AGENDA
Camden County Joint Development Authority
Friday, November 17, 2017 at 9:00 a.m.
The Kingsland North Center Conference Room
531 N. Lee Street
Kingsland, Georgia

1. Call to Order – Chairman Jeff Barker
2. Invocation and Pledge
3. Public Welcome and Introduction

★ 4. Amendments to and Adoption of Agenda
★ 5. Approval of the Minutes of the October 20th Meeting
★ 6. Treasurer’s Report
7. Executive Director’s Report
★ 8. Executive Session-Personnel
★ 9. Adjourn Meeting

Please be advised that this agenda is subject to amendments.

★ Items requiring a vote.

As set forth in the American with Disabilities Act of 1992, Camden County does not discriminate, on the basis of disability, and will assist citizens with special needs, given proper notice. Please contact the Camden County Joint Development Authority office by 5:00 PM the day before the scheduled meeting for assistance. We can be reached at (912) 729-7201.
Minutes of the Regular Meeting of the
Board of Directors of the Camden County
Joint Development Authority
November 17, 2017

The Board of Directors of the Camden County Joint Development Authority held a regular meeting in the Kingsland North Center conference room in Kingsland, Georgia, on November 17, 2017. There were present and participating at the meeting the following board members: Jeff Barker, Alex Blount, Rachel Baldwin, Louise Mitchell, Tanya Glazebrook, and Stan Fowler. Board members Burford Clark and Sheila Sapp were absent. Also in attendance were James Coughlin, Teira Cole, Cody Smith, and members of the public.

The meeting was called to order by the chairman at 9:00 a.m.

**Amendments to and adoption of agenda:** A motion was made by Mr. Blount, seconded by Ms. Mitchell, to adopt the agenda. The board voted unanimously to approve the motion.

**Approval of the minutes of the October 20th, 2017 Meeting:** A motion was made by Mr. Fowler, seconded by Ms. Baldwin, to approve the minutes of the October 20th, 2017 meeting. The board voted unanimously to approve the motion; a copy of the minutes is attached.

**Treasurer’s report:** Mr. Fowler requested Ms. Cole to report on the year to date financials. A motion was made by Ms. Glazebrook, seconded by Ms. Mitchell, to accept the treasurer’s report. The board voted unanimously to approve the motion; a copy of the report is attached.

**Executive Director’s Report:** Mr. Coughlin gave a detailed verbal and written report on his activities during the past two months, along with current initiatives and projects. A copy of the written report is attached.

**Executive Session:** A motion was made by Mr. Blount, seconded by Ms. Baldwin, to go into executive session to discuss personnel at 9:26 a.m.; the motion passed unanimously and the members went into executive session.

A motion was made by Ms. Glazebrook, seconded by Ms. Baldwin, to come out of executive session at 10:27 a.m.; the motion passed unanimously, and the regular meeting resumed.

**Adjourn:**
A motion was made by Mr. Blount, seconded by Ms. Mitchell, and approved unanimously to adjourn the meeting at 10:28 a.m., at which time the meeting was adjourned.

**CAMDEN COUNTY JOINT DEVELOPMENT AUTHORITY**

By: __________________________
    Chairman

Date: 12/15/17

By: __________________________
    Secretary/Treasurer

Date: 12/15/17
Minutes of the Regular Meeting of the
Board of Directors of the Camden County
Joint Development Authority
October 20, 2017

The Board of Directors of the Camden County Joint Development Authority held a regular meeting in the Kingsland North Center conference room in Kingsland, Georgia, on October 20, 2017. There were present and participating at the meeting the following board members: Jeff Barker, Alex Blount, Burford Clark, Louise Mitchell, Tanya Glazebrook, and Stan Fowler. Board members Rachel Baldwin and Sheila Sapp were absent. Also in attendance were James Coughlin, Teira Cole, Darren Harper, and members of the public.

