

**AGENDA**  
**Camden County Joint Development Authority**  
**Thursday, September 12, 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
- ★ 4. Amendments to and Adoption of Agenda
- ★ 5. Approval of the Minutes of the August 8th Meeting
- ★ 6. Treasurer's Report
7. Executive Director's Report
- ★ 8. Adjourn Meeting

**Minutes of the Regular Meeting of the  
Board of Directors of the Camden County  
Joint Development Authority  
September 12, 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 September 12, 2019. There were present and participating at the meeting the following board members, Rachel Baldwin, Farran Fullilove, Tanya Glazebrook, Burford Clark, Louise Mitchell, Jim Lomis and Sheila Sapp. Board Member, Jeff Barker and CB Yadav were absent. Also, in attendance were James Coughlin, Darren Harper, Stephanie Loveland and members of the public.

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

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

**Approval of the minutes of the August 8th Regular Meeting:** A motion was made by Mr. Lomis seconded by Ms. Sapp, to approve the minutes of the August 8, 2019 meeting. The board voted unanimously to approve the motion; a copy of the minutes is attached.

**Treasurer's report:** Mr. Lomis reported 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; copies of the financials are attached.

**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.

**Adjourn:** A motion was made by Ms. Glazebrook, seconded by Ms. Baldwin, and approved unanimously to adjourn the meeting at 9:31 a.m., at which time the meeting was adjourned.

**CAMDEN COUNTY JOINT DEVELOPMENT AUTHORITY**

By: Jeff Barker  
Chairman

Date: 10/17/19

By: James B. Coughlin  
Secretary/Treasurer

Date: 10/17/2019

**Minutes of the Regular Meeting of the  
Board of Directors of the Camden County  
Joint Development Authority  
August 8, 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 August 8, 2019. There were present and participating at the meeting the following board members: Jeff Barker, Rachel Baldwin, Farran Fullilove, CB Yadav, Tanya Glazebrook, Burford Clark, Jim Lomis and Sheila Sapp. Board Member, Louise Mitchell was absent. Also, in attendance were James Coughlin, Darren Harper, Stephanie Loveland 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:** Mr. Coughlin made a request to amend the agenda and go into executive session to discuss real estate. A motion was made by Mr. Lomis, seconded by Mr. Clark, to add executive session for real estate to the agenda. The board voted unanimously to approve the motion, to adopt the agenda as amended.

**Approval of the minutes of the July 11th Regular Meeting:** A motion was made by Mr. Clark seconded by Mr. Fullilove, to approve the minutes of the July 11, 2019 meeting. The board voted unanimously to approve the motion; a copy of the minutes is attached.

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

**Public Remarks:** Ms. Janet Heath gave a presentation on the new Woodbine Public Library asking for the Camden County Joint Development Authority's support by placing on our website the three public libraries' as well the Bryan-Lang Historical Library to bring awareness to those looking to relocate to our area.

**Approval of the service agreement with Site Location Partners:** A motion was made by Mr. Fullilove, seconded by Ms. Sapp, to approve the service agreement with Site Location Partners in the amount of \$9,975.00 for one year. The board voted unanimously to approve the motion; a copy of the service agreement is attached.

**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 Real Estate. A motion was made by Mr. Lomis, seconded by Ms. Baldwin, to go

into executive session to discuss real estate at 9:37 a.m. The board voted to unanimously to approve the motion.

A motion was made by Mr. Fullilove, seconded by Ms. Baldwin, to come out of executive session at 10:16 a.m. The board voted to unanimously to approve the motion.

**Adjourn:** A motion was made by Mr. Clark, seconded by Mr. Lomis, and approved unanimously to adjourn the meeting at 10:17 a.m., at which time the meeting was adjourned.

#### **CAMDEN COUNTY JOINT DEVELOPMENT AUTHORITY**

By: \_\_\_\_\_  
Chairman

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Secretary/Treasurer

Date: \_\_\_\_\_

7:45 AM

09/10/19

Accrual Basis

## Camden County Joint Development Authority

## Balance Sheet

As of July 31, 2019

	Jul 31, 19
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
11.2290 · Ameris-9690-MM-Incentive Funds	219,808.41
11.2280 · Citizens/Pineland Incentive Fun	454,954.34
11.2250 · Synovus-Land Acq/Product Dev	229,182.68
11.2200 · Ameris-0158MM-Land Acq/Prod Dev	1,422,966.46
11.2000 · SE Bank-Checking-Operating Fund	630,923.87
11.1010 · JDA Office Petty Cash	11.04
Total Checking/Savings	2,957,846.80
Other Current Assets	
11.1350 · Note Receivable Foodie'J-CP	3,810.98
11.1935 · Property Tax-Allowables	-532.93
11.1905 · Property Tax-Receiveables	-2,317.96
11.1202 · Due From Camden County	-90.28
Total Other Current Assets	869.81
Total Current Assets	2,958,716.61
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	27,872.69
Total Other Assets	27,872.69
<b>TOTAL ASSETS</b>	<b>3,745,679.44</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	347.15
Credit Cards	1,477.94
Other Current Liabilities	4,796.34
Total Current Liabilities	6,621.43
Total Liabilities	6,621.43
Equity	
13.2050 · Rest. Fund Bal- Fixed Assets	759,090.14
13.1000 · Fund Balance	1,652,938.54
13.3000 · Retained Earnings	1,286,963.16
Net Income	40,066.17
Total Equity	3,739,058.01
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>3,745,679.44</b>

