



**CITY OF KINGSLAND, GEORGIA
DOWNTOWN DEVELOPMENT AUTHORITY
AGENDA • JULY 16, 2025
MINUTES**

4:30 PM

I. Granting Audience To The Public

Lisa Bell spoke about her event “Kingsland Literary Festival” on Jan 17, 2026.
Requesting support and help from the board. No further action is required at this time.

II. Call to Order

- Jolene Andersen, Chair
- Jesse Merck, Vice-Chair
- Nicholas McCoy,
Treasurer/Secretary
- Jessica Spinks, Board Member
- Paul Chamberlin, Board Member
- Theresa Farrell, Board Member
- Amanda Moore, Board Member

The meeting was called to order at 4:36 PM.

III. Agenda Amendments

McCoy proposed the following amendment to the agenda New Business.

- ☐ 6E Sponsorship

Chamberlin proposed the following amendment to the agenda New Business.

- ☐ 7C Community Marketing
- ☐ 7D The Lawn

Chamberlin proposed a discussion on update about the Lawn area.

A motion to accept proposed amendments was made by Chamberlin; seconded by McCoy. The motion carried unanimously.

IV. Approval of Financials

The May 2025 financials were included in the meeting packet and emailed prior to the meeting. A motion to approve the financials was made by Chamberlin, seconded by McCoy. The motion carried unanimously.

V. Approval of Previous Meeting Minutes

The June 2025 minutes were included in the meeting packet and emailed prior to the meeting. A motion to approve the June 2025 minutes was made by Chamberlin, seconded by McCoy. The motion carried unanimously.

VI. Old Business

- A. Organization Committee

1. Strategic Plan

Andersen updated the board that a PowerPoint is being done for the Strategic Planning Meeting on August 6, 2025. The meeting will be held in the North Center Conference Room. Requests for facilities will be submitted. No further action is required at this time.

B. Business Development Committee

1. New Downtown Businesses

Andersen reported that new businesses that have opened including Polaris, Blue Mart, Southern Bouquet, as well as, Queen D's Court and Event planning. No further action required at this time.

C. Design Committee

1. Downtown Projects

Andersen updated the Board with map of the preliminary wetland sketch and reported on preliminary findings of property. No further action required at this time.

D. Promotions Committee

1. Downtown Promotions & Events Update

Farrell updated the Board that at this time there is no new information to report. No further action required at this time.

2. City Department Luncheon

No new updates. No further action required at this time.

E. Sponsorship

McCoy reviewed the proposed Sponsorship Levels for Catfish Festival and will be looking into reinstating the annual sponsorship levels. To be discussed further at a Special Called meeting on Tuesday, July 22, 2025 at 11:30 AM located at Outerbanks.

VII. New Business

A. Welcome New Board Member

New Board Member was not present. Tabled to a later date. No further action required at this time.

B. Mid-Year Revisions

Harvey updated the board that she did not make any changes to Mid-Year Revisions. No further action required at this time. No further action is required.

C. Community Marketing

Chamberlin would like the board to consider rebranding for Downtown Kingsland

area. This will be added to the strategic planning session. No further action required at this time.

D. The Lawn

Chamberlin had questions concerning entry way of The Lawn area being repaved/repared. Tonya Harvey updated the board the repairs had been made. No further action required at this time.

VIII. Announcements

A. Next Scheduled Meeting 08/06/2025 at 10 AM | Strategic Plan

Next regularly scheduled meeting will be August 6, 2025 Strategic Planning Meeting at 10:00 am.

IX. Adjourn

Motion to adjourn at 5:16 pm by McCoy; seconded by Moore. Motion carried unanimously.