



**Authority Members**

Mark Allen  
Ian Coats  
Lexie Newhouse  
Nimesh Patel  
Mary Jo Groeneveld  
Doug Edwards  
Leslie Patton

**Kennesaw Downtown Development Authority  
Meeting Agenda  
June 12, 2026 7:30 AM  
Council Chambers  
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)**

---

- 1. Call to Order / Roll Call**
- 2. Approval of the Meeting Minutes**
  - A. Draft Executive Session minutes - 04.10.26
  - B. Draft meeting minutes 05.08.26
- 3. Financial Report**
  - A. Financial Report as of 05.31.26
- 4. Old Business**
- 5. New Business**
  - A. KDDA Bylaws Update
  - B. Flex Grant Application - SuBourbon/Prohibition Co.
- 6. Main Street Program Updates**
  - A. Discussion: Downtown marketing and promotional action items based on KSU marketing presentations
- 7. Public Comments**
- 8. Board Comments**
- 9. Economic Development Director Comments**
  - A. 2881 N Main St project update
- 10. Executive Session**

- 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**

- 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.

**MINUTES OF KENNESAW DOWNTOWN DEVELOPMENT AUTHORITY MEETING**  
**CITY OF KENNESAW**  
**Council Chambers**  
**(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)**  
**May 8, 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**

Chair Mark Allen called the meeting to order at 7:30 am.

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

Members absent: Nimesh Patel

Staff present: Luke Howe, Miranda Taylor

**2. Approval of the Meeting Minutes**

A. Draft meeting minutes - 04.10.26

Draft meeting minutes were reviewed from the 4.10.26 meeting. Mary Jo Groeneveld made a motion to approve the minutes as presented and was seconded by Doug Edwards. The motion passed unanimously.

B. Draft Executive Session minutes - 04.10.26

Printed copies of the draft executive session minutes were not available due to a technical difficulty. Lexie Newhouse made a motion to table action on the draft executive session minutes to the June KDDA meeting. Leslie Patton seconded the motion and the motion passed unanimously.

**3. Financial Report**

A. Financial Report as of 4.30.26

Leslie Patton presented the financial report as of 4.30.26 with an ending cash balance of \$114,440.66. Ian Coats made a motion to approve the financial report as presented. Leslie Patton seconded the motion. The motion passed with a vote of 6-0.

B. Review of open invoices

The board reviewed open legal invoices received by staff. Lexie Newhouse made a motion to approve the invoices and was seconded by Ian Coats. The motion passed unanimously.

**4. Old Business**

A. Flex Grant Application: Wreckon Skate + Vinyl

The board reviewed the grant application submitted by Wreckon Skate + Vinyl and discussed their scores for the application. Lexie Newhouse made a motion to approve the grant application and fund the amount requested on the application. Ian Coats seconded the motion. The motion passed unanimously.

B. Flex Grant Application: WellSpa Med

This application provides a very comprehensive overview of the business and equipment purchases, but does not outline a specific use for grant funds as written. Staff is working with the applicant for WellSpa Med to refine their budget and scope of work to fit within the guidelines of the Flex Grant. Staff requests that KDDA consider tabling action on this application until an updated scope and budget is received from the applicant. Leslie Patton made a motion to table action on the WellSpa Med application until an updated grant application is received. Mary Jo Groeneveld seconded the motion. The motion passed unanimously.

C. Flex Grant Application: Lather & Leash

Lather & Leash is in the process of opening, but is not officially open for business at the present time. In addition, the application needs to be revised to show a specific use for requested grant funds. Staff requests that KDDA consider tabling action on this application until an updated scope and budget is received from the applicant after they receive their business license and certificate of occupancy. Leslie Patton made a motion to table action on the Lather & Leash application until an updated grant application is received. Mary Jo Groeneveld seconded the motion. The motion passed unanimously.

**5. New Business**

A. Update KDDA Flex Grant Guidelines

The board reviewed updated guidelines for the Main Street on the Move Flex Grant, as prepared by staff. The changes to the guidelines are as follows:

- The maximum grant award increases to \$5,000.
- Eligible businesses must have been opened and generating revenue as of the end of the month prior to submitting a flex grant application.
- References to specific dates in the grant application schedule are removed; grants are accepted on a rolling basis at all times.
- Grant awards are available subject to available funding during each fiscal year.

Doug Edwards made a motion to approve the updated grant guidelines as presented. Leslie Patton seconded the motion and the motion passed unanimously.

B. Resolution to update HPC guidelines

The resolution was presented in response to the board's discussion at the April meeting on ways to encourage updates to the HPC guidelines to help downtown development be more successful. The resolution acknowledges that Planning & Zoning staff are

already working on updates and expresses support from KDDA for the process to update HPC documents and processes.

