

**MINUTES OF KENNESAW DOWNTOWN DEVELOPMENT AUTHORITY MEETING
CITY OF KENNESAW
Council Chambers
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)
April 10, 2026
7:30 AM**

Present Chair Mark Allen
 Vice Chair Ian Coats
 Treasurer Leslie Patton
 Secretary Mary Jo Groeneveld
 Lexie Newhouse
 Doug Edwards

1. Call to Order / Roll Call

KDDA Chair Mark Allen called the meeting to order at 7:31 am.

KDDA members present: Mark Allen, Doug Edwards, Mary Jo Groeneveld, Lexie Newhouse, Leslie Patton, Ian Coats.

KDDA members absent: Nimesh Patel

Staff members present: Luke Howe, Miranda Taylor, Fred Bentley, Jr.

2. Approval of the Meeting Minutes

A. Draft meeting minutes 3.20.26 Special Called Meeting

The board reviewed draft minutes from the Special Called Meeting on March 20, 2026. Ian Coats made a motion to approve the minutes as presented. Doug Edwards seconded the motion. The motion passed with a vote of 6-0.

B. Draft Executive Session minutes - 3.20.26

The board reviewed Executive Session minutes from the March 20, 2026 meeting. Leslie Patton made a motion to approve the Executive Session minutes as presented. Mary Jo Groeneveld seconded the motion. The motion passed unanimously.

3. Financial Report

A. KDDA Financial Report as of 3.31.26

Leslie Patton presented the financial report as of 3.31.26 with an ending cash balance of \$124,470.23. Lexie Newhouse made a motion to approve the financial report as presented; motion seconded by Ian Coats. Motion passed unanimously.

B. Review of open invoices

The board reviewed one open invoice for legal services. Mary Jo Groeneveld made a motion to approve the invoice; seconded by Leslie Patton. The motion passed unanimously.

4. Old Business

A. Update on Bond Issuance Fee — Highpoint

Fred Bentley, Jr. provided an update to the board regarding the bonds for the Lacy Phase 2 project. The bond validation hearing was held yesterday and the bonds were successfully validated. Highpoint has closing scheduled for Monday, and our bond issuance fee is included in the closing statement. As a reminder to the board, the bond issuance fee is calculated on the anticipated value of the project, as shown on the invoice in the agenda packet. There is no action required of the board today; this item was intended as an informational update.

B. Update on Kennesaw Farmers Market

Miranda Taylor reported that Cobb Farm Bureau currently has 38 vendors confirmed for the farmers market. She is working with them on signage and marketing for the opening day, as well as ordering bags to give away as a promotional item, as previously approved. No action required today.

5. New Business

A. CBD Application Review: 2250 Lewis Street

Chanelle Campbell presented the CBD application for 2250 Lewis Street on behalf of the City. This application concerns the old library building on Lewis Street. The building is in disrepair and will be demolished. The city will construct parking on the site following the demolition, which is the subject of the CBD application. This parcel is not a historic property. However, since it is within the Central Business District boundaries, a CBD application is required for review by HPC and KDDA. Staff recommends approval of the application as presented. Ian Coats made a motion to approve the application as presented; seconded by Doug Edwards. The motion passed unanimously.

B. Flex Grant Application: Wreckon Skate + Vinyl

The board reviewed the grant application submitted by Wreckon Skate + Vinyl. The board will need to officially score the application and review scores at the May meeting. The board did not have further questions about the application at this time. Lexie Newhouse made a motion to table action on this item to the May 8, 2026 meeting. Doug Edwards seconded the motion and the motion passed unanimously.

C. Flex Grant Application: Butler Historic Structure Assessment

Josh Butler, the property owner, provided an overview of the grant application for his property. He has been trying to sell the property, but has experienced difficulties with selling due to the state of the structure and the unknown impact of historic preservation guidelines. He has had an initial architectural assessment completed; the board recommended that Mr. Butler reach out to Planning & Zoning staff to determine if this assessment is sufficient for HPC review or if an additional assessment will be required. This grant application requests funding up to \$4,000 to assist with payment for professional services related to the required historical architectural assessment. Grant funding would be provided on a reimbursement basis, as outlined in the grant guidelines. Mary Jo Groeneveld made a motion to approve the grant request up to \$4,000; the motion was seconded by Doug Edwards. The motion passed unanimously.

