

The Jekyll Island State Park Authority (JIA) and Committees met in Public Session on Tuesday, March 16, 2021 via phone and YouTube, broadcasted to the public.

Members Present: Mr. Joseph B. Wilkinson, Chairman
Mr. Bob Krueger, Vice Chairman
Mr. Bill Gross, Secretary/Treasurer
Commissioner Mark Williams
Dr. Buster Evans
Mr. Glen Willard
Mr. Dale Atkins
Mr. Trip Tollison

Members Absent: Ms. Joy Burch-Meeks

Key Staff Present: Ray Emerson, Park Ranger
Noel Jensen, Chief Operations Officer
Jenna Johnson, Director of Human Resources
Alexa Orndoff, Director of Marketing and Communications
Mark Horton, Facilities Superintendent
Maria Humphrey, Lease Manager
Dennis Gailey, Director of Public Safety
Melissa Cruthirds, General Counsel
Jones Hooks, Executive Director
Michelle Webb, Executive Assistant

Various members of the public, JIA staff, and press listed online.

Chairman Wilkinson called the committee session to order at 9:32 a.m. and the roll was called for members attending in person and those attending via teleconference. Ms. Joy Burch-Meeks was absent. Mr. Trip Tollison arrived shortly after the meeting had begun at approximately 9:36 a.m. and Commissioner Mark Williams after him at 10:03 a.m.

There were two public comments received online for this meeting. The name of the commenter and the subject of each public comment was read into the record as shown below. A copy of the full comments were given to each Board member and become part of the permanent record.

1. Steve Smith - Golf Master Plan
2. Julia Miller – Golf Course Master Plan Final Report

I. Historic Preservation/Conservation Committee

A. Park Ranger Ray Emerson presented the new beach informational signage roll out. The presentation explained that through 16 months of research using a software application called Survey 1,2,3, the Conservation Department was able to map and track “opportunities to educate” the public when they are violating policy or ordinance. Due to the mapping, they were able to identify the top 4 or 5 issues at each beach access point.

Using this information, the department had implemented ‘Doing More with Less’ by replacing numerous signs that educate on a number of prohibited behaviors with one

succinct sign outlining all guidelines for the specific beach access area. The intention was visitors would be more likely to read one sign upon entry.

The public comments received online were then read into the record. There were no public comments made in person at the meeting.

II. Finance Committee

A. Mr. Bill Gross, Finance Committee Chair summarized the February financials as included in the meetings materials. Mr. Gross stated that the revenue for February was \$251,000 less than budgeted. Mr. Gross stated that rainy weather had a significant impact on this result. Most notably, the Convention Center was off by \$239,000 with only 3 events and continues to be impacted by the pandemic. Campground revenues were \$27,000 better than budget, even with the rain. Expenses were 5% less than budgeted. Net operating cash loss was \$170,000 worse than budgeted than the net operating income. Year to date net operating cash flow was \$3.3 million better than budgeted. Year to date traffic counts were better than the prior calendar year to date. Hotel revenues were \$1.6 million less than February 2020.

B. Noel Jensen, Chief Operations Officer, presented the final funding request for Summer Waves Slide Complex. Mr. Jensen explained this request stemmed from Board's previous approval of the purchase of an additional slide complex from a closing waterpark in Pooler, Georgia. The Authority had paid less than half price for the slides (total for all funding requests) and received additional equipment for free that was be used to update the Summer Waves park, including an expanded splash pad (to be installed in 2022). The funding requests for the new slide complex installation project had been split into two portions, with the previous funding granted in December 2020. This had allowed the Authority to secure a better price for the vertical building package on this meeting's agenda. Staff requested \$198,837 to complete construction on the vertical package for the slide, enabling it to be open to the public May 2021.

The motion to approve was made by Mr. Tollison and seconded by Mr. Krueger, with lighthearted commentary from the Board. The motion was unanimously approved with no objections.

C. Mr. Jensen next discussed the funding request for pressure washing for the Beach Village, Convention Center, and Great Dunes Restrooms and sidewalks. Mr. Jensen stated normally pressure washing was included in the budget and conducted twice a year. However, it was removed this year due to COVID. The job was put out to the lowest responsive bid for hot water pressure washing. Of the three bids received, the lowest responsive bid was from \$37,325 from Superior Exterior Cleaning, LLC.

The motion to approve was made by Dr. Evans and seconded by Mr. Krueger, after clarifying the requested amount. The motion was unanimously approved with no objections.