Mark Allen wants to be clear about the intent of this resolution: the board is not approving changes that may come out of the process to update HPC guidelines, but rather supporting the project and asking to be informed and considered as guidelines and processes change to ensure that downtown development is not hindered.

Lexie Newhouse made a motion to approve the resolution and authorize the Chair to sign. Leslie Patton seconded the motion. The motion passed with a vote of 6-0.

#### C. Proposed change to KDDA Bylaws

This item is presented as official notice to change the KDDA Bylaws to update the start time of the meetings. The board requested that the reference to the meeting time be removed all together and keep the meeting day (second Friday of each month) outlined in the Bylaws. The meetings times can be handled through public notice. There is no action required on this item today; the item will be considered at the June 12 KDDA meeting.

### **6. Main Street Program Updates**

#### A. Authorization for Chair to sign annual Main Street MOU

Downtown Kennesaw has been designated as a Classic Main Street by the Department of Community Affairs. Our program is now fully accredited. The annual MOU outlining the expectations of Classic Main Street programs must be signed by the Downtown Manager, Main Street/DDA Board Chair, and the Mayor. Ian Coats made a motion to approve the MOU and authorize the Chair to sign; Leslie Patton seconded the motion. The motion passed unanimously.

### **7. Public Comments**

Donovan Giardina attended the Farmers Market and shared feedback from vendors. Overall participation is good but everyone is adjusting to the new day and location.

Tracey Viars thanked the board for considering a later start time for the meetings... she's been attending KDDA meetings at 7:30 am since 2012!

### **8. Board Comments**

- Ian Coats will be going on a sabbatical starting Monday and will be out of the country for the next KDDA meeting.
- Lexie Newhouse thanked all who helped with table/chair setup and breakdown for First Friday and reminded everyone that the next concert is June 5.
- Mark Allen advised the board that KDDA has a liaison to the city's Events Committee, which he has attended in the past but is no longer able to attend due to business hours at the distillery. Mark requested another member to attend in his place. Miranda Taylor will text the group to remind them of the next meeting so whoever is available can attend. Mark also shared results from the KSU

Marketing presentations from the students who prepared capstone projects on marketing for downtown. The students presented some good information, but it was obvious that most KSU students don't know we exist. Mark would like the board to have an agenda item next month to discuss some action items related to the presentations, including the use of student ambassadors, potential funding for an intern, and other marketing ideas.

## **9. Economic Development Director Comments**

### **A. Downtown Project updates**

Dale Hughes shared an update on the Reformation Brewery project. They have a review with HPC next week and will discuss updates to the design plans.

## **10. Executive Session**

- 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. Ian Coats made a motion to adjourn, seconded by Doug Edwards. The motion passed unanimously and the meeting adjourned at 8:32 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]

Kennesaw Downtown Development Authority  
Operating Cash Activity  
For the Month Ended May 31, 2026

---

---

Beginning Cash	114,440.66
Cash Receipts:	
L&B Brands	393.93
Flower Walk - Civic Rec	615.00
Main Street Burger Inc	2,431.58
Bond Issuance Fees	75,000.00
Interest Earned	365.98
Total Cash Receipts	<u>78,806.49</u>
Cash Disbursements:	
Bentley,Bentley & Bentley	4,060.00
Republic Services of GA	881.05
Wreckon LLC	2,298.00
Kathryn Collier	742.63
Total Cash Disbursements	<u>7,981.68</u>
Ending Cash	<u><u>\$ 185,265.47</u></u>



City of Kennesaw

# Balance Sheet

## Account Summary

As Of 05/31/2026

Account	Name	Balance
<b>Fund: 760 - KDDA FUND</b>		
<b>Assets</b>		
<a href="#">760-0000-11-111200-00000</a>	OPERATING ACCOUNT	185,265.47
<a href="#">760-0000-11-112100-00000</a>	KDDA FACADE	3,788.46
<a href="#">760-0000-11-311100-00000</a>	DUE FROM/TO GENERAL FUND	1,050.00
	<b>Total Assets:</b>	<b>190,103.93</b>
		<b><u>190,103.93</u></b>
<b>Liability</b>		
<a href="#">760-0000-12-260000-00000</a>	DEPOSITS PAYABLE	3,000.00
	<b>Total Liability:</b>	<b>3,000.00</b>
<b>Equity</b>		
<a href="#">760-0000-13-521400-00000</a>	F/B - UNRESTRICTED	113,842.12
	<b>Total Beginning Equity:</b>	<b>113,842.12</b>
Total Revenue		104,275.63
Total Expense		31,013.82
<b>Revenues Over/Under Expenses</b>		<b>73,261.81</b>
	<b>Total Equity and Current Surplus (Deficit):</b>	<b>187,103.93</b>
	<b>Total Liabilities, Equity and Current Surplus (Deficit):</b>	<b><u>190,103.93</u></b>



