



CITY OF KINGSLAND, GEORGIA
DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES • DECEMBER 1, 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	(Absent)
Kristy Chance	Councilwoman	
Paul E. Chamberlin	Chairman	
Jolene Andersen	Board Member	
Jimmy McCollum	Board Member	
Paula Chamberlin	DDA Manager	
Lisa Bell	Board Member	(Absent)

2. ROLL CALL

Matt Hooks - Absent
CIndy McCollough - Finance Dept - Present

3. AGENDA AMENDMENTS

Move item 6.2 up to item 4.2
Add Kingsland Mardi Gras Festival to Dates to Remember

4. APPROVAL OF FINANCIAL REPORT

Jolene Andersen made a motion to approve, seconded by Kristy Chance, approved as presented by all board members.

5. APPROVAL OF MINUTES

Jolene Andersen made a motion to approve, Jimmy McCollum seconded, approved as presented by all board members.

6. ORGANIZATION COMMITTEE

1. Budget Discussion - Board Member Jolene Andersen

Jolene Andersen explained the structure of the two DDA accounts, The 100 account is the City Budget and the 278 account is project directed/based by the DDA. Cindy McCollough explained in more detail how the two accounts are set up.

2. DDA Committee Roles -

This item was tabled from October 21, 2021 meeting.

Jolene Andersen suggested to create a project based committee structure and abandon the current Main Street committee structure. The committee roles will go along with the KDDA mission statement and most current strategic plan. The meeting agenda should include:

Action Items, Reports from Committees, Updates from City Council and Downtown Manager.

Kristy Chance made a motion to approve and Jimmy McCollum seconded the motion.

The suggested committees are:

The Lawn, Business Development, Catfish Festival, Traffic, and Design. The list of committees will be added to the next meeting agenda to allow input from all board members.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Kristy Chance, Councilwoman
SECONDER:	Jimmy McCollum, Board Member
AYES:	Chance, Chamberlin, Andersen, McCollum
ABSENT:	Shannon, Bell

7. DESIGN COMMITTEE

1. Facade Grant Application -

Mr Abraham Joseph- 120 S. Lee Street, submitted documentation for a Facade Grant. The board discussed and approved the maximum grant amount of \$1000 for improvements.

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

2. Design Committee Update - Becci Shannon -

Minutes Attached from November 10, 2021

No discussion at this meeting

8. PROMOTIONS COMMITTEE

1. Lions Club Donation -

The board approved a \$250.00 charitable contribution to the Kingsland Lions Club and for the use of the Lions Club pavilion for the Kingsland Catfish festival.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Jolene Andersen, Board Member
SECONDER:	Kristy Chance, Councilwoman
AYES:	Chance, Chamberlin, Andersen, McCollum
ABSENT:	Shannon, Bell

2. Downtown Christmas Idea from the Mayor -

The Mayor introduced an idea of a home and business Christmas lighting competition. He asks that the DDA run the project and help him judge it. The board decided that this project is too late to take action for this year but will establish some guidelines, create a committee and move forward for the 2022 Holiday Season.

3. Christmas in Kingsland -

Paula Chamberlin gave an update of the upcoming Christmas in Kingsland event and asked for volunteers.

9. ECONOMIC DEVELOPMENT/RESTRUCTURING COMMITTEE

1. New Downtown Business Update - Supervisor Scott Kimball

No updates

10. DATES TO REMEMBER

Kingsland Mardi Gras Festival- February 25 - 26, 2022

Rolling billboard to start in January and will say Downtown Kingsland

Saturday night performance by country music artist Clay Walker

11. ADDITIONAL BUSINESS/ANNOUNCEMENTS

Thank you to all volunteers at the Kingsland Catfish Festival.

Plan another Business After Hours event in the upcoming months. Will check with the Chamber on available dates.

12. ADJOURN

Meeting adjourned at 5:46 PM