D. Mr. Jensen then presented the funding request for replacement grass in four locations. Funding to replace grass and turf would also normally be included in the budget but was removed due to COVID as well. Replacement was needed due to a severe infestation of mole crickets. Replacement grass was to be located on portions of the golf course, an area to the right of the Welcome Center, the Causeway towers, and the Crane

Cottage courtyard. A portion of the grass for the golf course would also be going to the grass nursery to encourage further growth for later use. The requested amount was \$8,054.85 from current year funds for 38 pallets of grass sod from Pine Creek Turf Farms. Mr. Jensen noted that savings were achieved by ordering for all three departments in a single large order.

The motion to approve the request was made by Mr. Krueger and seconded by Mr. Tollison. The motion was unanimously approved with no objections.

In conclusion, Mr. Gross congratulated Mr. Trip Tollison and Savannah for being featured as the best in the nation in Site Selection Magazine.

There were no public comments.

III. Human Resources Committee

A. Jenna Johnson, Director of Human Resources, spoke about the retirement of Stephen Flynt of the Landscaping Department. Mr. Cliff Gawron, Director of Landscaping and Planning, spoke to Mr. Flynt's 10 years of valuable service and incredible work ethic, despite his illness. Ms. Johnson concluded by presenting a commemorative photo to Mr. Flynt which was accepted by Mr. Gawron, as Mr. Flynt was unable to be present.

There was no public comment.

IV. Marketing Committee

A. Alexa Orndoff, Director of Marketing and Communications gave the report from Marketing Department. Ms. Orndoff announced that the JIA had received several awards from the Southeast Festival and Events Association from the Holly Jolly Jekyll season including best website, best print ad, and best merchandise (face masks). Next, she discussed the annual Turtle Crawl, which was cancelled last year due to the Coronavirus. Ms. Orndoff was excited to note that the race would be held virtually this year on May 1st to mark the start of turtle nesting season. A week and half since the registration launch had resulted in nearly 500 registrations from several states and over \$3,000 in donations, more than both 2020 and 2019. She concluded by noting recent accolades the island had received included: Driftwood Beach voted one of the best beaches in the U.S. for 2021 by TripAdvisor, The Westin hotel voted best beach hotel in Georgia 2021 by Business Insider, most beautiful weekend road trip in Georgia 2021 by MSN, and most beautiful places to visit in Georgia 2021 by Thrillist.

There was no public comment.

V. Legislative Committee

A. Mr. Trip Tollison gave the Report from the Legislative Committee Chair. Mr. Tollison said that the Crossover Day had occurred and there had not been much activity related to the island. Mr. Wilkinson reminded the Board that there would be a special session for reapportionment which will likely occur in late August, to which Mr. Tollison agreed.

There were no public comments.

VI. Committee of the Whole

A. Mark Horton, Facilities Superintendent, gave the Facilities Update. Mr. Horton summarized the results of the digitized workorder system implemented by the Authority in 2018. In the year of 2020, the JIA received over 1600 workorders, averaging over six per day, seven days a week. The maintenance software recognized JIA as the 3rd most engaged and responsive local government in 2019, despite being compared with cities five to ten times larger (determined by the number of work orders created and completed). Mr. Horton noted that many services were provided at significant discounts and increased speed due to the in-house maintenance and skilled trade staff such as electrical, plumbing, HVAC, and carpentry.

Mr. Hooks, Executive Director, lauded Mr. Horton and his team as “exceptional” and was in deep regard for their level of efficiency and the high level of talent.

B. Mr. Jensen proposed the Request for Quotation (RFQ) #342 to Sewer Cleaning and Mapping. This RFQ included manhole inspections, CCTV inspections, and a new interactive mapping system. This software would allow maintenance to go to a specific point on a water or wastewater line and see inside the pipe, rate the lines’ condition, and allow staff to track and plan which lines would need future work or replacement based on a red, yellow, green system utilizing Google Earth. Mr. Jensen explained that there was no Board action necessary for this item. The presentation was to update the Board that the RFQ had been rewritten and there would be a future funding request from the Water Wastewater Reserves.