City of Kennesaw

# Income Statement Account Summary

For Fiscal: 2025-2026 Period Ending: 05/31/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 760 - KDDA FUND</b>						
<b>Revenue</b>						
<a href="#">760-0000-34-756500-00000</a>	FARMERS MARKET	2,000.00	2,000.00	615.00	645.00	1,355.00
<a href="#">760-0000-34-756600-00000</a>	DOWNTOWN MERCH SHOP	1,500.00	1,500.00	0.00	0.00	1,500.00
<a href="#">760-0000-34-758000-00000</a>	HOLIDAY MARKET	2,500.00	2,500.00	0.00	1,960.00	540.00
<a href="#">760-0000-34-758500-00000</a>	BEER FESTIVAL REVENUE	2,500.00	2,500.00	0.00	0.00	2,500.00
<a href="#">760-0000-36-100000-00000</a>	INTEREST REVENUES	1,200.00	1,200.00	373.21	2,038.09	-838.09
<a href="#">760-0000-38-100700-00000</a>	RENTS&ROYALTIES(BURGERFI) 2844 S. MAI	28,932.00	28,932.00	2,431.58	19,385.80	9,546.20
<a href="#">760-0000-38-900000-00000</a>	OTHER (MISCELLANEOUS REV)	9,145.00	9,145.00	393.93	5,246.74	3,898.26
<a href="#">760-0000-39-220000-00000</a>	PROPERTY SALE	0.00	0.00	0.00	75,000.00	-75,000.00
<a href="#">760-0000-39-400000-00000</a>	USE OF PY RESERVES	9,619.00	9,619.00	0.00	0.00	9,619.00
	<b>Revenue Total:</b>	<b>57,396.00</b>	<b>57,396.00</b>	<b>3,813.72</b>	<b>104,275.63</b>	<b>-46,879.63</b>
<b>Expense</b>						
<a href="#">760-7550-52-121000-00000</a>	LEGAL SERVICES	15,000.00	15,000.00	4,060.00	5,124.12	9,875.88
<a href="#">760-7550-52-125000-00000</a>	OTHER PROFESSIONAL SERV	10,620.00	10,620.00	881.05	6,158.03	4,461.97
<a href="#">760-7550-52-127000-00000</a>	DESIGN & GRAPHIC DESIGN	250.00	250.00	0.00	0.00	250.00
<a href="#">760-7550-52-231000-00000</a>	RENTAL OF LAND & BUILDNG	8,916.00	8,916.00	742.63	6,683.67	2,232.33
<a href="#">760-7550-52-325000-00000</a>	POSTAGE	100.00	100.00	0.00	0.00	100.00
<a href="#">760-7550-52-330000-00000</a>	ADVERTISING	500.00	500.00	0.00	0.00	500.00
<a href="#">760-7550-52-350000-00000</a>	TRAVEL	500.00	500.00	0.00	0.00	500.00
<a href="#">760-7550-52-363000-00000</a>	MEETING EXPENSES	100.00	100.00	0.00	0.00	100.00
<a href="#">760-7550-52-371000-00000</a>	PROFESSIONAL DEVELOPMENT	600.00	600.00	0.00	0.00	600.00
<a href="#">760-7550-52-395000-00000</a>	MILEAGE REIMBURSEMENT	250.00	250.00	0.00	0.00	250.00
<a href="#">760-7550-52-550000-00000</a>	DEVELOPMENT AUTH EXPENSES	15,000.00	15,000.00	2,298.00	13,048.00	1,952.00
<a href="#">760-7550-52-615000-00000</a>	FARMERS MARKET	1,560.00	1,560.00	0.00	0.00	1,560.00
<a href="#">760-7550-52-615500-00000</a>	HOLIDAY MARKET	2,500.00	2,500.00	0.00	0.00	2,500.00
<a href="#">760-7550-52-616600-00000</a>	DOWNTOWN MERCH SHOP	1,500.00	1,500.00	0.00	0.00	1,500.00
	<b>Expense Total:</b>	<b>57,396.00</b>	<b>57,396.00</b>	<b>7,981.68</b>	<b>31,013.82</b>	<b>26,382.18</b>
	<b>Fund: 760 - KDDA FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-4,167.96</b>	<b>73,261.81</b>	
	<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-4,167.96</b>	<b>73,261.81</b>	

