

AGENDA
Camden County Joint Development Authority
Thursday, November 7, 2019 at 9:00 am
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 October 17th Meeting
- ★ 6. Treasurer's Report
7. Executive Director's Report
8. Executive Session- Real Estate
- ★ 9. Real Estate Acquisition
- ★ 10. Adjourn Meeting

**Minutes of the Regular Meeting of the
Board of Directors of the Camden County
Joint Development Authority
November 7, 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 November 7, 2019. There were present and participating at the meeting the following board members, Rachel Baldwin, Jeff Barker, Tanya Glazebrook, Farran Fullilove, CB Yadav, Louise Mitchell, Jim Lomis and Sheila Sapp. Board Member Burford Clark was absent. Also, in attendance were James Coughlin, Darren Harper, Cody Smith and members of the public.

The meeting was called to order by the chairman at 9:00 am

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

Approval of the minutes of the October 17th Regular Meeting: A motion was made by Mr. Lomis seconded by Ms. Mitchell, to approve the minutes of the October 17th, 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. Yadav, seconded by Ms. Glazebrook, 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.

Executive Session, Real Estate: A motion was made by Mr. Lomis to go into executive session to discuss real estate matters. The motion was seconded by Ms. Glazebrook. The board voted unanimously to go into executive session at 9:13 am. The board returned to regular session at 9 :51 am.

Adjourn: A motion was made by Mr. Fullilove, seconded by Mr. Yadav, and approved unanimously to adjourn the meeting at 9:52 a.m., at which time the meeting was adjourned.

CAMDEN COUNTY JOINT DEVELOPMENT AUTHORITY

By: _____
Chairman

Date: _____

By: _____
Secretary/Treasurer

Date: _____

**Minutes of the Regular Meeting of the
Board of Directors of the Camden County
Joint Development Authority
October 17, 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 October 17, 2019. There were present and participating at the meeting the following board members, Rachel Baldwin, Jeff Barker, Tanya Glazebrook, Louise Mitchell, Jim Lomis and Sheila Sapp. Board Members, Farran Fullilove, Burford Clark and CB Yadav were absent. Also, in attendance were James Coughlin, Darren Harper, Cody Smith and members of the public.

The meeting was called to order by the chairman at 2:00 pm

Amendments to and adoption of agenda: A motion was made by Ms. Glazebrook, seconded by Ms. Baldwin, to amend the agenda, reversing items 10 and 11. The board voted unanimously to approve the agenda as amended.

Approval of the minutes of the September 12th Regular Meeting: A motion was made by Mr. Lomis seconded by Ms. Mitchell, to approve the minutes of the September 12, 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. Baldwin, seconded by Ms. Sapp, to accept the treasurer's report. The board voted unanimously to approve the motion; copies of the financials are attached.

Approval of City of Kingsland Lease: Mr. Coughlin updated the board regarding amended language in the Authority's lease of the City of Kingsland's property at 531 N. Lee St. The updated language did not alter the terms of the lease. Ms. Mitchell made a motion to approve the amended lease. The motion was seconded by Ms. Sapp. The board voted unanimously to approve.

Approval of Letter of Support for Outdoor Stewardship Grant: Mr. Coughlin presented a letter of support for the City of St. Marys Tabby Trail Outdoor Stewardship Grant. A motion was made by Ms. Baldwin to approve the letter. The motion was seconded by Mr. Lomis. The board voted unanimously to approve the letter.

Executive Director's Evaluation Process: Mr. Barker explained the process by which the board will conduct the annual performance evaluation for the Executive Director.

Developer's Presentation: A developer seeking to develop the former Gillman Mill Site made a presentation to the board and public regarding his interest in developing the site.

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, Real Estate: A motion was made by Mr. Lomis to go into executive session to discuss real estate matters. The motion was seconded by Ms. Baldwin. The board voted unanimously to go into executive session at 2:57 pm. The board returned to regular session at 4:12 pm.

Adjourn: A motion was made by Ms. Baldwin, seconded by Mr. Lomis, and approved unanimously to adjourn the meeting at 4:12 pm., at which time the meeting was adjourned.

