



Brunswick Downtown Development Authority Regular Meeting Minutes

Thursday, April 14, 2022

10:00AM – Warwick Conference Room

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

Absent: Shemika Sorrells.

Advisory Board Present: Erin Granados.

Guests / City Staff: Craig Watkins, John Hunter.

I. Call to Order:

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

II. Approval of Agenda:

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

III. Citizen Items:

None.

IV. Items of Business:

- A. Minutes of the March Meetings:** Those present reviewed the minutes. P. Shanahan made a motion to approve the minutes as submitted. 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. L. Jordan made a motion to approve the report. W. Herndon seconded. There being no further discussion, a vote was taken, all were in favor.
- C. FY 23 Budget:** M. Kaufman reviewed the FY23 budget request P. Shanahan made a motion to adopt the FY23 budget for submission to the City Manager. L. Jordan seconded. After discussion, a vote was taken, all were in favor.
- D. Façade Grants**
 - 1. **1412 Newcastle Street St (Southern Hanger)** – M. Hill presented the application. After discussion, L. Jordan made a motion to approve the grant for

\$1,000 façade and \$1,000 signage. M. Kaufman seconded. A vote was taken, all were in favor and the motion passed.

2. **1405 Newcastle Street (Brunswick Studios)** – M. Hill presented the application. After discussion, M. Kaufman made a motion to approve the application for \$1,000 in façade improvements. J. Martin seconded. A vote was taken, all were in favor and the motion passed.

3. **Back to Business Brunswick Grants**

- A. **7Elite Soundz (BBRG):** D. Lukitsch presented the application. The review committee had recommended to approve \$15,000 for expansion and \$1,500 for hiring bonus and internship. L. Jordan made a motion to approve the full amount. M. Kaufman seconded. A vote was taken, all remaining were in favor.
- B. **Silver Bluff Brewing (BBRG):** D. Lukitsch presented the application. The review committee had recommended to approve the application. M. Kaufman made a motion to approve a \$15,000 match for expansion and \$5,000 for employee retention. P. Shanahan seconded. A vote was taken, all were in favor.

V. Mayor Johnson’s Items: Mayor Johnson was not able to attend.

VI. City Manager’s Items: City Manager McDuffie was not able to attend.

VII. Chairman’s Items: None.

VIII. Economic Vitality:

- A. **CCGA Advisory Council:** D. said that the council held their first meeting. The bylaws are being worked on. They will have a working meeting with the City Manager & Mayor in the next two weeks.

IX. Promotion:

- A. **May Events:** J. Krouse reviewed the schedule of events for May.

X. Board Member’s Items:

- A. **W. Herndon (Southern C Meetup)** – W. Herndon asked that the DDA consider an event in Brunswick for attendees of the Southern C Meetup (February). Staff will look into
- 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.

XI. Advisory Board Items: None.

XII. Executive Director’s Report:

- A. **Main Street Report:** M. Hill reviewed the Main Street summary report.
- B. **Filming:** M. Hill reviewed the upcoming filming.

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

Respectfully Submitted:
Mathew Hill, Executive Director