

**Minutes of the Regular Meeting of the
Board of Directors of the Camden County
Joint Development Authority
July 10th, 2025**

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 July 10th, 2025. There were present and participated at the meeting the following Board members: Tanya Glazebrook, Ben Easterling, Danny Wheeler, Royce Proctor, Ken Kessler, Robert Baird, C.B. Yadav and Jay Lassiter who appeared telephonically. Also, in attendance were staff members James Coughlin, Darren Harper and Hazel Shaw.

The meeting was called to order by Chair Glazebrook at 9:00 a.m. Ms. Glazebrook noted that a quorum was present for the meeting.

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

Approval of the Minutes of the June 12th Regular Meeting: A motion was made by Mr. Baird to accept the minutes of the June 12th regular meeting. The motion was seconded by Mr. Kessler. The Board voted unanimously to approve the motion; a copy of the minutes is attached.

Treasurer's Report: Mr. Easterling reported on the year-to-date financials as included in the Board packet. He reminded the Board that the financials are reported two months in arrears, noting he was reporting on May's financials. A motion was made by Mr. Proctor, and seconded by Mr. Kessler to accept the financial reports presented. The Board voted unanimously to approve the motion; copies of the financials are attached.

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

Chair Glazebrook provided a brief update to the Board regarding the MOU between the JDA and the County Commissioners outlining an agreement to fund the JDA, which the JDA approved at a previous meeting. She noted there are still ongoing conversations with the Commissioners about the amount of funding and how will it be processed. The Chair stated the Commissioners have agreed to attempt to get the MOU approved at their August meeting. Meanwhile, she plans to have meetings with the Commissioners and Members of the JDA prior to the August meeting. Finally noting, that there is progress being made.

Adopt FY26 Budget and Business Plan: Chair Glazebrook stated the Budget and Business Plan Committee met with the Executive Director, Mr. Coughlin, and discussed in detail the FY26 Budget and Business Plan prior to today's Board meeting. Mr. Coughlin provided a detailed overview of the plan submitted, Camden Forward 2026, for approval, noting it included recommendations from the Committee as discussed. Mr. Yadav made a motion to adopt the FY.

26 Budget and Business Plan with the Committee's comments and edits added. The motion was seconded by Mr. Baird. The Board unanimously voted to approve the motion.

Approve Record Retention and Procurement Policy as Required to Apply for Grant: Mr. Coughlin described grants the JDA is applying for to assist with costs associated with the infrastructure for the Coastal Georgia Commerce Park. He explained that the JDA could adopt the Camden County Records Retention Policy and the City of Kingsland's Procurement Policy for the purpose of the grants. A motion was made by Mr. Kessler and seconded by Mr. Proctor to adopt the two policies to fulfil the requirements needed for the JDA to qualify to apply for the grants. The Board voted unanimously to approve the motion.

Executive Session – Real Estate and Legal Matters: At 9:34 a.m. Mr. Baird made a motion to go into Executive Session to discuss real estate and legal matters. The motion was seconded by Mr. Easterling. The Board voted unanimously to go into executive session.

At 10:47 a.m., Mr. Proctor made the motion to return to regular session. It was seconded by Mr. Yadav and unanimously approved by the Board to return to regular session.

Letter of Intent for Parcel A at the Camden County Industrial Park: After discussions in Executive Session, a motion was made by Mr. Baird to enter into a LOI with W.H. Gross Construction to purchase parcel A in the Camden County Industrial Park for \$350,000. The motion was seconded by Mr. Lassister. The Board unanimously approved the motion.

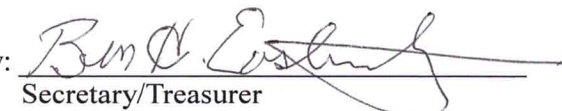
Coastal Georgia Commerce Park Purchase Agreement: After discussions in Executive Session, this Item has been tabled for a future meeting.

Adjourn Meeting: A motion was made unanimously and approved unanimously to adjourn the meeting at 10:48 a.m., at which time the meeting was adjourned.

CAMDEN COUNTY JOINT DEVELOPMENT AUTHORITY

By: 
Chair

Date: 8-14-28

By: 
Secretary/Treasurer

Date: 8-14-25