



CITY OF KINGSLAND, GEORGIA
DOWNTOWN DEVELOPMENT AUTHORITY
MINUTES • JULY 14, 2022

Regular Meeting

City Council Chamber

4:30 PM

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

I. CALL TO ORDER

Dakota Jones	(Excused)	
Theresa Farrell	(Excused)	
Shawn Halliwell	(Excused)	
Paul E. Chamberlin	Chairman	
Jolene Andersen	Vice-Chair	
Kristy Chance	Board Member (Councilwoman)	(Absent)
Lisa Bell	Board Member	

****NOTE:** Those that are noted as “EXCUSED” attended the meeting, however, were not yet approved by Mayor and Council.

II. AGENDA AMENDMENTS

There are no agenda amendments

III. APPROVAL OF FINANCIALS

1. Motion to Approve Financial Report as Presented by Andersen; Second by Bell.
Motion carried unanimously -

Financial report was emailed to all board members for review prior to meeting.

**IV. APPROVAL OF MINUTES (ANDERSEN) SECOND
(CHAMBERLIN) - JUNE 2022 MINUTES**

1. Motion to approve the June 2022 Minutes as presented by Andersen; Second by Chamberlin. Motion carried unanimously. -

June 2022 minutes were emailed to all board members for review prior to meeting.

V. OLD BUSINESS

A. Organization Committee**KDDA Board Vacancy**

Appointments Kingsland Downtown Development Authority:

Currently there are 3 vacancies on the Kingsland Downtown Development Authority Board of Directors. The KDDA Board of Directors are appointed by the City of Kingsland Mayor and Council. As per section 7 of the KDDA bylaws, the board voted via written ballot at their 7/14/2022 meeting to submit the following recommendations to the Mayor and Council for their consideration as appointments to the Kingsland Downtown Development Authority Board of Directors.

- Dakota Jones for Term Exp: 12/31/2026 (Seat #3)
- Shawn Haliwell for Term Exp: 12/31/2026 (Seat #5)
- Theresa Farrell for Term Exp: 12/31/2022 (Seat #7)

B. Business Development Committee

No new business to report at this time.

C. Design Committee**Traffic Control Project Update**

Bill Coleman reported that the permit request documentation has been submitted to GDOT for consideration. No further action required at this time.

The Lawn Project Update

Paul updated the board on grant opportunities. Tonya advised the group that development funds were submitted in the FY22/23 budget request for The Lawn Project. No further action required at this time.

D. Promotions Committee**Homegrown Market**

Discussion occurred regarding confirming that the KDDA would be the sponsoring organization of the Homegrown Market with the Downtown Merchants Association as the partner entity. Jolene was appointed at the

Homegrown Market chairperson and will work with the DMA and staff to coordinate the monthly events. No further action required at this time.

Catfish Festival Planning Committee

Catfish Planning Committee meeting notes from the 7/7/2022 meeting were provided to all board members. Lisa Bell expressed concerns on hosting the Catfish Cook-off and make a recommendation to the Board to cancel that event. Paul Chamberlin requested that decision be considered for action at the Catfish Planning Committee meeting in August. No further action required at this time.

VI. NEW BUSINESS

A. FY22/23 Budget Approval

1. Motion To Approve FY22/23 Budget Request as presented by Andersen; Second by Bell. Motion carried unanimously -

FY22/23 Budget Request (draft) was emailed to all board members for review prior to meeting

B. Facade Grant Review

Robert Allen submitted a facade grant application for 616 N Lee Street (grant application was emailed to all board members for review prior to the meeting). Tonya advised the board that the financial documentation was incomplete and that the work on the building had been completed prior to the grant application being submitted. The board discussed that they would still consider the application but would require the necessary receipts before further review. Tonya will send a letter to the applicant requesting the additional documentation.

VII. ANNOUNCEMENTS

A. Next Regularly Scheduled Meeting

Next Regularly Scheduled Meeting is scheduled for Thursday Aug 11, 2022 at 4:30 PM at Kingsland City Hall.

VIII. ADJOURN

1. Motion to Adjourn by Andersen; Second by Bell. Motion carried unanimously -