7:51 AM

09/10/19

Accrual Basis

**Camden County Joint Development Authority**  
**Profit & Loss Budget vs. Actual**  
**July 2019**

	<u>Jul 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
39.0006 · Lease Income	7,000.00	7,000.00	0.00
39.0005 · CAM Fee Income	0.00	163.00	-163.00
33.1000 · Camden County Budget Dist	61,000.00	60,000.00	1,000.00
36.1000 · Interest Income	344.72	223.00	121.72
<b>Total Income</b>	<b>68,344.72</b>	<b>67,386.00</b>	<b>958.72</b>
Gross Profit	68,344.72	67,386.00	958.72
Expense			
53.2007 · Lease Expense	7,042.08	7,207.00	-164.92
51.1414 · Loan Principal	314.72	314.10	0.62
53.2102 · Land Acquisition/Prod. Developm	0.00	20,833.00	-20,833.00
51.1415 · Loan Interest	53.43	0.00	53.43
53.1400 · Bank Service Charge	0.00	8.34	-8.34
53.1301 · Board & Office Meetings	10.78	33.33	-22.55
52.1231 · Camden County Industrial Park	645.21	1,667.00	-1,021.79
52.3300 · Advertising/Promo/Marketing	1,681.00	1,000.00	681.00
53.1300 · Business Meals	1,874.40	433.33	1,441.07
52.1500 · Contingency	0.00	833.00	-833.00
52.1203 · Eng., Enviro. & Prof. Services	0.00	6,250.00	-6,250.00
52.1202 · Legal & Insurance	205.00	209.00	-4.00
54.2500 · Office Equipment/Computers	0.00	298.00	-298.00
53.1100 · Office Supplies	0.00	183.00	-183.00
53.1101 · Postage	0.00	17.00	-17.00
52.3700 · Professional Development	-75.00	625.00	-700.00
51.1100 · Payroll, Taxes & Benefits	13,483.69	25,416.00	-11,932.31
53.1540 · Telephone	363.01	384.00	-20.99
52.3500 · Vehicle and Travel	2,680.23	958.00	1,722.23
<b>Total Expense</b>	<b>28,278.55</b>	<b>66,669.10</b>	<b>-38,390.55</b>
Net Ordinary Income	40,066.17	716.90	39,349.27
Net Income	<b>40,066.17</b>	<b>716.90</b>	<b>39,349.27</b>

7:53 AM

09/10/19

Accrual Basis

**Camden County Joint Development Authority**  
**Profit & Loss YTD Comparison**  
**July 2019**

	<u>Jul 19</u>	<u>Jul 19</u>
Ordinary Income/Expense		
Income		
39.0006 · Lease Income	7,000.00	7,000.00
33.1000 · Camden County Budget Dist	61,000.00	61,000.00
36.1000 · Interest Income	344.72	344.72
Total Income	<u>68,344.72</u>	<u>68,344.72</u>
Gross Profit	68,344.72	68,344.72
Expense		
53.2007 · Lease Expense	7,042.08	7,042.08
51.1414 · Loan Principal	314.72	314.72
51.1415 · Loan Interest	53.43	53.43
53.1301 · Board & Office Meetings	10.78	10.78
52.1231 · Camden County Industrial Park	645.21	645.21
52.3300 · Advertising/Promo/Marketing	1,681.00	1,681.00
53.1300 · Business Meals	1,874.40	1,874.40
52.1202 · Legal & Insurance	205.00	205.00
54.2500 · Office Equipment/Computers	0.00	0.00
52.3700 · Professional Development	-75.00	-75.00
51.1100 · Payroll, Taxes & Benefits	13,483.69	13,483.69
53.1540 · Telephone	363.01	363.01
52.3500 · Vehicle and Travel	2,680.23	2,680.23
Total Expense	<u>28,278.55</u>	<u>28,278.55</u>
Net Ordinary Income	<u>40,066.17</u>	<u>40,066.17</u>
Net Income	<u><u>40,066.17</u></u>	<u><u>40,066.17</u></u>



**Camden County Joint Development Authority**

**Executive Director's Report**

**September 2019**

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

**Active Projects**

- **Wharf St. Marys/ St. Marys Marine Center**
  - Developer under purchase contract
  - Developer in regular communication as he assembles sub-developers for various aspects of the development.
  - **Working with developer, engineers, regional commission and city staff to develop appropriate zoning text to present to Planning Commission and Council.**
    - **Developer working on conceptual plan for this process.**
- **St. Marys MEDS (former airport)**
  - Assisting city staff evaluating concepts from several developers
  - Met with potential developers in Jacksonville and Atlanta
  - **Currently working with city and consultants on appropriate zoning for site.**
- **Energy Project**
  - Met with energy prospect considering site in north county for energy production and distribution.
  - Authority would work with prospect and county to secure incentive package.
  - More details to come soon.

