

AGENDA
Camden County Joint Development Authority
Thursday, January 10, 2019 at 9:00 a.m.
531 N. Lee St.
Kingsland, Georgia

1. Call to Order- Chairman Jeff Barker
2. Invocation and Pledge
3. Public Welcome and Introduction
4. Recognition of Outgoing Board Members & Welcome Newly Appointed Board Members
- ★ 5. Amendments to and Adoption of Agenda
- ★ 6. Approval of the Minutes of the December 15th Meeting
- ★ 7. Treasurer's Report
- ★ 8. Elect Board Officers for CY2019
9. Appoint FY20 Business Plan Committee
10. Executive Director's Report
- ★ 11. Executive Session- Personnel
- ★ 12. Review and Approve Executive Directors Compensation
- ★ 13. 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, give proper notice. Please contact 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
January 10, 2019**

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 January 10, 2019. There were present and participating at the meeting the following board members: Jeff Barker, Rachel Baldwin, Tanya Glazebrook, Sheila Sapp, Farran Fullilove, Louise Mitchell, Jim Lomis and CB Yadav. Board member Burford Clark was absent. Also in attendance were James Coughlin, Darren Harper, Stephanie Loveland, Stan Fowler, Jill Helton and Dave Reilly.

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

Recognition of Outgoing Board Members & Welcomed Newly Appointed Board Members:

The chairman presented a plaque on behalf of the Authority to Mr. Fowler in appreciation for his 20 years of service as Secretary-Treasurer of the board. The chairman also recognized Mr. Blount for his 2 years of service as Vice-Chair of the board, Mr. Blount was not in attendance. A copy of Mr. Blount's resignation letter is attached.

The chairman recognized new board members C.B Yadav, appointed by the Camden County Board of Commissioners to the expired term of Mr. Fowler's term of post 1, expired December 31, 2018 and James B. Lomis, appointed by the Camden County Board of Commissioners to the vacated term of Mr. Blount's term of post 2. Copies of the appointment letters are attached.

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

Approval of the minutes of the December 13th Regular Meeting: A motion was made by Mr. Fullilove, seconded by Ms. Baldwin, to approve the minutes of the December 13, 2018 meeting. The board voted to unanimously to approve the motion; a copy of the minutes is attached.

Treasurer's report: Mr. Coughlin reported on the year to date financials. A motion was made by Ms. Glazebrook, seconded by Mr. Yadav, to accept the treasurer's report. The board voted unanimously to approve the motion; copies of the financials are attached.

Election of Board Officers for CY19: A motion was made by Ms. Glazebrook, seconded by Ms. Baldwin, to nominate Mr. Barker as Chairman, Mr. Fullilove as Vice-Chairman, and Mr. Lomis as Secretary-Treasurer. The board voted to unanimously to approve the motion.

Appoint Business Plan Committee: The chairman appointed a business plan committee to consist of the following board members; Mr. Fullilove, with Mr. Yadav, Ms. Baldwin and Ms. Mitchell as committee members.

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

Executive Session: The chairman announced the purpose of the executive session on the agenda was to discuss personnel. A motion was made by Mr. Lomis, seconded by Mr. Fullilove, to go into executive session to discuss personnel at 9:30 a.m. The board voted to unanimously to approve the motion.

A motion was made by Mr. Yadav, seconded by Mr. Fullilove, to come out of executive session at 9:45 a.m. The board voted to unanimously to approve the motion

Review and Approve Executive Director Compensation: The chairman indicated the evaluation committee had completed their review and discussed a salary adjustment. A motion was made by Mr. Yadav, seconded by Mr. Fullilove, to increase the executive director's salary by 2.5%. The board voted unanimously to approve the motion.

Adjourn:

A motion was made by Mr. Fullilove, seconded by Mr. Yadav, and approved unanimously to adjourn the meeting at 9.50 a.m., at which time the meeting was adjourned.

