



CITY OF KINGSLAND, GEORGIA
DOWNTOWN DEVELOPMENT AUTHORITY

MINUTES • JULY 8, 2021

Regular Meeting

City Council Chamber

4:30 PM

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

1. CALL TO ORDER

Rebecca Shannon	Board Member	
Matthew Hooks	Board Member	
Paul E. Chamberlin	Chairman	
Jolene Andersen	Board Member	
Jimmy McCollum	Board Member	(Absent)
Paula Chamberlin	DDA Manager	
Lisa Bell	Board Member	

2. ROLL CALL

Scott Kimball - Planning and Zoning

3. AGENDA AMENDMENTS

4. APPROVAL OF FINANCIAL REPORT

June Financials were not available for review.

5. APPROVAL OF MINUTES

Jolene Andersen made a motion to approve, seconded by Becci Shannon, Approved "as presented" by all board members.

6. ORGANIZATION COMMITTEE

1. Welcome -

Councilwoman Kristy Chance

2. DDA Board Training -

The city of Vidalia is currently coordinating a Downtown Development Authority Basic Training Class for August/September time frame and has invited KDDA board

members in need of training to attend. Matt Hooks and Kristy Chance have not taken this training and would be candidates if it works with their schedule.

Becci Shannon expressed interest in attending the 2021 Georgia's Downtown Conference on August 16-19 in Young Harris. Funding is not available for this budget year, the DDA voted to pay for the conference registration amount of \$425.00.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jolene Andersen, Board Member
SECONDER:	Paul E. Chamberlin, Chairman
AYES:	Shannon, Hooks, Chamberlin, Andersen, Bell
ABSENT:	McCollum

7. DESIGN COMMITTEE

1. DDA Boundary Discussion -

Scott Kimball - Planning & Zoning

Scott Kimball from Planning & Zoning answered some questions regarding the current DDA Boundary map and was asked to provide the DDA board with an accurate copy of codified map of the district.

2. Overlay Ordinance -

Councilman Blount was unable to attend the meeting but suggested the board speak with Councilwoman Chance to discuss the Overlay ordinance and the vision as to what the DDA would like to see in the downtown area.

3. Landscape Maintenance District RFP Update - Becci Shannon -

A proposal from Jeff Homans, Land Design Associates, Inc was submitted for the landscape architectural services in the downtown area. The amount is \$5500 and the DDA Board voted to pay for the services. Paula Chamberlin will advise the City Manager and Jeff Homans of the decision to move forward.

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MOVER:	Jolene Andersen, Board Member
SECONDER:	Paul E. Chamberlin, Chairman
AYES:	Shannon, Hooks, Chamberlin, Andersen, Bell
ABSENT:	McCollum

4. The Lawn Update -

Paula Chamberlin explained that a decision needs to be made as to who to award the RFP for The Lawn to and to come up with a plan to fund it once a cost is determined. Jessica Murray, FFA Alumni would like to reserve The Lawn for a Fall Festival on October 2, 2021. Some of the activities will include food trucks, power wheels race for kids, and other outdoor activities. The board decided that the charge for this event

will be the cost for Public Works to deliver and pick up trash cans. The FFA Alumni will be responsible for all clean up of property once the event is over.

A fee structure needs to be created for the rental of the event grounds. Several ideas were discussed but no final decision could be made until the cost the city will charge for clean up outside of trash receptacles is determined.

5. Traffic Control Signs -

The grant was not awarded to the DDA for these items.

8. PROMOTIONS COMMITTEE

1. Upcoming Events Discussion -

It was suggested that a Halloween event be planned in October 2022 in conjunction with the Coastal GA Railway train rides.

2. Sunday Market Ideas -

Becci Shannon has offered her property located at Arizona Street and Hwy 40 be used for the Sunday Market starting in October 2021.

3. Catfish Festival Update -

A planning meeting is scheduled for Tuesday, July 13 at 4 pm.

9. ECONOMIC DEVELOPMENT/RESTRUCTURING COMMITTEE

1. Beautification Award for July/August -

Jolene Andersen suggested Hooks Crafted Leather Co. for August but more signs need to be ordered before the award can be given. Jolene will order the signs.

The Bird Box, if they are open in September, was suggested for the next award.

2. SBA Micro Loan Seminar Update -

Jolene Andersen

Per Jolene Andersen, the seminar is planned for the fall of this year.

3. Promoting Downtown Vacant Buildings -

Lisa Bell suggested to set a date and offer a class to educate realtors on available grants and opportunities for potential businesses moving into the downtown area.

Jolene Andersen is working with some real estate agents to host a caravan event downtown to promote the vacant buildings.

Becci Shannon presented a conceptual drawing for 302 S. Lee Street (the Habitat Building) now that the building is vacant.

4. Georgia Coastal Railway -

The Ga Coastal Railway is purchasing the building next to the RR tracks located at 440 S. Lee Street. This will become the Train Depot for the themed passenger train rides from St. Mary's to Kingsland. Renovations on the building will begin once they close on the loan at the end of the month.

5. Downtown New Business Update -

10. DATES TO REMEMBER

1. Kingsland Catfish Festival - November 20, 2021 -
FFA Alumni Fall Festival - The Lawn
Kingsland Catfish Festival - November 20, 2021

11. ADDITIONAL BUSINESS/ANNOUNCEMENTS

Paul Chamberlin and Becci Shannon discussed moving forward with Park & Ride plan along the railroad.

1. Mission and Vision Statement -

Mission Statement:

It is our mission to revitalize downtown Kingsland through initiatives of the Kingsland Downtown Development Authority in conjunction with the City of Kingsland and other private and public organizations.

To design attainable strategic goals to plan for economic revitalization, encourage increased economic development and preserve our history in the Downtown area while creating a better quality of life for our residents.

To encourage, assist and promote businesses and organizations to work towards this same goal with effective, ongoing management and advocacy of improving our downtown.

To achieve these goals by using the nationally recognized Main Street four-point approach to downtown redevelopment: design, organization, promotion, and economic vitality.

Vision Statement:

A vital, clean and safe downtown that enriches the business community, embraces history and promotes quality events that instill a 'sense of place' in our community.

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12. ADJOURN

Paul Chamberlin made a motion to adjourn at 6:40 pm, a second was made by Jolene Andersen, motion carried by all.