

JEKYLL ISLAND – STATE PARK AUTHORITY  
June 20, 2023 – Approved Minutes

The Jekyll Island State Park Authority (JIA) and Committees met in Public Session on Tuesday, June 20, 2023 at the Jekyll Island Club Resort Morgan Center and via teleconference.

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

Members Absent: Mr. Glen Willard

Key Staff Present: Jones Hooks, Executive Director  
Noel Jensen, Deputy Executive Director  
Marjorie Johnson, Chief Accounting Officer  
Jenna Johnsons, Director of Human Resources  
Cliff Gawron, Director of Landscaping & Planning  
Alexa Hawkins, Director of Marketing  
Zach Harris, General Counsel  
Maria Humphrey, Lease Manager  
Anna Trapp, Executive Assistant

Senator Mike Hodges, various members of the public, JIA staff, and press were also present.

Chairman Atkins called the committee session to order at 9:34 a.m. All Board members were present in-person or via teleconference except for Mr. Glen Willard who was absent. Ms. Joy Burch-Meeks joined the call at 10:19 a.m.

One public comment was received online prior to the meeting:

- Cathy Dillon - Increase in annual pass cost

**I. Historic Preservation/Conservation Committee**

Bob Krueger, Chair

No Report

**II. Finance Committee**

Bill Gross, Chair

A. Mr. Bill Gross, Finance Committee Chair, summarized the May Financials including an overview of Revenues, Expenses, Net Operating Cash, Traffic Statistics, and Hotel Revenues for the month.

- Revenues were \$4,140,631.
- Expenses were \$3,002,499.
- Net Operating Cash Income was \$1,138,132.
- Total Traffic Counts were 134,774 vehicles.
- Year-to-date hotel revenues totaled \$28.9 million.

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- B. Jones Hook, Executive Director, provided an overview of the proposed Fiscal Year 2024 Budget which was presented and approved at the June 1, 2023 Finance Committee meeting.

Highlights for the budget include:

- The proposed budget totals \$41,432,574.
- Increases to the budget are included to meet the cost increases associated with inflation such as health insurance, retirement, construction, labor, repairs, and maintenance costs.
- Changes to non-amenity rates:
  - Parking Passes
    - Daily passes: increase from \$8 to \$10 per day
    - Daily passes - oversized vehicles Increase from \$12 to \$15 per day
    - Annual passes Increase from \$75 to \$100
    - Annual passes - oversized vehicles Increase from \$120 to \$150
    - Jekyll Island Residential Owners will receive two \$25 coupons that can be used to purchase or renew annual passes between 7/1/2023 and 6/30/2024.
    - Additional fees for Event Days are recommended, which is a dynamic pricing strategy used for capacity management.
      - July 4th Additional \$5 charged for regular and oversized vehicles
      - Shrimp & Grits 11/3/2023 - 11/4/2023 (Fri & Sat) Additional \$5 charged for regular and oversized vehicles
      - Holly Jolly season 11/24/2023 - 1/7/2024 (Fri & Sat) (5pm - 12am) Additional \$5 charged for regular and oversized vehicles
  - Fire Department
    - BLS Emergency transports Increase from \$350.00 to \$450.00
    - Specialty Care transports Increase from \$600.00 to \$850.00
  - Administration
    - Residential Rental License Increase from \$30.00 to \$75.00
  - Water/Wastewater
    - Wastewater base fees and usage fees 7% increase beginning 1/1/2024.
  - Sanitation increases correlate with the Waste Management Contract
    - Base rate for regular trash pickup increase from \$32.16 to \$33.76
    - Base rate for backyard pickup increase from \$42.69 to \$48.22

Hooks explained that the revenues from the parking fees are allocated to services that will enhance the visitor and resident experience on Jekyll Island. Revenues generated from the parking fees fund the entire budgets for Conservation, Landscaping, Park Services, Guest Services, and Roads and Grounds as well as portions of the Sanitation, Public Safety, Special Events, Historic Preservation, and Capital Project budgets.

Hooks also noted that the proposed FY24 budget includes a program in collaboration with the Marshes of Glynn Libraries which will allow PINES library card holders to check out a Jekyll Island Day Pass which includes a one-day parking pass, admission to the Mosaic, and admission to the Georgia Sea Turtle Center.

