

**MINUTES OF KENNESAW DEVELOPMENT AUTHORITY MEETING**  
**CITY OF KENNESAW**  
**Council Chambers**  
(2529 J.O. Stephenson Avenue, Kennesaw, GA, 30144)  
**April 15, 2026**  
**6:00 PM**

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**1. Call to Order / Roll Call**

Meeting called to order at 6:01pm by Matt Riedemann

1. Members Present: Antoinette Griffin, Sandra Glenn, Matt Riedemann, Keith Palmer, and Justin Crocker
2. Members Absent: Justin Koehn and Chris Davis
3. Staff Present: Luke Howe, Fred Bentley and Tanyel Aviles

**2. Approval of the Meeting Minutes**

1. The board reviews the meeting minutes from the meeting date 03/18/26. Motion to approve the meeting minutes from 03/18/26 by Sandra Glenn. Second by Antoinette Griffin. All in favor, 5-0.
2. The board reviews the executive session meeting minutes from the meeting date 03/18/26. Motion to approve the executive session meeting minutes from 03/18/26 by Justin Crocker. Second by Keith Palmer. All in favor, 5-0.

**3. Financial Report**

1. Keith Palmer presents the financial report. Tanyel Aviles gives an explanation of the \$186,000 line item on the 03/31/26 Income Statement. The amount totaling \$186,000 is an estimation of the funds the KDA may potentially receive from Walton Ridenour as part of their annual deposit. This number does not reflect actual payment, but an estimation of the potential payment anticipated.
2. Motion to approve the financial report for 03/31/26 as presented by Keith Palmer made by Justin Crocker. Second by Sandra Glenn. All in favor, 5-0.

**4. Old Business**

None

**5. New Business**

A. Grant Program Discussion

1. Tanyel Aviles presents a potential Flex Grant Program to the board. This program would enable the KDA to grant funds to all applying local businesses within the City limits of Kennesaw for projects that will enhance productivity, expand or improve business processes, improve service delivery, support

business expansion, or improve business facilities/infrastructure. Grant amounts are discretionary and will be awarded based on need and potential impact.

2. Luke Howe states that Staff will propose a specific program to the board in July. He recommends a pilot program of \$100,000. However, he states that this discussion is to garner feedback, and to allow the board time to think through the project and provide feedback.
3. Luke Howe references the KDDA Flex Grant program that is already in place, and Staff shares details of that program with the board as an example of expectations. For example, businesses can submit an application and the KDA will decide to whom and for what amount the grant shall be given based on a scoring rubric. The grant will most likely be a reimbursal grant wherein the business will provide receipts to the KDA for reimbursement, and grants can be applied for annually on a rolling basis. The specifics will be discussed at a later date, and solidified with the ratification of the program.

## **6. Public Comments**

None

## **7. Staff Comment**

None

## **8. Executive Session**

- A. Pursuant to the provisions of O.C.G.A. 50-14-3, the KDA 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).

1. Keith Palmer 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 Land/Real Estate. Seconded by Antoinette Griffin. Those voting in favor: Keith Palmer, Antoinette Griffin, Sandra Glenn, Justin Crocker, and Matt Riedemann. Those opposed, none. The motion passed unanimously, 5-0. The KDA entered closed session at 6:16 pm.

2. Keith Palmer 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 KDA 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 Antoinette Griffin. Those voting in favor: Sandra Glenn, Antoinette Griffin, Keith Palmer, Justin Crocker, and Matt Riedemann. Those opposed, none. The motion passed unanimously, 5-0. The KDA exited closed session at 6:33 pm.

3. Motion to approve and authorize the Chairman to sign the Purchase and Sale Agreement with Chamblee Tap and Market for the property at 2881 N Main St, and to approve and authorize the Chairman and Secretary to take all necessary steps for

closing made by Keith Palmer. Seconded by Sandra Glenn. All in Favor, 5-0.  
4. Motion to authorize the correction of a scrivener's error on the contract with McWhirter Realty to correct the language from "KDDA" to "KDA" by Antoinette Griffn. Seconded by Justin Crocker. All in favor, 5-0.

**9. Adjourn**

Motion to adjourn by Keith Palmer. Seconded by Justin Crocker. All in favor, 5-0.  
Meeting adjourned at 6:43pm.

[MIN\_SIGNATURES]

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