The meeting was called to order by the chairman at 9:00 a.m.

**Amendments to and adoption of agenda:** A motion was made by Mr. Fowler, seconded by Mr. Blount, to adopt the agenda. The board voted unanimously to approve the motion.

**Approval of the minutes of the August 18, 2017 Meeting:** A motion was made by Ms. Glazebrook, seconded by Ms. Mitchell, to approve the minutes of the August 18, 2017 meeting. The board voted to unanimously to approve the motion; a copy of the minutes is attached.

**Treasurer’s report:** Mr. Fowler requested Ms. Cole to report on the year to date financials. A motion was made by Mr. Clark, seconded by Mr. Blount, to accept the treasurer’s report. The board voted unanimously to approve the motion; a copy of the report is attached.

**Evaluation Committee:** The chairman appointed a committee to evaluate and make a proposal to the full board regarding the annual performance evaluation for the executive director. Mr. Blount will serve as committee chair, and Ms. Glazebrook and Ms. Baldwin as committee members.

**Executive Director’s Report:** Mr. Coughlin gave a detailed verbal and written report on his activities during the past two months, along with current initiatives and projects to include Project Mey, Foodie J, and the St. Marys Marine Center. A copy of the written report is attached.

**Adjourn:**
A motion was made by Mr. Clark, seconded by Ms. Glazebrook, and approved unanimously to adjourn the meeting at 9:34 a.m., at which time the meeting was adjourned.

CAMDEN COUNTY JOINT DEVELOPMENT AUTHORITY

By: ____________________________
    Chairman
Date: __________________________

By: ____________________________
    Secretary/Treasurer
Date: __________________________
### Balance Sheet

**Camden County Joint Development Authority**  
**As of October 31, 2017**  
**Accrual Basis**

**ASSETS**

<table>
<thead>
<tr>
<th>Current Assets</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Checking/Savings</td>
<td>1,632,303.80</td>
</tr>
<tr>
<td>11.2290 - Ameris-9690-MM-Incentive Funds</td>
<td>219,501.25</td>
</tr>
<tr>
<td>11.2280 - Citizens/Pineland Incentive Fun</td>
<td>453,763.13</td>
</tr>
<tr>
<td>11.2250 - Synovus-Land Acq/Product Dev</td>
<td>211,064.66</td>
</tr>
<tr>
<td>11.2200 - Ameris-0158MM-Land Acq/Prod Dev</td>
<td>278,386.62</td>
</tr>
<tr>
<td>11.2000 - SE Bank-Checking-Operating Fund</td>
<td>468,977.10</td>
</tr>
<tr>
<td>11.1010 - JDA Office Petty Cash</td>
<td>11.04</td>
</tr>
</tbody>
</table>

**Other Current Assets**

| 11.1350 - Note Receivable FoodieJ-CP               | 3,662.16 |
| 11.1935 - Property Tax-Allowables                 | -1,066.90 |
| 11.1905 - Property Tax- Receivables                | 4,548.45 |
| 11.1303 - Note Receivable-1495 So 50TH             | 17,128.72 |

**Total Other Current Assets**

| 24,272.43 |

**Total Current Assets**

| 1,356,576.23 |

**Fixed Assets**

| 54.1110 - Land Improvements                        | 32,526.00  |
| 54.1100 - Land                                      | 482,279.00 |
| 24.2500 - Capital Assets                           | 244,285.14 |

**Total Fixed Assets**

| 759,090.14 |

**Other Assets**

| 11.5000 - Note Receivable FoodieJ                  | 34,521.97 |

**Total Other Assets**

| 34,521.97 |

**TOTAL ASSETS**

| 2,450,188.34 |

**LIABILITIES & EQUITY**

**Liabilities**

| Current Liabilities                                 |          |
| Accounts Payable                                    |          |
| 12.1001 - Accounts Payable                          | 23,675.48 |

