96 (e) *False alarms: Requirements for alarm contractors.*

97 (1) Shall provide each alarm customer with a copy of this section and shall obtain a  
98 written acknowledgment of receipt of a copy of this false alarm ordinance signed  
99 by the customer.

100 (2) Shall retain on file for the duration of each alarm contract a copy of this section  
101 containing the signed acknowledgment of the customer.

102 (f) Each and every time a violation occurs, it shall be deemed a separate offense. No  
103 provision of this chapter shall be construed to impair any common law or statutory

cause of action, or legal remedy there from of any person for injury or damage arising from any violation of this section or other law.

(g) Any person charged with a violation of this false alarm ordinance may offer proof at any hearing relating to such violation that the false alarm in question was caused by:

(1) A lightning strike or other act of God;

(2) The act of some third party whom the person could not control, but which shall not include invited guests, licensees, or short-term tenants of hotels, motels, or short-term rental properties; or

(3) Failure of an alarm contractor to repair the alarm system which made the false alarm after being employed by the person to make such repair; provided however, the person has again made a good faith attempt to have the alarm system repaired after the false alarm which is the subject of the charge.

**SECTION 2.** If any portion of the ordinance is held invalid, the remaining provisions continue in full force and effect.

**SECTION 3.** This Amendment shall become effective immediately upon adoption.

**BOARD OF DIRECTORS,  
JEKYLL ISLAND-STATE PARK AUTHORITY**

\_\_\_\_\_  
JOSEPH B. WILKINSON, JR., CHAIRPERSON

ATTEST:

\_\_\_\_\_  
William H. Gross, Secretary/Treasurer

**From:** [Kyle Chard](#)  
**To:** [Melissa Cruthirds](#)  
**Cc:** [Buster Evans](#)  
**Subject:** RE: Proposed JIA False Alarms Ordinance  
**Date:** Tuesday, August 18, 2020 5:07:07 PM  
**Attachments:** [B09AE987917A44D093744428AB8F374D.png](#)

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**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Melissa,

Thank you for your response. I also wanted to provide the fine amounts in the Glynn County ordinance. If Glynn County is going to collect the fines for the JIA, I would think the JIA Ordinance should match the Glynn County fine structure. Just my two cents.

**Glynn County False Alarm Ordinance**

Penalties for each violation:

1. First and Second false alarms Written warning
2. Third false alarm \$ 25.00
3. Fourth false alarm \$ 50.00
4. Fifth false alarm \$100.00
5. Sixth false alarm and above \$250.00

Thank you,  
Kyle Chard  
904-614-4954 (cell)

---

**From:** [Melissa Cruthirds](#)  
**Sent:** Tuesday, August 18, 2020 3:09 PM  
**To:** [Kyle Chard](#)  
**Cc:** [Buster Evans](#)  
**Subject:** RE: Proposed JIA False Alarms Ordinance

Thank you for your input, Kyle, as always.

We always look at comments on proposed ordinances for consideration and present them to the Board.

Hope you are well,

**Melissa R. Cruthirds, General Counsel**  
The Jekyll Island Authority

**Office:** 912-635-4407 | **Fax:** 912-635-4004





**From:** Kyle Chard <kyleandrewchard@gmail.com>  
**Sent:** Tuesday, August 18, 2020 10:48 AM  
**To:** Melissa Cruthirds <mcruthirds@jekyllisland.com>  
**Cc:** Buster Evans <lcbusterevans@gmail.com>  
**Subject:** Proposed JIA False Alarms Ordinance

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Melissa. I hope you are well. I was listening to the JIA meeting this morning and had a question regarding the False Alarms Ordinance. As the HOA President, this ordinance is of interest to me. All 122 cottages in the development have fire/smoke alarms installed. The Cottages community has a high number of rentals. Renters cooking with appliances they are not familiar with cause excessive smoke on occasion. If a smoke detector goes off due to excessive smoke in the kitchen, is this considered a false alarm?

The ordinance states:

- (i) is not the result of a potentially hazardous condition

I assume smoke from cooking could lead to a potentially hazardous condition. Am I reading this correctly? Would this be considered a false alarm?

I also wanted to provide feedback on the fines in the proposed ordinance. The amounts proposed by the JIA seem very high. Below are the fines for the City of Jacksonville. I would recommend you evaluate the fine amounts. I feel like these fines are structured for commercial property – these rates seem very high for a resident / homeowner.

#### **City of Jacksonville Fines and Fees**

The Jacksonville City Code assesses alarm user/alarm owners for excessive false alarms. An alarm system may generate two false alarms within a consecutive 365-day period. Upon the third and each subsequent false alarm, assessment may be imposed. The False Alarm Fee Schedule is shown below:

- Third, fourth and fifth false alarm \$50.00
- Sixth and seventh false alarm \$100.00
- Eighth and ninth false alarm \$250.00
- Tenth and over false alarms \$500.00

Please let me know if there is another avenue to provide public input.

Thanks!

Thank you,

Kyle Chard

HOA President – The Cottages at Jekyll Island

904-614-4954 (cell)

Privileged/Confidential Information may be contained in this message. If you are not the addressee indicated in this message (or responsible for delivery of the message to such person), you may not copy or deliver this message to anyone. In such case, you should destroy this message and kindly notify the sender by reply email. Opinions, conclusions and other information in this message that do not relate to the official business of the Jekyll Island Authority shall be understood as neither given nor endorsed by it.

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The By-Laws of the Jekyll Island-State Park Authority are as follows:

### I. NAME

This body corporate and politic, and an instrumentality and public corporation of the State of Georgia, shall be named the "Jekyll Island-State Park Authority." The Jekyll Island-State Park Authority shall be hereafter referred to in these By-Laws as the "Authority- and may refer to itself and cause itself to be commonly known as the "Jekyll Island Authority."

### II. RULES AND ORDINANCES

The Authority shall promulgate such rules, regulations and ordinances for the government of Jekyll Island, Georgia, as the Authority may deem necessary or expedient.

### III. OFFICES

The Authority may establish within the State of Georgia its principal office and such other offices as its members may from time to time authorize and direct.

### IV. MEMBERS

- A. The size, composition, and appointment and terms of members of the Board of the Authority shall be as provided in the Official Code of Georgia Annotated, as the same may from time to time be amended. Such matters are currently found in O.C.G.A. § 12-3-233(a).



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Hereinafter, the members as a body may be referred to as the "Board."

- B. The business and affairs of the Authority shall be governed by rules and policy established by the Board to the full extent of the powers and authority conferred upon the Board by law.
- C. The Board shall establish the compensation of the Executive Director.
- D. Notwithstanding the provisions of subsections B and C of this Subsection IV, the Board has in these By-Laws delegated and may by By-Law or other action delegate to one or more of its committees, officers, agents, or employees such powers and duties as it may deem proper; provided, however, that any such delegation shall not be deemed to be in derogation of any of the Board's powers.
- E. No vacancy in the Board membership shall impair the right of a quorum to exercise all the rights and perform all the duties of the Board.

### V. LEGAL COUNSEL

The legal counsel for the Authority shall be as provided by law.

### VI. BONDS AND INDEMNITIES

All officers, agents, and employees of the Authority and Board shall furnish such bonds and indemnities as required by law and the Board.

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### VII. ADDRESSES

~~A.~~ All notices and written material required to be given to any Board member ~~serving ex officio~~ shall be sent to such member at the ~~official-preferred~~ address and/or e-mail of ~~the office qualifying said member for membership on the Board and to such other address as said member ex officio shall have on file with the Office of the Executive Director.~~

~~B. All notices and written material required to be given to any Board member appointed to membership in accordance with applicable law shall be sent to such address as such member so appointed shall have on file with the Office of the Executive Director.~~

### VIII. SEAL

The seal of the Authority shall have inscribed thereon the words "Jekyll Island State Park Authority" between two (2) concentric circles and the words "Georgia", and "Seal" in the center thereof, or such other configuration as the Board shall deem appropriate.

### IX. FISCAL YEAR

The fiscal year of the Authority shall begin on the first (1st) day of July in each year and end on the thirtieth (30th) day of June of each succeeding year.

### X. NAMED OFFICERS

The officers of the Authority shall consist of a Chairperson of the Board, who shall be appointed by the Governor as set out in O.C.G.A. § 12-3-233(b), a Vice- Chairperson of the Board, a Secretary of the Board, a Treasurer of the Board, and such other

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officers, including, but not limited to, an Executive Director of the Authority, as may be deemed necessary or desirable by the Board for the efficient conduct of its business and affairs.

### XI. QUALIFICATIONS FOR OFFICE

The Chairperson and the Vice-Chairperson must be members of the Board. The Executive Director and any other officer employed by the Authority must not be members of the Board. All other offices may be held by either members of the Board or by non-members, as the Board shall elect. The offices of Secretary and Treasurer may be held by one person. No two other offices shall be held by one person.

### XII. NON-MEMBER VOTING

No non-member officer shall be entitled to vote at meetings of the Board or otherwise upon any action of the Board.

### XIII. ELECTION OF OFFICERS

The Vice-Chairperson, Secretary and Treasurer of the Board, and any other elected officers of the Board as deemed necessary by the Board, shall be elected by the Board at its annual meeting and shall serve for a term of one year and until their successors are elected and qualified.

### XIV. RESIGNATION OR DISCHARGE FROM OFFICE

Any officer elected, appointed or employed by the Board may resign or may be removed from office by the Board, or as otherwise provided in law, the Code of Ordinances, or these By-Laws, but such removal shall be without prejudice to the contractual rights, if

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any, of the person so removed'.

### XV. ABOLITION OF OFFICES

The Board may abolish any office not established by statute. Any such abolition shall be without prejudice to the contractual rights, if any, of the person holding such office at the time of the abolition thereof.

### XVI. VACANCIES

A vacancy in any Board member office, whether by reason of death, resignation, removal, or otherwise, shall be filled for the unexpired term thereof as provided by law. A vacancy in any Board non-member office, whether by reason of death, resignation, removal, or otherwise, may be filled by the Board unless otherwise provided in these By-Laws or the Code of Ordinances.

### XVII. DUTIES OF EXECUTIVE DIRECTOR

The Board shall employ a full time Executive Director to execute the policy decisions of the Board and to provide continuing professional management of the day-to-day activities of the Authority. The Executive Director shall retain, employ, dismiss, and determine the compensation of all employees of the Authority and shall be the fiscal officer of the Authority. All employees of the Authority shall be subject to the direction and administration of the Executive Director. Any dismissal of an employee of the Authority shall be without prejudice to the contractual rights, if any, of the person dismissed. The Executive Director shall have such other and further powers, duties, and responsibilities as the Board may direct.

### XVIII. DUTIES OF CHAIRPERSON



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The Chairperson shall preside at all meetings of the Board at which he is present. The Chairperson shall have such general powers and responsibilities as may be delegated by the Board and shall perform or cause to be performed the duties incident to such general powers and responsibilities. The Chairperson shall execute (sign, seal and deliver), in the name of the Authority all written instruments of every kind and character which the Board or the law has authorized the Office to execute.

Notwithstanding the Chairperson's duty to execute all authorized written instruments, the Executive Director shall undertake those duties of executing written instruments as set forth in these By-Laws.

## XIX. DUTIES OF VICE-CHAIRPERSON

The Vice-Chairperson, in the absence or disability of the Chairperson, shall exercise the powers and perform the duties of the Chairperson. The Vice-Chairperson shall in addition exercise such other powers and perform such other duties as from time to time may be assigned by the Board.

## XX. DUTIES OF SECRETARY

The Secretary shall be responsible for the recording of votes and the preparing and keeping of written minutes of all Board meetings. The Secretary ~~shall have custody of the book of minutes and the seal of the Authority and~~ shall attest, and affix the Authority seal to, such documents as the Board or the Chairperson may direct or as the law may require. The Secretary shall ~~give, or cause to be given, notice of all meetings of the Board as provided for by these By Laws and shall~~ perform such duties incident to the office of Secretary as the Board may direct. Should the Secretary fail or refuse to give notice of any meeting called in accordance with the

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provisions of these By-Laws or the Code of Ordinances, the Chairperson, the Vice-Chairperson when acting in the place of the Chairperson, or the Board members calling such meeting shall then give the notice required.

### XXI. ASSISTANT SECRETARY

The Assistant Secretary shall perform such duties of the Secretary as the Secretary may direct.

### XXII. DUTIES OF TREASURER

The Treasurer shall perform such duties incident to the office of Treasurer as the Board may direct.

### XXIII. ANNUAL MEETINGS

An annual meeting of the Board shall be held during the first quarter of each fiscal year on a day and at a time and place designated by the Board.

### XXIV. REGULAR MEETINGS

The Board may provide for regularly held meetings at such times, dates and places within the State of Georgia as it may deem necessary or convenient for the handling of its business and affairs.

### XXV. SPECIAL MEETINGS

Special meetings of the Board may be called by the Chairperson, the Vice-Chairperson, or by any five (5) members of the Board acting together. Such meetings

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shall be held on the date and at the time and place within the State of Georgia as the person or persons authorized to call the special meeting may direct.

### XXVI. MEETINGS BY SPEAKER TELEPHONE

- A. Any Board member who cannot personally attend a meeting of the Board may participate in such meeting by speaker telephone communication. The Executive Director shall be given twenty-four hours' notice that any such member of the Board desires to participate in a meeting by speaker telephone communication. The speaker telephone shall be arranged and connected at such meeting so that all persons in the room where the meeting is held and the Board member or members communicating by speaker telephone can hear and speak to each other. The Board member or members participating in a meeting of the Board by speaker telephone communication shall be counted present at the meeting for all purposes.
- B. Any annual, regular or special meeting of the Board may be held by teleconference or other similar means when deemed by the Chairperson to be in the best interest of the Board; provided, however, that any such meeting shall be conducted according to the provisions of O.C.G.A. §§ 50-1-5 and 50-14-1, as the same may from time to time be amended. Compliance with O.C.G.A. § 50-14-1 shall not prohibit the Board to meet by teleconference as authorized by O.C.G.A. § 50-1-5.

### XXVII. NOTICE

- A. At least ~~five~~ three (3) calendar days' notice of the date and time of a regular meeting shall be given in writing to each member of the Board, ~~the~~ Executive Director, and legal counsel respecting the holding of a regular meeting. Such

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notice may be given in person by mail, electronic mail, or by facsimile. If mailed, such notice shall be deemed to be given when deposited in the United States Mail, correctly addressed and bearing sufficient postage. Notice in writing of special meetings shall be given to each member of the Board, the Executive Director, and legal counsel either in person, by mail, electronic mail, or by facsimile, provided that such notice shall in all cases be given such reasonable time in advance of the holding of the special meeting as the exigencies of the situation may permit. Notice in person, by mail, electronic mail, or facsimile of a special meeting shall be deemed to be given when the same is given in conformity with the provisions of this By-Law governing the giving of notice of regular meetings. The attendance of a person entitled to notice under this subsection at any meeting shall constitute a waiver of notice of that meeting unless such person declares at the outset of such meeting that he is present for the express purpose of objecting to the transaction of any business. The business to be transacted at, and the purpose of, a regular or special meeting shall be specified in writing and shall be part of the notice of such meeting. Notice of annual meetings shall be given in conformity with the notice requirements for regular meetings.

