



**A G E N D A**  
**MAIN STREET/DDA MONTHLY BOARD MEETING**  
**October 15, 2025, at 4:00 PM**

**Mission & Vision Statements:**

*The Development Authority/Main Street Program is an inclusive program through the City of Tybee Island that focuses on economic development within the context of historic preservation in a balanced fashion. The Vision of the Program is to improve the quality of life for those that live, work, and visit Tybee Island and enhance the cultural experience while preserving the community's barrier island heritage.*

**Call to Order**

**Approval of Minutes**

1. August 20, 2025 Meeting Minutes
2. September 17, 2025 Meeting Minutes

**Financial Report**

3. September 2025 Financial Report

**Ongoing Business**

4. Main Street Chair
  - a. Board Member Nominations (VOTE)
  - b. Draft DDA Budget
5. Staff Report
6. Board Updates
7. Committee Updates
  - a. Promotion
  - b. Design
  - c. Organization
  - d. Economic Vitality

**New Business**

**Upcoming Meeting Dates- TENTATIVE SCHEDULE**

8. Promotion Committee Meeting: October 16, 2025, 4:00 PM
9. Design Committee Meeting: November 6, 2025, 2:00 PM

10. Organization/EV Committee Meeting: November 13, 2025, 10:00 AM

11. Board Meeting: November 19, 2025, 4:00 PM

### **Announcements/ Upcoming Events**

12. Upcoming Events:

- a. Farace's Finest: Fall Artist Market October 18, 2025
- b. City-Wide Yard Sale: October 18, 2025
- c. PooGrass Festival: October 26, 2025
- d. Tour De Art: November 15, 2025
- e. Tybee Post Theater: 10<sup>th</sup> Anniversary Telethon, September 27, 2025

13. City Hall Closures:

- a. Veterans Day: November 11, 2025

### **Adjournment**





## **MINUTES**

### **MAIN STREET/DDA MONTHLY BOARD MEETING**

- **Date & Time:** August 20th, 2025, 4:00pm
- **Present:** Charissa Murray, Maggie Wright, Dillon Patel, Joy Horn, Ron Rimawi, Jane Hall, Ricardo Ochoa
- **Absent:** Ansley Howze, Steve Farace
- **Observers:** Ruthie Wilson (Forever Tybee)
- **Location:** Public Safety Building (78 Van Horne Avenue)

#### **Call to Order**

The meeting was called to order by Dillon Patel at 4:07 PM.

#### **Approval of Minutes**

The minutes from the June 18 meeting were approved following a motion by Charissa Murray and a second by Joy Horn. The motion carried unanimously.

#### **Financial Report**

Maggie Wright presented the financial report for June and July. In June, the Downtown Development Authority account began with a balance of \$23,309.04. Deposits totaled \$3,003.97, and withdrawals totaled \$2,598.01, leaving an ending balance of \$23,715.00. In July, the account began with \$23,715.00. Deposits totaled \$2,356.62, and withdrawals totaled \$2,536.94, resulting in an ending balance of \$23,534.68. There were no questions regarding the report.

#### **Chair Updates**

During chair updates, Dillon announced that a nominating committee would be needed to review the applications received for the open board positions. Joy and Charissa volunteered to serve on the committee alongside the two chairs. A motion to approve the committee was made by

Charissa and seconded by Joy. The motion was approved unanimously. The committee will include Dillon, Joy, Charissa, Ansley, and Maggie.

### **Staff Report**

In the staff report, Maggie noted that she and Cassidi will be attending the Georgia Downtown Association conference in Gainesville next week. She reported that the Mobile Visitor Center wrap has been completed, and DPW is working on the interior build-out. Additionally, the electrical project is progressing and should be completed soon. Maggie also provided updates on upcoming events, including the Labor Day Beach Bash and the Sand Cat Coffee ribbon cutting.

### **Committee Reports**

#### **Promotion Committee:**

Charissa Murray reported for the Promotions Committee. For Small Business Saturday, the committee brainstormed several engaging ideas to encourage local shopping, including Small Business Bingo and a Shop Small Passport game. The next step will be to refine these ideas and send out a survey to businesses to determine what offers they would like to promote. Planning is also underway for Tybee for the Holidays. Events will include the Tree Lighting on December 1 at 6:00 PM, the Christmas Parade on December 12 at 6:00 PM, and the Holiday Market on December 13–14, with Saturday hours from 11:00 AM to 8:00 PM and Sunday hours from 12:00 PM to 4:00 PM. These dates represent a change from what was previously discussed due to conflicting community events. A motion to approve the date change, with the parade to be held on Friday, December 12, and the market on December 13–14, was made by Charissa and seconded by Joy. The motion carried unanimously.

#### **Design Committee:**

Ron Rimawi reported for the Design Committee. He noted that the resurfacing project is moving forward with a vendor selected, and staff are looking at ways to help reduce costs. Pressure washing is being managed by the Department of Public Works. The next cleaning is planned for completion before Labor Day. The bike route audit is also progressing, with members raising questions about signage and intersections, particularly at Jones Avenue. Suggestions included adding glow-in-the-dark striping, expanding routes, and considering a new crosswalk near Sugar Shack. Dillon is compiling audit notes into a document for Public Works, while Ron is

developing a Google Map version to track existing and potential improvements. Updates were also provided on the Strand Avenue and Butler Avenue electrical projects, which are nearing completion. New tree ring lighting has been installed and is now operational. Regarding GDOT Highway 80, it was reported that the current surveying is being done by Georgia Power for new power poles, not GDOT. Bridge work is scheduled for 2026, and stakeholder meetings with GDOT will occur later this year. Other topics included reviewing trash can placement after streetscaping is complete, and bike rack installations.

