



Brunswick Downtown Development Authority Regular Meeting Minutes

**Thursday, October 13, 2022
9:30AM – Warwick Conference Room**

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

Absent: None.

Advisory Board Present: Anne Goodstein, Craig Watkins, Erin Granados.

Guests / City Staff: Mayor Johnson, Leslie Hand, Taylor Cooper, John Hunter, Jason Umfress, Evan Walker, Sherri Pruitt, McKenzie Padgett, 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. W. Herndon made a motion to accept the agenda, J. Martin 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. M. Kaufman made a motion to approve the minutes as corrected. M. Torras seconded. 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. P. Shanahan seconded. A vote was taken, all were in favor.

VI. Mayor Johnson's Items: Mayor Johnson thanked the board for their work and staff for its work on developing the Commercial Property Enhancement Grant.

VII. Chairman's Items: None.

VIII. Economic Vitality:

A. Commercial Property Enhancement Grant: M. Hill said that the City Commission had approved the grant program, with a few minor changes. He has gained access to D. Lukitsch's files and will be making the edits to the brochure. Once the brochure is completed, the application portal will be open.

IX. Promotion:

A. PorchFest: J. Umfress gave a presentation on PorchFest. The event has been steadily growing since its inception in 2018. The organization has been restructured for this year to improve the planning process. There are 60 bands that have signed up, and so far, there are 55 porches. Variety of music is up this year. There is a pre-event cleanup on November 5 at 9am.

B. Barbecue Cookoff: J. Krouse said that three teams had signed up and she has sent out 3 applications today. A large competition just finished, and the state association says there will be more entries now. She still needs water hoses and ash cans, and will be approaching Central Hardware for those items. The event has been promoted on social media, radio and print. The event is two days, but Friday is mostly the start of cooking. Saturday is the large public event.

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

X. Executive Director's Report:

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

B. Strategic Planning: M. Hill reminded the board of the October 20th strategic planning meeting from 4-6. The City/County homelessness meeting is that day, but the City Manager said a 4pm start for the planning would work.

XI. Board Member's Items:

A. J. Martin: The ground-breaking for Wright Square phase I has been rescheduled for Tuesday, October 18th at Noon. All are invited to attend.

XII. Adjourn: P. Shanahan made a motion to adjourn the meeting. L. Jordan seconded. C. Prince Adjourned the meeting.

Respectfully Submitted:
Mathew Hill, Executive Director