



**CITY OF KINGSLAND, GEORGIA
DOWNTOWN DEVELOPMENT AUTHORITY
AGENDA • SEPTEMBER 17, 2025
MINUTES**

4:30 PM

I. Granting Audience To The Public

II. Call to Order

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

Call to order was made at 4:31 PM

III. Agenda Amendments

Andersen proposed the following amendments to the agenda:

- Add Design B: Veterans Park
- Add Promotions D: Christmas Event

Chamberlin made a motion to accept the amendments to the agenda, seconded by McCoy. The motion carried unanimously.

IV. Approval of Financials

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

VI. Old Business

A. Organization Committee

1. Strategic Plan

Andersen has received the follow up from the Strategic Planning Meeting and will be forwarding that report to all members. No further action is required at this time.

B. Business Development Committee

1. New Downtown Businesses

New Downtown Business

- Wandaful Things (Food Truck)
- Rainbowland Candy LLC

C. Design Committee

1. Downtown Projects

No further action required at this time.

2. Veterans Park

Andersen explained to the board that she would like to get approval of getting together with City officials to come up with a plan for what we would like to accomplish with the Veterans Park, a strategic plan goal. All board members agreed to come up with a date for a meeting to discuss. No further action required at this time.

D. Promotions Committee

1. Downtown Promotions & Events Update

Veterans Day Parade will be November 11, 2025. Farrell & McCoy have been taking the lead helping the VFW with organizing the parade. No further action is required at this time.

2. City Department Luncheon

No date has been set. No further action is required at this time.

3. Catfish Festival Update

Sponsorship application has been printed out and made available to all Board members. The board members will continue working on securing sponsorship for this event. T-shirt colors have been selected: Coral Silk, Mint Green and Dune Mist. Harvey requested that moving forward the DDA create a procedure for Sponsorship. The board agreed and will come up with a plan on procuring their Sponsorships. The board requested to plan the 1st Catfish Festival Planning Meeting on Thursday, October 9th at noon located at OBX. No further action is required at this time.

4. Christmas Event

Harvey updated the board with details on the Snowy Kingsland Christmas, which will be held Thursday, December 11th from 6-8 PM. The event will be held inside & behind City hall for all the different areas. Harvey requested that the board help reaching out to the downtown businesses and getting their involvement. No further action is required at this time.

VII. **New Business**

A. FY 25/26 Budget

Harvey presented the FY 25/26 Budget to the board. McCoy motioned to accept the

proposed FY 25/26 Budget; seconded by Moore. Motion carried unanimously.

VIII. Announcements

- A. Next Regularly Scheduled Meeting | Wednesday, October 15, 2025 at 4:30 PM
- Catfish Festival Planning Meeting | October 9, 2025 at 12:00 PM located at OBX.
 - Regular Scheduled Meeting | October 15, 2025 at 4:30 PM located at City Hall.

IX. Adjourn

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