



KINGSLAND DOWNTOWN DEVELOPMENT AUTHORITY

Minutes

Aug 11, 2022

I. Call to Order

The meeting was called to order at 4:30 PM by Vice-Chair Jolene Andersen

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

II. Agenda Amendments

No agenda amendments. No action required.

III. Approval of Financials

Motion to approve June 2022 financial reports as presented by Chance; Second by Jones. Motion carried unanimously.

IV. Approval of Last Meetings Minutes

Motion to approve the July 14, 2022 meeting minutes by Jones; Second by Halliwell. Motion carried unanimously.

V. Old Business

A. Organization Committee - Elect Treasurer of the Board

Motion to elect Shawn Halliwell as Board Treasurer by Andersen; Second by Farrell. Motion carried unanimously.

B. Business Development Committee

Business Development Committee Chair Andersen advised the board that Dakota Jones would be serving on the Business Development Committee. No action required.

i. Downton Merchants Update

Meeting notes from the 7/25/2022 Downton Merchants Association meeting were provided in the board meeting packet for all to review. No action required.

C. Design Committee

Dakota Jones will chair the Design Committee. No action required.

i. Traffic Control Project Update

GDOT has returned the initial permit request requiring additional information before further processing. Bill Coleman is gathering the required information and will resubmit the request to GDOT. No action required.

ii. The Lawn Project Update

No update on The Lawn Project at this time. Tonya advised the board that she has submitted a request in the FY22/23 City of Kingsland Budget for development/construction funds for the project. No action required.

iii. Facade Grant

A letter has been sent to the pending façade grant applicant (#2022FG-019) explaining that additional information is needed before the application can be reviewed further. A copy of the letter was provided in the board packet. No action required.

D. Promotions Committee

Theresa Farrell will chair the Promotions Committee. A listing of all upcoming events in the downtown area was emailed to all board members prior to the board meeting.

No action required.

i. Homegrown Market Update

The August market will be held on August 14th and the September market date will be Sept 12th. No action required.

ii. Catfish Festival Update

Motion to approve the current entertainment line-up as presented made by Entertainment Chair Andersen; Second by Farrell. Motion carried unanimously.

TC Pro Audio (Sound & light)	\$ 3,500.00
Saltwater Gypsies	\$ 1,200.00
Man Apart	\$ 600.00
Jbone Fettinger	\$ 450.00
TOTAL EXPENSE (To Date)	\$ 5,750.00

Need to secure sponsors in order to ensure that festival budget goals are met. All board members were encouraged to recruit several sponsors by the next board meeting.

The meeting notes from the 7/11/2022 Festival Planning Committee meeting were emailed to all board members prior to the meeting for review. The next Festival Planning Committee meeting date is 8/17/2022 at 9AM at City Hall.

E. FY22/23 Budget (Modification Request)

Motion to modify the FY22/23 Approved Budget to include revenue and expenses for the Homegrown Market (no impact on final budget amount) by Halliwell; Second by Farrell. Motion carried unanimously.

VI. New Business

None

VII. Announcements

The next regularly scheduled board meeting will be on September 8, 2022 at 4:30PM.

No action required.

VIII. Adjourn

Motion to adjourn at 5:19PM by Jones; Second by Farrell. Motion carried unanimously.