



Brunswick Downtown Development Authority Meeting Minutes

Thursday, August 8, 2024

9:00am – Warwick Conference Room

Board Members & Staff Present: Whitney Herndon, Julie Martin, Michael Torras, Susan Bates, Mathew Hill, Gracie Jordan, Chelsea Hill, Travis Stegall & Michael Kaufman via zoom

Absent: Shemeka Sorrells.

Advisory Board Present: Craig Watkins, Lance Sabbe - Commissioner

Guests / City Staff: Regina McDuffie – City Manager, Jeremiah Bergquist – ACM, James Eason – DDA Intern, Sherri Pruitt – GIDA, Chris Cary – ED, Taylor Cooper – Brunswick News, Pam Sherling - Islander.

I. Call to Order:

W. Herndon called the meeting to order, S. Bates read the Mission & Vision Statements, a quorum was present. Introductions were made.

II. Approval of Agenda:

Those present reviewed the agenda. S. Bates made a motion to accept the agenda. J. Martin seconded. A vote was taken, all were in favor

III. Citizen Comments: None

IV. Items of Business:

A. Minutes of the July meeting: Those present reviewed the minutes. M. Kaufman made a motion to approve the minutes as submitted. J. Martin seconded. A vote was taken, all were in favor.

B. Treasurer's Report: M. Kaufman presented the treasurer's report. T. Stegall made a motion to approve the report. J. Martin seconded. A vote was taken, all were in favor.

C. Incentives:

1. Façade Grant – Morgan's Cleaners (512 Monck St) M. Hill reviewed the application. M. Torras made a motion to approve the grant for \$4,000. S. Bates seconded. A vote was taken, all were in favor.

2. Façade Grant – Bollywood Indian Bistro (1423 Newcastle) M. Hill reviewed the application. M. Torras made a motion to approve the grant for \$1,000. S. Bates seconded. A vote was taken, all were in favor.

V. City Manager’s Items: R. McDuffie said she was excited about the end of year numbers for downtown. The storm prep efforts by the city paid off, there was little damage from the storm. The City has met with DCA about the homeless issue, and will be working on ways to improve the situation. A Business incubator is being considered for the City. M. Hill complimented the Public Works Department on their work, not only for the storm, but after events like First Friday.

VI. Chairman’s Items: W. Herndon mentioned that some of the string light bulbs are out. She also asked about the on/off timing of them and whether they could be more consistent. Staff will ask Public Works to investigate.

VII. Economic Vitality: C. Hill said that two businesses are closing: Rose & Vine and Matted Ox. The Rose & Vine building is for sale, and under offer. Matted Ox will continue their mobile venue. All are excited about the Indian restaurant.

VIII. Promotion: G. Jordan reviewed the social media stats for July. M. Torras asked for a month to month summary so the board can see growth. G. Jordan reviewed the upcoming events.

IX. Board Member’s Items:

A. S. Bates – Bar / Restaurant Association: Next meeting will be August 26.

B. M. Torras – Traffic speed: M. Torras presented a draft of proposed warning devices to be placed on Newcastle Street Southbound by the Pate building. The “rumble strips” would indicate a change in speed coming up and would help slowing traffic until the roundabout is built. There was some discussion about the roundabout. M. Torras will investigate the rumble strips and prepare a letter to the City Manager. S. Bates asked about the Monck/Newcastle intersection. A letter will be prepared asking for action on a four-way stop.

C. J. Martin – First Friday: J. Martin suggested a “nostalgia” First Friday where buildings could display what was in them at a certain decade.

X. Advisory Board Member’s Items:

A. C. Watkins: C. Watkins said that the communication to downtown merchants during Debby was excellent. He said that the construction fence would be moving to the building line, and work was being done to simplify the plan to reduce cost and expedite the project.

XI. Organizational Report:

A. Internship Recap: M. Hill said that J. Eason’s report on his internship was in the packet. He thanked James for his work. The board discussed the internship with J. Eason.

B. Main Street Report: M. Hill reviewed the Main Street summary report. There were some highlights for the Fiscal Year: Total Investment, Building Sales and Attendance.

C. September Board Meeting: M. Hill asked if the board would be willing to reschedule the September meeting to the following week. The board agreed and the meeting will be on September 19.

XII. Adjourn: M. Torras made a motion to adjourn the meeting, S. Bates seconded. W. Herndon adjourned the meeting.

Respectfully Submitted:
Mathew Hill, Executive Director