MINUTES OF KENNESAW DOWNTOWN DEVELOPMENT AUTHORITY MEETING
CITY OF KENNESAW
Council Chambers
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)
October 11, 2024
7:30 AM

Present	Chair Mark Allen Vice Chair David Lyons Treasurer Leslie Patton Secretary Mary Jo Groeneveld Lexie Newhouse Ian Coats Nimesh Patel

1. Call to Order / Roll Call

The meeting was called to order at 7:30 am by Chair Mark Allen.
Board members present: Mark Allen, Lexie Newhouse, Mary Jo Groeneveld, David Lyons, Ian Coats, Leslie Patton, Nimesh Patel (via zoom)
Staff present: Luke Howe, Miranda Taylor, Fred Bentley, Jr.

10. Executive Session

1. Lexie Newhouse made the following motion: That this Authority now enter into closed session as allowed by O.C.G.A. §50-14-3 and pursuant to advice by the City Attorney, for the purpose of discussing Legal. Seconded by David Lyons. Those voting in favor: Mark Allen, David Lyons, Mary Jo Groeneveld, Lexie Newhouse, Ian Coats, Nimesh Patel, and Leslie Patton. Those opposed none. The motion passed unanimously. The KDDA entered closed session at 7:31 am.
2. Lexie Newhouse made the following motion: That this body, in open session, adopt a resolution authorizing and directing the presiding officer to execute an affidavit in compliance with O.C.G.A. §50-14-4, and that this body ratifies the actions of the KDDA taken in closed session and confirm that the subject matter(s) of the closed session were within the exceptions permitted by the open meetings law. Seconded by David Lyons. Those voting in favor: Mark Allen, David Lyons, Mary Jo Groeneveld, Lexie Newhouse, Ian Coats, Nimesh Patel, and Leslie Patton. Those opposed none. The motion passed unanimously, 7-0. The KDDA exited closed session at 7:37 am.
3. David Lyons made a motion to add an item to the agenda: Approval of settlement agreement documents from the litigation between KDDA, Main Street Burger, Inc, and Kathryn A. Collier, the estate of David W. Collier, and Collier RLT, LLC. Ian Coats seconded the motion. Motion passed unanimously. The item is added to the agenda in the Executive Session section.
4. Agenda item: Approval of settlement agreement documents from the litigation between KDDA, Main Street Burger, Inc, and Kathryn A. Collier, the estate of

David W. Collier, and Collier RLT, LLC. David Lyons made a motion to authorize the chair to sign the settlement agreements as presented. Lexie Newhouse seconded the motion. The motion passed unanimously.

A. Pursuant to the provisions of O.C.G.A. 50-14-3, the KDDA could, at any time during the meeting, vote to close the public meeting and move to executive session to discuss matters relating to litigation, legal actions and/or communications from the City Attorney as provided under O.C.G.A. 50-14-2(1); and/or personnel matters as provided under O.C.G.A. 50-14-3 (4) and/or real estate matters as provided under O.C.G.A 50-14-3(6).

2. Approval of the Meeting Minutes

A. Draft meeting minutes 9.13.24

The board reviewed draft minutes from the September 13 meeting. David Lyons made a motion to approve the minutes as presented. Lexie Newhouse seconded the motion. Motion passed with a vote of 7-0.

B. Draft Executive Session minutes 9.13.24

The board reviewed draft minutes from the executive session held on September 13. David Lyons made a motion to approve the executive session minutes as presented. Leslie Patton seconded the motion. The motion passed unanimously.

3. Financial Report

A. Financial report as of 9.30.24

Leslie Patton presented the financial report as of 9.30.24 with an ending cash balance of $99,517.50. David Lyons made a motion to approve the financial report. Ian Coats seconded the motion. The motion passed unanimously.

B. Review open invoices

No invoices were received prior to the meeting; no action required.

4. Old Business

5. New Business

A. 2025 Events Discussion

The board discussed events for 2025. Miranda Taylor proposed a new event to replace the traditional beer/wine festival. The event would be a "Drinks around the World" theme, which would incorporate a multicultural festival atmosphere and feature drinks and entertainment from different countries/cultures. The board liked this idea but expressed concern about who would manage the logistics of an event like this. Mark Allen indicated he would do some research on show management firms. David Lyons would like for the board to consider putting out a request for proposals (RFP) for show management. We would provide the event concept and venue guidelines and ask firms to respond with their proposal for running the event. David mentioned that we would need to get clarity from the City on the guidelines for what types of events are/are not acceptable at the amphitheater; the board feels strongly that an event like this should be held in that venue. The board also discussed the timing of the event and may consider a springtime event as the beer festival previously performed well in the spring,

and spring avoids fall scheduling conflicts with college football, local school events, and other community events.
Miranda Taylor will bring a draft RFP to the next KDDA meeting for review and approval. No action is required on this item today.

6. Main Street Program Updates

A. Review of Downtown Visioning Session results

Miranda Taylor provided a summary of the data collected at the recent downtown visioning sessions. There were approximately 30 people who participated in the two sessions. Staff is working on a survey based on the feedback stations from the in-person sessions to allow more people to participate. The survey will be hosted on the city/downtown websites for 2 weeks. After the survey results are complete, Miranda will prepare a full written report to share with the board.

7. Public Comments

1. Teena Regan (downtown merchant) spoke and stated that these meetings are very informative. She inquired about the use of the amphitheater and the guidelines for use as she would like to see more groups working together on events using the amphitheater. Staff responded and explained that at this time, use of the amphitheater is only available for City events, and shared information about staffing, setup, and cleanup at events hosted at the amphitheater. Based on this conversation, David Lyons stated that he would like to see some formal guidelines from the City regarding use of the amphitheater and the costs involved (for security, cleanup, etc) to help the board in structuring the framework of events that may consider the amphitheater as the event venue.

8. Board Comments

1. Mark Allen reminded the board that the event "Life in the Cemetery" is coming up later this month; you still have time to secure tickets to this unique event. The Candy Crawl (co-sponsored by KDDA and KDMA) is scheduled for October 25 from 4:30-7:30 at Depot Park.
2. Mary Jo Groeneveld shared that one of our farmers, Tim Gray, made her aware of an article in Cobb Life showcasing our Farmers Market.
3. Lexie Newhouse stated that she was glad to hear that the Plaza Lighting project was moving forward (this was mentioned as part of the downtown visioning summary) and wanted to make staff aware that the Farmers Market panel is still active on the Cobb Parkway marquee.
4. David Lyons commented on the Halloween decorations on Main Street and said that it looked festive. He reiterated his earlier comments regarding the amphitheater and the need for usage guidelines. He also stated that he participated in a tour of The Lacy on South Main and that the development was very well done.
5. Ian Coats also commented on Scarecrows on Main. The scarecrows look good, and he noticed that traffic was slowing down a bit to look at them.

9. Economic Development Director Comments

Luke Howe provided brief updates on the following projects:

- Dale Hughes parcels on Main Street; the board asked that we invite Dale to the next KDDA meeting for an update/primer on the next steps in projects
- 3-story building at 2881 S. Main
- Kennesaw Square

11. Adjourn

With no further business, Ian Coats made a motion to adjourn, seconded by Leslie Patton. Motion passed unanimously. The meeting adjourned at 8:19 am.

A. NOTICE: Any person who desires to appeal any decision from this meeting will need a record of the proceedings, and for the purpose may need to insure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is based. The Agenda is designed to make more efficient use of the KDDA's time. It is not designed to curtail discussion or input. If you need special accommodations to attend or participate in our meetings, please contact City Hall at least 24 hours in advance of the specific meeting you are planning to attend.