### **Organization Committee:**

Maggie Wright reported for the Organization Committee. She shared updates on the photo booth, which is still in legal review. The committee also reviewed six printing quotes for the New Resident Guides, ultimately selecting The Print Shop, a local vendor, at a cost of \$562. A motion to approve The Print Shop as the vendor for the New Resident Guides was made by Joy and seconded by Ricardo. The motion carried unanimously.

Maggie will also obtain quotes for QR code magnets to allow rental properties to provide digital access to the guide. Exit interviews were conducted with Kelly and scheduled with Sarah. Additional projects include ordering a pull-up banner for ribbon cuttings, creating t-shirts for board members to wear at events, and exploring “Main Street Meetup” happy hour-style gatherings.

### **Economic Vitality Committee:**

Maggie Wright also reported for the Economic Vitality Committee. The committee reviewed the Turtle Friendly Business Program, noting that criteria have changed and recertifications are needed for existing participants. Businesses such as Kelly & Company have been certified, and Maggie is coordinating with others, including Transcendent Treasures, for future certifications. Incentive ideas were also discussed, such as potential discounts on trash compactors. Maggie also updated the group on the Curbside Recycling Program, reporting that she has reached out to Patricia to obtain participant lists for promoting “Sustainability Spotlights” on social media. The Shop Local Receipt Program was highlighted as a success, with 33 submissions totaling \$1,938.96 in the first week and 47 submissions totaling \$2,089.49 in the second week. The program continues to support Tybee businesses and encourage community spending. The committee also brainstormed ideas for an affordable marketing project, recognizing the high

cost of advertising on Tybee and exploring opportunities for city-controlled spaces to help local businesses.

**Upcoming Meetings:**

- Design Committee Meeting – September 11, 2025, 2:00 PM
- Organization Committee Meeting – September 11, 2025, 10:00 AM
- EV Committee Meeting – September 9, 2025, 4:00 PM
- Promotion Committee Meeting – September 10, 2025, 4:00 PM
- Board Meeting – September 17, 2025, 4:00 PM

**Upcoming Events:**

- Labor Day Beach Bash – August 30–31, 2025
- Sand Cat Coffee Ribbon Cutting – September 5, 2025, 10:00 AM

**City Hall Closures:**

- September 1, 2025 – Labor Day

**Adjournment**

The meeting was adjourned at 4:58 PM following a motion by Joy Horn and a second by Charissa Murray. The motion passed unanimously.



## **MINUTES**

### **MAIN STREET/DDA MONTHLY BOARD MEETING**

- **Date & Time:** September 17, 2025, 4:00 PM
- **Present:** Ansley Howze, Charissa Murray, Maggie Wright, Dillon Patel, Ron Rimawi, Steve Farace
- **Absent:** Jane Hall, Joy Horn, Ricardo Ochoa
- **Observers:** Bob Matkowski, Tony Plough, Forever Tybee
- **Location:** Public Safety Building (78 Van Horne Avenue)

#### **Call to Order**

The meeting was called to order by Ansley Howze at 4:03 PM.

#### **Approval of Minutes**

The minutes for the August 20 meeting were tabled until the September meeting due to a lack of a quorum.

#### **Financial Report**

Maggie Wright presented the August financial report. The DDA account began with \$23,534.68, received \$2,141.21 in deposits, and had \$2,634.97 in withdrawals, leaving a balance of \$23,040.92. No questions were raised.

#### **Chair Updates**

During chair updates, Ansley Howze reported that the Nominating Committee will meet on October 2 to review board applications. The slate will be presented at the October board meeting and forwarded to the City Council for approval. Also on October 2, Ansley, Dillon, Joy, and Maggie will meet to discuss the DDA budget.

#### **Staff Report**

In the staff report, Maggie provided updates on several projects. She stated that the South End electrical and lighting work continues, with most lights now connected and the remainder to be completed soon. The Mobile Visitor Center is progressing as well, with DPW having installed a countertop, storage area, new front paneling, and a power box. Maggie also submitted the August monthly report to Georgia Main Street to maintain program compliance and reminded board members to complete two training hours by the end of the year. She shared highlights from the Georgia Downtown Association conference she and Cassidi attended in August. Maggie also announced the launch of “Mornings with Main Street,” a casual drop-in series held on the first Wednesday of each month from 10 AM to 12 PM at local coffee shops or restaurants. The first session will take place on Wednesday, October 1, at Sand Cat Coffee. Planning is also underway for the first “Main Street Mingle,” a casual networking event for Tybee businesses scheduled for Monday, October 28, from 5 to 6:30 PM, with more details forthcoming.

## **Committee Reports**

### **Promotion Committee:**

Maggie reported for the Promotions Committee. Plans are moving forward for Small Business Saturday with a “Small Business Bingo” promotion, where shoppers collect stamps at participating businesses for a chance to win prizes. A business survey will be distributed to confirm participation. Holiday event planning is also underway, including the Tree Lighting on December 1 at 6 PM, the Christmas Parade on December 12 at 6 PM, and the Holiday Market on December 13 from 11 AM to 8 PM. Becky West shared an idea to enhance the tree this year through a community ornament project, selling wooden ornaments for participants to decorate and return for display, with prizes for creativity. Plans for the Holiday Market include crafts, a face painter, a holiday hair station, and the Ghost Pirates inflatable game. The committee is exploring expanded entertainment options, volunteer recruitment, and additional advertising opportunities.