Following no additional questions or comments from the Board, Mr. Gross reminded members that the Finance Committee met on June 1, 2023 and recommended approval of the FY 2024 budget and its components including rate increases and inventive plans.

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C. Marjorie Johnson, Chief Accounting Officer, presented the proposed Fiscal Year 2024 Capital Equipment and Projects Requests for consideration. She summarized the requests which total \$4,309,350.

• Equipment purchases	\$ 769,350
• Building and Amenity Improvements	\$ 545,000
• Wayfinding signage	\$ 250,000
• Beach Crossovers	\$ 240,000
• Summer Waves Parking Lot	\$ 700,000
• Golf Practice range safety fencing	\$ 300,000
• Project Contingency funds	\$ 300,000
• JIF Donation for GSTC expansion	\$ 350,000
• Golf Improvement funds	\$ 855,000

These projects will be funded from the below accounts:

○ Current year income	\$ 3,821,150
○ Fire Equipment Fund	\$ 13,200
○ Public Improvement Fund	\$ 475,000

Jones Hooks, Executive Director, clarified that the donation to the Jekyll Island Foundation for the Georgia Sea Turtle Center expansion is the second of a five-year installment pledge and will reoccur in future budgets.

A motion to recommend approving the Capital Equipment and Projects Requests as recommended by staff, was made by Dr. Evans and seconded by Mr. Krueger. The motion carried unanimously.

D. Marjorie Johnson, Chief Accounting Officer, presented the request to accept \$400 from the Southern Tennis Association. She explained that the Jekyll Island Tennis department was awarded the 2023 ATCC Player Experience Grant from the Southern Tennis Association. There are no matching funds required for this grant, and the grant can be used for food and supplies during tournaments to enhance the player experience.

A motion to recommend accepting the grant award from the Southern Tennis Association in the amount of \$400 as recommended by staff, was made by Mr. Krueger and seconded by Dr. Evans. The motion carried unanimously.

E. Marjorie Johnson, Chief Accounting Officer, presented the copier lease with Ashley's Business Solutions (Ashley's) for consideration. JIA's current copier lease with Canon Solutions America (Cannon) expires on July 31, 2023, and Ashley's was chosen to replace Cannon as the provider. The lease is for 14 copiers for a total of \$2,043.92 per month, plus copy charges. The copy charges are \$0.00854 per page for black & white copies and \$0.04142 per page for color copies. The Canon copiers to be provided by Ashley's are covered under the State copier contract and include free toner and maintenance of the equipment.

A motion to recommend approving the proposed copier lease for Canon copiers through Ashley's Business Solutions for \$2043.92 per month, plus copy fees as recommended by staff, was made by Mr. Wilkinson and seconded by Mr. Krueger. The motion carried unanimously.

- F. Marjorie Johnson, Chief Accounting Officer, presented several golf cart and utility vehicle leases for approval. The supplier for all equipment will be EZ Go Division of Textron Inc, and the leases will be managed through Wells Fargo Financial Leasing Inc. Johnson provided a summary for each lease:
1. One lease for 160 golf carts for rental at the Golf Club House plus 4 ranger carts. The lease term is for 60 months and will begin August 1, 2023. The lease amount will be \$19,516 per month for year one, \$20,172 per month for year two, \$21,484 per month for year three, \$22,468 per month for year four and \$23,452 per month for the fifth and final year of the lease.
  2. One lease for 3 Cushman Hauler electric utility vehicles for Golf Course Maintenance use on the golf courses. The lease term is for 60 months, beginning July 1, 2023 with a monthly lease amount of \$679.60.
  3. One lease 1 Cushman Hauler gas utility vehicle for the Campground to service the new campsites and 13 Cushman Hauler gas utility vehicles for Golf Course Maintenance for carrying supplies and materials on the golf courses. The lease term is for 48 months, beginning July 1, 2023 with a monthly lease rate of \$2,673.64.
  4. One lease for 1 Cushman gas utility vehicle to be used by the Park Services department. It will be used to transport cleaning and bathroom supplies and equipment in the parks and picnic areas as well as in the Historic District. The lease term is for 60 months and will begin July 1, 2023 with a monthly lease amount of \$229.63.
  5. One lease for 1 Cushman 8-passenger electric utility vehicle to be used by the Museum department. This vehicle will be used for tours and transportation of staff around the Historic District. The lease term is for 60 months, which will begin August 1, 2023 with a monthly lease rate of \$277.50.