- B. Notice of all annual, regular and special meetings shall be given to the public in accordance with O.C.G.A. § 50-14-1(d), as the same may from time to time be amended.

### XXVIII. QUORUM

At all meetings of the Board, five (5) members of the Board shall constitute a quorum for the transaction of its business and affairs.

### XXIX. MEMBER VOTING



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In voting, each member of the Board present at a meeting shall have one vote. The action taken by a majority of the membership of the Board at a meeting at which there is a quorum shall constitute an action of the Board. A member of the Board present at a meeting of the Board at which an action is taken shall be presumed to have voted affirmatively for such action unless his negative vote or abstention shall have been registered and entered in the minutes of the meeting.

### XXX. MINUTES

Accurate written minutes shall be kept recording the official actions and proceedings at any meeting of the Board, and a copy of said minutes shall be delivered in person, by facsimile, by mail, or electronic mail to each member of the Board, the Executive Director, and legal counsel no later than ~~the date on which notice of the next annual or regular meeting of the Board is given~~ three (3) days prior to the Board meeting at which those minutes are acted upon. The official minutes of a Board meeting shall be acted upon by the Board at the next annual or regular meeting of the Board.

### XXXI. EXECUTIVE COMMITTEE

The Board may designate in writing attached to the minutes an Executive Committee, which shall be composed of the Chairperson, Vice-Chairperson, and Secretary of the Board. The officers of the Executive Committee shall consist of a Chairperson, Vice-Chairperson and Secretary, which offices shall be held by the Chairperson, Vice-Chairperson and the Secretary of the Board, respectively. Notice of meetings of the Executive Committee shall be given in conformity with notice requirements for regular meetings of the Board. Three (3) members of the Executive

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Committee shall constitute a quorum, and three (3) affirmative member votes shall be necessary for an action of the Executive Committee. All actions of the Executive Committee shall only be of an advisory nature to the Board and shall be reported by the Secretary of the Executive Committee by written minutes to the Board at the meeting of the Board next succeeding the meeting of the Executive Committee. The Executive Committee shall perform such duties, and shall have only such responsibilities and powers, as the Board may direct by written resolution consistent with applicable law.

### XXXII. OTHER COMMITTEES

The Chairperson of the Board may designate such other permanent or temporary committees and members of such committees as the Chairperson may deem necessary. Any such permanent or temporary committee shall be for the purpose of advisory action only unless the Board by Resolution shall authorize the committee to take action binding on the Board.

### XXXIII. CONTRACTUAL POWER

In addition to the powers herein previously delegated, the Board may delegate to the Executive Committee, Chairperson, or any other officer, agent or employee the power to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Authority. The Board hereby delegates to the Executive Director the power to execute and deliver any instrument approved by the Board or those instruments set forth in the Section VI of this Policy Manual in the name of and on behalf of the Authority.

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### XXXIV. DEBT

No debt shall be contracted or assumed on behalf of the Authority and no evidence of indebtedness shall be issued in its name unless specifically authorized by the Board in accordance with applicable law.

### XXXV. CHECKS

Unless otherwise provided by law, all checks, drafts, or other orders for the payment of money, notes or other evidence of indebtedness authorized by the Board shall be signed by the Chairperson, Executive Director or other officer, member, employee or agent authorized by the Board. The Board hereby authorizes the Executive Director or his or her designee to sign such documents in the ordinary course of business.

### XXXVI. DEPOSITS

All funds, securities, and moneys of the Authority shall be deposited in such banks, trust companies, or other depositories as the Board shall select in accordance with applicable law.

### XXXVII. AUDIT

The Authority shall submit all books and fiscal records of all receipts, income, and expenditures of every kind, together with a proper statement of the Authority's financial position, to the State Auditor in his official capacity, for inspection and auditing at least once during each fiscal year in accordance with applicable law. The Board may cause such other audits to be made at such times as it may determine to be in the best interest of the Authority.

# JEKYLL ISLAND-STATE PARK AUTHORITY

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- 349
- 350 The authority and responsibilities of the Board of the Jekyll Island-State Park
- 351 Authority include the following:
- 352
- 353 A. Establishes and oversees implementation of overall policies delegated to the
- 354 Executive Director of the Jekyll Island-State Park Authority who is
- 355 responsible for day-to-day operations of the Authority.
- 356
- 357 B. Adopts and monitors the overall Mission, Vision, and Strategic Objectives of
- 358 the Authority.
- 359
- 360 C. Hires, fires, and establishes the compensation of the Executive Director.
- 361
- 362 D. Reviews and approves written policies to assure that the Authority's Mission,
- 363 Vision, and Strategic Objectives will be met by the Authority's operations.
- 364
- 365 E. Reviews and takes action on the following:
- 366
- 367 • special budget requests to the Governor and for internal purposes;
  - 368 • annual operating budgets to the Governor and for internal operations
  - 369 of the Island;
  - 370 • budget revisions and amendments to the Governor and for internal
  - 371 operations;
  - 372 • plans and proposals to significantly modify, eliminate, or add to the
  - 373 Authority's existing services to residents and businesses located on the
  - 374 Island;
  - 375 • plans or proposals that would significantly impact the services provided
  - 376 to tourists;
  - 377 • business leases which exceed one year in duration;
  - 378 • all land lease applications and leases which exceed one year in duration;



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- ~~all new contracts which exceed \$50,000 in total annual cost that do not arise out of the Board-approved Authority's annual operating or capital budgets or that are not the result of a previously approved action of the Board;~~
  - ~~all new contracts which exceed \$50,000 in total annual cost that are not included as part of the Authority's annual operating or capital budgets;~~
  - acceptance of all federal, state, local government and private source grants;
  - all additions, deletions, and modifications to the Authority's ordinances;
  - all major reorganization proposals;
  - all across-the-board salary increases for Authority employees such as a cost-of-living raise;
  - all across-the-board upgrading of employee classifications which constitute a change in the existing compensation and classification plan;
  - all legislation being sponsored or proposed by the Authority's staff; all legal actions being considered by the Authority;
  - all matters which significantly impact the Authority's service charges to Island residents, businesses, guests and general public for water, sewer, sanitation or any other service provided by the Authority;
  - all significant changes to existing service schedules which impact residents or businesses;
  - all new service charges or fees to be assessed to the public, Island residents, or businesses; and
  - all plans or proposals concerning major projects pertaining to the physical development of the Island.
- F. The word "Board" as used throughout this policy manual shall mean the members of the Authority acting as a policy-making body.

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: EXECUTIVE DIRECTOR'S RESPONSIBILITIES AND AUTHORITY	SECTION: VI
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- 410
- 411 The authority and responsibilities of the Executive Director of the Jekyll Island-State
- 412 Park Authority include the following:
- 413
- 414 A. Reports to and serves at the pleasure of the Jekyll Island-State Park Authority
- 415 Board.
- 416
- 417 B. Implements and monitors compliance with overall policy as approved by the
- 418 Board.
- 419
- 420 C. Develops and submits the Mission, Vision and Strategic Objectives for the
- 421 Authority's operations to the Board for approval.
- 422
- 423 D. Develops and submits to the Board for approval the following:
- 424 • annual operating budgets for the internal operations of the Island;
- 425 • budget revisions and amendments for internal operations;
- 426 • plans and proposals to significantly modify, eliminate, or add to the
- 427 Authority's existing services to residents and businesses located on
- 428 the Island;
- 429 • plans or proposals that would significantly impact the services currently
- 430 provided to tourists;
- 431 • all business leases and land leases which exceed one year in duration;
- 432 • all additions, deletions, and modifications to the Authority's
- 433 ordinances;
- 434 • all major proposals to reorganize the Authority's staff;
- 435 • all across-the-board salary increases for Authority employees;
- 436 • all across-the-board upgrading of employee classifications which
- 437 constitute a change in the existing compensation and classification
- 438 plan;
- 439 • all proposed legislation for the Authority to be considered by the State

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

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- 440                   Legislature;
- 441                   •       legal documents through which the Board ~~approves leases or~~ takes action
- 442                   in litigation matters;
- 443                   •       all proposed revisions to the Authority's current service charges to Island
- 444                   residents, businesses, guests and general public for any governmental
- 445                   service provided by the Authority;
- 446                   •       all new service charges or fees to be assessed on the public, Island
- 447                   residents or businesses;
- 448                   •       all plans or proposals concerning the physical development of the island;
- 449                   •       all plans and proposals to modify or add to the Island's existing
- 450                   tourist ~~attractions-amenities~~ or services; and
- 451                   •       all new contracts which exceed \$~~50~~50,000 in total annual cost that ~~are~~
- 452                   ~~not included as part of~~ do not arise out of the Board-approved
- 453                   Authority's annual operating or capital budgets or that are not the
- 454                   result of a previously approved action of the Board.
- 455
- 456       E.       Develops and submits to the Board periodic progress reports on:
- 457                   •       the financial status of the Authority in terms of revenues and
- 458                   expenditures as compared to the budget;
- 459                   •       all lease negotiations;
- 460                   •       all major projects which are being performed by the Authority's staff or
- 461                   contract personnel; and
- 462                   •       The overall activities of the Authority.
- 463
- 464       F.       Hires and fires all employees. This authority may be delegated to supervisory
- 465                   staff.
- 466
- 467       G.       Manages the day-to-day operations of the Authority through a professional
- 468                   staff and directs the development and implementation of operational policies
- 469                   and procedures as needed.

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: EXECUTIVE DIRECTOR'S RESPONSIBILITIES AND AUTHORITY	SECTION: VI
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- 470
- 471 H. Ensures that all revenues are properly collected, recorded, deposited, and
- 472 invested in accordance with the Board's policies.
- 473
- 474 I. Ensures that the Authority's expenditures are in accordance with the Board's
- 475 and the Legislature's budgetary limitations.
- 476
- 477 J. Coordinates the Authority's activities with other organizations and state and
- 478 local governments.
- 479
- 480 K. Have custody of the book of minutes and the seal of the Authority; and
- 481
- 482 L. Give, or cause to be given, notice of all meetings of the Board as provided for
- 483 by these By-Laws.
- 484
- 485 M. Executes and delivers on behalf of and in the name of the Authority the following
- 486 contracts, and such contracts shall not require Board review and approval:
- 487 • All contracts of \$50,000 or less in total annual cost, regardless of the
- 488 term of such contracts, that do not arise out of the Board-approved
- 489 Authority's annual operating or capital budgets;
- 490 • All contracts, regardless of the amount or terms of such contracts, that
- 491 arise out of the Board-approved Authority's annual operating or capital
- 492 budgets;
- 493 • All contracts that are the result of an approved action of the Board, once
- 494 approved by the Authority's legal counsel; and
- 495 • All other contracts as authorized.
- 496 J.
- 497
- 498 K.N. Receives complaints regarding the Authority's operations and policies and
- 499 develops solutions.
- 500



# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: EXECUTIVE DIRECTOR'S RESPONSIBILITIES AND AUTHORITY	SECTION: VI
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- 501 ~~L.O.~~ Develops plans to promote Jekyll Island to the public and presents all such plans  
502 to the Board for their information and approval.
- 503
- 504 ~~M.P.~~ Manages and directs special projects at the direction of the Board.
- 505
- 506 ~~N.Q.~~ Provides information to the public on the Authority's operations and planned  
507 activities to the extent required by the Board and by the law.
- 508
- 509 ~~O.~~ ~~Notwithstanding any other provision of this~~  
510 ~~policy manual, executes on behalf of and in the name of the Authority, all~~  
511 ~~business leases of a term not to exceed one year, regardless of the amount of~~  
512 ~~rent, and other contracts of \$50,000.00 or less in total annual cost, regardless~~  
513 ~~of the term of such contracts.~~
- 514

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

515

SECTION: BOARD'S OPERATIONS	SECTION: VII-A- 1
	PAGE: 1 OF 1
SUBJECT: Management by Policies	ORIGINAL DATE: OCT. 31, 1983
	REVISION DATES: Nov. 8, 1999 <u>Sept. 15, 2020</u>

516

517 The Board establishes the following Policy:

518

519 A. The Board shall establish the guiding policies of the Authority, subject to  
520 change from time to time, but all of which shall be in accordance with the  
521 established objectives and the trusteeship to the public.

522

523 B. The Executive Director shall be accountable to the Board for carrying out these  
524 policies and for seeing that all policies are communicated to by all personnel and  
525 all others affected.

526

527 C. All personnel will be given the opportunity through ~~consultative processes~~  
528 open-door policy with the Executive Director and senior management to  
529 make suggestions for, and to contribute to, the formation of new or  
530 modifications of existing policies.

531

532 D. The policies of the Board can be amended and/or adopted by the Board  
533 acting collectively by majority vote at any meeting of the Board.

534

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

535

SECTION: BOARD'S OPERATIONS	SECTION: VII-A-4
	PAGE: 1 OF 1
SUBJECT: Board's Agenda	ORIGINAL DATE: OCT. 31, 1983
	REVISION DATES: NOV. 8, 1999 JULY 17, 2018 <u>SEPT. 15, 2020</u>

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I. The Board establishes the following Policy:

- A. The Board shall only take official action during public meetings on items which are included in its agenda or which are judged by the Board to be of an emergency nature. This agenda with supporting documentation and in a format suitable to the Board shall be prepared by the Executive Director.
- B. The agenda shall be given in person, by mail, electronic mail, or by facsimile ~~at time notice of meeting is given.~~
- C. Except in the case of an emergency, any request for official action received by the Board during a public meeting shall not be acted on during the meeting. Such requests shall be referred to the Executive Director.
- D. The Board may waive the requirements above under such extenuating circumstances as deemed to warrant a waiver.

II. Responsibility

The Executive Director shall develop and distribute the agenda with supporting documents to all Board members.

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: BOARD ' S OPERATIONS	SEC TION: VII-A-5
	PAGE: 1 OF 3
SUBJECT: Leases	ORIGINAL DATE: OCT. 31, 1983
	REVISION DATES: APRIL 5, 1993 NOV. 8, 1999 JULY 17, 2018 <u>SEPT. 15, 2020</u>

561

562 Definitions:

563

564 A. The term "business lease" as used throughout this policy manual shall  
565 mean and include all rental agreements (usufructs) and leases (estates  
566 for years) for improved real property, except hotel leases as  
567 hereinafter provided.

568

569 B. The term "land lease" as used throughout this policy manual shall  
570 mean and include all rental agreements (usufructs) and leases (estates  
571 for years) of unimproved real property, except hotel leases as  
572 hereinafter provided.

