



CITY OF KINGSLAND, GEORGIA
DOWNTOWN DEVELOPMENT AUTHORITY

MINUTES • AUGUST 12, 2021

Regular Meeting

City Council Chamber

4:30 AM

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

1. CALL TO ORDER

Rebecca Shannon	Board Member
Matthew Hooks	Board Member
Kristy Chance	Councilwoman
Paul E. Chamberlin	Chairman
Jolene Andersen	Board Member
Jimmy McCollum	Board Member
Lisa Bell	Board Member
Paula Chamberlin	DDA Manager

2. ROLL CALL

Bill Coleman, Public Works Director
Mr Al Daniels
Tyler Murray

3. AGENDA AMENDMENTS

Add Beautification Award
Move Promotions Committee Discussion up on Agenda

4. APPROVAL OF FINANCIAL REPORT

Lisa Bell made a motion to approve, seconded by Jolene Andersen. Approved as presented by all board members.

5. APPROVAL OF MINUTES

Lisa Bell made a motion to approve, seconded by Jolene Andersen. Approved as presented by all board members

6. PROMOTIONS COMMITTEE

1. FAA Alumni October Event -

Tyler Murray with the FFA Alumni program attended the meeting to ask for approval to host a Fall Festival at The Lawn on October 2. This will be a free event and will include a power wheels contest, a pumpkin patch, hay rides, vendors, food trucks and live entertainment. He requested support from the DDA and from public works dept. A motion was made and followed by a second, approved by all board members.

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

2. Catfish Festival Update -

An update was provided by all committee heads.

Paul Chamberlin and Bill Coleman agreed to meet next week to discuss the design of the obstacle course.

Mr. Al Daniels advised that he will need at least 7 days notice of how much catfish will be needed for the festival. He will provide the catfish for the cook-off at cost.

7. ORGANIZATION COMMITTEE

1. 2021-2022 Budget Discussion -

Councilwoman Chance explained that \$14,000.00 for Radar Traffic Control signs have been added back to the city budget to request approval. She also said that \$7000.00 for Catfish Festival Entertainment was submitted for council approval. The final budget will be approved at the Council Meeting on Sept. 27, 2021.

8. DESIGN COMMITTEE

1. Grant Opportunities -

One grant is on the table, Paula Chamberlin and Becci Shannon are working with the Railroad and the city. The grant is to include multi-use paths and renovation of the Kingsland Station building. Deadline for submission is August 31, 2021.

2. Downtown Ford/Habitat Building Update -

No update on the actual building. Paula Chamberlin has had conversation with the owner of the property to discuss the future of the building and a sales price.

Councilwoman Chance advised that she has a list of agencies that may help fund downtown projects but there needs to be a plan in place.

3. Landscape Maintenance Agreement Status -

Paula Chamberlin and Becci Shannon met with Jeff Homans from Land Design Associates, Inc. to discuss the vision of landscaping in the downtown area on Hwy

17. Once Mr. Homans receives the AutoCAD file from the surveyor, the drawings will take about 2 weeks to complete.

9. ECONOMIC DEVELOPMENT/RESTRUCTURING COMMITTEE

1. Realtor Open House/Business After Hours -

Jolene Andersen presented plans to partner with the Chamber of Commerce and Coastal Roots Realty to host Business After Hours to focus on available spaces for rent and for sale in the downtown area. Allison Shores advised that the September 23rd date was available and suggested the event be held on that day.

Paul Chamberlin will create a presentation and Becci Shannon will provide conceptual drawings of what is happening in Downtown Kingsland. All DDA board members are encouraged attend to help pitch the DDA vision and answer questions. The final location has not been determined but would like to hold it in one of the vacant buildings. The DDA will coordinate food and beverage, the Chamber will handle door prizes and giveaway items, Coastal Roots Realty will be in charge of the Grand Prize Basket. This event is open to all Realtors, Lenders, Property Owners and potential downtown business owners.

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

10. DATES TO REMEMBER

1. Catfish Scramble Golf Tournament - November 13, 2021 - 7:30 AM - 1:00 PM
Mudcat Jeep Obstacle Course - November 13, 2021 - 10:00? Kingsland Catfish Festival - November 20, 2021 -

11. ADDITIONAL BUSINESS/ANNOUNCEMENTS

Jolene suggested the Beautification Award for September/October be awarded to Bluebridge Coffee House.

Jolene Andersen made a motion to approve, Lisa Bell seconded the motion, all approved.

12. ADJOURN

6:0

3 PM Jimmy McCollum made a motion to adjourn, seconded by Matt Hooks, motion carried forward.