

Georgia Ports Authority
Tuesday, September 24, 2024
8:30 a.m.
Jekyll Island, GA

762-233-1679
Conference ID: 617 704 833#

Agenda

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|--------------------------------|-----|--|
| Fountain
Fountain
Womack | 1. | Call to Order
a) Approval of Agenda – Action
b) Attendance Report |
| Fountain | 2. | Approval of Minutes – Action |
| Fountain | 3. | Receive Comments Regarding Agenda and Non-Agenda Items |
| | 4. | Committee Chair Reports
Compensation & Leadership Development – Wooten
Administration – Cyr
Audit, Budget & Finance – Womack
Community & Government Affairs – Tarbutton
Ports Development – Hertz
Sales, Marketing & Communication - Wilheit |
| McCurry | 5. | Executive Division |
| McCurry | 6. | Administrative Division
a) Monthly Purchasing Request(s) – Action
b) Capital/Operating Purchase Report |
| Dooley | 7. | Finance Division
a) FY2024 Audited Financial Statements – Action |
| Novack | 8. | Engineering Division
a) Colonel's Island Southside Rail Phase 1 – Action
b) Colonel's Island Parcel B Budget Adjustment – Action
c) Bainbridge Warehouse Renovations – Action |
| Lynch | 9. | Chief Executive Officer Report |
| Fountain | 10. | Chairman's Comments |
| Fountain | 11. | Executive Session (If Needed) |

NEXT AUTHORITY MEETING IS DECEMBER 2 IN ATLANTA, GA

MINUTES OF MEETING

GEORGIA PORTS AUTHORITY SAVANNAH, GEORGIA

July 30, 2024

The meeting was called to order by Chairman Kent Fountain. Other Authority Members present were Vice Chairman, Alec Poitevint, Secretary and Treasurer, Christopher C. Womack and Authority Members, James L. Allgood, Leda Chong, David J. Cyr, Don A. Grantham, Jr., Douglas J. Hertz, Martin "Trey" Kilpatrick, William D. McKnight, Ben J. Tarbutton, III, and Philip Wilheit, Jr. Joel Wooten was excused for good cause.

Staff members attending were President & CEO Griffith Lynch, Lise Altman, Flavio Batista, Tom Boyd, Robert Dooley, Susan Gardner, Olli Himbert, Ed McCarthy, James McCurry, Christopher Novack, William Sutton, and Emily Richardson. Special Assistant Attorney General Paul Threlkeld also attended. Guests are shown on the attached sign in sheet.

On motion by Mr. Allgood seconded by Mr. Poitevint, it was unanimously voted: To approve the agenda.

On motion by Mr. Tarbutton, seconded by Mr. Poitevint, it was unanimously voted: To approve the minutes of the meeting held on May 21, 2024, and accept them as distributed.

On motion by Mr. Poitevint, seconded by Mr. Cyr, it was unanimously voted: To approve the Non-Exclusive Easement Agreement between Georgia Ports Authority and City of Brunswick in the form attached hereto.

On motion by Mr. Allgood, seconded by Mr. Grantham, it was unanimously voted: To approve the Non-Exclusive Easement Agreement between Georgia Ports Authority and Atlanta Gas Light, in a form substantially similar to the form attached hereto. ABSTAINED: Womack

On motion by Ms. Chong, seconded by Mr. Poitevint, it was unanimously voted: To approve the Non-Exclusive Easement Agreement between Georgia Ports Authority and Atlanta Gas Light, in a form substantially similar to the form attached hereto. ABSTAINED: Womack

Current policy requires that the Authority approve all purchases that total \$500,000 or more. For the period, there are no (0) capital purchases and five (5) operating purchases for a total of \$11,675,000. On motion by Mr. Tarbutton, seconded by Mr. Allgood, it was unanimously voted: To approve the five (5) purchases as presented in the attached report.

Current policy requires that the Staff provide monthly reports to the Authority concerning capital and operating purchases totaling \$100,000 or more, but less than \$500,000. For the period, there were no (0) capital purchases and four (4) operating expenses totaling \$ 715,000. This item is provided for information only. No action by the Authority is required.

On recommendation of the Audit, Budget and Finance Committee, it was unanimously voted: To approve the FY2025 Annual Audit Plan

On motion by Mr. Poitevint, seconded by Ms. Chong, it was unanimously voted: To establish contract signature authority to the GPA President & CEO; 2.) authorize Staff to issue contracts and purchase orders in support of the project, and 3) establish a budget of \$156,000,000 for the Garden City Terminal Building Program-Phase 3 project.