Separate motions and votes were required for each lease.

A motion to recommend approving the 60-month lease for 160 golf carts to be used for rentals at the Golf Club House plus 4 ranger carts to be paid over five years as recommended by staff, was made by Mr. Joyner and seconded by Mr. Wilkinson. The motion carried unanimously.

A motion to recommend approving the 60-month lease for 3 electric utility vehicles to be used by Golf Course Maintenance at a rate of \$679.60 per month as recommended by staff was made by Mr. Wilkinson and seconded by Commissioner Williams. The motion carried unanimously.

A motion to recommend approving the 48-month lease for 1 gas utility vehicle to be used by Campground staff and 13 gas utility vehicles to be used by Golf Course Maintenance at a rate of \$2,673.64 per month as recommended by staff, was made by Dr. Evans and seconded by Mr. Joyner. The motion carried unanimously.

A motion to recommend approving the 60-month lease for 1 gas utility vehicle to be used by the Park Services Department at a rate of \$229.63 per month as recommended by staff, was made by Commissioner Williams and seconded by Mr. Joyner. The motion carried unanimously.

A motion to recommend approving the 60-month lease for 1 electric utility vehicle to be used by Museum staff at a rate of \$277.50 per month as recommended by staff was made by Mr. Krueger and seconded by Mr. Joyner. The motion carried unanimously.

- G. Marjorie Johnson, Chief Accounting Officer, presented the updated Ameris Bank Signature Cards for consideration. Signature cards for JIA's accounts at Ameris Bank require updating

due to the retirement of Jones Hooks and the hiring of Mark Williams as the new Executive Director. Bank accounts at Ameris include JIA's disbursing account, payroll accounts, and health insurance account, as well as several other deposit only accounts and smaller checking accounts. Updating these signature cards will prevent delays in payments to vendors and employees. The change will go into effect July 1, 2023, and the approved authorized check signers for all Ameris Bank accounts will include:

- Mark Williams, Executive Director
- Noel Jensen, Deputy Executive Director
- Jenna Johnson, Director of Human Resources

A motion to recommend approving Mark Williams, Noel Jensen, and Jenna Johnson as authorized check signers for all Ameris Bank accounts, was made by Mr. Wilkinson and seconded by Mr. Joyner. The motion carried unanimously.

There were no public comments.

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

Buster Evans, Chair

- A. Jenna Johnson, Director of Human Resource, presented the Donated Leave Policy Update for consideration. The update includes clarification on the eligibility for requesting donated leave, how donated leave may be used, and the criteria employees must meet before donating sick or annual leave.

A motion to recommend approving the updated Donated Leave Policy was made by Mr. Wilkinson and seconded by Mr. Krueger. The motion carried unanimously.

- B. Jenna Johnson, Director of Human Resources, presented the updated Uniform Dress Code Policy for consideration. Due to the variation of uniform needs across departments, this update removed the examples of suitable and prohibited attire and specifies that each department will determine and maintain dress and footwear guidelines specific to their operation and safety needs.

A motion to recommend approving the updated Uniform Dress Code Policy was made by Mr. Wilkinson and seconded by Mr. Krueger. The motion carried unanimously.

- C. Jenna Johnson, Director of Human Resources presented the updated Attendance Records Policy for consideration. This update provides guidelines for supervisors to include appropriate notation for leave use and when adding or editing an employee's timecard entry.

A motion to recommend approving the updated Attendance Records Policy was made by Mr. Joyner and seconded by Mr. Wilkinson. The motion carried unanimously.

- D. Jenna Johnson, Director of Human Resources, began the retirement presentation for Steve Walker who has worked in JIA's Landscape department for 29 years. Cliff Gawron, Director of Landscaping & Planning, spoke to Mr. Walker's time with the JIA. Steve gained employment with the JIA at just age 16 as a landscape gardener in 1994 after being recruited by his older brother who also worked for the landscape department. Steve's skill for operating equipment, his work ethic, and his attention to detail was evident, and he was quickly promoted to Landscape Foreman then to Senior Foreman. In this integral role, Steve was involved with the landscape maintenance of all properties island wide. Gawron highlighted Steve's intuition and

his incredible skill of pruning Jekyll’s canary island day palms, which inspired JIA’s current logo. He thanked Mr. Walker for his service and wished him success in retirement.