Income Statement

For Fiscal: 2025-2026 Period Ending: 05/31/2026

**Group Summary**

Account Type	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Fund: 760 - KDDA FUND</b>					
Revenue	57,396.00	57,396.00	3,813.72	104,275.63	-46,879.63
Expense	57,396.00	57,396.00	7,981.68	31,013.82	26,382.18
<b>Fund: 760 - KDDA FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-4,167.96</b>	<b>73,261.81</b>	<b>-73,261.81</b>
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-4,167.96</b>	<b>73,261.81</b>	

**Fund Summary**

<b>Fund</b>	<b>Original Total Budget</b>	<b>Current Total Budget</b>	<b>MTD Activity</b>	<b>YTD Activity</b>	<b>Budget Remaining</b>
760 - KDDA FUND	0.00	0.00	-4,167.96	73,261.81	-73,261.81
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-4,167.96</b>	<b>73,261.81</b>	



## Item Report

**TO:** The Kennesaw Downtown Development Authority  
**FROM:**  
**DATE:** June 12, 2026  
**TITLE:** KDDA Bylaws Update

---

**Summary:**

The proposed update to the KDDA Bylaws removes the time of meetings from Article IV, Section 4.2. Regular meeting time will be set by the board and communicated through public notice.

**Recommendation:**

**Fiscal Impact:**

**Attachments:**

1. KDDA-Bylaws-June2026-ProposedChange

**BYLAWS  
OF THE  
KENNESAW DOWNTOWN DEVELOPMENT AUTHORITY**

**ARTICLE I  
ORGANIZATION OF DEVELOPMENT AUTHORITY**

1.1 Status. The Kennesaw Downtown Development Authority (the “**Authority**”) is a public body corporate and politic, created in and for the City of Kennesaw (the “**City**”) located in Cobb County (the “**County**”). The Authority has been created by the General Assembly of Georgia and has been activated by the City as a downtown development authority under the Downtown Development Authorities Law, O.C.G.A. Section 36-42-1, *et seq.* (the “**Act**”) by a resolution of the governing body of the City, duly filed with the Secretary of State of Georgia and the Department of Community Affairs.

1.2 Name. The Authority is named the “Kennesaw Downtown Development Authority”.

1.3 Activating Resolution. The activating resolution of the City referred to above, together with all subsequent amendments thereof, are sometimes referred to collectively in these bylaws as the “Activating Resolution.” It shall be the duty of the Secretary of the Authority to place a copy of the Activating Resolution in the Authority’s minute book, and these bylaws shall be subject to the Activating Resolution.

**ARTICLE II  
PURPOSES AND POWERS**

2.1 General Purposes. The general purposes and powers of the Authority have been determined by the General Assembly of Georgia and are set forth in the Downtown Development Authorities Law.

2.2 Particular Purposes. Without limitation of Section 2.1, above, the Authority shall have the following particular purposes:

(a) to revitalize and redevelop the central business district of the City, to develop and promote for the public good and general welfare trade, commerce, industry, and employment opportunities and promote the general welfare of this state by creating a climate favorable to the location of new industry, trade, and commerce and the development of existing industry, trade, and commerce within the central business district of the City in accordance with the Downtown Development Authorities Law;

(b) to exercise all of the powers granted to a downtown development authority pursuant to the provisions of the Downtown Development Authorities Law.

ARTICLE III  
OFFICES AND PLACES OF MEETINGS

3.1 Principal Office. The Authority shall have a principal office located within the borders of the City at such specific location within its area of operations as the Authority may determine. The principal office address shall be the City of Kennesaw, 2529 J.O. Stephenson Avenue, Kennesaw, GA 30144.

3.2 Additional Offices. The Authority may have such other offices at such additional locations within its area of operations as the Authority may deem appropriate.

3.3 Regular Meeting Place. The principal office shall be considered the regular meeting place of the Authority.

ARTICLE IV  
DIRECTORS

4.1 General. The Authority shall have a Board of Directors which shall consist of seven members qualified and appointed as provided in O.C.G.A. § 36-42-4.

4.2 Regular and Special Meetings. Regular meetings of the directors (each a “Director”) shall be held ~~at 7:30:00 am~~ on the second Friday of each month at the regular meeting place of the Authority. One such meeting, in September or so designated each year by the Authority, shall be considered its annual meeting. At said annual meeting, the Directors shall adopt an annual budget for the Authority’s fiscal year and shall elect officers and shall consider such other matters as shall be brought properly before them. The foregoing notwithstanding, the initial meeting of the Authority shall be its initial annual meeting. Special meetings of the Directors shall be held when called by any officer, including, but not limited to the Chairman of the Authority, the Vice-Chairman of the Authority acting in place of the Chairman, or the City of Kennesaw at such dates and times as he or they reasonably shall fix, at a regular meeting place of the Authority determined by him or them.