### **Design Committee:**

Ron Rimawi reported for the Design Committee, noting that the resurfacing project is moving forward. The bike route audit continues, focusing on signage and intersection safety. All fish bike racks have been installed, and pressure washing was completed on the South End. The committee also reviewed the Tybee Beautification Association mural concept and discussed

new beautification initiatives, including a utility box art project and window displays for vacant buildings.

### **Organization Committee:**

Ansley reported for the Organization Committee, sharing that staff are addressing vendor questions regarding the photo booth's weather preparation. The new resident guide will be printed in a quantity of 150 copies and made available digitally on the Main Street website. Maggie is also gathering quotes for QR code magnets to allow rental properties to share the guide digitally. Exit interviews were completed for outgoing members. The committee is exploring merchandise for a fundraiser using the new mural design on items such as ornaments, postcards, and mugs. Ansley stated, that for the Main Street Mingle, Maggie has shared a social media post, and she's doing an e-blast to share the opportunity out to potential host locations.

### **Economic Vitality Committee:**

Maggie provided the report for the Economic Vitality Committee. She noted that Kelly from Kelly & Company Essential Oils wanted to film a reel for their certification into the Turtle Friendly Business Program, and coordination is underway for a visit with Joy at Transcendent Treasures. The program will now operate as its own committee with members Tim Arnold, Michelle Owens, Ruthie Wilson, and Maggie Wright. She also shared that 19 businesses have participated in the curbside recycling program, with continued growth and engagement. The Shop Local Receipt Program concluded on August 31, collecting 191 receipts totaling \$9,784.06 in reported local spending. The program received positive feedback and will likely return in late fall. The committee also discussed future transportation initiatives, particularly off-island options, and reviewed materials from the Georgia Main Street Community Transformation Strategies Workbook. Business recruitment strategies were also discussed, with the committee considering a community survey to help identify the types of businesses that residents would most like to see on the island.

### **Upcoming Meetings:**

- EV Committee Meeting: October 7, 2025, 2:00 PM
- Design Committee Meeting: October 7, 2025, 3:00 PM
- Organization Committee Meeting: October 9, 2025, 10:00 AM

- Promotion Committee Meeting: October 16, 2025, 4:00 PM
- Board Meeting: October 15, 2025, 4:00 PM

### **Upcoming Events:**

- Fight Dirty Tybee: International Coastal Cleanup, September 20, 2025
- Shoppes at 1207: Kaftans and Cocktails, September 20, 2025
- Tybee Art Gallery: Bourbon, BBQ, and Bow Ties, September 20, 2025
- Farace's Finest: TIMA Spirit Night, September 25, 2025
- Tybee Post Theater: 10th Anniversary Telethon, September 27, 2025
- Atomic Bar: Grand Opening, October 10, 2025
- Pirate Fest: October 9-12, 2025

### **Adjournment**

The meeting was adjourned at 4:55 PM following a motion by Charissa Murray and a second by Dillon Patel. The motion passed unanimously.

**Tybee Island Main Street  
Monthly Financial Report- September 2025**

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<b>DDA Account</b>	
Beginning Balance	\$23,040.92
Deposits/Credits	\$1,569.38
Withdraws/Debits	\$2,636.08
Ending Balance	\$21,974.22

<b>DDA Account</b>	
<b>Amount</b>	<b>Description</b>
<b>Debits/ Transactions</b>	
\$88.00	Square POS System Subscription
\$50.00	Shop Local Receipt Program Gift Card Purchase (AJs Dockside)
\$2,400.00	Lamar Billboard Agreement
\$50.00	Shop Local Receipt Program Gift Card Purchase (Beachview Inn and Spa)
\$48.08	Synovus Analysis Acticity
<b>Deposits/ Credits</b>	
\$328.48	Billboard Program Payment
\$327.95	Billboard Program Payment
\$327.95	Billboard Program Payment
\$585.00	Billboard Program Payment (1 ½ months)



## **MAIN STREET/ DOWNTOWN DEVELOPMENT AUTHORITY 2025 Board Member Nominations**

### **Mission & Vision Statements:**

*The Development Authority/Main Street Program is an inclusive program through the City of Tybee Island that focuses on economic development within the context of historic preservation in a balanced fashion. The Vision of the Program is to improve the quality of life for those that live, work, and visit Tybee Island and enhance the cultural experience while preserving the community's barrier island heritage.*

### **Action:**

Approval of the following recommendation for 2025 Main Street / Downtown Development Authority Board Member Nominations.

### **Background**

The Tybee Island Main Street Board of Directors consists of eleven members—seven voting and four ex officio. The nomination process for new board members follows the procedures outlined in the Main Street Program Guidelines and Bylaws.

In July 2025, the Main Street Board publicly opened applications for upcoming vacancies. In August 2025, the Board appointed a Nomination Committee to review the submissions. The application period closed on July 31, 2025, with eight submissions received.

The Nomination Committee met on October 2, 2025, to review applications and prepare a recommendation for the current Board of Directors. All applications received are included in this packet.

### **Recommended 2025 Board Members**

#### **Voting Member Recommendations:**

- Jane Hall
- Chrissy Campbell

#### **Ex Officio Member Recommendations:**

- Anna Burgard
- Laura Hughes



# Main Street Board

## Application

City of Tybee Island  
P.O. Box 2749  
403 Butler Ave.  
Tybee Island, GA 31328  
(912) 760-4374

Maggie.Wright@cityoftybee.gov

Thank you for your interest in serving on the Main Street of the City of Tybee Island. To apply for a position on the board, please complete the following application and submit to our office or via email to [maggie.wright@cityoftybee.gov](mailto:maggie.wright@cityoftybee.gov). Applicants are encouraged to attend a Main Street meeting as part of the application process.