573

574 I. The Board establishes the following Policy:

575

576 A All Authority-owned sites may be advertised when such sites  
577 become available for lease with the exceptions of lease  
578 assignments, renewals and extensions. Depending on the size and  
579 scope of the project, this advertisement shall be in the form of a  
580 prospectus, which describes the site and specifies the Authority's  
581 leasing requirements. This prospectus shall be developed by the  
582 Executive Director ~~and reviewed by the Board~~ and shall include:

583

584 ~~1. Business Leases:~~  
1. ~~Site description~~ Site description including ~~beach and/or~~  
585 ~~street frontage~~, square footage and/or acreage plus a plot of  
586 the property;

587

2. Minimum Tterm of the lease;

588

3. Renewal options, if any;

589

4. Rental ~~guide~~:

590

• For business leases: negotiated price per square foot,  
subject to negotiated rental adjustments based on the

591



# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: BOARD ' S OPERATIONS	SEC TION: VII-A-5
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SUBJECT: Leases	ORIGINAL DATE: OCT. 31, 1983
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- 592 Consumer Price Index ("CPI") or other equivalent  
593 methodology; additional or alternative terms as  
594 determined appropriate by the Executive Director.  
595 • For land leases: Base Rental of land based on at least  
596 8% of fair market value of the land subject to at a  
597 minimum rental adjustments at least every 5 years based  
598 on the Consumer Price Index (CPI) to adjust the fair  
599 market value of a hypothetical fee simple interest in the  
600 land. The Executive Director may adjust the Base Rental  
601 upon consideration of periodic appraisals of the land at  
602 issue or similar lands on Jekyll Island, as well as current  
603 market conditions and industry standards, and any other  
604 conditions that may require adjustment of the Base  
605 Rental;  
606 ——— Lessor's responsibilities under the  
607 lease;⇒ Pier Road shops:  
608 negotiated price per square foot  
609 subject to negotiated rental  
610 adjustments based on the Consumer  
611 Price Index ("CPI") or other  
612 equivalent methodology.  
613 ⇒ Beach Village shops: negotiated price per square  
614 foot subject to negotiated rental adjustments based on the Consumer Price Index  
615 ("CPI") or other equivalent methodology.  
616 ~~Additional or alternative terms as determined appropriate by the Executive Director.~~  
617 5. Lessor's responsibilities under the lease;  
618 6. Lessee's responsibilities under the lease;  
619 7. Documentation required of prospective lessees including:  
620 • Detailed usage plan for property;  
621 • Financial statements of corporate entity and principals  
622 or other body or person proposing to lease the

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: BOARD ' S OPERATIONS	SEC TION: VII-A-5
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SUBJECT: Leases	ORIGINAL DATE: OCT. 31, 1983
	REVISION DATES: APRIL 5, 1993 NOV. 8, 1999 JULY 17, 2018 <u>SEPT. 15, 2020</u>

- 623 property.
- 624 • Letter of Guarantee upon acceptance of proposal;
- 625 • Background check;
- 626 • References;
- 627 • Business Tax Identification Number;
- 628 • State of Georgia Business License;
- 629 • Federal Work Authorization User Identification
- 630 Number, if applicable
- 631 • \_\_\_\_\_
- 632 8. Statement of Lessor's method of awarding the lease;
- 633 9. Statement as to Lessor's closing time and address for
- 634 proposals.
- 635
- 636
- 637
- 638 ~~2. Land Leases:~~
- 639
- 640 ~~1. Site description including beach and/or street frontage, square footage and/or acreage~~
- 641 ~~plus a plot of the property;~~
- 642 ~~2. Allowable commercial usage(s) for the site;~~
- 643 ~~3. Term of the lease;~~
- 644 ~~4. Renewal options, if any;~~
- 645 ~~5. Base rental of land based on at least 8% of fair market value of the land subject to at a~~
- 646 ~~minimum rental adjustments every 5 years based on the Consumer Price Index (CPI) to~~
- 647 ~~adjust the fair market value of the fee simple interest in the land. When determining the~~
- 648 ~~fair market value of the land, the Board may consider values established by periodic~~
- 649 ~~appraisals of the land, as well as, current market conditions and industry standards;~~
- 650 ~~6. Lessor's responsibilities under the lease;~~
- 651 ~~7. Lessee's responsibilities under the lease;~~
- 652 ~~8. Documentation required for prospective lessees including:~~
- 653 ~~9. Detailed usage plan for property.~~

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: BOARD ' S OPERATIONS	SEC TION: VII-A-5
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SUBJECT: Leases	ORIGINAL DATE: OCT. 31, 1983
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~~Financial statements of corporate entity and principals or other body or person proposing to lease the property;~~  
~~Letter of Guarantee upon acceptance of proposal.~~

~~Statement of Lessor's method of awarding the lease;~~  
~~Statement as to Lessor's closing time and address for proposals.~~

### II. Responsibility

A The Executive Director shall develop all prospectus or proposals for leases of a term that exceed one year and present same to the Board.

B The Board shall review and evaluate all proposals for leases of a term that exceed one year in meetings to ~~determine if sufficient information is available on which to evaluate~~approve or decline the proposal. As deemed necessary by the Board, applicants may be requested to attend such meetings to discuss their respective applications.

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: BOARD'S OPERATIONS	SECTION: VII-A-6
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SUBJECT: Long—Term Leases for Hotels and Motels	ORIGINAL DATE.: FEB. 2, 1982
	REVISION DATES: NOV. 8, 1999 JULY 17, 2018 <u>SEPT. 15, 2020</u>

- 672
- 673
- 674 I. It shall be the policy of the Board to provide for similar terms, provisions and
- 675 conditions in all leases of property for use as a hotel or motel ("hotel leases")
- 676 to the extent reasonably practicable.
- 677
- 678 II. The Board shall authorize all new hotel leases and act on all hotel lease
- 679 renewals, or assignments or extensions, where applicable. The Authority
- 680 "Receivables" account for hotels and motels shall be current before the Board
- 681 will consider renewal, extension, or any other action.
- 682
- 683 III. The Board establishes the following policy:
- 684
- 685 A. All Authority-owned real property not leased for use as a hotel or
- 686 motel and determined by the Board to be available and appropriate
- 687 for lease as a hotel or motel shall be advertised when such property
- 688 becomes available to be leased. This advertisement shall be in the
- 689 form of a request for proposal, which describes the property and
- 690 generally specifies the Authority's leasing requirements. The request
- 691 for proposal shall be developed by the Executive Director ~~and~~
- 692 ~~received by the Board~~ and shall include, without limitation:
- 693
- 694 1. ~~Site description, including beach and/or street frontage,~~ square
- 695 footage and/or acreage plus a plat of a survey of the property, if
- 696 available;:-
- 697 1. ~~Minimum~~ Minimum ~~Term~~ of the lease;:-
- 698 2. ~~Minimum~~ Minimum ~~Term~~ of the lease;:-
- 699 3. ~~Minimum~~ Minimum ~~Term~~ of the lease;:-
- 700 3. ~~Minimum~~ Minimum ~~Term~~ of the lease;:-
- 701 3. ~~Minimum~~ Minimum ~~Term~~ of the lease;:-
- 702 4. ~~Minimum~~ Minimum ~~Term~~ of the lease;:-
- 703 4. ~~Minimum~~ Minimum ~~Term~~ of the lease;:-



# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: BOARD'S OPERATIONS	SECTION: VII-A-6
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SUBJECT: Long-Term Leases for Hotels and Motels	ORIGINAL DATE.: FEB. 2, 1982
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- 704 1. ~~Base rental of at least 8% of the fair market value of~~  
705 ~~the a hypothetical~~ fee simple interest in the land.
- 706 5. ~~The Executive Director may adjust the Base Rental upon~~  
707 ~~consideration of periodic appraisals of the land at issue~~  
708 ~~or similar lands on Jekyll Island, as well as current~~  
709 ~~market conditions and industry standards, and any other~~  
710 ~~conditions that may require adjustment of the Base~~  
711 ~~Rental. When determining the fair market value of the~~  
712 ~~fee simple interest in the land, the Board may~~  
713 ~~consider values established by periodic appraisals of~~  
714 ~~the land, as well as, current market conditions and~~  
715 ~~industry standards.~~
- 716 •
- 717 2. • Percentage rental of 3% or a negotiated amount of  
718 total gross income;:
- 719 3. • Base rental adjustments at least every 5 years based on  
720 the Consumer Price Index (CPI) to adjust the fair  
721 market value of ~~the a hypothetical~~ fee simple interest  
722 in the land;:
- 723 4. • ~~6% or a n~~ Negotiated amount of total gross income  
724 annually to be placed in a "Capital Improvements  
725 Reserve Account" until withdrawn for such capital  
726 improvements;:
- 727 5. General description of receipts to be included within  
728 gross income of lessee, which receipts shall include,  
729 without limitation, the gross receipts of any third-  
730 party concessionaire conducting business upon or  
731 from the leased property, together with the sum paid  
732 to lessee by such third-party concessionaire for the  
733 privilege of conducting such business;:
- 734 2.
- 735 6. Quality Standards;:

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: BOARD'S OPERATIONS	SECTION: VII-A-6
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- 736 3. \_\_\_\_\_
- 737 7. \_\_\_\_\_ Summary of Lessor's responsibilities under the lease; 1. \_\_\_\_\_
- 738 4. \_\_\_\_\_
- 739 8. \_\_\_\_\_ Summary of Lessee's responsibilities under the lease; 1. \_\_\_\_\_
- 740 5. \_\_\_\_\_
- 741 9. \_\_\_\_\_ Documentation required to be submitted by prospective lessee
- 742 including, without limitation:
- 743 6. \_\_\_\_\_
- 744 10. 1. \_\_\_\_\_ Detailed usage plan for the property; 1. \_\_\_\_\_
- 745 • \_\_\_\_\_
- 746 11. \_\_\_\_\_ Financial statements of principals and corporate entity
- 747 or other. body or person proposing to lease the
- 748 property; 1. \_\_\_\_\_
- 749 • \_\_\_\_\_
- 750 • Letter of intent to enter into lease; 1. \_\_\_\_\_
- 751 • Letter of Guarantee upon acceptance of proposal;
- 752 • Background check;
- 753 • References;
- 754 • Business Tax Identification Number;
- 755 • State of Georgia Business License;
- 756 • Federal Work Authorization User Identification
- 757 Number, if applicable; 1. \_\_\_\_\_
- 758 12. \_\_\_\_\_
- 759 • \_\_\_\_\_
- 760 13. \_\_\_\_\_ Statement of the Authority ' s method of awarding the lease; and 1. \_\_\_\_\_
- 761 7. \_\_\_\_\_
- 762 A.8. \_\_\_\_\_ Statement as to the Authority's closing time to accept
- 763 proposals.
- 764
- 765 IV.
- 766 A. Any prospective lessee or assignee requesting the approval or consent
- 767 of the Board for the assignment or transfer of a hotel lease shall

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: BOARD'S OPERATIONS	SECTION: VII-A-6
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SUBJECT: Long—Term Leases for Hotels and Motels	ORIGINAL DATE.: FEB. 2, 1982
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- 768 submit the following information, without limitation, those items  
769 required in III.A. above.:-  
770 1. ~~Detailed usage plan for the property.~~  
771 2. ~~Financial statements of principals and corporate entity or other~~  
772 ~~body or person proposing to lease the property.~~  
773 3. ~~Letter of intent to enter into Lease.~~  
774 4. ~~Letters from assignor/lessee and assignee/prospective lessee~~  
775 ~~requesting consideration and approval by the Board of the~~  
776 ~~proposed assignment or transfer.~~  
777 B. The Board may condition its approval of or consent to the assignment  
778 or transfer of hotel leases upon such terms, conditions and provisions  
779 as it determines appropriate, including without limitation, rental terms  
780 as set forth in III.~~DA~~.4. above.  
781  
782 V. The Board shall review and evaluate all applications for hotel leases and all  
783 requests for approval of or consent to assignments or transfers of hotel leases  
784 to ~~determine if sufficient information is available on which to evaluate the~~  
785 ~~application~~accept or decline the application. Applicants may be requested to  
786 discuss their respective applications.  
787  
788 VI. This policy shall not limit or restrict the authority or power of the Board to take  
789 such other actions, require such other information, or impose such other  
790 requirements regarding hotel leases as may be determined necessary by the Board  
791 or the Executive Director.  
792

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

793

SECTION: BOARD'S OPERATIONS	SECTION: VII-A-9
	PAGE: 1 OF 1
SUBJECT: Conditions of Usage for Faith Chapel	ORIGINAL DATE: MAY 19, 1986
	REVISION DATES: NOV. 8, 1999 JULY 17, 2018 <u>SEPT. 15, 2020</u>

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### I. FINDINGS:

~~A.~~ Faith Chapel has become a Museum building and part of the historic district and is one of the most significant structures in the collection of the Jekyll Island Museum. The preservation of the two stained glass windows is the most important consideration in the use of Faith Chapel.

### II. CONDITIONS:

- A. No more than 100 people shall be in the building at any one time.
- B. Noises and heavy vibrations, in or near the building, including but not limited to amplified music, that may damage the ~~stained-glass~~stained-glass windows are prohibited.
- C. A museum staff member shall be in attendance when the building is in use.
- D. The Director of Historic Resources shall review all use of the building and approve, disapprove or impose conditions for use, so as to protect the buildings and the ~~stained-glass~~stained-glass windows.



# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

816

SECTION: BOARD'S OPERATIONS	SECTION: VII-A-10
	PAGE: 1 OF 1
SUBJECT: Distribution of Literature from Guest Information Center	ORIGINAL DATE: OCT. 12 1987
	REVISION DATES: NOV. 8, 1999 JULY 17, 2018 <u>SEPT. 15, 2020</u>

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I. The Board establishes the following Policy:

The Guest Information Center shall not distribute literature except that which is produced by the Authority or as required by law.

II. Responsibility:

The Executive Director is responsible for seeing that the provisions of this Policy are complied with.

