



## **Brunswick Downtown Development Authority Regular Meeting Minutes**

**Thursday, July 14, 2022**

**9:30AM – Eichberg Conference Room**

**Board Members & Staff Present:** Michael Torras, Courtney Prince, Julie Martin, Peggy Shanahan, Dylan Lukitsch, Jennifer Krouse & Mathew Hill.

**Absent:** Whitney Herndon, Michael Kaufman, Lisa Jordan.

**Advisory Board Present:** Anne Goodstein.

**Guests / City Staff:** Regina McDuffie, Jeremiah Bergquist, Joh Hunter, Taylor Ritz, Nikki Browning, Sherri Pruitt, Taylor Cooper.

### **I. Call to Order:**

C. Prince called the meeting to order, a quorum was not present.

### **II. Approval of Agenda:**

Those present reviewed the agenda.

### **III. Citizen Items:**

None.

### **IV. Items of Business:**

#### **A. Façade Grants:**

1. **Balance Wellness Studio (1604 Newcastle Street)** – M. Hill reviewed the completed application. M. Torras made a motion to approve the application for a façade grant in the amount of \$321.85. J. Martin seconded. A vote was taken, all were in favor.

#### **B. Jump Start Grants:**

1. **Balance Wellness Studio (1604 Newcastle Street)** – M. Hill reviewed the completed application. M. Torras made a motion to approve the grant in the amount of \$2,000. P. Shanahan seconded. A vote was taken, all were in favor.

#### **C. Enterprise Zone:**

1. **Queen & Grant (1315 Grant Street)** – M. Hill reviewed the application. T. Ritz & N. Browning gave a presentation on the new business. P. Shanahan made

a motion to recommend the full incentives be awarded for the project. M. Torras seconded. A vote was taken, all were in favor.

2. **Golden isles Family Healthcare (800 Gloucester Street)** – M. Hill reviewed the application. There being no plans available yet, the board will review again when the plans have been submitted.

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

**VI. City Manager’s Items:** City Manager McDuffie said that Grant Street will be paved as part of the current paving contract, but it will be done in such a way that it can be converted to brick at a later time. The businesses are deserving of a finished street, and the expense of laying a brick street is prohibitive at this time. J. Martin asked about increasing the amount of parking. M. Hill said that there had been discussion of angled parking, he would locate the schematic and send it to Public Works.

**VII. Chairman’s Items:** None.

**VIII. Economic Vitality:**

- A. Transportation:** D. Lukitsch said that there was no update from the BATS committee.
- B. 1406 Newcastle:** M. Hill presented the proposal for the modification of the financing for 1406 Newcastle. J. Martin made a motion to approve the modification at a fixed 4.9%. P. Shanahan seconded. A vote was taken, all were in favor.

**IX. Promotion:**

- A. July 4:** J. Krouse gave a recap of the event. There were an estimated 3,000-4,000 in attendance. Changes for next year include a first aid station, paramedics on site and a request to DOT to shoot the fireworks from Andrews Island.
- B. Upcoming:** The Braves Trophy Tour will be at Mary Ross Park today.
- C. Calendar:** J. Krouse and D. Lukitsch have been discussing a “pets of downtown” calendar. Businesses would purchase an ad on a monthly page for \$200. The ads would cover the cost of the calendar and it could be sold for \$10. M. Torras suggested that the calendars be free, but with an optional donation. He said he probably wouldn’t pay \$10 for a calendar. J. Krouse and D. Lukitsch will continue to work on the project.

**X. Board Member’s Items:**

- A. J. Martin (Parking)** – J. Martin asked for an update on the Mansfield parking lot. M. Hill said that the EV Charging station work would be complete this month. R. McDuffie said that the paving will be done under the current street paving contract.

**XI. Advisory Board Items:** None.

**XII. Executive Director’s Report:**

- A. Main Street Report:** M. Hill reviewed the Main Street summary report.
- B. Main Street Accreditation:** M. Hill said that National Main Street Center is revising the accreditation to be 6 areas rather than 10. He distributed the new points and asked the board to familiarize themselves with them for the next meeting. He also asked that they consider which of the 4 points they would like to work on.

**C. Strategic Planning:** M. Hill said that he would like to schedule a strategic planning meeting in later September. He asked the board for potential dates.

**XIII. Items of Business**

**A. Signing Resolution:** M. Hill reviewed the signing resolution for the 1406 Newcastle Loan modification. The resolution allows C. Prince and M. Hill to sign any documents relating to the property or its finance. P. Shanahan made a motion to approve the resolution. J. Martin seconded. A vote was taken, all were in favor and the resolution was signed.

**B. Minutes of the June Meeting:** Those present reviewed the minutes. J. Martin made a motion to approve the minutes. P. Shanahan seconded. A vote was taken, M. Torras Abstained and the rest were in favor.

**C. Treasurer's Report:** M. Hill presented the Treasurer's Report. J. Martin made a motion to approve the minutes. P. Shanahan seconded. A vote was taken, all were in favor.

**XIV. Adjourn:** J. Martin made a motion to adjourn, M. Torras seconded. C. Prince adjourned the meeting.

Respectfully Submitted:  
Mathew Hill, Executive Director