



A G E N D A
MAIN STREET/DDA MONTHLY BOARD MEETING
December 10, 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. November 19, 2025 Meeting Minutes

Financial Report

2. November 2025 Financial Report

Ongoing Business

3. Main Street Chair
4. Staff Report
5. Board Updates
6. Committee Updates
 - a. Promotion
 - b. Design
 - c. Organization/ Economic Vitality

New Business

Upcoming Meeting Dates- TENTATIVE SCHEDULE

7. Design Committee Meeting: TBD
8. Organization/ EV Committee Meeting: December 11, 2025, 10:00 AM
9. Promotion Committee Meeting: January 6, 4:00 PM
10. Board Meeting: January 21, 2025, 4:00 PM

Announcements/ Upcoming Events

11. Upcoming Events:

- a. Christmas Parade: December 12, 2025, 6:30 PM
- b. Holiday Market: December 13, 2025, 11:00 AM – 8:00 PM
- c. New Year's Eve Fireworks: January 1, 2026, 12:00 AM
- d. Polar Plunge: January 1, 2026
 - i. Gang of Goofs: 10:30 AM
 - ii. Plunge: 12:00 PM

12. City Hall Closures:

- a. Christmas Holidays: December 24-25, 2025
- b. New Year's Holidays: December 31, 2025- January 1, 2026
- c. Martin Luther King Jr. Day: January 19, 2026

Adjournment





MINUTES MAIN STREET/DDA MONTHLY BOARD MEETING

- **Date & Time:** November 19, 2025, 4:00 PM
- **Present:** Charissa Murray, Maggie Wright, Dillon Patel, Ansley Howze, Ron Rimawi, Steve Farace, Chrissy Campbell, Laura Hughs, Jane Hall, Ricardo Ochoa, Steve Farace
- **Absent:** Joy Horn
- **Observers:** (Forever Tybee) Ruth Wilson, (City of Tybee) Nick Hale, and Cam Jackson
- **Location:** Public Safety Building (78 Van Horne Avenue)

Call to Order

The meeting was called to order by Chair Ansley Howze at 4:00 PM.

Attendees introduced themselves, including three newly appointed board members: Anna Burgard, Chrissy Campbell, and Laura Hughes.

Approval of Minutes

The minutes from the October 15 meeting were reviewed with no edits. A motion to approve the minutes was made by Dillon, seconded by Ricardo, and approved unanimously.

Financial Report

Maggie Wright presented the November financial report for the DDA account.

- Beginning balance: 21,974.22
- Deposits: 12,442.89
- Withdrawals: 6,540.17
- Ending balance: 27,876.94

Maggie also discussed the Turtle Friendly Business Program and the \$10,000 to be used only for stipends for the businesses when they certify or recertify as Turtle-Friendly.

Chair Updates

The Downtown Development Authority budget was presented to the board for a second review. A motion to approve the 2026 Budget (July 1 through June 30) was made by Charissa, seconded by Ron, and approved unanimously.

Staff Report

Maggie Wright shared that the December Beachcomber article has been completed, highlighting upcoming events and Main Street project updates. DPW is installing island Christmas decorations, with the Design Committee assisting on the pier. The ornament decorating program received an outstanding response, and DPW is placing ornaments on the city tree. Tree Lighting preparations are underway with the stage, MC, Santa, performances, and vendors confirmed, and the DNR Letter of Permission received. Christmas Parade advertising is active, fifteen entries have been submitted, two judges are confirmed, and efforts are underway to livestream with WTOC. The Holiday Market is set to be the largest yet with 60+ vendors, confirmed entertainment, children's train, and a Pet Parade benefiting OneLove Animal Rescue. The Polar Plunge t-shirt design is finalized, and sponsorship outreach continues. An artificial ice rink will be available on the pier from November 29 through December 15 as a free community activity.

