



Brunswick Downtown Development Authority Regular Meeting Minutes

Thursday, March 10, 2022

9:30AM – Warwick Conference Room

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

Absent: None.

Advisory Board Present: Erin Granados.

Guests / City Staff: City Manager McDuffie.

I. Call to Order:

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

II. Introductions:

Those present introduced themselves

III. Approval of Agenda:

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

IV. Citizen Items:

None.

V. Items of Business:

- A. Minutes of the February Meeting:** Those present reviewed the corrected minutes. J. Martin made a motion to approve the minutes as corrected. 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. J. Martin made a motion to approve the report. W. Herndon seconded. There being no further discussion, a vote was taken, all were in favor. M. Kaufman and M. Hill will meet to discuss the FY23 budget request.

C. Façade Grants

1. **301 Gloucester Street St (Social Compass)** – M. Hill presented the application. After discussion, L. Jordan made a motion to approve the grant for signage. W. Herndon seconded. A vote was taken, all were in favor and the motion passed.
2. **1509 Newcastle Street (Kress)** – M. Hill presented the application. After discussion, M. Kaufman made a motion to approve the application. P. Shanahan seconded. A vote was taken, all were in favor and the motion passed.
3. **Back to Business Brunswick Grants**
 - A. **Ned Cash Jewelers (BBRG):** P. Shanahan recused herself. D. Lukitsch presented the application. The review committee had recommended to approve the \$10,000 for COVID relief. M. Kaufman made a motion to approve the full amount. J. Martin seconded. A vote was taken, all remaining were in favor. P. Shanahan returned.
 - B. **Grace Graffiti (BBRG):** W. Herndon recused herself. D. Lukitsch presented the application. The review committee had recommended to approve the application. M. Kaufman made a motion to approve a \$5,698.20 match for expansion and \$4,500 for employee retention. L. Jordan seconded. A vote was taken, all were in favor. W. Herndon returned.
 - C. **Coastal Relaxation (BBRG):** D. Lukitsch presented the application. The review committee had recommended to approve the \$5,400 match for expansion. W. Herndon made a motion to approve \$5,400 march for expansion. L. Jordan seconded. A vote was taken, all remaining were in favor.

VI. Mayor Johnson's Items: Mayor Johnson was not able to attend.

VII. City Manager's Items: City Manager McDuffie gave a recap of the meetings regarding homelessness. J. Krouse said that Great Falls, MT had a successful approach to homelessness. She will provide additional information. R. McDuffie said that the Public Works and Police departments have been more vigilant in discouraging camping. She said the Mary Ross Park improvements are moving along.

VIII. Chairman's Items:

A. **Homelessness:** see City Manager's items.

IX. Economic Vitality:

- A. **EV Charging Stations:** D. Lukitsch said that the charging stations have been activated and he has seen one vehicle charging. He will contact dealerships to see if they have EVs in stock that would be available for a photo.
- B. **CCGA Advisory Council:** D. said that the council will be holding their initial meeting this month.
- C. **LOST 2022:** D. Lukitsch said that he had been working with the City Manager's office on gathering data for the LOST negotiation. M. Hill said that much of the data is useful for the DDA also.

X. Promotion:

- A. **Art Walk:** J. Krouse said that the art related merchants are in favor of the event, she just needs to meet with Rose & Vine about the wine aspect.
- B. **Peaches to Beaches:** J. Krouse said that setup will start Friday, she is unable to attend Saturday and asked for board members to volunteer 1-2 hours on Saturday.
- C. **Social Media Update:** J. Krouse gave the social media highlights for February.

XI. Board Member's Items:

- A. J. Martin (Carr Lot, other improvements)** – J. Martin asked about the Carr lot improvements. M. Hill said that the charging station installation will need to happen first, but then the planting and striping can be done. She also suggested having pet waste bag stations placed near the squares, and replacing the trashcans downtown.
- B. L. Jordan (Leadership GA)** – L. Jordan asked about the recent Leadership Georgia event. M. Hill said that the DDA and City will continue to work with the organizers on the annual event.

XII. Advisory Board Items: None.

XIII. Executive Director's Report:

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

XIV. Adjourn: W. Herndon made a motion to adjourn. C. Prince adjourned the meeting.

Respectfully Submitted:
Mathew Hill, Executive Director