



The Jekyll Island Authority (JIA) Committees and Board met via audio conference in public session on Tuesday, June 16, 2020.

Members Present Via Teleconference:

Joseph B. Wilkinson, Jr.
Robert "Bob" W. Krueger
William "Bill" H. Gross
Hugh "Trip" Tollison
Dr. L.C. "Buster" Evans
Glen Willard
Dale Atkins
Joy Burch-Meeks (had to leave meeting early)
Commissioner Mark Williams (had to leave meeting early)

Meeting Summary

The following items were approved:

1. Minutes of the May 19, 2020 Board Meeting
2. Resolution #R-2020-3, Corona Virus Aid, Relief, and Economic Security (CARES) Act Funding for the Jekyll Island Airport
3. Replacement of Fire Department Truck Radio from the Fire Equipment Fund
4. Loss Prevention Policy
5. The Revised Construction Timeframe for the Moorings at Jekyll Harbor

Finance Committee

- The Fiscal Year 2021/2022 Proposed Budget was Recommended by the Finance Committee to be considered by the full Board during the June 30, 2020 digital meeting at 9:30 a.m.



**Agenda
Tuesday, June 16, 2020**

9:30 a.m. JIA Called Committee/ Meeting*

**Conference Call for Board &
Staff**

**Audio Streamed on YouTube
for Public**

Due to the current Covid-19 pandemic, special remote procedures will be in place for this meeting. These procedures attempt to allow for full Board and public participation using audio only. Anyone with web access should be able to hear the meeting.

Public Attendance:

- This meeting will be streamed by AUDIO ONLY to YouTube at:
<https://www.youtube.com/channel/UCuWsJpfyPMTCr66XoVFLdOA>
- Meeting documents are available and can be downloaded at:
<https://www.jekyllisland.com/jekyll-island-authority/board-directors/>
All public comments can also be submitted on the JIA Board Meeting website at
<https://www.jekyllisland.com/jekyll-island-authority/board-directors/>
- Comments received before Sunday, 6/14/2020 at 5:00 p.m. will be distributed to the board in advance of the meeting, posted to the website, and become part of the public record.
- Public comments received after the Sunday, 6/14/2020 5:00 p.m. deadline until 5:00 p.m., the day of the meeting, Tuesday, June 16th will be distributed to the board and added to the website after the meeting. These comments will also become part of the public record after the meeting.

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

I. Historic Preservation/Conservation Committee

Bob Krueger, Chair

A. No Report

II. Finance Committee

Bill Gross, Chair

- A. May Financials – Bill Gross, Chair
- B. Resolution #R-2020-3, Corona Virus Aid, Relief, and Economic Security (CARES) Act Funding for the Jekyll Island Airport – Noel Jensen, Chief Operations Officer
- C. Replacement of Fire Department Truck Radio from the Fire Equipment Fund – Marjorie Johnson, Chief Accounting Officer
- D. Consideration of the Fiscal Year 2021/2022 Proposed Budget – Jones Hooks, Executive Director and Marjorie Johnson, Chief Financial Officer

III. Human Resources Committee

Buster Evans, Chair

- A. Loss Prevention Policy - Jenna Johnson, Human Resource Director
- B. COVID 19 Employment Update – Jenna Johnson, Human Resource Director

IV. Marketing Committee

Joy Burch-Meeks, Chair

- A. Marketing Report – Kate Harris, Senior Marketing Director

V. Legislative Committee

Trip Tollison, Chair

- A. Report from the Chair

VI. Committee of the Whole

Joseph B. Wilkinson, Jr., Chair

- A. Consideration of Revised Construction Timeframe for the Moorings at Jekyll Harbor– Jones Hooks, Executive Director
- B. Executive Director’s Report– Jones Hooks, Executive Director
 - a. Pending Litigation Update – Melissa Cruthirds, General Counsel
 - b. Villas by the Sea Update

Adjournment

N o B r e a k

Board Meeting Agenda June 16, 2020

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

Action Items

1. Minutes of the May 19, 2020 Board Meeting
2. Resolution #R-2020-3, Corona Virus Aid, Relief, and Economic Security (CARES) Act Funding for the Jekyll Island Airport
3. Replacement of Fire Department Truck Radio from the Fire Equipment Fund
4. Loss Prevention Policy
5. Consideration of Revised Construction Timeframe for the Moorings at Jekyll Harbor

Note:

The 2021/2022 Fiscal year budget will be considered by the full Board during a special called Board Meeting on

Tuesday, June 30 at 9:30 a.m.

This meeting will be a digital meeting via conference call broadcast to the public via YouTube.

Prior to this meeting Public Comment can be submitted on the JIA Website at

<https://www.jekyllisland.com/jekyll-island-authority/public-input/>.

Adjournment

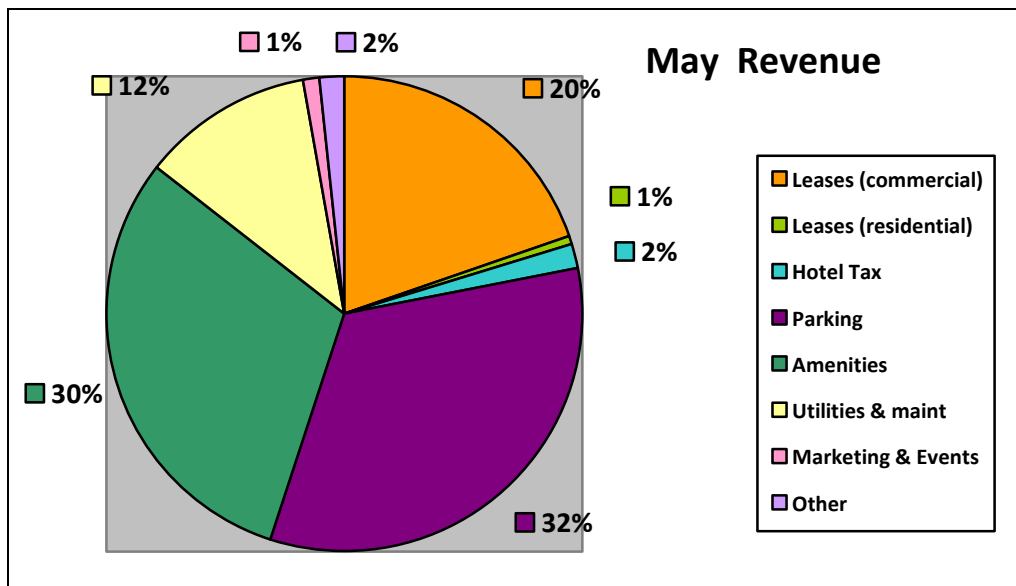
MEMORANDUM

TO: FINANCE COMMITTEE
FROM: MARJORIE JOHNSON
SUBJECT: MAY FINANCIAL STATEMENTS
DATE: 6/8/2020

Revenues

Revenues for May were \$1,381,991 which reflects an unfavorable \$1.5M (53%) variance from budget. Year to date revenues reflect an unfavorable \$2.8M (10%) variance from budget and an unfavorable \$2.3M (9%) variance from the prior year to date revenues.

Measures to control the spread of the COVID-19 virus resulted in the closure of several of our amenities as well as the Convention Center in March. Most of those locations began reopening for business around mid-May, while some locations such as Summer Waves and the Convention Center, remained closed for the entire month. The only amenities that were open for business the entire month of May were the Campground, the 18-hole Golf Courses, and McCormick's Grill.



The largest variances for the month were:

- Convention Center (-\$497K) – The Center remained closed all month due to cancellations and COVID-19 restrictions.
- Summer Waves (-\$359K) – Summer Waves was scheduled to open in early May but was unable to open due to COVID-19 restrictions.

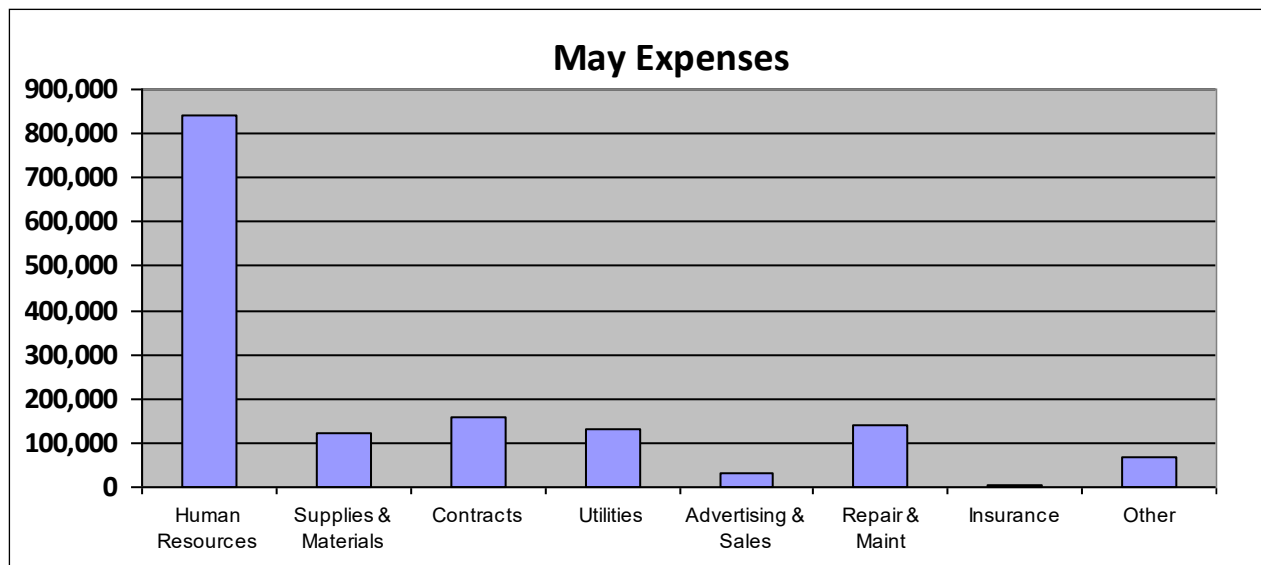
- Georgia Sea Turtle Center (-\$122K) – The Turtle Center reopened mid-May. Despite being closed 50% of the month and being under occupancy restrictions for the remainder of the month, our revenues are only down by 41%.
- Hotel/Motel taxes (-\$210K) – These revenues represent bed taxes from April and are significantly lower than budgeted due to COVID-19 restrictions during that month.

Expenses

Expenses were \$1,496,558 for May and reflected a favorable budget variance of \$765K (34%) for the month. Expenses also reflect a favorable \$3.1M (12%) variance from year to date budget and a favorable \$774K variance from Prior Year to Date expenses.

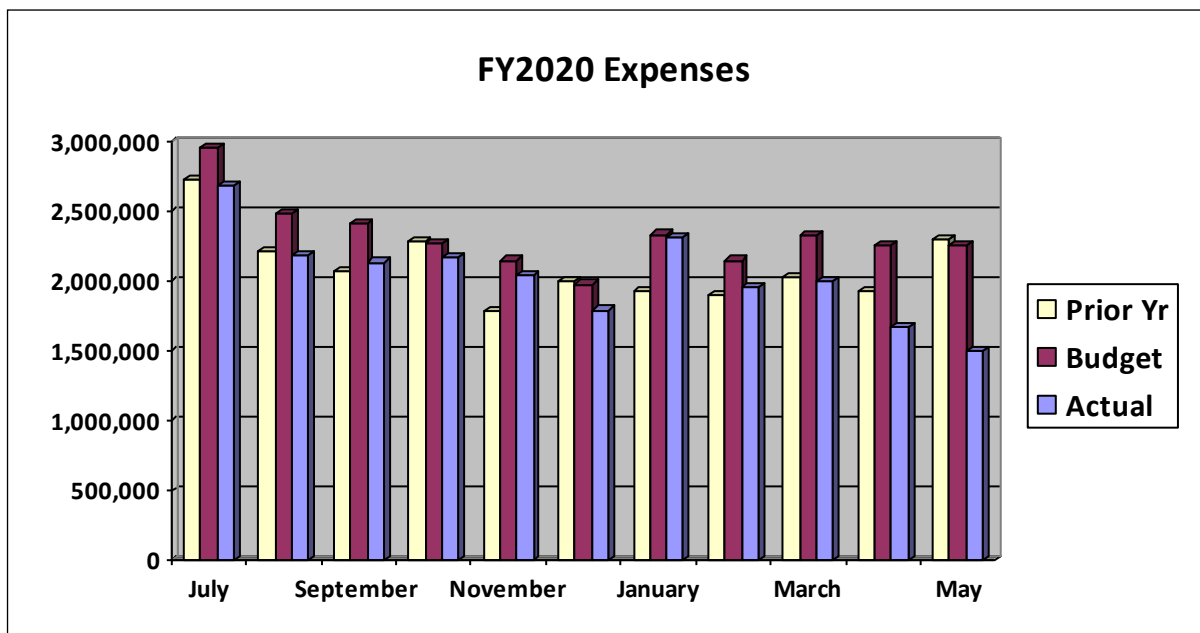
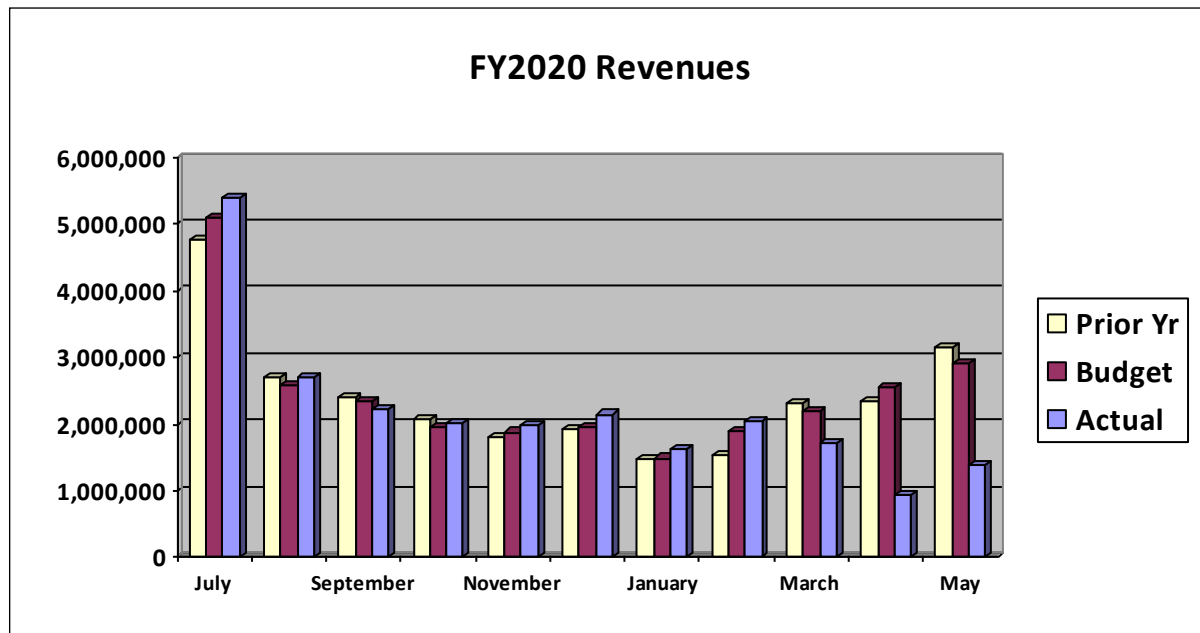
The expense restrictions, hiring freeze and staff furloughs that were started as early as March 12th, remained in place for the month of May.

The largest variances for the month are in Human Resource expenses (-\$446K) and Contract expenses (-\$120K).

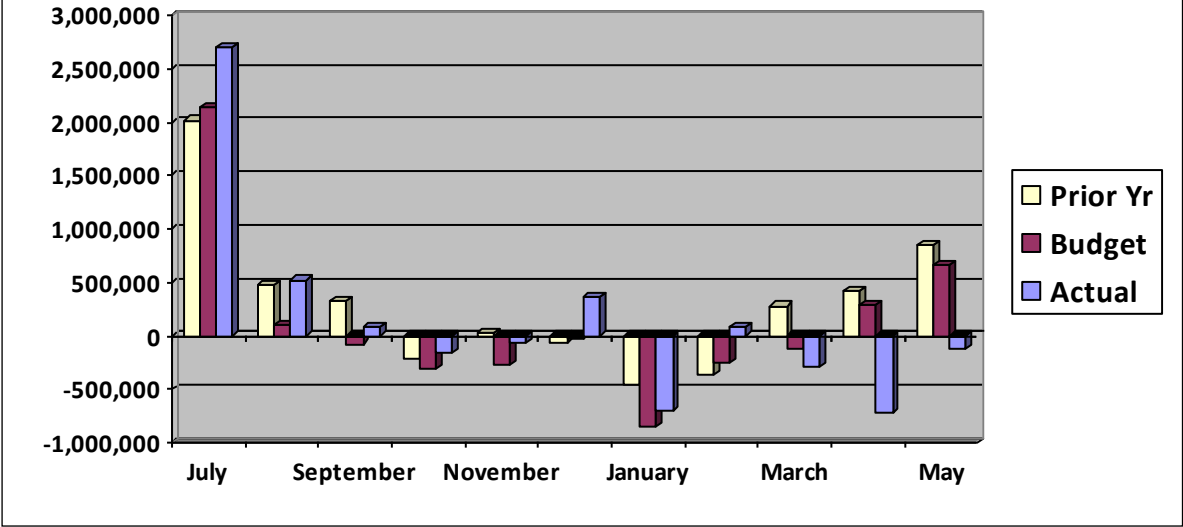


Net Operating Cash

The Net Operating Cash Loss for the month is \$114,566, which is a \$775K unfavorable variance from the budgeted net operating cash income of \$660,442. Net Operating Cash Income reflects a favorable \$313K (23%) variance from year to date budget and an unfavorable \$1.6M variance from prior year to date income.



Net Operating Cash



Jekyll Island Authority
CONSOLIDATED BUDGET COMPARISON
For the Eleven Months Ending May 31, 2020

	MONTH ACTUAL	MONTH BUDGET	BUDGET VARIANCE		YTD ACTUAL	YTD BUDGET	BUDGET VARIANCE		PRIOR YEAR ACTUAL	VARIANCE	
			(000's)	%			(000's)	%		(000's)	%
Revenues											
Administration											
Business Leases	278,314	394,753	(116)	-29%	4,282,643	4,211,743	71	2%	4,247,012	36	1%
Hotel Tax	16,793	163,765	(147)	-90%	1,302,987	1,477,245	(174)	-12%	1,407,707	(105)	-7%
Tourism Development Fund	7,197	70,185	(63)	-90%	546,218	633,105	(87)	-14%	615,464	(69)	-11%
Parking	466,845	432,616	34	8%	3,665,608	4,012,705	(347)	-9%	3,303,448	362	11%
Interest	415	476	(0)	-13%	8,410	5,956	2	41%	10,554	(2)	-20%
Lot Rentals	7,980	3,000	5	166%	682,111	405,026	277	68%	918,015	(236)	-26%
Foundation	676	583	0	16%	8,458	9,441	(1)	-10%	59,908	(51)	-86%
Airport	20	1,980	(2)	-99%	20	24,275	(24)	-100%	-	0	0%
Administration revenue	16,105	7,817	8	106%	161,557	117,289	44	38%	166,337	(5)	-3%
Beach Village	1,507	-	2	0%	16,572	-	17	0%	16,572	0	0%
Intern Housing	4,750	9,165	(4)	-48%	92,825	95,145	(2)	-2%	86,042	7	8%
Total Administration	800,600	1,084,340	(284)	-26%	10,767,409	10,991,929	(225)	-2%	10,831,060	(64)	-1%
Enterprises											
Golf	126,342	232,697	(106)	-46%	1,486,381	2,063,346	(577)	-28%	1,910,761	(424)	-22%
Convention Center	680	497,826	(497)	-100%	2,706,097	3,124,030	(418)	-13%	3,595,522	(889)	-25%
McCormick's Grill	11,764	29,525	(18)	-60%	217,010	277,302	(60)	-22%	261,033	(44)	-17%
Summer Waves	(20,697)	337,905	(359)	-106%	1,209,435	1,756,558	(547)	-31%	1,822,936	(614)	-34%
Campground	177,885	134,633	43	32%	1,427,656	1,401,127	27	2%	1,370,140	58	4%
Life is Good	7,051	17,000	(10)	-59%	127,083	148,500	(21)	-14%	150,471	(23)	-16%
Museum	29,852	127,114	(97)	-77%	554,482	1,011,511	(457)	-45%	701,308	(147)	-21%
Georgia Sea Turtle Center	86,248	208,746	(122)	-59%	1,548,218	1,822,581	(274)	-15%	1,887,251	(339)	-18%
Conservation	250	1,515	(1)	-84%	10,229	12,016	(2)	-15%	4,676	6	119%
Miniature Golf & Bikes	9,810	33,104	(23)	-70%	247,879	353,575	(106)	-30%	313,173	(65)	-21%
Water/Wastewater	90,551	127,715	(37)	-29%	1,342,330	1,354,131	(12)	-1%	1,206,659	136	11%
Sanitation	47,025	46,939	0	0%	515,842	509,729	6	1%	497,539	18	4%
Fire Department	16,565	9,120	7	82%	1,263,642	1,243,878	20	2%	1,096,772	167	15%
Tennis	4,683	5,425	(1)	-14%	91,266	102,827	(12)	-11%	104,968	(14)	-13%
Destination Mktg & Special Events	(15,520)	-	(16)	0%	335,864	439,064	(103)	-24%	387,494	(52)	-13%
Guest Information Center	(519)	12,675	(13)	-104%	125,301	168,388	(43)	-26%	161,808	(37)	-23%
Sales	-	-	-	0%	2,000	-	2	0%	-	2	0%
Camp Jekyll & Soccer Fields	8,988	13,226	(4)	-32%	134,488	160,049	(26)	-16%	144,450	(10)	-7%
Landscaping, Roads & Trails	-	2,216	(2)	-100%	12,799	20,871	(8)	-39%	21,674	(9)	-41%

	MONTH ACTUAL	MONTH BUDGET	BUDGET VARIANCE		YTD ACTUAL	YTD BUDGET	BUDGET VARIANCE		YEAR ACTUAL	VARIANCE	
			(000's)	%			(000's)	%		(000's)	%
Vehicle & Equipment Maintenance	431	-	0	0%	9,791	500	9	1858%	-	10	0%
Facility Maintenance	-	-	-	0%	-	-	-	0%	787	(1)	-100%
Total Enterprises	581,391	1,837,379	(1,256)	-68%	13,367,793	15,969,984	(2,602)	-16%	15,639,422	(2,272)	-15%
Total Revenues	1,381,991	2,921,719	(1,540)	-53%	24,135,203	26,961,913	(2,827)	-10%	26,470,481	(2,335)	-9%

Expenses

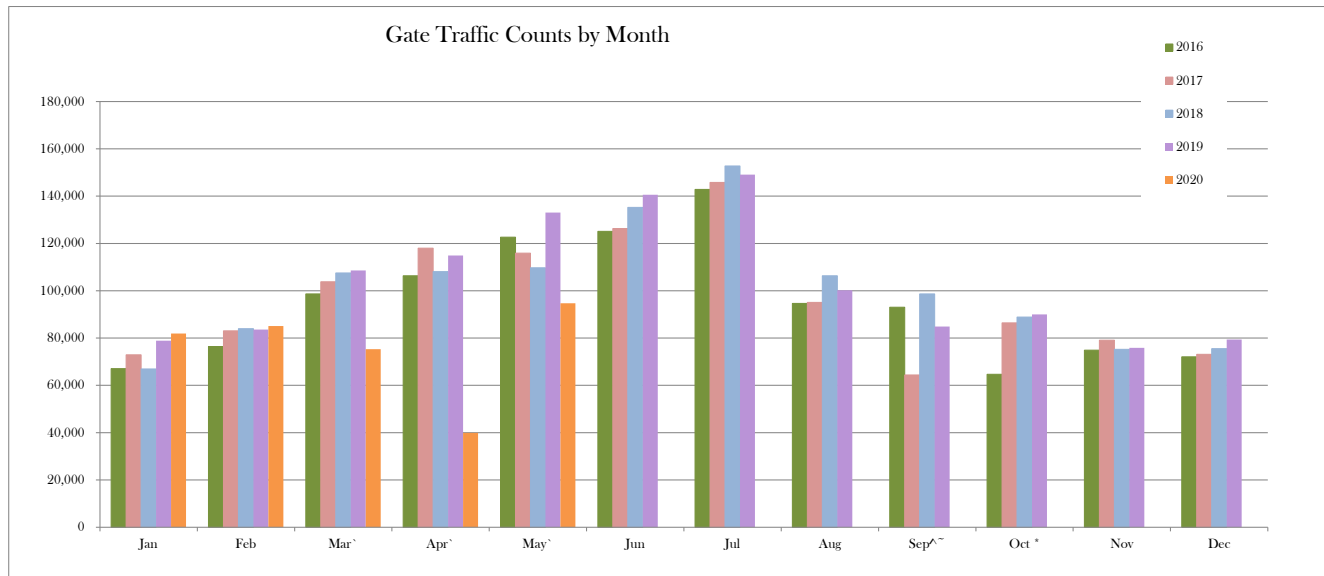
Human Resources	840,107	1,286,440	(446)	-35%	11,529,223	13,174,201	(1,645)	-12%	11,395,546	134	1%
Supplies & Materials	124,074	171,600	(48)	-28%	1,459,316	1,848,857	(390)	-21%	1,622,183	(163)	-10%
Advertising & Sales	32,633	94,507	(62)	-65%	611,206	1,045,797	(435)	-42%	1,423,749	(813)	-57%
Repairs - Facilities & Grounds	118,976	144,129	(25)	-17%	1,514,204	1,739,548	(225)	-13%	1,407,807	106	8%
Utilities	119,248	144,548	(25)	-18%	1,670,997	1,741,268	(70)	-4%	1,628,030	43	3%
Insurance	4,677	7,756	(3)	-40%	840,418	820,731	20	2%	877,951	(38)	-4%
Contracts	158,488	278,523	(120)	-43%	2,853,184	3,251,297	(398)	-12%	2,919,000	(66)	-2%
Rentals	50,122	48,763	1	3%	765,175	690,790	74	11%	571,564	194	34%
Printing	3,157	4,403	(1)	-28%	119,057	111,966	7	6%	219,733	(101)	-46%
Motor Vehicle	21,131	23,444	(2)	-10%	254,418	260,990	(7)	-3%	231,030	23	10%
Telephone	11,419	10,498	1	9%	113,885	115,429	(2)	-1%	112,645	1	1%
Equipment Purchase <\$1K	9,712	1,873	8	419%	79,801	84,674	(5)	-6%	99,672	(20)	-20%
Equipment Purchase \$1K to \$5K	(16,828)	-	(17)	0%	52,500	77,405	(25)	-32%	117,437	(65)	-55%
Travel	1,658	5,798	(4)	-71%	77,173	98,894	(22)	-22%	96,015	(19)	-20%
Dues	9,039	11,663	(3)	-22%	234,383	250,396	(16)	-6%	216,021	18	9%
Credit Card Fees	8,946	27,297	(18)	-67%	273,472	276,108	(3)	-1%	283,958	(10)	-4%
Bank Fees	-	35	(0)	-100%	610	385	0	58%	288	0	112%
Total Expenditures	1,496,558	2,261,277	(765)	-34%	22,449,021	25,588,736	(3,140)	-12%	23,222,626	(774)	-3%
Net Operating Cash Income **	(114,566)	660,442	(775)	-117%	1,686,182	1,373,177	313	23%	3,247,855	(1,562)	-48%

** Does not include depreciation or capital projects

May 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	0	0	0
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	0	0	0
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	0	0	0
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	146,404	230,530	376,934

Year to Date Comparison	2016 YTD	2017 YTD	2018 YTD	2019 YTD	2020 YTD
	471,175	493,670	476,201	519,108	376,934

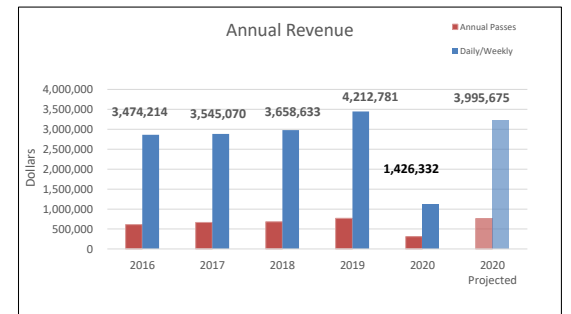
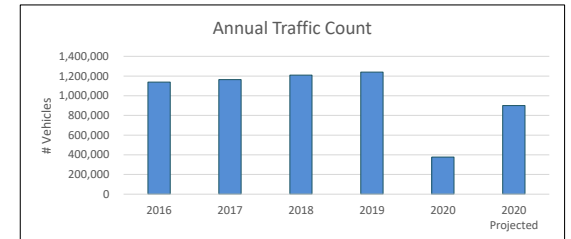


~Mar - May 2020 - COVID-19 outbreak

* Oct 2016 - Hurricane Matthew

^Sep 2017 - Hurricane Irma

~Sept 2019 - Hurricane Dorian



MAY 2020

Combined Revenue for JIA Marketing and SMG

Jekyll Island Convention Center

May 29, 2020

MAY	FY2020	FY 2019	FY2018	FY2017	FY2016	FY2015	FY2014	FY2013
Number of Events	0	25	20	24	29	21	22	17
Event Days	0	46	44	49	51	40	40	52
Attendance	0	15,224	13008	11954	12,853	15,492	14,162	22,713
Revenue	\$850 act \$560,523 budgeted	\$595,560	\$576,751	\$461,680	\$437,736	\$357,216	\$410,867	\$371,931
Square FT used	0	996,796						

Not quite ZERO but close. The good news is that we did issue new Use License Agreements. 5 of them are in FY21.

