CITY OF KINGSLAND, GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY

MINUTES ● JUNE 28, 2018

Regular Meeting	Kingsland Welcome Center	4:30 PM
	PO Box 250, 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	
Jimmy McCollum	Board Member	
Mike Spiers	Board Member	(Absent)
Paula Chamberlin	DDA Manager	

2. ROLL CALL

3. AGENDA AMENDMENTS

No Amendments to add

4. APPROVAL OF FINANCIAL REPORT

After review of the financials, Paul Chamberlin requested listing outstanding checks that carry forward be included with bank statements at each meeting.
Troy Hoper made motion to approve, Paul Chamberlin seconded the motion. The motion carried unanimously.

5. APPROVAL OF MINUTES

Upon review, Jim McClain questioned the approval of the $1000.00 donation towards the North Center awning replacement. Paul Chamberlin explained the reason the board approved the donation at the last meeting and stated that the board will be able to recoup the money from the event rental revenue. McClain said that he was going to speak with the City Manager to see if he could get a waiver of the $1,000.00. Paul Chamberlin made a motion to approve minutes, Troy Hoper seconded the motion. The motion carried unanimously.

6. ORGANIZATION COMMITTEE

1. Upcoming Yearly Planning Meeting Discussion -

Paula Chamberlin reminded that it is time to schedule a Yearly Planning Meeting to identify goals for the next year. It was also explained that this meeting is necessary to keep the board focused but is also mandatory to stay in compliance with the Main Street Program. The date of August 21st starting at 9:00 AM was decided, more information will be provided once a location is secured.

2. Main Street Monthly Report -

The Main Street Monthly report for May was shared with the board for review.

7. DESIGN COMMITTEE

1. Design Overlay Plan Discussion -

The Design overlay draft was reviewed, discussed and changes were made to the document to be reviewed by the board again at the next meeting. It was suggested that Paul Speich from Planning and Zoning attend the next meeting to give guidance regarding the next step towards approval.

8. PROMOTIONS COMMITTEE

1. Catfish Festival Planning/Entertainment -

Ideas regarding the 2018 Catfish Festival entertainment, budget and vendors were discussed. A planning meeting will be set up within the next week to start planning. McClain said that he is going to ask the city to give an additional $5000.00 towards entertainment.

9. ECONOMIC DEVELOPMENT/RESTRUCTURING COMMITEE

1. J&A Property Update -

Paula Chamberlin spoke to Bill Coleman in regards to a schedule for the start of clean up at the property. The first step will be posting no parking signs for the log trucks that use the property for overnight parking and he is contacting a salvage yard to get specifics on scraping all of the metal fencing. Once these steps are complete, the demo should begin around 09 July.

2. Royal District Market Discussion and Update -

Lori Hoper provided an update and expressed that the new hours of operation have made a tremendous positive impact on attendance each week. It was also mentioned that Camden Party Rentals (CPR) is parking their vehicles in the Depot parking lot during market hours. They have been asked several times to move the vehicles but are not doing so. The Hoper's asked Councilman McClain for city council's approval for No Overnight Parking signs for that parking lot. Paula Chamberlin advised that she would talk to CPR one more time and explain the concerns to see if that would make a difference.

10. DATES TO REMEMBER

1. Kingsland Royal District Market - Every Saturday 10Am - 2Pm -
2. Catfish Festival -Saturday, November 17, 2018 Www.Kingslandcatfishfestival.Org -

11. ADDITIONAL BUSINESS/ANNOUNCEMENTS

1. Veterans Park Stump Grinding Funding -

Paula Chamberlin asked if the board would be interested in funding the removal of the Live oak stump at the Veteran's Park. A quote of $350.00 was received by The Workhorse Company from Brunswick but still waiting for quotes from other company's. J. McCollum is going to contact P.J.'s Stump Grinding to request a quote. McClain is going to talk to City Manager to see if city will pay to have stump removed. A status will be provided at next board meeting.

12. ADJOURN

Paul Chamberlin made a motion to adjourn at 6:34pm. Troy Hoper seconded the motion. The motion carried unanimously.