

The Jekyll Island State Park Authority (JIA) and Committees met in Public Session on Tuesday, October 20, 2020 in the Jekyll Island Convention Center and broadcasted to the public via YouTube.

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

Key Staff Present: Ben Carswell, Director of Conservation
 Dr. Terry Norton, Director of the Georgia Sea Turtle Center
 Jones Hooks, Executive Director
 Marjorie Johnson, Chief Accounting Officer
 Jenna Johnson, Director of Human Resources
 Alexa Orndoff, Director of Marketing and Communications
 Noel Jensen, Chief Operations Officer
 Maria Humphrey, Lease Manager
 Melissa Cruthirds, General Counsel
 Michelle Webb, Executive Assistant

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

Vice Chairman Krueger called the committee sessions to order at approximately 9:30 a.m., introduced those participating via teleconference, and confirmed a quorum.

The roll was called. All members were present except Mr. Trip Tollison who was absent and Chairman Wilkinson who arrived late but assumed control of the meeting at approximately 9:45 a.m.

I. Historic Preservation/Conservation Committee

A. Ben Carswell, Director of Conservation introduced Dr. Rob Jay Exum of Exum Associates, Inc. who presented the draft 2020 Conservation Plan Update. Dr. Exum's presentation outlined: why an update was necessary, the process followed, stakeholder focus groups used, building a team and a portfolio of capabilities and accomplishments, accomplishments achieved, the new enhanced mission statement, significant plan additions and revisions, the impact of climate change and sea level rise, planning for climate challenges, institutional sustainability, information about environmental assessment procedure (EAP) and special protection areas (SPA), EAP outcomes, an increased focus on SPAs, a highlight on beachfront prairie landscape, and information about environmental and outdoor recreation. Finally, Dr. Exum provided information about the upcoming public session later in the day at 4:30 p.m. in the same location as the Board meeting.

Mr. Hooks commented he was very supportive of the update and in particular the added protection of the beachfront prairie area. He requested that the maps be altered so more detail could be easily seen.

B. Dr. Terry Norton, Director of the Georgia Sea Turtle Center presented the Georgia Sea Turtle Center Update. Dr. Norton presented information about: the Georgia Sea Turtle Center (GSTC) Gift Shop, new GSTC staff, improvements in the Learning Center, social media highlights, GSTC ecological research - including Loggerhead sea turtle nest management and program, the GSTC involvement with the Sea Turtle Rehabilitation Website (Wider Caribbean Sea Turtle Conservation Network), veterinary medical research and publication regarding pain management drugs, the AmeriCorps Program, the Diamondback Terrapin conservation program, a highlight of Ruck the Kemp's ridley sea turtle that was a shark bite injury survivor, an interesting case regarding the surgical removal of five fishhooks, and GSTC plans for the future.

C. Mr. Hooks presented Mr. Michael Scott, the new Director of Historic Resources to the Board and members of the public.

There were no questions from the Board and no public comments. It was announced for the record that Ms. Joy Burch Meeks had dropped of the phone line, and that Mr. Wilkinson had joined the meeting and resumed the role as chair.

II. Finance Committee

A. Mr. Bill Gross, Finance Committee Chair, reviewed the September financials as included in the Board materials. He reported revenue from parking fees again exceeded year to date from the previous year. The Convention Center continued to show a loss due to lack of business.

Mr. Hooks commented the net operating cash, even though revenues are over budget, reflected the significantly reduced COVID-19 influenced budget. He reminded the Board and members of the public the fiscal concerns for the Authority are still significant and the convention center continues to show significant losses.

B. Ms. Johnson then introduced the ratification of the emergency purchase of an incubator for Water/Wastewater Department. The incubator is used for water testing as the EPD Wastewater Permit requires Bio-Oxygen Demand (BOD) samples to be housed at 20 degrees Celsius for five days before analysis, three times a week. Staff requested ratification of the emergency purchase of a new incubator in the amount of \$5,755.95. The motion to approve the ratification was made by Mr. Krueger and seconded by Commissioner Williams. The motion was unanimously approved without objection.

There were no public comments.

III. Human Resources Committee

A. Ms. Jenna Johnson, Director of Human Resources introduced a proposed update to the Recruiting and Selection Policy. This policy update changes and prohibits family members and those in a "close personal relationships" from being hired or assigned to work in the same work unit. The motion to approve the new policy was made by Dr. Evans and seconded by Mr. Krueger. The motion was unanimously approved.

B. Ms. Johnson also announced Waylan Carter as the JIFD Firefighter of the Year by the Brunswick Exchange Club during Fire Prevention Month. Mr. Carter was congratulated for his award and thanked for his work.

Mr. Hooks asked that Ms. Jamie Clayton also be recognized for her AmeriCorps award, as mentioned in the GSTC presentation. She was congratulated as well.

There were no further Board comments or questions. There were no public comments.