FUTURE CONTRACTS ISSUED – 6 – Estimated revenues \$293,300

Conventions –2– Anticipated rev of \$238,000

Meetings –1–Anticipated revenue \$2,300

Banquet –3 – Anticipated revenue \$53,000

Weddings –0– Anticipated revenue

Public Event –0 – Anticipated revenue

PROPOSALS

CVB – 3

Westin – 0

Cvent- 0

SMG site pass -0

Combined sites and planning meetings with all staff – 4

Allyson Jackson

JEKYLL ISLAND AUTHORITY

HOTEL OCCUPANCY STATISTICS

May 2020

HOTEL STATISTICS AT-A-GLANCE

May-20

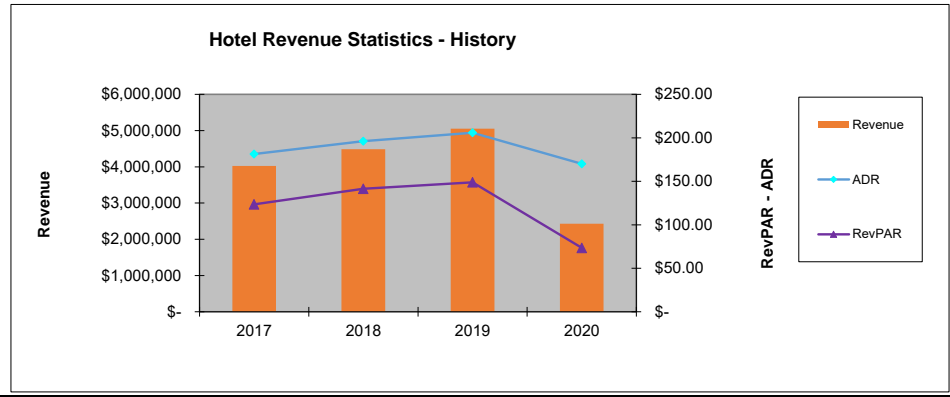
Total Revenue	\$	2,430,539
Occupancy Rate		43.2%
Rev PAR	\$	73.48
ADR	\$	170.09

May-19

Total Revenue	\$	5,053,443
Occupancy Rate		72.3%
RevPAR	\$	148.81
ADR	\$	205.83

May-18

Total Revenue	\$	4,487,132
Occupancy Rate		72.1%
RevPAR	\$	141.44
ADR	\$	196.12



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	505	42.9%	\$ 190.24	\$ 81.56	\$ 96,071.96	\$ 85,506.06	\$ 10,566	12%
Home2Suites	107	2,203	1,744	79.2%	\$ 117.27	\$ 92.84	\$ 204,523.00	\$ -	\$ 204,523	0%
Holiday Inn Resort	157	3,528	1,977	56.0%	\$ 170.41	\$ 95.49	\$ 336,892.89	\$ 692,718.84	\$ (355,826)	-51%
Days Inn & Suites	124	3,844	1,480	38.5%	\$ 153.73	\$ 59.19	\$ 227,513.15	\$ 483,907.35	\$ (256,394)	-53%
Hampton Inn	138	3,224	2,261	70.1%	\$ 133.86	\$ 93.88	\$ 302,662.00	\$ 639,574.00	\$ (336,912)	-53%
Jekyll Island Club Resort	200	6,200	1,636	26.4%	\$ 305.28	\$ 80.56	\$ 499,441.00	\$ 1,224,914.00	\$ (725,473)	-59%
Seafarer Inn & Suites	73	1,674	914	54.6%	\$ 135.30	\$ 73.88	\$ 123,667.83	\$ 242,488.65	\$ (118,821)	-49%
Villas by the Sea	135	4,002	2,037	50.9%	\$ 166.04	\$ 84.51	\$ 338,220.61	\$ 457,939.00	\$ (119,718)	-26%
Villas by the Sea - Jekyll Realty	19	589	155	26.3%	\$ 133.46	\$ 35.12	\$ 20,685.69	\$ 33,829.81	\$ (13,144)	-39%
Villas by the Sea - Parker Kaufman	14	434	199	45.9%	\$ 115.31	\$ 52.87	\$ 22,946.20	\$ 10,010.59	\$ 12,936	129%
Westin	200	6,200	1382	22.3%	\$ 186.62	\$ 41.60	\$ 257,915.00	\$ 1,182,555	\$ (924,640)	-78%
May-20 Total	1,205	33,076	14,290	43.2%	\$ 170.09	\$ 73.48	\$ 2,430,539	\$ 5,053,443	\$ (2,622,904)	-51.9%

JEKYLL ISLAND AUTHORITY

HOTEL OCCUPANCY STATISTICS

Calendar Year to Date - May 2020

HOTEL STATISTICS AT-A-GLANCE

2020

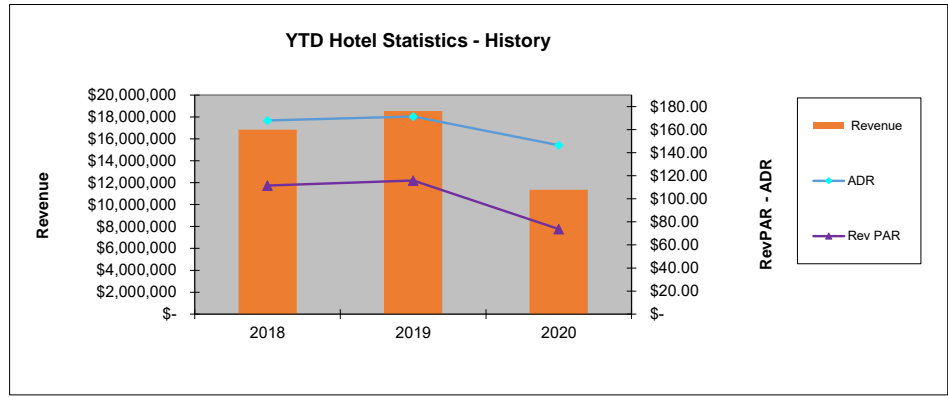
Total Revenue	\$	11,357,101
Occupancy Rate		50.4%
Rev PAR	\$	73.79
ADR	\$	146.50

2019

Total Revenue	\$	18,543,464
Occupancy Rate		67.6%
RevPAR	\$	115.91
ADR	\$	171.42

2018

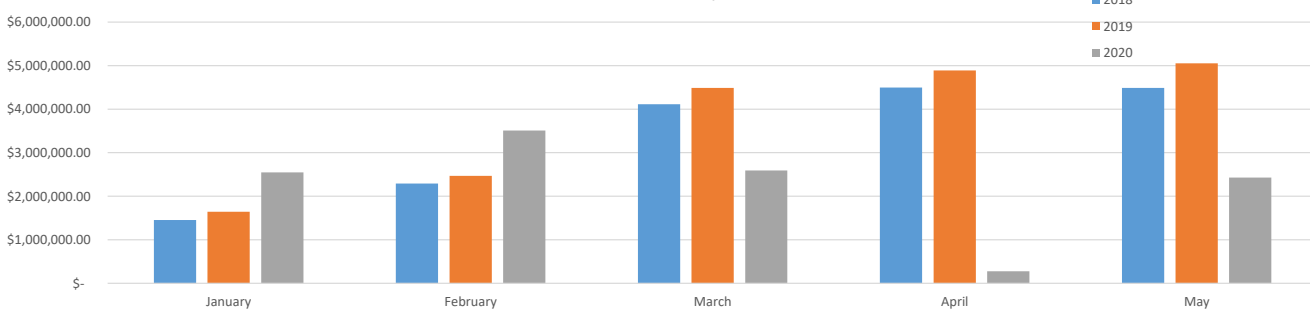
Total Revenue	\$	16,845,520
Occupancy Rate		66.4%
RevPAR	\$	111.48
ADR	\$	167.97



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	5,446	1,867	34.3%	\$ 159.29	\$ 54.61	297,386	295,969	\$ 1,417	0%
Home2Suites	107	13,267	7,349	55.4%	\$ 130.75	\$ 72.43	960,909	0	\$ 960,909	0%
Holiday Inn Resort	157	19,494	9,863	50.6%	\$ 140.15	\$ 70.91	1,382,340	2,554,487	\$ (1,172,148)	-46%
Days Inn & Suites	124	15,128	8,667	57.3%	\$ 113.39	\$ 64.96	982,713	1,850,147	\$ (867,433)	-47%
Hampton Inn	138	19,922	9,709	48.7%	\$ 137.59	\$ 67.05	1,335,815	2,536,177	\$ (1,200,362)	-47%
Jekyll Island Club Resort	200	24,400	11,422	46.8%	\$ 201.47	\$ 94.31	2,301,183	4,445,055	\$ (2,143,872)	-48%
Seafarer Inn & Suites	73	10,450	5,196	49.7%	\$ 146.07	\$ 72.63	758,958	895,325	\$ (136,367)	-15%
Villas by the Sea	135	16,979	8,347	49.2%	\$ 126.66	\$ 62.26	1,057,197	1,616,901	\$ (559,704)	-35%
Villas by the Sea - Jekyll Realty	19	2,667	1,338	50.2%	\$ 90.23	\$ 45.26	120,722	136,285	\$ (15,564)	-11%
Villas by the Sea - Parker Kaufman	14	1,752	1,242	70.9%	\$ 80.78	\$ 57.27	100,331	100,539	\$ (208)	0%
Westin	200	24,400	12,522	51.3%	\$ 164.47	\$ 84.41	2,059,548	4,112,579	\$ (2,053,031)	-50%
2020 Total		153,905	77,522	50.4%	\$ 146.50	\$ 73.79	\$ 11,357,101	\$ 18,543,464	\$ (7,186,363)	-38.8%
2019 Total		159,984	108,178	67.6%	\$ 171.42	\$ 115.91	\$ 18,543,464			
2018 Total		151,102	100,286	66.4%	\$ 167.97	\$ 111.48	\$ 16,845,520			

Revenues by Month



RESOLUTION

**AUTHORIZATION TO ACCEPT GEORGIA DEPARTMENT OF TRANSPORTATION (GDOT)
CONTRACT FOR CARES ACT FUNDING ASSOCIATED WITH
JEKYLL ISLAND AIRPORT IN JEKYLL ISLAND, GEORGIA**

WHEREAS, the Coronavirus Aid, Relief, and Economic Security (CARES) Act (H.R. 748, Public Law 116-136) (PDF), signed into law by the President on March 27, 2020, includes \$10 billion in funds to be awarded as economic relief to eligible U.S. airports affected by the prevention of, preparation for, and response to the COVID-19 pandemic;

WHEREAS, JEKYLL ISLAND-STATE PARK AUTHORITY has applied through the Georgia Department of Transportation (GDOT) to receive its CARES Act formula allocation of funding through the submission of a CARES Act Application;

WHEREAS, through the submission of this application, JEKYLL ISLAND-STATE PARK AUTHORITY has accepted the terms of the Federal Aviation Administration's (FAA) allocation offer to utilize its funding in a manner that fully complies with the CARES Act, other federal laws and regulations, and applicable FAA program requirements;

WHEREAS, JEKYLL ISLAND-STATE PARK AUTHORITY desires to request reimbursement for costs and operating expenses at JEKYLL ISLAND AIRPORT by submitting reasonable and customary documentation for payroll, operational, and debt service costs, and;

WHEREAS, JEKYLL ISLAND-STATE PARK AUTHORITY will receive a contract from the Georgia Department of Transportation, contract AP020-90XX-49(127) GLYNN COUNTY, to provide reimbursement for the above noted costs and expenses up to a maximum amount of \$1,000.00 of which \$1,000.00 will be Federal Funds, \$0.00 will be State Funds, requiring a local match of \$0.00, and;

NOW, THEREFORE, BE IT RESOLVED THAT JEKYLL ISLAND-STATE PARK AUTHORITY authorizes the Executive Director, Authority Attorney, and Staff to execute such documents that may be necessary to fulfill this request for federal assistance and accept a contract from the GDOT to include Federal funds.

Passed and Resolved this _____ **day of** _____, 2020.

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

JOSEPH B. WILKINSON, JR., CHAIRPERSON

ATTTEST:

WILLIAM H. GROSS, SECRETARY/TREASURER

MEMORANDUM

TO: FINANCE COMMITTEE

FROM: MARJORIE JOHNSON, CHIEF ACCOUNTING OFFICER
NOEL JENSEN, CHIEF OPERATIONS OFFICER

SUBJECT: MOBILE FIRE RADIO REPLACEMENT

DATE: 6/16/2020

The fire department has experienced a failure in one of its mobile fire radios. This radio is at least 10 years old and was in use prior to the radio upgrades in 2019. Staff has been advised that repairs are no longer supported by the manufacture.

Staff hereby requests a capital expenditure of up to \$4,300 for replacement and installation of this radio.

II. Finance Committee

D. Consideration of the Fiscal Year 2021/2022 Proposed Budget – Jones Hooks Executive Director

NOTE:

When available, the FY 2021/2022 Budget will be located in the back of the packet.

JEKYLL ISLAND-STATE PARK AUTHORITY

POLICY MANUAL

Section: Human Resources Standards of Practice	Section: 4.25
	Effective Date:
Subject: Loss Prevention	Original Date:
	Revision Dates:

STANDARD

It is the policy of the Jekyll Island Authority (JIA) that assets of the organization will be protected from loss and/or damage due to misuse and abuse. Every effort will be made to protect company assets by all employees regardless of their position or job assignment. Theft and misuse of funds, property and services by employees causes financial loss and negatively impacts JIA's public image.

PRACTICE GUIDELINES

1. ***Loss Prevention:*** Employees shall not perpetrate, engage in, or otherwise facilitate the act of committing fraud, theft, misuse or abuse of JIA assets or assets belonging to another employee, vendor or customer.
 - a. Fraud – intent to deceive in order to secure unfair or unlawful advantage or personal gain; to deprive someone of a legal right.
 - b. Theft – act or crime of stealing.
 - c. Misuse and Abuse –the wrong or improper use of information, goods, equipment or position within JIA.
 - d. This includes but is not limited to:
 - i. Fraudulent reporting of employee time, travel expenses, financial information, purchasing cards, etc.
 - ii. Theft of money, information, products, inventory, tools or other items
 - iii. Misuse or abuse of purchasing cards, computers, internet, mobile phones, software programs, vehicles and other property or information. Also includes misuse or abuse of position or power within JIA.
2. ***Prevention and Detection.*** Employees must attend all required State and JIA loss prevention training. Employees must follow all established procedures and guidelines such as, but not limited to, Cash Handling guidelines, purchasing guidelines, purchasing card policy and guidelines. JIA will use all tools available to them such as cameras, tracking software, GPS units, cash and inventory test counts, etc. to detect and prevent fraud, theft, misuse and abuse of assets.
3. ***Reporting Known or Suspected Loss.*** Employees are responsible for immediately reporting known or suspected incidents of fraud, theft, misuse or abuse of assets, resources and property to their department manager, division director, human resources or the Chief Accounting Officer. Department managers and division directors must report all suspected incidents of fraud, theft, misuse or abuse to either Human Resources Director or the Chief Accounting Officer immediately.

JEKYLL ISLAND-STATE PARK AUTHORITY

POLICY MANUAL

Section: Human Resources Standards of Practice	Section: 4.25
	Effective Date:
Subject: Loss Prevention	Original Date:
	Revision Dates:

4. ***Investigation of Reports of Loss.*** Allegations of fraud, theft, misuse or abuse of assets and resources will be documented and investigated. The Chief Accounting Officer is responsible for leading all investigations of fraud, theft, misuse and abuse for the JIA. State Patrol, Office of Inspector General and other agencies will be brought into the investigations as deemed necessary. Investigations will be kept as confidential as possible without jeopardizing the investigation. Employees are expected to cooperate in all investigations.
5. ***Consequences.*** If appropriate JIA officials or other State agency officials conclude that an employee has engaged in fraud, theft, misuse or abuse activities, appropriate disciplinary action will be pursued, up to and including termination of employment. It is the policy of the JIA to pursue legal action based on the merits of the case, up to the maximum extent allowed by law. Ordinarily, the submission of a resignation by an employee accused or suspected of fraud or theft will not preclude later action including restitution and legal action.

COMPLIANCE: Employees are expected to comply with the guidelines of this policy. Employees who fail to follow the provisions of this policy are subject to appropriate disciplinary action, up to and including termination of employment.

For additional information or assistance, please contact the JIA Human Resources office.



HOTEL UPDATE

REOPENING ISLAND-WIDE

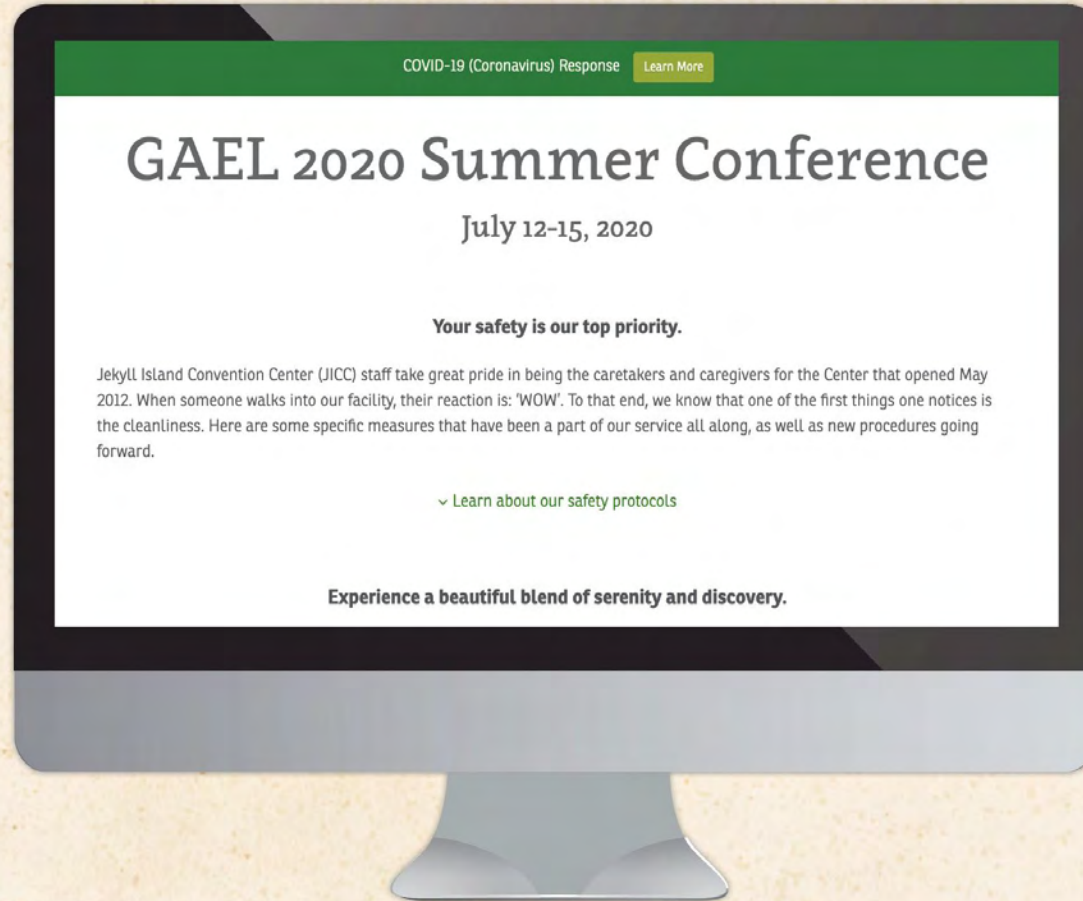
- Booking trends
- Leisure demand
- New protocols





GROUP BUSINESS

MEETING SAFELY ON JEKYLL ISLAND



- Addressing complexity of how to meet
- Retaining/rescheduling
- Close cooperation with JICC and hotels
- New sales tools
- New areas of focus



LEISURE MESSAGING

THE RETURN OF THE ROAD TRIP



The volume of road trips in the United States the weekend of May 1 was at nearly the same level that it was in February, before COVID-19-related stay-at-home orders went into effect in states across the country. The biggest change was [the increase] in longer roads trips from 100 to 250 miles.

- *Arrivalist intelligence platform*



LEISURE MESSAGING

LEAVE YOUR CARES AT THE CAUSEWAY





SUMMER MARKETING

WE'RE BACK!



MOSAIC PRINT AD



SUMMER WAVES PRINT AD



SUMMER WAVES FSI





June 9, 2020

MEMORANDUM

TO: BOARD OF DIRECTORS
FROM: MELISSA CRUTHIRDS, GENERAL COUNSEL
RE: EXTENSION OF COMPLETION DATES
THE MOORINGS AT JEKYLL HARBOR

BACKGROUND

On November 21, 2019, the Authority entered into a Ground lease with The Moorings at Jekyll Harbor, LLC. The Commencement Date of the Lease is November 21, 2019. The Lease requires that The Moorings substantially complete the project infrastructure within 12 months of the Commencement Date, which would be November 20, 2020, and the Residential Units within 30 months after the Commencement Date, which would be May 21, 2022.

ISSUE

Due to COVID-19, the Developer has informed staff that the substantial completion date for infrastructure likely will not be until July 20, 2021 and residential units until January 20, 2023. The Developer is requesting an extension of time for these completion dates. Please see the attached letter.

Under the Lease, if the project is delayed due to a *force majeure* event (such as an event which delays performance and beyond the reasonable control of the party), the project can be extended for the same length of time the project is delayed due to the *force majeure* event so long as the Developer is making diligent and continuous efforts to perform and gives us a report at least once a month outlining its efforts to perform. Additionally, the Developer may request an additional 6 months to complete its construction of the Residential Units for good cause shown.



POSSIBLE BOARD ACTIONS

1. Vote to allow the Developer to extend the project completion dates for infrastructure until July 20, 2021 and for the residential units until January 20, 2023.
2. Do nothing.
3. Suggest other alternatives.

RECOMMENDATION

Action Number One is recommended if the Board wishes to extend the project substantial completion dates as outlined.

Mr. Jones Hooks
Executive Director
Jekyll Island Authority
Via Email

Re: The Moorings at Jekyll Harbor; Extension of Substantial Completion Date(s)

June 8, 2020

Dear Jones,

Due to the pandemic, we were compelled to cease marketing and sales in mid-February. At that time, prospective purchasers who had previously expressed strong interest began to back away. Unlike a hotel whose sales do not take place until building completion, condominium residences need a percentage of contracted sales early in the construction cycle. To date, we have retained one (1) fully executed Purchase Agreement.

Consequently, infrastructure installation work stopped along with marketing and sales. The development team took a step back to see how the pandemic would affect the economy and people in general. The team closely monitored Governor Kemp's Executive Orders as well as the other states from which Jekyll Island draws visitors (and prospective buyers).

Fortunately, Georgia and South Carolina are leading the economic recovery and easing of restrictions. Last week we resumed marketing and sales operations. However, many other states have been very slow to reopen. We feel that it will take some time for people to feel 'normal' enough to make significant purchasing decisions of this type. The team remains optimistic, while realizing sales may be slow to resume.

We have authorized our contractor to resume work as quickly as he can restage. Due to staffing issues and other commitments, this will be sometime in mid to late July. To date, the site preparation for infrastructure installment work is less than 50% complete.

Consequently, we must request an extension of our Substantial Completion dates. Currently, infrastructure work is scheduled for Substantial Completion by November 20, 2020 and vertical construction by May 20, 2022. We request the Board to extend our Substantial Completion date(s) by eight (8) months. This moves infrastructure out to July 20, 2021 and vertical to January 20, 2023.

The requested eight (8) months rather than just the five (5) lost to date is due to uncertainty with time necessary to build back sales momentum.

Thank you in advance for your consideration of this necessary extension to our agreement. We are committed to making The Moorings at Jekyll Harbor our newest neighborhood of quality and distinction on Jekyll Island.

Sincerely,

A handwritten signature in blue ink, appearing to read "Gary N. Wadsten", with a stylized, cursive script.

Gary N. Wadsten

Managing Partner



June 9, 2020

MEMORANDUM

TO: BOARD OF DIRECTORS
FROM: MELISSA CRUTHIRDS, GENERAL COUNSEL
RE: CURRENT LITIGATION

Explorejekyllisland.com

The marketing team discovered a website - explorejekyllisland.com – in the fall of 2019, which promoted itself as “The Official Website of Jekyll Island.” I spoke with the owner, Ricky Owens/Stratatomic, LLC of Greenville, SC, on the phone on November 19, 2019 about his misuse of the designation. After the designation remained, I sent a demand letter on November 25, 2019 demanding he stop using that designation. On November 30, 2019, Mr. Owens filed for a U.S. trademark registration on behalf of Stratatomic for the designation “The Official Website of Jekyll Island.” The trademark was granted on April 28, 2020. Through our Special Assistant Attorney General, Pharan Evans of Miller & Martin, PLLC, on June 1, 2020, we filed a Petition to Cancel the registration with the U.S. Trademark Office.

If Stratatomic does not reply, it will be found in default, and there is a high likelihood that the trademark office would cancel the registration. That would then bolster any claims we have should he continue to use the designation.