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: BOARD'S OPERATIONS	SECTION: VII-A-11
	PAGE: 1 OF 2
SUBJECT: Jekyll Island Guest Information Center Annual Parking Permits	ORIGINAL DATE: JAN. 25, 1988
	REVISION DATES: NOV. 8, 1999 JULY 17, 2018 <u>SEPT. 15, 2020</u>

- 828
- 829 I. The Board finds the following:
- 830
- 831 A. In accordance with Jekyll Island Ordinance §§ 2-214 through 2-
- 832 222 (the "Parking Fee Ordinance"), there shall be a parking fee for
- 833 all motor vehicles operated on Jekyll Island, except bona fide
- 834 State and Glynn County government motor vehicles entering on
- 835 government business.
- 836
- 837 B. Except as otherwise provided by the Parking Fee Ordinance, the
- 838 amount of the parking fee shall be as may, from time to time, be
- 839 established by the Authority.
- 840
- 841 C. O.C.G.A. § 12-3-235(14) provides that the Authority shall do any
- 842 other things necessary or proper to beautify, improve and render
- 843 self-supporting the island park, to make its facilities available to
- 844 people of average income, and to advertise its beauties to the
- 845 world. The Jekyll Island-State Park Authority Act specifically
- 846 recognizes promotion of Jekyll Island as an appropriate purpose of
- 847 the Authority's operations (O.C.G.A. § 12-3- 271).
- 848
- 849 D. From time to time, the Board may express their appreciation to those
- 850 persons who have benefited Jekyll Island by their contributions and
- 851 support and to facilitate the efforts of such persons in contributing to
- 852 and supporting the operation and ordered growth of Jekyll Island.
- 853
- 854 E. ~~Annual~~ Parking Permits may be issued without cost when the
- 855 Executive Director determines that such issuance will be in the
- 856 best interest of the Authority and either will promote Jekyll
- 857 Island or will further the efforts of the Authority in beautifying,
- 858 improving, and advertising Jekyll Island, and rendering Jekyll
- 859 Island self-supporting. The Executive Director of the Authority

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: BOARD'S OPERATIONS	SECTION: VII-A-11
	PAGE: 2 OF 2
SUBJECT: Jekyll Island Guest Information Center Annual Parking Permits	ORIGINAL DATE: JAN. 25, 1988
	REVISION DATES: NOV. 8, 1999 JULY 17, 2018 <u>SEPT. 15, 2020</u>

860                    or his or her designee is responsible for issuing the Guest  
861 Information Center Parking Permits in compliance with this  
862 policy.  
863

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: AUTHORITY'S STAFF OPERATIONS	SECTION: VII-B-1
	PAGE: 1 OF 2
SUBJECT: Organization	ORIGINAL DATE: OCT. 31, 1983
	REVISION DATES: FEB. 20, 1989 APR. 5, 1993 Nov. 8, 1999 <u>Sept. 15, 2020</u>

- 864
- 865 I. The Board establishes the following Policy:
- 866
- 867 A. The Authority's organizational structure shall be developed to achieve
- 868 the Mission, Vision, and Strategic Objectives of the Authority.
- 869
- 870 B. Each position's responsibilities, authorities, and relationships shall be
- 871 fully expressed in written form as a Job Description and explained to
- 872 the employee.
- 873
- 874 C. Delegation of authority and the freedom to act shall be clearly and
- 875 appropriately defined and be adequate for responsibilities assigned to
- 876 Authority staff members.
- 877
- 878 D. For operational efficiency, As many as possible of the decisions
- 879 affecting specific operations and requiring approval before action is
- 880 taken should be made by only one organizational step (level) above
- 881 the person putting the decision into effect.
- 882
- 883 E. No person shall report to more than one supervisor. However, an
- 884 individual may be assigned by his supervisor to serve or assist
- 885 another organizational unit.
- 886
- 887 F. The number of persons reporting to a supervisor should be few
- 888 enough so that the supervisor can give each person adequate attention
- 889 when the person needs it and still leave the supervisor time for
- 890 responsibilities other than providing direction and supervision.
- 891
- 892 G. Employee titles should be appropriate and consistent.
- 893
- 894 H. The organizational plan should be kept flexible and sensitive to



# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: AUTHORITY'S STAFF OPERATIONS	SECTION: VII-B-1
	PAGE: 2 OF 2
SUBJET: Organization	ORIGINAL DATE: OCT. 31, 1983
	REVISION DATES: FEB. 20, 1989 APR. 5, 1993 Nov. 8, 1999 <u>Sept. 15, 2020</u>

- 895 changing conditions.
- 896
- 897 I. The supervisor who is immediately responsible for an operation
- 898 should not have the final control over the reviewing authority for the
- 899 functions of inspection, quality control or audit of operations.
- 900
- 901 J. The organization plan shall be clearly and fully described in a written
- 902 organization chart.
- 903
- 904 K. The Board shall approve all major reorganization plans of the
- 905 Authority.
- 906
- 907 II. Responsibility
- 908
- 909 A. The Board shall be responsible for reviewing and approving all
- 910 policies, the Mission, Vision and Strategic Objectives, the Executive
- 911 Director's responsibilities and authority, and the overall
- 912 organizational plan.
- 913
- 914 B. The Executive Director shall be responsible for developing and
- 915 maintaining the organizational plan, auditing conformity to it,
- 916 assuring that everyone affected fully understands the plan, and that
- 917 employees are trained in how to function effectively according to the
- 918 plan.
- 919

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: AUTHORITY'S STAFF OPERATIONS	SECTION: VII-B-6
	PAGE: 1 OF 3
SUBJECT: Hotel/Motel Inspections	ORIGINAL DATE: Nov. 17, 1986
	REVISION DATES: APRIL 5, 1993 Nov. 8, 1999 Oct. 16 2018

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- I. The Board establishes the following Policy:
  - A. In order to maintain the desired hotel standards as set forth in the several hotel/motel leases there shall be periodic inspections of every hotel/motel on Jekyll Island by the Authority's use of professionally qualified personnel in the fields of General and Fire Safety, Public Health, and Guest Accommodations Quality.
  - B. The Authority's fire safety inspection may be performed by the Fire Safety Inspector or the Director of Public Safety.
  - C. The Authority's fire safety inspection shall utilize and be guided by the current, National, State, and local standards and codes for fire safety and handicapped accessibility and will proceed and report in a manner satisfactory to the Executive Director. Public Health inspections will be performed by the Glynn County Health Department.
  - D. Guest accommodations quality inspection shall be performed by an independent commercial company under contract with the Authority for this purpose.
  - E. Inspected areas shall include, but not be limited to: fire detection and protection equipment such as smoke and heat detectors, and portable and fixed extinguishing systems; housekeeping in fire hazard areas such as kitchens, laundries, and maintenance shops; emergency exits; assembly areas such as meeting facilities and dining rooms; quality level and appearance of building exteriors and interiors (including the condition of the furnishings and amenities); quality and appearance of landscaping and grounds (including swimming pool and deck area); accessibility of public pathways, sidewalks, curbs, entrances, assembly areas, restrooms, and recreational facilities to persons with

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: AUTHORITY'S STAFF OPERATIONS	SECTION: VII-B-6
	PAGE: 2 OF 3
SUBJECT: Hotel/Motel Inspections	ORIGINAL DATE: Nov. 17, 1986
	REVISION DATES: APRIL 5, 1993 Nov. 8, 1999 Oct. 16 2018

- 952 disabilities; and any hazards to the safety and ~~well-being~~well-being of
- 953 the public, motel employees, and the physical property located at the
- 954 facility. Guest accommodations quality inspections shall include, but
- 955 not be limited to, the cleanliness and appearance of public areas and
- 956 guest rooms, and the quality of service from hotel/motel employees.
- 957
- 958 F. Copies of the inspection reports shall be forwarded to the hotel/motel
- 959 general manager. Any health or safety hazard or violation observed
- 960 by the Authority inspector during a hotel/motel inspection will also be
- 961 reported to the appropriate regulatory agency.
- 962
- 963 G. Immediate corrective measures are expected to be taken by the
- 964 hotel/motel in health and safety inspection violations. Follow-up
- 965 inspections will be scheduled with the appropriate inspection personnel.
- 966
- 967 H. An evaluation that falls below the quality standards for any
- 968 hotel/motel as established by an independent hotel evaluation
- 969 company under contract with the Authority is unacceptable. Any
- 970 hotel/motel receiving such an evaluation will be notified and is to
- 971 provide a written plan for correcting each and every deficiency noted
- 972 on the evaluation within 30 days of such notification. Corrective
- 973 action shall be implemented within 45 days of the date on which the
- 974 evaluation results were made available. Failure to provide the written
- 975 plan, to begin implementing the corrective plan, and failure to attain
- 976 the quality standards as set forth by the independent hotel evaluation
- 977 company or better on two (2) consecutive evaluations, or any of these
- 978 alone, shall be an event of default. When conducting its evaluation,
- 979 the independent hotel evaluation company shall utilize the
- 980 appropriate quality standards published by the Exxon-Mobil
- 981 corporation, from time to time, which are available as of the
- 982 evaluation date. In the event the Exxon-Mobil standards are no longer
- 983 published or applicable, then the independent hotel evaluation

# JEKYLL ISLAND-STATE PARK AUTHORITY

## POLICY MANUAL

SECTION: AUTHORITY'S STAFF OPERATIONS	SECTION: VII-B-6
	PAGE: 3 OF 3
SUBJECT: Hotel/Motel Inspections	ORIGINAL DATE: Nov. 17, 1986
	REVISION DATES: APRIL 5, 1993 Nov. 8, 1999 Oct. 16 2018

984                      company may substitute similar published standards or equivalent  
 985                      standards required by the property's flag or brand which are, in its  
 986                      reasonable business judgment, most nearly equivalent to the Exxon-  
 987                      Mobil quality standards.

988  
 989        II.        Responsibility:

990  
 991        The Executive Director is responsible for ensuring that this policy is complied with.

992  
 993  
 994  
 995





## **MEMORANDUM**

TO: BOARD OF DIRECTORS  
FROM: MELISSA CRUTHIRDS, GENERAL COUNSEL  
RE: MASTER PLAN AMENDMENT – GEORGIA POWER SUBSTATION  
DATE: SEPTEMBER 8, 2020

---

### **Summary**

Georgia Power is requesting to relocate and expand its substation on Jekyll Island. In order to do so, the “new” land needs to be converted from undeveloped to developed under the Master Plan. Once the new substation is constructed, the current leased premises and any unused portion of the new premises will revert back to Jekyll Island’s possession, at which time it will be reconverted back to undeveloped land.

### **Background**

The Authority entered into a lease with the Georgia Power Company on March 4, 1974, for the lease of certain premises on Jekyll Island, Georgia, for a term commencing on January 1, 1974, and which lease has continued by various agreements since that time. Georgia Power currently leases .2043 acres from the Authority for its current substation.

### **Issue**

Georgia Power, in order to accommodate the voltage requirements at Colonel’s Island in Brunswick, Georgia, upgraded the electrical lines running to Jekyll Island from 46kV to 115kV, which now requires an upgrade to the substation so that it may accommodate the higher voltage. The proposed new 115kV substation will be a larger footprint in order to house larger equipment to accommodate the higher voltage and will require additional clearances with more safety and design spacing for maintenance and reliability of equipment, in accordance with the National Electric Safety Code.

In order to accommodate a larger substation, Georgia Power desires to relocate and expand the leased premises to approximately 2.59 acres adjacent to the current leased premises. The proposed leased premise is currently designated “undeveloped area” in

the Master Plan and requires an amendment to the Master Plan to convert it to “developed land” in order for the substation to be constructed.

Georgia law allows the Authority to convert no more than 1,675 acres of the total land area of Jekyll Island into developed land. As of January 1, 2014, 1,597 acres had already been deemed developed land. Of the remaining seventy-seven acres (1,675 – 1,597) available for conversion, forty-six of those acres may be converted for “public health, public safety, or public recreation.” In 2019, this Board approved an amendment to the Master Plan to convert approximately three acres from undeveloped area to developed land under the “public health, public safety, or public recreation” category in order to construct a public safety complex, leaving approximately forty-three acres available for conversion under that category. Failure to upgrade the current Georgia Power substation could result in a massive power failure on Jekyll Island and elsewhere, putting life and safety at risk. Thus, this conversion is critical for to protect the public health and safety of our residents and visitors.

After the substation is constructed, Georgia Power intends to remediate and disclaim its leasehold interests in the current leased premises and any unused portion of the proposed leased premises and request that the Jekyll Island-State Park Authority amend the Master Plan to re-convert the disclaimed premises back to undeveloped area.

### **Procedure**

Georgia law requires that “[a]ny proposed amendment to the master plan” be “described in written form, and if capable of such description, in visual form and presented publicly at a regular meeting of the Authority,” which is what is before you today.

As required, this will be advertised in the Glynn County and Fulton County papers of record. It will also be posted online at <https://www.jekyllisland.com/jekyll-island-authority/master-plan/> with the ability of the public to submit comments online at <https://www.jekyllisland.com/jekyll-island-authority/public-input/>.

Georgia law also requires that a notice of the proposed amendment will be submitted to the Speaker of the House, President of the Senate, the Jekyll Island-State Park Authority Oversight Committee, and Office of Legislative Counsel.

A public hearing will be held on October 6, 2020 from 5:00 to 6:00 p.m. at the Convention Center.

If no objection is received from the Oversight Committee, this will be back before this Board for a vote on December 8, 2020 on whether to amend the Master Plan. If an objection is received from the Oversight Committee, no action may be taken by this Board until it is resolved in the General Assembly, which resolution shall be introduced within the first 30 days of the next regular session.

**BOARD ACTION REQUIRED**

1. Authorize the Executive Director to transmit this proposed Master Plan amendment to the Legislative Oversight Committee, as required by law. This action does not approve this Master Plan amendment.
2. Do not authorize the Executive Director to transmit the proposed Master Plan amendment to the Legislative Oversight Committee, which will have the effect of denying the Master Plan amendment.
3. Suggest other alternatives.

**RECOMMENDATION**

Action Number One is recommended.



Attorney's Note:

For presentation purposes only for the September 15, 2020 Board Meeting.

Not to be voted on until December Board Meeting.

JEKYLL ISLAND AUTHORITY BOARD OF DIRECTORS

JEKYLL ISLAND, GEORGIA

Resolution #R-2020-\_\_\_\_\_

Passed: \_\_\_\_\_

At the regular meeting of the Jekyll Island-State Authority Board, held at the Jekyll Island Convention Center on Jekyll Island, Georgia, there were present:

Joseph B. Wilkinson, Jr., Chairperson, Glynn County  
Robert W. Krueger, Vice Chairperson, Pulaski County  
William H. Gross, Camden County  
Hugh Tollison, Chatham County  
Joy Burch-Meeks, Wayne County  
Dr. L.C. Evans, Monroe County  
Glen Willard, Bryan County  
Dale Atkins, Appling County  
Mark Williams, Commissioner of Department of Natural Resources

On the motion of \_\_\_\_\_, which  
carried \_\_\_\_\_, the following Resolution was passed:

**RESOLUTION APPROVING**

**AN AMENDMENT TO THE 2014 JEKYLL ISLAND MASTER PLAN, AS AMENDED,  
TO CONVERT FROM UNDEVELOPED AREA TO DEVELOPED LAND**

**APPROXIMATELY 2.59 ACRES FOR  
THE GEORGIA POWER COMPANY SUBSTATION**



Attorney's Note:

For presentation purposes only for the September 15, 2020 Board Meeting.

Not to be voted on until December Board Meeting.