CAMDEN COUNTY JOINT DEVELOPMENT AUTHORITY

By: 
Chairman

Date: 2-14-19

By: 
Secretary/Treasurer

Date: 2-14-2019

**Minutes of the Regular Meeting of the
Board of Directors of the Camden County
Joint Development Authority
December 13, 2018**

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 December 13, 2018. There were present and participating at the meeting the following board members: Jeff Barker, Rachel Baldwin, Alex Blount, Burford Clark, Tanya Glazebrook, Sheila Sapp, Farran Fullilove, Stan Fowler and Louise Mitchell. Also in attendance were James Coughlin, Darren Harper, Stephanie Loveland and David C. McCoy, CPA.

The meeting was called to order by the chairman at 5:30 p.m.

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

Approval of the minutes of the September 12th Special Called Meeting: A motion was made by Mr. Fullilove, seconded by Ms. Baldwin, to approve the minutes of the September 12, 2018 special called meeting. The board voted to unanimously to approve the motion; a copy of the minutes is attached.

Approval of the minutes of the October 4th Meeting: A motion was made by Mr. Blount, seconded by Mr. Fullilove, to approve the minutes of the October 4, 2018 meeting. The board voted to unanimously to approve the motion; a copy of the minutes is attached.

Approval of the minutes of the November 15th Special Called Meeting: A motion was made by Ms. Baldwin, seconded by Ms. Sapp, to approve the minutes of the November 15, 2018 special called meeting. The board voted to unanimously to approve the motion; a copy of the minutes is attached.

Audit Report: David C. McCoy, CPA with Clifton, Lipford, Hardison & Parker, LLC presented the report on the FY18 Financial Audit Report. A motion was made by Mr. Fowler, seconded by Mr. Clark to accept the FY18 Financial Audit report. The board voted unanimously to approve the motion; copy of the audit findings is attached.

Treasurer's report: Mr. Fowler reported on the year to date financials. A motion was made by Mr. Fullilove, seconded by Ms. Baldwin, to accept the treasurer's report. The board voted unanimously to approve the motion; copies of the financials is attached.

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

Proposed FY2019 Calendar: A motion was made by Mr. Clark, seconded by Ms. Mitchell, to approve the meeting schedule as presented with a meeting time of 9:00 a.m. The board voted to unanimously to approve the motion; a copy of the schedule is attached.

Camden County Joint Development Authority

Balance Sheet

01/09/19

Accrual Basis

As of December 31, 2018

Dec 31, 18

ASSETS

Current Assets

Checking/Savings

11.2290 · Ameris-9690-MM-Incentive Funds	219,706.30
11.2280 · Citizens/Pineland Incentive Fun	454,558.17
11.2250 · Synovus-Land Acq/Product Dev	229,102.83
11.2200 · Ameris-0158MM-Land Acq/Prod Dev	1,432,340.35
11.2000 · SE Bank-Checking-Operating Fund	518,802.88
11.1010 · JDA Office Petty Cash	11.04

Total Checking/Savings 2,854,521.57

Other Current Assets

11.1350 · Note Receivable Foodie'J-CP	3,736.08
11.1935 · Property Tax-Allowables	-532.93
11.1905 · Property Tax-Receiveables	5,329.27
11.1304 · Prepaid Asset	6,206.75
11.1202 · Due From Camden County	-90.28

Total Other Current Assets 14,648.89

Total Current Assets 2,869,170.46

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 Foodie'J	30,139.26
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Total Other Assets 30,139.26

TOTAL ASSETS

3,658,399.86

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Credit Cards

12.1009 · Stephanie Loveland- Mastercard	451.77
12.1006 · Darren Harper-MasterCard	297.80
12.1004 · James Coughlin-Mastercard	1,256.44

Total Credit Cards 2,006.01

Other Current Liabilities

12.2500 · Deferred Revenue-Property Taxes	4,796.34
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Total Other Current Liabilities 4,796.34

Total Current Liabilities 6,802.35

Total Liabilities

6,802.35

Equity

13.2050 · Rest. Fund Bal- Fixed Assets	759,090.14
13.1000 · Fund Balance	1,652,938.54
Net Income	1,239,568.83

