



Brunswick Downtown Development Authority Regular Meeting Minutes

**Thursday, October 14, 2021
9:30AM – Warwick Conference Room**

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: None.

Guests / City Staff: Jay Sellers, Lisa Rodriguez-Presley, Darren Pietsch, Angela Smith, Tony Smith, Terry Merman, Erin Granados.

I. Call to Order:

W. Herndon called the meeting to order, a quorum was present.

II. Introductions:

Those present introduced themselves.

III. Approval of Agenda:

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

IV. Citizen Items: None.

V. Items of Business:

- A. Minutes of the September Meeting:** Those present reviewed the minutes. J. Martin made a motion to approve the minutes as written. M. Kaufman 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. L. Jordan made a motion to approve the report. J. Martin seconded. There being no further discussion, a vote was taken, all were in favor.
- C. Grant:**
 - 1. Façade Grant:** Those present reviewed the application for Brunswick Landing Marina. There was some discussion about addresses. D. Pietsch added 5 Torras

Landing to the application. M. Kaufman made a motion to approve the large development façade grant. J. Martin seconded. There being no further discussion, a vote was taken, all were in favor.

2. **Enterprise Zone:** M. Hill reviewed the Enterprise Zone application for the Leotis Building, 201 Gloucester Street. M. Kaufman made a motion to recommend approval of the fee waivers and the standard tax abatement. J. Martin seconded. J. Martin asked that the applicant be invited to both the Finance Committee and Commission meetings. There being no further discussion, a vote was taken, all were in favor.

VI. Chairman’s Items:

- A. **Update from BPD:** A. Smith presented the crime report for downtown in the month of September. M. Hill will discuss map area options with the Crime Analyst for the next meeting.
- B. **Glynn Unified Command update:** J. Sellers and L. Rodriguez-Presley from the Glynn Unified Command were present to discuss the preparations for the McMichael – Bryant trial. They recommended that everyone follow the Glynn Unified Command facebook page, as that will be updated as news is distributed.

VII. Economic Vitality:

- A. **ARPA Incentives:** Applications are coming in for the incentive programs. The MOU with the EDA is on the commission agenda for October 20.
- B. **EV Charging:** The project will start construction in early December. GA Power may be looking at starting the Mansfield (Carr) Lot at the same time.
- C. **Norwich Crosswalks:** D. Lukitsch presented the options that A. Goodstein had developed for the crosswalks. Various aspects of the project were discussed, and pricing for the chosen options will be determined.
- D. **BID:** D. Lukitsch reviewed a potential Business Improvement District. More research will be done on the project in the coming months.
- E. **Food Trucks:** D. Lukitsch said that a merchant had asked about the DDA sponsoring food trucks from outside Glynn County. M. Hill reviewed the DPH process. The board felt that it would be beneficial to sponsor food trucks, but only on a “one time per truck” basis. After the first visit, if they want to come back, they should get the annual permit.

VIII. Promotion:

- A. **Social Media Stats:** J. Krouse gave a summary of social media stats.
- B. **Upcoming Promotions:** J. Krouse reviewed the Halloween events and gave a brief overview of the December events.

IX. Board Member’s Items: None.

X. Advisory Board Items: None.

XI. Executive Director’s Report:

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

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

Respectfully Submitted:
Mathew Hill, Executive Director