If Stratatomic does reply, we would then enter into a normal litigation-like case, with discovery, depositions, and hearings.

The SAAG estimates that the preparation and filing of the objection is \$5,000 in attorney’s fees and costs. If Stratatomic objects, that cost will obviously grow exponentially.

We feel this is important to fight for two reasons: (1) To protect our good name and the goodwill we have built local, regionally, nationally, and internationally; and (2) Stratatomic has inaccurate information and links to competing areas and events on its website, which causes direct economic harm to JIA.



Jekyll Package Store, Inc.

On February 26, 2020, JIA was sued in Glynn County Superior Court by the Jekyll Package Store a/k/a Jekyll Beverage Center for breach of contract when it allowed the Salt Table to sell Georgia-grown wine beginning in March 2019 and for damages in the amount of \$1,000 per month since that time.

Jekyll Package Store claims, basically, that this is a breach due to the following language in its lease with JIA:

JIA “hereby agrees to use its **best efforts** to limit the current and future take-home and/or packaged sales of beer and wine to the current footprint and floorspace maintained by Flash Foods and the [Jekyll Market], so as to protect Tenant’s ability to competitively sell such products on Jekyll Island. As such, during the Term of this Agreement, to the extent it **is legally permitted or capable of doing so**, Landlord will not expand or permit the expansion of the current floor space and footprint that Flash Foods, Inc. and the [Jekyll Market] maintain, or intend to use, for the sale of take-home or packaged beer and wine . . .” (emphasis added).

On April 23, 2020, JIA, through its SAAG Reginald Snyder of Taylor English Duma LLP, filed three documents: (1) Answer to the Complaint; (2) Motion to Transfer Venue from Glynn County to Fulton County (this is the state law); and (3) Motion to Dismiss JPS’ Complaint.

The Motion to Dismiss is based on our position that while the provision of the JPS Lease Agreement requires the JIA to use its “best efforts” to “limit the current and future take-home and/or packaged sales of beer and wine . . . to protect JPS’ ability to competitively sell such products on Jekyll Island,” it only requires JIA to do so to the extent that it is “legally permitted to do so.” Paragraphs I and II of the Georgia Constitution guarantee due process and equal protection under the law to all of its citizens, including its corporate citizens; and the Fifth Circuit Court of Appeals and the Georgia Supreme Court have held that, “the arbitrary refusal to grant a license or permit to one group when other groups (such as Flash Foods or Jekyll Beverage Center) have obtained permits under similar circumstances constitutes a denial of equal protection of the law.” Moreover, the Georgia Supreme Court has held that, when an applicant for an alcohol license satisfies the objective standards required to obtain the license, “a refusal by the governing authority to issue the license



constitutes a denial of equal protection.” Accordingly, once the JIA determined that the Salt Table’s alcohol license application satisfied all of our objective criteria, we could not arbitrarily refuse to grant an alcohol license to Salt Table.

At the time of the Complaint, JPS submitted discovery for JIA to answer. Due to the Judicial State of Emergency and Stay, we have decided to postpone submitting our answers until either the Stay expires or our Motion to Dismiss is ruled upon.

Mr. Snyder’s hourly rate is \$250/hour.

John Wilson

On February 20, 2020, Mr. Wilson, through his attorney, notified us of his client’s claim to injury, which he alleges occurred on March 16, 2018 when he was a passenger on a Museum Trolley Tour and a gate arm malfunctioned, hitting him in the head. His claim was turned over to DOAS, who denied the claim on March 20, 2020. On May 24, 2020, we received notice that Mr. Wilson had filed a lawsuit in the Ontario, Canada Superior Court of Justice against the JIA. The AG’s office is retaining a Canadian attorney to prepare a Motion for Lack of Jurisdiction and to also speak to Mr. Wilson’s attorney about voluntarily dismissing his case.

VILLAS BY THE SEA
EXTERIOR RENOVATION PROJECT
SEPTEMBER 2020

OVERVIEW:

Villas by the Sea is a well known resort property, adjacent to Driftwood Beach at the northern end of Jekyll Island. Consisting of 176 individually owned one, two and three bedroom condominiums, Villas by the Sea has been operating as a hotel under a lease agreement with the Jekyll Island Authority since 1988 and has been a favorite for many visitors since the mid-1970's when it was first established as a Sheraton Hotel.

In its continued effort to remain a staple in the hotel business on Jekyll, Villas by the Sea is preparing to embark on the largest, capital improvement project in its history. A \$7,000,000 exterior renovation upgrade, slated to begin in September 2020, will significantly improve the appearance of the resort, increase property values for its owners, but more importantly, provide a quality lodging experience for its guests.

The five-phase project, consisting of 4 buildings per phase, is scheduled to take approximately 14 months and will consist of the following:

- Removal and replacement of all roofs on 17 guest buildings, Conference Center, Administration and Maintenance facilities
- Repair/repainting of existing stucco wall surfaces
- Removal of existing vinyl siding, down to the interior studs, replacement of the underlying sheathing and vapor barrier and installation of new, Hardie-plank cement lap siding
- Removal of wooden balcony railings and installation of new, powder coated aluminum railings that will provide a consistent appearance
- Repainting of exterior entry doors
- New exterior light fixtures
- Property landscaping improvements

After previous due diligence studies by two respective firms hired to perform these renovations, Omega Construction and Raymond Engineering, both from Savannah, Georgia, Villas by the Sea owners were made aware of the details and costs of the project in August 2019. As of this writing, nearly 80% of Villa owners have paid their share of the assessed funds necessary for the project and see the value in maintaining their property. As a result, we anticipate the current construction schedule will meet the mid-September starting date.

<https://omegaconstruction.com/>

<https://raymond.global/>

Submitted by:

Dick Coyle
General Manager
Villas by the Sea Resort

PHASING PLAN – EXPEDITED 14.5 MONTHS

-No rentals permitted during building closures
-Limited owner access will be permitted (no parting at buildings, noise, no TV, fencing, dumpsters, etc.)

General Conditions Consideration with Expedited Schedule - \$105,000 credit



Phase 1 – Austin, Barrington, Caldwell, & Davenport
– September 15 to December 15-30, 2020

Phase 2 – Justin, Lancaster, Morgan, & Rockefeller
December 15-30 to March 31, 2021

Phase 3 – Stanton, Prescott, Oglethorpe, & Nicholson
April 1 to June 30, 2021

Phase 4 – Hadley, Getty, Fitzgerald & Ellington
July 1 to September 30, 2021

Phase 5 – Restaurant, Front Desk, The Villas Shoppe, Kirkpatrick, & Conference Center Meeting Room
October 1 to December 15, 2021

Dates Subject to Change

The Jekyll Island State Park Authority (JIA) and Committees met in Public Session on Tuesday, May 19, 2020 in a digital meeting via conference call broadcast to the public via YouTube.

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

Members Absent: Commissioner Mark Williams

Key Staff Present: Jones Hooks, Executive Director
Marjorie Johnson, Chief Accounting Officer
Jenna Johnson, Human Resources Director
Kate Harris, Marketing Director
Melissa Cruthirds, General Counsel
Benjamin Carswell, Director of Conservation
Noel Jensen, Chief Operations Officer
Michelle Webb, Executive Assistant

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

The meeting began at 9:34 a.m. Michelle Webb, Executive Assistant acted as moderator for the digital meeting and read the introduction the meeting for Board Members and public. The roll was called, and all members were present except Commissioner Mark Williams, who was absent due to a State of Georgia Department of Natural Resources board meeting. Ms. Joy Birch-Meeks was not initially present but joined later in the meeting. Chairman Wilkinson called the committee sessions to order, introduced those participating via teleconference, and a quorum was established.

I. Historic Preservation/Conservation Committee

There was no report.

II. Finance Committee

Finance Committee Chair Bill Gross opened the committee by moving to add an additional item E. to the Finance Committee agenda for consideration of approval of a \$5000 grant to the Jekyll Island Tennis Center. Mr. Krueger seconded the motion there was no discussion. The vote to add the item to the Finance Committee agenda was unanimous.

A. Mr. Bill Gross summarized the April financials as presented in the published packet. The April reports showed continued revenue losses due to the Covid-19 crisis. Expense cutting measures continued.

Mr. Hooks stated while the financial numbers were bleak, the trend information was looking better for this month than the month previous. In addition, facilities were starting to open with enhanced health and safety practices in place.

B. Marjorie Johnson then discussed the financial forecasts. Trends on traffic were showing an increase but lagging from previous years. Thankfully, better than budgeted revenues in previous months had created a cushion. This allowed the recent deficit months to operate without using reserves. She stated the report's findings were conservative and hoped the actual reported numbers would be better. Mr. Hooks stated a critical issue was that Summer Waves was closed. As a major revenue generator, Summer Waves continued closure was very impactful.

Mr. Hooks then commended Ms. Johnson for her work, as well as, Kate Harris, Senior Director of Marketing for her work with the hoteliers. He reported that all hotels would be opened by Thursday at a self-imposed 75% cap for safety and public distancing. The campground had also participated in the occupancy cap. Ms. Johnson finished her report by discussing the significant savings from full or partial employee furlough and thanking Jenna Johnson for her help. Mr. Hooks concluded that while these furloughs were tough, he was grateful for everyone's understanding and proud employees were starting to be brought back as facilities started to open.

C. Marjorie Johnson then reported on the emergency repairs of convention center boiler/water heater. She reported that a leak had been discovered and replacement and repair would be up to \$32,763. Mr. Krueger asked how long it would be to complete the repairs. Noel Jensen stated that of the three bids received it may be up to a week. Chairman Gross questioned if there was a water softener system for the Convention Center and Mr. Jensen stated there was and some issues with that system would be remedied at the same time as the boiler/water heater repairs. The motion to approve the emergency repairs of convention center boiler/water heater was made by Mr. Tollison and was seconded by Mr. Willard. The motion was unanimously approved.

D. Ms. Johnson then reviewed ten capital improvements requests from Water/Wastewater Reserve Fund as listed in the packet for a total of \$286,000 to come from the Water/Wastewater Reserve dedicated fund. These funds had already been set aside and would not come out of operating costs for the year. Mr. Gross asked about annual investments to the reserve fund. Mr. Hooks reminded Mr. Gross that the Board had included a portion of the parking fee to water sewer improvements and that both the reserve fund and water/wastewater projects were benefiting. Mr. Krueger moved to approve the capital improvements requests from the Water/Wastewater Reserve Fund as recommended by staff. Dr. Evans seconded the motion. The motion was unanimously approved.

E. Ms. Johnson introduced the added agenda item: consideration of a \$5000 grant from U.S. Tennis association to the Jekyll Island Tennis Center. The Jekyll Island Authority had been notified during the week, and any funds had to be used within 30 days. Mr. Willard moved to accept the \$5000 grant from the U.S. Association to the Jekyll Island Tennis Center as recommended by staff. The motion was seconded by Mr. Krueger. The motion was unanimously approved.

Due to the nature of the digital meeting, the public was asked to submit any comments to the Jekyll Island Authority Board of Directors website.

III. Human Resources Committee

A. Dr. Evans introduced Jenna Johnson to present the proposed Telework Policy. Ms. Johnson reported that teleworking was part of the authority's response to the Covid-19 crisis. While telework is appropriate for only a small portion of JIA positions, this policy would establish guidelines. Dr. Evans moved to approve the proposed Telework Policy as recommended by staff. The motion was seconded by Mr. Atkins. The motion was unanimously approved.

The Chairman reminded the public listening to submit any comments online.

IV. Marketing Committee

A. Committee Chair Joy Burch-Meeks introduced Kate Harris for the Marketing report. Ms. Harris briefly presented items included in the packet: consistent communication for Covid-19 signage packages, billboards and a new welcome banner, and virtual experiences from Jekyll available at home.

V. Legislative Committee

A. Mr. Tollison provide a short update report about the start of the possible legislative session, which was still unknown. He did report that when the legislation meets in session, it may be focused primarily on the budget.

VI. Committee of the Whole

A. Ms. Melissa Cruthirds presented the second reading and consideration of adoption of #O-2020, Prosecution of Ordinances. In review, Ms. Cruthirds stated this ordinance would allow the Executive Director to appoint staff members to write citations for violations. It also would change JIA code to mirror State procedures for serving individuals of property violations. No public comment was received on this ordinance recommended by staff. Mr. Gross moved to adopt the ordinance which was seconded by Mr. Willard. There was no discussion and the motion passed unanimously.

B. Ms. Cruthirds introduced the second reading, as revised, of #O-2020-2, Proposed Revisions to the Jekyll Island Beach Lighting Ordinance. She reviewed the history of the ordinance, which started approximately a year and ago. She described the multiple public input opportunities, as well as the JIA's collaboration with the State of Georgia Department of Natural Resources (DNR). Since the last reading of the ordinance, two minor, non-substantive changes had been proposed and were included in the packet. Mr. Atkins moved to the adopt the ordinance as recommended by staff. Mr. Willard seconded the motion. The motion was unanimously approved.

C. The Executive Director's Report was presented by Mr. Hooks. First, he discussed the progress of the beach crossover project. This project had received federal, state, and JIA funding, and despite several delays, was moving forward. Mr. Hooks outlined the project priorities and the phases of the project and stated due to materials limitations, the order of crossover construction may vary. Additionally, the Corsair Beach Americans with Disabilities (ADA) crossover was also being reviewed with DNR, as it has been buried by the natural shifting of sand.

Next, Mr. Hooks spoke to the accolades recently received by JIA departments. The Insurance Services Office (ISO) had recently rated the Jekyll Island Fire Department to a

score of 3, which was a significant achievement. Mr. Hooks stated he would like continued to improvement in the rating score; however, significant investment in a new ladder truck would be required. Ben Rushing, Vehicle Manager for the Authority was also acknowledged for his work by receiving a perfect score from the Georgia Office of Fleet Management.

Finally, the Board received updates about the meeting calendar changes. First, the Finance Committee meeting which had been scheduled for June 2nd was moved to the June 16th meeting date. Second, an additional Board meeting had been called for July 21st. This concluded the Executive Director's report.

The public was reminded to submit any comments online.

The committee meetings were adjourned by Chairman Wilkinson.

The Board moved directly into the Board Meeting Agenda.

The Jekyll Island State Park Authority (JIA) Board Meeting
May 19, 2020

1. Mr. Tollison moved to approve the minutes of the April 21, 2020 Board Meeting as presented. The motion was seconded by Mr. Gross. The motion was unanimously approved.

2. The Finance Committee recommendation to approve up to \$32,763 for the finance committee recommendation of emergency repairs to the convention center boiler/water heater was presented with no discussion. The motion was unanimously approved.

Ms. Birch-Meeks moved to add the additional item to the Board meeting agenda for consideration of approval of a \$5000 grant to the Jekyll Island Tennis Center. The motion was seconded by Mr. Willard. The motion to add the item to the agenda was passed with no objection.

3. \$286,000 in Capital improvements requests from Water/Wastewater Reserve Fund was presented with no further discussion. The Finance Committee recommendation to approve the expenditure was unanimously approved.

4. The Telework Policy was presented with no further discussion. The Human Resource Committee recommendation to approve the policy was unanimously approved.

5. #O-2020-1, Prosecution of Ordinances was presented with no further discussion. The Committee of the Whole recommendation to adopt the ordinance was unanimously approved.

6. #O-2020-2, Proposed Revisions to the Jekyll Island Beach Lighting Ordinance was presented with no further discussion. The Committee of the Whole recommendation to adopt the ordinance was unanimously approved.

7. Additional agenda item recommended by the Finance Committee for the approval of a \$5000 grant to the Jekyll Island Tennis Center was presented with no further discussion. The committee of the whole recommendation to accept the grant was unanimously approved.

Chairman Wilkinson reminded the public that comments should be submitted to the JIA Board of Directors website.

The motion to adjourn was made by Mr. Atkins and there was no objection. The meeting adjourned at 10:43 a.m.

5/18/2020 8:58

James Sherry

5 Tyler lane

Jekyll Island

31527

When can we expect the promised cross overs to go in?

Thank you

Jim & Sheila Sherry

5/18/2020 8:58

Margaret Crider

855 N Beachview Dr

Jekyll Island

GA

31527

Parking Issue.

1. Since property begins at the entrance posts, it seems logical to mount a camera and preapprove cars with annual or prepaid passes. Dedicated lanes for those categories can be double checked by existing cameras.
2. Post signs just past entrance to encourage logging into website to prepay. There should be enough time to complete a transaction over the 6 mile span.

The advantages should be MUCH faster processing of cars though toll booth and enticement to those who see some cars quickly entering to consider prepaying. Also residents and frequent visitors will feel more appreciated and less frustrated in trying to manage everyday activities.

5/17/2020 22:19

David Weber

327 Mountain Dr. North

Hiawassee

GA

30546

My folks live on St. Simon's Island. I teach acting at Young Harris College. I am also a professional with many colleagues in Chicago, New York, Atlanta, and Los Angeles. I would love to help create summer theatre at the Convention Center until the Ampitheatre is repurposed. I have so many directors and designer friends that would love to spend time working and being of service in the Coastal Islands....someone reach out to me to start the conversation. A Cabaret/Musical/Shakespeare/Children's Show, we could make this a success. Best, David Weber www.davidrweber.com, vidweber@gmail.com, 312-493-0517

MEMORANDUM

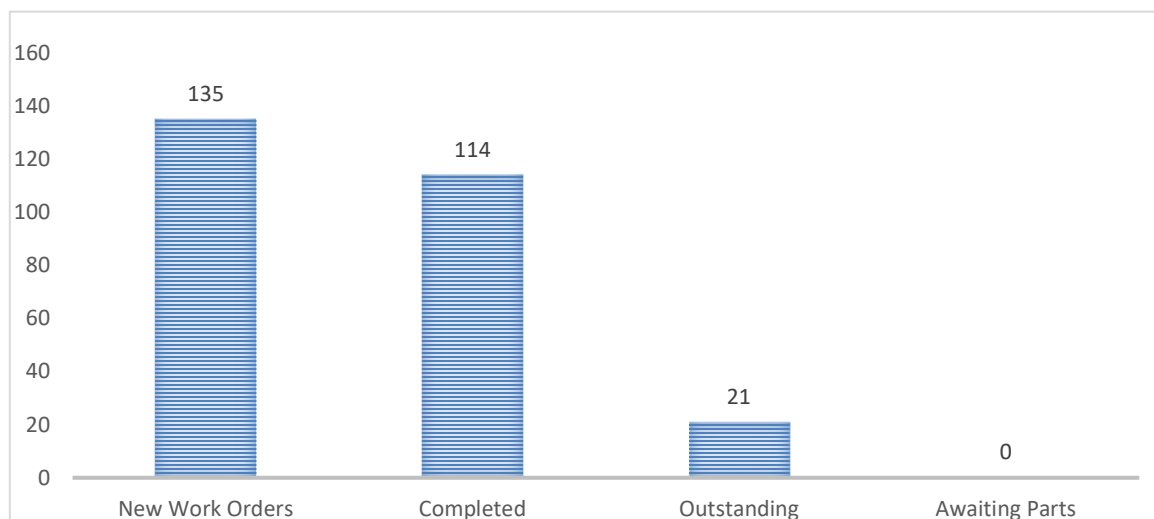
TO: COMMITTEE OF THE WHOLE
FROM: NOEL JENSEN, CHIEF OPERATIONS OFFICER
SUBJECT: OPERATIONS MONTHLY REPORT – MAY 2020
DATE: 6/8/2020

PUBLIC SERVICES

May Highlights:

- Operations departments reviewed hurricane planning and prepared according to individual departmental plans.
- Jekyll Island Airport (09J) self-serve aviation fuel (100LL) opened for business.
- Golf staff prepped mini-golf and bikes for Memorial Day opening.
- Golf Course Maintenance continues routine maintenance and has rotationally closed 18-27 holes of golf due to COVID-19 downturn in play. GCM also adapted courses in response to COVID-19.
- Summer Waves staff continues installing new shade structures for Frantic Lazy River area, and replacement of Lazy River liner and tile work is completed. State and DPH inspections passed and Summer Waves is ready to open when able due to Gov. Kemp's Executive Order.
- Shipments of new slide complex purchased from Pooler still being shipped as it is disassembled by our contractor.

Operations Department Work Orders

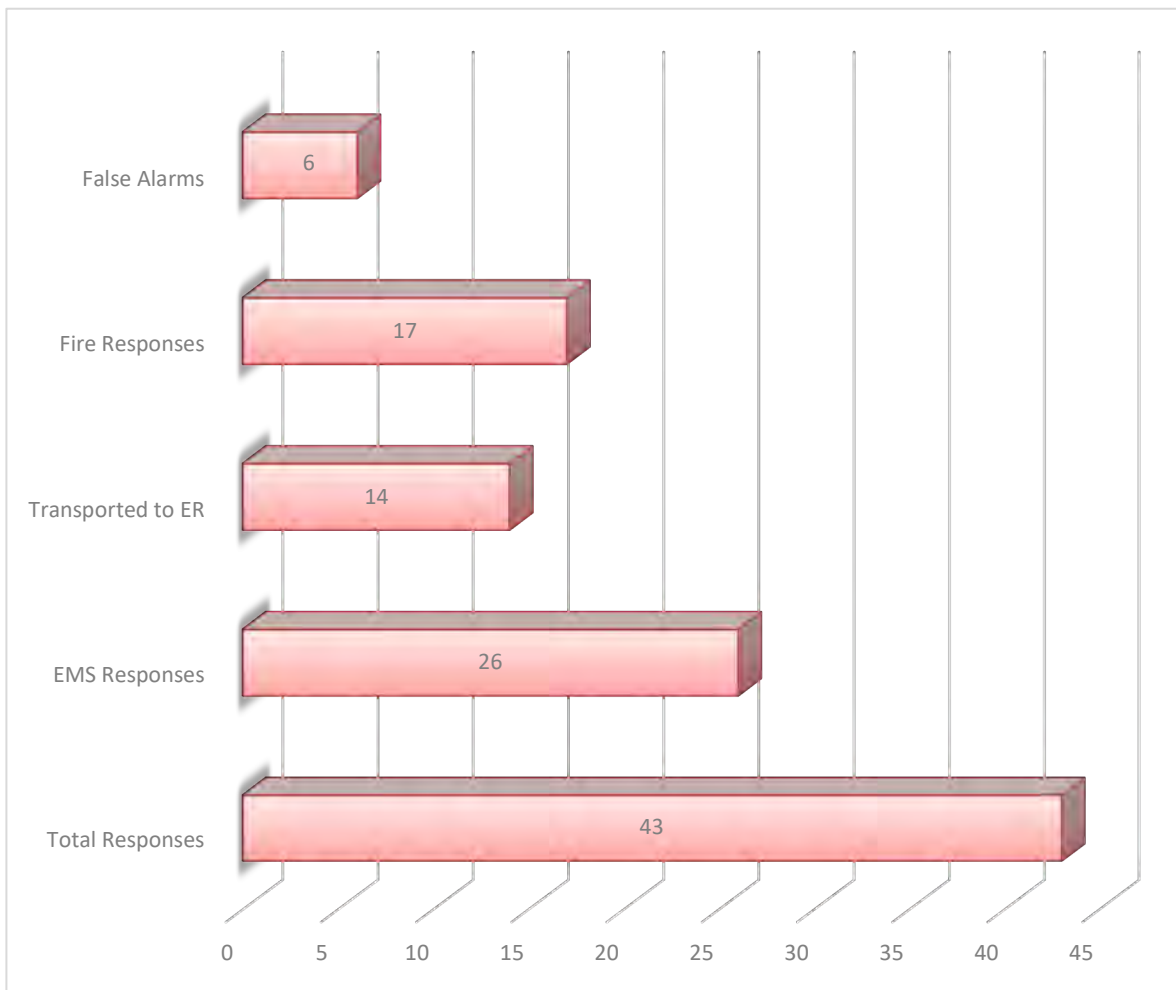


PUBLIC SAFETY – Fire & EMS

May Highlights:

- Total responses were up month to month due to increased visitation.
- Completed 277 hours in staff training for the month.
- ISO follow up inspection resulted in final Class 3 rating which was up from preliminary rating of Class 5.
- Fire Marshall performed 18 fire inspections and 4 rental inspections. Several of the fire inspections were hotels that were coming back online after closure.
- Performed standby duties for Glynn County EMS via mutual aid MOU.
- LEPC meeting at Glynn County EOC.
- Eight permits were issued, and five complaints were investigated by Code Enforcement.

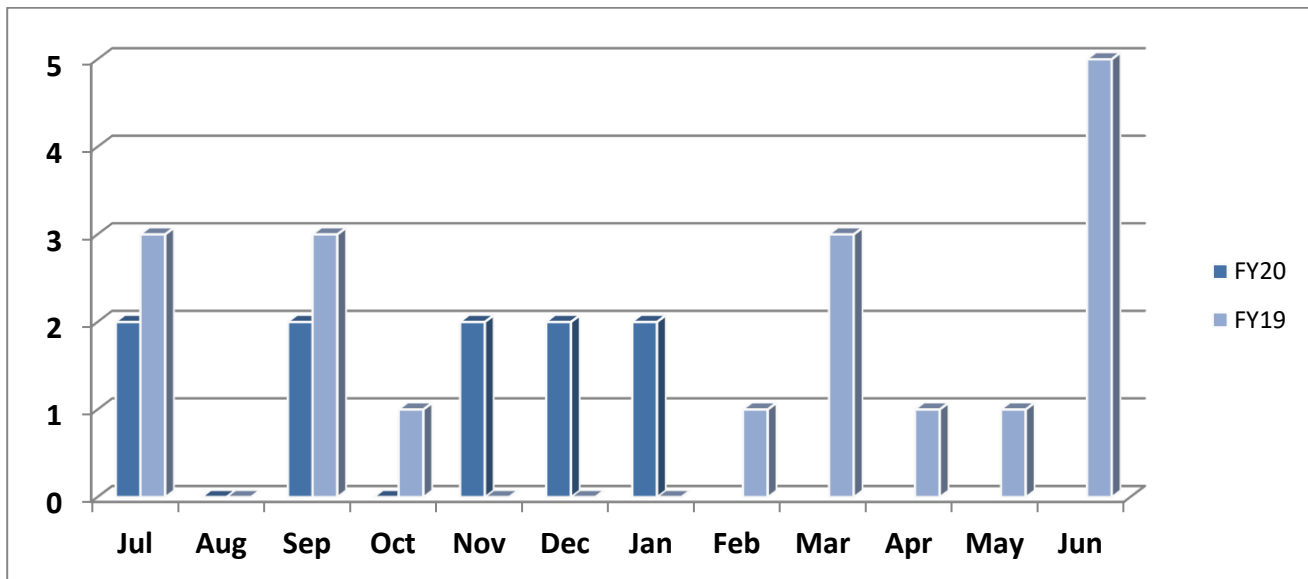
Jekyll Island Fire & EMS Responses



MEMORANDUM

TO: HUMAN RESOURCES COMMITTEE
FROM: JENNA JOHNSON, HR DIRECTOR
SUBJECT: HUMAN RESOURCES COMMITTEE REPORT
DATE: 6/4/2020

JIA Workers Compensation Claims: (Target goal for FY20 = 9).



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
FY20	2	0	2	0	2	2	2	0	0	0	0		10
FY19	3	0	3	1	0	0	0	1	3	1	1	6	19

JIA Employee Census: 388

Month	Full time	Part Time	Seasonal	Interns	Total Employees
May	167	128	71	22	388

- Retirements:
 - None

Recognition:

- o Meet our June Featured Employee: Danny Sheppard



A native of Brantley County, Danny Sheppard began his career with the Jekyll Island Authority in 1997 as a Carpenter Craftsman until 2002 when he promoted to Craftsman Group Leader. Today, as the Carpentry Supervisor, he directs the daily activities of the maintenance, restoration and rehabilitation of the facilities on Jekyll Island including the historic landmark district. When asked what this consists of Danny replied, “my job is to keep all the JIA facilities safe and well maintained!”