Formatted: Highlight

4.3 Notice. Notice of each meeting shall be given to each Director of the Authority personally, in writing, by mail, facsimile or email, or by telephone by whomever shall call the meeting or by the Secretary of the Authority at the direction of whomever shall call the meeting. Notice shall set forth the date, time and place of the meeting, as may be fixed by resolution or by the Chairman; and, if for a special meeting, the notice also shall set forth the purpose or business to be transacted at the meeting. Notice shall be given as much in advance of the meeting as shall be reasonable under the circumstances and as shall be required by law.

4.4 Waiver of Notice. Attendance of a Director at a meeting of the Board of Directors shall constitute a waiver of notice of such meeting and a waiver of any and all objections to the date, time and place of the meeting or the manner in which it has been called or convened, except when a Director shall attend the meeting solely for the purpose of stating, at the beginning of the meeting, any such objection to the transaction of business.

4.5 Open and Public Meetings. All meetings of the Authority shall be conducted as required by Georgia’s “Open Meetings” law, codified as O.C.G.A. § 50-14-1 *et seq.* (the “Open

Meetings Law”), and all provisions of these bylaws shall be subject thereto. The designation by the Authority of the scheduled regular meeting place pursuant to Section 3.3, above, is intended to facilitate satisfaction of the requirements of the Open Meetings Law pertaining to a regular place of meetings.

4.6 Attendance; Quorum; Vote Required for Action. Attendance is mandatory at all scheduled and special meetings, with a maximum of three (3) allowable absences in any calendar year (special circumstances such as health issues, death, or as determined by the Authority notwithstanding). Upon properly made motion of the members, a member’s failure to attend three (3) consecutive regular meetings or failure to attend a minimum of seventy percent (70%) of such regularly scheduled meetings within any calendar year may result in the inability of a member to serve as an officer of the Authority for the upcoming calendar year. At all meetings of the Directors, the presence of a majority of the Directors eligible to vote shall be necessary and sufficient to constitute a quorum for the transaction of business, provided that all revenue bonds, notes and other obligations of the Authority shall be authorized by resolution of the Authority, adopted by a majority vote of the directors of the Authority at a regular or special meeting.

4.7 Presiding Officer. The Chairman of the Authority, or in his absence, the Vice-Chairman of the Authority, shall preside at all meetings of the Directors and may appoint such assistants as he shall deem appropriate.

4.8 Minutes. At each meeting of the Directors, the Secretary or the Recording Secretary (or such person as the Chairman may appoint) shall take attendance, count and retain ballots if any cast by the Directors, and record the acts and proceedings in written minutes. A copy of the minutes shall be given to each Director as soon as possible after the meeting and in any case, not less than five (5) days prior to the next meeting of the Directors. The minutes shall be read at the next meeting of the Directors and upon approval by the Authority, shall become the official minutes of the Authority. The Directors shall have the right to waive the reading of the minutes. The Authority shall also comply with any additional requirements of the Open Meetings Law pertaining to its minutes.

4.9 Postponement; Adjournment. If a quorum does not exist, a majority of the Directors present may postpone any meeting to another date, time or place, subject to all requirements of these bylaws and of the Open Meetings Law.

#### ARTICLE V OFFICERS

5.1 Number; Election; Qualifications; Term; Voting Rights; Vacancies. The Authority’s officers shall be a Chairman, a Vice-Chairman, a Secretary, a Recording Secretary and a Treasurer. The officers shall be elected by the Authority at its initial meeting and subsequently at each annual meeting. The Chairman and the Vice-Chairman shall be members and Directors of the Authority; the Secretary, Recording Secretary, and the Treasurer may, but need not, be a member of the Authority. All officers who are members of the Authority shall serve for a term of one (1) year and until their successors are elected and have qualified; all officers who are not members of the Authority shall serve for such term as may be determined by the Authority and until their successors are elected and have qualified. No member of the Authority shall hold more

than one office, except as otherwise provided in Section 5.7(f), below. Any officer who is not a member of the Authority shall have no voting rights. A vacancy in the office of Chairman, Vice-Chairman, Secretary, Recording Secretary or Treasurer shall be filled for the unexpired portion of the term by the Authority.