- 24 WHEREAS, on December 16, 2013, the Jekyll Island-State Park Authority Board  
25 of Directors adopted the current Jekyll Island 2014 Master Plan, as  
26 amended in 2019<sup>1</sup> ("Master Plan"); and
- 27 WHEREAS, on April 14, 2014, former Governor Nathan Deal signed into law  
28 Senate Bill No. 296 which, among other things, amended O.C.G.A.  
29 § 12-3-243 by adding in designations of "developed land" and  
30 "undeveloped area"; and
- 31 WHEREAS, S.B. 296 further amended O.C.G.A. § 12-3-243 by specifically  
32 authorizing the conversion of undeveloped area to developed land  
33 for "[f]orty-six acres to be used solely for public health, public safety,  
34 or public recreation"; and
- 35 WHEREAS, S.B. 296 further amended O.C.G.A. § 12-3-243 to set forth the  
36 procedure to convert undeveloped area to developed land, which is  
37 found in O.C.G.A. § 12-3-243.1; and
- 38 WHEREAS, the Jekyll Island-State Park Authority entered into a lease with the  
39 Georgia Power Company on March 4, 1974, for the lease of certain  
40 premises on Jekyll Island, Georgia, for a term commencing on  
41 January 1, 1974, and which lease has continued by various  
42 agreements since that time; and
- 43 WHEREAS, the Georgia Power Company currently leases .2043 acres from the  
44 Jekyll Island-State Park Authority for its current substation; and
- 45 WHEREAS, the Georgia Power Company, in order to accommodate the voltage  
46 requirements at Colonel's Island in Brunswick, Georgia, upgraded  
47 the electrical lines running to Jekyll Island from 46kV to 115kV, and  
48 such upgrade of electrical lines requires an upgrade to the substation  
49 so that it may accommodate the higher voltage; and

---

<sup>1</sup> The 2019 Amendment converted twelve acres from undeveloped area to developed land to be used for expansion of the existing campground and approximately three acres from undeveloped area to developed land to be used for a public safety complex.





Attorney's Note:

For presentation purposes only for the September 15, 2020 Board Meeting.

Not to be voted on until December Board Meeting.

- 50 WHEREAS, the proposed new 115kV substation will be a larger footprint in order  
51 to house larger equipment to accommodate the higher voltage and  
52 will require additional clearances with more safety and design  
53 spacing for maintenance and reliability of equipment, in accordance  
54 with the National Electric Safety Code; and
- 55 WHEREAS, in order to accommodate a larger substation, the Georgia Power  
56 Company desires to relocate and expand the leased premises to  
57 approximately 2.59 acres adjacent to the current leased premises,  
58 as show in *Exhibit A*, attached; and
- 59 WHEREAS, after the substation is constructed, the Georgia Power Company  
60 intends to remediate and disclaim its leasehold interests in the  
61 current leased premises and any unused portion of the proposed  
62 leased premises; and
- 63 WHEREAS, after the substation is constructed, the Georgia Power Company  
64 requests that the Jekyll Island-State Park Authority amend the  
65 Master Plan to re-convert the disclaimed premises back to  
66 undeveloped area; and
- 67 WHEREAS, the proposed leased premise is currently designated “undeveloped  
68 area” in the Master Plan and requires an amendment to the Master  
69 Plan to convert it to “developed land”; and
- 70 WHEREAS, the purpose for such conversion is for “public health” and “public  
71 safety” under O.C.G.A. § 12-3-243(a)(1)(B)(ii) in that, once the  
72 increased voltage comes “on-line,” failure to upgrade the substation  
73 could result in a massive power failure on Jekyll Island and  
74 elsewhere due to the inadequacy of the current system to handle the  
75 increased voltage, which would put Emergency Services and those  
76 who rely on electrical medical devices at risk; and
- 77 WHEREAS, O.C.G.A. § 12-3-243.1 requires “[a]ny proposed amendment to the  
78 master plan” be “described in written form, and if capable of such  
79 description, in visual form and presented publicly at a regular  
80 meeting of the Authority”; and



Attorney's Note:

For presentation purposes only for the September 15, 2020 Board Meeting.

Not to be voted on until December Board Meeting.

81 WHEREAS, the proposed amendment to the Master Plan to convert  
82 approximately 2.59 acres of undeveloped area to developed land for  
83 a substation for the Georgia Power Company was presented publicly  
84 in written and visual form at a regular meeting of the Authority on  
85 September 15, 2020; and

86 WHEREAS, O.C.G.A. § 12-3-243.1 requires that "[a]fter the proposed  
87 amendment is presented publicly at a regular meeting of the  
88 Authority, a brief summary of the proposed amendment shall be  
89 advertised in the legal organs of Glynn and Fulton counties,  
90 distributed to the media by news release, and published in  
91 appropriate publications of the Authority"; and

92 WHEREAS, a brief summary of the proposed amendment, including a notice of  
93 the date, time, and location of the public hearing and the December  
94 8, 2019 meeting in which the proposed amendment would be  
95 considered by the Authority's Board of Directors, and including the  
96 website address to submit public comments, was advertised in the  
97 legal organ of Glynn County on \_\_\_\_\_, 2020; was  
98 advertised in the legal organ of Fulton County on \_\_\_\_\_,  
99 2020; was placed on the Authority's website on \_\_\_\_\_,  
100 2020; was distributed via press release to twelve media outlets on  
101 \_\_\_\_\_, 2020; was sent to subscribers of the Authority's  
102 mobile notification system on \_\_\_\_\_, 2020; and was  
103 advertised in the local Jekyll Island newspaper on \_\_\_\_\_,  
104 2020; and

105 WHEREAS, O.C.G.A. § 12-3-243.1 also requires a "public hearing on the  
106 proposed amendment . . . no earlier than 15 days after the latest  
107 publication of the advertisement in the legal organ"; and

108 WHEREAS, a public hearing on the proposed amendment was held on  
109 \_\_\_\_\_, 2020 at \_\_\_\_ p.m. at the Jekyll Island Convention  
110 Center wherein a presentation was made and comments and  
111 feedback were received from the public; and



Attorney's Note:

For presentation purposes only for the September 15, 2020 Board Meeting.

Not to be voted on until December Board Meeting.

112 WHEREAS, comments were also received from the public through the Authority's  
113 website and to the Authority by e-mail;

114 WHEREAS, O.C.G.A. § 12-3-243.1 requires that the proposed development area  
115 be "surveyed and marked at least seven days prior to the public  
116 hearing"; and

117 WHEREAS, the proposed development area was surveyed and marked by  
118 \_\_\_\_\_, 2020;

119 WHEREAS, O.C.G.A. § 12-3-243.1 also requires the Authority to transmit the  
120 brief summary which is advertised in the legal organs to the "Speaker  
121 of the House, President of the Senate, members of the Jekyll Island-  
122 State Park Authority Oversight Committee, and Office of Legislative  
123 Counsel at least 60 days prior to the date of the meeting at which the  
124 proposed amendment will be considered"; and

125 WHEREAS, the Authority transmitted a brief summary of the proposed  
126 amendment, including a copy of the legal advertisements, to the  
127 Speaker of the House, President of the Senate, members of the  
128 Jekyll Island-State Park Authority Oversight Committee, and Office  
129 of Legislative Counsel on \_\_\_\_\_, 2020; and

130 WHEREAS, O.C.G.A. § 12-3-243.1 also provides that if the Jekyll Island-State  
131 Park Authority Oversight Committee objects to the proposed  
132 amendment, the Committee is required to file an objection to the  
133 proposed amendment with the chairperson of the Authority prior to  
134 the Authority's taking action on the proposed amendment; and

135 WHEREAS, O.C.G.A. § 12-3-243.1 provides that if the Oversight Committee does  
136 file an objection to the proposed amendment, the Authority may not  
137 take any action on approving or rejecting the amendment until such  
138 time as the Committee's objection is resolved; and

139 WHEREAS, no objection to the proposed amendment has been received by the  
140 chairperson of the Authority from the Jekyll Island-State Park  
141 Oversight Committee; and



Attorney's Note:

For presentation purposes only for the September 15, 2020 Board Meeting.

Not to be voted on until December Board Meeting.

142 WHEREAS, O.C.G.A. § 12-3-243.1 also requires a “meeting of the Authority at  
143 which the proposed amendment will be considered for approval or  
144 rejection, which meeting shall not be held any sooner than 30 days  
145 after the meeting of the Authority at which the proposed amendment  
146 was announced”;

147 WHEREAS, the Jekyll Island-State Authority proposes an amendment to the  
148 2014 Master Plan, as amended, for conversion of approximately 2.59  
149 acres from undeveloped area to developed land for the public health  
150 and safety purposes of authorizing the Georgia Power Company to  
151 construct a new substation, as specifically set forth in O.C.G.A. § 12-  
152 3-243; and

153 WHEREAS, the Authority further requests that the Jekyll Island-State Park  
154 Authority Board of Directors approve the proposed amendment at its  
155 regularly scheduled meeting on December 8, 2020.

156  
157 **NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Jekyll Island-  
158 State Park Authority, as follows:

159 The proposed amendment to the Jekyll Island 2014 Master Plan is hereby **approved and**  
160 **adopted** to convert approximately three acres of undeveloped area to developed land as  
161 set forth in O.C.G.A. § 12-3-243(a)(1)(B)(ii) for the public health and public safety  
162 purposes of authorizing the Georgia Power Company to construct a new substation;

163 **BE IT FURTHER RESOLVED** that this Resolution shall become effective upon its  
164 approval by the Board of Directors.

165 **BE IT FURTHER RESOLVED** that this Resolution shall be transmitted to the Office of  
166 Governor Brian P. Kemp, the Speaker of the House,  
167 President of the Senate, members of the Jekyll Island-  
168 State Park Authority Oversight Committee, and Office  
169 of Legislative Counsel.



**Attorney's Note:**

For presentation purposes only for the September 15, 2020 Board Meeting.

Not to be voted on until December Board Meeting.

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**BOARD OF DIRECTORS,  
JEKYLL ISLAND-STATE PARK AUTHORITY**

\_\_\_\_\_  
JOSEPH B. WILKINSON, JR., CHAIRPERSON

177

178

ATTEST:

179

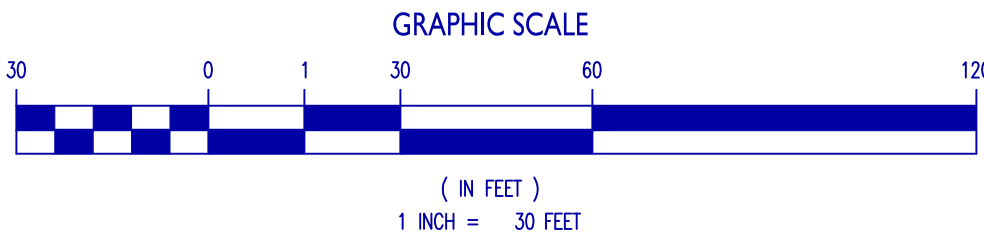
\_\_\_\_\_  
SECRETARY / TREASURER WILLIAM B. GROSS

180





NOTE:  
GEORGIA POWER WILL REMEDIATE THE LAND AND DISCLAIM ITS  
LEASEHOLD INTEREST IN THE CURRENT LEASED LAND AND IN ANY  
UNUSED ACREAGE UNDER THIS PROPOSAL. GEORGIA POWER WILL  
ALSO THEN COOPERATE WITH THE JEKYLL ISLAND AUTHORITY TO  
CONVERT THE DISCLAIMED ACREAGE FROM DEVELOPED LAND BACK TO  
UNDEVELOPED AREA.



GEORGIA POWER CO., ATLANTA, GA.  
LAND DEPARTMENT  
JEKYLL ISLAND SUBSTATION  
PROPOSED SUBSTATION SITE  
CITY OF JEKYLL ISLAND, GLYNN COUNTY, GEORGIA

APPROVALS	DR.	TR.	CHK
	SCALE	DATE	
	DRAWING No.	SHEET No.	
			1 OF 1

EXHIBIT A

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**MEMORANDUM**

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**TO:** COMMITTEE OF THE WHOLE  
**FROM:** NOEL JENSEN, CHIEF OPERATIONS OFFICER  
**SUBJECT:** ENGINEERING AND INSTALLATION DESIGN OF NEW SLIDE COMPLEX FOR SUMMER WAVES  
**DATE:** 9/9/2020

---

Surf Lagoon Waterpark in Pooler, Georgia closed for business reasons in March of 2019 after only two years of operation. Approved at the February 2020 JIA Board Meeting, Summer Waves purchased a four-slide complex worth \$1,200,000 for \$100,000 from the Surf Lagoon Waterpark owners. Surf Lagoon also included an extensive splash pad package at no additional cost. Summer Waves management ensured the slide complex and splash pad were in great shape. All parts have been dismantled and delivered to Jekyll Island.

In the original FY2021 budget, Summer Waves requested additional funding to engineer the details, install the slides and pad, and make it operational. However, this request was removed due to COVID-19.

In a more phased approach, staff has received quotes from Wet Engineering, the engineering firm that did the original installation design of these slides and pad in Pooler. It would be a large cost savings for the JIA to utilize their services again due to their familiarity with this equipment.

Approval of this request would be the first steps to have these new attractions available in the next Summer Waves season. The four-slide complex and splash pad would be available at an \$700,000 discount under its fair market value.

Staff hereby requests capital expenditure of \$67,775.00 for the geotechnical analysis, engineering, and installation design of the new Summer Waves Slide Complex and Splash Pad extension.

JEKYLL ISLAND AUTHORITY BOARD OF DIRECTORS  
JEKYLL ISLAND, GEORGIA

Resolution #R-2020-4  
Passed and Resolved: \_\_\_\_\_

**RESOLUTION**

**AUTHORIZATION TO ACCEPT GDOT CONTRACT FOR COSTS ASSOCIATED TO  
JEKYLL ISLAND ELECTRICAL REHABILITATION, PAVEMENT REJUVENATION, AND REMARKING at JEKYLL  
ISLAND AIRPORT**

**WHEREAS**, the Jekyll Island-State Park Authority desires to make improvements to existing Jekyll Island Airport by soliciting and receiving bids from Trinity Construction Company to construct Airfield Electrical Rehabilitation, Pavement Rejuvenation, and Remarketing associated with the Displaced Threshold for RW 36, and Pond and Company to provide Bidding Services, Resident Inspection, and Construction Administrative Services, and;

**WHEREAS**, the Jekyll Island-State Park Authority will receive a contract from the Georgia Department of Transportation (GDOT) contract T006977 AP021-90XX-XX(127) Glynn to provide reimbursement for the costs associated with the above noted Services up to a maximum amount of \$460,767.90 – FOUR HUNDRED SIXTY THOUSAND, SEVEN HUNDRED SIXTY SEVEN AND 90/100 DOLLARS of the total estimated cost of \$467,863.00 – FOUR HUNDRED SIXTY SEVEN THOUSAND, EIGHT HUNDRED SIXTY THREE AND 00/100 DOLLARS of which up to \$437,743.25 – FOUR HUNDRED THIRTY SEVEN THOUSAND, SEVEN HUNDRED FORTY THREE DOLLARS AND 25/100 DOLLARS will be FAA Funds and up to \$23,024.65 – TWENTY THREE THOUSAND, TWENTY FOUR AND 65/100 DOLLARS will be State Funds and requiring a local match of approximately \$7,095.10 – SEVEN THOUSAND AND NINETY FIVE AND 10/100 DOLLARS, and;

**WHEREAS**, the Jekyll Island-State Park Authority has or will enter into separate contracts with the above-named firms for providing the above noted services and;

**NOW, THEREFORE, BE IT RESOLVED THAT** the Jekyll Island-State Park Authority authorizes the Chairman, Authority Attorney, Executive Director, and Staff to sign such documents that may be necessary to complete this project and accept a contract, and any supplemental contracts for this project, from the GDOT to include FAA and State Funds, and furthermore authorizes funding of the Jekyll Island-State Park Authority contract match from available budgeted funds, and further authorizes the Executive Director to sign on behalf of the Chairman any such documents or contracts necessary to complete this project..