IV. Marketing Committee

A. Ms. Orndoff, Director of Marketing and Communications delivered a report from the Marketing Department. Ms. Orndoff discussed the 2020 Holly Jolly Season, messaging of “Remote on the Road” promoting Jekyll as a destination for remote work and school, and finally Jekyll Island in the news.

Mr. Krueger asked if the ice-skating rink would be back in 2020 as a holiday activity. Ms. Orndoff stated that due to cost, staff, and safety concerns the ice-skating rink would not be in place this year. However, it would remain in storage for possible future years’ use. Pandemic safety requirements significantly contributed to this decision.

There were no further questions from the board and there were no public comments.

V. Legislative Committee

Mr. Hooks reminded the Board of the two projects submitted for funding request this year, the Jekyll Island Campground Expansion the new Public Safety Complex. These requests were the same two projects presented last year. The amounts of the financial requests to the State of Georgia were reviewed as listed on the PowerPoint presentation and in the Board materials. Mr. Hooks stated that this year’s request included the approval of the reclassification of land for these projects achieved last year.

Mr. Hooks listed the state officials that he had corresponded or met with regarding the promotion of these projects. Furthermore, he had communicated with Colonel Wright of the Georgia State Patrol to request help in moving the proposed Public Safety Complex forward.

Next, he would be meeting with select members of the Board to take next steps in promoting these funding requests for Jekyll Island.

There were no public comments.

VI. Committee of the Whole

A. Mr. Jensen, Chief Operations Officer, presented the Summer Waves end of season report. Despite the late opening of the waterpark and limited capacity (due to the pandemic) Summer Waves had financially fared well. Mr. Jensen reviewed attendance numbers and the capacity caps put in place. Adjusted income was only down 8% from the same period in 2019. Mr. Steve Sharp, General Manager of Summer Waves, spoke about the lessons learned and improvements made in the 2020 season. Some improvements included adjusting hours, significant simplification of admissions pricing, and online ticketing. Concession, Season Passes, and Cabana sales were all increased this year. Mr. Jensen and Mr. Hooks applauded Mr. Sharp and his staff for their work during the significant and numerous challenges of the pandemic.

B. Mr. Hooks discussed the Golf Master Plan insights for consideration and the next steps for the Jekyll Island Authority. He first reported Mr. Troy Vincent's delivery of the final report of the Golf Master Plan had been delayed due to a death in the family.

Mr. Hooks outlined and discussed JIA's golf priorities. Some of these had been listed on the PowerPoint presentation slides and included: improved maintenance, enhanced golf operations, reconfiguration to enhance sustainability, alternative land use consistent with JIA's mission, renewed and improved golf experience to attract a broader audience, incorporating successful golf industry trends, excluding housing on core golf courses, limited development with low density, conservation opportunities, and others.

Mr. Hooks then discussed the possible next steps in the project. Without a defined or dedicated budget or schedule, there were additional opportunities to review all the information and options available before making further decisions. Previous proposals, ideas, studies, current conditions, and management information could all be weighed in detail. Furthermore, Mr. Hooks stated a financial analysis was recommended. He encouraged a series of work sessions over the next months.

C. Mr. Jensen next reported on the Special Purpose Local Option Sales Tax (SPLOST) 2016 project update. He stated while SPLOST collections had recently wrapped up in Glynn County, the JIA was completing the last of their SPLOST funded projects. He said the vast majority of the residential streets on Jekyll Island had been repaved with SPLOST money. Other allocations have included additional parking areas to improve the quality and quantity of the parking at locations such as Driftwood Beach, and to also improve the safety for drivers and pedestrians in the area.

Four additional parking area improvements using the last of the SPLOST funds are scheduled for parking areas at Stable and N. Riverview, Americans with Disabilities Act (ADA) access at Driftwood Beach and additional parking, additional parking spots at the St. Andrews Picnic area, and additional South Airport Parking are also planned. Paving contracts had recently been successfully bid with the intent to award. He stated that more environmentally friendly pervious concrete was being used in portions of the project. Also, Mr. Jensen was able to confirm all of JIA's SPLOST projects were on schedule and budget. Mr. Hooks stated Mr. Jensen had done an excellent job handling the SPLOST projects. He also emphasized these small parking nodes were in alignment with the Capacity Study.

D. Mr. Hooks then explained to the Board the capital request for bike path rehabilitation. With money from the Federal Emergency Management Agency (FEMA) several badly damaged golf course paths had recently been repaved.

The JIA team identified that rented equipment to process salvaged construction materials could be used for further paving without additional cost. Accordingly, the paving company, Landscapes Unlimited, was contacted regarding a possible change order to pave bike paths.

