



CITY OF KINGSLAND, GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY

MINUTES • APRIL 26, 2018

Regular Meeting

City Council Chamber

4:30 PM

107 South Lee Street - City Hall, Kingsland, GA 31548

1. CALL TO ORDER

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

2. ROLL CALL

3. AGENDA AMENDMENTS

No amendments to add to agenda

4. APPROVAL OF FINANCIAL REPORT

Paula Chamberlin presented the date corrected February financial report, she also presented the March financial report and explained that since there is no longer a Kingsland Betterment Group, future reports will reflect combined named accounts as Kingsland Tomorrow with one total balance.

5. APPROVAL OF MINUTES

Fournet asked the board to review the minutes from the previous meeting. *McClain made a motion to approve the minutes and P. Chamberlin seconded the motion. The motion carried unanimously.*

6. ORGANIZATION COMMITTEE

1. Main Street Monthly Report -

Paula Chamberlin provided a copy of the February Main Street Monthly Community Activity report.

2. Scholarship Winner and Plaque Update -

Two plaques are ready for pick up from Mead's Framery & Trophy Store in Yulee, these will include the names of past scholarship recipients for both Keith Dixon and Jim Doughy.

3. Donation from McKesson Foundation - Chairperson Brandy Fournet

A \$1000.00 donation was received from YourCause, LLC Trustee for McKesson Foundation on Brandy's behalf for sitting on the DDA Board and for her volunteerism within the community. Fournet also informed everyone that for the first time, she received The Presidents Club Award with McKesson. Great Job Brandy!

7. DESIGN COMMITTEE

1. Downtown Clock Update -

The ribbon cutting ceremony held earlier in the day was a success. The Chamber of Commerce was present along city employees and the local newspaper, Tribune and Georgian. It was requested that Paula Chamberlin check the city policy to see if additional coverage is required for the clock.

2. Downtown Overlay District Update -

Paula Chamberlin provided a copy of the final Overlay Ordinance and advised that both Planning and Zoning and Kingsland City Council have approved the changes. P. Chamberlin advised that he shared a templet from another city with P. Speich. This template will be helpful for the next step which will include more aesthetic details within the ordinance.

3. Facade Grant - the Pure Hart Company -

A request was received from The Pure Hart Company for the maximum grant amount. Fournet and Hoper asked for an itemized list and receipts of the projects that are being completed to ensure they fall under the grant guidelines. McClain motioned to table the vote until next meeting and P. Chamberlin seconded the motion.

RESULT:	TABLED [UNANIMOUS]	Next: 5/24/2018 4:30 PM
MOVER:	James McClain, Mayor Pro Tem	
SECONDER:	Paul E. Chamberlin, Chairman	
AYES:	Fournet, McClain, Chamberlin, Hoper, McCollum	
ABSENT:	Yadav, Yadav, Spiers	

8. PROMOTIONS COMMITTEE

1. GA Cities Week/Touch a Truck - Award Presentation -

Paula Chamberlin presented Certificates of Appreciation to Jimmy McCollum, Troy Hoper and Brandy Fournet and thanked everyone for their hours of volunteering on the DDA board. A copy of the Press Release was provided to the board, it included details of the events and recognized the participants and the sponsors that made the event a success.

2. Flag Day Ceremony Planning-Veterans Park -

Fournet informed everyone of a Scout project for disposal of US flags. The project will involve placing collection boxes placed around the county to provide a convenient drop off point. A Flag Day

Ceremony will be held at the Veteran's Park on June 14th and would unveil the program to the community. Fournet is reaching out to all branches of service in hopes they will attend the ceremony. Paula Chamberlin will ask permission from the Lions club to use their US Flags on that day also.

9. ECONOMIC DEVELOPMENT/RESTRUCTURING COMMITTEE

1. J & a Property Update -

Paula Chamberlin advised that after review and based on our ordinance and the law, Attorney Beth Davis is preparing a letter stating that removal of vertical structures will be allowed.

2. Kingsland Fairground Discussion -

Discussion regarding the fairgrounds and if the DDA is interested in pursuing the project. Tonya Harvey told Paula Chamberlin about an opportunity to apply for a Grant to help offset the initial costs of running the power to the site. No action was taken at this time.

3. Royal District Market Discussion and Update -

Lori Hoper was not present for discussion or provide updates. Troy advised that Lori has purchased some signs and will provide receipts for payment.

10. DATES TO REMEMBER

11. ADDITIONAL BUSINESS/ANNOUNCEMENTS

1. Custom Roofing Update -

P. Chamberlin has been advised that Custom Roofing Company is now receiving citations from Code Enforcement and Kingsland Police Dept.

12. ADJOURN

The next board meeting date will be on Thursday, May 17, 2018 at 4:30 PM at the Kingsland Welcome Center located at 1190 Boone Street in Kingsland. *P. Chamberlin made a motion to adjourn and McCollum seconded the motion.*