



CITY OF KINGSLAND, GEORGIA
DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES • SEPTEMBER 17, 2020

Regular Meeting

City Council Chamber

4:30 PM

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

1. CALL TO ORDER

Paul E. Chamberlin
Jolene Andersen
Jimmy McCollum
Rebecca Shannon
Paula Chamberlin
Lisa Bell

Chairman
Board Member
Board Member
Board Member
DDA Manager
Board Member

Scott DuBois

2. ROLL CALL

3. AGENDA AMENDMENTS

4. APPROVAL OF FINANCIAL REPORT

1. August Financials -

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jolene Andersen, Board Member
SECONDER:	Jimmy McCollum, Board Member
AYES:	Chamberlin, Andersen, McCollum, Shannon, Bell

5. APPROVAL OF MINUTES

1. August Minutes -

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jolene Andersen, Board Member
SECONDER:	Lisa Bell, Board Member
AYES:	Chamberlin, Andersen, McCollum, Shannon, Bell

6. ORGANIZATION COMMITTEE

1. Welcome Matt Hooks -

7. DESIGN COMMITTEE

1. The Lawn Update -

Becci Shannon and Matt Hooks are actively seeking partners to sponsor the purchase and maintenance of grass. B. Shannon requested an email with the suggested grass type from the county extension office and an estimate of costs.

Paula Chamberlin explained that the electrical and lighting needs have been sent to GA Power and waiting for a reply.

A quote for an 8' sign with "The Lawn" logo has been requested from local printing companies and an update will be provided at the October meeting.

2. Multi Use Path - Chairman Paul E. Chamberlin

Open discussion regarding multi-use path to Catfish Creek Park

Paul Chamberlin explained the Park and Ride project to the newest board members. It has been suggested that we contact Jennifer Fordham with Georgia Department of Community Affairs (DCA), to help guide as the project is being planned. B. Shannon is working on a plan (visual) to present to Engineering and DCA.

3. Traffic Bollards Planters and Replanting of Trees -

B. Shannon spoke with GDOT regarding traffic bollards, planters and trees and confirmed that GDOT must approve and be part of the process.

4. Becci Shannon - LMD (Landscape Maintenance District) -

Becci Shannon will do more research on subject and present at October meeting

8. PROMOTIONS COMMITTEE

1. Catfish Festival Update -

All committees reported the latest and everything is going according to plan.

TC Pro Audio presented a package deal on the rental of a SL-100 stage for the festival at a cost of \$2800 for the main stage and \$2000 for a second stage. The Board discussed and decided no on the SL-100.

The use of the green space and pavilion has been approved by both pastors at the Kingsland Methodist Church. The pavilion will possibly be used as the 2nd stage for the festival.

RESULT: **DEFEATED [0 TO 5]**
NAYS: Chamberlin, Andersen, McCollum, Shannon, Bell

9. **ECONOMIC DEVELOPMENT/RESTRUCTURING COMMITTEE**

1. Overlay Ordinance Discussion -

Overlay Discussion and recent City Council meeting results

Paula Chamberlin explained that all paperwork has been turned into Scott Kimball, Planning & Zoning to go before their board in November.

2. Traffic Radar Speed Signs Funding - Cares Act Distribution -

The City Manager is working with the Finance Dept and KPD to find grants and funding to finance Radarsigns that are portable. B. Shannon suggested that GDOT, County and City be asked to help with financing.

3. Marketing Idea - Board Member Jolene Andersen

"Can you See It?" campaign

Jolene Andersen presented a "Can You See It?" campaign and explained that our Retail, Institutional, and Services numbers are improving. She asked the board to approve a budget of \$500 or less to purchase six movable signs to be placed in vacant downtown store fronts to advertise their availability. Board approved.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Jolene Andersen, Board Member
SECONDER: Rebecca Shannon, Board Member
AYES: Chamberlin, Andersen, McCollum, Shannon, Bell

10. **DATES TO REMEMBER**

1. Upcoming Events -

DDA 101 training available online

2020 Chamber of Commerce Golf Tournament - Oct. 23, 2020 - 11am - 4pm

Halloween Town - October 24, 2020 - 4pm -8pm

Miss Kingsland Beauty Pageant - November 7, 2020

Kingsland Catfish Festival - November 21, 2020

11. ADDITIONAL BUSINESS/ANNOUNCEMENTS

A Scarecrow will be created by Becci Shannon and Lisa Bell and placed in downtown St. Marys to advertise the Kingsland Catfish Festival.

12. ADJOURN

Jolene Andersen made a motion to adjourn at 6:07 pm, Jimmy McCollum seconded, and the motion carried forward.