



CITY OF KINGSLAND, GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY

MINUTES • MAY 24, 2018

Regular Meeting

Kingsland Welcome Center

4:30 PM

PO Box 250, Kingsland, GA 31548

1. CALL TO ORDER

CB Yadav	Chairman	(Absent)
Paula Chamberlin	DDA Manager	
Brandy Fournet	Chairperson	
James McClain	Mayor Pro Tem	(Absent)
Paul E. Chamberlin	Chairman	
Troy Hoper	Board Member	
C.B. Yadav	Board Member	(Absent)
Jimmy McCollum	Board Member	
Mike Spiers	Board Member	

2. ROLL CALL

3. AGENDA AMENDMENTS

1. 2162 : Award Presentation -

The DDA Board presented Brandy Fournet with a Certificate of Appreciation and an award for Excellence and Community Involvement for many years of outstanding dedication and commitment to our city and community. A small reception was enjoyed by all.

4. APPROVAL OF FINANCIAL REPORT

Paula Chamberlin advised the board that the Kingsland Betterment Committee Account balance is now combined with Kingsland Tomorrow account balance and will show as one, Kingsland Tomorrow from this point forward. Deposits were explained in regards to the Royal District Market. P. Chamberlin motioned to approve the financial report, M. Spiers seconded the motion.

5. APPROVAL OF MINUTES

Fournet asked the board to review the minutes from the previous meeting. P. Chamberlin made the motion to approve the minutes, M. Spiers seconded the motion. The motion carried unanimously.

6. ORGANIZATION COMMITTEE

1. Upcoming Vacancy for Board Chair - Vote Required -

Fournet will be stepping down from DDA Chair position as of June 2018. P. Chamberlin was nominated for DDA Board Chair and approved by the Board.

T. Hoper suggested Lori Hoper to fill the vacant Board position, P. Chamberlin suggested Jolene Anderson. These suggestions will go before City Council for a final decision.

RESULT:	APPROVED [4 TO 0]
MOVER:	Jimmy McCollum, Board Member
SECONDER:	Mike Spiers, Board Member
AYES:	Fournet, Hoper, McCollum, Spiers
ABSTAIN:	Chamberlin
ABSENT:	Yadav, McClain, Yadav

2. Main Street Monthly Report -

Paula Chamberlin presented the Main Street Monthly report and explained. New businesses that have recently opened in Kingsland were also discussed.

3. Scholarship Winner and Plaque -

Two awards were presented at the High School Sr. Awards night for 2018 Spirit of a Hero Scholarships. The winners are (a) Ronan Kennedy Sweeney, \$500.00 scholarship award in memory of former Mayor of Kingsland, Keith Dixon.

(b) Olivia Irvin, \$500.00 scholarship award in memory of former Catfish Festival Chairman & dedicated community volunteer, Mr. Jim Doughty. Scholarship awards are funded each year by Kingsland Tomorrow and the Board discussed locking the amount of \$1,000.00 total (two scholarships at \$500 each) for future years. T. Hoper made a motion to adopt a total of \$1000.00 for 2019.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Troy Hoper, Board Member
SECONDER:	Paul E. Chamberlin, Chairman
AYES:	Fournet, Chamberlin, Hoper, McCollum, Spiers
ABSENT:	Yadav, McClain, Yadav

7. DESIGN COMMITTEE

1. Design Overlay Plan Discussion -

A Design Overlay draft from 2007 was discovered while going through old file but the draft was never approved by Planning & Zoning or City Council. Each DDA board member received a copy to review and make revisions. P. Chamberlin suggested that all revisions be returned to Paula Chamberlin and combined into one document to be reviewed at the June Board meeting.

