MINUTES OF KENNESAW DOWNTOWN DEVELOPMENT AUTHORITY MEETING CITY OF KENNESAW
City Hall Training Room
June 9, 2023
7:30 AM

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

1. Call to Order / Roll Call

Meeting called to order at 7:30 am by Chair Mark Allen.
Members present: Mark Allen, David Lyons, Mary Jo Groeneveld, Lexie Newhouse, Leslie Patton, Nimesh Patel
Members absent: Ian Coats
Staff present: Luke Howe, Miranda Taylor, Fred Bentley, Jr., Councilmember Pat Ferris, Councilmember Tracey Viars

8. Executive Session

1. Nimesh Patel 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 Lexie Newhouse. Those voting in favor: Mark Allen, David Lyons, Mary Jo Groeneveld, Lexie Newhouse, Leslie Patton, and Nimesh Patel. Those opposed none. The motion passed unanimously. The KDDA entered closed session at 7:31 am.
2. Nimesh Patel 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 Lexie Newhouse. Those voting in favor: Mark Allen, David Lyons, Mary Jo Groeneveld, Lexie Newhouse, Leslie Patton, and Nimesh Patel. Those opposed: None. The motion passed unanimously, 6-0. The KDDA exited closed session at 8:08 am.

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

Let the meeting record reflect that Chair Mark Allen left the meeting at 8:09 am due to a prior appointment. Vice-Chair David Lyons took over running the meeting at this time.

A. Approval of 5.9.23 Meeting Minutes

The board reviewed the meeting minutes from the May 9, 2023 meeting. Lexie Newhouse made a motion to approve the minutes as presented. Motion seconded by Nimesh Patel. Motion passed unanimously, 5-0 (Allen absent).

B. Approval of 5.9.23 Executive Session Minutes

The board reviewed the executive session minutes from May 9, 2023. Nimesh Patel made a motion to approve the minutes as presented. Seconded by Lexie Newhouse. Motion passed unanimously, 5-0 (Allen absent).

3. Financial Report

A. Financial Report as of 5.31.23

Full financial report was not available due to city hall construction and staff relocation. The board reviewed an abbreviated balance sheet provided by Miranda Taylor. Leslie Steinle made a motion to table review of the May financials to the next meeting so that the board can review the full report. Motion seconded by Lexie Newhouse. Motion passed unanimously, 5-0 (Allen absent).

B. Bentley Invoices - April 2023

The board reviewed 2 Bentley invoices. Nimesh Patel made a motion to approve the invoices for payment. Motion seconded by Leslie Patton. Motion passed unanimously, 5-0 (Allen absent).

4. Old Business

5. New Business

A. Consideration of KDDA Bylaws Amendment

Vice-Chair David Lyons reviewed the proposed bylaw amendments with the board. The amended bylaws will change the board meeting day to the second Friday each month at 7:30 am, and includes email as an acceptable method for providing notices of future amendments. Leslie Patton made a motion to approve the proposed bylaw amendments as presented. Motion seconded by Nimesh Patel. Motion passed unanimously, 5-0 (Allen absent).

6. Public Comment

Councilmember Tracey Viars thanked the KDDA for their support of the First Friday concert series. It brings lots of people downtown and she has heard nothing but good feedback on the event.

7. Staff Comment

1. Lexie Newhouse reported that Marietta's May-retta Festival is scheduled for the first weekend in May 2024, which is the same weekend we considered for our Beer/Wine Festival. The board agreed that they do not wish to compete with a neighboring city's big event, and asked Miranda to check with Events Committee to identify other available dates on the city calendar around early May.
2. David Lyons attended the Roswell Mimosa Festival following the discussion at the last meeting on rebranding the Beer/Wine Festival. The Mimosa event was well attended with fewer beverage stations. David estimated the mimosa event had about 75% female attendance. The board would like to further discuss how to rebrand the beer/wine festival to make it more effective.
3. Mary Jo Groeneveld asked for a report on the proposed easement issue at the Tug site. Luke Howe advised that they have not followed up on the request so there is no action required of the board at this time.
4. Leslie Patton inquired about the status of the East Park development. Staff advised that the for-sale townhomes and 2 of the for-rent multifamily developments are under construction. The Lidl grocery store is still slated to be part of the development, but they have not yet submitted building plans.
5. Luke Howe gave the board a general update regarding ongoing downtown development projects.

A. Main Street 101 Training Update (Miranda)

Miranda Taylor reminded the board that each member needs to complete Main Street 101 training. There are two training options available: online or in-person. The online modules must be completed within 30 days of registration. An in-person session will be offered in August at the Georgia Downtown Conference in Canton. Miranda will forward information on both options to the board and coordinate registration based on each board member's preference.

9. Adjourn

With no further business to discuss, Leslie Patton made a motion to adjourn. Motion seconded by Nimesh Patel. Motion passed unanimously. Meeting adjourned at 8:36 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.