CITY OF KINGSLAND, GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA ● SEPTEMBER 12, 2019

Regular Meeting | **Kingsland Welcome Center** | **4:30 PM**

PO Box 250, Kingsland, GA 31548

1. CALL TO ORDER

Paul E. Chamberlin	Chairman
Jolene Andersen	Board Member
Jimmy McCollum	Board Member
Rebecca Shannon	Board Member
Paula Chamberlin	DDA Manager
LaMar Stokes	Council Member

2. ROLL CALL

3. AGENDA AMENDMENTS

4. APPROVAL OF FINANCIAL REPORT

1. August 2019 Bank Statement -

5. APPROVAL OF MINUTES

1. August Board Minutes -

6. ORGANIZATION COMMITTEE

1. Welcome Councilman Lamar Stokes -
2. Resignation of Board Member Mike Spiers -
3. Board Vacancy Recommendations -

7. DESIGN COMMITTEE

1. Downtown Beautification Status - Jolene Andersen -

2. Landscaping Maintenance Plan - Becci Shannon -
3. Truck Pattern Update -

8. PROMOTIONS COMMITTEE

1. Catfish Festival Update -

9. ECONOMIC DEVELOPMENT/RESTRUCTURING COMMITEE

1. Fairground Update - Chairman Paul E. Chamberlin
2. Available Property in Downtown Area -
3. One Stop Source of Information -

10. DATES TO REMEMBER

1. Wildcat Homecoming Parade -

11. ADDITIONAL BUSINESS/ANNOUNCEMENTS

12. ADJOURN

PINELAND BANK
P O BOX 1355
KINGSLAND GA 31548

(912) 729-5615

Member FDIC

*********AUTO**SCH 5-DIGIT 31548
1192 0.8426 AV 0.383 5 1 61

KINGSLAND TOMORROW
PO BOX 250
KINGSLAND GA 31548-0250

PRIMARY ACCT: 104265 STATEMENT PERIOD: 08/01/2019 - 08/31/2019

SUMMARY:

	ACCOUNT NUMBER	PREVIOUS BALANCE		TOTAL DEBITS		TOTAL CREDITS	SERVICE CHARGES	ENDING BALANCE
DDA	104265	41,741.65	2	1,355.00	7	753.52	.00	41,140.17

NOW BUSINESS 104265

-- DEPOSITS AND MISCELLANEOUS TRANSACTIONS --

DEPOSIT	75.00+	08/09
DEPOSIT	180.00+	08/12
DEPOSIT	105.00+	08/13
DEPOSIT	75.00+	08/14
DEPOSIT	285.00+	08/22
DEPOSIT	30.00+	08/27
INTEREST PAID	3.52+	08/31

CURRENT INTEREST RATE	.1000 %
YEAR-TO-DATE INTEREST PAID	31.11
AVERAGE BALANCE	41,388.26

-- CHECKS --

NUMBER	AMOUNT	DATE	NUMBER	AMOUNT	DATE	NUMBER	AMOUNT	DATE
1357	105.00	08/07	1358	1,250.00	08/16			

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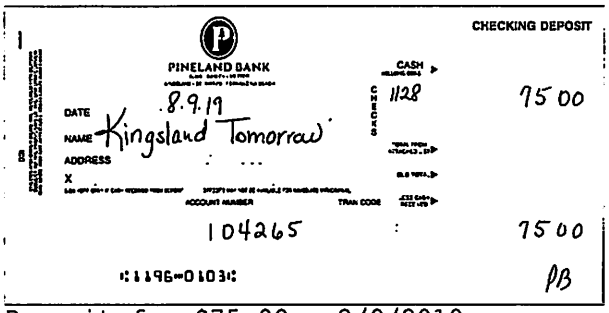
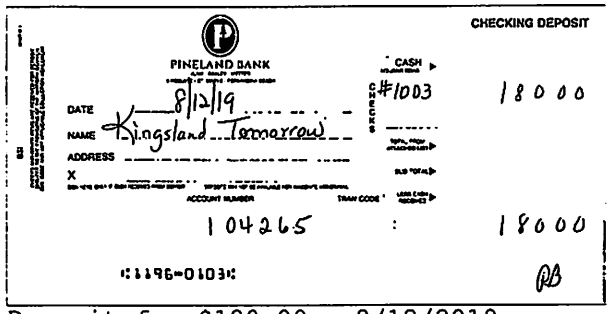
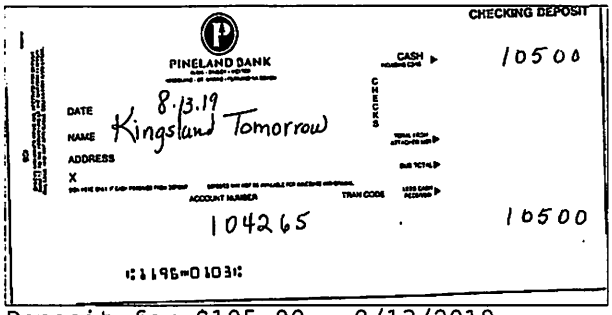
Attachment: August 2019 Bank Statement (2846 : August 2019 Bank Statement)



