



Brunswick Downtown Development Authority Called Meeting Minutes

Friday, September 9, 2022

9:30AM – Warwick Conference Room

Board Members & Staff Present: Courtney Prince, Michael Torras, Michael Kaufman, Lisa Jordan, Julie Martin, Dylan Lukitsch, Jennifer Krouse & Mathew Hill. Peggy Shanahan arrived after call to order.

Absent: Whitney Herndon.

Advisory Board Present: Erin Granados.

Guests / City Staff: Jeremiah Bergquist, Lance Sabbe, Craig Watkins, Taylor Cooper, Jeff Faletto.

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. M. Kaufman made a motion to accept the agenda, L. Jordan seconded. A vote was taken, all were in favor.

IV. Citizen Items: None.

V. Items of Business:

A. Minutes of the August meeting: Those present reviewed the minutes. M. Kaufman asked for clarification on the quorum. M. Hill adjusted the minutes. L. Jordan made a motion to approve the minutes as corrected. J. Martin seconded. A vote was taken, all were in favor.

B. Treasurer's Report: M. Kaufman presented the treasurer's report. M. Torras made a motion to approve the report. J. Martin seconded. A vote was taken, all were in favor.

C. Jump Start Grant:

1. **Heritage Tours Brunswick (1621 Albany Street)** – M. Hill reviewed the completed application. P. Shanahan made a motion to approve the grant in the amount of \$2,000. L. Jordan seconded. A vote was taken, all were in favor.

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

VII. Assistant City Manager's Items: J. Bergquist had no report.

VIII. Chairman's Items: None.

IX. Economic Vitality:

A. Commercial Property Enhancement Grant: D. Lukitsch gave an update on the grant. The City Manager has requested changes which will be made so that it can be presented at the September Finance Committee meeting.

B. Forward Brunswick Grant Proposal: M. Hill said that the statement of understanding had been modified to include new language. Forward Brunswick will act as agent for the applicant for façade grants and the applicant will assign the grant proceeds to Forward Brunswick. The modified statement will be presented to the EDA and bank.

X. Promotion:

A. Committees: J. Krouse presented a list of annual events. She asked the board to review the list and join the planning committee of any that interest them.

B. Barbecue Cookoff: J. Krouse said that three teams had signed up. She will forward the entry information to the board.

C. Holiday: J. Faletto gave an update on the holiday lighting.

XI. Executive Director's Report:

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

B. Strategic Planning: M. Hill said that B. Miles of Big River Group will be back in town after September 20.

XII. Board Member's Items:

A. J. Martin: The ground-breaking for Wright Square phase I will be on Thursday, September 29th at Noon. All are invited to attend. J. Martin also suggested that the Oglethorpe block have some kind of markings to allow an entry for additional parking on event days.

B. P. Shanahan: Homelessness – P. Shanahan reviewed the 2014 letter from the DDA board regarding the Well. Many of the items in the letter have come to pass. J. Bergquist said that the City, County and others are working to come up with ways to mitigate the problem

XIII. Executive Session: P. Shanahan made a motion to adjourn for executive session to discuss personnel, M. Torras seconded. C. Prince adjourned executive session and said that no action needed a vote.

XIV. Adjourn: P. Shanahan made a motion to adjourn the meeting. M. Torras seconded. C. Prince Adjourned the meeting.

Respectfully Submitted:
Mathew Hill, Executive Director