There were no public comments.

#### **IV. Marketing Committee**

- A. Alexa Hawkins, Director of Marketing, presented the department’s report. She first shared media highlights:
- *Garden & Gun* included Jekyll Island in their feature “Breaking Down the Barriers: *G&G’s* Guide to the Georgia Coast.
  - Driftwood Beach was included on Booking.com’s list of “The 9 most beautiful beaches in the US”.
  - *The Wallstreet Journal* included Jekyll Island and Cumberland Island in their feature article “Historical Secrets and Tranquil Beaches: You’ll Find Both Off the Georgia Coast”.
  - Hawkins explained that one of the Marketing Department’s goals is to create and build relationships with journalists that will result in multiple publications on the different aspects of Jekyll Island.

Hawkins then provided an overview of JIA’s digital performance over fiscal year 2023. The highlights included:

- JIA Website
  - Total Pageviews: 4,556,001 (3% increase year/year)
  - Unique Pageviews: 3,779,314 (9% increase year/year)
  - Average Page Time: 2 minutes, 11 seconds (9% increase year/year)
  - Website traffic by location:
    - Atlanta (#1 city): 9.29% increase year/year
    - Charlotte (#7 city): 81% increase year/year
    - Raleigh (#8 city): 124% increase year/year
    - Chicago (#9 city): 167% increase year/year
- JIA social media
  - Total Audience: 383,820 (14% increase year/year)
  - Video Views: 11,419,266 (2,234% increase year/year)
- Email Subscriptions
  - Total Subscribers: 109,064 (27% increase year/year)
  - Total Opens: 1,688,752 (111% increase)
  - Total Emails Sent: 3,485,940 (84% increase)

Lastly, Hawkins noted that the Marketing Department is preparing for hurricane season through evaluating the current emergency communication system, NIXLE, and working with Jekyll Island Public Safety Director, Dennis Gailey to determine what updates to that system would be beneficial.

There were no public comments.

#### **V. Legislative Committee**

Glen Willard, Chair

No Report

**VI. Committee of the Whole**

- A. Noel Jensen, Deputy Executive Director, presented the award for RFP #375, New Great Dunes Golf Course Design for consideration. RFP #375 received seven responsive bids from firms interested in leading the JIA in designing the Great Dunes 18-hole golf course. Four out of seven firms were selected for interviews conducted by a five-person selection committee. After the formal interviews, the selection team ranked each team on six criteria and found that Ross Golf Design, LLC had the highest aggregate score. The Ross team impressed JIA staff with their ability to explain a fresh concept for the Great Dunes course while retaining and restoring the original Walter Travis design. Ross Golf Design, LLC's proposal listed the project's total cost at \$480,000.

A motion to recommend awarding RFP #357 for Architecture Services of Great Dunes Golf Course to Ross Golf Design, LLC as recommended by staff was made by Mr. Joyner and seconded by Mr. Gross. The motion carried unanimously.

- B. Yank Moore, Director of Conservation, presented the award for RFP #377, Ecological Planning and Design Services for consideration. JIA received six responsive bids from firms interested in leading the JIA in design and planning for the Conservation Areas designated in the Golf Improvement Plan with a focus on the wildlife corridor through the current back 9 holes of the Oleander Golf Course. Four candidates were selected for interviews, and JIA's eight-person selection committee ranked each team on thirteen criteria, finding Design Workshop had the highest aggregate score. The team impressed JIA staff with strong visual design, passive recreation opportunities, and a complete deliverables package. All bids were over the anticipated budget with Design Workshop including a budget up to \$193,000, pending negotiation and legal review.

A motion to recommend awarding RFP #377 for Ecological Planning and Design Services to Design Workshop as recommended by staff was made by Mr. Kruger and seconded by Joyner. The motion carried unanimously.

- C. Jones Hooks, Executive Director, provided an update on potential funding for the Golf Improvement Plan. He first reviewed the progress of the plan reminding the Board that the improvements for the Pine Lakes Golf Course were approved by the Board, the grass has been ordered, and construction is slated to begin in January 2024. The next steps in the plan include the consolidation of the Oleander and Great Dunes gold courses as discussed by Mr. Jensen and the 50-acre conservation area discussed by Mr. Moore. Hooks encouraged the Board to follow the sequence of actions described in the Golf Improvement Plan.