**Other**

- **SLP Update**
  - Site Location Partners has gathered some of our advertising collateral and we will be sending them more to share at industry trade shows.
  - Darren and I spent time with SLP rep identifying target industries by NAICs codes.
- **Kingsland Commerce Park**
  - Rayonier/ Raydient has a new rep responsible for their property in Camden County.
  - Held meeting this past week and they are open to renewing discussions about a partnership with Authority on Kingsland Commerce Park.
    - **Waiting on response from Rayonier's legal team on how that could be structured.**



**Camden County Joint Development Authority**  
**Project Manager's Report**  
**as of 12 September 2019**

Mr. Harper reviewed E-Commerce Freeport exemption and requested clarification from local and state officials on any referendum voting requirement to make this Freeport exemption applicable in Camden County. The County attorney provided a response that stated that no voting referendum is required. The Citing superintendent for Camden is seeking further clarification. E-commerce Freeport exemption is a part of the Level 1 Freeport exemption which has been approved at 100% for Camden County, as well as the City of Kingsland and the City of St. Marys.

Mr. Harper attended the Kingsland Downtown Development Authority meeting at the Kingsland Welcome Center to discuss a potential downtown Tax Allocation District to aid in downtown revitalization efforts as well as preliminary discussions regarding a downtown redevelopment project. Mr. Harper has gained further details on both projects and is awaiting a meeting to be set up by the KDDA Director.

Mr. Harper and Ms. Loveland met with Insetta Boatworks to discuss internship programs as well as Military Zone Job Tax Credits. Mr. Shine and the office manager mentioned that they were working with Mr. Freddie Noble from the Georgia Department of Labor to create job descriptions for all positions at the plant (*this was facilitated through a previous meeting between Mr. Harper, Ms. Loveland and Insetta staff as well as a follow up meeting with Mr. Nobles*). Mr. Harper and Ms. Loveland offered to coordinate a meeting with Insetta, Camden County High School and Coastal Pines to discuss internship opportunities. This meeting will be scheduled in mid to late September once Mr. Shine and the Insetta staff return from boat shows.

Mr. Harper and Ms. Loveland met with Mrs. Kathleen Boswell, the new commercial broker for Magnolia Realty, as well as Mr. Jack Gross and Mr. Ken Kessler to discuss economic development projects in Camden County. Mrs. Boswell asked that this meeting be held quarterly so that they can work with the Authority to determine ways that Magnolia Realty can assist the Authority in their projects. Ms. Loveland is working with Mrs. Boswell to set up these future meetings.

Mr. Harper met with Mayor Steve Parrott from the City of Woodbine to discuss creating an Enterprise Zone in the City of Woodbine. Mayor Parrot was encouraged and excited and asked Mr. Harper to continue in his efforts. Mr. Harper has reached out for assistance with demographic and poverty level data for Woodbine through contacts with Georgia Power.

Mr. Harper has also asked for similar demographic assistance from Georgia Power in an effort to help the City of Kingsland reauthorize its Kingsland Enterprise Zone which has been in existence for 10 years.

Mr. Harper and Ms. Loveland attended the County EMA meeting on Hurricane Dorian so that the Authority would be aware of local governments related to the Hurricane. Mr. Harper disconnected the shared drives and his computer and back up drive and maintained them at his house in case of evacuation to maintain the data banks of the Authority.

Mr. Harper completed all preliminary survey forms required by Site Location Partnership (SLP) and provided these along with all supporting documents to Mr. Coughlin for submittal to SLP. Mr. Harper also participated with Mr. Coughlin in a follow up call with SLP to go over these forms and to assist in other efforts of SLP.

Mr. Harper participated in a conference call with Mr. Coughlin regarding the Development of Regional Impact (DRI) planning effort for the former Mill Site project.

Mr. Harper also checked on the Camden County Industrial Park and the ABL/Dawson building in St. Marys post hurricane to ensure there was no major damage. Both the industrial park and the building were ok.

## Board of Directors Meeting

Thursday, September 12, 2019

# Kingsland North Center Conference Room

# Attendee Sign-In Sheet

(Please Print)

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