Danny says that what he likes most about working for the JIA is always being able to work on something different. “I really enjoy working here at the JIA, and all the various things I get to do!” he said. When asked if he could improve one thing about Jekyll Island, what would it be, he replied, “I would like to see the beach crossovers improved.” In his spare time, Danny enjoys fishing, hunting and spending time with his family.

We appreciate Danny for 23 years of service to the Jekyll Island Authority!!

MEMORANDUM

TO: HISTORIC PRESERVATION/CONSERVATION COMMITTEE
FROM: BEN CARSWELL, DIRECTOR OF CONSERVATION
SUBJECT: CONSERVATION UPDATE
DATE: 6/10/2020

Research and Monitoring

- Wilson's plover nesting has begun slowing down, with only two known nests left incubating. So far, we have documented 19 nests and 9 hatches. GSTC night patrol has consistently seen chicks during patrols and have started collecting information about times and locations to help us understand how chicks move at night. Two nests north of Great Dunes Beach Park were successful, but nest monitoring revealed that both nests had close brushes with domestic animals that could have caused nest or chick loss. See photos taken from nest monitoring cams below.
- An adult rattlesnake has been tracked using the wildlife corridor that was defined as part of the design of the Moorings project.

Management and Planning

- The two stakeholder focus groups (technical and advisory) convened to review and provide feedback on the draft updates to the Conservation Plan have now submitted their input on the initial draft. Facilitator Jay Exum and Ben Carswell, Director of Conservation, are working to incorporate this input into an updated draft. JIA Executive Team staff will be briefed this month on key changes proposed in the update. Presentation of the draft update to the JIA Board is anticipated in July, to be followed by a final period of general public comment on the draft.
- Conservation staff, along with Cliff Gawron, Director of Landscape and Planning, have assisted in the assessment of the revetment vegetation through drone flights and on the ground surveys.

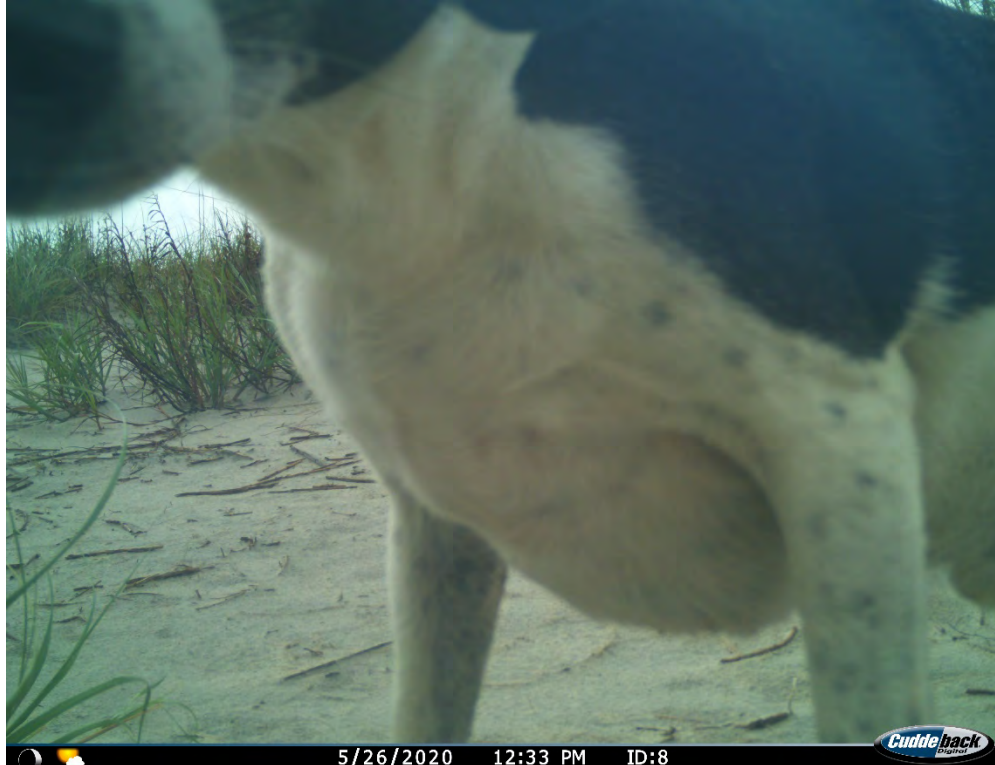
Outreach and Leadership

- Director Ben Carswell provided an invited presentation online as part of the Georgia Conservancy's Zoom-teleconference based "Un-trips" series. This is part of the Conservancy's effort to maintain engagement with folks and highlight destinations that are part of their usual organized outdoor recreation and stewardship trips. The call had 10 participants in addition to the presenters/organizers.
- The special birding program that was offered during the closure of the back nine of Oleander golf course demonstrated a strong interest in birding programs. All five tours sold out generating about \$900 in revenue.

Personnel and Professional development

- Three staff members of the Conservation Division remain subject to partial furlough and working reduced hours in response to the financial stresses incurred by the pandemic.

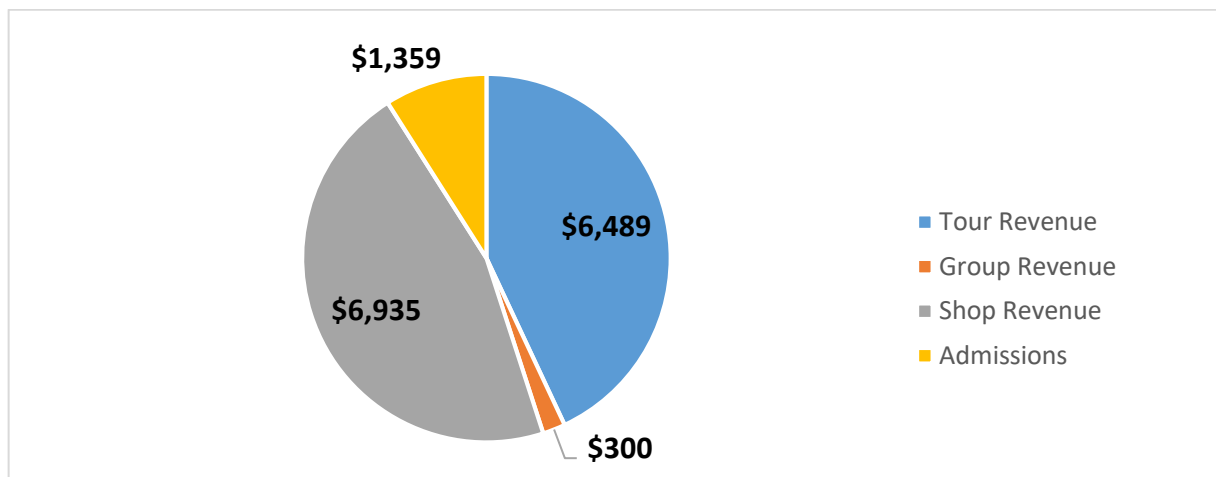
Wilson's plover nest monitoring cams captured images of domestic animals in close proximity to sensitive plover nests. As these birds expand their nesting areas to include locations in closer proximity to development and busier beaches, these are potential threats they face. Fortunately, both of these nests successfully hatched all three eggs/chicks. We will strive to track the chicks over the coming weeks in hopes that they make it to fledging (first flight).



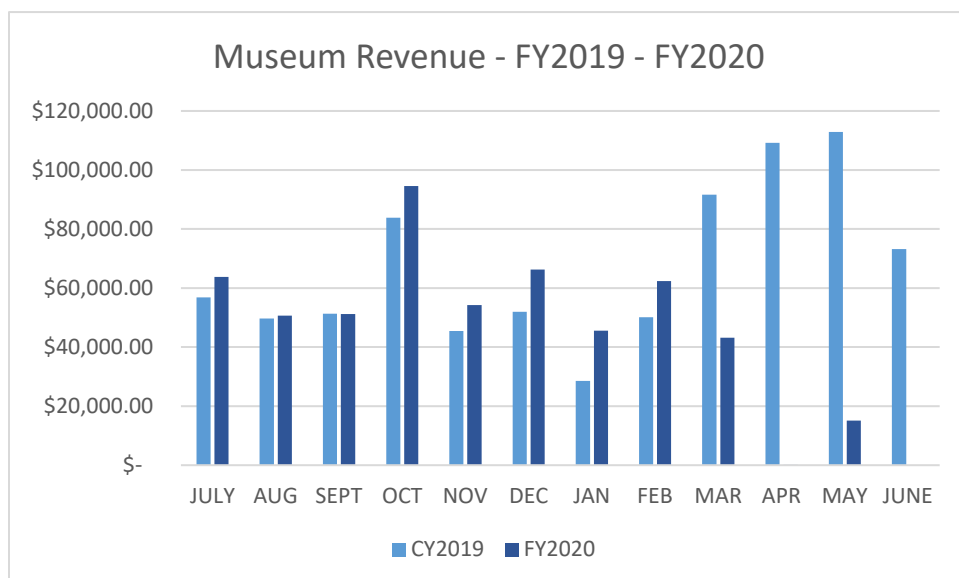
MEMORANDUM

TO: COMMITTEE OF THE WHOLE
FROM: ANDREA MARROQUIN, CURATOR
SUBJECT: HISTORIC RESOURCES UPDATE
DATE: 6/10/2020

Jekyll Island Museum	Paid Tours:	Public:	507	Admissions:	695
		Group:	<u>20</u>		
		Tour Total:	527	Total Visitation:	1,222



Mosaic, Jekyll Island Museum reopened on May 15, 2020, following closures due to the COVID-19 public health emergency. As a result of being closed for the first half of the month, the museum earned the lowest revenue and lowest visitation on record for May.



Special Events

- **COVID-19 Response** –Reopened Mosaic, Jekyll Island Museum on May 15, 2020. To ensure the wellbeing of our guests, we have adjusted our hours of operation and safety protocols. The museum is currently open from 10 a.m. to 4 p.m. daily. At this time Faith Chapel and our historic cottages remain closed to the public. Current offerings include the museum gallery, gift shop, and daily guided tours to explore the historic district aboard an open-air trolley.
- **Historic District Property Rentals – 20 Attended** - In May, the Jekyll Island Museum provided a meeting space at Villa Ospo for a partner agency for 9 days, valued at \$1,350.
- **Memberships** –Met to discuss marketing needs for materials required to launch membership program.

Curatorial/Research

- **Housekeeping** - Conducted a deep clean of the Mosaic prior to reopening. Developed a cleaning plan and checklist of expectations for daily cleaning of museum spaces at the Mosaic to be implemented by staff at opening, closing, and throughout the day. Trained staff on new heightened standards. Revised job description for curatorial aide with clear expectations regarding cleaning duties.
- **Marketing & Signage** - New signs and stickers provide guidance on social distancing protocols and expectations and also directs “one-way” foot traffic for guests, where needed. Met with marketing department to create awareness of the reopening for Memorial Day weekend. Banners advertising tour times on trams were located in front of Mosaic and in the Beach Village. Social media posts, eblasts, and a billboard posting featured museum experiences. Staff is currently conducting a survey to determine how guests have heard about the Mosaic.
- **Mosaic** – Completed installation of replacement graphic panels at the Mosaic by Weber, in accordance to the warrantee on their work.
- **SEMC** - Met with museum partners from the Southeastern Museum Network to share advice and experience on the reopening process and suggest ongoing improvements for facilities.
- **Wayside Panels** – Provided content to develop an additional wayside panel sign for the historic district in coordination with the marketing department.
- **Stained Glass Assessment** – Met with specialists to review condition of the Tiffany and Armstrong windows and obtain cost estimates for conservation work on Faith Chapel’s stained-glass windows.
- **Collection Management** – Received donation of 1800s period clothing and completed associated deed of gift and accession paperwork. Continued transcribing Maurice family documents. Continued to review and update accessions paperwork.

Historic District/Preservation

- **Bond Fund Project** – Worked with the Director of Landscape and a paving contractor to prep site for upcoming ADA improvements at Chichota. Met with multiple contractors to review possible safety improvements and obtain estimates for two staircases at the Large Dorm.
- **Mistletoe Cottage** – Stabilized original broken plaster ceiling, and prepped material for ceiling and molding repair in the sunroom and stairwell at Mistletoe Cottage.
- **Villa Ospo** –Continued work in Villa Ospo Great Room to restore woodwork to its original 1927 appearance. Work was halted to accommodate need to provide meeting space for partner agency.
- **Indian Mound** – Replaced treads on the rear porch steps due to safety concerns.

MEMORANDUM

TO: COMMITTEE OF THE WHOLE
FROM: TERRY M. NORTON, GSTC DIRECTOR AND VETERINARIAN, ROB MAHON, GSTC GENERAL MANAGER
SUBJECT: GEORGIA SEA TURTLE CENTER UPDATE – MAY 2020
DATE: 6/10/2020

“Great place with great people doing amazing work! Highly educational and only \$9 to get in. Can be a really quick tour if you don’t read everything or over an hour if you immerse yourself in all their educational posts.” (Trip Advisor Review, May 2020)

Admissions Comparison with Prior Year (May 2020 vs. May 2019)

The GSTC reopened for limited capacity visitation on May 15, 2020. The May admission count totaled 3,772, which was 5,532 less than the admission count for May 2019.

Revenue Categories*

- May concessions \$46,510.58 was \$61,364.71 less than budgeted
- May admissions \$27,477.34 was \$49,022.66 less than budgeted
- Adoption (Sea Turtle) 25 | \$1,500 Donations (general) 57 | \$757.06
- Memberships 23 | \$1,075 Behind the Scenes 0 participants | \$00.00
- Daily Programs 170
 Sub-Total Education Reservations: 00 Clients | Revenues \$00.00

**some online payments are received later*

Marketing/PR/Events/Grants/Pubs

- Butler, Z., S. Wenger, J. Pfaller, M. Dodd, **B. Ondich**, S. Coleman, J. Gaskin, N. Hickey, K. Kitchens-Hayes, R.K. Vance, and K. Williams. 2020. Predation of Loggerhead Sea Turtle Eggs across Georgia’s Barrier Islands. Global Ecology and Conservation. <https://doi.org/10.1016/j.gecco.2020.e01139>.
- Gleeson, Jill. 4 March 2020. Southern Wildlife Encounters: Jekyll Island, Georgia. <https://selecttraveler.com/articles/southern-wildlife-encounters/>

Social Media, Website and Communications Updates: Trip Advisor: 2,139 reviews, ranking GSTC #4 out of #17 Jekyll attractions; FB: 49,189 likes | 50,212 following; Instagram: 18.8k followers

- Facebook continues to gain followers even after Scute’s School has ended.
- Scute’s School concluded on May 7 after 50 consecutive days of educational posts!
- Most popular Facebook video this month was the osprey release with 5K views, 40 shares, and 420+ reactions.
- Barred owl eating was second most popular Facebook video with 3.4K views, 36 shares, and 315+ reactions.

Other popular non-video Facebook posts included:

- First nest update: 122 shares, 820+ reactions, 56 comments
- Reopening announcement: 116 shares, 490+ reactions, 38 comments
- Tern surgery: 20 shares, 331+ reactions, 21 comments

Instagram engagement continues to remain high. We continue to gain at least 300 followers a month. Most popular Instagram posts this month include:

- Wood stork eating: Nearly 2K views, 322 likes, 13 shares
- First nest announcement: 837 likes, 34 shares
- Reopening announcement: 746 likes, 33 shares
- DBT 22 saved day: 1,140+ likes, 31 comments, 56 shares
- DBT 47 day: 1,370+ likes, 28 comments, 29 shares
- Beach Tip (Lights): 890+ likes, 16 shares
- Terrapin naming theme: 870+ likes, 50 shares

Education

- Swiss was released on May 5th and his final adoption update was sent to parents on May 6th. Swiss ended with 31 adoptive parents. Because his adoption did not last at least three months, all parents were transferred to Pip.
- Adopt-a-Nest launched on May 8th to coincide with Jekyll Island’s first sea turtle nest of the 2020 season. Parents will receive electronic materials this summer. In response to customer feedback last summer that the price was

too high, we have added the bonus of a 20% discount code for the GSTC's online store with the purchase of a nest adoption. In the first few weeks of the program being launched, 10 nest adoptions were sold.

- Pip was removed from adoption sales on June 1st in preparation for a late-summer transfer/release.
- Turtle walk trainings were held May 29th and May 31st in preparation for starting in early June.

Rehabilitation

	Sea Turtle	Other Patients
New Patients	5	14
Current Patients	19	48
Released Patients	5	3
Transferred Patients	0	4
Total Since 2007	889	1,809

Research & Patrol

- We are continuing our long-term efforts to understand the ecology and conservation of turtles on and around Jekyll Island. All 16 radio-telemetered Box Turtles continue to be tracked once per week on the golf courses and near residential homes. We processed four previously captured Eastern Box Turtles, one new Florida Softshell, one new Eastern Mud Turtle, and one new Pond Slider as part of the ongoing mark-recapture study. Incidental nesting observations and systematic x-rays of captured turtles continue to yield reproductive status and clutch size information.
- The Loggerhead Sea Turtle nesting has commenced. In the month of May we documented 52 sea turtle encounters, 35 nests, and 112 crawls that did not result in a nest. Our encounters required the application of 35 new flipper tags. In the course of our patrols, we interacted and educated 133 and 694 people in dawn and night patrol, respectively. We found over 350 people on the beach in violation of the Jekyll Island Lighting Ordinance. After receiving information about sea turtle nesting, 252 people voluntarily turned off their white lights and 107 additional people were given red filters for white lights they wished to keep on.

AmeriCorps Program, Volunteer Program, and Marine Debris Initiative

Service Hours			
	Monthly Total	YTD Date Total <i>(see YTD period definitions)</i>	Cumulative Total
AmeriCorps Service Hours**	3,398.75	25,743.17	381,490.92
Volunteer Hours**	96.25	3,707.67	74,443.26
Marine Debris Hours*	77	756	9,785.58
MDI & Volunteer Program			
MDI Clean Ups	0	4	72
MDI Items Collected	1,771	5,914	364,919
New Volunteers Oriented	0	33	242
Volunteer Shadow Shifts	0	34	242
Volunteer Advancements	0	0	265

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

MEMORANDUM

TO: COMMITTEE OF THE WHOLE
FROM: DION DAVIS, E.D.
SUBJECT: JEKYLL ISLAND FOUNDATION UPDATE
DATE: 6/8/20

Nominating Committee (NC) Meeting: The NC held a scheduled meeting on Thursday, April 14, 2020 via teleconference. Agenda items included: board term and standing committee appointments, review of board responsibilities, criteria and matrix, board nominee discussion, and Advisory board appointments.

Finance (FC)/Executive Committee (EC) Meeting: The FC/EC held a scheduled meeting via teleconference on June 4, 2020.

FC agenda items included: Approval of April 7 FC minutes, approval of March and April financial statements, Mosaic updates: AP, Phase II, and donor wall video update.

EC agenda items included: Approval of April 7 EC minutes and April 24 board meeting minutes, an executive director report covering: the corporate sponsorship program, gate/parking pass transition, Text2Give World Sea Turtle Day initiative, and an NC update.

Upcoming Meetings:

August 13 – FC/EC Meeting

August 27 – Board of Directors

Jekyll Island Authority
Fiscal Year 2021 Budget



Jekyll Island Authority -Consolidated
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	29,358,568.02	Business leases \$4.9M; Lot leases \$468K; Daily parking fee \$3.2M; H/M tax \$2.2M; Concessions \$2.5M; Food \$2M; Admission fees \$2.6M; Camp site rental \$1.6M; Green fees & carts \$1M	32,415,784.10	31,701,259.43	29,899,981.59	29,343,154.15	26,681,623.35	23,148,002.11
COST OF GOODS SOLD	1,812,826.48	Cost of merchandise, food, beverage and fuel sold	2,073,790.43	1,889,105.88	1,819,716.46	2,065,475.37	1,863,187.94	1,629,819.16
NET REVENUE	27,545,741.54		30,341,993.66	29,812,153.55	28,080,265.13	27,277,678.78	24,818,435.41	21,518,182.95
EXPENSES								
PERSONNEL	13,767,178.03	FT labor \$7.6M; PT labor \$1.7M; staffing service labor \$260K; Health insurance \$1.6M; Retirement \$1.8M; FICA \$620K; employee development \$43K; \$300K retention & retirement fund	14,503,466.50	12,667,952.32	12,543,526.62	11,804,335.98	11,229,200.71	9,939,927.91
MOTOR VEHICLE	272,661.13	Fuel for vehicles & equipment \$171K; R&M of vehicles and ATV's \$102K	294,664.10	256,276.65	237,433.05	222,937.94	201,253.21	230,706.43
SUPPLIES & MATERIALS	1,571,819.38	Chemicals & Fertilizers \$543K; Special Event supplies \$93K; Plants & Seeds \$47K; Bathroom/cleaning supplies \$133K; Uniforms \$69K; Sand & Soil \$53K; First Aid/Medical Supplies \$70K; shop supplies \$74K	2,035,300.77	1,850,740.96	1,701,862.96	1,694,142.49	1,651,796.42	1,588,509.50
REPAIRS & MAINTENANCE	1,431,537.21	Building/Structure R&M \$481K (Historic bldgs \$174K; Summer Waves \$82K; Convention Center \$72K); Roads/Grounds R&M \$94K (road & path improvements, cart path improvements, concrete repair, etc); Equipment R&M \$262K (pumps, motors, wells, mowers, etc); Service Contracts \$595K (Water tower maint \$203K; equipment svc agreements)	1,916,428.13	1,575,951.94	1,410,583.86	1,580,381.76	1,421,108.90	1,442,491.76
UTILITIES	1,980,863.45	Electricity \$1.1M; heating/cooking fuel \$36K; water/sewer \$295K; trash \$310K; internet/cable \$126K; telephone \$124K	2,035,781.46	1,900,587.16	1,927,045.83	1,866,167.09	1,696,278.86	1,747,615.26
INSURANCE	831,882.25	Worker's comp \$254K; liability ins \$100K; property ins \$42K; vehicle ins \$7K; fire fee \$424K	824,632.81	879,553.88	807,138.76	844,487.09	821,443.86	874,461.17
ADVERTISING & PROMOTION	808,522.98	Brand & advertising \$453K; Public Relations \$70K; BGIVB \$100K; Convention Sales \$29K; Group promotions (meetings, promotional) \$61K; Event promotins \$45K; help wanted \$1.5K	1,239,114.91	1,504,226.52	1,301,632.76	1,007,841.93	1,176,771.48	857,953.57
TRAVEL	39,885.00	Sales travel; continuing education & conference travel; Board meals & lodging	111,586.00	96,828.64	73,822.77	74,032.91	70,343.48	66,012.54
LICENSES, REGISTRATIONS & SUBCRIPTIONS	281,097.25	Professional associations; training registration fees; Microsoft subscription; web hosting	265,315.21	231,693.63	201,880.04	196,315.83	149,280.07	125,736.61
CONTRACTS	3,106,814.90	SMG contract and staffing \$1.8M; Special events \$131K (entertainment, fireworks, etc); Sanitation \$306K; Golf Course Master Plan completion \$15K; GSTC concept design \$30K; Tennis Management \$76K; Summer Waves Management \$84K; Website redesign \$100K; also includes payroll processing; IT managed services	3,763,707.33	3,298,477.64	3,237,532.88	3,044,249.11	2,679,025.22	2,171,208.96
BUILDING & EQUIPMENT RENTAL	649,324.69	Golf carts and maintenance equipment leases; golf maintenance equipment lease; Event equipment rental; heavy equipment rental; manlift rental; copier rental	740,903.05	613,899.50	497,299.26	370,949.86	358,399.96	317,559.09
CREDIT CARD FEES & BANK FEES	318,298.72	Credit card processing fees, bank stop payment fees, statement fees	306,569.06	332,803.67	267,558.34	273,447.65	250,844.85	218,674.46
PRINTING & PUBLICATIONS	97,847.90	Marketing \$58K (Island Guide, maps, brand books, etc.); new gate system - no longer need AVI tags and prox cards	131,957.45	267,875.27	221,939.82	187,094.24	173,385.07	172,859.10
EQUIPMENT PURCHASES <\$5K	98,950.20	General equipment: Computers, blowers, edgers, weed eaters, pumps, controllers, small appliances, chainsaws, table saw, tool sets, bicycles	164,288.00	264,733.90	214,158.78	195,623.81	205,559.74	129,503.72
INTEREST EXPENSE	0.00	Converted to grant 06/17 - no further payments due	0.00	0.00	0.00	41,194.10	33,616.33	0.00
TOTAL OPERATING EXPENSES	25,256,683.09		28,333,714.77	25,741,601.68	24,643,415.73	23,403,201.79	22,118,308.16	19,883,220.08
OPERATING INCOME	2,289,058.45		2,008,278.89	4,070,551.87	3,436,849.40	3,874,476.99	2,700,127.25	1,634,962.87
BOARD DESIGNATED FUND CONTRIBUTIONS								

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
Tourism Development Fund	671,805.37		706,605.00	697,323.00	603,569.41	601,448.08	548,841.00	243,444.00
Water / Sewer Fund	450,223.74		557,911.03	351,836.00	305,497.09	400,646.39	261,657.00	197,498.00
Retail Village \$1.6M loan payment (fixed)	0.00	Converted to grant 06/17; no future payments due	0.00	0.00	0.00	142,792.70	150,370.47	0.00
Fire Department equipment fund	270,216.17		222,000.00	194,162.00	182,019.00	72,090.18	25,000.00	28,000.00
Public area & Utilities Improvement Fund	268,233.85		275,555.53	0.00	0.00	0.00	0.00	0.00
Beach Village Entertainment fees (carryover)	0.00		0.00	10,194.00	16,547.00	0.00	0.00	0.00
Hollybourne Lintel Project	0.00		0.00	0.00	180,663.00	0.00	0.00	0.00
Payment to JIF for Mosaic project	0.00		0.00	300,000.00	150,000.00	150,000.00	150,000.00	0.00
Total Designated Fund Contributions	1,660,479.13		1,762,071.56	1,553,515.00	1,438,295.50	1,366,977.35	1,135,868.47	468,942.00
AMOUNT AVAILABLE FOR CAPITAL OR CASH RESERVES	628,579.32		246,207.33	2,517,036.87	1,998,553.90	2,507,499.64	1,564,258.78	1,166,020.87

Recommended rate changes requiring Board consideration:

Water rates – 0% increase
Sewer rates – 0% increase
Campground - monthly winter rates - increase \$27/month
Campground - daily rates - increase \$1/night

Proposed Full time positions included in FY2021 budget:

Fire department - EMT - changing 1 Part time EMT to Full time
Eliminating 9 positions - Administration, Beach Village, Marketing, Musuem, Facility Maintenance & Golf
Wastewater department - requesting 1 additional Operator position