C. Mr. Jensen then presented the Special Purpose Local Option Sales Tax (SPLOST) 2016 Presentation. Mr. Jensen gave an update on four nearly completed projects funded by the 2016 SPLOST funds. The first was St. Andrews Public Parking, which included a paving design which minimized tree loss, and added both regular and ADA parking spots. The second project was the public parking at the Historic Boat House. Visitors had previously been parking on tree root systems and blocking bike paths. The improved area had been reorganized and paved with entirely pervious concrete, which allows all rainfall to pass through. Mr. Jensen stated that the University of Georgia Stormwater Division has recently inspected the site. They stated the new parking lot, and several other JIA projects, were some of the best stormwater retention projects in the coastal Georgia area. Mr. Jensen stated they would consider possible additions such as wheel stops in the future. Third was Americans with Disabilities Act (ADA) parking and bike lane was delineated for safety at Driftwood Beach. He hoped that an ADA accessible crossover for beach access would be possible in the future. Fourth, parking spots near the airport were built to facilitate a spot where visitors commonly stopped to view sunsets and access bike paths. Additionally, funding was used to pave an emergency exit for the airport which had been an unimproved shell road. Additionally, Mr. Jensen related the Boat Ramp Road was repaved all the way to the ADA boat parking area.

In conclusion, Mr. Jensen and Mr. Hooks remarked they were extremely proud of how the \$2.3 million of 2016 SPLOST projects had been efficiently implemented. In contrast, the City of Brunswick and Glynn County showed only 36% completed. Both men discussed the importance of SPLOST funds to Jekyll Island and that due to the very significant cost of these projects, it would have taken much longer to complete without the boost of SPLOST funding. Mr. Jensen and Ms. Marjorie Johnson, Chief Accounting Officer also clarified that

SPLOST funds were held in a separate, audited account. Not all funds are received at one time, and instead, accumulated slowly since the passage in 2016. Finally, Mr. Jensen stated JIA had always had a project manager in place for SPLOST projects since inception. Mr. Hooks encouraged Glynn County residents to vote on the SPLOST referendum happening the same day.

D. Maria Humphrey, Lease Manager, addressed the Doc's Snack Shop Assignment Lease. Ms. Humphrey explained that Doc's Snack Shop's owner James Dougherty had discussed and implemented a change of management in 2020. This new arrangement had grown into an offer of purchase. She noted that the new managers, Anthony and Rachel Pasqualichio, had thus far been well received and staff highly recommended approval of the assignment of lease.

The motion to approve was made by Mr. Krueger and seconded by Mr. Gross. The motion unanimously approved with no objections.

E. Dennis Gailey, Director of Public Safety, spoke to Resolution #R-2021-3 which would re-direct landline 911 calls from Georgia State Patrol to Glynn-Brunswick 911 Center. He explained this would expedite emergency service response time by sending all emergency calls to one place. Currently all landline services go to Georgia State Patrol, while cell and internet calls go to the Glynn Brunswick center. Also, the Glynn-Brunswick center has the capability to determine caller location which the Georgia State Patrol on the island currently does not. It was necessary to receive Board approval to allow AT&T to implement this change, which would be free of charge. This request was in collaboration with the Georgia State Patrol, Glynn Brunswick 911 Call Center, AT&T, and the JIA. If approved, the target to implement was the first week of April of this year.

Mr. Krueger asked how long the Brunswick Glynn County 911 Center had been in operation. Mr. Gailey answered he was unsure precisely how long, but many years. He was aware that in the early 2000s the City of Brunswick and Glynn County had consolidated 911 service when the new Public Safety Center was built off exit 38. Mr. Krueger further clarified that he was primarily interested when enhanced 911 (E911) service had become available. Mr. Gailey assured him it had been some time. Mr. Krueger was glad that with this resolution, Jekyll would also receive improved E911 services. Mr. Hooks that residents would not notice any change in service or need to take any action. Mr. Gailey confirmed, and also stated he felt that service would be greatly enhanced with E911 service through the Brunswick Glynn Call Center. E911 would provide automatic location and a call back number almost instantaneously to emergency personnel.

The motion to approve was made by Mr. Krueger and seconded by Mr. Gross. The motion unanimously approved with no objections.

NOTE: In the meeting, Ms. Cruthirds mistakenly addressed item G. before item F. Hence this order is reflected in these minutes.

G. Ms. Cruthirds continued by introducing Request for Proposals (RFP) #361 for code revisions. Due to the number of outdated and irrelevant codes for the Authority, she felt revision would be a large, but highly beneficial undertaking. Inclusion of recent trends such as including infographics in codes would make it much easier for enforcement and user comprehension. Ms. Cruthirds hoped the code revisions could be completed within the year but may be longer and preformed in stages due to the scope and size of the

revisions. Therefore, it was intended to review proposals and bids broken down into phases if necessary, to see what timelines were proposed.

The motion to approve was made by Dr. Evans and seconded by Mr. Tollison. The motion unanimously approved with no objections.