Hooks explained that staff has discussed funding options with Stifel Public Finance, a company based in Atlanta, Georgia. The firm has analyzed the JIA's financials and believe the JIA would be a good candidate for a bond. JIA staff anticipates needing an issuance up to \$30 million to cover all the projects included in the Golf Improvement Plan. This estimate is more than the anticipated cost for all the projects, but the higher issuance will ensure no additional issuances will be required throughout implementation of the Golf Improvement Plan. A 20-year issue term is recommended for JIA to pay back the funds. There would be no stipulations on which funds this would be paid from. Approval from the State would be required prior to the JIA incurring any debt. Additional analyses and considerations should be discussed.

- D. Maria Humphrey, Lease Manager, presented the second amendment to the revised and restated hotel ground lease for Jekyll Holiday Inn. She explained that through the approval

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process for the hotel restaurant, staff noticed minor encroachments of their landscaping, and therefore negotiations have led to adding 1.068 acres to the leased parcel located at 701 N. Beachview Drive. This boundary adjustment will generate an additional \$27,930 worth of annual revenue for the JIA.

Zach Harris, General Counsel, added that the additional acreage is an L-shaped swath of mowed lawn between the existing leased boundary line and the bike path facing the ocean. This area is frequently used by the hotel and their guests for recreational activities and is already considered developed.

A motion to recommend approving the second amendment to the revised and restated hotel ground lease for Jekyll Holiday Inn as recommended by staff was made by Mr. Gross and seconded by Dr. Evans. The motion carried unanimously.

- E. Maria Humphrey, Lease Manager, presented the Fourth Amendment to the rental agreement with T-Mobile South LLC. This amendment will allow the tenant to replace their cellular telephone equipment on Water Tower 3 with updated and modernized antennas. Once executed, the Fourth Amendment will insert a new Exhibit “A” in the Rental Agreement showing the equipment and placement location according to the construction documents.

A motion to recommend approving the fourth amendment to the rental agreement with T-Mobile South LLC as recommended by staff was made by Mr. Wilkinson and seconded by Commissioner Williams. The motion carried unanimously.

- F. Maria Humphrey, Lease Manager, presented the First Amendment to the Rental Agreement with Bellsouth Telecommunications, LLC doing business as AT&T Georgia for the leased site located at 320 Captain Wylly Road. AT&T has used this site for its telecommunication services since 1998. This amendment includes a one-year extension of the lease in order to allow for negotiations for a longer term.

A motion to recommend approving the 1-year extension of the Rental Agreement with AT&T as recommended by staff made by Dr. Evans and seconded by Mr. Wilkinson. The motion carried unanimously.

- G. Maria Humphrey, Lease Manager, presented the rescission of the First Amendment to the Lease for the Beach House Restaurant per the Memorandum of Understanding that was approved on December 14, 2021. The first amendment was executed at the request of the previous owner’s lender and as such is no longer relevant to the performance of the lease.

A motion to recommend approving the rescission of the first amendment to the lease with Beach House Restaurant as recommended by staff was made by Mr. Gross and seconded by Mr. Wilkinson. The motion carried unanimously.

- H. Zach Harris, General Counsel, presented the Glynn County 2022 Special Local Option Sales Tax (2022 SPLOST) agreement for consideration. This intergovernmental agreement addresses the distribution of funds obtained from the 2022 SPLOST. Each month, Glynn County will disperse their required percentage to the City of Brunswick, then 3% of the remainder of the monthly revenue will be distributed to the JIA up to the agreed upon \$3.1 million. The agreement will continue until all of JIA’s 2022 SPLOST projects are completed or until all the funds are fully allocated to the JIA.



A motion to recommend approving the 2022 SPLOST Agreement with Glynn County as recommended by staff was made by Mr. Gross and seconded by Mr. Wilkinson. The motion carried unanimously.

A motion to recommend establishing a bank account with Ameris Bank for the purpose of depositing SPLOST 2022 funds from Glynn County as recommended by staff was made by Mr. Wilkinson and seconded by Commissioner Williams. The motion carried unanimously.