5.2 Standard of Conduct. The provisions of O.C.G.A. § 45-10-3 shall apply to all Directors of the Authority, and a Director of the Authority shall not engage in any transaction with the Authority. The provisions of paragraph (9) of O.C.G.A. § 45-10-3 and the preceding sentence shall be deemed to have been complied with and the Authority may purchase from, sell to, borrow from, loan to, contract with, or otherwise deal with any Director or member or any organization or person with which any Director or member of the Authority is in any way interested or involved, provided (1) that any interest or involvement by such Director or member is disclosed in advance to the Directors or members of the Authority and is recorded in the minutes of the Authority, (2) that any interest or involvement by such Director with a value in excess of \$200.00 per calendar quarter is published by the Authority one time in the legal organ in which notices of sheriffs' sales are published in each county affected by such interest, at least 30 days in advance of consummating such transaction, (3) that no Director having a substantial interest or involvement may be present at that portion of an Authority meeting during which discussion of any matter is conducted involving any such organization or person, and (4) that no Director having a substantial interest or involvement may participate in any decision of the Authority relating to any matter involving such organization or person. As used in this Section, a "substantial interest or involvement" means any interest or involvement which reasonably may be expected to result in a direct financial benefit to such Director or member as determined by the Authority, which determination shall be final and not subject to review. Nothing contained in this Section or in O.C.G.A. § 45-10-3 shall be deemed to prohibit any Director who is present at any meeting or who participates in any decision of the Authority from providing legal services in connection with any of the undertakings of the Authority or from being paid for such services.

5.3 Removal. Any officer may be removed from office for failure to adhere to the foregoing standard of conduct, by vote of the members in accordance with Section 4.6, above, at a meeting with respect to which notice of such purpose has been given. Removal of an officer from such position shall not affect his status as a Director, if he is a Director.

5.4 Chairman. The Chairman of the Authority shall be the chief executive officer of the Authority and shall have general and active management responsibility for the business and affairs of the Authority and in that capacity shall have the following powers and duties:

- (a) To preside when present at all meetings of the Directors of the Authority;
- (b) To see that all orders, resolutions and other actions of the Authority are carried into effect;
- (c) To execute in the name of the Authority all written instruments of every kind and character which the Authority or the law has authorized him to execute;
- (d) To execute, together with the Vice-Chairman, Secretary, Treasurer or Executive Director, all drafts, checks, etc. drawn against accounts of the Authority;

(e) To appoint the membership and the chairman of each committee of the Directors of the Authority;

(f) To be ex officio a member of each committee of the Directors of the Authority;

(g) To report to the Authority from time to time all matters within its knowledge that should be brought to its attention in its best interests; and

(h) To have such other powers and to perform such other duties as are incident to the office of Chairman and as may be prescribed by these bylaws, the Authority or the law.

5.5 Vice-Chairman. The Vice-Chairman of the Authority shall have the powers and shall perform the duties of the Chairman, whenever the Chairman, by reason of absence or disability is unable to act and whenever the Chairman or the Authority so directs that he do so. He shall also have such powers and shall also perform such duties as may be prescribed by these bylaws, the Authority or the law.

5.6 Secretary; Recording Secretary.

(a) The Secretary of the Authority shall have the following powers and duties:

(1) To be the custodian of the books, records and seal of the Authority;

(2) To maintain a current list of the names, addresses and telephone numbers of the Directors, the officers, the Executive Director and legal counsel;

(3) To affix and attest the seal of the Authority to such documents as the Authority may direct or that the law may require;

(4) To give such notice of meetings of the Directors as shall be directed by whomever is calling the meetings; and

(5) To have such other powers and to perform such other duties as are incident to the office of Secretary and as may be prescribed by these bylaws, the Authority or the law.

(6) To execute, together with the Chairman, Vice-Chairman, Treasurer or Executive Director, all drafts, checks, etc. drawn against accounts of the Authority;

(b) The Recording Secretary shall record the minutes of the regular and special meetings, and perform the duties of the Secretary in the absence of the Secretary or as directed by the Chairman or the Authority.

5.7 Treasurer. The Treasurer of the Authority shall be the chief financial officer of the Authority and in that capacity shall have the following powers and duties:

(a) To deposit or cause to be deposited in the name of the Authority, all monies, securities and other valuable effects, in such banks, trust companies or other depositories as shall, from time to time, be designated by the Authority;

(b) To keep accurate lists and descriptions of all accounts, properties and business transactions of the Authority;

(c) To receive and give receipts for monies due and payable to the Authority from any source whatever;

(d) To make or cause to be made such disbursements as the Authority may direct and to see to the proper drafting of all checks, drafts, notes and orders for the payment of money as required in the business of the Authority and as the Authority may direct;

(e) To execute, together with the Chairman, Vice-Chairman, Secretary or Executive Director, all drafts, checks, etc. drawn against accounts of the Authority;

(e) To render to the Chairman and to the Directors, whenever they reasonably may request it, an account of all business transacted by him on behalf of the Authority and a financial statement in form reasonably satisfactory to them, showing the financial condition of the Authority as of whatever date they reasonably may request, or at a minimum annually, and to file such audit with the state auditor, if required by law;

(f) To hold the additional office of Secretary of the Authority, should the Directors so choose;

(g) To have such other powers and to perform such other duties as are incident to the office of Treasurer and as may be prescribed by these bylaws, the Authority or the law.