**RESOLVED this 15<sup>TH</sup> day of SEPTEMBER, 2020.**

\_\_\_\_\_  
Chairman, Jekyll Island Authority

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**ATTEST:**

\_\_\_\_\_  
EXECUTIVE DIRECTOR

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**MEMORANDUM**

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**TO:** COMMITTEE OF THE WHOLE  
**FROM:** JONES HOOKS, EXECUTIVE DIRECTOR  
**SUBJECT:** JEKYLL ISLAND CAUSEWAY TRAIL – TAP 0016635 – BIKE PATH SCOPE CHANGE  
**DATE:** 9/15/2020

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In June of 2020 the JIA was contacted by Ms. Felecia Basolo the Project Manager of the Transportation Alternatives Program (TAP) Georgia Department of Transportation (GADOT) that the Causeway/SR 520 bridge over Cedar Creek would not be wide enough to create a 10-foot-wide multi-use trail. JIA Executive Director, Jones Hooks, contacted Mr. Robert McCall of GADOT and discussed the issue. Mr. Hooks clarified the use of this trail connecting the existing path from before the Jekyll Island Welcome Center to the intersection of US 17 was for bike traffic. The federal requirement for a bike path is only 8 feet, which is narrow enough to safely and appropriately be built over the existing Cedar Creek Bridge. This clarification was confirmed as a solution by Ms. Basolo in an email dated August 31, 2020.

Ms. Basolo stated the Jekyll Island Authority would be required to submit a written scope change letter to clarify the bike trail only. Attached is the proposed scope change letter for your consideration.



September 15, 2020

Ms. Felecia Basolo, PE & PMP  
Senior Project Manager  
TE & TAP Program  
GDOT Office of Program Delivery  
ATLAS  
250 Commerce Ave., Ste. 100  
Duluth, GA 30096-8910

RE: Jekyll Island Causeway Trail – TAP 0016635 Glynn County Scope Change

Ms. Basolo,

Per our correspondence the Jekyll Island Authority would like to request a scope change to Jekyll Island Causeway Trail – TAP 0016635 Glynn County original Transportation Alternatives Program (TAP) application.

We would like to change the project's scope to propose an 8-foot wide paved asphalt trail along the northern side of SR 520/Jekyll Island Causeway. This project would begin approximately 0.5 miles from the Jekyll Island River Bridge and head west toward the island information center, terminating at US 17.

Thank you for your work and we look forward to moving forward on this project.

Sincerely,

C. Jones Hooks  
Executive Director



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The Jekyll Island State Park Authority (JIA) and Committees met in Public Session on Tuesday, August 18, 2020 in the Jekyll Island Convention Center and broadcast to the public via YouTube.

Members Present:           Mr. Joseph B. Wilkinson, Jr., Chairman  
                                  Mr. Bob Krueger, Vice Chairman  
                                  Mr. Bill Gross, Secretary/Treasurer  
                                  Mr. Trip Tollison  
                                  Ms. Joy Burch-Meeks  
                                  Commissioner Mark Williams  
                                  Dr. Buster Evans  
                                  Mr. Glen Willard  
                                  Mr. Dale Atkinson

Key Staff Present:           Jones Hooks, Executive Director  
                                  Andrea Marroquin, Museum Curator  
                                  Taylor Davis, Historic Preservationist  
                                  Jenna Johnson, Human Resource Director  
                                  Marjorie Johnson, Chief Accounting Officer  
                                  Noel Jensen, Chief Operations Officer  
                                  Alexa Orndoff, Director of Marketing and Communications  
                                  Melissa Cruthirds, General Counsel  
                                  Michelle Webb, Executive Assistant

Various members of the public, JIA staff, and press were presented and listened live via broadcast on YouTube.

Chairman Wilkinson called the committee sessions to order at approximately 9:35 a.m., introduced those participating via teleconference, and confirmed a quorum.

The roll was called, and all members were present except Ms. Joy Burch-Meeks who joined a few minutes into the meeting due to a technical issue. Additionally, State Representative Don Hogan and Mr. Woody Woodside were recognized in the audience.

### **I. Historic Preservation/Conservation Committee**

A.     Andrea Marroquin, Museum Curator, introduced the Historic Bond Fund Project. This project, which began in 2017, was a \$1.6 million dollar bond from the Georgia State Legislator. The Americans with Disability Act (ADA) accessibility and Life Safety Improvements project report coincided with the completion of the last project of five years of work and improvements. Taylor Davis, JIA's Historic Preservationist outlined some of the highlights of this huge undertaking. Using both capital funds and state funding a number of potentially dangerous situations in the historical buildings were remedied. Ramps, elevators, and code required improvements were added to historical buildings making them safer and more accessible for all.

B.     Ms. Marroquin also announced information regarding the upcoming Mosaic promotion and exhibit. The new exhibit celebrated the 100th anniversary of the passage of the 19th Amendment, guaranteeing and protecting women's right to vote. Several fascinating women from the Jekyll Island Club who were actively engaged in the woman's suffrage movement were recognized. The exhibit included an assortment of images, artifacts, documents, and interactive activities. Alexa Orndoff, Director of Marketing and

Communications, discussed the opening celebration, A Toast for Votes. "... Visitors will be able to enjoy a champagne welcome, expanded exhibitory commemorating this amendment. one on one discussions with our museum docents and guides, as well as those photo ops and the opportunity to cast your vote... this floating exhibit will be up through the end of the year to really commemorate this centennial year. "

There were no public comments.

## **II. Finance Committee**

A. Mr. Bill Gross, Finance Committee Chair, reviewed both the June and the July/year-end financials as included in the board materials. Starting with June, Mr. Gross highlighted continuing losses due to the continuing COVID-19 crisis. Some measures such as online ticketing for Summer Waves had been popular with visitors. Due to expense restrictions and furloughs, the fiscal year ended with a favorable variance of \$151,000 from budget. Mr. Gross remarked how amazing this was given the \$3.9 million less in revenue budgeted for the fiscal year.

July financials were also summarized. July revenues were 9% better then budged for the month but 20% less than July of 2019. The largest budget variance was parking fees, with both daily and annual parking fees exceeding expectations for the month. Mr. Gross also noted three of the hotels on Jekyll had their largest ever revenue months in July of 2020. This showed the strength of leisure travel on the Jekyll businesses sector, especially given the complete lack of convention business during the same period.

a. Jones Hooks, Executive Director, spoke to the July 2020/2019 Snapshot Comparison of Revenues. He reminded the Board when looking at revenue percentages of 91%, that percentage reflected a very significantly reduced budget. He was proud to state that the JIA had been able to conclude the fiscal year without dipping into reserves. He stated this was partially due to very aggressive expense cutting, which was still in place with management oversight. While cumbersome, the management oversight for each significant expense was critical to keep spending low. He also highlighted a traffic slide which showing increased visitors to Jekyll heading into fall. However, it would be difficult to predict what would happen in the upcoming season given the current realities of a pandemic. Finally, the last slide showed JIA's severe revenue drop during the spring.

B. Marjorie Johnson, Chief Financial Officer, briefed the Board about the Ratification of Acceptance of the AmeriCorps Grant. The JIA was awarded the 2021 AmeriCorps grant from the Georgia Department of Community Affairs. This was the 12<sup>th</sup> year the JIA had received this award which requires a 50% match from JIA. These funds were included in the Georgia Sea Turtle Center budget which was passed by the Board on June 30<sup>th</sup>, 2020. The JIA AmeriCorps program was the third largest funding distribution of this type in the State of Georgia. Due to delays relating to COVID, the signature turnaround time was very short this year. Therefore, staff requested ratification of acceptance of the already completed award. Dr. Evans moved to accept the AmeriCorps Grant, which was seconded by Mr. Tollison. The motion to ratify was unanimously approved.

There were no public comments.

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### **III. Human Resources Committee**

A. Jenna Johnson, Human Resource Director, delivered the Annual Staffing Level Report to the Board. She reviewed the turnover statistics for the year, which were less than last year looking at both full time and part time employee statistics. She had also analyzed the reasons people left the organization and the effects of COVID-19 on people leaving employment at the JIA. While job abandonment had increased this year, she stated this was true of other organizations as well. She stated the part time workers accounted for 45% of the total staff, which makes the workforce more fluid than most state organizations.

B. Jenna Johnson then presented the retirement of Timothy Stanley of Golf Course Maintenance who was leaving after ten years of service. Aaron Saunders, Director of Golf Course Maintenance spoke about Mr. Stanley's service and thanked him for the work he had done for the Authority. Mr. Stanley was given a framed photo and a socially distanced picture was taken.

Mr. Hooks thanked Ms. Johnson for her report and great work.

There were no public comments.

### **IV. Marketing Committee**

A. Committee Chair Ms. Joy Burch-Meeks introduced Alexa Orndoff for the Marketing report. Ms. Orndoff reported on several projects her department had been working on this fiscal year including: the newly revamped and streamlined Island Guide, the new mural in the Beach Village featuring refurbished benches from an original trolley, and the newest version of 31-81 magazine.

There were no public comments.

### **V. Legislative Committee**

No report.

### **VI. Committee of the Whole**

1. Melissa Cruthirds, General Counsel briefed the Board on Ordinance O-2020-3, False Alarms, first reading. In her summarization of the memo included in the Board Materials, she stated there had recently been a significant increase in false alarms. These lead to a time, financial, and resource outlay of the first responders on Jekyll. The proposed ordinance would be structured with the first false alarm resulting in a warning, but then fees increasing up to \$1,000 for a fifth false alarm. Ms. Cruthirds clarified fees would be paid to Glynn County. Mr. Hooks stated this ordinance had been spurred by a facility on the island which had registered twenty false alarms recently less than four-weeks. Dennis Gailey, Director of Public Safety, told the Board that the bulk of these false alarms had been set off by smoke. While the occurrence of smoke was not a false alarm, the repeated nature of these alarms without making needed improvement to prevent them in the future was the impetus of this ordinance. The location in question has had a recent drop in alarms, and they were aware of this ordinance's first reading. Mr. Hooks also brought the Board's attention to line 94 and 95 which outlined the ability of the Authority to issue warnings at their discretion. Mr. Krueger asked what action would be taken if an offender refused to pay the fine. Ms. Cruthirds and Mr. Hooks stated it would be the same as any other court fines charged by Glynn County. Dr. Evans asked if there were similar

ordinances in Glynn County, and if so, how consistent this ordinance was with theirs. Ms. Cruthirds answered there were similar ordinances in Glynn County, but with lower fines.

2. Ms. Cruthirds then presented the Contract Amendment with ASM Global for the Jekyll Island Convention Center as outlined in the Board materials memo. Mr. Hooks stated the current largest ongoing budgeting expenditure was convention center operations. Due to the COVID-19 pandemic there had been no convention center activity since March 14 other than the meeting today and a JIA internal meeting. Mr. Hooks worked with ASM management and an agreement had been reached. If the JIA extended the ASM contract for the Jekyll Island Convention Center for an additional year, then six months of operator fees and half of the fiscal year 2021 incentive fee would be deferred and forgiven. In consultation with senior staff, no downside was seen to the proposal. However, SMG stated facilities like the convention center on Jekyll Island would be in the lead when convention center business comes back, predicted in the second quarter of next year. Staff recommended the approval of the amendment. Mr. Krueger moved to approve the amendment, and it was seconded by Mr. Gross. The motion was unanimously approved.

3. Jones Hooks introduced the working document of the Jekyll Island Authority Strategic Plan which was presented to the Board. The JIA was contacted by the State of Georgia Office of Planning and Budget (OPB) on August 10<sup>th</sup> that this year's update would be due September 1<sup>st</sup>. Due to this timing, the working document was presented to the Board for their input. The draft kept many of the goals deferred by the COVID-19 crisis and incorporated new goals both in response to COVID-19 and beyond. Board Members were invited to submit any comments or changes by August 25, 2020 in order to meet the September 1<sup>st</sup> deadline. If there were substantive changes or objections by the Board, a Special Meeting would be called by the Board. If there were no substantive changes or objections by the Board, staff would submit the finalized plan to OPB on or before the September 1 deadline. Once submitted to OPB, the document would be shared with the Legislative Oversight Committee. Mr. Krueger moved to recommend approval and forwarding of the Jekyll Island Authority strategic plan by September 1, 2020 to the State of Georgia Office of Planning and Budget, conditioned upon no substantive changes or objections by the board. The motion was seconded by Dr. Evans and was unanimously approved.

4. The Executive Director's Report was presented by Mr. Hooks. Mr. Hooks stated the Golf Master Plan would be moving toward completion and the final public input session would be August 26 from 4:00 p.m. to 6:00 p.m. at the Jekyll Island Convention Center with social distancing enforced. An additional public comment period would be available online from August 26 till September 2. The final Golf Master Plan presentation for the Board will be on September 15 during the JIA Board meeting.

Next, Mr. Hooks spoke to the Green Dream Team Award from the US Corps of Engineers for the Jekyll Creek Beneficial Use Project using dredge materials in marsh areas. Ben Carswell, Director of Conservation stated this sustainability award is an internal award for the US Corps of Engineers focused on reaching out to stakeholders that work together to create successful projects. Mr. Carswell listed a number of other groups who were involved in making this project a success, including Georgia DNR.

NV LNWA JIC Hotel, LLC group was listed as a #10 top taxpayer in Glynn County. Mr. Hooks stated that it was important to note the tax impact of Jekyll Island commercial businesses on the county.

Mr. Hooks announced that the 2019 Shrimp and Grits poster had been chosen as the overall winner of the Sunshine Artists Magazine Best Poster Contest. It was chosen from 61 entries from all around the country.

Mr. Hooks also reported that several of Jekyll Island's retailers had record sales this month. While he emphasized that these records often did not make up for months of being closed during the pandemic. Life is Good, operated by the JIA, had their best month ever at \$70,000 in sales. He also noted that the comparatively small Jekyll Island store was currently the #3 franchise outlet within the Life is Good company.

Mr. Hooks acknowledged the JIA team's work during the recent hurricane turned tropical storm.