- I. Noel Jensen, Deputy Executive Director, provided the Operations Update.
  - He informed the Board that rain has delayed progress on the Public Safety Complex construction due to the contractor being unable to pour concrete for the foundation. As the weather permits, concrete work will continue.
  - JIA received the 40% complete design documents for the Georgia Sea Turtle Expansion from the Weber Group. The design includes three separate entrances to reduce crowding, a larger tank viewing area, new ICU and rehabilitation rooms, and a larger retail area. The set of drawings will be given to the Jekyll Island Foundation for use during their fundraising efforts.
  
- J. Jones Hooks, Executive Director, introduced Dr. Jean Sumner Dean of the Mercer University School of Medicine, the Director of Finance of Administration, Ben West, and the school's External Affairs Director, Hugh Sosebee to provide an update on the Mercer Medical Clinic in Jekyll's Beach Village.

Dr. Sumner emphasized Mercer's mission to serve rural or underserved populations, and she believes the addition of this sixth clinic will allow the Jekyll Island community to receive high-quality healthcare. A physician has accepted Mercer's offer to be the primary physician at the clinic on Jekyll Island and is planning to relocate soon. They will build a team for the clinic, hiring locally when possible. Dr. Sumner expressed her gratitude for the opportunity to partner with the JIA.

A ceremonial key to the clinic was presented to the Mercer team, and Hooks noted that a tour of the facility will follow the Board meeting.

Hooks continued his Executive Director's report noting that the Arbor Day Foundation has once again recognized Jekyll Island as a "Tree City" and awarded Jekyll the Growth Award due to JIA's reforestation and preservation efforts.

Hooks ended his report with a special message prior to his pending retirement:

"Even with revitalization of facilities and programs, I feel we've assured that Jekyll's unique character remains in place. It has taken all of us working together, those that agreed and those that disagreed, but we all love Jekyll Island. This board has time and time again approved restrictions that will protect Jekyll and prevent overdevelopment. However, as Jekyll has become more desirable and known, you must not let your guard down. Continued monitoring and managing capacity will be extremely important to the future of Jekyll Island. Our programs and efforts toward conservation, preservation, and education contribute greatly toward Jekyll's unique ability to create an Island experience beyond a leisure destination. As promised, I am leaving you with a strategy for funding a golf improvement program that will be extremely significant to Jekyll. Additionally, I'm extremely proud today that we were able to accomplish a medical clinic for Jekyll. Thanks again, Jean and the Mercer University School of Medicine. You all know that we have an extremely professional staff in place. They will continue to do an outstanding job as they work here on Jekyll Island.

Thank you for the confidence in me and the opportunity over the past 15 years. I believe that Governor M.E. Thompson would be delighted with all that's changed. Mark, my best wishes to you for continued success. I appreciate your friendship, and I look forward to being an island resident. Thank you, one and all."

- K. Jenna Johnson, Director of Human Resources, began the retirement presentation for Jones Hooks, inviting the Board to say a few words.

Chairman Atkins spoke to Hooks's outstanding work over the past fifteen years specifically his skill of balancing the needs of the residents of Jekyll Island with the necessary attractions and programs needed for a successful tourism destination. He wished Jones and his wife Stephanie the best in retirement.

Dr. Evans also commented, noting Jones has been the Executive Director for approximately 180 Board meetings and has remained poised for every one of them despite any unforeseeable comments that may be made by Board members. He thanked Hooks for service and dedication to Jekyll Island.

Commissioner Williams also thanked Hooks for his commitment over the years to Jekyll Island and for his collaborations with DNR. Williams noted that he looks forward to continuing the mission of Jekyll Island.

Senator Mike Hodges for Georgia's 3<sup>rd</sup> District congratulated Jones on his retirement and presented Senate Resolution 398. The resolution recognized and commended Jones Hooks for his outstanding stewardship and commitment to revitalize, retain, and protect Jekyll Island State Park.

- L. Chairman Dale Atkins thanked Mr. Bob Krueger and JIA staff for organizing the retirement dinner for Mr. Hooks held on June 17, 2023. He also thanked Senator Hodges for attending the Board meeting and presenting the Senate Resolution to Mr. Hooks.

There was one public comment:

- Beverly Hopkins, Jekyll Island resident, asked if there was an opening date set for the Mercer Medical Clinic. She also thanked Mr. Hooks for all his efforts. Dr. Sumner noted that the clinic does not have a set opening date, but it will be open as soon as possible.

The Chairman continued directly into the JIA Board Meeting.