5.8 Executive Director. The Authority may appoint an Executive Director who shall be an agent of the Authority with duties and responsibilities similar to those of a corporate chief operating officer. Any such Executive Director shall have general and active management responsibility for the day-to-day business and affairs of the Authority and in that capacity, subject to the direction, supervision and control of the Authority and in accordance with policies, schedules, forms and other guidelines formulated, approved and adopted by the Authority, shall have the following powers and duties:

(a) To plan and supervise the promotion, operation and maintenance of day-to-day business and affairs of the Authority and its land, facilities, equipment and services;

(b) To hire, pay, promote, train, direct, supervise, control and discharge employees;

(c) To participate in the negotiation, preparation of and execution of contracts for (i) the hiring of employees, (ii) the purchase of supplies and materials necessary for the promotion, operation and maintenance of the Authority and its land, facilities, equipment and services, and (iii) the use of the land facilities, equipment and services of the Authority;

(d) To approve and to forward to the Treasurer for payment all bills for supplies and materials necessary for the promotion, operation and maintenance of the Authority and its land, facilities, equipment and services;

(e) To execute, together with the Chairman, Vice-Chairman, Secretary or Treasurer, all drafts, checks, etc. drawn against accounts of the Authority;

(f) To direct the disbursement of salaries to all employees under his direction, supervision and control;

(g) To coordinate promotion, operation and maintenance activities with the persons responsible for the promotion, operation and maintenance of Authority property;

(h) To communicate with and to coordinate activities with all the tenants and other users of the land, facilities, equipment and services of the Authority;

(i) To communicate with the trustee of the bonds of the Authority;

(j) To plan and administer the budget for the Authority;

(k) To review requests for the use of the Authority and its land, facilities, equipment and services and to make recommendations to the Authority in connection therewith;

(l) To conduct himself at all times in his capacity as Executive Director in such a way as to effectuate the purposes of the Authority and in such a way as to be in the best interests of the Authority;

(m) To conduct the general correspondence of the Authority; and

(n) To have such other powers and to perform such other duties as may be prescribed by the Authority.

5.9 Delegation of Duties. The Authority may delegate the duties of one officer to another officer for any reason that the Authority may deem appropriate.

ARTICLE VI  
NON-MEMBER OFFICERS, AGENTS AND EMPLOYEES

6.1 General. All non-member officers, agents and employees of the Authority shall serve at the pleasure of the Authority and shall receive such compensation, if any, and adhere to such conditions of employment as the Authority shall fix or as shall be fixed in any employment agreement entered into by and between the relevant person and the Authority.

ARTICLE VII  
FISCAL YEAR

7.1 General. The fiscal year of the Authority shall coincide with the fiscal year of the

City, and shall be the calendar year.

ARTICLE VIII  
SEAL

8.1 General. The seal of the Authority shall be in such form as the Authority may from time to time deem appropriate. The seal shall be affixed manually or by lithograph or other means of imprinting by the Secretary of the Authority or by such other officer as shall be authorized by the Authority and shall be attested by the Secretary or the Recording Secretary of the Authority.

ARTICLE IX  
AMENDMENTS

9.1 General. The Authority shall have the power to amend, alter or repeal these bylaws or adopt new bylaws at any time by an affirmative vote of the majority of the Directors then in office at any regular or special meeting. Proposed amendments shall be submitted by in writing by mail, or electronically using official city email, to all Directors at least fifteen (15) days prior to the meeting at which such amendment is submitted. Such amendment shall be deemed delivered when deposited in the United States Post, properly addressed and posted, or when sent to the Directors' official city email account.



## Item Report

**TO:** The Kennesaw Downtown Development Authority  
**FROM:**  
**DATE:** June 12, 2026  
**TITLE:** Flex Grant Application - SuBourbon/Prohibition Co.

---

**Summary:**

The applicant submitted a rebranding plan along with a flex grant application to fund required grease trap upgrades for the planned changes at the current SuBourbon space.

**Recommendation:**

**Fiscal Impact:**

**Attachments:**

1. FlexGrant-ProhibitionCo



Kennesaw Downtown Development  
Authority Main Street on the Move Flex  
Grant Application

### Contact Information

Business DBA Name: SuBourbon Bar / Prohibition Co.

Legal Name (if different): SPC Kennesaw, Inc.