Mr. Hooks explained to the Board that the JIA State audit had been delayed due to COVID and was being conducted remotely.

Finally, Mr. Hooks announced that the Georgia Florida Golf Classic would be replaced with the Paulk Cup, in memorial to Jekyll Island Golf legend Johnny Paulk. More details would be forth coming.

There were no questions from the Board

Chairman Wilkinson stated he was pleased that Representative Hogan was in attendance. He offered Rep. Hogan assistance to draft a resolution honoring Johnny Paulk. The Chairman praised the staff for their work and dedication during the trying times.

There were no public comments.

The Board moved directly into the Board Meeting Agenda.

The Jekyll Island State Park Authority (JIA) Board Meeting  
August 18, 2020

Announcements:

1. The committee appointments by Chairman Wilkinson were read into the record as provided in the Board Meeting materials. There were no changes from last year's appointments.

Action Items:

1. Mr. Krueger moved to approve the minutes of the July 21, 2020 Board Meeting as presented. The motion was seconded by Mr. Atkins. There was no discussion and the minutes were approved without objection.
2. Mr. Krueger moved to ratify, affirm, and adopt the previous actions, approvals, appointments, or other actions taken by this Board of Directors as a whole, that were within the Board's authority, from July 1, 2019 to June 30, 2020. The motion was seconded by Mr. Gross. Mr. Hooks stated he felt this action was important due to the number of remote meetings. The motion was unanimously approved.



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3. Dr. Evans nominated Mr. Krueger to continue the position of Vice Chair. The motion was seconded by Commissioner Williams. Mr. Krueger consented to the nomination. There were no other nominations, and therefore the Chair declared Mr. Krueger elected to Vice Chair position for the next year.
  4. Mr. Tollison nominated Mr. Gross to continue the position of Treasurer/Secretary. Mr. Gross consented to the nomination. There were no other nominations, and therefore the Chair declared Mr. Gross elected to Treasurer/Secretary.
  5. The ratification of acceptance of the AmeriCorps Grant, a recommendation from the Finance Committee, was adopted unanimously.
  6. A recommendation from the Committee of the Whole to amend the contract with ASM Global by granting a one-year extension for the operations of the Jekyll Island Convention Center, was adopted unanimously.
  7. A recommendation from the Committee of the Whole, to approve and forward the Jekyll Island Authority Strategic Plan by September 1, 2020 to the state of Georgia Office of Planning and Budget, conditioned upon no substantive changes or objections by this board submitted to the executive director by August 25, 2020, was adopted unanimously. The motion to adjourn was made by Mr. Atkins; Mr. Krueger seconded. There was no objection to the motion and the meeting adjourned at 11:14 a.m.

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## MEMORANDUM

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**TO:** COMMITTEE OF THE WHOLE  
**FROM:** NOEL JENSEN, CHIEF OPERATIONS OFFICER  
**SUBJECT:** OPERATIONS MONTHLY REPORT – AUGUST 2020  
**DATE:** 9/09/2020

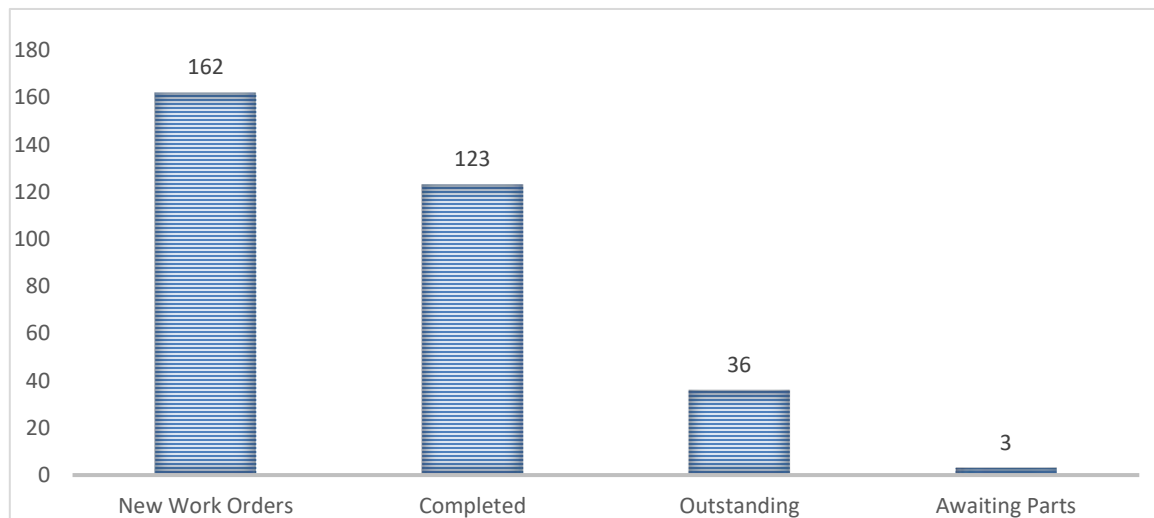
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### **PUBLIC SERVICES**

#### **August Highlights:**

- Jekyll Island Airport (09J) self-serve aviation fuel (100LL) sold 797 gallons of 100LL aviation fuel totaling \$3,347.28 in sales for the month of August.
- Six beach crossovers have completed construction with the most recent opening of Tyler Lane. Updates can be found at <https://www.jekyllisland.com/jekyll-island-authority/beach-crossover-construction/>
- Select Golf Courses are undergoing cart path repairs funded by FEMA due to Hurricane Irma. Indian Mound is now complete with Pine Lakes and Oleander still in progress. Carts are only available for checkout until 4:00PM due to COVID staffing levels.
- Summer Waves staff continue to take all precautions as detailed in Gov. Kemp's Executive Order due to COVID-19.

#### **Operations Department Work Orders**

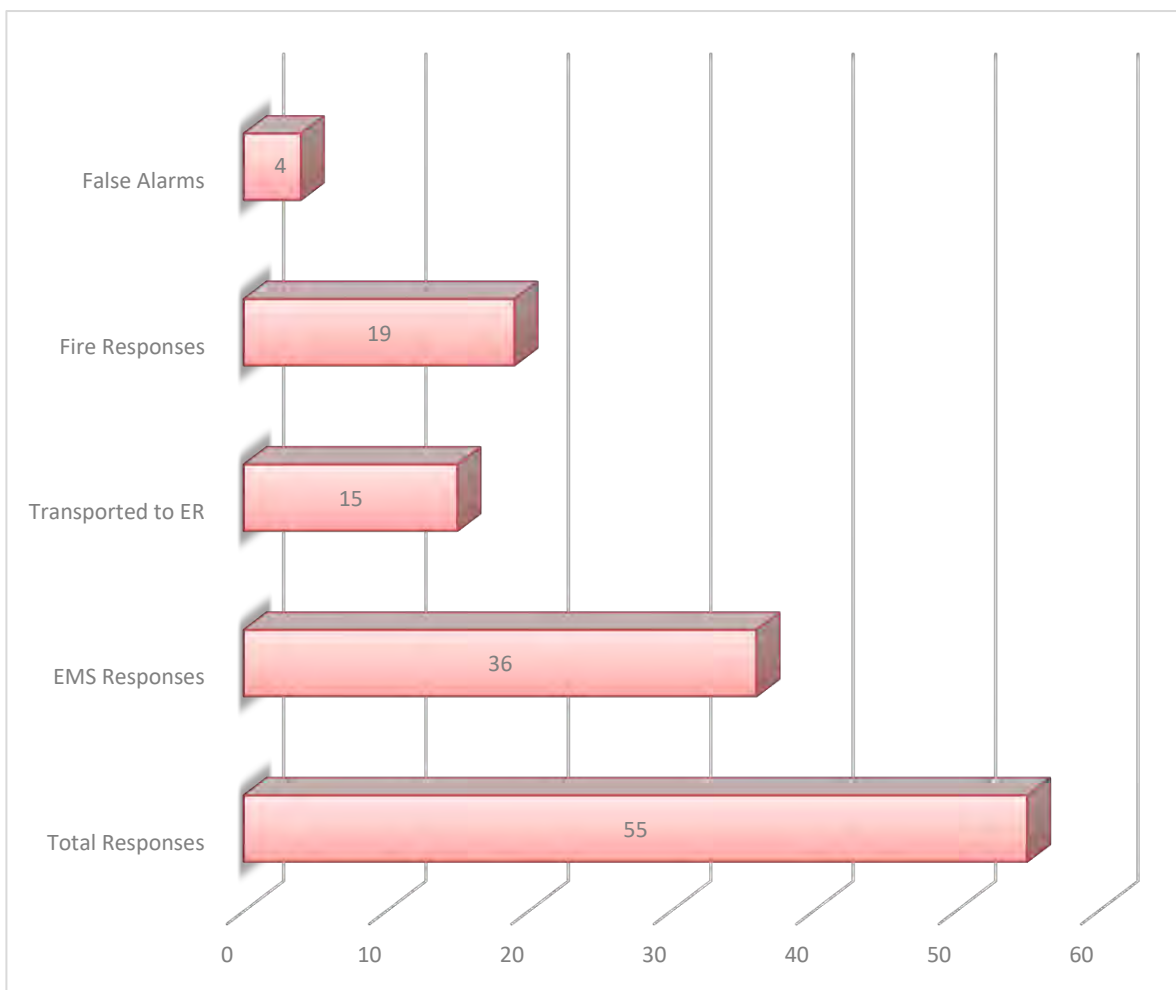


## **PUBLIC SAFETY – Fire & EMS**

### **August Highlights:**

- One water response with JIFD Jet Ski which ultimately did not involve any persons.
- Completed 235 hours in staff training for the month.
- Fire Marshall performed eleven fire commercial inspections.
- JIFD continues to work with Jekyll Island legal department concerning a new ordinance to cover nuisance fire alarms.
- Twelve permits were issued, and there were no complaints needing investigation by Code Enforcement.

**Jekyll Island Fire & EMS Responses**



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## MEMORANDUM

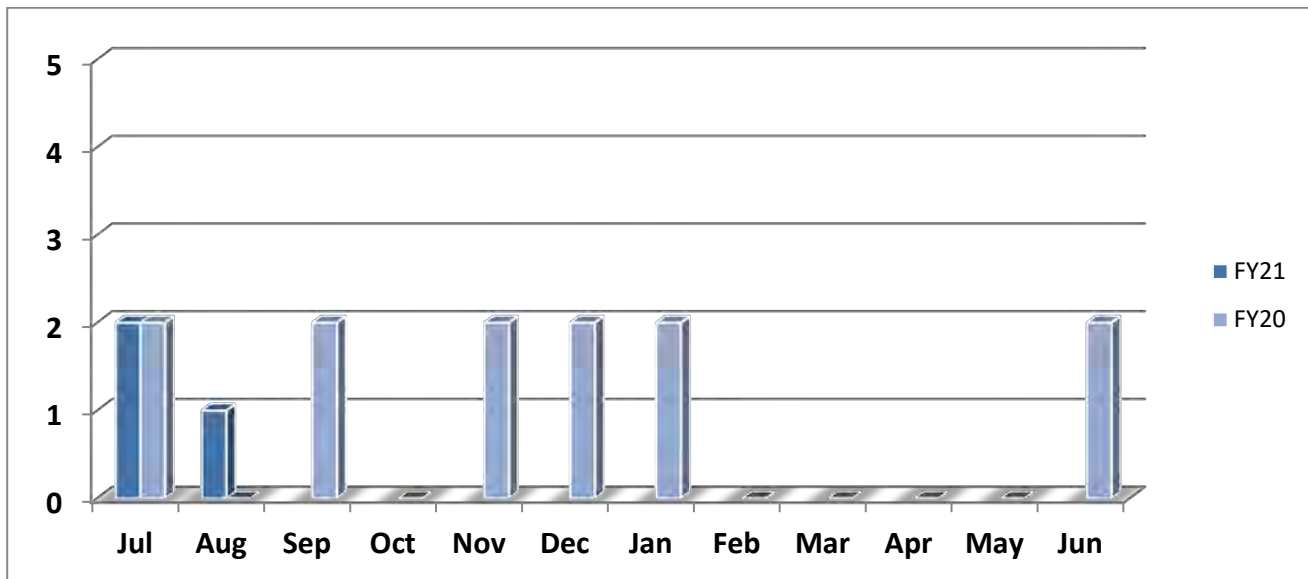
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**TO:** HUMAN RESOURCES COMMITTEE  
**FROM:** JENNA JOHNSON, HR DIRECTOR  
**SUBJECT:** HUMAN RESOURCES COMMITTEE REPORT  
**DATE:** 9/8/2020

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**JIA Workers Compensation Claims:** (Target goal for FY21 = 9).



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
FY21	2	1											3
FY20	2	0	2	0	2	2	2	0	0	0	0	2	12

**JIA Employee Census:** 405

Month	Full time	Part Time	Seasonal	Interns	Total Employees
Aug	158	125	92	20	405

- **Retirements:**
  - None.

## **Recognition:**

### **○ Meet our September Featured Employee: Jeffery Biggers**



Born and raised in Salisbury, NC where he was taught the game of golf at a young age by his grandparents. After graduating from Clemson University (GO TIGERS!!!) with a B.S. in Financial Management Jeffery began his golfing career and in 2000 obtained his PGA membership.

As the Head Golf Professional at Jekyll Island, Jeffery is responsible for and assisting with the running golf tournaments, groups from the hotels, outside staff, merchandising, teaching the game, and any number of other day-to-day operations.

Jeffery's favorite part of working in the golf industry, especially at JIA, is being around all the unique individuals that are a part of his position. He says, "The opportunity to meet people that love coming to this island is so gratifying." Whether it is his fellow employees, members of the club, or resort guests from all over the world, there is not a day that goes by he doesn't learn something interesting about folks.

Jeffery said, "People are what this job is all about...that's what it comes down to. Having the right amount of Customer Service and being able to mesh with all types of personalities. That way we can give our patrons an exceptional golfing experience by providing a fun, friendly, and well-maintained golfing environment."

When he is not at the golf course, Jeffery enjoys finding time to spend with his son who will be graduating high school in the spring.



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**MEMORANDUM**

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**TO:** HISTORIC PRESERVATION/CONSERVATION COMMITTEE  
**FROM:** BEN CARSWELL, DIRECTOR OF CONSERVATION  
**SUBJECT:** CONSERVATION UPDATE  
**DATE:** 9/9/2020

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**Research and Monitoring**

- The Conservation Department is gearing up for a variety of fall monitoring activities, including deer population surveys, plant-community transect surveys, and migratory butterfly and shorebird surveys.
- Monitoring of the Army Corps' Thin-Layer Placement Pilot Project for dredge material beneficial use is ongoing. This project was mentioned in last month's Executive Director's report highlighting the award it received from the Army Corps for its exemplary collaborative effort, of which JIA played a part. JIA helped plan the project and supplied the camera that is producing a photographic record of the site's recovery and marsh regrowth. See photos on the following pages showing what the site looked like shortly after construction, and now, 1-year and 4-months post construction.