Name: Laura Hughes (Margaret L Hughes) Area(s) of Interest: Art history Architecture  
Address: 102 Butler Ave. History, Yoga, food  
Phone Number: 503 727 4923 Previous Experience: Professor of Art History  
Email Address: lottieb62@yahoo.com Food writer, Restaurant Critic

Why are you interested in joining the Main Street Program for the City of Tybee Island?

I think I am a good fit as a lifelong Tybee resident +  
dedication to helping Tybee unique and  
preserving architecture - making Tybee better for all.

What do you believe is the most important aspect of the role that the Main Street Program plays for the community and the City?

I think the preservation of historical buildings and  
the beautification of Tybee - Also making a place  
that everyone can enjoy - tourists and local community

Explain your understanding of the Main Street Program specifically on Tybee Island.

Fundraising efforts to support Main Street activities are very  
important to success of programs and my contributions to  
the direction of programs would matter in terms of projects.

Please share any relevant knowledge or career experience you have that would be beneficial to the board:

I have lived on the S. end my whole life. I am an Art +  
Architectural Historian (Professor at USC) and have been  
involved in Restaurant Reviews + food writing for The Savannah  
paper.

Please check the following responsibilities that you can fulfill as a member of the Main Street Program:

- A Resident of Tybee Island or affiliated with a Tybee Business/ Nonprofit Organization
- Willing to serve a four year term
- Able to attend meetings on the third Wednesday of the month at 4:00 p.m.
- Willing to commit time outside of monthly meeting to work on Main Street projects & initiatives
- Aware that members of this board shall not receive a salary, although they may be reimbursed for expenses

Margaret L Hughes

Printed Name

(Laura)

M Hughes

Signature

5 Aug 2025

Date

Thank you for your interest in joining the Tybee Island Main Street board. We look forward to reviewing your application. For more information or Main Street related questions, please contact Cassidi Kendrick at [cassidi.kendrick@cityoftybee.org](mailto:cassidi.kendrick@cityoftybee.org).



# Main Street Board

## Application

City of Tybee Island  
P.O. Box 2749  
403 Butler Ave.  
Tybee Island, GA 31328  
(912) 760-4374  
Maggie.Wright@cityoftybee.gov

Thank you for your interest in serving on the Main Street of the City of Tybee Island. To apply for a position on the board, please complete the following application and submit to our office or via email to maggie.wright@cityoftybee.gov. Applicants are encouraged to attend a Main Street meeting as part of the application process.

Name: Rachel Bryan Area(s) of Interest: economic vitality and design  
Address: 231 Columbus Dr. 31405  
Phone Number: 954 298 2141 Previous Experience: nonprofit/leadership experience since 2007  
Email Address: rbryan@humane.societysav.org

Why are you interested in joining the Main Street Program for the City of Tybee Island?

As a Tybee Island homeowner since 2021, I am invested in the future and growth of the island because I own a home, I love the community and want to preserve the uniqueness while also planning for sustainable, positive growth that benefits the residents and tourism.

What do you believe is the most important aspect of the role that the Main Street Program plays for the community and the City?

Preservation of Tybee for current and future generations of both residents and visitors. To maintain the character, economy, and well being of the island while promoting the many different attributes Tybee has to offer.

Explain your understanding of the Main Street Program specifically on Tybee Island.

MSP's help to support the local economy by promoting Tybee businesses, events, and infrastructure projects that beautify/increase the island for residents and visitors. MSP's engage the community in the events + plans and encourage tourism by welcoming everyone.

Please share any relevant knowledge or career experience you have that would be beneficial to the board:

I have worked in the nonprofit sector nearly my entire career, and have a thorough understanding of operations, community service, board management and development, and financial operations. I am also part of leadership in a long standing Savannah org (HSOS) which can bring value and insight

Please check the following responsibilities that you can fulfill as a member of the Main Street Program: TO TYB MS.

- A Resident of Tybee Island or affiliated with a Tybee Business/ Nonprofit Organization
- Willing to serve a four year term
- Able to attend meetings on the third Wednesday of the month at 4:00 p.m.
- Willing to commit time outside of monthly meeting to work on Main Street projects & initiatives
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Rachel Bryan  
Printed Name

Rachel Bryan  
Signature

7/9/25  
Date



# Main Street Board Application

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Maggie.Wright@cityoftybee.gov

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Name: Ben Smith Area(s) of Interest: \_\_\_\_\_  
Address: 105 Jones Ave \_\_\_\_\_  
Phone Number: 912-658-8191 Previous Experience: \_\_\_\_\_  
Email Address: Benmsmith22@Gmail.com \_\_\_\_\_

Why are you interested in joining the Main Street Program for the City of Tybee Island?

As a long time resident of Tybee, I want the island to thrive while maintaining its unique charm.

I've witnessed the changes the island has seen the last few years and want to be a part of it, offering help where I can.

What do you believe is the most important aspect of the role that the Main Street Program plays for the community and the City?  
Educating and Communicating to the public how special Tybee is while at the same time supporting local businesses and the community.

You all seem to be a group that goes the extra mile to make sure Tybee's preservation and culture remain special and an amazing place to live or visit.

Explain your understanding of the Main Street Program specifically on Tybee Island.

From what I've seen, this program is at the forefront of community outreach, supporting and showing new and existing businesses, highlighting special events around Tybee, all the while trying to keep Tybee a special place to live and visit.

Please share any relevant knowledge or career experience you have that would be beneficial to the board:  
Throughout College I lived on Tybee in the summers working in the surf/beach shops around the island, mainly on 16<sup>th</sup> St. With my experience in a heavy customer service Job, I believe I can help the board think of new ways to reach out to the visitors or come up with ways to enhance the visitor experience. I work as a Financial Analyst/ Business Relations Manager now for a private water company and can assist with a multitude of different areas. I want to help where I can.