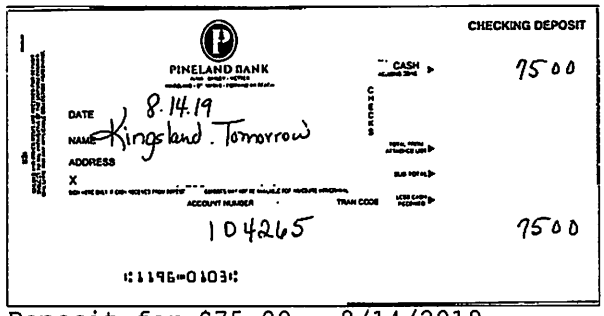
Deposit for $75.00 - 8/9/2019



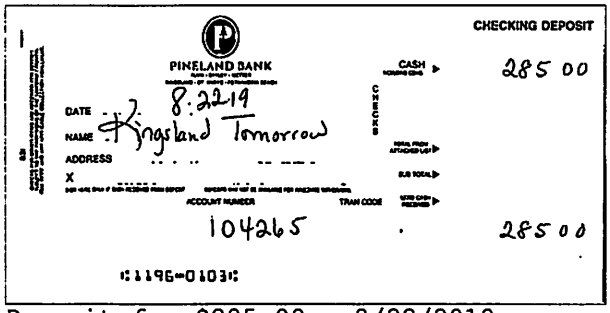
Deposit for $180.00 - 8/12/2019



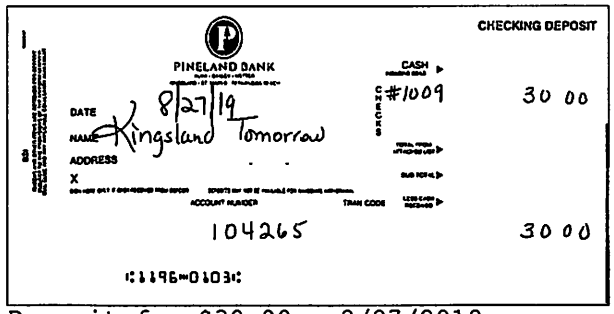
Deposit for $105.00 - 8/13/2019



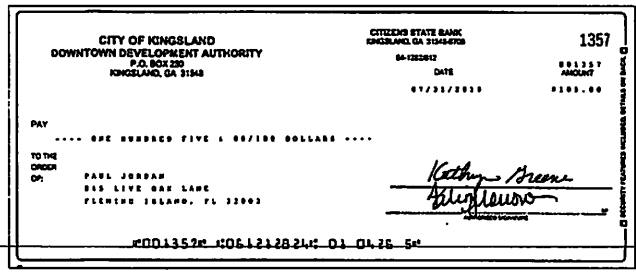
Deposit for $75.00 - 8/14/2019



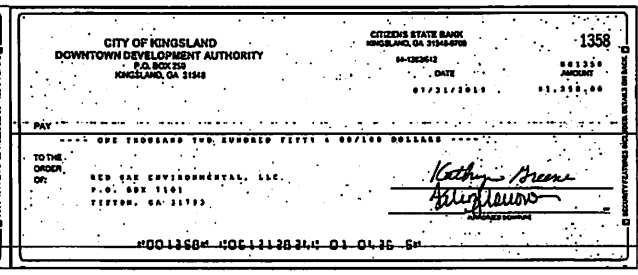
Deposit for $285.00 - 8/22/2019



Deposit for $30.00 - 8/27/2019



Check # 1357 for $105.00 - 8/7/2019



Check # 1358 for $1,250.00 - 8/16/2019

Attachment: August 2019 Bank Statement (2846 : August 2019 Bank Statement)

Kingsland Tomorrow Financial Report
Month - August 2019

				Description
Beginning Balance		$	**41,741.65**	
Deposits:		$	3.52	Interest
		$	720.00	Catfish Festival Event
		$	30.00	Market
Total Deposits		$	**753.52**	
Checks:	1357	$	105.00	Paul Jordan
	1358	$	1,250.00	Red Oak Environmental, LLC
		$	**1,355.00**	
Bank Balance		$	**41,140.17**	
Ending Bank Balance		$	**41,140.17**	
Outstanding				
Checks:				
Deposits:		$	330.00	Catfish Festival Event
Sub Total		$	330.00	
Actual Balance		$	**41,470.17**	

Attachment: August 2019 Bank Statement (2846 : August 2019 Bank Statement)

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 -

Attachment: August Board Meeting Minutes (2847 : August 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

Attachment: August Board Meeting Minutes (2847 : August Board Minutes)

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 COMMITEE

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 Topographaical 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

Attachment: August Board Meeting Minutes (2847 : August Board Minutes)

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.

Attachment: August Board Meeting Minutes (2847 : August Board Minutes)