



Brunswick Downtown Development Authority Regular Meeting Minutes

**Thursday, September 9, 2021
9:30AM
Via Zoom**

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

Absent: Wendy Lutes, Peggy Shanahan.

Advisory Board Present: Anne Goodstein, Richard Altman.

Guests / City Staff: Regina McDuffie, Garrow Alberson, John Hunter, Erin Granados.

I. Call to Order:

C. Prince called the meeting to order, a quorum was present.

II. Invocation:

J. Krouse led the invocation.

III. Approval of Agenda:

Those present reviewed the agenda. L. Jordan a motion to approve the agenda as written, J. Marin seconded. A vote was taken, all were in favor.

IV. Citizen Items: None.

V. Items of Business:

- A. Minutes of the July Meeting:** Those present reviewed the minutes. M. Kaufman made a motion to approve the minutes as written. W. Herndon seconded. There being no further discussion, a vote was taken, all were in favor.
- B. Treasurer's Report:** M. Kaufman presented the Treasurer's Report. J. Martin made a motion to approve the report. L. Jordan Seconded. There being no further discussion, a vote was taken, all were in favor.
- C. Grant:** Those present reviewed the application for Soul Work Rx from Dominique Mack. L. Jordan made a motion to approve the grant, W. Herndon

seconded. J. Martin asked that there be some reporting required with the grants. M. Hill said staff would develop the policy and bring it to the board at the next meeting. There being no further discussion, a vote was taken, all were in favor.

VI. Chairman's Items: C. Prince reviewed her progress on the string lighting for Grant and Richmond Streets. She suggested that she and M. Kaufman be the test sites.

VII. Economic Vitality:

- A. ARPA Incentives:** D. Lukitsch presented the applications for the business incentives.
- B. Incentives Subcommittee:** Lukitsch said there was a need for a review subcommittee. M. Kaufman, W. Herndon and R. Altman will serve as the review committee.
- C. EV Charging Stations:** M. Hill said that the contracts with GA Power and Envirosark have been executed. The project is just awaiting scheduling.

VIII. Promotion:

- A. Social Media Stats:** J. Krouse gave a summary of social media stats. Not surprisingly, reach was down in August for facebook. Instagram followers were up to 1,986. Her goal for September is 2,100 followers.
- B. Upcoming Promotions:** J. Krouse reviewed the fall promotional events.
- C. Farmer's Market:** J. Krouse said that she and B. Owens are working on promotion and new vendors for the market. A CCGA student has volunteered to assist with the project.

IX. Board Member's Items:

- A. Drainage (L. Jordan):** L. Jordan reviewed her concerns about downtown drainage. G. Alberson was present to answer questions and listen to concerns.
- B. BRAG (J. Martin):** J. Martin said that the Bike Ride Across Georgia (BRAG) would be ending in Brunswick for 2022. The last time it ended here was 2017. J. Krouse will work with Martin and the BRAG organizers.

X. City Manager's Items: R. McDuffie said that one of the county commissioners has agreed to put some of their discretionary funds towards squares improvements. She also said that the wayfinding signs are being manufactured. The City will participate in Georgia Cities Week for the first time this year. There will be events for the community and city employees the week of October 3-9.

XI. Advisory Board Items: None.

XII. Executive Director's Report:

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

XIII. Adjourn: J. Martin made a motion to adjourn, C. Prince adjourned the meeting.

Respectfully Submitted:
Mathew Hill, Executive Director