Please check the following responsibilities that you can fulfill as a member of the Main Street Program:

- A Resident of Tybee Island or affiliated with a Tybee Business/ Nonprofit Organization
- Willing to serve a four year term
- Able to attend meetings on the third Wednesday of the month at 4:00 p.m.
- Willing to commit time outside of monthly meeting to work on Main Street projects & initiatives
- Aware that members of this board shall not receive a salary, although they may be reimbursed for expenses

Printed Name Ben Smith Signature  Date 07/30/25

Thank you for your interest in joining the Tybee Island Main Street board. We look forward to reviewing your application. For more information or Main Street related questions, please contact Cassidi Kendrick at [cassidi.kendrick@cityoftybee.org](mailto:cassidi.kendrick@cityoftybee.org).



# Main Street Board

## Application

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Maggie.Wright@cityoftybee.gov

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**Name:** Robert E Forrest  
**Address:** 6 Lovell Ave  
**Phone Number:** 404-514-8575  
**Email Address:** rob@forrplaces.com

**Area(s) of Interest:** Design, business enrichment, marketing business development  
**Previous Experience:** Trustee at Chamblee FUMC, Tree commissioner city of Alpharetta, lifelong businesses owner

### Why are you interested in joining the Main Street Program for the City of Tybee Island?

Been coming for almost every vacation to Tybee since 1987 and owned 6 Lovell for several years. I'm a huge believer in Tybee Island and especially the businesses there as it such a tourist-driven market, its very important to try and drive destination visits by local/regional population especially in the off season.

### What do you believe is the most important aspect of the role that the Main Street Program plays for the community and the City?

Again, the island and its full time residents are just not populus/dense enough to support the businesses on the island without help, events, the Tybee Theater programming, events facilities, and active and engaged business owners and full time and part time residents to create a reason to make the drive out to Tybee more often.

### Explain your understanding of the Main Street Program specifically on Tybee Island.

Its part of a national program fostering historic preservation, small business development, create a place where community spirit is evident, local entrepreneurship is fostered and promoted, and visitors and residents alike experience memories that are made every day. Events, promotion, marketing and PR, etc

### Please share any relevant knowledge or career experience you have that would be beneficial to the board:

I've been an entrepreneur my entire life including service, restaurants, mfg distribution, and real estate, and know how hard it is to open (and stay open and survive!) a business. I own a restaurant downtown Milton currently and develop walkable mixed use real estate projects with many businesses located in them. Trustee, board appointments etc over the years, fundraising, and a love of Tybee Island for almost 40 years.

### Please check the following responsibilities that you can fulfill as a member of the Main Street Program:

- A Resident of Tybee Island or affiliated with a Tybee Business/ Nonprofit Organization (property owner and future part time resident)
- Willing to serve a four year term
- Able to attend meetings on the third Wednesday of the month at 4:00 p.m.
- Willing to commit time outside of monthly meeting to work on Main Street projects & initiatives
- Aware that members of this board shall not receive a salary, although they may be reimbursed for expenses

Robert E Forrest  
Printed Name

Signature

7/28/2025  
Date

Thank you for your interest in joining the Tybee Island Main Street board. We look forward to reviewing your application. For more information or Main Street related questions, please contact Cassidi Kendrick at cassidi.kendrick@cityoftybee.org.



# Main Street Board Application

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Thank you for your interest in serving on the Main Street of the City of Tybee Island. To apply for a position on the board, please complete the following application and submit to our office or via email to [maggie.wright@cityoftybee.gov](mailto:maggie.wright@cityoftybee.gov). Applicants are encouraged to attend a Main Street meeting as part of the application process.

**Name:** Anna Marlis Burgard  
**Address:** PO Box 2027 Tybee Island GA 31328  
**Phone Number:** 912-344-8705  
**Email Address:** anna.hyle@gmail.com

**Area(s) of Interest:** Marketing, events, new business development  
**Previous Experience:** SCAD Director of Industry Partnerships, Publishing, Art direction, editing, marketing, strategic partnerships, photography, writing—and 20+ year active resident

### Why are you interested in joining the Main Street Program for the City of Tybee Island?

I've always thought of myself as a Tybee ambassador—this would make it more formal and allow me to contribute through my directly-applicable professional skills and knowledge about the island after living here for 20+ years, and helping out in many ways. I love the island, its people, its ecosystems and animals and have worked to protect all in various ways.

### What do you believe is the most important aspect of the role that the Main Street Program plays for the community and the City?

Engaging with residents, business owners and visitors, by creating events, communicating, contributing toward the cultural, environmental and fiscal wellbeing of the island. Making Tybee attractive to homeowners and guests and businesses, keeping it safe and healthy in all ways. Original thinking, guidance and stewardship!

### Explain your understanding of the Main Street Program specifically on Tybee Island.

Your vision statement says it best: "...to improve the quality of life for those that live, work, and visit Tybee Island and enhance the cultural experience while preserving the community's barrier island heritage—achievable through the Director's commitment to the National Main Street Four-Point Approach® of historic preservation-based economic development that balances design, business assistance, promotion, and organization with established committees and partners that represent each point." Amen!

### Please share any relevant knowledge or career experience you have that would be beneficial to the board:

Seasoned and successful creative development and business development professional for more than 30 years. Long term resident. Expert on US islands as author and photographer for Islands of America ([www.islandsofamerica.com](http://www.islandsofamerica.com)) and many publications from NatGeo to Garden & Gun to Parade. Event planning, communications/marketing, entrepreneurial business and strategic partnership development and management, writing, and photography skills.

