



CITY OF KINGSLAND, GEORGIA
DOWNTOWN DEVELOPMENT AUTHORITY

MINUTES • AUGUST 15, 2019

Regular Meeting

Kingsland Welcome Center

4:30 PM

PO Box 250, Kingsland, GA 31548

1. CALL TO ORDER

Rebecca Shannon	Board Member	
Paul E. Chamberlin	Chairman	
Jolene Andersen	Board Member	
Troy Hoper	Board Member	
Jimmy McCollum	Board Member	
Mike Spiers	Board Member	(Absent)
Paula Chamberlin	DDA Manager	
Darren Harper	Project Manager	

2. ROLL CALL

3. AGENDA AMENDMENTS

Remove Truck Pattern Modification
Remove One Stop Source of Info

4. APPROVAL OF FINANCIAL REPORT

1. July 2019 Bank Statement -

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jolene Andersen, Board Member
SECONDER:	Troy Hoper, Board Member
AYES:	Shannon, Chamberlin, Andersen, Hoper, McCollum
ABSENT:	Spiers

5. APPROVAL OF MINUTES

1. July Board Minutes -

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Troy Hoper, Board Member
SECONDER:	Jimmy McCollum, Board Member
AYES:	Shannon, Chamberlin, Andersen, Hoper, McCollum
ABSENT:	Spiers

6. ORGANIZATION COMMITTEE

1. Board Member Vacancy Discussion - Chairman Paul E. Chamberlin

Lamar Stokes has been approved by the mayor and Council to fill the vacant seat on the Board effective immediately. A vote was taken to move the meeting date from the 3rd Thursday of each month to the 2nd Thursday of each month.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Paul E. Chamberlin, Chairman
AYES:	Shannon, Chamberlin, Andersen, Hoper, McCollum
ABSENT:	Spiers

7. DESIGN COMMITTEE

1. Downtown Beautification - Board Member Jolene Andersen

Beautification Award Update - Jolene Andersen

Light Pole Banner Update - Paula Chamberlin

Selfie Spot Update - Paula Chamberlin

Jolene Andersen presented a sign design for approval. The signs will be used to recognize facade improvements and beautification throughout the downtown area. A committee to judge will be established and a monthly award will be presented to a downtown business/residence, the sign will be placed in the front yard for all to see. Several ideas were passed to all board members to decide on banners for the downtown lamp posts. A Purchase Order to purchase new banners will be processed within the next few weeks.

2. Truck Pattern Modification Update - Board Member Mike Spiers

Item Removed from Agenda

8. PROMOTIONS COMMITTEE

1. Wildcat Homecoming Parade - DDA Manager Paula Chamberlin

The Homecoming Parade/Pep Rally is being coordinated with the High School and will be held in the downtown area on Sept. 19th at 5pm.

9. ECONOMIC DEVELOPMENT/RESTRUCTURING COMMITTEE

1. Kingsland Projects -

Darren Harper - Project Manager - Camden County Joint Development Authority

Darren Harper, Project Manager for Camden Co. Joint Development Authority, presented and explained possible options regarding the J&A property and the development of a TAD (Tax Allocation District). The object being to entice developer's interest the property and to put it back on the tax roll. It was explained that there are several steps necessary to make this happen but approval from KDDA and City Council is necessary before moving forward.

2. One Stop Source of Information - Board Member Troy Hoper

Item Removed from Agenda

3. Fairground Update - Chairman Paul E. Chamberlin

Paul Chamberlin informed the board that the Topographical Survey, Wetland Jurisdictional Survey and the Land Disturbance Plan is underway and should be complete within the next couple of weeks. The next step is to obtain the LDA (Land Disturbing Activity) report and that information will be submitted by AKM Surveying to the State for completion.

A Quit Claim deed will be prepared for the additional 80 acres within the next couple of weeks also.

10. DATES TO REMEMBER

1. Catfish Festival Planning Meeting -

Monday, August 19 - 4:30 PM at City Hall

2. Grant Writing Workshop -

Paula Chamberlin Will Attend in Warner Robbins - August 21

3. Basic DDA Training -

Jekyll Island Conference Center - Tuesday, August 27 - 8:30 AM - 3:30 PM

Becci Shannon and Jolene Andersen Will Attend

4. Kingsland Homegrown Market -

Grand Opening - September 8, 1:00 PM - 5:00 PM

5. CCHS Homecoming Parade -

Downtown Kingsland - September 19 at 5:00 PM

6. Catfish Festival -
November 23, 2019

11. ADDITIONAL BUSINESS/ANNOUNCEMENTS

Troy Hoper announced that effective immediately, he will be stepping down from the DDA Board.

12. ADJOURN

Jolene Andersen made the motion to adjourn at 6:15 pm, Troy Hoper seconded and the motion carried forward.