Street Address: 2718 Summers St, Kennesaw, GA 30144

Website: www.subourbonbar.com

Primary Contact Name: Michael Judvytis

Title: Owner

Phone Number: [REDACTED] Email: [REDACTED]

Date: 5/1/2026

### Grant Request

Project Description:

Converting SuBourbon Bar to Prohibition Co. Kennesaw.

Our new concept will be a full-service restaurant with a 1920s speakeasy vibe serving a full brunch, lunch and dinner menu, wine, premium beers, spirits & specialty 1920 style cocktails. Open patio with garage doors and live music.

Kitchen remodel required to add an external 1500 gallon grease trap.

All new kitchen equipment including running a new kitchen hood ventilation and fire suppression system. Installing all new windows and doors including roll up glass doors around the perimeter of the building. Completed interior cosmetic changes, new flooring, new ceiling, re-paint and new furniture. Full remodel of bathrooms.

Total Project Budget: \$450,000

Requested Grant Amount: \$30,000

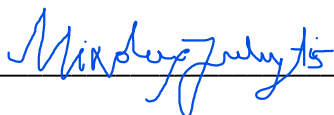
Percent of Total Budget: 6%

Estimated Project Completion Date: 06/25/2026

*As a separate attachment, please include supplementary materials outlined in the grant guidelines (cost estimates, drawings, schematics, goal statement, etc.).*

### Acknowledgement

*By signing below, I affirm that the information provided in this grant application is both truthful and accurate. I understand that all text and photos submitted in this application may be used by the KDDA during grant announcement/award and in press related materials pertaining to the grant recipients.*

Signature: 

Date: 05/01/2026

Incurred Major Expenses	
2 AC Units Replaced	\$ 8,000.00
New Tables & Furniture	\$7,900
Insulation Fireproofing	\$ 6,700.00
New Ceiling Tile	\$ 9,870.00
Paint & New Trim	\$ 8,900.00
New Lighting & Speakers	\$ 7,500.00
Kitchen Fire Supression	\$ 4,000.00
New Hood Vents & Exhaust System Commercial Kitchen Hood System with PSP	\$ 27,000.00
<b>Grease Trap</b>	<b>\$ 35,000.00</b>
4 Refrigerators 1 Freezer	\$ 26,000.00
Bathroom Remodeling	\$ 10,900.00
Tile Floor	\$ 12,500.00
Garage Doors with Install	\$ 21,000.00
General Contractor	
Other Doors & Windows	\$ 28,000.00
<b>New Kitchen Equipment</b>	
Pizza Oven	\$ 11,000.00
Undercounter Cooler	\$ 5,500.00
Ice Maker and Ice Storage Bin	\$ 6,500.00
Natural Gas Stainless Steel Floor Fryer - 100,000 BTU	\$ 1,500.00
BTU36" Countertop Gas Griddle/Hotplate Combo & 36" 2 Drawer Refrigerated Chef Base	\$ 3,950.00

# Rebranding Plan SuBourbon Bar to Prohibition Co. Restaurant

Prohibition Co. Kennesaw will be a full service restaurant with a 1920s speakeasy vibe serving a full brunch, lunch and dinner menu, wine, premium beers, spirits & specialty 1920 style cocktails. Open patio with roll up garage doors and live music & games. We aim for Prohibition Co. to be a place for community to gather and enjoy.

## Current Progress

- Interior of SuBourbon was completely run down. We completed interior cosmetic changes, new flooring, new ceiling, re-paint and new furniture. Full remodel of bathrooms, kitchen, lighting and audio equipment.
- Currently serving food menu. Received food service permit from Department of Health with score of 100%.
- We completely rebuild the kitchen and brought it up to code and proper standards which includes
  - We were required to install and connect a new 1500-gallon exterior grease trap,
  - new proper LVP walls and sealed concrete kitchen flooring
  - new kitchen ventilation hood and fire suppressions systems,
  - new appliances and refrigeration.

This will enable us to have a proper full service kitchen and focus on being a full service restaurant serving brunch, lunch and dinner.

- We hired all new staff that is fully trained and focused on customer service, safety and security and creating a safe environment for our guests, employees and community.
- Hired General Manager and security team in November. They have worked in large establishments and managed security for places like PBR at the Battery.

## **Pending Items**

### Exterior Improvements

- We obtained a building permit to add garage doors and large windows to the exterior which will make our patio more open and will draw customers in.

- We are starting the door and facade renovation project on May 4th.

We are in the process of filing a Sign Permit to change our signage to Prohibition. Co.

As soon as all of our projects are complete we will do a grand rebrand and reopening.

### **Plans for Future**

We want Prohibition Co. Kennesaw to become a staple of Kennesaw and be a place for community to enjoy and to draw people from different areas to downtown Kennesaw.