### Please check the following responsibilities that you can fulfill as a member of the Main Street Program:

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- Willing to commit time outside of monthly meeting to work on Main Street projects & initiatives
- Aware that members of this board shall not receive a salary, although they may be reimbursed for expenses

Anna Marlis Burgard  
Printed Name

Signature

April 7, 2025  
Date

Thank you for your interest in joining the Tybee Island Main Street board. We look forward to reviewing your application. For more information or Main Street related questions, please contact Cassidi Kendrick at [cassidi.kendrick@cityoftybee.org](mailto:cassidi.kendrick@cityoftybee.org).



# Main Street Board

## Application

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(912) 760-4374  
Maggie.Wright@cityoftybee.gov

Thank you for your interest in serving on the Main Street of the City of Tybee Island. To apply for a position on the board, please complete the following application and submit to our office or via email to maggie.wright@cityoftybee.gov. Applicants are encouraged to attend a Main Street meeting as part of the application process.

**Name:** Megan Kilzer

**Address:** 3 Jone Ave

**Phone Number:** 615-414-7332

**Email Address:** meganrkilzer@yahoo.com

**Area(s) of Interest:** turtles, forensic accounting, being creative, organizing, growth

**Previous Experience:** \_\_\_\_\_

**Why are you interested in joining the Main Street Program for the City of Tybee Island?**

We moved to Tybee in 2023; we are finally settled and looking to become involved. We are interested in the island not only being where we live, but a place people want to visit.

**What do you believe is the most important aspect of the role that the Main Street Program plays for the community and the city?**

Creating, establishing and maintaining the balance between developing Tybee into a place people want to visit, while maintaining the charm and history of Tybee.

**Explain your understanding of the Main Street Program specifically on Tybee Island.**

creating a forum for communication, preserving the history of the island, promoting shop local, and creating partnerships

**Please share any relevant knowledge or career experience you have that would be beneficial to the board:**

My career and educational background are in accounting, which requires me to be organized and detail oriented.

**Please check the following responsibilities that you can fulfill as a member of the Main Street Program:**

- A Resident of Tybee Island or affiliated with a Tybee Business/ Nonprofit Organization
- Willing to serve a four-year term
- Able to attend meetings on the third Wednesday of the month at 4:00 p.m.
- Willing to commit time outside of monthly meeting to work on Main Street projects & initiatives
- Aware that members of this board shall not receive a salary, although they may be reimbursed for expenses

Megan Kilzer  
Printed Name

Megan Kilzer  
Signature

7-16-2025  
Date



# Main Street Board

## Application

City of Tybee Island  
P.O. Box 2749  
403 Butler Ave.  
Tybee Island, GA 31328  
(912) 760-4374  
Maggie.Wright@cityoftybee.gov

Thank you for your interest in serving on the Main Street of the City of Tybee Island. To apply for a position on the board, please complete the following application and submit to our office or via email to [maggie.wright@cityoftybee.gov](mailto:maggie.wright@cityoftybee.gov). Applicants are encouraged to attend a Main Street meeting as part of the application process.

Name: Chrissy Campbell Area(s) of Interest: Partnerships | Fundraising |  
Event planning and managing | Small Business outreach  
Address: 602 Miller Avenue Tybee Island  
Phone Number: cell 678-526-3543 office 912-354-1513 Previous Experience: Volunteered in many capacities |  
Email Address: chrissyc@savannahboardofrealtors.com Make a wish, Safe Shelter, SAR Disaster Relief  
25 years of customer first service

**Why are you interested in joining the Main Street Program for the City of Tybee Island?**  
Since I was a child, I have loved Tybee Island as a visitor and now live fulltime on the island.  
I want Tybee to remain a wonderful place to live, work, and visit, which aligns with the mission of the Main Street Program.

**What do you believe is the most important aspect of the role that the Main Street Program plays for the community and the City?**  
The most important role that Main Street plays is enhancing the quality of life for the many people that call Tybee home. This includes our wonderful businesses that create good jobs and help Tybee's economy stay strong, while preserving our history and heritage. A strong Main Street Program helps Tybee maintain its rank as Georgia's best beach town.

**Explain your understanding of the Main Street Program specifically on Tybee Island.**  
As the vision states, Main Street works to improve the quality of life for those that live, work, and visit.  
accomplished by bringing together community partners to create and support innovative ways that help Tybee continue to shine. Main Street wants to leave Tybee better than we found it.

**Please share any relevant knowledge or career experience you have that would be beneficial to the board:**  
I have worked in Association services for over 25 years and currently serve as CEO of an Association with over 2,500 members. In my current and past roles, I've built strategic coalitions and executed successful fundraising drives.  
I'm an outside of the box thinker and a good team player who often relied upon to get the job done.

- Please check the following responsibilities that you can fulfill as a member of the Main Street Program:**
- A Resident of Tybee Island or affiliated with a Tybee Business/ Nonprofit Organization
  - Willing to serve a four year term
  - Able to attend meetings on the third Wednesday of the month at 4:00 p.m.
  - Willing to commit time outside of monthly meeting to work on Main Street projects & initiatives
  - Aware that members of this board shall not receive a salary, although they may be reimbursed for expenses

Chrissy Campbell *Chrissy Campbell* 7/31/2025  
Printed Name Signature Date

Thank you for your interest in joining the Tybee Island Main Street board. We look forward to reviewing your application. For more information or Main Street related questions, please contact Cassidi Kendrick at [cassidi.kendrick@cityoftybee.org](mailto:cassidi.kendrick@cityoftybee.org).