5,500 linear feet of bike path paving on N. Beachview Drive was proposed. Additionally, the Holiday Inn/Beachview Club owners agreed to contribute 50% of the costs of a secondary section of path, 2,100 feet behind their hotels, if the section could also be paved. The change order would use \$55,600 in bike path improvement capital reserves and an additional \$250,950 in general capital reserves to accomplish 7,600 linear feet of bike path replacement. If approved, the JIA would benefit from significant savings by utilizing the contractor and equipment already on the island. Mr. Hooks felt the chance to pave these

sections of the bike path at such a beneficial rate was an excellent opportunity. Future bike path work was order, but the currently proposed work could be started quickly and would improve both the quality and the width of bike path in these sections.

Mr. Gross asked about the current material on the proposed improvement sections. Mr. Jensen stated that the current material was asphalt. The material would be milled and recycled and replaced with concrete (without shell) if approved. Mr. Jensen agreed that concrete, even without tabby shells, would be an improvement from the current asphalt surface. Mr. Hooks also stated all recent bike paths were concrete without tabby. Mr. Gross also asked if the millings from the recycled asphalt would be retained by the Authority. Mr. Jensen confirmed and stated that material could used for the project if needed.

Mr. Gross made the motion to approve the capital request for bike path rehabilitation and a approve the amendment to the existing contract with a change order. Mr. Atkins seconded the motion. The motion was unanimously approved.

E. Ms. Maria Humphrey, Lease Manager spoke to the Clam Creek Fishing Center Lease Renewal. She stated that while most Jekyll Island leases are automatically renewed, this lease was not and allowed for an update. The lease memorandum in the Board materials outlined the proposed changes to bring this lease in line with other Jekyll Island Leases and renew the lease for 5-years.

Mr. Krueger asked about the particularities of the insurance required, and if details of insurance requirements were available in the lease documents. Ms. Humphrey confirmed that all insurance definitions and specific requirements were listed.

Mr. Krueger moved to approve the lease and the motion was seconded by Mr. Atkins. The motion was unanimously approved.

F. Ms. Melissa Cruthirds, General Counsel, presented an update on Master Plan Amendment Update for the Georgia Power Substation. She reviewed the process the Board had taken, as well as the completed legal ad requirements, opportunities for public comment and hearing, the land being surveyed and staked, and notices sent to appropriate state officials. Public comment was ongoing. The next step in the legally defined process included waiting for any objection for state officials and then possibly considering approval of the amendment by the Board at the December meeting.

G. Mr. Hooks gave the Executive Director's Report.

First, Mr. Hooks gave an update regarding JIAs response to the September 11th ransomware update. Despite the JIA having more security than was required by the State of Georgia in place before the attack, the work to recover from the attack has continued. He shared the significant number of hours that the technology vendor, Coastal Computers, and JIA staff have dedicated to ensuring both recovery and appropriate notification of those who may have been affected. Mr. Hooks was pleased to remind the Board that none of the credit card or gate information was affected. He stated that notices would be sent out soon to those people who may had been affected. Ms. Marjorie Johnson and Ms. Cruthirds also commented about the progress that had taken place and the complexity of the job. Mr. Hooks stated the Georgia Technology Authority and the Georgia Bureau of Investigation continued to monitor the dark web for JIA information.

He also notified the Board the Jekyll Island Seafood Company was currently closed for renovations and would reopen with a new restaurant concept after the first of the year. Also, the Golden Ray recovery and removal had been delayed again. And finally, a Board tour of the Residence Inn/Courtyard by Marriott was scheduled to follow the November meeting.

H. Mr. Wilkinson stated in the Chairman's Comments how proud he was of the remarkable staff.

During public comment, Dr. Al Tate thanked the Board for the approval of the bike path renovation money. However, he asked that section B on the map shown on the PowerPoint, directly north of the currently approved section, be considered for repair due to deterioration. He stated it was a risk and he would like it prioritized.

The Board moved directly into the Board Meeting Agenda.

The Jekyll Island State Park Authority (JIA) Board Meeting
October 20, 2020

Chairman Wilkinson opened the JIA board meeting and roll was called. All members were present except Mr. Trip Tollison.

1. Mr. Atkins moved to approve the minutes of the September 15, 2020 Board Meeting as presented. The motion was seconded by Mr. Krueger. There was no discussion and the minutes were approved unanimously.
2. The ratification of the emergency purchase of an incubator for the Water/Wastewater Department, a recommendation from the Finance Committee, was adopted unanimously.
3. A recommendation from the Human Resources Committee to adopt the policy update for the Recruiting and Selection Policy was adopted unanimously.
4. A recommendation from the Committee of the Whole to approve the capital request for bike path rehabilitation was adopted unanimously.
5. A recommendation from the Committee of the Whole to adopt the Clam Creek Fishing Center Lease Renewal was adopted unanimously.

There were no public comments. The motion to adjourn was made by Mr. Kruger and seconded by Commissioner Williams. There was no objection to the motion and the meeting adjourned at 11:44 a.m.