



Brunswick Downtown Development Authority Regular Meeting Minutes

**Thursday, August 12, 2021
9:30AM
Old City Hall, 2nd Floor**

Board Members & Staff Present: Whitney Herndon, Lisa Jordan, Michael Kaufman, Jennifer Krouse, Dylan Lukitsch & Mathew Hill.

Absent: Courtney Prince, Julie Martin, Wendy Lutes, Peggy Shanahan.

Advisory Board Present: None.

Guests / City Staff: Regina McDuffie, Byron Bennett, John Hunter, Erin Granados.

I. Call to Order:

W. Herndon called the meeting to order, a quorum was not present.

II. Introductions:

Those present introduced themselves

III. Invocation:

W. Herndon led the invocation.

IV. Approval of Agenda:

A quorum was not present, no action was taken.

V. Citizen Items: None.

VI. Items of Business:

A quorum was not present, no action was taken.

A. Minutes of the June Meeting:

B. Treasurer's Report: M. Kaufman presented the Treasurer's Report.

C. Grants:

1. Soul Work Rx (Dominique Mack) – Jump Start Grant

VII. Chairman's Items:

Gateway Signage Maintenance: W. Herndon asked about maintenance of the gateways – are they City maintained or someone else. Also, who should maintenance issues be reported to? M. Hill said that the gateways are maintained by the City. R. McDuffie asked about specifics, W. Herndon said the palm trees at 4th Ave. R. McDuffie said they had been looked at by the installer, they are not dead, just trimmed for transplant. M. Hill said that any maintenance concerns should be sent to him and he will pass them along to Public Works.

VIII. Economic Vitality:

- A. ARPA Incentives:** D. Lukitsch gave an update on the changes to the incentive programs. R. McDuffie will present at the Aug. 18 commission meeting.
- B. EV Charging Stations:** D. Lukitsch reviewed progress on the charging stations and the GA Power Make Ready Grant.
- C. Volt E-scooter Program:** B. Bennett gave a presentation on the e-scooter program he is proposing. He answered questions for those present. The City Manager's office will need to approve placing stations on city property.

IX. Promotion:

- A. Social Media Stats:** J. Krouse reviewed the social media statistics.
- B. Halloween:** J. Krouse reviewed the events for Halloween / Trunk or Treat.
- C. Christmas Ornament/Parade:** M. Hill said that the ornament would be Matte Royal Velvet and feature the Semiquincentennial seal. The Parade theme will be "Brunswick's 250 Years."

X. Board Member's Items:

- A. L. Jordan (Drainage, Band/Talent Diversity & Signage):** M. Hill said that G. Alberson was at the climate conference on Jekyll Island, but would give an update at the September board meeting. L. Jordan said that more diversity of acts for BMD would be welcome. She had discussed with S. Bates already. Signage – L. Jordan asked about the sign approval process.

XI. Advisory Board Items: None.

XII. Executive Director's Report:

- A. Main Street Report:** M. Hill reviewed the Main Street summary report for July.

XIII. Adjourn: W. Herndon adjourned the meeting.

Respectfully Submitted:
Mathew Hill, Executive Director