CAMDEN COUNTY JOINT DEVELOPMENT AUTHORITY

By: _____
Chairman

Date: _____

By: _____
Secretary/Treasurer

Date: _____

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10/24/19

Accrual Basis

Camden County Joint Development Authority

Balance Sheet

As of September 30, 2019

	Sep 30, 19
ASSETS	
Current Assets	
Checking/Savings	
11.2290 · Ameris-9690-MM-Incentive Funds	219,837.80
11.2280 · Citizens/Pineland Incentive Fun	455,068.40
11.2250 · Synovus-Land Acq/Product Dev	229,205.67
11.2200 · Ameris-0158MM-Land Acq/Prod Dev	1,423,156.72
11.2000 · SE Bank-Checking-Operating Fund	691,427.69
11.1010 · JDA Office Petty Cash	11.04
Total Checking/Savings	3,018,707.32
Other Current Assets	
11.1350 · Note Receivable Foodie'J-CP	3,810.98
11.1935 · Property Tax-Allowables	-532.93
11.1905 · Property Tax-Receivables	-3,568.91
11.1202 · Due From Camden County	-90.28
Total Other Current Assets	-381.14
Total Current Assets	3,018,326.18
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	27,241.68
Total Other Assets	27,241.68
TOTAL ASSETS	3,804,658.00
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
12.1001 · Accounts Payable	25,800.36
Total Accounts Payable	25,800.36
Credit Cards	
12.1009 · Stephanie Loveland- Mastercard	318.53
12.1006 · Darren Harper-MasterCard	12.07
12.1004 · James Coughlin-Mastercard	633.15
Total Credit Cards	963.75
Other Current Liabilities	
12.2500 · Deferred Revenue-Property Taxes	4,796.34
Total Other Current Liabilities	4,796.34
Total Current Liabilities	31,560.45
Total Liabilities	31,560.45
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	74,105.71
Total Equity	3,773,097.55
TOTAL LIABILITIES & EQUITY	3,804,658.00

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10/24/19

Accrual Basis

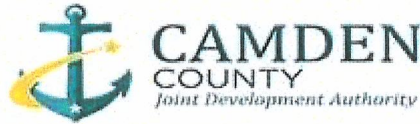
Camden County Joint Development Authority
Profit & Loss YTD Comparison
September 2019

	<u>Sep 19</u>	<u>Jul - Sep 19</u>
Ordinary Income/Expense		
Income		
39.0006 · Lease Income	7,000.00	21,000.00
33.1000 · Camden County Budget Dist	60,000.00	180,000.00
36.1000 · Interest Income	342.17	1,026.15
Total Income	<u>67,342.17</u>	<u>202,026.15</u>
Gross Profit	67,342.17	202,026.15
Expense		
53.2007 · Lease Expense	7,914.26	21,999.84
51.1414 · Loan Principal	315.77	945.73
51.1415 · Loan Interest	52.28	158.52
52.3701 · Cont. Education & Development	0.00	400.00
53.1301 · Board & Office Meetings	0.00	25.09
52.1231 · Camden County Industrial Park	2,322.64	3,183.27
52.3300 · Advertising/Promo/Marketing	163.50	12,882.49
53.1300 · Business Meals	118.99	2,596.81
52.3600 · Dues & Subscriptions	300.00	300.00
52.1202 · Legal & Insurance	0.00	5,608.70
54.2500 · Office Equipment/Computers	161.03	161.03
53.1100 · Office Supplies	19.07	319.76
52.3700 · Professional Development	417.09	342.09
51.1100 · Payroll, Taxes & Benefits	24,189.47	73,175.27
53.1540 · Telephone	365.65	1,092.01
52.3500 · Vehicle and Travel	1,405.54	4,729.83
Total Expense	<u>37,745.29</u>	<u>127,920.44</u>
Net Ordinary Income	29,596.88	74,105.71
Net Income	<u><u>29,596.88</u></u>	<u><u>74,105.71</u></u>