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	4,124,194.98	Business leases \$3.5M; Lot leases \$468K (fewer participation fees expected in FY21); Alcohol license, alcohol taxes & residential rental licenses \$135K; Reimbursement from property insurance FY20 \$19.5K	3,670,086.86	4,414,388.33	4,423,425.32	4,180,020.91	3,675,504.37	3,549,549.19
COST OF GOODS SOLD	0.00		0.00	0.00	0.00	0.00	0.00	0.00
NET REVENUE	4,124,194.98		3,670,086.86	4,414,388.33	4,423,425.32	4,180,020.91	3,675,504.37	3,549,549.19
EXPENSES								
PERSONNEL	2,349,216.83	19 FT staff; eliminated 2 positions; no merit increase; employee benefits; \$300K retention/retirement funds; staff training & software \$20K; tuition reimbursement \$11K; employee & supervisor meetings \$10K	2,223,588.61	1,909,676.16	1,812,438.38	1,703,465.91	1,641,655.59	1,225,405.94
MOTOR VEHICLE	980.00	Fuel and misc repairs for admin vehicle	910.00	715.42	181.97	928.03	638.14	(313.67)
SUPPLIES & MATERIALS	31,401.52	Office supplies \$18K; postage \$12K; cleaning supplies \$1K; first aid supplies	40,411.28	33,738.04	39,942.20	35,748.44	57,568.63	36,980.60
REPAIRS & MAINTENANCE	102,523.03	General building R&M \$21K for admin building and leased properties; Service contracts \$80K (incl \$63K POS, water billing & accounting systems; HVAC service agreement \$14K; pest control)	97,471.82	94,275.06	73,875.45	116,800.44	95,046.28	126,304.21
UTILITIES	86,352.44	Electricity \$20K; Water/Sewer \$6.9K; Trash \$3K; internet \$19K; telephones \$37K	109,043.77	91,997.56	93,829.78	95,800.07	78,218.62	99,252.22
INSURANCE	130,157.76	Fire fee \$51K; worker's comp \$37K; liability ins \$16K; building ins \$21K; Business interruption ins \$5K	134,761.66	167,141.10	126,566.43	152,696.16	128,439.31	152,632.83
ADVERTISING & PROMOTION	14,800.00	Board and general meeting expenses and promo items \$13.8K; help wanted ads \$1K	15,300.00	12,250.15	16,086.38	14,984.75	18,465.73	15,146.06
TRAVEL	19,300.00	Board members \$9K; Auditor travel \$5K; Staff travel \$5K	22,300.00	21,120.04	24,763.79	21,504.29	18,069.37	22,593.65
LICENSES, REGISTRATIONS & SUBCRIPTIONS	92,931.28	Professional association fees; training & registration fees, Microsoft Office 365 subscription, web hosting, licenses; anti-virus software licensing	75,836.61	56,956.09	67,332.86	65,965.52	46,491.07	20,349.01
CONTRACTS	257,192.74	Dept of Law \$36K; completion of Golf Course Master Plan \$15K; Ecomonic study - golf course plan \$20K; Payroll processing \$69K; IT services \$80K; Turtle Center design \$30K	526,880.00	306,311.65	407,244.93	390,957.81	319,931.76	227,490.69
BUILDING & EQUIPMENT RENTAL	10,018.80	Copier rental \$7.4K; postage meter rental \$1.5K; water coolers \$1K	9,222.37	12,237.89	10,121.76	9,353.03	9,970.99	15,995.64
CREDIT CARD FEES & BANK FEES	25,143.14	Credit card processsing fees; stop payment fees; statement fees	15,843.75	23,394.37	19,311.55	14,266.10	21,554.03	21,253.29
PRINTING & PUBLICATIONS	4,937.04	Business cards, checks, letterhead	4,377.54	5,968.08	4,100.93	3,057.92	2,957.57	2,734.95
EQUIPMENT PURCHASES <\$5K	10,426.00	Replace 12 computers & 10 monitors	37,681.00	37,010.52	19,966.41	37,067.53	8,100.07	9,569.00
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	3,135,380.58		3,313,628.41	2,772,792.13	2,715,762.82	2,662,596.00	2,447,107.16	1,975,394.42
OPERATING INCOME	988,814.40		356,458.45	1,641,596.20	1,707,662.50	1,517,424.91	1,228,397.21	1,574,154.77

Jekyll Island Authority -Conservation
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	415,159.34	Lease payments for solar farm \$5K; nature programs & tours \$4.5K; parking fees allocated for conservation expenses \$373K; CIG Fortson Pond reimbursable expenses (Federal) \$32.5K	483,419.34	389,392.43	369,258.78	315,210.26	235,298.61	190,555.95
COST OF GOODS SOLD	0.00		0.00	0.00	0.00	0.00	0.00	0.00
NET REVENUE	415,159.34		483,419.34	389,392.43	369,258.78	315,210.26	235,298.61	190,555.95
EXPENSES								
PERSONNEL	313,834.96	4 FT Employees & PT rangers; includes benefits; rabies vaccinations \$2.8K	316,065.35	289,857.68	270,709.34	206,794.35	194,057.67	137,900.72
MOTOR VEHICLE	6,074.29	Gas for UTVs and vehicles; misc. repair	5,460.00	6,263.25	3,695.84	2,182.45	761.94	833.19
SUPPLIES & MATERIALS	7,420.81	Gloves, trashbags, first aid supplies, jellyfish sting ointment, uniforms \$1.4K; office supplies \$1.5K; supplies for conservation programs \$1.4K; landscape materials \$1.5K	18,907.15	9,615.93	4,200.38	3,270.05	7,443.19	7,222.03
REPAIRS & MAINTENANCE	26,550.00	Equipment R&M \$2.4K; materials for CIG grant project \$24K	20,200.00	902.91	1,217.49	796.96	650.97	158.72
UTILITIES	3,809.37	Electricity \$626; Land lines and cell phones \$3.2K	4,620.00	3,439.41	3,848.00	3,661.30	1,125.25	881.20
INSURANCE	6,179.91	Amounts set by state; allocated based on # FT employees in dept.	5,765.63	7,576.48	7,212.02	5,820.87	4,182.56	2,799.64
ADVERTISING & PROMOTION	350.00	Parking passes and sponsorships for key partners; refreshments for select meetings	580.00	458.97	163.66	319.24	144.00	64.48
TRAVEL	0.00	Travel expense for Director and Managers	3,000.00	2,929.21	614.52	0.00	8.00	1,716.51
LICENSES, REGISTRATIONS & SUBCRIPTIONS	860.00	Wildlife Society membership; GIS software; Prescribed fire recertification; boat tow insurance; meetings and workshop registrations	4,160.00	4,545.18	1,839.00	458.71	60.00	570.00
CONTRACTS	38,580.00	Pond maint \$14K; Living shoreline construction \$7.3K; Conservation Plan \$2.5K; Waste study \$2.5K	86,986.21	57,569.34	78,621.82	70,866.81	32,318.74	14,998.00
BUILDING & EQUIPMENT RENTAL	5,000.00	Excavator rental - Fortson Pond CIG project matching expense	5,000.00	0.00	0.00	0.00	0.00	402.28
CREDIT CARD FEES & BANK FEES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
PRINTING & PUBLICATIONS	3,800.00	Promo signs for ranger walks and gatorology (\$600), beach rules signs (\$3.2K), other misc. signs (\$400)	5,400.00	4,750.99	4,693.55	450.97	69.99	509.40
EQUIPMENT PURCHASES <\$5K	2,700.00	Wildlife response equipment; snake transmitters; wildlife cameras	7,275.00	16,507.07	2,894.35	1,908.79	5,137.81	2,716.24
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	415,159.34		483,419.34	404,416.42	379,709.97	296,530.50	245,960.12	170,772.41
OPERATING INCOME	0.00		0.00	(15,023.99)	(10,451.19)	18,679.76	(10,661.51)	19,783.54

Jekyll Island Authority -Intern Housing
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	50,375.00	Rental income from Americorps members and interns; Prior year income contains reimb from GSTC for improvements to intern housing \$50K	100,975.00	97,200.00	44,335.00	104,772.76	44,010.00	39,547.50
COST OF GOODS SOLD	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NET REVENUE	50,375.00		100,975.00	97,200.00	44,335.00	104,772.76	44,010.00	39,547.50
EXPENSES								
PERSONNEL	0.00	No staff assigned to this department	0.00	0.00	0.00	0.00	0.00	0.00
MOTOR VEHICLE	0.00	No vehicles assigned to this department	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES & MATERIALS	3,600.60	Furniture for renovated houses \$3K; misc household supplies; pots, pans, dishes, small tools	4,050.00	4,338.07	2,751.10	6,869.25	2,172.28	1,565.22
REPAIRS & MAINTENANCE	4,200.00	General maint \$3K; pest control \$1.2K	54,200.00	46,579.86	11,203.81	51,923.86	20,192.01	2,503.08
UTILITIES	21,405.67	Electricity \$11K; water/sewer \$3.5K (no change FY21 in water/sewer rates); trash \$2.9K; internet \$4.2K	20,889.11	20,027.47	19,996.06	24,038.78	19,211.85	17,493.39
INSURANCE	1,501.14	Fire protection fee \$1.4K; property insurance \$81	1,501.15	1,409.91	1,474.14	1,491.48	1,491.48	1,491.48
ADVERTISING & PROMOTION	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TRAVEL	0.00		0.00	0.00	0.00	0.00	0.00	0.00
LICENSES, REGISTRATIONS & SUBCRIPTIONS	0.00		0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTS	3,000.00	Cleaning of houses 2x per year	3,000.00	1,230.00	0.00	0.00	0.00	0.00
BUILDING & EQUIPMENT RENTAL	0.00		0.00	0.00	0.00	0.00	0.00	0.00
CREDIT CARD FEES & BANK FEES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
PRINTING & PUBLICATIONS	0.00		0.00	0.00	0.00	0.00	0.00	0.00
EQUIPMENT PURCHASES <\$5K	600.00	Small appliance replacement	5,000.00	9,169.97	8,289.90	4,439.88	6,344.29	4,651.00
INTEREST EXPENSE	<u>0.00</u>	No HVAC replacement needed in FY21	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OPERATING EXPENSES	<u>34,307.41</u>		<u>88,640.26</u>	<u>82,755.28</u>	<u>43,715.01</u>	<u>88,763.25</u>	<u>49,411.91</u>	<u>27,704.17</u>
OPERATING INCOME	<u><u>16,067.59</u></u>		<u><u>12,334.74</u></u>	<u><u>14,444.72</u></u>	<u><u>619.99</u></u>	<u><u>16,009.51</u></u>	<u><u>(5,401.91)</u></u>	<u><u>11,843.33</u></u>

Jekyll Island Authority - Airport
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	86,400.00	Red Bug Motors lease \$8.4K; Aviation fuel (began selling May 2020) \$78K	105,869.00	8,100.00	8,150.00	0.00	0.00	3,308.18
COST OF GOODS SOLD	49,998.00	Estimated cost of fuel 75%	71,264.25	0.00	0.00	0.00	0.00	0.00
NET REVENUE	36,402.00		34,604.75	8,100.00	8,150.00	0.00	0.00	3,308.18
EXPENSES								
PERSONNEL	0.00	No employees in this department	0.00	0.00	0.00	0.00	0.00	0.00
MOTOR VEHICLE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES & MATERIALS	0.00	Restroom supplies - Red Bug Motors is providing supplies	0.00	70.50	0.00	0.00	0.00	85.07
REPAIRS & MAINTENANCE	2,963.50	General Repair \$1.1K; install fire extinguishers at fuel tanks \$350; secondary exit improvements \$500; Fuel cell service \$960; fire extinguisher service \$53	4,600.00	440.50	7,221.29	0.00	0.00	0.00
UTILITIES	16,420.40	Electricity for runway lights & terminal lights \$10.2K; water & sewer fees \$3.3K; trash fee \$1.6K; cable TV/internet \$1.3K	16,337.78	14,514.71	13,489.86	0.00	0.00	0.00
INSURANCE	2,204.97	Fire protection \$2.1K, property insurance \$119	0.00	863.41	0.00	0.00	0.00	0.00
ADVERTISING & PROMOTION	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TRAVEL	0.00		0.00	0.00	0.00	0.00	0.00	0.00
LICENSES, REGISTRATIONS & SUBCRIPTIONS	400.00	Airport license renewal \$100; GA Airports Assoc \$300	400.00	300.00	100.00	0.00	0.00	0.00
CONTRACTS	0.00		0.00	0.00	0.00	0.00	0.00	3,223.11
BUILDING & EQUIPMENT RENTAL	0.00		0.00	0.00	0.00	0.00	0.00	0.00
CREDIT CARD FEES & BANK FEES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
PRINTING & PUBLICATIONS	0.00		0.00	0.00	0.00	0.00	0.00	0.00
EQUIPMENT PURCHASES <\$5K	200.00	Wheel chocks, tie downs, wind socks	0.00	3,489.27	0.00	0.00	0.00	0.00
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	22,188.87		21,337.78	19,678.39	20,811.15	0.00	0.00	3,308.18
OPERATING INCOME	14,213.13		13,266.97	(11,578.39)	(12,661.15)	0.00	0.00	0.00

Jekyll Island Authority -Foundation
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	9,587.17	Reimbursement for expenses paid by JIA (JIF reimburses all except H/R expenses)	10,024.09	66,090.62	63,959.29	69,747.05	63,275.76	103,999.56
COST OF GOODS SOLD	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NET REVENUE	9,587.17		10,024.09	66,090.62	63,959.29	69,747.05	63,275.76	103,999.56
EXPENSES								
PERSONNEL	186,012.63	2 FT employees; includes retirement, FICA and health insurance benefits	188,891.52	212,463.60	173,454.34	185,670.19	169,900.95	143,881.86
MOTOR VEHICLE	0.00	No vehicle assigned to this department	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES & MATERIALS	0.00	Foundation will purchase directly in FY21	0.00	1,806.70	3,465.55	3,060.31	3,273.46	3,705.28
REPAIRS & MAINTENANCE	0.00	Pest control coded to Museum budget	140.00	0.00	70.00	140.00	1,441.60	86.25
UTILITIES	4,586.49	Electricity \$2.2K; telephone \$2.2K; water/sewer rates \$164	4,781.28	2,774.73	4,829.65	5,213.57	6,202.13	4,093.44
INSURANCE	3,019.37	Worker's comp \$2.6K; liability ins \$339	2,882.81	3,788.23	3,606.01	6,677.16	6,488.36	5,599.28
ADVERTISING & PROMOTION	0.00	Foundation will purchase directly in FY21	0.00	3,172.22	2,445.52	3,528.43	3,325.11	2,834.00
TRAVEL	0.00	Foundation will purchase directly in FY21	0.00	1,795.07	2,187.62	2,288.75	2,643.42	3,970.99
LICENSES, REGISTRATIONS & SUBSCRIPTIONS	0.00	Foundation will purchase directly in FY21	0.00	622.09	1,264.97	1,506.02	973.54	2,606.50
CONTRACTS	0.00	Foundation will purchase directly in FY21	0.00	39,836.46	32,831.46	31,750.00	29,350.00	26,743.02
BUILDING & EQUIPMENT RENTAL	1,981.31	Copier lease; (Prior years included rent which is now invoiced directly to JIF each month)	2,220.00	2,286.36	7,916.04	7,802.03	7,928.18	2,304.02
CREDIT CARD FEES & BANK FEES	0.00		0.00	0.00	0.00	0.00	0.00	35.00
PRINTING & PUBLICATIONS	0.00	Foundation will purchase directly in FY21	0.00	2,294.17	4,203.50	3,587.08	3,862.87	6,707.90
EQUIPMENT PURCHASES <\$5K	0.00	Foundation will purchase directly in FY21	0.00	474.84	1,138.97	279.99	0.00	329.95
INTEREST EXPENSE	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OPERATING EXPENSES	<u>195,599.80</u>		<u>198,915.61</u>	<u>271,314.47</u>	<u>237,413.63</u>	<u>251,503.53</u>	<u>235,389.62</u>	<u>202,897.49</u>
OPERATING INCOME	<u><u>(186,012.63)</u></u>		<u><u>(188,891.52)</u></u>	<u><u>(205,223.85)</u></u>	<u><u>(173,454.34)</u></u>	<u><u>(181,756.48)</u></u>	<u><u>(172,113.86)</u></u>	<u><u>(98,897.93)</u></u>

Jekyll Island Authority -Life is Good
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	339,232.13	Retail sales - clothing and other merchandise	339,000.00	342,485.95	280,508.71	244,882.79	207,886.72	0.00
COST OF GOODS SOLD	169,556.07	Cost of merchandise sold	169,500.00	170,231.73	142,710.87	120,861.72	104,070.35	0.00
NET REVENUE	169,676.06		169,500.00	172,254.22	137,797.84	124,021.07	103,816.37	0.00
EXPENSES								
PERSONNEL	81,942.59	1 FT manager and PT employees	84,507.02	80,993.30	80,391.71	95,315.80	75,531.33	4,224.40
MOTOR VEHICLE	0.00	No vehicle assigned to this department	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES & MATERIALS	2,849.70	Office supplies \$450; bathroom/cleaning supplies \$100; shop supplies \$1.3K; uniforms \$700; store fixtures \$300	1,774.01	3,036.34	2,860.62	3,884.05	5,741.78	12,981.91
REPAIRS & MAINTENANCE	1,064.00	General R&M, pest control	660.00	2,823.35	942.94	672.41	53,261.44	12,865.75
UTILITIES	5,719.51	Electricity \$3.7K; Water/sewer \$517; internet \$1.2K; telephone \$351	7,287.09	6,584.52	5,482.94	3,380.79	3,187.17	174.10
INSURANCE	1,509.68	Worker's comp \$1.3K; liability insurance \$170	1,441.41	1,894.13	1,803.00	2,001.62	2,091.28	0.00
ADVERTISING & PROMOTION	0.00	Life is Good ads, local publicatons, sponsored facebook ads	600.00	0.00	1,000.00	702.97	11,076.66	0.00
TRAVEL	0.00	Local mileage reimbursement	0.00	395.93	10.70	0.00	0.00	0.00
LICENSES, REGISTRATIONS & SUBCRIPTIONS	395.40	XM Radio	395.40	0.00	0.00	0.00	161.94	120.00
CONTRACTS	0.00		0.00	0.00	825.00	297.00	3,141.00	7,032.19
BUILDING & EQUIPMENT RENTAL	23,980.53	Rent \$21,773.11;special event fee \$2,207.42	23,688.05	23,440.93	22,906.08	21,148.56	19,269.38	488.20
CREDIT CARD FEES & BANK FEES	6,675.00	Credit card processing fees based on estimated sales	6,199.99	6,682.50	4,967.31	4,805.56	3,289.00	0.00
PRINTING & PUBLICATIONS	0.00		0.00	0.00	0.00	0.00	265.73	16.50
EQUIPMENT PURCHASES <\$5K	0.00		0.00	4,222.54	0.00	0.00	1,731.07	0.00
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	124,136.41		126,552.97	130,073.54	121,190.30	132,208.76	178,747.78	37,903.05
OPERATING INCOME	45,539.65		42,947.03	42,180.68	16,607.54	(8,187.69)	(74,931.41)	(37,903.05)

Jekyll Island Authority -Village Retail
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	550,591.54	Lease revenue from retail shops, does not include lease for space upstairs	591,408.90	559,915.65	545,611.27	436,096.91	453,620.17	488.20
COST OF GOODS SOLD	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NET REVENUE	550,591.54		591,408.90	559,915.65	545,611.27	436,096.91	453,620.17	488.20
EXPENSES								
PERSONNEL	111,475.01	1 FT Roads & Grounds employee; 2 FT Landscaping employees; eliminated 1 landscaping position; employees cover village area and surrounding parks	157,710.42	20,145.03	0.00	0.00	0.00	0.00
MOTOR VEHICLE	0.00	No vehicles assigned to this department	0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES & MATERIALS	9,690.00	Plants/Seeds \$1K; mulch \$7.8K; bathroom & cleaning supplies \$800; small tools \$50	28,300.00	6,157.00	2,991.40	1,386.65	7,330.30	0.00
REPAIRS & MAINTENANCE	33,449.90	Building R&M, improvements & restroom refresh \$14K; Roads & Grounds R&M \$3.1K; Equipment R&M \$1.1K; Elevator service agreement \$2.6K; Fire alarm recert \$2.1K; HVAC maint \$3K; pest control \$3K	54,292.32	34,171.83	19,976.25	15,043.11	91,215.81	0.00
UTILITIES	72,584.99	Electricity (public areas) \$10.2K; trash compactors \$48K; JIA trash \$8.4K; 1G internet at Convention Center - cost and service shared with village \$6K	102,779.56	67,657.75	56,795.35	44,818.05	28,722.52	0.00
INSURANCE	40,630.11	Property insurance \$2K; fire protection fee \$34K; workers comp \$4K; liability insurance \$509	40,230.01	32,369.60	35,286.87	956.24	0.00	0.00
ADVERTISING & PROMOTION	49,208.71	Beach Village entertainment fee - JIA matching funds	53,992.10	47,881.70	47,352.00	0.00	0.00	0.00
TRAVEL	0.00		0.00	0.00	0.00	0.00	0.00	0.00
LICENSES, REGISTRATIONS & SUBCRIPTIONS	0.00		0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTS	12,525.90	Pressure washing \$4.2K; mulch installation \$8.3K	4,200.00	0.00	0.00	5,554.00	7,647.72	0.00
BUILDING & EQUIPMENT RENTAL	0.00		0.00	0.00	0.00	0.00	0.00	0.00
CREDIT CARD FEES & BANK FEES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
PRINTING & PUBLICATIONS	0.00		0.00	0.00	0.00	0.00	0.00	0.00
EQUIPMENT PURCHASES <\$5K	0.00	FY16 = security cameras & wi-fi install for public areas	0.00	0.00	0.00	0.00	34,125.44	0.00
INTEREST EXPENSE	<u>0.00</u>	Interest expense on OneGeorgia loan; converted to grant 06/17	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>41,194.10</u>	<u>33,616.33</u>	<u>0.00</u>
TOTAL OPERATING EXPENSES	<u>329,564.62</u>		<u>441,504.41</u>	<u>208,382.91</u>	<u>162,401.87</u>	<u>108,952.15</u>	<u>202,658.12</u>	<u>0.00</u>
OPERATING INCOME	<u><u>221,026.92</u></u>		<u><u>149,904.49</u></u>	<u><u>351,532.74</u></u>	<u><u>383,209.40</u></u>	<u><u>327,144.76</u></u>	<u><u>250,962.05</u></u>	<u><u>488.20</u></u>

Jekyll Island Authority - Marketing, Sales & Events
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	1,713,963.29	H/M taxes \$2.2M; Village event assessment \$98K; event admissions \$40K (no Shrimp & Grits festival in FY21); sponsorships \$8K	2,134,353.20	2,007,825.59	1,780,305.28	1,765,133.62	1,815,656.78	1,359,462.95
COST OF GOODS SOLD	0.00		0.00	0.00	0.00	0.00	0.00	0.00
NET REVENUE	1,713,963.29		2,134,353.20	2,007,825.59	1,780,305.28	1,765,133.62	1,815,656.78	1,359,462.95
EXPENSES								
PERSONNEL	772,490.00	9 FT employees; 2 positions eliminated; includes benefits	932,895.74	836,112.40	878,949.75	834,831.43	762,704.36	519,926.80
MOTOR VEHICLE	1,992.78	Gas for sales vehicle, ADA van and Electric van	2,230.59	3,676.52	3,169.49	252.90	84.67	61.06
SUPPLIES & MATERIALS	67,380.44	Office supplies \$2K; special events supplies \$59K; postage \$3K; program materials \$3.2K	158,466.10	113,082.27	108,823.41	131,940.50	130,722.62	97,436.05
REPAIRS & MAINTENANCE	150.00	Annual fire alarm recertification	150.00	945.84	435.11	1,096.72	1,990.24	4,798.42
UTILITIES	15,941.48	25% of utilities for Annex building \$5.4K (electric, water/sewer, trash); landlines & cell phone \$9.8K; internet reimb for offsite sales staff \$720	16,258.45	17,184.67	16,012.87	15,910.26	16,147.59	9,825.99
INSURANCE	15,260.25	Worker's comp \$12K; liability insurance \$1.5K; fire fee \$1.6K; property insurance \$88	17,528.56	20,795.08	21,341.81	23,595.71	22,261.60	19,597.48
ADVERTISING & PROMOTION	592,566.87	Media & agency fees \$324K; public relations \$70K; BGIVB contract \$100K; Convention sales funds \$29K; group promotion (meetings, promo items) \$24K; Promotion of events \$45K	997,760.04	1,246,669.20	1,097,320.85	958,972.56	831,626.36	720,146.27
TRAVEL	10,000.00	Conferences, meetings, sales travel	32,600.00	28,173.20	18,759.04	18,644.70	18,090.46	9,979.26
LICENSES, REGISTRATIONS & SUBSCRIPTIONS	71,496.00	Mail Chimp \$10K; Sprout \$6K; trademark \$10K; Cision \$13K; Sprout \$6K; registrations and association fees for sales team \$27K	107,561.00	96,256.58	72,228.12	77,883.68	52,449.07	53,385.57
CONTRACTS	256,355.00	Website re-design \$100K, NuSpace \$9.6K; Events (fire works, production contracts, entertainment, security, etc) \$131K	272,482.14	165,040.01	182,655.94	317,653.46	251,552.55	122,604.35
BUILDING & EQUIPMENT RENTAL	13,761.00	Copier rental; event rentals \$11K (restrooms, lights, chairs, tents, etc)	82,314.85	78,421.94	20,435.02	15,305.26	52,757.86	39,144.87
CREDIT CARD FEES & BANK FEES	0.00		0.00	0.00	0.00	1,742.12	(450.00)	0.00
PRINTING & PUBLICATIONS	57,750.00	Island Guide \$30K, maps \$5.3K; annual reports \$2.2K; signs, banners, etc for events \$14.7K	90,347.07	103,553.64	92,438.34	84,137.92	79,139.09	46,383.69
EQUIPMENT PURCHASES <\$5K	0.00		3,600.00	3,539.55	5,554.44	195.98	5,213.27	593.93
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	1,875,143.82		2,714,194.54	2,713,450.90	2,518,124.19	2,482,163.20	2,224,289.74	1,643,883.74
OPERATING INCOME	(161,180.53)		(579,841.34)	(705,625.31)	(737,818.91)	(717,029.58)	(408,632.96)	(284,420.79)

Jekyll Island Authority -Tourism Development
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	671,805.37	30% of Hotel/Motel tax budget	706,605.00	697,322.85	603,569.41	601,448.08	548,840.90	243,443.46
COST OF GOODS SOLD	0.00		0.00	0.00	0.00	0.00	0.00	0.00
NET REVENUE	671,805.37		706,605.00	697,322.85	603,569.41	601,448.08	548,840.90	243,443.46
EXPENSES								
PERSONNEL	0.00		0.00	0.00	0.00	0.00	0.00	0.00
MOTOR VEHICLE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
SUPPLIES & MATERIALS	0.00		0.00	0.00	0.00	0.00	0.00	0.00
REPAIRS & MAINTENANCE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
UTILITIES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
INSURANCE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
ADVERTISING & PROMOTION	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TRAVEL	0.00		0.00	0.00	0.00	0.00	0.00	0.00
LICENSES, REGISTRATIONS & SUBCRIPTIONS	0.00		0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTS	0.00		0.00	0.00	0.00	0.00	0.00	0.00
BUILDING & EQUIPMENT RENTAL	0.00		0.00	0.00	0.00	0.00	0.00	0.00
CREDIT CARD FEES & BANK FEES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
PRINTING & PUBLICATIONS	0.00		0.00	0.00	0.00	0.00	0.00	0.00
EQUIPMENT PURCHASES <\$5K	0.00		0.00	0.00	0.00	0.00	0.00	0.00
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
OPERATING INCOME	671,805.37	<i>Amount will be set aside as Designated Fund Balance to be used in the next Fiscal Year for Tourism Development</i>	706,605.00	697,322.85	603,569.41	601,448.08	548,840.90	243,443.46