# Main Street Board Application

City of Tybee Island  
P.O. Box 2749  
403 Butler Ave.  
Tybee Island, GA 31328  
(912) 472-5103  
Cassidi.Kendrick@cityoftybee.gov

Thank you for your interest in serving on the Main Street of the City of Tybee Island. To apply for a position on the board, please complete the following application and submit to our office or via email to cassidi.kendrick@cityoftybee.gov. Applicants are encouraged to attend a Main Street meeting as part of the application process.

Name: Jane Hall Area(s) of Interest: Promotions or any area where you need help  
Address: 24 Horsepen Point Dr. Previous Experience: Have volunteered @ Tybee Food Pantry for past 2 yrs. previously volunteered @ Ronald McDonald House  
Phone Number: 615.364.1179  
Email Address: info@coastlineconcierge.com

Why are you interested in joining the Main Street Program for the City of Tybee Island?  
To be involved in seeing our community grow & evolve in a way that best serves our residents & visitors.

What do you believe is the most important aspect of the role that the Main Street Program plays for the community and the City?  
To be a catalyst in growing our local economy while preserving our landscape & ensuring we grow in the best direction for our citizens.

Explain your understanding of the Main Street Program specifically on Tybee Island.  
My understanding is that the program is designed to help our businesses & the economy, progress while reserving our uniqueness & what makes Tybee-Tybee. It works with city leaders to find the most effective way to do this while finding balance, sustaining positive growth for both residents & visitors.  
Please share any relevant knowledge or career experience you have that would be beneficial to the board:  
I am a licensed Realtor (30 yrs - current inactive) have owned by own business for 9 yrs & have always worked serving the public and/or clients. I also have 3 yrs of college marketing courses.

- Please check the following responsibilities that you can fulfill as a member of the Main Street Program:
- A Resident of Tybee Island or affiliated with a Tybee Business/ Nonprofit Organization
  - Willing to serve a three year term
  - Able to attend meetings on the third Wednesday of the month at 4:00 p.m.
  - Willing to commit time outside of monthly meeting to work on Main Street projects & initiatives
  - Aware that members of this board shall not receive a salary, although they may be reimbursed for expenses

Jane Hall  
Printed Name

Jane Hall  
Signature

11.12.23  
Date

**2025-2026 Budget (July 1-June 30)**

Debits		Credits	
<b>Holiday Market</b>			
Entertainment	\$700	Vendor Payments	\$8,000.00
Face Painting	\$900	Kids Activities	\$1,000.00
Train	\$2,500	Sponsorship	\$500.00
Hair, Crafts, Games	\$1,000	<b>TOTAL</b>	<b>\$9,500.00</b>
Banners	\$300.00		
Advertising	\$650.00		
Vendor Hospitality	\$250.00		
Stage	\$700.00		
<b>TOTAL</b>	<b>\$7,000</b>		
<b>Christmas Parade</b>			
Supplies	\$5.76	Parade Entries	\$650.00
Photography	\$666.67	<b>TOTAL</b>	<b>\$650</b>
<b>TOTAL</b>	<b>\$672.43</b>		
<b>Polar Plunge</b>			
	\$5,321.00	Tshirts	27,182.20
Tshirts	\$5,327.24		90.00
	\$250.10		\$500.00
	\$1,056.25		\$500.00
Shipping	\$363.80	Sponsorships	\$500.00
	\$5.34		\$500.00
Polar Bear Costume	\$35.99		\$1,500.00
Banner	\$102.70	<b>TOTAL</b>	<b>\$30,772</b>
Gang of Goofs	\$200.00		
Photography	\$666.67		
	\$246.12		
Advertising	\$325.00		
	\$300.00		
Sales Tax	\$1,746.41		
<b>TOTAL</b>	<b>\$15,947</b>		
<b>Restaurant Week</b>			
Social Media Ads	\$500.00		\$100.00
<b>TOTAL</b>	<b>\$500</b>		\$100.00
		Registration	\$100.00
			\$100.00
			\$100.00
			\$100.00
		<b>TOTAL</b>	<b>\$600</b>
<b>Main Street Other Initiatives</b>			
Reciept Program	\$400.00	Ornament \$	\$5,000.00

DPW Lunch	\$400.00		<b>TOTAL</b>	<b>\$5,000</b>
Main Street Meet-up	\$300.00			
Board Training Lunch	\$150.00			
Volunteer Appreciation	\$400.00			
Misc Printing	\$500.00			
Volunteer/Board Shirts	\$200.00			
Board Name Tags	\$75.00			
Main Street 101	\$500.00			
Holiday Ornaments	\$1,750.00			
Annual Meeting	\$150.00			
<b>TOTAL</b>	<b>\$4,825</b>			
<b>TOTALS</b>				
	<b>\$28,944</b>			<b>\$46,522</b>



# Tybee Island Main Street

## committee report

<b>Committee Name:</b>	<b>Organization Committee</b>	<b>Date and Time:</b>	<b>10.9.25 10:30 AM</b>
<b>Members Present:</b>	<b>Ansley Howze</b> <b>Maggie Wright</b> <b>Liz Hood</b>  <b>Absent:</b> <b>Kelly Swope</b>		
<b>Objectives:</b>	<b>Build leadership and strong organizational capacity   Ensure broad community engagement   Forge partnerships across sectors</b>		
<b>Accomplishments:</b>			
<b>Summary:</b>	<b>Photo Booths-</b> <ul style="list-style-type: none"> <li>- Maggie is following up with the company on the outstanding questions.</li> </ul> <b>New Resident Guide-</b> <ul style="list-style-type: none"> <li>- These were printed and are available at City Hall!</li> </ul> <b>Mainstreet Fundraiser Idea-</b> <ul style="list-style-type: none"> <li>- Ansley sending design and quote for ornaments to the board for quick approval</li> <li>- Ansley will also price a coffee mug</li> <li>- We plan to start pre-orders Nov. 1 on the Mainstreet website and Facebook page</li> </ul> <b>Admin Needs-</b> <ul style="list-style-type: none"> <li>- Ansley sent Maggie a pull-up banner website to get a banner for the next ribbon cuttings, etc. Maggie will order.</li> <li>- Ansley sent Maggie name tags vendor to order a named one for everyone.</li> </ul> <b>Budget-</b> <ul style="list-style-type: none"> <li>- The budget will be presented to the board at the next board meeting.</li> </ul>		