**Total Accounts Payable**

| 23,675.48 |

| Credit Cards                                       | 986.60 |

**Other Current Liabilities**

| 12.2500 - Deferred Revenue-Property Taxes           | 9,602.05 |

**Total Other Current Liabilities**

| 9,602.05 |

**Total Current Liabilities**

| 34,264.13 |

**Total Liabilities**

| 34,264.13 |

**Equity**

| 13.2050 - Rest. Fund Bal- Fixed Assets              | 709,090.14 |
| 13.1000 - Fund Balance                              | 1,118,387.34 |
| 13.3000 - Retained Earnings                         | 537,329.63  |
| Net Income                                          | 1,117.10 |

**Total Equity**

| 2,415,324.21 |

**TOTAL LIABILITIES & EQUITY**

| 2,450,188.34 |
## Ordinary Income/Expense

### Income
- 39.0003 · Landlease Income: 1,500.00 \( \rightarrow \) 6,000.00
- 33.1000 · Camden County Budget Dist: 60,000.00 \( \rightarrow \) 240,000.00
- 36.1000 · Interest Income: 338.88 \( \rightarrow \) 1,160.61

**Total Income**: 61,838.88 \( \rightarrow \) 247,160.61

### Gross Profit
- **Gross Profit**: 61,838.88 \( \rightarrow \) 247,160.61

### Expense
- 51.1414 · Loan Principal: 310.04 \( \rightarrow \) 1,218.72
- 53.2102 · Land Acquisition/Prod. Developm: 0.00 \( \rightarrow \) 31,250.00
- 51.1415 · Loan Interest: 58.01 \( \rightarrow \) 253.48
- 52.3701 · Cont. Education & Development: 0.00 \( \rightarrow \) 1,275.00
- 52.3601 · Professional Dues/Registrations: 415.00 \( \rightarrow \) 475.00
- 53.1301 · Board & Office Meetings: 81.82 \( \rightarrow \) 144.82
- 52.1231 · Camden County Industrial Park: 2,476.41 \( \rightarrow \) 8,155.90
- 52.3300 · Advertising/Promo/Marketing: 700.00 \( \rightarrow \) 1,745.14
- 53.1300 · Business Meals: 139.49 \( \rightarrow \) 465.98
- 52.1500 · Contingency: 250.00 \( \rightarrow \) 1,000.00
- 52.1203 · Eng., Enviro. & Prof. Services: 1,774.24 \( \rightarrow \) 100,447.44
- 52.1202 · Legal & Insurance: 0.00 \( \rightarrow \) 205.00
- 54.2500 · Office Equipment/Computers: 122.65 \( \rightarrow \) 2,854.95
- 53.1100 · Office Supplies: 75.06 \( \rightarrow \) 228.76
- 53.1101 · Postage: 0.00 \( \rightarrow \) 35.84
- 51.1100 · Payroll, Taxes & Benefits: 23,152.14 \( \rightarrow \) 93,566.21
- 53.1540 · Telephone: 344.21 \( \rightarrow \) 1,394.05
- 52.3500 · Vehicle and Travel: 603.72 \( \rightarrow \) 1,527.22

**Total Expense**: 30,502.79 \( \rightarrow \) 246,043.51

### Net Ordinary Income
- **Net Ordinary Income**: 31,336.09 \( \rightarrow \) 1,117.10

### Net Income
- **Net Income**: 31,336.09 \( \rightarrow \) 1,117.10
### Camden County Joint Development Authority
#### Profit & Loss Budget vs. Actual
##### July through October 2017

