



CITY OF KINGSLAND, GEORGIA
DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES • OCTOBER 21, 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
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

Scott Kimball - Planning & Zoning Director
Justin Shannon - Downtown Resident

3. AGENDA AMENDMENTS

Add Planning and Zoning Items - Mural on Downtown Building and Used Car Lot
Request to Item 9 - Economic Development/Restructuring Committee

4. APPROVAL OF FINANCIAL REPORT

Jolene Andersen made a motion to approve, Matt Hook seconded the motion. Approved
As Presented by all board members.
Becci Shannon requested details regarding deposits and withdrawals from the checking
account. Paula Chamberlin will provide all pages of the bank statement in the future.

5. APPROVAL OF MINUTES

Lisa Bell made a motion to approve, Jolene Andersen seconded the motion. Becci
Shannon abstained from voting due to not remembering some items from the last
meeting.
All other board members approved the minutes As Presented.

6. ORGANIZATION COMMITTEE

1. Budget Discussion -

Budget was approved by City Council in September 2021. Copy of approved budget line items emailed to KDDA board members,

All board members engaged in discussion. Becci Shannon and Councilwoman Kristy Chance proposed a budget planning meeting in January 2022 on the DDA Kingsland Tomorrow account to discuss how to direct the proceeds from the Catfish Festival. All Board members support this meeting.

Becci Shannon also requested to include all board members in the city budget planning at mid-year revisions.

RESULT:	SUPPORTED [UNANIMOUS]
MOVER:	Rebecca Shannon, Board Member
SECONDER:	Kristy Chance, Councilwoman
AYES:	Shannon, Hooks, Chance, Chamberlin, Andersen, McCollum, Bell

2. Strategic Planning Meeting - 2019 -

Results/Work Plan emailed to KDDA board members for review.

Open for Updates/Input/Discussion

Paul Chamberlin explained the strategic planning meeting details from Spring 2019. The meeting participants set specific goals for the Authority to use as a guide and work towards completing. Another Strategic Planning meeting will be set for Spring 2022.

3. 3692 : Committee Roles Discussion -

Jolene Andersen made a motion to postpone item until the next meeting.

Lisa Bell seconded the motion, approved by all board members.

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

4. Communication - Lisa Bell -

Item postponed until the next meeting.

7. DESIGN COMMITTEE

1. Grant Update -

American Rescue Plan Grant

Trailhead Grant

No update on the American Rescue Plan Grant

RTP Grant for a Trailhead - Vote approved to move forward with grant opportunity

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

8. PROMOTIONS COMMITTEE

1. Business After Hours Update -

BAH Update

New Business Update

Due to long meeting, item was not discussed.

9. ECONOMIC DEVELOPMENT/RESTRUCTURING COMMITTEE

A. Planning and Zoning Items for Recommendation

Scott Kimball - Director of Planning and Zoning presented two items in need of recommendation from the board.

Item #1 - Mr Abe Joseph would like to have 2 murals painted on the building located at

S. Lee Street. Mr. Kimball explained that each will be 8'x8' in diameter, will be lit and the paintings will maintain the culture and history of Kingsland. One mural will be on the South side of the building and one will be on the Front of the building.

Jolene Andersen recommended approval, Jimmy McCollum seconded the recommendation, The majority of members recommend approval. Paul Chamberlin voted no and suggested that the board create more specific guidelines regarding murals moving forward.

Item #2 - Mr. Lamar Underwood owner of a used car lot, currently leases but is in the process of purchasing the property located at 121 W. King Street. He would like to tear

down the existing building and construct a metal building to be used for office space and continue the used car lot.

Used car lots are non-conforming according to the city ordinance.

The DDA will not approve or consider a recommendation that violates existing city ordinances.

10. DATES TO REMEMBER**1. Upcoming Events -**

Nov. 11, 2021 -10:00 AM -Veterans Day Parade and Ceremony

Nov. 13, 2021 - 9:00 AM Miss Kingsland Beauty Pageant - O.F. Edwards Building

Nov. 13, 2021 - 7:30 AM - Catfish Scramble Gold Tournament - Laurel Island Links Golf Course

Nov. 13 & 14, 2021 - 10:00 AM -Mudcat Crawl Obstacle Course - Royal Parkway

Nov. 20, 2021 - 10:00 AM - Kingsland Catfish Festival (5K, Pancake Breakfast, Catfish Cookoff)

11. ADDITIONAL BUSINESS/ANNOUNCEMENTS**1. November and December Meetings -**

Paula Chamberlin advised the board that the November meeting date falls on a Holiday and the December meeting date falls on the Christmas in Kingsland event. She suggested that the board think of a new date and advise.

12. ADJOURN

A Motion to adjourn at 6:22 PM by Matt Hooks, Seconded by Lisa Bell. Motion carried forward.