Total Equity 3,651,597.51

TOTAL LIABILITIES & EQUITY

3,658,399.86

Camden County Joint Development Authority

Profit & Loss Budget vs. Actual

01/09/19

Accrual Basis

July through December 2018

	Jul - Dec 18	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
38.1500 · Donations	0.00	500.02	-500.02
39.0003 · Landlease Income	9,000.00		
33.1000 · Camden County Budget Dist	360,000.00	360,000.00	0.00
36.1000 · Interest Income	1,369.58	1,189.27	180.31
Total Income	370,369.58	361,689.29	8,680.29
Gross Profit	370,369.58	361,689.29	8,680.29
Expense			
51.1414 · Loan Principal	1,858.71	1,858.72	-0.01
53.2102 · Land Acquisition/Prod. Developm	7,520.84	75,000.00	-67,479.16
51.1415 · Loan Interest	349.59	0.00	349.59
52.3701 · Cont. Education & Development	1,060.00	2,500.04	-1,440.04
52.3601 · Professional Dues/Registrations	878.80	0.00	878.80
52.2005 · Land Acquisition & Capital Exp	619.08		
53.1400 · Bank Service Charge	80.00	100.00	-20.00
53.1301 · Board & Office Meetings	206.53	200.02	6.51
52.1231 · Camden County Industrial Park	5,371.60	12,500.02	-7,128.42
52.1201 · Accounting	3,570.00	3,500.00	70.00
52.3300 · Advertising/Promo/Marketing	6,755.35	11,500.04	-4,744.69
53.1300 · Business Meals	1,883.51	3,000.00	-1,116.49
52.1500 · Contingency	0.00	12,500.02	-12,500.02
52.3600 · Dues & Subscriptions	704.28		
52.1203 · Eng., Enviro. & Prof. Services	110,529.77	62,500.04	48,029.73
52.1202 · Legal & Insurance	2,905.00	7,045.46	-4,140.46
54.2500 · Office Equipment/Computers	1,402.25	3,000.00	-1,597.75
53.1100 · Office Supplies	898.38	1,500.00	-601.62
53.1101 · Postage	48.34	249.98	-201.64
52.3700 · Professional Development	0.00	3,500.02	-3,500.02
51.1100 · Payroll, Taxes & Benefits	132,099.68	153,500.02	-21,400.34
53.1540 · Telephone	2,478.29	2,811.96	-333.67
52.3500 · Vehicle and Travel	3,279.25	10,000.04	-6,720.79
Total Expense	284,499.25	366,766.38	-82,267.13
Net Ordinary Income	85,870.33	-5,077.09	90,947.42
Other Income/Expense			
Other Income			
36.1003 · Other Income.	1,153,698.50		
Total Other Income	1,153,698.50		
Net Other Income	1,153,698.50		
Net Income	1,239,568.83	-5,077.09	1,244,645.92

