

**Minutes of the Regular Meeting of the  
Board of Directors of the Camden County  
Joint Development Authority  
December 14<sup>th</sup>, 2023**

The Board of Directors of the Camden County Joint Development Authority held a regular meeting in the conference room at the Office of the Joint Development Authority in Kingsland, Georgia, on December 14<sup>th</sup>, 2023. There were present and participated at the meeting the following Board members: Greg Lockhart, Rachel Baldwin, Tanya Glazebrook, C.B. Yadav, Royce Proctor, Daniel Wheeler, and Louise Mitchell. Also, in attendance were staff members James Coughlin, Darren Harper, and Hazel Shaw.

The meeting was called to order by the Chair at 9:01 a.m. Mr. Lockhart noted that a quorum was present for the meeting.

**Amendments to and adoption of agenda:** Chair Lockhart asked for a motion to adopt the agenda if there were no amendments. A motion was made by Ms. Baldwin to adopt the agenda as it read. The motion was seconded by Mr. Proctor. The Board voted unanimously to approve the motion.

**Approval of the Minutes of the November 17<sup>th</sup> Regular Meeting:** A motion was made by Mr. Yadav to accept the minutes of November 17<sup>th</sup> regular meeting. The motion was seconded by Mr. Proctor. The Board voted unanimously to approve the motion; a copy of the minutes is attached.

**Treasurer's Report:** Mr. Coughlin reported on the year-to-date financials as included in the Board packet. A motion was made by Mr. Wheeler, and seconded by Mr. Proctor to accept the Treasurer's report. The Board voted unanimously to approve the motion; copies of the financials are attached.

**Mid-Year FY 24 Goal and Budget Review:** Mr. Coughlin provided a brief overview of the FY24 goals and the financial report to review where the JDA stands with completing goals and alignment with the FY24 budget. There was a brief discussion amongst the Board members, a few minor agreed upon updates, and acknowledgement of the reports.

**Staff Reports:** Mr. Coughlin and Mr. Harper gave a detailed verbal and written report on their activities during the past month, along with current initiatives and projects. Copies of the written reports are attached.

**Revision of Incentive Policy:** Mr. Coughlin presented a draft incentive policy updating the current policy. After a brief discussion amongst the Board members, a motion was made by Ms. Glazebrook and seconded by Mr. Yadav to approve the revisions of the incentive policy and adopt the new policy as presented. The Board voted unanimously to approve the motion.

**Executive Session – Real Estate:** At 9:46 a.m. Mr. Yadav made a motion 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 10:10 a.m., Mr. Yadav made the motion to return to regular session. It was seconded by Ms. Glazebrook and unanimously approved by the Board to return to regular session. The Board returned to regular session at 10:10 a.m.

**Approve Option Agreement Extension for Pigmental Studios:** Mr. Coughlin presented an Option Agreement Extension for Pigmental Studios after providing an update and details in executive session. There was a motion made by Ms. Glazebrook to approve the Extension. The motion was seconded by Mr. Wheeler. The Board voted unanimously to approve the motion.

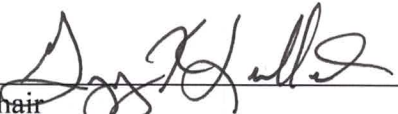
**Approve Terms of Sale for Parcel B in the CCIP – Approximately 10.28 acres:** After discussions in Executive Session, Mr. Coughlin presented a Purchase and Sale Agreement for Parcel B in the CCIP. There was a motion made by Mr. Wheeler to approve the purchase and sale agreement with the recommended changes discussed in Executive Session. The motion was seconded by Ms. Baldwin. The Board voted unanimously to approve the motion.

**Approve a Resolution for Conveyance of Real Property – Parcel B in the CCIP – Approximately 10.28 acres:** A motion was made by Mr. Wheeler to approve the presented Resolution for Conveyance of Real Property in relation to the Purchase and Sale Agreement for Parcel B in the CCIP. The motion was seconded by Mr. Lomis. The Board voted unanimously to approve the motion.


**Special Presentation:** There was a special presentation to honor Ms. Louise Mitchell in appreciation for her service as a JDA Board Member. Ms. Mitchell completed her final term as a member and was honored by the Board as the Chair described some of her contributions over her many years of service. She was then presented with a plaque as appreciation.

**Adjourn Meeting:** A motion was made by Ms. Baldwin, seconded by Mr. Proctor, and approved unanimously to adjourn the meeting at 10:16 a.m., at which time the meeting was adjourned.

**CAMDEN COUNTY JOINT DEVELOPMENT AUTHORITY**

By:  \_\_\_\_\_  
Chair

Date: 1/11/24

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

Date: 1/11/2024