Jekyll Island Authority -Guest Information Center
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	930,336.83	Decrease in annual pass sales, daily parking fees & concession sales due to COVID -19 impact; Annual pass \$711K; daily parking fee \$3,2M; Concession sales \$293K; Amount allocated to Conservation, Landscaping, Roads & Grounds, Safety and Water/Wastewater \$3.3M	976,283.94	968,443.45	540,941.82	1,038,450.48	1,144,478.60	1,053,899.71
COST OF GOODS SOLD	146,288.81	Cost of merchandise sold	177,738.93	186,169.33	179,220.37	259,054.48	160,085.33	176,844.09
NET REVENUE	784,048.02		798,545.01	782,274.12	361,721.45	779,396.00	984,393.27	877,055.62
EXPENSES								
PERSONNEL	293,329.55	2 FT staff; PT staff for gate and gift shop	297,592.19	325,055.67	331,339.07	292,815.06	284,265.55	283,553.30
MOTOR VEHICLE	320.00	Vehicle fuel & repairs	0.00	0.00	219.97	0.00	0.00	0.00
SUPPLIES & MATERIALS	14,627.40	Shop supplies (bags, shipping supplies, register tape) \$8.6K; uniforms \$1.2K; postage \$3.3K; office supplies \$480; bathroom & cleaning supplies \$300	17,980.00	18,633.96	23,639.69	31,712.91	13,689.27	11,752.74
REPAIRS & MAINTENANCE	50,922.50	Gate Repair & Maint \$5K (lower due to new gate operating system); general building and equipment repair \$3K; Gate maintenance agreement \$41K; camera repairs; pest control; alarm maintenance	53,722.50	15,669.87	20,822.24	16,030.08	54,183.75	33,062.96
UTILITIES	27,907.88	Electricity \$9K; water/sewer \$2.5K ; trash fees \$2.5K; internet \$9.6K; and phones \$3.1K; propane for generator \$1K	26,360.27	25,824.34	25,589.00	19,361.09	15,993.95	16,692.02
INSURANCE	7,111.07	Worker's comp \$2.5K; liability insurance \$319; fire fee \$3.9K; property insurance \$222	6,974.51	9,525.38	8,050.84	8,820.29	6,998.07	8,414.79
ADVERTISING & PROMOTION	10,000.00	Island Treasures program	10,200.00	8,925.75	14,704.15	6,324.97	17,261.59	2,133.77
TRAVEL	0.00	On-Island mileage reimbursement	1,560.00	536.38	1,620.94	1,349.94	1,167.29	0.00
LICENSES, REGISTRATIONS & SUBCRIPTIONS	120.00	Authorize.net monthly fee	0.00	910.00	1,922.31	2,403.60	719.53	3,045.04
CONTRACTS	6,348.33	shopify fees for online retail	6,000.00	6,734.97	7,465.64	4,233.89	3,538.84	855.50
BUILDING & EQUIPMENT RENTAL	2,795.88	Copier; water cooler	4,200.00	5,973.55	2,538.18	4,407.98	5,022.30	5,337.99
CREDIT CARD FEES & BANK FEES	101,331.57	Credit card processing fees; higher usage of cards; gate is 66% credits cards & 34% cash transactions	96,000.00	114,016.56	80,146.27	79,265.07	75,143.48	63,772.75
PRINTING & PUBLICATIONS	1,000.00	New system does not need AVI tags, prox cards, parking application cards	2,400.00	97,954.31	86,112.23	60,828.88	61,793.38	90,821.16
EQUIPMENT PURCHASES <\$5K	0.00		0.00	6,895.00	1,580.77	10,090.00	0.00	2,419.02
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	515,814.18		522,989.47	636,655.74	605,751.30	537,643.76	539,777.00	521,861.04
OPERATING INCOME	268,233.84		275,555.54	145,618.38	(244,029.85)	241,752.24	444,616.27	355,194.58

Jekyll Island Authority - Camp Jekyll
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	157,884.67	Reimbursement by 4-H for Camp Jekyll	172,376.11	165,467.28	149,522.61	115,142.08	28,597.89	28,354.20
COST OF GOODS SOLD	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NET REVENUE	157,884.67		172,376.11	165,467.28	149,522.61	115,142.08	28,597.89	28,354.20
EXPENSES								
PERSONNEL	104,888.24	2 FT positions plus allocations for other landscaping staff to handle landscaping & maintenance	103,281.94	106,033.75	99,684.03	57,030.46	4,837.40	6,285.56
MOTOR VEHICLE	4,876.16	Gas & diesel for mowers and equipment	3,850.00	3,536.58	2,398.86	1,989.91	38.06	155.45
SUPPLIES & MATERIALS	24,500.00	Fertilizer \$12K; Grass seed & plants \$1K; small tools \$4K; uniforms \$750; irrigation supplies \$4.2K; sand & soil \$2K (mulch & top dressing)	38,200.00	28,894.49	20,651.60	18,503.23	6,375.59	5,033.19
REPAIRS & MAINTENANCE	6,150.00	General building repair \$1.8K; maint of mowing equipment \$3.6K; sprinkler inspection \$750	6,150.00	4,550.42	3,752.12	7,129.93	320.52	3,955.28
UTILITIES	10,474.35	Electricity \$1.7K; water/sewer for irrigation \$1.3K; trash fees \$7.5K	12,434.80	11,712.21	12,091.32	13,601.08	5,499.23	5,810.71
INSURANCE	3,395.92	Worker's comp \$2.7K; liability insurance \$340; vehicle insurance \$71; Fire fee (soccer) \$305	3,259.37	6,052.83	5,676.46	7,670.35	263.05	263.05
ADVERTISING & PROMOTION	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TRAVEL	0.00		0.00	0.00	0.00	0.00	0.00	0.00
LICENSES, REGISTRATIONS & SUBSCRIPTIONS	0.00		0.00	0.00	0.00	0.00	0.00	0.00
CONTRACTS	1,600.00	Tree trimming of live oaks at soccer complex and Camp Jekyll	3,200.00	3,450.00	3,200.00	0.00	0.00	0.00
BUILDING & EQUIPMENT RENTAL	0.00		0.00	0.00	0.00	0.00	0.00	0.00
CREDIT CARD FEES & BANK FEES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
PRINTING & PUBLICATIONS	0.00		0.00	0.00	0.00	0.00	0.00	0.00
EQUIPMENT PURCHASES <\$5K	2,000.00	Chainsaws, power pole pruner & hedge trimmers	2,000.00	1,237.00	2,020.48	3,975.00	0.00	0.00
INTEREST EXPENSE	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OPERATING EXPENSES	<u>157,884.67</u>		<u>172,376.11</u>	<u>165,467.28</u>	<u>149,474.87</u>	<u>109,899.96</u>	<u>17,333.85</u>	<u>21,503.24</u>
OPERATING INCOME	<u><u>0.00</u></u>	<i>All expenses reimbursed by 4-H</i>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>47.74</u></u>	<u><u>5,242.12</u></u>	<u><u>11,264.04</u></u>	<u><u>6,850.96</u></u>

Jekyll Island Authority -Museum
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	1,679,643.32	Lease revenue \$773K; concession sales \$333K; district tours \$312K; motorcoach tours \$146K; historic building rental \$44K; Admission fees for Mosaic \$51K	2,099,867.76	1,765,055.82	1,600,500.98	1,467,599.24	1,355,171.08	969,040.19
COST OF GOODS SOLD	166,511.50	Cost of merchandise sold	203,000.00	148,292.04	147,279.28	129,744.86	134,591.18	122,737.60
NET REVENUE	1,513,131.82		1,896,867.76	1,616,763.78	1,453,221.70	1,337,854.38	1,220,579.90	846,302.59
EXPENSES								
PERSONNEL	812,490.20	12 FT staff; eliminating 1 FT Asst Mgr in Tours and 1 FT Asst Mgr in Gift Shop	976,405.43	696,215.95	621,787.59	540,069.29	535,744.11	467,425.28
MOTOR VEHICLE	3,732.65	Fuel for trams and 6 passenger cart \$2.5K; general repairs & maintenance \$1.3K	11,160.99	10,366.32	4,718.41	3,773.03	7,203.19	5,736.59
SUPPLIES & MATERIALS	41,917.20	Archival boxes and supplies \$13K; special event supplies \$7.7K; office supplies \$4.3K; bathroom supplies \$6.5K; Linens \$1.3K; Uniforms \$3.3K; small tools \$2.4K; Shop supplies \$3.1K	143,132.84	169,032.23	97,426.74	86,035.39	40,400.98	43,343.66
REPAIRS & MAINTENANCE	219,338.08	General Maint \$36K; Mistletoe sunroom \$5K, window treatments \$10K; shutters \$10K; porches \$40K; foundations \$60K; Small Dorm roof \$12.5K; gate maint \$4K; fire/secuity \$7.3K; HVAC \$13K	292,850.16	239,124.59	179,319.60	320,166.26	158,818.94	339,336.41
UTILITIES	189,556.75	Electricity \$94K; water/sewer \$64K; trash fees \$23K; telephone \$9.5K	188,963.07	146,344.32	177,976.27	170,703.26	147,290.06	147,673.92
INSURANCE	84,014.72	Worker's comp \$16K; liability insurance \$2K; Fire fee \$62K; property insurance \$3.7K, Motor Vehicle insurance \$93	90,625.86	79,986.52	78,241.99	79,200.72	80,004.61	81,927.02
ADVERTISING & PROMOTION	12,000.00	Sustaining marketing support for Mosaic	25,000.00	68,034.56	0.00	978.90	14,570.65	66.35
TRAVEL	500.00	Mileage reimbursement to pick up artifacts or attend meetings	9,600.00	11,310.26	5,461.99	3,054.18	1,743.46	458.48
LICENSES, REGISTRATIONS & SUBCRIPTIONS	47,210.80	Records software maintenance \$35.5K; Data hosting software \$7.5K; Association memberships	3,540.80	7,992.00	4,453.13	5,046.63	3,589.44	1,812.89
CONTRACTS	121,000.00	Digitize blueprints and other documents \$43K; Hollybourne concept design \$65K; archive contract staff \$13K	115,000.00	33,346.08	11,818.00	22,807.67	156.40	5,856.99
BUILDING & EQUIPMENT RENTAL	12,867.84	Copier, manlift, 6-passenger cart; Rent for Remember gift shop \$5.7K	8,865.10	6,883.80	6,069.56	1,450.16	11,549.35	5,941.10
CREDIT CARD FEES & BANK FEES	19,999.22	Credit card processing fees	21,932.07	17,545.15	16,903.47	17,425.35	16,696.95	13,466.19
PRINTING & PUBLICATIONS	2,150.00	Printing - graphics and oversize printing	2,000.00	7,431.20	1,058.65	1,786.55	251.80	0.00
EQUIPMENT PURCHASES <\$5K	2,000.00	Small equipment replacements	6,000.00	16,271.45	43,929.39	5,902.87	1,470.68	3,800.00
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	1,568,777.46		1,895,076.32	1,509,884.43	1,249,164.79	1,258,400.26	1,019,490.62	1,116,844.88
OPERATING INCOME	(55,645.64)		1,791.44	106,879.35	204,056.91	79,454.12	201,089.28	(270,542.29)

Jekyll Island Authority -Turtle Center
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2019	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	2,433,350.97	Adopt-a-turtle program & donations \$49.5K; Turtle Tag license plates \$32K; Memberships \$20K; Concession Sales \$1M; School & Education programs \$120K; Admission fees \$816K; Americorp grant \$310K; Revenues decreased due to expected lingering impact of COVID-19 virus	2,665,993.60	2,662,115.53	2,456,595.00	2,366,046.32	2,265,183.45	2,111,478.34
COST OF GOODS SOLD	525,933.76	Cost of goods sold in gift shop	544,500.00	480,721.30	443,569.52	584,454.82	497,772.78	470,537.13
NET REVENUE	1,907,417.21		2,121,493.60	2,181,394.23	2,013,025.48	1,781,591.50	1,767,410.67	1,640,941.21
EXPENSES								
PERSONNEL	1,494,523.75	18 FT staff; Americorps member stipends \$259K; PT staff for camps and gift shop \$66K	1,528,687.28	1,320,991.82	1,306,406.38	1,325,469.30	1,210,560.15	1,131,077.92
MOTOR VEHICLE	5,110.27	Gas for van, ATVs; van repair & ATV repair	7,114.38	7,500.76	6,487.97	7,583.10	4,212.82	7,241.02
SUPPLIES & MATERIALS	154,492.22	Drugs and supplies for treating sick turtles \$60K; uniforms for staff and Americorps members \$5.8K; exhibit maint \$4K; camp supplies \$5K; shop supplies \$11K; Turtle supplies \$38K; Education supplies \$12.8K	212,323.37	192,505.71	167,516.90	160,973.50	184,840.96	149,556.47
REPAIRS & MAINTENANCE	36,262.28	General Repairs & Maint. \$23K; maintenance & service agreements \$13K	106,030.00	96,862.10	54,824.95	86,358.66	102,451.94	56,048.66
UTILITIES	78,665.99	Electricity \$50K; propane to heat pavillion \$570; water/sewer \$8.9K; trash fees \$3.8K; land lines & cell phones \$15K	79,953.81	77,142.32	76,067.50	70,873.73	74,070.63	71,233.81
INSURANCE	37,635.24	Worker's Comp \$24K; Liability Insurance \$3K Fire fees \$9.5K Property insurance \$547; auto insurance \$371	36,406.25	43,462.27	37,038.97	40,511.26	38,201.00	47,972.57
ADVERTISING & PROMOTION	1,210.00	Advertising expenses and Facebook advertising for programs; welcome baskets for Americorps members; member completion awards	4,434.00	2,226.90	1,107.61	984.62	30,943.31	1,764.86
TRAVEL	2,375.00	Required travel for Americorps members training	23,091.00	21,385.43	9,775.59	13,034.63	14,642.52	13,602.14
LICENSES, REGISTRATIONS & SUBCRIPTIONS	10,133.88	Registrations for conferences; association dues; & training courses	18,431.00	14,538.21	10,514.20	11,080.50	13,175.55	8,476.00
CONTRACTS	21,289.92	FBI background checks \$2K; diagnostic testing \$19K	84,550.00	34,562.64	30,102.55	24,961.05	21,569.11	18,632.89
BUILDING & EQUIPMENT RENTAL	5,290.32	Copier & water cooler rental	4,783.43	7,195.46	4,371.17	4,244.16	6,744.02	9,174.50
CREDIT CARD FEES & BANK FEES	40,000.00	Credit card processing fees	43,700.00	44,737.42	35,798.21	34,488.87	33,311.47	28,544.28
PRINTING & PUBLICATIONS	10,544.34	Turtle stamp cards \$9K; signs; photos	7,985.44	19,940.57	6,196.62	7,695.07	8,308.93	12,499.14
EQUIPMENT PURCHASES <\$5K	9,884.00	Pumps, controllers, probes, check valves, filter blower, etc.; replacement microphones, laptop, speakers, etc for educational programs	13,934.00	28,528.66	20,939.60	2,720.40	23,007.49	9,319.25
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	1,907,417.21		2,171,423.96	1,911,580.27	1,767,148.22	1,790,978.85	1,766,039.90	1,565,143.51
OPERATING INCOME	0.00		(49,930.36)	269,813.96	245,877.26	(9,387.35)	1,370.77	75,797.70

Jekyll Island Authority -Fire Department
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	1,528,000.00	Fire fees \$1.2M; ambulance service \$60K; permit fees \$2.9K; CPR classes, contribution from Admin for Code Compliance Officer \$65K; allocation from parking fees for fire equipment fund \$175K	1,447,993.00	1,141,495.69	1,125,229.80	964,783.41	929,409.05	929,744.56
COST OF GOODS SOLD	0.00		0.00	0.00	0.00	0.00	0.00	0.00
NET REVENUE	1,528,000.00		1,447,993.00	1,141,495.69	1,125,229.80	964,783.41	929,409.05	929,744.56
EXPENSES								
PERSONNEL	1,112,725.91	9 FT employees; requesting addition of 1 FT EMT; balance of staffing is covered by PT employees (\$322K)	1,099,328.74	826,599.52	813,975.74	797,259.29	830,776.85	801,753.66
MOTOR VEHICLE	23,490.10	Gas, diesel and repairs for ambulance, fire trucks, pickup truck and ATV; 2 new tires for E1 \$500 each	20,158.12	25,833.03	22,224.17	12,951.91	22,171.63	21,901.87
SUPPLIES & MATERIALS	27,677.93	Firefighter supplies \$7.1K; uniforms \$6.9K; first aid supplies \$8.9K; bathroom & cleaning \$1.3K; office supplies \$1K; small tools, postage	21,582.59	21,686.92	30,620.33	16,777.25	17,344.67	21,647.61
REPAIRS & MAINTENANCE	24,832.00	General R&M for station and grounds \$3.6K; service contracts \$18K (software maint agreements, pest control, etc); equipment R&M \$3K	21,852.66	15,999.74	21,196.87	15,596.07	12,588.45	23,130.95
UTILITIES	17,046.38	Electricity \$7.5K; water/sewer \$1.5K; trash fees \$1.9K; cable \$535; telephone \$5.6K	16,850.68	15,709.96	18,609.18	18,973.12	18,896.58	18,311.37
INSURANCE	21,278.62	Worker's comp \$13K; liability insurance \$1.6K; property insurance \$147; vehicle insurance \$3.5K; fire fees \$2.6K	19,154.44	16,463.08	14,571.00	18,384.02	17,497.36	22,133.44
ADVERTISING & PROMOTION	1,000.00	Hosting local courses (instructor rooms,etc); lunch meetings	1,253.77	368.36	1,300.46	510.09	2,672.50	125.29
TRAVEL	3,510.00	Travel for conferences & training for FT staff	3,660.00	1,972.84	1,995.29	3,636.36	2,945.44	848.31
LICENSES, REGISTRATIONS & SUBCRIPTIONS	14,070.00	Ambulance licenses (2) \$5.3K; conference fees, Nixel system \$4.5K, Education conferences	11,920.00	12,594.02	11,925.00	6,113.25	6,570.00	4,775.00
CONTRACTS	6,108.95	EMS billing fees	0.00	929.70	0.00	0.00	0.00	0.00
BUILDING & EQUIPMENT RENTAL	2,273.23	Copier rental	1,276.96	1,750.36	1,326.98	1,164.92	1,240.94	1,886.12
CREDIT CARD FEES & BANK FEES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
PRINTING & PUBLICATIONS	2,620.71	Misc printing needs & CPR cards for certification classes	2,482.47	1,913.39	2,578.69	1,545.83	442.00	623.08
EQUIPMENT PURCHASES <\$5K	1,150.00	Miscellaneous equipment replacement	1,150.00	5,511.88	2,886.98	299.00	1,409.93	1,902.00
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	1,257,783.83		1,220,670.43	947,332.80	943,210.69	893,211.11	934,556.35	919,038.70
OPERATING INCOME	270,216.17	Amount to be set aside in Fire equipment fund (\$175K from parking; \$25K from Fire fees; balance from operations	227,322.57	194,162.89	182,019.11	71,572.30	(5,147.30)	10,705.86

Jekyll Island Authority -Roads & Grounds
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	1,189,869.79	Amount allocated from Parking fees to pay for Roads & Grounds expenses	1,414,770.93	1,226,670.86	1,201,351.51	1,242,863.11	984,692.96	800,000.00
COST OF GOODS SOLD	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NET REVENUE	1,189,869.79		1,414,770.93	1,226,670.86	1,201,351.51	1,242,863.11	984,692.96	800,000.00
EXPENSES								
PERSONNEL	804,778.55	19 FT staff; includes \$30K in temp service labor for causeway clearing/projects and Christmas lights	895,101.70	613,574.52	766,265.75	653,819.52	566,391.54	499,601.02
MOTOR VEHICLE	60,648.44	Gas and diesel for equipment and vehicles \$34K; vehicle repairs \$27K	62,198.15	58,200.13	66,036.96	55,098.03	46,545.42	51,840.26
SUPPLIES & MATERIALS	68,182.02	Bathroom supplies for public areas \$61K; uniforms \$3K; small tools \$3.3K; shop supplies \$1.5K	177,414.63	104,533.80	88,429.04	99,430.66	111,099.53	44,095.54
REPAIRS & MAINTENANCE	15,664.04	General building R&M \$6.6K; Roads & bikr path repairs \$2.6K; general equipment R&M \$6.5K	64,475.75	139,659.90	94,422.28	111,537.69	78,752.27	79,673.00
UTILITIES	150,904.40	Electricity \$31.7K incr due to added parks and restrooms; water/sewer \$26K; trash fees \$93K (public areas)	123,834.58	116,040.69	111,358.84	106,632.29	97,998.43	115,974.63
INSURANCE	47,205.07	Worker's comp \$25K; liability insurance \$3.2K; vehicle & property insurance \$1.8K; fire fee \$17K	32,446.12	36,827.03	35,033.86	41,131.71	34,029.81	35,113.37
ADVERTISING & PROMOTION	0.00		0.00	0.00	0.00	756.28	456.54	248.28
TRAVEL	0.00		0.00	0.00	0.00	108.65	0.00	450.00
LICENSES, REGISTRATIONS & SUBCRIPTIONS	0.00		0.00	9.00	(1,050.72)	0.00	0.00	0.00
CONTRACTS	0.00		5,000.00	70.08	0.00	(350.00)	1,398.21	5,429.95
BUILDING & EQUIPMENT RENTAL	32,250.00	4 Manlifts for christmas lights \$19K; Drum roller for trail work \$2.5K; Excavator & Shredder w/ screen \$10,750 (FEMA match for cart path)	42,200.00	55,765.93	0.00	12,494.62	16,226.96	10,648.90
CREDIT CARD FEES & BANK FEES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
PRINTING & PUBLICATIONS	0.00		0.00	0.00	16.98	0.00	0.00	0.00
EQUIPMENT PURCHASES <\$5K	10,237.27	Vacuums, grills, chainsaws, 12 picnic tables, small equipment \$6.2K; Misc equipment replacement \$4K	12,100.00	2,592.84	7,874.69	5,164.41	16,104.17	14,987.49
INTEREST EXPENSE	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OPERATING EXPENSES	<u>1,189,869.79</u>		<u>1,414,770.93</u>	<u>1,127,273.92</u>	<u>1,168,387.68</u>	<u>1,085,823.86</u>	<u>969,002.88</u>	<u>858,062.44</u>
OPERATING INCOME	<u><u>0.00</u></u>		<u><u>0.00</u></u>	<u><u>99,396.94</u></u>	<u><u>32,963.83</u></u>	<u><u>157,039.25</u></u>	<u><u>15,690.08</u></u>	<u><u>(58,062.44)</u></u>

Jekyll Island Authority -Landscaping
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	1,332,281.91	Wright Tree Service (rental space for equipment) \$3K; Plant sales \$20K; Tree fund contributions \$1K; Allocation from parking fees \$1.3M	1,590,721.95	1,448,283.36	1,572,865.87	1,445,523.55	1,405,861.95	1,353,095.43
COST OF GOODS SOLD	0.00		0.00	0.00	0.00	0.00	0.00	0.00
NET REVENUE	1,332,281.91		1,590,721.95	1,448,283.36	1,572,865.87	1,445,523.55	1,405,861.95	1,353,095.43
EXPENSES								
PERSONNEL	956,974.22	20 FT employees; cost allocations to Camp Jekyll \$21.5K; 2 college interns; Temp service staffing \$49K	1,024,283.27	1,011,283.96	1,031,575.86	912,173.62	925,893.27	934,814.85
MOTOR VEHICLE	41,558.73	Gas & diesel for vehicles & equipment \$29.5K; vehicle repairs \$12K	52,005.63	52,042.45	37,029.65	26,134.26	29,588.26	35,178.01
SUPPLIES & MATERIALS	157,381.12	Plants/seeds \$40.5K; sand/soil \$23.6K; chemicals/fertilizer \$43K; irrigation supplies \$16K; landscape & greenhouse materials \$15.5K; uniforms \$7K; small tools \$9K	189,474.29	181,320.40	175,234.29	161,101.23	150,149.88	148,061.91
REPAIRS & MAINTENANCE	23,400.00	General bldg R&M \$9K; General equipment R&M \$14K	83,900.00	17,628.55	28,074.92	34,092.73	17,881.38	30,247.77
UTILITIES	86,112.94	Electricity \$37K; Propane \$1.2K; Water/sewer \$36.4K; trash fees \$9K; telephone \$2K	152,344.40	138,583.48	138,002.40	146,311.39	123,039.42	140,566.57
INSURANCE	32,594.90	Worker's comp \$27K; liability insurance \$3.4K; vehicle insurance \$810; fire fee \$1.5K	31,229.36	45,902.42	43,180.35	46,028.56	48,209.60	61,317.18
ADVERTISING & PROMOTION	500.00	Advertisements for plant sales	500.00	0.00	448.54	848.51	285.62	369.30
TRAVEL	0.00		2,500.00	1,560.08	2,817.46	1,449.26	1,423.53	0.00
LICENSES, REGISTRATIONS & SUBCRIPTIONS	960.00	ASLA conference and membership; ISA membership	1,985.00	680.00	1,305.00	791.74	1,655.00	930.00
CONTRACTS	20,000.00	Tree maintenance & stump grinding \$19K; Tree maint at Village round-a-bout \$7.5K	26,700.00	19,725.00	18,550.00	4,685.00	15,845.46	14,481.47
BUILDING & EQUIPMENT RENTAL	4,000.00	Hydraulic lift for trimming palm trees \$4K	17,000.00	7,795.37	4,606.08	2,105.38	0.00	0.00
CREDIT CARD FEES & BANK FEES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
PRINTING & PUBLICATIONS	0.00		0.00	0.00	0.00	0.00	0.00	0.00
EQUIPMENT PURCHASES <\$5K	8,800.00	Trimmers,edgers,pruners,chainsaws,blowers \$3.7K; airborjet palm tree injector system (\$5.1K)	8,800.00	9,533.53	4,801.97	3,875.95	5,203.50	11,944.37
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	1,332,281.91		1,590,721.95	1,486,055.24	1,485,626.52	1,339,597.63	1,319,174.92	1,377,911.43
OPERATING INCOME	0.00		0.00	(37,771.88)	87,239.35	105,925.92	86,687.03	(24,816.00)