Upcoming Meetings:

- Design Committee Meeting – December 4, 2025, 4:00 PM
- Organization Committee Meeting – December 11, 2025, 10:00 AM
- EV Committee Meeting – December 11, 2025 10:00 AM
- Promotion Committee Meeting – November 20, 2025 4:00 PM
- Board Meeting – December 10, 2025- 4:00 PM (tentative)

Upcoming Events:

- Tree Lighting Ceremony: December 1, 2025, 6:00 PM
- Mornings with Main Street: December 3, 2025, 10:00 AM – 12:00 PM
- American Legion Holiday Market: December 6, 2025.9AM
- Land of the Sweets: December 5-7, 2025
- Christmas Parade: December 12, 2025, 6:30 PM
- Holiday Market: December 13, 2025, 11:00 AM – 8:00 PM
- New Year's Eve Fireworks: January 1, 2026, 12:00 AM
- Polar Plunge: January 1, 2026
 - Gang of Goofs: 10:30 AM
 - Plunge: 12:00 PM

City Hall Closures:

- Thanksgiving Holidays: November 26-28, 2025
- Christmas Holidays: December 24-25, 2025
- New Year's Holidays: December 31, 2025- January 1, 2026

Committee Updates

Promotion Committee

Updates were provided during the staff report. The next committee meeting is scheduled for November 20.

Design Committee

Ron reported that the electrical upgrades are nearly complete. Additional Porous Pave work is underway, with planned improvements along Tybrisa from the Strand to Fannies. The committee has been asked to extend work near the Park of Seven Flags. LED uplighting has been completed. DPW will repair wrapped lights on palm trees before the holidays.

Work on the island bike path continues, including a full mapping of 22 different pavement markings and exploration of standardized signage. The committee is considering converting the path into a loop and possibly extending it further across the island.

Maggie announced the launch of the Hometown Hero Banner Program, which will honor active or retired military personnel, police, and first responders. Sponsorship is \$150 per banner, displayed February through May and again in November.

Organization and Economic Vitality Committee

Ansley reported that the New Resident Guide has been printed, distributed at City Hall, and added to the website. The photo booth project is progressing, with the building permit submitted and a goal for completion by December 1. Holiday Market ornaments have been ordered and are expected to arrive soon. Coffee mug pricing was reviewed but deemed too costly. Volunteer staffing is needed for the children's activity area and ornament sales. Name tags are being ordered, and a pull-up banner is being considered for events. All current Turtle Friendly

Businesses are up for renewal. The recent Mornings with Main Street session had a strong turnout.

Adjournment

There being no further business, the meeting was adjourned at 4:47 PM following a motion by Charissa and a second by Dillon. The motion passed unanimously.

DRAFT

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

DDA Account	
Beginning Balance	\$27,876.94
Deposits/Credits	\$7,031.57
Withdraws/Debits	\$3,185.48
Ending Balance	\$31,723.03

DDA Account	
Amount	Description
Debits/ Transactions	
\$88.00	Square POS System Subscription
\$573.00	The Print Shop - New Resident Guides
\$2,400.00	Lamar Billboard Agreement
\$36.69	Walmart - New Board Member Binders
\$111.77	Durden Designs - Board Member Name Tags
\$49.02	Synovus Maintenance Fee
Deposits/ Credits	
\$602.85	Holiday Market Vendor Fee Payments
\$361.71	Holiday Market Vendor Fee Payments
\$241.14	Holiday Market Vendor Fee Payments
\$602.85	Holiday Market Vendor Fee Payments
\$125.00	Holiday Market Vendor Fee Payment
\$168.92	Holiday Market Vendor Fee Payment
\$362.21	Holiday Market Vendor Fee Payments
\$96.40	Parade Entry Fee Payment
\$811.26	Holiday Market Vendor Fee Payments and Billboard Program Payment

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

DDA Account	
Amount	Description
Deposits/ Credits	
\$362.21	Holiday Market Vendor Fee Payments
\$300.00	Holiday Market Vendor Fee Payment
\$362.02	Holiday Market Vendor Fee Payments and Christmas Parade Entry Fee Payment
\$776.47	Billboard Program Payments (2) and Holiday Market Vendor Fee Payment
\$168.62	Holiday Market Vendor Fee Payment and Christmas Parade Entry Fee Payment
\$120.57	Holiday Market Vendor Fee Payment
\$48.05	Parade Entry Fee Payment
\$120.57	Holiday Market Vendor Fee Payment
\$362.21	Holiday Market Vendor Fee Payments
\$555.31	Holiday Market Vendor Fee Payments and Christmas Parade Entry Fee Payment
\$483.20	Polar Plunge Sponsorship