**Accrual Basis**

<table>
<thead>
<tr>
<th>Ordinary Income/Expense</th>
<th>Jul - Oct 17</th>
<th>Budget</th>
<th>$ Over Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Income</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>38.1500 · Donations</td>
<td>0.00</td>
<td>333.36</td>
<td>-333.36</td>
</tr>
<tr>
<td>39.0003 · Landlease Income</td>
<td>6,000.00</td>
<td>6,000.00</td>
<td>0.00</td>
</tr>
<tr>
<td>33.1000 · Camden County Budget Dist</td>
<td>240,000.00</td>
<td>240,000.00</td>
<td>0.00</td>
</tr>
<tr>
<td>36.1000 · Interest Income</td>
<td>1,160.61</td>
<td>918.16</td>
<td>242.45</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>247,160.61</td>
<td>247,251.52</td>
<td>-90.91</td>
</tr>
<tr>
<td><strong>Gross Profit</strong></td>
<td>247,160.61</td>
<td>247,251.52</td>
<td>-90.91</td>
</tr>
<tr>
<td><strong>Expense</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>51.1414 · Loan Principal</td>
<td>1,218.72</td>
<td></td>
<td></td>
</tr>
<tr>
<td>53.2102 · Land Acquisition/Prod. Developm</td>
<td>31,250.00</td>
<td>50,000.00</td>
<td>-18,750.00</td>
</tr>
<tr>
<td>51.1415 · Loan Interest</td>
<td>253.48</td>
<td>259.62</td>
<td>-6.14</td>
</tr>
<tr>
<td>52.3701 · Cont. Education &amp; Development</td>
<td>1,275.00</td>
<td>1,666.68</td>
<td>-391.68</td>
</tr>
<tr>
<td>52.3601 · Professional Dues/Registrations</td>
<td>475.00</td>
<td>2,333.36</td>
<td>-1,858.36</td>
</tr>
<tr>
<td>55.1400 · Bank Service Charge</td>
<td>0.00</td>
<td>33.36</td>
<td>-33.36</td>
</tr>
<tr>
<td>53.1301 · Board &amp; Office Meetings</td>
<td>144.82</td>
<td>133.36</td>
<td>11.46</td>
</tr>
<tr>
<td>52.1231 · Camden County Industrial Park</td>
<td>8,155.90</td>
<td>8,333.36</td>
<td>-177.46</td>
</tr>
<tr>
<td>52.1201 · Accounting</td>
<td>0.00</td>
<td>3,500.00</td>
<td>-3,500.00</td>
</tr>
<tr>
<td>52.3300 · Advertising/Promo/Marketing</td>
<td>1,745.14</td>
<td>6,666.72</td>
<td>-4,921.58</td>
</tr>
<tr>
<td>53.1300 · Business Meals</td>
<td>465.98</td>
<td>2,000.00</td>
<td>-1,534.02</td>
</tr>
<tr>
<td>52.1500 · Contingency</td>
<td>1,000.00</td>
<td>10,833.36</td>
<td>-9,833.36</td>
</tr>
<tr>
<td>52.1203 · Eng., Enviro. &amp; Prof. Services</td>
<td>100,447.44</td>
<td>48,333.36</td>
<td>52,114.08</td>
</tr>
<tr>
<td>52.1202 · Legal &amp; Insurance</td>
<td>205.00</td>
<td>5,846.10</td>
<td>-5,641.10</td>
</tr>
<tr>
<td>54.2500 · Office Equipment/Computers</td>
<td>2,654.95</td>
<td>2,000.00</td>
<td>654.95</td>
</tr>
<tr>
<td>53.1100 · Office Supplies</td>
<td>228.76</td>
<td>500.00</td>
<td>-271.24</td>
</tr>
<tr>
<td>53.1101 · Postage</td>
<td>35.84</td>
<td>166.72</td>
<td>-130.88</td>
</tr>
<tr>
<td>51.1100 · Payroll, Taxes &amp; Benefits</td>
<td>93,566.21</td>
<td>98,333.32</td>
<td>-4,767.11</td>
</tr>
<tr>
<td>53.1540 · Telephone</td>
<td>1,394.05</td>
<td>1,833.60</td>
<td>-439.31</td>
</tr>
<tr>
<td>52.3500 · Vehicle and Travel</td>
<td>1,527.22</td>
<td>6,666.72</td>
<td>-5,139.50</td>
</tr>
<tr>
<td><strong>Total Expense</strong></td>
<td>246,043.51</td>
<td>249,439.40</td>
<td>-3,395.89</td>
</tr>
<tr>
<td><strong>Net Ordinary Income</strong></td>
<td>1,117.10</td>
<td>-2,187.88</td>
<td>3,304.98</td>
</tr>
<tr>
<td><strong>Net Income</strong></td>
<td>1,117.10</td>
<td>-2,187.88</td>
<td>3,304.98</td>
</tr>
</tbody>
</table>
January 24, 2017