D. Flex Grant Application: WellSpa Med

The board reviewed the application submitted by WellSpa for flex grant funding. The board requested additional information from the application, which staff will coordinate. The board appreciated the thorough overview of the business plan and the complete project budget, but would like to see additional detail regarding the specific equipment that the grant would help with funding. The board will review and score the updated application before the next meeting. Ian Coats made a motion to table the application to the May 8, 2026 meeting. Doug Edwards seconded the motion. The motion passed with a vote of 6-0.

E. Flex Grant Application: Lather & Leash

The board reviewed the application submitted by Lather & Leash. The board expressed concern about the timing of this application, as the business is not yet open, and previous grant guidelines required applicants to be open and operating to be eligible. The board also would like more information on the specific equipment or use of the grant funds, though they appreciated the level of detail to show the overall scope of the project. Staff will coordinate with the applicant to get additional information on the grant application and the status of the business license and their timeline for opening. Ian Coats made a motion to table action on this application to the May 8, 2026 meeting. Doug Edwards seconded, and the motion passed unanimously.

6. Main Street Program Updates

Miranda Taylor told the board that we completed a Main Street assessment presentation with DCA/Georgia Main Street staff last week to determine our accreditation status. The presentation was well received and staff got good feedback. DCA will announce official accreditation status in May.

7. Public Comments

Tracey Viars stated that she is looking forward to the Farmers Market starting again, and offered public thanks to Lexie Newhouse for her assistance with set-up for the First Friday concert last week. Tracey appreciates the support that KDDA provides to KDMA and hopes to see that support continue.

Sam Rusch commented on the lots located at 2861 N. Main and 2839 S. Main Street. He noted that there has been discussion of development coming to those parcels but has not seen any movement, and that the lots need to have grass cut and be maintained better. Following this comment, the board asked staff to coordinate with the property owner, Dale Hughes, to attend the next meeting and provide an update on the status of the projects proposed on these two parcels.

8. Board Comments

The board had a discussion regarding the impact of historic district guidelines on development within the central business district, and asked if there was anything KDDA could do or recommend to make commercial development in the CBD any easier. Fred Bentley, Jr. provided insight on the city's HPC ordinances and advised that the KDDA is able to make recommendations to explore changes to those ordinances. The board

asked if there was a list of properties that are included in/subject to HPC guidelines. Staff advised that there is a comprehensive historic structure inventory list. Fred suggested that the board consider passing a resolution at a future meeting asking the Mayor & Council to consider updates to the city's historic preservation ordinances. The board asked staff to work on a resolution to that effect and place it on the agenda for action at the next meeting.

9. Economic Development Director Comments

No ED Director comments at this meeting.

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 Ian Coats. Those voting in favor: Mark Allen, Mary Jo Groeneveld, Lexie Newhouse, Doug Edwards, Ian Coats, and Leslie Patton. Those opposed none. The motion passed unanimously. The KDDA entered closed session at 8:39 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 Ian Coats. Those voting in favor: Mark Allen, Mary Jo Groeneveld, Lexie Newhouse, Doug Edwards, Ian Coats, and Leslie Patton. Those opposed none. The motion passed unanimously, 6-0. The KDDA exited closed session at 8:47 am.
3. In open session, Lexie Newhouse made a motion to ratify the updated LOI for Parcel A and to authorize the Chair to continue negotiations on Parcel A and any other properties if needed. Ian Coats seconded the motion. The motion passed unanimously, 6-0.
 - 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).

11. Adjourn

With no further business, the Chair called for a motion to adjourn. Doug Edwards made a motion to adjourn, seconded by Mary Jo Groeneveld. The motion passed unanimously and the meeting was adjourned at 8:49 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.

[MIN_SIGNATURES]