**The Jekyll Island State Park Authority (JIA) Board Meeting**  
**June 20, 2023**

The Board Meeting was called to order at 11:20 a.m., and all members were present in-person or via teleconference except for Mr. Willard who was absent.

**Action Items**

1. Commissioner Williams moved to accept the minutes of the May 23, 2023, Board Meeting as presented. The motion was seconded by Dr. Evans. There was no discussion, and the minutes were unanimously approved.

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2. Dr. Evans moved to accept the minutes of the June 1, 2023, Finance Committee Meeting as presented. The motion was seconded by Commissioner Williams. There was no discussion, and the minutes were unanimously approved.
3. The recommendation from the Finance Committee to approve the Fiscal Year 2024 Rate Increases carried by unanimous approval.
4. The recommendation from the Finance Committee to approve the Fiscal Year 2024 Incentive Plans carried by unanimous approval.
5. The recommendation from the Finance Committee to approve the Fiscal Year 2024 Budget and its components carried by unanimous approval.
6. The recommendation from the Finance Committee to approve the Fiscal Year 2024 Capital Equipment and Projects Requests carried by unanimous approval.
7. The recommendation from the Finance Committee to accept the grant award from the Southern Tennis Association in the amount of \$400 carried by unanimous approval.
8. The recommendation from the Finance Committee to approve the proposed copier lease for Canon copiers through Ashley's Business Solutions for \$2043.92 per month, plus copy fees carried by unanimous approval.
9. The recommendation from the Finance Committee to approve the 60-month lease for 160 golf carts to be used for rentals at the Golf Club House plus 4 ranger carts to be paid over five years carried by unanimous approval.
10. The recommendation from the Finance Committee to approve the 48-month lease for 1 gas utility vehicle to be used by Campground staff and 13 gas utility vehicles to be used by Golf Course Maintenance at a rate of \$2,673.64 per month carried by unanimous approval.
11. The recommendation from the Finance Committee to approve the 60-month lease for 3 electric utility vehicles to be used by Golf Course Maintenance at a rate of \$679.60 per month carried by unanimous approval.
12. The recommendation from the Finance Committee to approve the 60-month lease for 1 gas utility vehicle to be used by the Park Services Department at a rate of \$229.63 per month carried by unanimous approval.
13. The recommendation from the Finance Committee to approve the 60-month lease for 1 electric utility vehicle to be used by Museum staff at a rate of \$277.50 per month carried by unanimous approval.
14. The recommendation from the Finance Committee to approve Mark Williams, Noel Jensen, and Jenna Johnson as authorized check signers for all Ameris Bank account carried by unanimous approval.
15. The recommendation from the Human Resources Committee to approve the updated Donated Leave Policy carried by unanimous approval.
16. The recommendation from the Human Resources Committee to approve the updated Uniform Dress Code Policy carried by unanimous approval.
17. The recommendation from the Human Resources Committee to approve the updated Attendance Records Policy carried by unanimous approval.
18. The recommendation from the Committee of the Whole to award RFP #357 for Architecture Services of Great Dunes Golf Course to Ross Golf Design, LLC carried by unanimous approval.
19. The recommendation from the Committee of the Whole to award RFP #377 for Ecological Planning and Design Services to Design Workshop carried by unanimous approval.
20. The recommendation from the Committee of the Whole to approve the second amendment to the revised and restated hotel ground lease for Jekyll Holiday Inn carried by unanimous approval.
21. The recommendation from the Committee of the Whole to approve the fourth amendment to the rental agreement with T-Mobil South LLC carried by unanimous approval.
22. The recommendation from the Committee of the Whole to approve the 1-year extension of

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- the Rental Agreement with AT&T carried by unanimous approval.
23. The recommendation from the Committee of the Whole to approve the rescission of the first amendment to the lease with Beach House Restaurant carried by unanimous approval.
  24. The recommendation from the Committee of the Whole to approve the 2022 SPLOST Agreement with Glynn County carried by unanimous approval.
  25. The recommendation from the Committee of the Whole to approve establishing a bank account with Ameris Bank for the purpose of depositing SPLOST 2022 funds from Glynn County carried by unanimous approval.

The motion to adjourn the Board Meeting was made by Mr. Wilkinson and seconded by Mr. Joyner. There was no objection to the motion and the meeting adjourned at 11:31 a.m.