On motion by Ms. Chong, seconded by Mr. Tarbutton, it was unanimously voted: To establish contract signature authority to the GPA President & CEO; 2.) authorize Staff to issue contracts and purchase orders in support of the project, and 3) establish an overall project budget of \$2,000,000 for the FY25 Garden City Terminal Paving Improvements project.

On motion by Mr. Cyr, seconded by Mr. Tarbutton, it was unanimously voted: To establish establishes contract signature authority to the GPA President and CEO; 2.) authorize Staff to issue contracts and purchase orders in support of the project, and 3) establish an overall project budget of \$2,700,000 for the FY25 Private Cellular Network.

On motion by Mr. Poitevint, seconded by Mr. Allgood, it was unanimously voted: To adjourn the meeting.

There being no further business, the meeting was adjourned.

Kent Fountain
Chairman

Christopher Womack
Secretary and Treasurer

MINUTES OF MEETING

GEORGIA PORTS AUTHORITY SAVANNAH, GEORGIA

July 30, 2024

CHIEF EXECUTIVE OFFICER'S REPORT

The full Chief Executive Officer's Report was included in the Board package.

COMMENTS FROM THE CHAIRMAN

Chairman Fountain thanked the Board and Staff for their hard work and support of the GPA Mission. In particular, the Chairman expressed his gratitude for the years of planning and deliberation that went in to the Garden City Terminal Building Program. The results of this project will contribute significantly to workplace efficiency, employee safety and retention. Employee retention, care and gratitude are what makes the GPA a successful organization. A great example of that great employee attitude and retention is Bill Fogarty who Mr. Sutton introduced to the board on the occasion of his retirement after over 40 years of commitment to the GPA. Chairman Fountain specifically thanked Mr. Fogarty for his hard work and dedication and Mr. Sutton for introducing him to the board. The Chairman asked that the Staff present please share with the GPA employees how grateful the board is for their hard work and dedication.



TO: Chairman and Members of the Georgia Ports Authority
SUBJECT: **Monthly Purchasing Requests**
DATE: September 24, 2024

ISSUE: At each regular meeting of the Authority, a list of purchase requests in an amount of \$500,000 or greater is presented by staff for approval.

POLICY IMPLICATIONS: Current policy requires that the Authority approve all purchases that total \$500,000 or more.

FINANCIAL IMPACT: For the period, there is one (1) capital purchases and two (2) operating purchases for a total of \$1,501,022.

STAFF CONTACT: James C. McCurry, Chief Administrative Officer
Tamela Wright, Purchasing Manager

RECOMMENDATION: That the Authority approves three (3) purchases as presented in the attached report.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Griff Lynch".

Griff Lynch
President and CEO



TO: Chairman and Members of the Georgia Ports Authority
SUBJECT: **Capital/Operating Purchases Report**
DATE: September 24, 2024

ISSUE: At each regular meeting of the Authority, a list of capital and operating purchases between \$100,000 and \$500,000 is presented by Staff for information.

POLICY IMPLICATIONS: Current policy requires that the Staff provide monthly reports to the Authority concerning capital and operating purchases totaling \$100,000 or more, but less than \$500,000.

FINANCIAL IMPACT: For the period, there were three (3) capital purchases and thirteen (13) operating expenses totaling \$ 3,017,042.

STAFF CONTACT: James C. McCurry, Chief Administrative Officer
Tamela Wright, Purchasing Manager

RECOMMENDATION: This item is provided for information only. No action by the Authority is required.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Griff Lynch".

Griff Lynch
President and CEO



TO: Chairman and Members of the Georgia Ports Authority
SUBJECT: **FY 2024 Audited Financial Statements**
DATE: September 24, 2024

ISSUE: Presentation of Audited Financial Statements

POLICY IMPLICATIONS: Audited Financial Statements are presented to the Authority Board annually for approval

FINANCIAL IMPACT: No applicable

STAFF CONTACT: Robert F. Dooley III – Chief Financial Officer

RECOMMENDATION: That the Authority accept the FY 2024 Audited Financial Statements as prepared by the public accounting firm of Mauldin & Jenkins

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Griff Lynch".