F. Ms. Cruthirds then introduced Resolution #R-2021-4 to adopt the proposed revised fine schedule. She explained that the previous Board action from last year revising the fine schedule has resulted in revisions listed in the resolution before the Board. After implementation last year, it was found that more information was needed. The revised fine schedule would specifically codify the amount fined for each infraction, making it much easier for offenders to pay their fines. The new schedule would also assist staff and the magistrate court in issuing fines.

Commissioner Williams asked if fines were flat fees, or if there was discretion in fine amounts. Ms. Cruthirds stated it depended on the offense, there was some of both.

The motion to approve was made by Mr. Tollison and seconded by Mr. Evans. It was unanimously approved with no objections.

H. Mr. Hooks followed with the Executive Director's Report. Mr. Hooks began by informing the Board that as a result of meeting with the Governor and his staff, the Authority had received an award of \$999,470 from the Georgia State Financing and Investment Commission for four bathhouses at the campground. This was a piece of the \$2 million 12-acre expansion to the campground as outlined in the Master Plan. With the input of a previous ADA reviews, the new buildings were designed to be ADA compliant. Two bathhouses will replace existing facilities and two bathhouses will be part of the campground expansion. The plans are expected to be complete as of April 2nd, construction to begin July 2021, and completion by February of 2022. Next, Mr. Hooks stated the Authority would be moving forward with new membership programs for the Mosaic Museum and Georgia Sea Turtle Center. Memberships will be similar and will include various benefits at different tiered levels. Next, Mr. Hooks informed the Board of the recent loss of the Emerald Princess ticketing building due to fire, but with no injuries. Staff was in contact with the Emerald Princess team and working to get a new temporary facility running as quickly as possible, potentially by the weekend (March 20th). Next, Mr. Hooks announced Jekyll Island had once again received the title of Tree City USA for the year of 2020. He applauded the Landscaping Department and their reforestation work, including some upcoming projects. Not only did Jekyll Island Authority budget funds every year for reforestation work, but the Tree Fund significantly increases the financial resources for trees each year. Finally, he updated the Board on the status of 5 Hayes Avenue. The neglected home, which Mr. Hooks had briefed the Board about last month, had been demolished. Now the Authority was able to move forward with selling the land lease publicly for a new project.

I. Mr. Wilkinson proceeded with Chairman's Comments. The Chairman stated his appreciation that the Authority staff had been able to accomplish despite the difficult circumstances of the pandemic.

There was one public comment. Dr. Al Tate spoke to the proposal for new code revision. He asked that the diverse residents of Jekyll be involved in all the details code revisions.

The Board moved directly into the Board Meeting Agenda.

The Jekyll Island State Park Authority Board Meeting
March 16, 2021

Mr. Wilkinson stated for the record item 5. Request for Quotation (RFQ) #342 for Sewer Cleaning and Mapping had been listed on the Board Meeting agenda in error and was an informational only item. Item 5. Request for Quotation (RFQ) #342 for Sewer Cleaning and Mapping had been removed from the agenda.

The roll was called, and all members were present except for Ms. Joy Burch-Meeks.

1. Mr. Krueger moved to accept the minutes of the February 16, 2021 Board meeting as presented. The motion was seconded by Mr. Gross. There was no discussion, and the minutes were approved unanimously with no objections.

2. Approval of funding request for Summer Waves slide complex, a recommendation of the Finance Committee, carried by unanimous consent.

3. Approval of funding request for pressure washing for Beach Village, Convention Center, and Great Dunes, a recommendation of the Finance Committee, carried by unanimous consent.

4. Approval of funding request for replacement grass in four locations, a recommendation of the Finance Committee, carried by unanimous consent.

6. Approval of Doc's Snack Shop Assignment of Lease, a recommendation of the Committee of the Whole, carried by unanimous consent.

7. Proposal for Resolution #R-2021-3 to re-direct landline 911 calls from Georgia State Patrol to the Glynn-Brunswick 911 Center, a recommendation of the Committee of the Whole, carried by unanimous consent.

8. Proposal for Resolution #R-2021-4 adopting a revised fine schedule, a recommendation of the Committee of the Whole, carried by unanimous consent.

9. Proposal of Request for Proposals (RFP) #361 for code revisions, a recommendation of the Committee of the Whole, carried by unanimous consent.

There was no public comment.

The motion to adjourn was made by Mr. Krueger and was seconded by Mr. Willard. There was no objection to the motion and the meeting adjourned at 11:02 a.m.

The Board took a short break before the start of the work session.