MINUTES OF KENNESAW DOWNTOWN DEVELOPMENT AUTHORITY MEETING
CITY OF KENNESAW
Council Chambers
(2529 J.O. Stephenson Avenue, Kennesaw, GA 30144)
March 8, 2024
7:30 AM

Present	Chair Mark Allen Vice Chair David Lyons Secretary Mary Jo Groeneveld Ian Coats

1. Call to Order / Roll Call

Chair Mark Allen called the meeting to order at 7:45 am.

Members Present: Mark Allen, Ian Coats,David Lyons, Mary Jo Groeneveld
Members Absent: Lexie Newhouse, Leslie Patton, Nimesh Patel
Staff Present: Luke Howe, Miranda Taylor, Lauren McKenzie (legal)

5. New Business

B. Review of outparcel assignment at TUG site development (South Main Street)

This item was taken out of order, following the Call to Order.
The applicant previously submitted a request for consideration the Authority's consent to the assignment and assumption for the retail site development for Kennesaw Commercial Owner, LLC for the March 8, 2024 KDDA meeting. To allow the applicant to prepare all necessary documents for review, KDDA received a letter formally withdrawing the request for consideration at the March 8, 2024 meeting and requested the consideration of the assignment and assumption agreement be placed on the April 12, 2024 KDDA meeting. A copy of the letter will be included as part of the official minutes. Elliot Van Dyke, representing Highpoint Development was in attendance and confirmed that his firm was in agreement with the letter as submitted.
David Lyons made a motion to accept the withdrawal letter as presented. Ian Coats seconded the motion. Motion passed unanimously.

A. CBD Project Application: 2573 Summers Street

This item was taken out of order, following the discussion of item 5B.
Darryl Simmons provided an introduction for the CBD application for 2573 Summers Street. The applicant is going through a separate rezoning process to rezone the parcel as CBD to better fit in with the surrounding downtown parcels; since the property is on the schedule for rezoning, the applicant is pursuing the CBD project application concurrently. The project will include the build-out of a Sherwin-Williams store/showroom to service commercial customers. The applicant was present, and shared that they will be installing a landscape buffer to help their site match other recently improved parcels on Summers Street, repaving the parking lot, and that they

will keep the existing building but will rehab it. Their goal is to deliver a completed site to their customer in the 3rd quarter of 2024 (anticipating a 6-month construction turnaround).
David Lyons made a motion to approve the CBD application as presented. Ian Coats seconded the motion. Motion passed unanimously.

2. Approval of the Meeting Minutes

A. Draft meeting minutes 2.9.24

The board reviewed the draft minutes from the February meeting. David Lyons made a motion to approve as presented. Motion seconded by Ian Coats. Motion passed unanimously.

3. Financial Report

A. Review of Financial Report as of 2.29.24

The board reviewed the balance sheet and income statement. However, the cash activity sheet was not available prior to the meeting due to the quick turnaround between the end of the month and today's meeting. The board indicated they'd rather wait to approve the financial report when they are able to review the cash activity sheet. David Lyons made a motion to table the financial report approval to the April meeting. Motion seconded by Ian Coats. Motion passed unanimously.

B. Review of open invoices (legal)

The board reviewed open legal invoices totaling $1,015. David Lyons made a motion to approve the invoices as presented. Motion seconded by Mary Jo Groeneveld. Motion passed unanimously.

4. Old Business

6. Public Comment

Councilmember Tracey Viars was in attendance, and she stated that the board was doing a great job and encouraged them to keep it up!

Staff member Darryl Simmons told the board he looked forward to bringing more downtown projects forward for review.

7. Board & Staff Comment

David Lyons inquired about the status of the Main Street benches discussed at the last meeting, and stated that he would like to see something done about the ones in disrepair.

Mary Jo Groeneveld stated that she did a site visit to the newly proposed Farmers Market location, and she thinks it will be a good site. Mark Allen confirmed that there is power available for the vendors who are required to have power for their items. The board discussed using banners to help with visibility and advertising the market on Patch and Facebook. Miranda will put together quotes for banners and advertising for review at the next meeting.

Mark Allen discussed the update to the Flex Grant program to include the historic structures study, and requested that staff provide updated verbiage at the next meeting.

8. 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).

9. Adjourn

With no further business to discuss, the meeting was adjourned at 8:13 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.