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10/24/19
Accrual Basis

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

	<u>Jul - Sep 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
39.0006 · Lease Income	21,000.00	21,000.00	0.00
39.0005 · CAM Fee Income	0.00	497.00	-497.00
33.1000 · Camden County Budget Dist	180,000.00	180,000.00	0.00
36.1000 · Interest Income	1,026.15	667.00	359.15
Total Income	<u>202,026.15</u>	<u>202,164.00</u>	<u>-137.85</u>
Gross Profit	202,026.15	202,164.00	-137.85
Expense			
53.2007 · Lease Expense	21,999.84	21,618.00	381.84
51.1414 · Loan Principal	945.73	944.06	1.67
53.2102 · Land Acquisition/Prod. Developm	0.00	62,503.00	-62,503.00
51.1415 · Loan Interest	158.52	0.00	158.52
52.3701 · Cont. Education & Development	400.00	0.00	400.00
53.1400 · Bank Service Charge	0.00	24.94	-24.94
53.1301 · Board & Office Meetings	25.09	100.03	-74.94
52.1231 · Camden County Industrial Park	3,183.27	4,997.00	-1,813.73
52.3300 · Advertising/Promo/Marketing	12,882.49	3,000.00	9,882.49
53.1300 · Business Meals	2,596.81	1,300.03	1,296.78
52.1500 · Contingency	0.00	2,503.00	-2,503.00
52.3600 · Dues & Subscriptions	300.00		
52.1203 · Eng., Enviro. & Prof. Services	0.00	18,750.00	-18,750.00
52.1202 · Legal & Insurance	5,608.70	627.00	4,981.70
54.2500 · Office Equipment/Computers	161.03	896.00	-734.97
53.1100 · Office Supplies	319.76	553.00	-233.24
53.1101 · Postage	0.00	47.00	-47.00
52.3700 · Professional Development	342.09	1,875.00	-1,532.91
51.1100 · Payroll, Taxes & Benefits	73,175.27	76,256.00	-3,080.73
53.1540 · Telephone	1,092.01	1,154.00	-61.99
52.3500 · Vehicle and Travel	4,729.83	2,878.00	1,851.83
Total Expense	<u>127,920.44</u>	<u>200,026.06</u>	<u>-72,105.62</u>
Net Ordinary Income	<u>74,105.71</u>	<u>2,137.94</u>	<u>71,967.77</u>
Net Income	<u><u>74,105.71</u></u>	<u><u>2,137.94</u></u>	<u><u>71,967.77</u></u>



Camden County Joint Development Authority

Executive Director's Report

November 2019

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

Active Projects

- **St. Marys Marine Center / Port St. Marys**
 - Developer under purchase contract
 - Assembling sub-developers and tenants for various aspects of the development
 - Marina
 - Residential
 - Aquaponics
 - Tourism/ resort
 - Restaurant / Retail
 - We are awaiting formal proposal/ request from developer
- **Project Nina**
 - 15-20 acres
 - 25 jobs
 - Approx: \$10 million cap investment
 - Food Industry
 - Offer made to company October 18th
 - Camden in small group of finalists for project
- **Project Emerald**
 - Major Manufacturing project
 - 150 acres
 - Over 1000 jobs
 - Request for information (RFI) returned 10/25
 - Company will not make decision until 2nd half of 2020

Camden County Joint Development Authority
Project Manager's Report
as of 7 November 2019

Mr. Harper assisted the City of Kingsland in the revision and reauthorization of the Kingsland Enterprise Zone Ordinance. Mr. Harper also prepared an Enterprise Zone ordinance for the City of Woodbine. The City is reviewing the ordinance. Mr. Harper offered to attend the city council meeting once the city is ready to vote on the issue.

Mr. Harper assisted Mr. Coughlin with the site visit for Project Nina. Mr. Harper also revised the incentive offering letter to Project Nina based on guidance from Mr. Coughlin.

Mr. Harper worked with Mr. Coughlin as well as Thomas and Hutton to complete a Request for Information (RFI) for Project Emerald. Georgia Power Project Managers along with Project Managers from the Georgia Department of Economic Development made contact with the Authority due to this project looking for sites located near ports.

Mr. Harper met with Mr. Robbie Cheek to discuss planning issues related to the Hutchins Tract and the Kingsland Commerce Park site.

Mr. Harper presented information on the efforts of the JDA along with industrial sites in Camden to the Camden GOP women organization.

Mr. Harper attended the Rural Prosperity Summit in Tifton, Georgia hosted by the Georgia Chamber of Commerce. In Tifton, Georgia.

Mr. Harper provided information on Kingsland economic development zones and incentives to a development group looking at acquiring a hotel site at Exit 3.

Mr. Harper participated in a conference call with USDA Rural Development officials to discuss the Rural Business Development Grant. Mr. Harper is currently securing data and developing a scope of work to secure USDA RD grant support for a retail business study of the Camden market.

Mr. Harper completed the coordination of new for sale signs at available sites in the Camden County Industrial Park.

Mr. Harper completed filing and labeling for the project and site related files in the Authority office.

Mr. Harper updated website site listings due to the recent sale of the former Kingsland Business Park location, as well as maintaining other site listings in the database.

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