2. Facade Grant Request- Pure Hart Company and Consolidated Realty -

The tabled facade grant from last months meeting for The Pure Hart Company was presented again with itemized receipts. The total grant amount of \$654.00 was motioned for approval by McCollum and seconded by T. Hoper. The motion carried unanimously. The board was made aware that Consolidated Realty recently purchased the Chesser Heating and Air building and they are about to begin renovations so another facade grant application will be submitted soon. Discussion was held regarding the Facade Grant Guidelines and it was decided that the applicant or agent must attend the next Board meeting after the application is submitted. This will give the applicant a chance to explain how the grant money will be used. B. Fournet also suggested putting a cap on facade spending, but no agreement was confirmed.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jimmy McCollum, Board Member
SECONDER:	Troy Hoper, Board Member
AYES:	Fournet, Chamberlin, Hoper, McCollum, Spiers
ABSENT:	Yadav, McClain, Yadav

3. Awning Replacement at North Center-Vote Required -

P. Chamberlin suggested that the board revisit the Awning replacement at the North Center. He explained that if we want our city to look better we must invest in some of the government buildings. Even though the replacement does not fall under the Facade Grant guidelines, he asked the board to make a \$1,000.00 donation to the cause. A vote was taken and approved. It was also discussed that City Council approved renting the North Center out for private parties and that the proceeds go to the DDA. Paula Chamberlin will research to confirm the terms that were agreed on by the Council.

RESULT:	APPROVED [4 TO 1]
MOVER:	Jimmy McCollum, Board Member
SECONDER:	Paul E. Chamberlin, Chairman
AYES:	Fournet, Chamberlin, McCollum, Spiers
NAYS:	Hoper
ABSENT:	Yadav, McClain, Yadav

8. PROMOTIONS COMMITTEE

1. Flag Day Ceremony Update - Chairperson Brandy Fournet

A Flag Day Ceremony is planned for June 14th at 5:00 PM and will take place at the Veterans Memorial Park in Kingsland. Fournet explained that her son, Reed will unveil his Scout project on Proper Disposal of the US Flag at the ceremony.

9. ECONOMIC DEVELOPMENT/RESTRUCTURING COMMITTEE

1. Royal District Market Discussion and Update -

Lori Hoper was present to discuss the Royal District Market. Lori asked for ideas on how to promote the market to attract more vendors. She would like to inquire about advertising with K-Bay Radio or a billboard. The board was supportive with K-Bay advertising but not with the billboard idea. The board members had several ideas that the market may wish to try such as changing to a different day of the week, changing the hours from 9 AM - 1 PM to a later time such as 10 AM - 2 PM, and spreading the market more to include the yard in front of the Depot. T. Hoper also suggested doing something special for Fathers Day. Lori also had a complaint about the Wedding Chapel using the Depot parking lot for personal vehicles and for Wedding parties. Paula Chamberlin explained that the parking lot is a public lot and there is nothing that we can do to stop it. She also said that she would speak with the owner and ask if the party rental truck could be moved during the Market hours due to needing more parking spaces.

10. DATES TO REMEMBER

1. Kingsland Royal District Market - Every Saturday from 9Am - 1Pm - Www.KingslandDDA.Com -
2. Flag Day - Veterans Park - Thursday, June 14, 2018 - 5 PM -
3. Catfish Festival - November 17, 2018 -
Saturday, November 17, 2018, www.Kingslandcatfishfestival.org

11. ADDITIONAL BUSINESS/ANNOUNCEMENTS

Paula Chamberlin advised the board that she spoke to the attorney from Atlanta, Beth Davis regarding the J&A Property earlier in the day. Beth explained the process and what is legal to remove from the property and what is not legal. She is preparing a detailed letter and will send via email within the next couple of days. Once the letter is received, it will be forwarded to the City Manager, Public Works and to the DDA Board.

12. ADJOURN

At 6:39 PM - P. Chamberlin made a motion to adjourn, T. Hoper seconded the motion and it carried unanimously.

13. AGENDA ITEMS

The next board meeting date will be on Thursday, June 21, 2018 at 4:30 PM at the Kingsland Welcome Center located at 1190 Boone Street in Kingsland.