Camden County Joint Development Authority

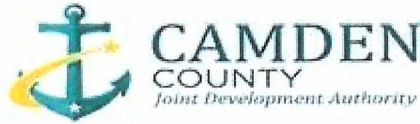
Profit & Loss YTD Comparison

01/09/19

Accrual Basis

July through December 2018

	Jul - Dec 18	Jul - Dec 18
Ordinary Income/Expense		
Income		
39.0003 · Landlease Income	9,000.00	9,000.00
33.1000 · Camden County Budget Dist	360,000.00	360,000.00
36.1000 · Interest Income	1,369.58	1,369.58
Total Income	370,369.58	370,369.58
Gross Profit	370,369.58	370,369.58
Expense		
51.1414 · Loan Principal	1,858.71	1,858.71
53.2102 · Land Acquisition/Prod. Developm	7,520.84	7,520.84
51.1415 · Loan Interest	349.59	349.59
52.3701 · Cont. Education & Development	1,060.00	1,060.00
52.3601 · Professional Dues/Registrations	878.80	878.80
52.2005 · Land Acquisition & Capital Exp	619.08	619.08
53.1400 · Bank Service Charge	80.00	80.00
53.1301 · Board & Office Meetings	206.53	206.53
52.1231 · Camden County Industrial Park	5,371.60	5,371.60
52.1201 · Accounting	3,570.00	3,570.00
52.3300 · Advertising/Promo/Marketing	6,755.35	6,755.35
53.1300 · Business Meals	1,883.51	1,883.51
52.3600 · Dues & Subscriptions	704.28	704.28
52.1203 · Eng., Enviro. & Prof. Services	110,529.77	110,529.77
52.1202 · Legal & Insurance	2,905.00	2,905.00
54.2500 · Office Equipment/Computers	1,402.25	1,402.25
53.1100 · Office Supplies	898.38	898.38
53.1101 · Postage	48.34	48.34
51.1100 · Payroll, Taxes & Benefits	132,099.68	132,099.68
53.1540 · Telephone	2,478.29	2,478.29
52.3500 · Vehicle and Travel	3,279.25	3,279.25
Total Expense	284,499.25	284,499.25
Net Ordinary Income	85,870.33	85,870.33
Other Income/Expense		
Other Income		
36.1003 · Other Income.	1,153,698.50	1,153,698.50
Total Other Income	1,153,698.50	1,153,698.50
Net Other Income	1,153,698.50	1,153,698.50
Net Income	<u>1,239,568.83</u>	<u>1,239,568.83</u>



Camden County Joint Development Authority

Executive Director's Report

January 2019

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

Active Projects

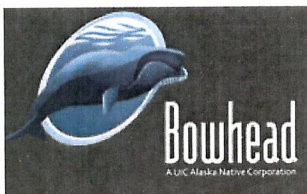
- **Project Pineapple**

- State of Georgia offer went out 12/4
- CEO will be here January 23rd to meet
 - We are hosting a business development luncheon for him and some regional business leaders at Bogey's, Laurel Island that day.
 - He will also re-examine the site and look at potential temporary space.
- Final decision expected in February

- **St. Marys Marine Center (Wharf St. Marys)**

- Permitting Process Update
 - All Permits approved however ACOE will not release permits until they have a Section 106 Historic Resources report from GA DNR. **STILL NOT RESOLVED**
 - Darren is working with DNR to get this resolved.
- Public/Private Financing
 - Bond resolution done
 - Board approved 11/15
 - Intergovernmental Agreement done
 - County approved 12/11
 - Bond validation hearing done 12/18
 - Mr. Benton to close on land by 01/31

- **Bowhead Marine/Logistics**



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- Marine refit/repair
- 30–50 high paying jobs
- Authority assisted with rezoning of property

Camden County Joint Development Authority
Project Manager's Report
9 January 2019

St. Marys Marine Center (SMMC)

Mr. Harper continues to assist Mr. Coughlin with public funding elements of the project.

Project Homecoming

This project had initiated conversations with Mr. Benton regarding a proposed location at the Wharf St. Marys.

Project Mey

No new updates as of yet about project expansion efforts.

Project Pineapple

At the request of the site selection consultant, Mr. Harper continues to assist in the facilitation of a business development luncheon on behalf of Project Pineapple. This luncheon includes business and industry from throughout the region. The luncheon is scheduled for January 23.

Other projects

Mr. Harper is assisting Mr. Coughlin in developing the Southeast Submarine Suppliers Event on behalf of Electric Boat. The event is tentatively scheduled for May 2, 2019 on Jekyll Island, Georgia.

Mr. Harper continues to coordinate repairs and improvements to 121 Industrial Drive building and site for ABL Space Systems.

Mr. Harper participated in a meeting between Wildlife Defense Systems and the owners of the Read's Moving and Storage Building. The building owners and brokers are working with the company and their agents on a potential lease of space at the building.

Mr. Harper continues to facilitate meetings with large acreage property owners and a real estate broker from Atlanta who is seeking to gain control of a site on behalf of a project he and his investment partner are working. The broker has already secured a site in Atlanta, but he is also seeking to secure a site in Coastal Georgia.