Jekyll Island Authority - Facility Maintenance
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	0.00		0.00	787.25	2,455.09	1,045.78	1,555.87	0.00
COST OF GOODS SOLD	0.00		0.00	0.00	0.00	0.00	0.00	0.00
NET REVENUE	0.00		0.00	787.25	2,455.09	1,045.78	1,555.87	0.00
EXPENSES								
PERSONNEL	648,851.43	11 FT employees; 1 position eliminated FY 21; PT labor Christmas lights and Summer Waves start up work \$15K	700,935.92	714,356.05	642,056.10	674,913.75	604,913.54	498,362.50
MOTOR VEHICLE	13,221.44	Fuel for vehicles & equipment \$8K; vehicle R&M \$4.9K	15,739.58	15,263.75	14,773.82	13,611.12	11,181.26	12,717.33
SUPPLIES & MATERIALS	8,695.32	Uniforms \$1.5K; replacement hand tools \$1.8K; office supplies \$1.3K, shop supplies \$ 3.9K	9,355.53	7,958.90	10,934.00	12,821.09	7,690.76	10,168.52
REPAIRS & MAINTENANCE	35,848.72	General building R&M \$15K; Beach access repair \$5K; Great Dunes sand pump out \$2K; parking lot paint \$5K; Equipment R&M \$2K; Maintenance agreements \$5.6K	48,948.72	50,116.64	35,485.92	22,691.60	21,397.61	47,534.57
UTILITIES	24,481.76	Electricity \$11K; water/sewer \$3.9K ; trash fees \$3.5K; telephone \$5.3K	25,620.19	24,246.39	25,502.08	31,258.34	23,592.97	23,328.70
INSURANCE	24,870.30	Worker's comp \$15K; liability insurance \$1.9K; vehicle insurance \$117; property insurance \$441; fire fee \$7.7K	24,164.82	30,487.57	28,859.67	25,949.06	28,580.58	31,128.26
ADVERTISING & PROMOTION	0.00		0.00	0.00	73.73	95.55	453.32	54.85
TRAVEL	100.00	Travel to pick up pumps	200.00	66.49	209.60	158.56	107.01	129.08
LICENSES, REGISTRATIONS & SUBSCRIPTIONS	1,510.00	Inventory software license	0.00	4.50	0.00	3.08	0.00	0.00
CONTRACTS	0.00		0.00	50.00	0.00	0.00	0.00	0.00
BUILDING & EQUIPMENT RENTAL	0.00		0.00	825.00	0.00	1,000.00	0.00	0.00
CREDIT CARD FEES & BANK FEES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
PRINTING & PUBLICATIONS	0.00		0.00	12.66	0.00	0.00	0.00	0.00
EQUIPMENT PURCHASES <\$5K	3,300.00	Pressure washer \$1.5k; Ladders & tool replacements \$1.8K	5,500.00	21,388.21	9,444.84	16,470.91	2,051.00	3,364.66
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	760,878.97		830,464.76	864,776.16	767,339.76	798,973.06	699,968.05	626,788.47
OPERATING INCOME	(760,878.97)		(830,464.76)	(863,988.91)	(764,884.67)	(797,927.28)	(698,412.18)	(626,788.47)

Jekyll Island Authority -Vehicle & Equipment Maintenance
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	500.00	Sale of scrap metal and equipment	500.00	287.00	4,030.85	0.00	0.00	10,011.05
COST OF GOODS SOLD	<u>0.00</u>		<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NET REVENUE	500.00		500.00	287.00	4,030.85	0.00	0.00	10,011.05
EXPENSES								
PERSONNEL	399,717.53	7 FT employees; includes increase for 1 CDL certification \$1K	419,354.98	368,584.36	400,008.21	374,619.52	379,533.42	334,278.21
MOTOR VEHICLE	14,400.00	Fuel and R&M for general fleet vehicles; also includes adjustment for inventory variances	15,600.00	(22,300.23)	3,514.80	15,806.58	12,294.94	2,227.00
SUPPLIES & MATERIALS	13,663.80	Shop supplies (lubricants ,fittings, oil) \$6K; Uniforms \$3.6K; small tools \$3.6K	19,676.96	21,838.26	16,090.71	15,259.23	21,488.37	12,087.58
REPAIRS & MAINTENANCE	32,826.20	General building & equipment R&M \$13.5K; fuel tank inspection \$7.5K; garage management system \$7.2K; vehicle diagnostic service \$1.5K; welding equipment/ tank \$1.5K	40,826.20	23,014.31	41,832.15	32,406.80	25,196.72	31,195.83
UTILITIES	14,928.82	Electricity \$3.6K; water/sewer \$6K; trash fees \$3.5K; telephone \$1.8K;	19,017.54	15,597.78	15,302.70	13,574.12	15,510.88	13,584.93
INSURANCE	13,809.30	Worker's comp \$9K; liability insurance \$1.2K; vehicle insurance \$723; property insurance \$136; fire fee \$2.4K	13,331.36	16,279.54	14,560.53	16,225.64	16,233.22	21,141.78
ADVERTISING & PROMOTION	0.00	Help wanted ads	0.00	0.00	0.00	155.77	47.81	55.57
TRAVEL	0.00	Travel for training classes for staff - none planned in FY21	475.00	358.16	660.92	476.86	0.00	0.00
LICENSES, REGISTRATIONS & SUBCRIPTIONS	1,772.00	Tag registration for vehicles; highway impact fees \$1.7K	3,382.00	5,277.19	1,512.00	503.02	224.08	0.00
CONTRACTS	0.00		0.00	500.00	0.00	0.00	0.00	700.00
BUILDING & EQUIPMENT RENTAL	0.00	Rental of car hauler, small equipment or tool rental	150.00	163.00	0.00	43.24	109.90	375.00
CREDIT CARD FEES & BANK FEES	0.00		0.00	237.32	0.00	0.00	0.00	0.00
PRINTING & PUBLICATIONS	12.32	Manuals & publications	300.00	1,619.56	39.99	311.56	217.70	0.00
EQUIPMENT PURCHASES <\$5K	1,200.00	Battery operated tool upgrades; tool set for service truck; pneumatic impact for service truck	2,400.00	8,345.79	12,699.21	19,455.82	8,029.62	9,644.71
INTEREST EXPENSE	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OPERATING EXPENSES	<u>492,329.97</u>		<u>534,514.04</u>	<u>439,515.04</u>	<u>506,221.22</u>	<u>488,838.16</u>	<u>478,886.66</u>	<u>425,290.61</u>
OPERATING INCOME	<u>(491,829.97)</u>		<u>(534,014.04)</u>	<u>(439,228.04)</u>	<u>(502,190.37)</u>	<u>(488,838.16)</u>	<u>(478,886.66)</u>	<u>(415,279.56)</u>

Jekyll Island Authority -Water/Wastewater
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	1,733,521.76	No rate increase in sewer/water rates in FY21; water \$555K, sewer \$620K; water test fees \$11K, JIA water/sewer usage \$295K; Allocation from parking fees \$250K (will be put into capital projects fund for improvements)	1,794,943.02	1,335,751.14	1,384,606.05	1,388,486.98	1,207,134.28	1,169,087.79
COST OF GOODS SOLD	0.00		0.00	0.00	0.00	0.00	0.00	0.00
NET REVENUE	1,733,521.76		1,794,943.02	1,335,751.14	1,384,606.05	1,388,486.98	1,207,134.28	1,169,087.79
EXPENSES								
PERSONNEL	628,542.91	8 FT employees; requesting 1 additional Operator position; includes \$16.6K for pay increases for certifications	571,408.76	487,047.64	568,066.30	505,794.38	481,593.91	466,428.10
MOTOR VEHICLE	16,675.61	Fuel for vehicles, generator & equipment \$11K; vehicle R&M \$5.6	16,876.40	13,687.46	11,817.92	12,322.59	11,776.27	19,137.12
SUPPLIES & MATERIALS	76,037.69	Shop supplies (hydrants, meters, etc) \$25K; Chemicals \$20K; lab supplies \$21K; uniforms \$4.5K.	75,471.04	56,465.96	67,081.96	59,204.77	56,089.21	54,125.23
REPAIRS & MAINTENANCE	321,595.00	Building R&M \$15K; equipment R&M for motors, control systems, etc \$54K; service contracts \$251K (includes water tank maint \$203K, required EPD testing, fuel tank testing, etc)	319,596.00	166,029.05	156,612.25	151,847.12	162,737.02	183,596.80
UTILITIES	122,414.86	Electricity \$94K; Water/sewer \$18.2K (large decrease due to switching to chlorine bleach); fuel \$4.2K; telephone \$4.2K; trash fees \$1.9K	120,392.98	144,041.98	184,492.28	155,209.46	144,715.46	164,422.67
INSURANCE	74,940.03	Worker's comp \$11K; liability insurance \$1.4K; property insurance \$3.4K; fire fee \$59K; motor vehicle \$59	74,393.81	74,231.24	64,217.82	68,600.84	71,370.48	68,459.81
ADVERTISING & PROMOTION	0.00		0.00	50.00	0.00	0.00	0.00	0.00
TRAVEL	4,100.00	On call mileage; travel for lab school and conference	4,600.00	1,521.16	2,786.61	1,770.48	1,650.71	1,179.04
LICENSES, REGISTRATIONS & SUBSCRIPTIONS	6,315.00	Conferences, schools, memberships	6,315.00	6,425.00	4,998.00	3,190.00	4,726.00	4,484.88
CONTRACTS	13,980.00	Republic/Broadhurst \$8K (sludge & grit removal and disposal); Water/sewer study \$6K	37,980.00	10,731.16	5,664.71	1,637.96	0.00	5,363.00
BUILDING & EQUIPMENT RENTAL	624.00		0.00	0.00	0.00	0.00	63.00	501.20
CREDIT CARD FEES & BANK FEES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
PRINTING & PUBLICATIONS	0.00		0.00	0.00	60.00	50.00	0.00	375.38
EQUIPMENT PURCHASES <\$5K	18,072.93	Chlorinators WT3 \$3K; meter testing equip \$5.6K; thermal imaging camera \$1.5K; chemical storage cabinets \$4.9K; other \$3K	9,998.00	23,684.16	13,311.11	28,212.99	10,755.11	3,516.09
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	1,283,298.03		1,237,031.99	983,914.81	1,079,108.96	987,840.59	945,477.17	971,589.32
OPERATING INCOME	450,223.73	Amount set aside for Water/Wastewater reserve funds to be used for future facility & equipment upgrades	557,911.03	351,836.33	305,497.09	400,646.39	261,657.11	197,498.47

Jekyll Island Authority -Sanitation
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	562,034.91	Residential and commercial trash fees \$326K; JIA trash fees \$236K	556,168.00	543,115.51	526,701.00	536,335.76	498,506.89	475,244.50
COST OF GOODS SOLD	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NET REVENUE	562,034.91		556,168.00	543,115.51	526,701.00	536,335.76	498,506.89	475,244.50
EXPENSES								
PERSONNEL	199,383.75	3 FT staff	199,403.58	196,258.47	182,765.68	172,709.82	134,263.88	146,070.86
MOTOR VEHICLE	35,527.77	Fuel for vehicles and equipment \$18.5K; Routine vehicle maintenance and repairs \$17K	32,888.42	31,702.28	25,194.03	32,965.20	19,327.64	23,750.60
SUPPLIES & MATERIALS	4,467.80	Bathroom/cleaning supplies; small tools. 30 or 96 gallon recycle bins replacement (\$3K)	4,202.10	1,761.67	974.30	1,478.00	665.00	988.15
REPAIRS & MAINTENANCE	11,800.00	General equipment R&M \$1.8K; garbage truck improvements \$10K	11,800.00	613.87	131.53	1,013.06	170.22	1,067.57
UTILITIES	297.60	Water/sewer	335.50	291.42	337.00	311.28	242.15	295.99
INSURANCE	4,835.60	Worker's comp \$4K; liability insurance \$509; vehicle insurance \$307	4,630.77	5,957.38	5,675.05	6,583.26	6,773.72	9,203.44
ADVERTISING & PROMOTION	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TRAVEL	0.00		0.00	0.00	0.00	0.00	0.00	0.00
LICENSES, REGISTRATIONS & SUBCRIPTIONS	0.00		0.00	0.00	0.00	300.00	303.00	0.00
CONTRACTS	305,603.05	Waste Management, hauling/dumping fees	301,424.98	381,671.16	273,005.29	313,747.68	282,924.01	250,311.49
BUILDING & EQUIPMENT RENTAL	10,000.00	Misc equipment rental if needed	55,132.00	8,684.98	0.00	0.00	0.00	0.00
CREDIT CARD FEES & BANK FEES	0.00		0.00	0.00	0.00	0.00	0.00	0.00
PRINTING & PUBLICATIONS	0.00		0.00	0.00	0.00	0.00	0.00	0.00
EQUIPMENT PURCHASES <\$5K	0.00		0.00	0.00	0.00	175.40	0.00	0.00
INTEREST EXPENSE	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL OPERATING EXPENSES	<u>571,915.57</u>		<u>609,817.35</u>	<u>626,941.23</u>	<u>488,082.88</u>	<u>529,283.70</u>	<u>444,669.62</u>	<u>431,688.10</u>
OPERATING INCOME	<u><u>(9,880.66)</u></u>		<u><u>(53,649.35)</u></u>	<u><u>(83,825.72)</u></u>	<u><u>38,618.12</u></u>	<u><u>7,052.06</u></u>	<u><u>53,837.27</u></u>	<u><u>43,556.40</u></u>

Jekyll Island Authority -McCormick's Grill
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	407,073.70	Food/alcohol sales expected to be less due to lingering impact of COVID-19 restrictions	459,912.37	475,951.48	453,624.28	522,734.43	541,083.30	583,495.01
COST OF GOODS SOLD	140,945.07	Cost of food and alcohol sold	159,314.66	197,724.97	200,871.85	211,039.83	233,626.47	230,048.70
NET REVENUE	266,128.63		300,597.71	278,226.51	252,752.43	311,694.60	307,456.83	353,446.31
EXPENSES								
PERSONNEL	227,769.87	3 FT staff; PT wait staff and kitchen staff	239,016.37	251,109.19	208,395.33	229,641.30	257,481.19	258,687.02
MOTOR VEHICLE	0.00	Fuel for beverage cart	240.00	0.00	0.00	138.10	291.04	302.33
SUPPLIES & MATERIALS	37,358.47	Restroom & cleaning supplies \$6.7K; linens \$12K; staff uniforms \$1K; food service supplies \$16.8K (carryout supplies, eco-friendly supplies, food prep supplies)	42,635.74	39,558.70	31,489.33	48,269.59	41,306.41	32,794.37
REPAIRS & MAINTENANCE	26,198.64	General building and equipment R&M \$7.6K; elevator service \$4.5K; carpet cleaning \$2.6K; hood cleaning; HVAC	24,398.64	17,674.32	31,031.75	36,166.26	26,158.23	30,449.94
UTILITIES	39,678.99	Electricity \$24K; fuel for cooking \$6.3K; trash fees \$7.7K; telephone \$1.7K	41,638.99	41,559.74	42,440.96	40,553.17	44,804.31	46,475.54
INSURANCE	4,529.05	Workers comp \$4K; liability insurance \$509	4,324.22	5,682.38	5,409.01	6,004.78	8,365.08	11,198.56
ADVERTISING & PROMOTION	3,000.00	Advertising & promotional ads; facebook ads	1,200.00	3,000.00	0.00	301.25	12,318.78	237.56
TRAVEL	0.00		0.00	149.02	0.00	603.97	0.00	0.00
LICENSES, REGISTRATIONS & SUBCRIPTIONS	2,820.40	Alcohol licenses; health inspections; XM radio	2,820.40	2,400.00	2,075.00	573.68	229.99	571.86
CONTRACTS	0.00		0.00	0.00	43,066.45	1,175.00	1,399.00	2,961.11
BUILDING & EQUIPMENT RENTAL	2,130.12	Beverage cart lease \$110/mo; CO2 rental \$67/mo; Bev cart rental lowered from \$700/mo to \$110/mo	8,882.64	9,094.94	11,362.59	4,637.94	1,982.89	0.00
CREDIT CARD FEES & BANK FEES	8,942.82	Credit card processing fees	9,376.18	4,873.14	8,981.56	10,011.85	10,505.22	8,771.77
PRINTING & PUBLICATIONS	0.00		0.00	1,270.66	0.00	0.00	0.00	0.00
EQUIPMENT PURCHASES <\$5K	450.00	Vacuum cleaners	450.00	3,454.24	8,088.66	0.00	485.99	467.60
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	352,878.36		374,983.18	379,826.33	392,340.64	378,076.89	405,328.13	392,917.66
OPERATING INCOME	(86,749.73)		(74,385.47)	(101,599.82)	(139,588.21)	(66,382.29)	(97,871.30)	(39,471.35)

Jekyll Island Authority - Convention Center
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	3,034,508.00	Based on actual bookings plus estimated pickup business of \$181K; Sales were significantly cut due to cancellations or expected cancellations of events due to COVID-19 restrictions	3,920,245.00	4,510,465.79	4,281,554.33	3,958,637.82	3,473,863.68	2,585,101.04
COST OF GOODS SOLD	294,602.27	Cost of food and alcohol sold	407,531.70	386,583.61	388,773.82	395,610.87	364,794.77	282,813.02
NET REVENUE	2,739,905.73		3,512,713.30	4,123,882.18	3,892,780.51	3,563,026.95	3,109,068.91	2,302,288.02
EXPENSES								
PERSONNEL	52,607.00	Temp staffing service labor and contract security services - all other labor is under contract expenses	155,240.00	163,696.88	208,936.45	146,736.48	127,998.03	121,598.38
MOTOR VEHICLE	143.00	Fuel & repair for vehicle	920.00	692.52	325.36	866.70	933.59	995.60
SUPPLIES & MATERIALS	79,170.00	Food supplies \$32K; linens \$15K; bathroom/cleaning supplies \$26K; uniforms \$3K; flags \$1.2K; office supplies & postage \$2.4K	92,400.00	100,516.29	116,333.64	109,068.52	100,900.35	76,374.48
REPAIRS & MAINTENANCE	166,804.00	General bldg R&M \$19K; building supplies \$25.4K; door maint \$2.3K; general equipment R&M \$27K; window cleaning \$13K; A/C maint \$38K; maintenance and service contracts; Repair/upgrades \$25K	137,918.00	143,465.83	137,967.14	121,379.31	113,064.69	99,957.26
UTILITIES	333,073.15	Electricity \$260K; fuel \$18K; water/sewer \$8K; trash \$17K; internet \$22K; telephone \$8.7K	326,203.56	321,933.71	310,726.71	311,992.02	311,996.10	290,885.00
INSURANCE	195,726.32	General liability insurance \$46K; fire fee \$142K; property insurance \$8K	196,861.32	187,059.10	194,231.24	207,507.02	205,443.42	184,583.78
ADVERTISING & PROMOTION	0.00	Help wanted ads	0.00	0.00	898.78	163.93	47,246.41	167.84
TRAVEL	0.00	SMG travel is included in contract expenses	0.00	0.00	0.00	0.00	0.00	0.00
LICENSES, REGISTRATIONS & SUBCRIPTIONS	16,587.00	Software licensing; health inspections; alcohol license; organizational memberships; includes Eventbooking.com \$6.5K	15,332.00	14,253.77	11,491.31	11,271.00	11,282.00	11,406.00
CONTRACTS	1,823,519.01	Contract fee \$128K; SMG staff and benefits \$1.7M (lower expense in FY21 is due to furloughs in July and elimination of SMG bonus)	2,082,264.00	2,023,092.62	1,942,668.86	1,702,846.59	1,526,466.34	1,268,936.29
BUILDING & EQUIPMENT RENTAL	10,228.00	Copier, manlift, Ecolab (dishwasher) rental	9,940.00	9,097.16	9,012.25	9,301.37	8,505.05	6,755.04
CREDIT CARD FEES & BANK FEES	7,300.00	Credit card processing fees	9,000.00	7,812.61	8,696.40	10,358.36	9,405.14	7,675.55
PRINTING & PUBLICATIONS	40.00	Misc printing	250.00	281.29	479.49	1,109.45	93.21	449.60
EQUIPMENT PURCHASES <\$5K	2,000.00	General small equipment replacement	4,000.00	1,588.35	10,226.64	3,573.10	16,403.17	8,782.60
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	2,687,197.48		3,030,328.88	2,973,490.13	2,951,994.27	2,636,173.85	2,479,737.50	2,078,567.42
OPERATING INCOME	52,708.25		482,384.42	1,150,392.05	940,786.24	926,853.10	629,331.41	223,720.60

Jekyll Island Authority - Tennis
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	129,558.93	Memberships \$26K; tennis fees \$13.6K; Concession Sales \$12.3K; lessons \$39K; tournaments \$35K; summer camp 1.5K, sponsorship \$1K	121,409.67	124,768.30	92,396.71	62,783.39	71,648.10	71,615.04
COST OF GOODS SOLD	7,399.13	Cost of goods sold in tennis shop	9,480.00	9,273.06	8,483.12	9,556.17	9,566.85	11,073.29
NET REVENUE	122,159.80		111,929.67	115,495.24	83,913.59	53,227.22	62,081.25	60,541.75
EXPENSES								
PERSONNEL	29,194.75	No FT staff - Tennis Pro is contracted to manage facility; shop staff and court maintenance staff have reduced hours through Dec to reduce costs	43,371.48	41,921.29	41,164.62	46,436.16	95,618.15	92,780.58
MOTOR VEHICLE	217.61	Fuel for court equipment	148.53	179.47	144.74	109.63	34.15	8.34
SUPPLIES & MATERIALS	32,405.37	Tournament expenses \$26K (referees, shirts, trophies, etc); Court materials \$2.5K; Camp expenses, irrigation supplies, office supplies, nets, balls, postage	17,932.11	18,410.05	6,877.85	14,198.12	12,918.65	8,383.92
REPAIRS & MAINTENANCE	6,138.50	General maintenance and repairs; pest control; fire extinguisher service	6,138.50	8,347.78	4,431.72	9,013.13	1,991.75	2,950.88
UTILITIES	27,618.42	Electricity \$3.9K; water/sewer \$17K; trash fees \$2.3K; cable TV/internet \$2K; telephone \$2K	27,561.01	26,401.28	21,002.44	23,441.76	15,174.86	15,547.70
INSURANCE	1,553.76	Property insurance \$84; fire fees \$1.5K	1,553.75	1,459.32	1,504.51	3,572.04	3,661.73	4,344.47
ADVERTISING & PROMOTION	12,600.00	Marketing expense; not doing Alta advertising this year	16,200.00	3,814.00	875.00	0.00	1,652.67	0.00
TRAVEL	0.00		0.00	0.00	0.00	0.00	0.00	0.00
LICENSES, REGISTRATIONS & SUBCRIPTIONS	522.00	Tournament sanction fees	522.00	0.00	0.00	476.00	534.00	522.00
CONTRACTS	103,412.00	Tennis pro \$45K; lessons paid to Pro \$31K; Court resurfacing \$27K	76,240.00	77,247.62	73,196.80	50,817.00	144.40	0.00
BUILDING & EQUIPMENT RENTAL	0.00		0.00	0.00	0.00	0.00	280.00	280.00
CREDIT CARD FEES & BANK FEES	1,960.03	Credit card processing fees	1,737.00	1,793.78	1,380.94	1,119.56	1,212.43	795.64
PRINTING & PUBLICATIONS	12.66		327.25	12.66	0.00	327.25	59.20	0.00
EQUIPMENT PURCHASES <\$5K	500.00	Miscellaneous small equipment replacements	500.00	199.89	64.98	1,372.70	1,900.90	1,382.27
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	216,135.10		192,231.64	179,787.14	150,643.60	150,883.35	135,182.89	126,995.80
OPERATING INCOME	(93,975.30)		(80,301.97)	(64,291.90)	(66,730.01)	(97,656.13)	(73,101.64)	(66,454.05)

Jekyll Island Authority - Mini-Golf, Bikes, Playground & Skating Rink
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	334,490.05	Concession sales \$25K; bicycle rentals \$123K; Mini-golf admission fees \$187K; no skating rink in FY21	416,529.54	375,624.04	353,090.10	374,309.22	358,777.98	288,746.11
COST OF GOODS SOLD	11,485.37	Cost of concessions sold	12,078.06	12,948.00	11,845.96	11,133.76	6,393.31	9,499.07
NET REVENUE	323,004.68		404,451.48	362,676.04	341,244.14	363,175.46	352,384.67	279,247.04
EXPENSES								
PERSONNEL	71,975.79	Managed by Golf Dept; allocation of 20% of Kevin's salary; Guest service staff is all PT \$63K	94,827.48	80,231.71	96,885.42	82,054.59	65,842.61	50,554.11
MOTOR VEHICLE	0.00		354.27	274.35	194.69	551.54	189.17	157.90
SUPPLIES & MATERIALS	3,964.23	Putters, balls, helmets, bells for bikes; uniforms; small tools	5,171.93	10,366.89	7,747.55	5,220.98	5,953.16	3,257.93
REPAIRS & MAINTENANCE	7,825.50	General maintenance \$5K; mulch for playground \$2.4K; pest control; fire extinguisher maint.	4,980.50	8,839.97	24,005.44	26,066.38	9,903.57	47,272.58
UTILITIES	8,417.88	Electricity \$3K; water/sewer \$317; trash \$3.2K; internet \$1.3K	11,720.95	9,434.02	11,153.03	10,443.57	7,291.69	8,006.68
INSURANCE	909.27	Fire fees \$860; property insurance \$49	909.27	854.00	836.17	874.77	874.77	874.77
ADVERTISING & PROMOTION	4,000.00	Advertising and social media expenses	1,000.00	2,893.01	10,732.21	100.00	9,827.93	0.00
TRAVEL	0.00		0.00	0.00	0.00	0.00	0.00	0.00
LICENSES, REGISTRATIONS & SUBCRIPTIONS	0.00		0.00	(250.00)	250.00	0.00	0.00	0.00
CONTRACTS	0.00		0.00	0.00	0.00	192.31	12,763.25	0.00
BUILDING & EQUIPMENT RENTAL	0.00		0.00	0.00	0.00	0.00	371.00	841.52
CREDIT CARD FEES & BANK FEES	7,299.26	Credit card processing fees	7,400.00	7,693.40	6,335.93	6,712.48	6,559.91	5,061.23
PRINTING & PUBLICATIONS	715.31	Bike forms, score cards	953.36	2,853.98	864.00	1,675.36	2,606.29	546.00
EQUIPMENT PURCHASES <\$5K	12,730.00	Adult bikes & kids bikes \$8K; Surreys \$4.7K	15,000.00	13,991.89	6,913.00	5,108.77	12,656.52	5,048.75
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	117,837.24		142,317.76	137,183.22	165,917.44	139,000.75	134,839.87	121,621.47
OPERATING INCOME	205,167.44		262,133.72	225,492.82	175,326.70	224,174.71	217,544.80	157,625.57