Sara Honeywill  
Senior Exec. Director, Facilities Management  
Technical College System of Georgia  
1800 Century Place, Suite 400  
Atlanta, Georgia 30345

Re: Access road for proposed Camden County campus of Coastal Pines Technical College

Ms. Honeywill:

The Camden County Board of Commissioners, along with the collective cities of Kingsland, St. Marys and Woodbine, are immensely grateful for the recent consideration, received from The Technical College System of Georgia (TCSG), regarding the design and engineering of a new campus of Coastal Pines Technical College to be located in Kingsland. In the future, we look forward to partnering with TCSG during the construction of the campus which will serve the residents of southeast Georgia, the military, as well as existing and prospective industries.

Our community is committed to working together in order to provide the needed access road which will serve the new campus. Please accept this letter as a statement of our intent to construct the access road after funding for the construction of the campus has been approved at the State level. At that time, the local community will work with our partners at TCSG to provide a combination of in-kind and contracted services in order to deliver a finished road before the scheduled opening of the campus.

The construction of this road will require the coordination of both County and City resources, as well as a commitment of shared funds. We all agree that this campus and the valuable education it will offer our citizens is a high priority. We look forward to working with our State partners to bring it to fruition.

Board of County Commissioners

James H. Starline, Chairman

City of Kingsland

Kenneth E. Smith, Sr., Mayor

City of St. Marys

John Morrissey, Mayor

City of Woodbine

Steven Parrott, Mayor
November 1, 2017

Commissioner Gretchen K. Corbin
Technical College System of Georgia
1800 Century Place, Suite 400
Atlanta, Georgia 30345

Re: Access road and Infrastructure for proposed Camden County campus of Coastal Pines Technical College

Commissioner Corbin:

The Camden County Board of Commissioners, along with the cities of Kingsland, St. Marys and Woodbine, are immensely grateful for the recent consideration, received from The Technical College System of Georgia (TCSG), regarding the design and engineering of a new campus of Coastal Pines Technical College to be located in Kingsland. We look forward to partnering with TCSG during the construction of the campus which will serve the residents of southeast Georgia, the military, as well as existing and prospective industries.

Please accept this letter as a statement of our firm commitment to construct the access road and waterline after funding for the construction of the campus has been approved at the State level. At that time, the community will begin in-kind and contracted services to have the road ready for commencement of construction traffic and the installation of the required waterline by October 2018. In the following calendar year we will work as partners with TCSG and their construction team to deliver the finished road, water and sewer necessary to support the completed campus, but not later than November 2019.

The construction of this infrastructure project will require the coordination of both County and City resources, as well as a commitment of shared funds. We all agree that this campus and the valuable education it will offer our citizens is a high priority.

Board of County Commissioners

James H. Starline, Chairman

City of Kingsland

Kenneth E. Smith, Sr., Mayor

City of St. Marys

John Morrissey, Mayor

City of Woodbine

Steven Parrott, Mayor
Camden County Joint Development Authority

Executive Director’s Report

October 2017

The Mission of the Camden County Joint Development Authority is to promote and stimulate economic growth in Camden County.

