



KENNESAW DOWNTOWN DEVELOPMENT AUTHORITY
DRAFT MEETING MINUTES
August 13, 2019
Mayor & Council Chambers
7:30 A.M.

- I. **Call to Order:** Chair Mark Allen called the meeting to order at 7:30 am.
Members Present: Mark Allen, Donna Hogan, David Lyons, Leslie Steinle
Members Absent: Joe Badgett, Gary Hasty, Chad Howie
Staff Present: Bob Fox, Miranda Taylor
Guests Present: Pat Ferris, Tracey Viars
- II. **Approval of Minutes** – Minutes from the July 9, 2019 meeting were reviewed. David Lyons made a motion to approve the minute as presented, seconded by Leslie Steinle. Vote taken; motion passed unanimously, 4-0.
- III. **Announcements/Public Comment:** None
- IV. **Financials**
(a) Financial Report: David Lyons presented the financial report. Ending balance for the month ending July 31, 2019 is \$23,810.58. David Lyons made a motion to approve the financial report as presented; motion seconded by Donna Hogan. Vote taken; motion passed unanimously, 4-0.
- V. **Old Business**
(a) Special Projects for Downtown Update: Depot Park, Public Art
-KSU has completed 2 additional benches and 6 manhole covers for downtown. Staff is working with KSU and Public Works to schedule installation and a ribbon cutting for the new pieces.
-Gateway Park is completed, but we will be adding a bench under the shade shelter.
-Depot Park: Civil/site work is done, and we are working on a plan to move forward with parking, trails, and lighting, with a goal to start working on the amphitheater by 2nd Qtr 2020.
-Wayfinding signage: we have activated the next phase of the project and will installing signs downtown throughout the rest of the year.
(b) Farmers Market/Dinner at the Depot Update/Review
- There are 2 event dates left. Public Works has been a rock star, helping with tables, chairs, and barricades. The new venue is working well. Traffic has notably decreased since school started, and foot traffic is way down. Our 3 biggest farmers are out of product and the season is winding down.
-David Lyons suggested sending coffee/doughnuts/juice to Public Works as a thank you for supporting the market. Staff will check with the Public Works Director to find a date/time that would work with their schedule.
-Mark Allen is considering hosting a casual social at The Nest with market vendors, just as thank you and a fun way to close out the season. This would likely be scheduled in early September.
- VI. **New Business**
a. Discussion of extension for Farmers Market/Dinner at the Depot: Mark Allen shared that he has had several vendors approach him and ask if the market season could be extended into the Fall. However, based on

attendance the last 2 weeks, particularly 8/12, and the fact that vendor availability is decreasing, Mark does not see a justification for extending the market/food truck season. The season will end on 8/26 at planned and advertised.

- b. Discussion of Projects for KDDA Members- outline projects: Board members discussed project ideas they would like to propose, following the request for new project ideas at the last meeting.
- i. Gary Hasty emailed a project idea, to organize a monthly progressive dinner/social event to highlight downtown businesses. The board felt this was a good idea, but perhaps on a quarterly basis, not monthly.
 - ii. Donna Hogan offered the following ideas: 1. Put together an art walk/business tour; 2. Use available survey data and choose 1 or 2 things that people would like to see downtown and focus on how to implement those ideas, including charitable ideas and ways to support elderly, food banks, etc. at the holidays.
 - iii. Leslie Steinle proposed a holiday/makers market to highlight downtown. This could be coordinated with the city's tree lighting event to bring more focus to downtown.
 - iv. Mark Allen would like to focus on continuing to develop downtown: 1. Create a list of properties/areas to focus on (blighted areas, key focus areas) and figure out what development assistance that KDDA can offer; 2. Focus on beautification – landscaping areas or large-scale pottery with plants, and create partnerships with groups to maintain them (master gardeners, senior groups, etc.); 3. Explore the requirements to be in the Main Street Program; 4. Encourage KDDA members to attend other city meetings where they can support initiatives related to downtown development. Meetings include Mayor & Council Meetings, Historic Preservation Commission, Planning Commission, and special study groups. Miranda Taylor will create a shared google document for members to use to sign up to cover the various meetings.
 - v. The board decided on an action item for each board member to meet with Bob individually over the next month to get a better sense of what the board is chartered to do and what projects they are already committed to, and then revisit the project ideas at the next meeting. It is important to have a plan to fully support current initiatives before moving on to new ones.

VII. Board Comments: None

VIII. Community Development Director Comments: Bob Fox provided the following project updates:

- Royal American project is moving forward with site work and should begin vertical construction soon.
- Terraces at Depot Park are almost sold out.
- Pritchard Park residential project was approved by Mayor & Council at the last meeting. Piedmont Residential's schedule includes submitting site plans in October and starting work in November.
- Traton Homes has pulled another 4-6 permits to continue the buildout of the townhomes at Fuller's Chase.
- Staff is heavily involved with both Sanctuary and Core on the development at/surrounding Martha Moore. We are working on drafts of development agreements for both groups that will need to go to Mayor & Council to help facilitate different aspects of the project and the infrastructure requirements. Sanctuary is looking to plan a groundbreaking for School House Village around the end of the month, and demo/site work will immediately follow.
- Old Cherokee is working on civil engineering plans, with a goal to move the historic buildings and start site work in late Fall.
- Adore Bridal is in the process of purchasing their building, and considering the Downtown Development Revolving Loan Fund (DDRLF) through DCA as part of their financing. The application will run through KDDA and we will be the connection to DCA to facilitate the application. Bob and Miranda will provide more information to the board at the next meeting if the Adore owners decide to move forward with the application.

IX. EXECUTIVE SESSION – Land, Legal, Personnel

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).

- X. **ADJOURN:** With no further business to discuss, David Lyons made a motion to adjourn, seconded by Leslie Steinle. Vote taken; motion passed unanimously, 4-0. Meeting adjourned at 8:56 am.

*Minutes recorded and submitted by:
Miranda Taylor, Economic Development Specialist*

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