Jekyll Island Authority - Summer Waves
FY2021 Budget

Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	2,037,007.87	Admission fees \$1.46M; Annual passes \$58K; Concession sales \$94K; cabana rentals \$92K; locker rental \$105K; group sales \$134K; Lease revenue \$63K; Consignment ticket sales \$24K; revenues reduced based on estimated impact from COVID-19 restrictions	2,558,050.00	2,666,042.20	2,458,008.50	2,501,173.12	2,183,799.97	2,070,555.19
COST OF GOODS SOLD	46,091.33	Cost of merchandise sold	63,904.50	49,481.61	55,776.97	81,587.02	81,513.88	51,162.81
NET REVENUE	1,990,916.54		2,494,145.50	2,616,560.59	2,402,231.53	2,419,586.10	2,102,286.09	2,019,392.38
EXPENSES								
PERSONNEL	553,393.25	3 FT staff; Seasonal staff \$329K; bonus program for seasonal staff \$18.5K; GSP (security) and temp service labor \$21.6K	577,936.89	525,125.69	514,703.23	490,706.27	476,330.35	455,745.23
MOTOR VEHICLE	1,445.00	Fuel for pumps and equipment	1,785.77	453.67	1,259.97	1,648.90	1,386.91	1,668.43
SUPPLIES & MATERIALS	148,190.00	Chemicals for pools \$57K; bathroom/cleaning supplies \$9K; waterpark supplies (life jackets, tubes, rescue tubes) \$18K; uniforms \$12K; lounge chairs for new slide area, cabana furniture, tables \$27K	138,400.00	123,834.41	120,254.52	97,586.44	106,971.20	112,380.40
REPAIRS & MAINTENANCE	150,916.28	General park/slide maint \$51K; sandblast Force 3 tower \$30K; Concrete repair \$20K; park lighting \$13K; equip, pump and motor repair \$30K	298,714.28	319,700.33	339,731.82	237,942.52	176,972.69	131,654.09
UTILITIES	251,371.29	Electricity \$180K; water/sewer \$38K; trash fees \$19K; internet \$10.9K; telephone \$3.2K	232,340.61	231,470.76	218,785.89	210,561.39	188,026.84	196,671.26
INSURANCE	10,321.08	Worker's comp \$4K; liability insurance \$509; property insurance \$313; fire fee \$5.5K	10,116.25	11,122.36	10,134.35	10,975.92	11,244.94	10,570.42
ADVERTISING & PROMOTION	100,000.00	Summer Waves specific advertising	100,000.00	100,901.95	96,745.89	5,918.93	96,598.91	86,886.67
TRAVEL	0.00		2,000.00	681.44	600.09	563.02	907.69	290.36
LICENSES, REGISTRATIONS & SUBCRIPTIONS	4,064.49	Health & ride inspections	3,885.00	2,028.00	1,995.00	724.90	1,012.00	918.48
CONTRACTS	89,800.00	General Manager contract; aerobics instructor; soil survey for new slide	86,300.00	91,284.25	96,396.60	79,300.00	75,606.69	70,957.19
BUILDING & EQUIPMENT RENTAL	18,980.00	Copier \$250/mo; CO2 tank rental \$1.2K; Allied Chemical tank rentals; heavy equipment for repairs	19,850.00	5,573.95	12,434.14	22,521.16	18,959.17	16,387.71
CREDIT CARD FEES & BANK FEES	22,987.65	Credit card processing fees	27,800.00	28,435.90	19,784.76	26,608.44	19,356.58	18,862.63
PRINTING & PUBLICATIONS	3,345.06	Tickets; handouts	3,000.00	3,614.06	3,027.95	2,505.80	2,653.61	5,434.10
EQUIPMENT PURCHASES <\$5K	7,700.00	Aquatic wheel chair \$2.6K; chlorine pump \$1.6K; flow meters \$3.5K	12,700.00	22,230.20	14,584.02	7,777.92	9,365.08	19,620.54
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	1,362,514.10		1,514,828.80	1,466,456.97	1,450,438.23	1,195,341.61	1,185,392.66	1,128,047.51
OPERATING INCOME	628,402.44		979,316.70	1,150,103.62	951,793.30	1,224,244.49	916,893.43	891,344.87

Jekyll Island Authority - Campground
FY2021 Budget

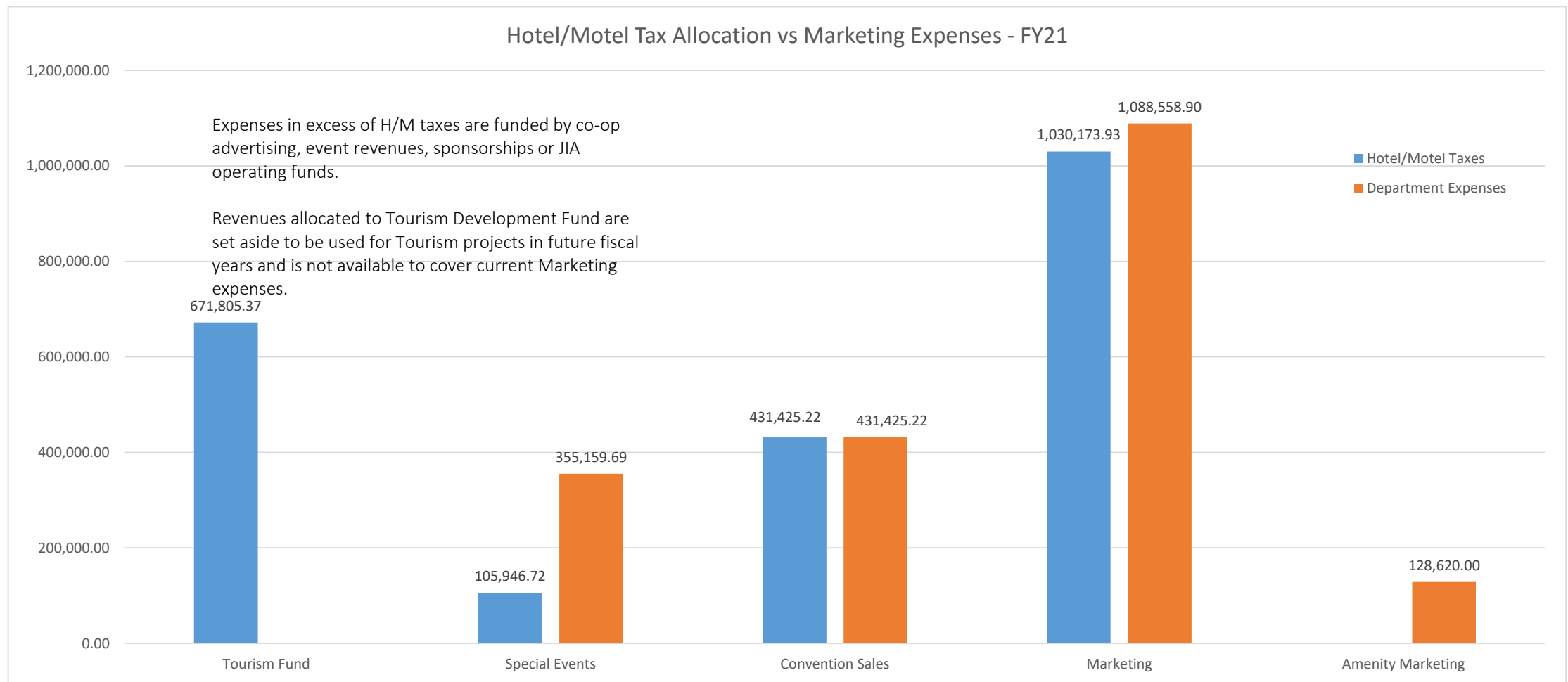
Proposed Budget

	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	1,735,927.32	Site rental \$1.6M; Concession sales \$123K; Propane sales \$16K; Bike Rentals \$10K; washing machines \$13K; camping fees (pet fee, late check out fees, etc) \$13K; Winter Rate increase \$27/mo, daily rate increase \$1/night starting Jan 1	1,613,166.86	1,611,348.01	1,348,678.95	1,307,479.33	1,143,875.27	1,205,895.55
COST OF GOODS SOLD	69,383.03	Cost of merchandise and propane sold	64,766.07	67,867.25	60,725.66	67,263.92	67,384.99	55,854.61
NET REVENUE	1,666,544.29		1,548,400.79	1,543,480.76	1,287,953.29	1,240,215.41	1,076,490.28	1,150,040.94
EXPENSES								
PERSONNEL	240,184.97	4 FT employees; PT guest services staff	256,854.35	252,135.79	236,736.56	233,261.54	211,168.98	203,593.59
MOTOR VEHICLE	2,188.36	Fuel and general R&M	2,455.80	4,209.50	2,457.15	1,776.16	1,710.83	2,548.29
SUPPLIES & MATERIALS	28,771.48	Bathroom/cleaning supplies \$11K; office supplies \$5.7K; shop supplies \$7K; uniforms \$2.3K; small tools \$1.8K	32,863.46	32,105.99	25,013.64	32,281.49	44,248.86	29,277.71
REPAIRS & MAINTENANCE	24,330.20	General R&M & bathroom partions 15K; Road repairs \$6K; pest control; A/C maint	52,630.20	34,782.52	45,144.73	63,561.54	22,635.87	26,383.95
UTILITIES	262,211.79	Electricity \$143K; water/sewer \$32K; trash fees \$35K; internet & cable \$44K; telephone \$3.6K; propane \$4K	240,862.14	230,966.80	215,977.41	207,684.23	197,218.78	205,145.53
INSURANCE	7,460.03	Worker's comp \$5.4K; liability insurance \$678; property insurance \$77; fire fee \$1.3K	7,186.92	7,149.41	6,626.68	6,772.80	7,060.02	9,166.90
ADVERTISING & PROMOTION	0.00		0.00	153.19	1,069.20	(543.17)	30,426.97	4,851.14
TRAVEL	0.00		1,000.00	1,091.93	500.20	3,009.22	5,852.95	8,002.75
LICENSES, REGISTRATIONS & SUBCRIPTIONS	435.00	Health inspection fee	1,435.00	1,620.00	2,112.00	1,820.42	2,438.86	7,024.22
CONTRACTS	12,000.00	Tree trimming & stump grinding; JIA crews will do more of it this year	24,000.00	25,790.83	11,536.64	12,262.50	26,729.37	14,720.21
BUILDING & EQUIPMENT RENTAL	700.00	Liberty rolloff dumpster; No longer have golf cart rental	2,914.00	3,851.01	2,647.34	5,300.55	3,945.94	4,746.24
CREDIT CARD FEES & BANK FEES	33,888.74	Credit card processing fees	27,580.07	33,562.94	28,616.12	28,293.25	23,386.28	21,156.17
PRINTING & PUBLICATIONS	10,552.23	Good Sam publication \$9K; general printing needs	11,834.32	12,638.23	11,161.29	10,974.45	1,741.57	1,221.82
EQUIPMENT PURCHASES <\$5K	0.00		7,000.00	16,176.08	6,352.51	15,725.98	8,817.47	3,568.05
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	622,722.80		668,616.26	656,234.22	595,951.47	622,180.96	587,382.75	541,406.57
OPERATING INCOME	1,043,821.49		879,784.53	887,246.54	692,001.82	618,034.45	489,107.53	608,634.37

Jekyll Island Authority - Golf
FY2021 Budget

Proposed Budget

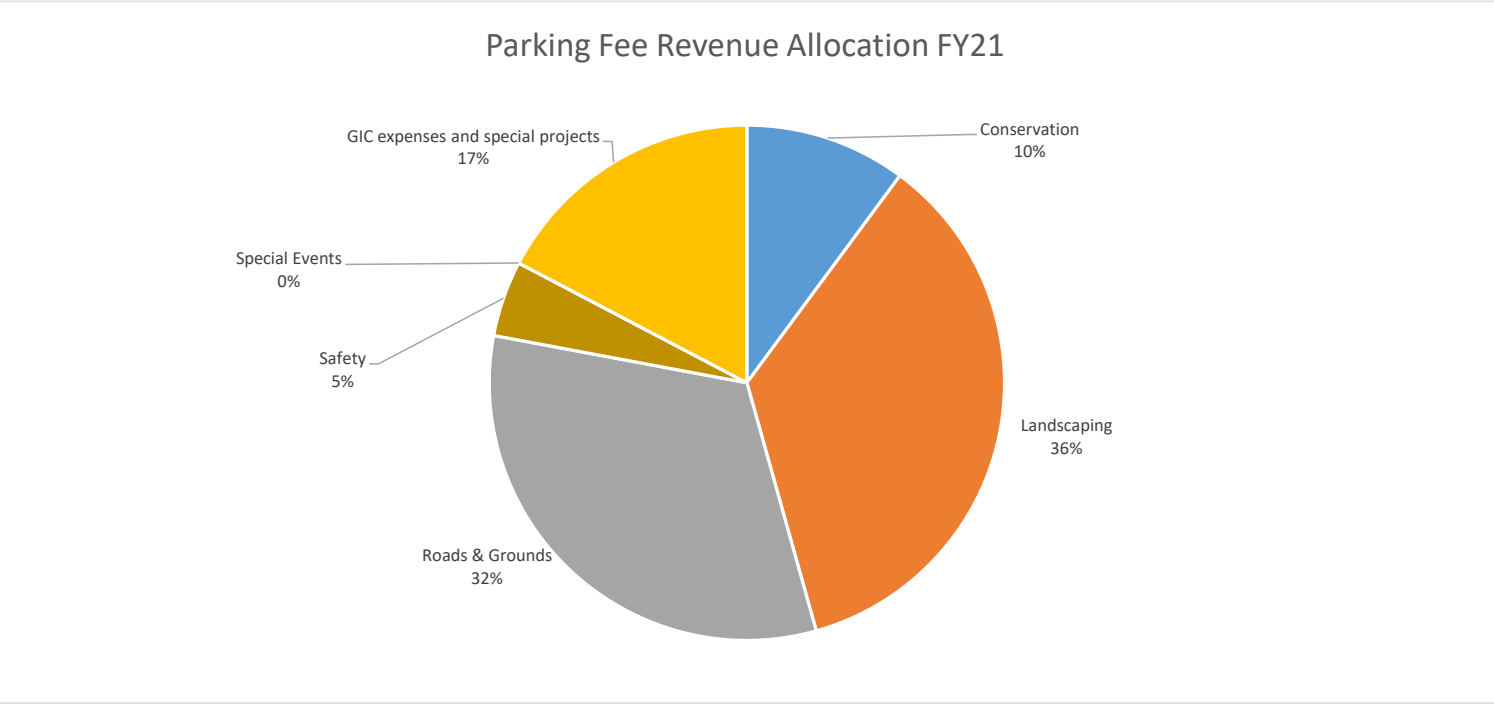
	Budget FY2021	Comments	Budget FY2020	Actual FY2019	Actual FY2018	Actual FY2017	Actual FY2016	Actual FY2015
REVENUES								
GROSS REVENUES	2,171,269.17	Memberships \$417K; greens fees \$593K; golf cart rentals \$409; golf card sales \$108K; concession sales \$308K; tournament \$231K; Trackman system rentals \$38K; Driving range \$45K	2,465,110.96	2,096,865.30	2,228,705.08	2,332,447.75	2,043,889.72	1,952,283.41
COST OF GOODS SOLD	184,632.14	Cost of merchandise sold	190,712.27	179,812.98	180,459.04	195,167.92	203,388.03	219,248.84
NET REVENUE	1,986,637.03		2,274,398.69	1,917,052.32	2,048,246.04	2,137,279.83	1,840,501.69	1,733,034.57
EXPENSES								
PERSONNEL	1,320,874.34	Golf has 4 FT staff; eliminated 1 FT golf pro in FY21; GCM has 17 FT staff; temp service staffing \$95K	1,416,777.47	1,338,481.89	1,256,830.78	1,242,747.95	1,192,137.88	1,155,978.02
MOTOR VEHICLE	40,058.92	Gas and diesel for equipment and vehicles \$39.8K; general vehicle R&M \$300	42,567.47	43,979.42	31,587.28	32,247.80	30,883.28	44,559.71
SUPPLIES & MATERIALS	527,974.26	Chemicals/fertilizers \$411K; irrigation supplies \$15.5K; uniforms \$10.5K; plants/seeds \$4K; sand/soil \$17.1K; golf course supplies \$26K; Special events supplies - GA/FL tournament \$26K	545,175.64	549,471.48	530,512.21	538,060.84	515,411.31	665,203.93
REPAIRS & MAINTENANCE	99,784.84	General R&M \$10.2K; renovate range building \$5K; cart path repairs & bench repair kits \$5.5K; General equipment R&M \$63K; Service contracts \$16K (A/C maint; pest control; Waste2Water; Trackman system)	109,781.88	93,732.80	76,854.09	100,909.12	172,084.93	128,256.83
UTILITIES	108,879.85	Electricity \$74K; water/sewer \$16K; trash fees \$12K; internet \$3.5K; telephone \$3.6K	107,349.34	99,105.14	107,346.31	121,858.97	112,101.39	135,267.89
INSURANCE	59,228.78	General liability insurance on carts and equipment \$10K; Liability insurance \$4K; Workers comp \$28K; fire fees \$16K; property insurance \$945	62,953.18	65,214.11	55,999.98	56,434.81	71,677.81	84,526.85
ADVERTISING & PROMOTION	7,287.40	Golf-specific advertising and facebook ads; hoptel rooms for entertainers at GA/FL tournament	11,095.00	3,426.56	9,308.78	12,738.35	47,370.61	22,801.28
TRAVEL	0.00		5,000.00	1,782.00	1,058.41	2,380.04	1,091.63	2,791.97
LICENSES, REGISTRATIONS & SUBSCRIPTIONS	8,494.00	PGA dues; US Golf Assoc; Walter Travis Society; new Golf Genius tournament software (start in Dec '20)	7,394.00	4,532.00	5,612.86	6,204.08	2,685.00	4,739.16
CONTRACTS	14,500.00	Tree/stump work \$4K; GA/FL entertaining & catering expenses \$10.5K	21,500.00	19,304.07	18,682.19	8,853.38	66,542.37	109,911.51
BUILDING & EQUIPMENT RENTAL	492,443.66	Copier rental \$1.7K; golf cart lease with GPS feature \$278K; Golf cart utility vehicles, equipment leases, and rentals for path maint \$212K	443,263.65	374,857.87	381,552.07	248,669.50	193,473.03	196,348.76
CREDIT CARD FEES & BANK FEES	42,771.29	Credit card processing fees	40,000.00	42,018.58	36,635.82	38,350.64	30,874.36	29,279.96
PRINTING & PUBLICATIONS	368.23	Printing tickets, registration, program course signs, golf tickets, etc	300.00	1,765.82	4,907.61	7,050.15	8,922.13	4,536.38
EQUIPMENT PURCHASES <\$5K	5,000.00	General Small equipment replacement - Golf Course Maint	9,200.00	8,690.97	10,595.86	21,830.42	27,247.16	11,876.20
INTEREST EXPENSE	0.00		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL OPERATING EXPENSES	2,727,665.57		2,822,357.63	2,646,362.71	2,527,484.25	2,438,336.05	2,472,502.89	2,596,078.45
OPERATING INCOME	(741,028.54)		(547,958.94)	(729,310.39)	(479,238.21)	(301,056.22)	(632,001.20)	(863,043.88)



Total Hotel/Motel tax budget: \$2,239,351.24

Allocation of Parking fees

		July	August	September	October	November	December	January	February	March	April	May	June	Total	
Parking fee revenue		\$ 461,848.90	\$ 299,889.60	\$ 236,722.40	\$ 270,697.60	\$ 267,603.14	\$ 279,668.00	\$ 271,837.83	\$ 292,090.00	\$ 329,636.80	\$ 342,973.40	\$ 407,986.02	\$ 471,832.18	\$ 3,932,785.87	
Percent of total		11.7436%	7.6254%	6.0192%	6.8831%	6.8044%	7.1112%	6.9121%	7.4271%	8.3818%	8.7209%	10.3740%	11.9974%	100.0000%	
Conservation	373,167.65	43,823.15	28,455.43	22,461.72	25,685.50	25,391.88	26,536.67	25,793.70	27,715.35	31,278.03	32,543.49	38,712.30	44,770.43	373,167.65	
Landscaping	1,308,325.11	153,643.89	99,764.67	78,750.76	90,053.33	89,023.89	93,037.53	90,432.65	97,169.97	109,660.71	114,097.42	135,725.25	156,965.04	1,308,325.11	
Roads & Grounds	1,188,919.79	139,621.46	90,659.57	71,563.51	81,834.54	80,899.06	84,546.38	82,179.25	88,301.68	99,652.44	103,684.23	123,338.18	142,639.50	1,188,919.79	
Safety	175,000.00	20,551.22	13,344.40	10,533.61	12,045.43	11,907.73	12,444.59	12,096.16	12,997.34	14,668.09	15,261.53	18,154.45	20,995.46	175,000.00	
Special Events	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Water/Sewer projects	250,000.00	29,358.89	19,063.43	15,048.01	17,207.75	17,011.04	17,777.98	17,280.23	18,567.63	20,954.41	21,802.19	25,934.92	29,993.51	250,000.00	
														0.00	
Total allocated to other departments		386,998.61	251,287.51	198,357.60	226,826.55	224,233.60	234,343.15	227,781.99	244,751.96	276,213.68	287,388.86	341,865.10	395,363.93	3,295,412.55	
Balance left to cover															
GIC expenses and special projects		\$ 74,850.29	\$ 48,602.09	\$ 38,364.80	\$ 43,871.05	\$ 43,369.54	\$ 45,324.85	\$ 44,055.84	\$ 47,338.04	\$ 53,423.12	\$ 55,584.54	\$ 66,120.92	\$ 76,468.25	\$ 637,373.32	





Jekyll Island Authority Goal Based Incentive Plan

Effective:

Purpose: The **purpose of the Jekyll Island Authority's goal-based** incentive pay is to reward Managers and Directors of Retail and Amenity departments that are responsible for bringing in revenue to the organization. Payments under this plan will be based on the goal criteria listed in the plan and will be reviewed, validated and confirmed by the Chief Accounting Officer and Executive Director as a realized goal.

Goal Based Incentive Plan Guidelines for FY21

The goal-based plan is developed to encourage the department Managers and Directors to manage multiple aspects of their budget including revenue, cost of goods sold %, labor % and total expenses. Managers and Directors that are successful in managing these items should reflect Net Income which exceeds budget for their department.

Manager positions eligible for the goal-based incentive plan:

- Guest Information Center Manager
- GSTC Gift Shop Manager
- Life is Good Manager
- McCormick's Grill Manager
- Museum Gift Shop Manager
- Summer Waves Gift Shop Manager
- Mini-golf & bikes Manager
- Summer Waves Sales & Operations Managers
- Campground Manager
- Golf Club House Manager

Director positions eligible for the goal-based incentive plan:

- Director of Retail Operations
- Director of Golf

Allocation: This Goal-based incentive plan is structured on an allocation approach as follows:

- The available incentive pool for each Manager/Director is determined as a percentage of Actual Net income in excess of Budgeted Net Income. The available incentive amount is set on an increasing scale as noted below.
 - 5%-10% = \$2,000.00
 - 11%-15% = \$2,500.00
 - 16%-20% = \$3,000.00
 - 21%-25% = \$3,500.00
 - 26%-30% = \$4,000.00
 - 31%+ = \$5,000.00
- For departments with cost of goods, the goals are broken down into 4 sections each worth 25% of the eligible incentive amount determined above. For departments without cost of goods sold, the

allocation for the 3 applicable sections are each worth 33% of the eligible bonus amount determined above.

- Revenues – must be in excess of budget for the fiscal year
 - Cost of goods sold % - must be less than budget or no more than 1.5% higher than budget for the year.
 - Labor as a % of revenue – must be less than budget or no more than 1.5% higher than budget for the year.
 - Expenses – must be equal to or less than budget for the year (expenses increased in proportion to revenue increases will be considered)
- Payment of the incentive will be allocated between the Manager and Director as follows:
 - Guest Information Center – 75% to Manager; 25% to Director of Retail
 - GSTC Gift Shop – 75% to Manager; 25% to Director of Retail
 - Life is Good – 75% to Manager; 25% to Director of Retail
 - **McCormick's Grill** – 75% to Manager; 25% to Director of Golf
 - Museum Gift Shop – 75% to Manager; 25% to Director of Retail
 - Summer Waves Gift Shop – 75% to Manager; 25% to Director of Retail
 - Mini-golf & bikes – 75% to Manager; 25% to Director of Golf
 - Summer Waves Operations – 50% to Operations Manager; 50% to Revenue Manager
 - Campground – 90% to Manager; 10% to Director of Retail
 - Golf Club House – 75% to Manager; 25% to Director of Golf

Payment: The incentive shall be awarded in the fall of each year between August and November for the prior fiscal year. Payments will be included as bonus pay in the pay period issued and will be taxed accordingly. Bonus pay shall not be included as earnable compensation for determining retirement benefits.

Eligibility:

- Payment will only be made to employees **who have at least "met expectations" on their last** performance review, and/or there are no performance issues.
- Employees must be in an active employment status to receive the incentive.
- Employees who terminate either voluntarily or involuntarily prior to payment will not receive incentive pay.
- Payments may only be made for accomplished goals and may not be made in advance.

Reporting: The Chief Accounting Officer and Director of Human Resources shall monitor all payments made in accordance with this plan for compliance with the Jekyll Island Authority Incentive pay policy.

Review: Goal-based incentive plans are reviewed prior to each fiscal year during budget development and may vary depending upon budget each fiscal year.



Jekyll Island Authority Hiring Incentive Plan

Effective:

Purpose: The purpose of **the Jekyll Island Authority's** hiring incentive pay is to induce the employment of a prospective employee with particularly desirable qualifications and/or for a position that is difficult to fill. Positions identified are critical positions that present recruiting challenges due to skill level, area of expertise and/or geographic location.

Hiring Incentive Plan Guidelines for FY21:

Positions: The following positions, if vacated, may include a hiring incentive to induce employment:

- Chief Accounting Officer
- Chief Operations Officer
- Director of Conservation
- Director/Veterinarian of Georgia Sea Turtle Center
- Director of Historic Resources
- Director of Landscape and Planning
- Sr. Director of Marketing
- General Counsel (Legal)
- Superintendent of Water/Wastewater
- Golf Course Superintendent
- Golf Course Assistant Superintendent
- Facilities Superintendent

Incentive amount: Hiring incentive pay of up to 5% of base salary, not to exceed maximum of \$5,000, may be provided for hard to fill, critical positions which involves relocation of the selectee for the position.

Agreement: Employees receiving hiring incentive pay are required to sign repayment agreement terms prior to payment request approval.

Repayment Terms: In the event of a voluntary resignation by the employee during the initial twelve months of employment, the employee will be required to repay the full incentive amount.

Approval: Hiring incentive pay is subject to fund availability and approval by the Executive Director.

Reporting: The Chief Accounting Officer and Director of Human Resources shall monitor all payments made in accordance within this plan for compliance with the Jekyll Island Authority Incentive Pay policy.

Review: Hiring incentive plans are reviewed prior to each fiscal year during budget development and may vary depending on budget each fiscal year.



Jekyll Island Authority Performance Incentive Plan

Effective:

Purpose: **The purpose of the Jekyll Island Authority's performance incentive pay is to reward employees for extraordinary performance, significant contributions and/or substantial accomplishments well beyond normal or regular work responsibilities impacting JIA operations.**

Performance Incentive Plan Guidelines for FY21

Recommendation: Managers may recommend individual employees for performance incentive pay within the following;

- Accomplishing and exceeding expectations on major projects or initiatives established by division director and/or immediate supervisor.
- Participation in or completion of a project with significant impact to one or more JIA operation processes.
- Significant cost saving or cost avoidance realized beyond normally expected or established standards.
- Extraordinary effort during times of critical department need such as meeting critical deadline that could otherwise have an adverse impact on critical business operations or major project.
- Contribution that clearly and significantly impacts the accomplishment of important or critical business operational goals, deliverables and/or time line.

Eligibility:

- Employees recommended for performance incentive pay must be in active employment.
- **Employees must have had at least "met expectations" on their last performance review and/or there are no performance issues.**
- Employees may not be awarded more than once for the same achievement.

Documentation: Managers must submit appropriate documentation including specific reason employee should receive performance incentive pay, including date or timeframe of contribution event and recommended bonus amount.

Incentive amount: Performance incentive pay may not exceed \$5,000 per employee per fiscal year.

Approval: Performance incentive pay is subject to fund availability and approval by the Executive director.

Reporting: The Chief Accounting Officer and Director of Human Resources shall monitor all recommendations and payments made in accordance with this plan for compliance with the Jekyll Island Authority Incentive pay policy.

Review: Performance incentive pay plan is reviewed prior to each fiscal year during budget development and may vary depending on budget each fiscal year.