# Tybee Island Main Street *committee report*

	<ul style="list-style-type: none"> <li>- Maggie to add the pull-up banners to the budget.</li> <li>- The group discussed that committee meetings don't have to be monthly and can be virtual to help promote committee attendance.</li> </ul> <p><b>Nominating Committee-</b></p> <ul style="list-style-type: none"> <li>- A nominating committee met and the final slate will be voted on at the next meeting.</li> </ul> <p><b>Bylaws-</b></p> <ul style="list-style-type: none"> <li>- The changes were sent to legal 6+ months back and we are waiting on them for a vote.</li> </ul> <p><b>Main Street Meet-up-</b></p> <ul style="list-style-type: none"> <li>- Oct. 28 will be held at North Beach Bar &amp; Grill. Maggie is confirming menu and will begin promoting.</li> <li>- Suppliers to donate alcohol – restaurant location to help us facilitate that, and bar will be open at location for purchases.</li> </ul> <p><b>OLD BUSINESS</b></p> <p><b>Community Days-</b></p> <ul style="list-style-type: none"> <li>- Bringing back community days.</li> <li>- We could unveil each of the district names.</li> <li>- “Main Street Third Thursday” “Main Street Tybee Tuesday” or something similar, to set up as a very low lift monthly thing. No needs for high staffing. Great sponsorable opportunity.</li> </ul> <p><b>Meeting ended at 11:06 am.</b></p>
<p><b>Recommended Next Steps:</b></p>	<p>See action items above. Actions assigned to report out at next meeting.</p>
<p><b>Date of Next Meeting:</b></p>	<p>Nov. 13 at 10 AM at Public Safety Meeting with the EV committee combined</p>



# Tybee Island Main Street

## committee report

<b>Committee Name:</b>	Economic Vitality	<b>Date and Time:</b>	September 8, 2025, 4:00 PM
<b>Members Present:</b>	Maggie Wright, Steve Farace, Bob Matkowski		
<b>Observers/ Guests:</b>			
<b>Objectives:</b>	<ul style="list-style-type: none"> <li>• Current projects</li> </ul>		
<b>Accomplishments:</b>	<ul style="list-style-type: none"> <li>• Review of ongoing projects</li> </ul>		
<b>Summary:</b>	<p><b>Turtle Friendly Business Program</b></p> <ul style="list-style-type: none"> <li>• Fight Dirty Tybee has formed a separate committee to manage the Turtle Friendly Business Program and held its first meeting on September 24 to begin organizing and setting goals. Committee members include Michelle Owens, Maggie Wright, Tim Arnold, and Ruthie Wilson. Chamacos was recently recertified with Tim’s assistance, and plans are underway to film a promotional reel for the business. Recertifications for Rockhouse and Pier 16 are scheduled for Wednesday, October 8. Maggie and Tim are continuing to coordinate how stipends will be distributed to participating businesses.</li> </ul> <p><b>Curbside Recycling Program</b></p> <ul style="list-style-type: none"> <li>• There were no new updates for this program. Maggie will check with Patricia to obtain a September participation report.</li> </ul> <p><b>Transportation Initiatives</b></p> <ul style="list-style-type: none"> <li>• The committee revisited previous discussions on potential transportation initiatives and agreed it would be beneficial to consult with Bret regarding which ideas are feasible and align with the City’s long-term transportation goals.</li> </ul> <p><b>Mornings with Main Street</b></p> <ul style="list-style-type: none"> <li>• Maggie has partnered with Nadia Osman of Wayfarer Marketing to launch Mornings with Main Street, a casual drop-in style meeting series similar to office hours. These take place on the first Wednesday of each month from 10 AM to 12 PM at different coffee shops or restaurants, offering business owners and managers the opportunity to stop by, grab a coffee, and ask marketing questions. The first session was held on October 2 at Sand Cat Coffee. Although there was no attendance, Maggie and Nadia plan to continue promoting the series to increase</li> </ul>		

	<p>participation. Upcoming sessions will be held at Tybean in November and RIPE in December. Future host ideas include Surfing Goat, Sunrise, The Breakfast Club, Zunzibar, and Chamacos, with potential for holding sessions in retail spaces that can accommodate seating.</p> <p><b>Main Street Mingle</b></p> <ul style="list-style-type: none"> <li>• Planning continues for the upcoming Main Street Mingle on October 28 from 5:00 PM to 6:30 PM. The event will provide an opportunity for business owners to network, learn about Main Street programs, and hear important city updates. The committee discussed inviting the City Manager to give a brief update and including a Q&amp;A segment to encourage engagement and allow business owners to share feedback and ideas.</li> </ul> <p><b>Committee Structure Update:</b></p> <ul style="list-style-type: none"> <li>• Maggie announced that the Economic Vitality and Organization Committees will be combining moving forward. This change aims to strengthen both committees.</li> </ul>
<b>Action Items:</b>	See above.
<b>Date of Next Meeting:</b>	November 13, 2025, 10:00 AM, Public Safety Building