MINUTES OF KENNESAW DOWNTOWN DEVELOPMENT AUTHORITY MEETING
CITY OF KENNESAW
Council Chambers
October 13, 2023
7:30 AM

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

1. Call to Order / Roll Call

Vice-Chair David Lyons called the meeting to order at 7:32 am.
Members present: David Lyons, Mary Jo Groneveld, Lexie Newhouse, Nimesh Patel, Leslie Patton
Members absent: Mark Allen, Ian Coats
Staff present: Miranda Taylor, Fred Bentley, Jr., Coucilmember Pat Ferris

8. Executive Session

The executive session was taken out of order, following the call to order.

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 Nimesh Patel. Those voting in favor: David Lyons, Mary Jo Groeneveld, Lexie Newhouse, Nimesh Patel, and Leslie Patton. Those opposed none. The motion passed unanimously. The KDDA entered closed session at 7:34 am.

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 Nimesh Patel. Those voting in favor: David Lyons, Mary Jo Groeneveld, Lexie Newhouse, Nimesh Patel, Leslie Patton. Those opposed: None. The motion passed unanimously, 5-0. The KDDA exited closed session at 7:57 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

A. Approval of draft meeting minutes - 9/8/23

Minutes from the 9/8/23 regular meeting and executive session were reviewed. Nimesh Patel made a motion to approve items 2A and 2B as presented. Leslie Patton seconded the motion. Motion passed with a vote of 5-0.

B. Approval of draft executive session minutes 9-8-23

Minutes from the 9/8/23 regular meeting and executive session were reviewed. Nimesh Patel made a motion to approve items 2A and 2B as presented. Leslie Patton seconded the motion. Motion passed with a vote of 5-0.

3. Financial Report

A. Review of financial report as of 9-30-23

Leslie Patton presented the KDDA financial report with an ending cash balance of $79,574.42. Nimesh Patel made a motion to approve the financial report as presented, seconded by Lexie Newhouse. Motion passed unanimously 5-0.

B. Review of outstanding KDDA invoices (Legal/Other)

The board reviewed legal invoices submitted as of 9/30/23. Nimesh Patel asked if in the future we could request future legal updates/ executive sessions to be done by phone/zoom to save on travel fees, if the update is short. Staff will discuss this with legal for future meetings. Nimesh Patel made a motion to approve the invoices as presented, seconded by Lexie Newhouse. Motion passed 5-0.

4. Old Business

A. Discussion of 2024 Beer Festival rebranding ideas

There was no update available on this item. The board requested this item be placed on the November agenda for discussion.

5. New Business

A. Main Street Training/Update

Miranda Taylor provided a brief Main Street training session for the board members. She introduced the Main Street Self-Assessment tool and how it is used in the annual assessment and annual work plan process. Miranda reviewed all of the key indicators in Standard 1 and where Kennesaw falls on the assessment tool. We will review additional standards at future meetings. As we review additional standards, the board requested to see a summary of the projects/items that result in the assessment ranking, to have tangible examples of each indicator. No action required.

6. Public Comment

None

7. Board & Staff Comments

David Lyons asked a follow-up question from the last meeting regarding the feasibility of a separate 501c3 account for Main Street activities. Miranda Taylor will do some research and present the findings to the board at the November meeting.

Pat Ferris shared some council updates: M&C will be reviewing updated business license fees for apartment/home-based businesses. He also stated that he was excited about the recent presentation about the potential Kennesaw Square project.

Miranda Taylor reminded the board of 2 upcoming events: Candy Crawl on Oct 27 and Holiday Market on Nov 3-4. She will send the Facebook links for the Holiday Market events to the board so they can share with their networks.

9. Adjourn

With no further business to discuss, Lexie Newhouse made a motion to adjourn. Mary Jo Groeneveld seconded the motion. Motion passed unanimously. The meeting adjourned at 8:31 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.