**Management and Planning**

- In consultation with the Executive Director, the Conservation Plan Update is now scheduled for initial presentation to the JIA Board at the October meeting. A public session will be held around that time as well and a multi-week open public comment period will follow via online submission.
- Conservation staff participated in development and review of the Glynn County Shoreline Assessment and Implementation Resiliency Plan document which is to be presented to the JIA Board at the September meeting.
- The busy season for invasive plant management is upon us. Our first priority this season is controlling Chinaberry tree on the causeway and preventing its re-establishment in areas that were cleared by Georgia Power for the transmission line rebuild project.

**Outreach and Leadership**

- The JIA Conservation Department is hosting a Georgia Sea Grant State Fellow in partnership with Georgia Audubon, which will be directing the fellow with guidance from JIA Conservation staff and partial support from the Jekyll Island Foundation. The Fellow, Sergio Sabat-Bonilla, is a native of Puerto Rico who is pursuing a master's degree from Georgia Southern. He will be based out of our offices on Jekyll Island for one year. During this time, he will help advance our shorebird monitoring efforts and will develop an innovative roadmap for advancing diversity, equity, and inclusion of minority communities in nature-based activities, including birding.

USACE Thin Layer Dredge Material Placement Site, June 11, 2019





USACE Thin Layer Dredge Material Placement Site, September 7, 2020



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**MEMORANDUM**

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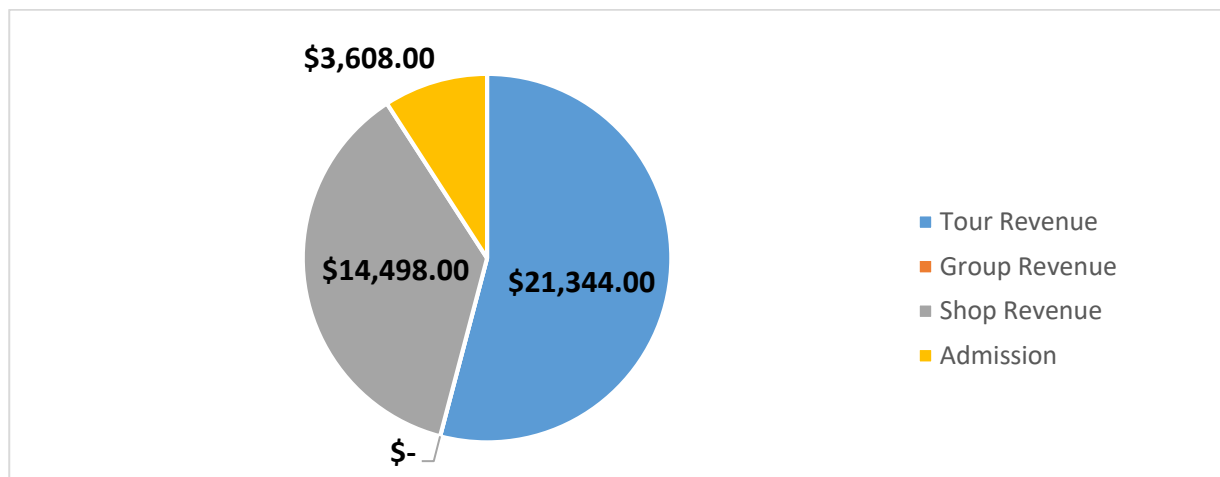
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**TO:** COMMITTEE OF THE WHOLE  
**FROM:** ANDREA MARROQUIN, CURATOR  
**SUBJECT:** HISTORIC RESOURCES UPDATE  
**DATE:** 9/8/2020

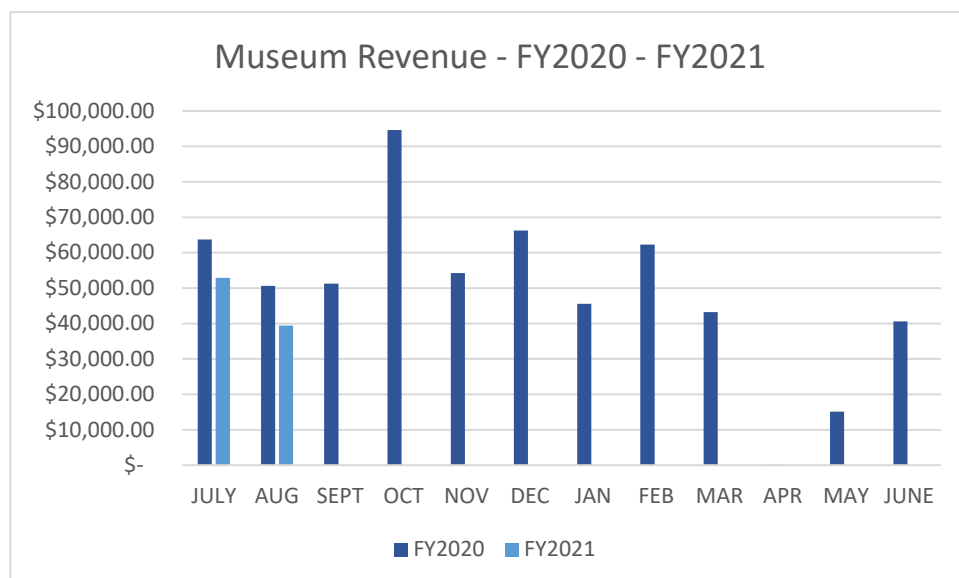
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**Jekyll Island Museum**

Paid Tours:	Public:	1,407	Admissions:	1,542
	Group:	<u>0</u>		
	Tour Total:	1,407	Total Visitation:	2,949



The Mosaic exceeded budget for revenue in August but observed a softening of market demand compared to the prior month. Overall, the museum's August revenues hovered around 2014 levels, but the museum store nearly met the retail income levels set the prior year.



## Special Events

- **Historic District Tours** – Experimented with daily tour offerings at the Mosaic in August. Amazing Spaces open-air trolley rides were available. In addition, Landmark Tours of the Historic District included entrance to Indian Mound Cottage, the Museum Gallery, Faith Chapel, and Moss Cottage. Bridge Builders Cottage tours of Hollybourne were also expanded.
- **Toast the Vote** – Hosted an exhibit opening at the Mosaic to celebrate the new Women's Suffrage Exhibit. Provided living history interpretation, photo opportunities, and a champagne toast for guests exploring the new exhibits.

## Curatorial/Research

- **Women's Suffrage Exhibit** – Installed and unveiled a new exhibit at the Mosaic celebrating the 100<sup>th</sup> anniversary of the 19<sup>th</sup> amendment, guaranteeing and protecting women's right to vote. The exhibit recognizes several fascinating women from the Jekyll Island Club who were actively engaged in the Women's Suffrage Movement. It includes an assortment of artifacts, documents, and interactives that demonstrate how suffragists organized and worked together to achieve widespread social change.
- **Mistletoe Cottage** -Began a deep clean of Mistletoe Cottage, providing a detailed cleaning of the first floor following extensive preservation work in the sunroom and stairwell. Conducted a graphic review and planned interpretive panel exhibit updates for the building.
- **Blueprint & Map Project** – The first batch of 4,756 original blueprints from the residential collection were returned and accounted for and permanently archived for stability and preservation.
- **Collection Management** – Continued cleanup of accession records through the Georgia Museum Property Act and updates of accession and catalog records. Worked on loan renewals. Completed end of fiscal year records transfers. Prepped records for shred and disposal according to retention schedules.

## Historic District/Preservation

- **Mistletoe Cottage** – Oversaw the installation of the reproduction ceiling paper in the Mistletoe sunroom. Completed painting of the sunroom and stairwell.
- **Moss Cottage** – Increased security of collections storage at Moss Cottage.
- **Chichota Ruins** – Initiated discussion and research for a stabilization project focusing on the Chichota lion statues.



**TO:** COMMITTEE OF THE WHOLE  
**FROM:** TERRY M. NORTON, GSTC DIRECTOR AND VETERINARIAN, ROB MAHON, GSTC GENERAL MANAGER  
**SUBJECT:** GEORGIA SEA TURTLE CENTER UPDATE – AUGUST 2020  
**DATE:** 9/8/2020

“We visited here while vacationing here on Jekyll Island, it is a must see everyone at the turtle center hospital were polite and answered any question you may have concerning the turtles!! (Trip Advisor Review, August 2020)

The GSTC was open during the month of August under limited visitation capacity due to COVID-19. The August admission count totaled 9,475, which was 1,255 (13%) less than the admission count for August 2019.

- August concessions \$112,653.08 was \$25,463.10 more than budgeted
- August admissions \$78,724.15 was \$8,654.67 more than budgeted
- Adoption (Sea Turtle) 39 | \$2,150                      Donations (general) 57 | \$3,797.96
- Memberships 33 | \$2,385.02                      Behind the Scenes o participants | \$00.00
- Daily Programs 171

Sub-Total Education Reservations: 70 Clients | Revenues \$2,375.78

- Adoptive parents and members received advance notice of two virtual release events. The first release video went live on Facebook on 8/24 and the second went live on Facebook on 9/1.

### **Rehabilitation**

	<b>Sea Turtle</b>	<b>Other Patients</b>
<b>New Patients</b>	<b>6</b>	<b>20</b>
<b>Current Patients</b>	<b>20</b>	<b>77</b>
<b>Released Patients</b>	<b>6</b>	<b>4</b>
<b>Transferred Patients</b>	<b>0</b>	<b>3</b>
<b>Total Since 2007</b>	<b>904</b>	<b>1,869</b>

### **Research & Patrol**

- We are continuing long-term efforts to understand the ecology and conservation of turtles on and around Jekyll Island. Fifteen radio-telemetered Box Turtles were tracked twice per month on the golf courses and near residential homes. We processed one Pond Slider found with a carapace injury requiring hospital treatment. We also processed one dead terrapin, two live snapping turtles, and four box turtles.
- We encountered no new sea turtle nests in August, but loggerhead nest hatching season continued. We documented hatchling emergence at 66 nests and inventoried 80 nests. Sea turtle dawn patrol interacted with 533 people. We also processed two dead loggerhead and two dead Kemp's ridley sea turtles found on Jekyll Island.
- Efforts to mitigate the impacts of marine debris on Jekyll Island continue with data collected by members of the community and the GSTC research team. During the past month, at least 2,068 pieces of marine debris were collected from Jekyll Island beaches and logged with location data into the Marine Debris Tracker application.

### **AmeriCorps Program, Volunteer Program, and Marine Debris Initiative**

<b>Service Hours</b>			
	<b>Monthly Total</b>	<b>YTD Date Total</b> <i>(see YTD period definitions)</i>	<b>Cumulative Total</b>
AmeriCorps Service Hours**	2,502.75	36,268.67	391,996.67
Volunteer Hours**	55	3,949.42	74,685.01
Marine Debris Hours*	53.5	53.5	9,931.08
<b>MDI &amp; Volunteer Program</b>			
MDI Clean Ups	0	4	72
MDI Items Collected	2,068	2,068	367,430
New Volunteers Oriented	0	0	242
Volunteer Shadow Shifts	0	0	242
Volunteer Advancements	0	0	265

**\*YTD Based off fiscal year (July 1, 2020-June 30, 2021) | \*\*YTD Based off of AmeriCorps Program Year (September 1, 2019-August 31, 2020)**

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## MEMORANDUM

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**TO:** COMMITTEE OF THE WHOLE  
**FROM:** DION DAVIS, E.D.  
**SUBJECT:** JEKYLL ISLAND FOUNDATION UPDATE  
**DATE:** 9/1/20

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**Finance (FC)/Executive Committee (EC) Meeting:** The FC/EC held its scheduled meeting via teleconference on Thursday, August 13, 2020. Agenda included approval of May/June disbursements and financials, FY20 year in review, operational policy/forms review, discussion/approval of the FY21 budget, Corporate Sponsor program, FY21 marketing calendar, and end of year appeal.

**Board of Director's Meeting:** The board held its first scheduled meeting of FY21 on Thursday, August 27, 2020 via Zoom. Agenda included Nominating Committee report introducing new board members: Ember Bishop Bentley (Middle GA State University/Macon), Guyton Cochran (Southwire/Carrollton), Teresa MacCartney (GA Board of Regents/Atlanta), Johnathan Roberts (Roberts Civil Engineering/St. Simons Island), and Del Ross (Hotel Effectiveness/Sandy Springs), consent agenda approvals, FY20 year in review, operational policy/forms review, Corporate Sponsor program, FY21 marketing calendar, and end of year appeal. Discussion/approval of FY21 budget included three JIA projects: Rattlesnake blood/specimen testing, GA Sea Grant Fellowship, and GSTC UTV/Pit tag equipment.

The next Finance (FC)/Executive Committee (EC) Meeting is scheduled for Tuesday, September 22. The agenda has not been set.



## Board of Directors Committee Assignments

<p style="text-align: center;"><b><u>HISTORIC PRESEVATION/CONSERVATION</u></b></p> <p><b>Bob Krueger, Chair</b>          Joe Wilkinson          Mark Williams          Joy Burch-Meeks          Buster Evans</p> <p><u>Staff:</u>          Ben Carswell          Director of Historic Resources          Cliff Gawron</p>	<p style="text-align: center;"><b><u>FINANCE</u></b></p> <p><b>Bill Gross, Chair</b>          Joe Wilkinson          Bob Krueger          Mark Williams          Trip Tollison          Buster Evans          Glen Willard</p> <p><u>Staff:</u>          Jones Hooks          Marjorie Johnson</p>
<p style="text-align: center;"><b><u>HUMAN RESOURCES</u></b></p> <p><b>Buster Evans, Chair</b>          Joe Wilkinson          Bob Krueger          Joy Burch-Meeks          Dale Atkins</p> <p><u>Staff:</u>          Jenna Johnson</p>	<p style="text-align: center;"><b><u>MARKETING</u></b></p> <p><b>Joy Burch-Meeks, Chair</b>          Joe Wilkinson          Bill Gross          Trip Tollison          Buster Evans          Glen Willard</p> <p><u>Staff:</u>          Kate Harris          Alexa Orndoff</p>
<p style="text-align: center;"><b><u>LEGISLATIVE</u></b></p> <p><b>Trip Tollison, Chair</b>          Joe Wilkinson          Bob Krueger          Bill Gross          Mark Williams          Joy Burch-Meeks          Dale Atkins</p> <p><u>Staff:</u>          Jones Hooks</p>	<p style="text-align: center;"><b><u>COMMITTEE OF THE WHOLE</u></b></p> <p><b>Joseph B. Wilkinson, Jr., Chair</b>          Bob Krueger          Bill Gross          Mark Williams          Joy Burch-Meeks          Trip Tollison          Buster Evans          Glen Willard          Dale Atkins</p> <p><u>Staff:</u>          Jones Hooks</p>