Job Creation and Recruitment

- St. Marys Mill Site and St. Marys Marine Center
  - Phone conference last Friday with Developer and bond attorney to lay out parameters of development agreement.
  - Developer and attorney will be exchanging info related to cost and revenue projections to determine best application of TAD funds.

- Epic:
  - Wetlands permit has apparently been processed by ACOE and should be in hand soon.
  - State Tourism Resource Team visit October 25th

- Project Helm: No new information. Project still active.
  - Approximately 250 employees
  - Has been on hold but expected to pick up again soon

- Project Mey: Possible expansion of industry to add 70-75 employees.
  - Phone conf with CEO last week.
  - 20 million dollar bond issue.
  - Private lender will buy bonds.
  - Approved, pending terms.

- Project Whip: Sporting goods manufacturer
  - Seeking to create a small manufacturing operation here. (6,000-8,000 sf)
  - CEO to be in St. Marys tomorrow November 18th.

- Foodie-J: Eggroll manufacturer
  - We visited site 2 weeks ago. Much has been done. Still much to do.
  - Building modifications almost complete (slowed by hurricane)
  - Equipment to be installed soon
  - Will be up and testing by end of year.
Camden County Joint Development Authority
Project Manager’s Report
17 November 2017

St. Marys Marine Center (SMMC)
Mr. Harper and Mr. Coughlin met with Representative Spencer to discuss Community Improvement District legislation and its impact as a funding component related to the St. Marys Marine Center. Mr. Harper and Mr. Coughlin discussed the timing of the local act and state legislation requirements to create the CID. Requirements for CID legislation needs will be submitted to the City of St. Marys for the first council meeting in December. Mr. Harper and Mr. Coughlin participated in a conference call with the developer and Mr. Dan McRae to discuss project component funding strategy for the development agreement.
Assisted Mr. Coughlin with outlining funding strategy for the Marine Center project based on updated information from the Developer as well as updated bond rates.

Carastar
Mr. Harper prepared and submitted, on behalf of the City of Kingsland, the 2017-Year 3 PILOT invoice to Easter Creek Partners for the former Summer Industries Economic Development Agreement

Project Green Acres
Mr. Harper and Mr. Coughlin continue to be involved with Project Green Acres as the owner continues to research market opportunities and funding partners. The owner continues to update Mr. Coughlin and Mr. Harper on a regular basis.

Project Mey
At this time, the Company is still awaiting final confirmation of a term sheet for project funding for the project. The Authority continues to let the company know that we are standing by ready to assist.

Other Projects
Mr. Harper has also been working on several projects including, but not limited to:

- Mr. Harper and Mr. Coughlin met with another marine related business ceo from Kingsland who expressed interest in business locations at the marine center as well as in being a repair supervisor at the site.
- Submitted St. Marys Marine Center project presentation at National Development Summit in Atlanta November 15-17, 2017. Participated in Brownfields Marketplace presentation conference call regarding presentation and prepared display board for presentation.
- Attended WordPress training session with John Scott to understand how to make changes to the Camden County page of the Southeast Georgia Alliance website as well as the new format for the launchcamden website.
- Participated in ribbon cutting for St. Marys Gateway boat dock to provide temporary dockage for NPS Cumberland Island Ferry trips.
- Met with a local real estate broker regarding a bank owned residential property and the proposed development strategy for the site.
- Assisted during Senator Purdue staff visit to Kingsland.
<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
<th>Phone Number</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAT BETCHIK</td>
<td>President</td>
<td>912-464-3990</td>
<td><a href="mailto:patrick.betchik@gmail.com">patrick.betchik@gmail.com</a></td>
</tr>
<tr>
<td>Don Koski</td>
<td>Planning &amp; Zoning</td>
<td>912-510-0263</td>
<td><a href="mailto:DC.Koski@AOL.com">DC.Koski@AOL.com</a></td>
</tr>
<tr>
<td>D. Reing</td>
<td>COGM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ken Walker</td>
<td>Woodbine City Manager</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>