Griff Lynch
President and Chief Executive Officer



TO: Chairman and Members of the Georgia Ports Authority
SUBJECT: Colonel's Island Southside Rail | Phase 1
DATE: September 24, 2024

ISSUE: The expansion of roll on/roll off facilities at Colonel's Island includes the development of a rail yard on the southside. Original Equipment Manufacturers (OEM) have requested additional rail capacity to expand their cargo volumes through Colonel's Island. In an effort to provide capacity as soon as possible, GPA staff proposes to construct the facility in two phases where the first phase can provide the first two (2) rail tracks for use within six to nine months. Operation of the rail facility will require restricted use of trains across SCM Road in order to minimize vehicular movement delay traversing between the north and southsides of Colonel's Island. Future development of the rail yard in its second phase on the southside will include additional rail track and a roadway overpass.

POLICY IMPLICATIONS: This project is in keeping with established policy to enhance operations and customer service at the GPA's Port of Brunswick facilities.

FINANCIAL IMPACT: Expenditures up to \$21,900,000 from the Internal Capital Budget are required for the Colonel's Island Southside Rail – Phase 1 project.

STAFF CONTACT: Christopher B. Novack, P.E., VP of Engineering & Facilities Maintenance

RECOMMENDATION: That the Authority 1.) establishes contract signature authority to the GPA's President and Chief Executive Officer; 2.) authorize Staff to issue contracts and purchase orders in support of the project, and 3) establish an overall project budget of \$21,900,000 for the Colonel's Island Southside Rail – Phase 1.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Griff Lynch".

Griff Lynch
President and CEO

Attachments: 1) Work Breakdown Structure-C.I. Southside Rail – Phase 1
2) Capital Expenditure Report-C.I. Southside Rail – Phase 1
3) Moffatt Nichol Letter of Recommendation



TO: Chairman and Members of the Georgia Ports Authority
SUBJECT: **Colonel's Island Parcel B Budget Adjustment**
DATE: September 24, 2024

ISSUE: In May, 2024, the GPA Board approved the budget to develop approximately 50 acres of property on the southside of Colonel's Island for additional vehicular storage in an area known as Parcel B. The project proposed to construct the property to its final aggregate base course and install asphalt paving and utilities at a future time. Since that approval, GPA has received a request to install the asphalt and utilities as part of the property's initial development. In order to fulfill this request, a budget adjustment to the project requires an additional \$8.4 million to the original budget of \$11.0 million, creating a total budget amount of \$19.4 million to complete the project. These additional funds are available within the GPA's internal capital improvement budget.

POLICY IMPLICATIONS: This project is in keeping with established policy to enhance operations and customer service at the GPA's Port of Brunswick facilities.

FINANCIAL IMPACT: Expenditures up to an additional \$8,400,000 from the Internal Capital Budget are required for the Colonel's Island Parcel B project.

STAFF CONTACT: Christopher B. Novack, P.E., VP of Engineering & Facilities Maintenance

RECOMMENDATION: That the Authority 1.) establishes contract signature authority to GPA's President and CEO; 2.) authorize Staff to issue contracts and purchase orders in support of the project, and 3) establish an additional \$8,400,000 and create an overall project budget of \$19,400,000 for the GPA's Colonel's Island Parcel B project

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Griff Lynch".

Griff Lynch
President and CEO

Attachments: 1) Work Breakdown Structure: Colonel's Island Parcel B Budget Adjustment
2) Recommendation Letter-AECOM



TO: Chairman and Members of the Georgia Ports Authority
SUBJECT: **Bainbridge Warehouse Renovations**
DATE: September 24, 2024

ISSUE: Recent inspections have revealed multiple improvements are necessary to extend the useful life of several warehouses at the Bainbridge Terminal. It is proposed to construct certain improvements to Warehouses 1, 2 and 4 that includes roof renovation, structural improvements, and building upgrades. In addition, it is proposed to demolish Warehouse 3 as this facility has been condemned for several years. It is intended to coordinate the improvements with a design/build contractor with a budget that will not exceed \$1,250,000. These funds are available within the GPA's internal capital improvement budget.

POLICY IMPLICATIONS: This project is in keeping with established policy to enhance operations and customer service at the GPA's Bainbridge Terminal facility.

FINANCIAL IMPACT: Expenditures up to \$1,250,000 from the Internal Capital Budget are required for the Bainbridge Warehouse Renovations project.

STAFF CONTACT: Christopher B. Novack, P.E., VP of Engineering & Facilities Maintenance

RECOMMENDATION: That the Authority 1.) establishes contract signature authority to the GPA's President and CEO; 2.) authorize Staff to issue contracts and purchase orders in support of the project, and 3) establish a budget of \$1,250,000 for the GPA's Bainbridge Warehouse Renovations project.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Griff Lynch".

Griff Lynch
President and CEO