



**KENNESAW DOWNTOWN DEVELOPMENT AUTHORITY**  
**MEETING MINUTES**  
**June 9, 2020**  
**Virtual Zoom Meeting**  
**7:30 A.M.**

**Pursuant to Governor Kemp’s Executive Order Number 03.14.20.01 declaring a Public Health State of Emergency and in accordance with O.C.G.A. §50-14-1 et seq., as may be amended or extended, this public meeting was only conducted via the use of Zoom, a real-time telephonic technology allowing the public simultaneous access to the public meeting.**

- I. Call to Order** The meeting was called to order at 7:37 am by Chair, Mark Allen
- a. Prior to continuing with the agenda, Mark Allen read the following statement: Pursuant to Governor Kemp’s Executive Order Number 03.14.20.01 declaring a Public Health State of Emergency and in accordance with O.C.G.A. §50-14-1, this public meeting is only being conducted via the use of Zoom, which is a real-time telephonic technology allowing the public simultaneous access to this public meeting. In addition, any vote taken during this meeting must be conducted by Roll Call Vote as required by Georgia law during this official state of Public Health Emergency.
  - b. Mark Allen conducted a roll call of the KDDA to record which members were on the Zoom meeting.
    - i. Mark Allen –present
    - ii. David Lyons – present
    - iii. Gary Hasty – present
    - iv. Leslie Steinle – present
    - v. Chad Howie – present (joined the meeting at 7:39)
    - vi. Britt Doss – not present
    - vii. Anne Langan – not present
  - c. Staff members present on the Zoom meeting: Bob Fox, Miranda Taylor
- II. Approval of Minutes**
- a. 3.10.2020 Draft Meeting Minutes were reviewed. David Lyons made a motion to approve the minutes as presented; seconded by Leslie Steinle. Vote taken by roll call: Mark Allen (yes), David Lyons (yes), Gary Hasty (yes), Leslie Steinle (yes), Chad Howie (not present for vote). Motion passed by a vote of 4-0.
  - b. 5.5.2020 Draft Special Called Meeting Minutes were reviewed. David Lyons made a motion to approve the minutes as presented; seconded by Gary Hasty. Vote taken by roll call: Mark Allen (yes), David Lyons (yes), Gary Hasty (yes), Leslie Steinle (yes), Chad Howie (not present for vote). Motion passed by a vote of 4-0.
- III. Announcements/Public Comment:** None. Let the minutes reflect that Chad Howie joined the meeting at 7:39 am.
- IV. Financials**
- a. Financial Report was presented by Gary Hasty. The ending balance as of 5.31.20 is \$13,000.78. David Lyons asked what the expense for Custom Fence Atlanta was for; staff reminded the board this is the monthly fee for the perimeter fencing at the Budgetel property. This expense will cease when the building demolition is complete. David Lyons made a motion to approve the financial report as presented; seconded by Gary Hasty. Vote taken by roll call: Mark Allen (yes), David Lyons (yes), Gary Hasty (yes), Leslie Steinle (yes), Chad Howie (yes). Motion passed by a vote of 5-0.

## **V. Old Business**

- b.** Discussion/Update: Kennesaw Market Monday: Mark Allen reported that there were 14 vendors at the market last night (up from 8 the previous week) and 3 food trucks. Food trucks are scheduled out for the next few weeks and we continue to get inquiries from new market vendors. Board members inquired about the status of beer at the food truck event; Mark advised that The Nest had not pursued the license due to the \$500 city fee associated with applying, since they were unsure of the length of the season (or if we would even have a season due to COVID-19). They are willing to submit the application (which is a 30-45 day process with the State) but they could not bear the cost of the permit due to the uncertainty of the season. Several board members noted that foot traffic to the market and food trucks has been lower without the draw of having beer onsite. David Lyons made a motion for the KDDA to cover the \$500 fee for the necessary license (if it is not possible for the fee to be waived by the City) to get this amenity back at the event. Motion seconded by Leslie Stenlie. Chad Howie questioned if we should request that the vendor reimburse the KDDA for the fee if the permit is issued and we are able to extend the season to make it profitable to have beer onsite for the remaining market/food truck events. Mark Allen advised the board that they could also seek an outside sponsor to pay/reimburse KDDA for the fee. No amendment to the motion was offered and the Chair called for a vote. Vote taken by roll call: Mark Allen (yes), David Lyons (yes), Gary Hasty (yes), Leslie Steinle (yes), Chad Howie (yes). Motion passed by a vote of 5-0.

## **VI. New Business**

- c.** Discussion of temporary lease amendment: 2238 Whitfield Place: Bob Fox provided an update to the board regarding the tenant at 2238 Whitfield Place, reminding the board that this property was purchased several years ago using SPLOST funding (as it was identified as a total take for the Sardis Extension/Overpass road project) and transferred to the KDDA so that we could lease the property to a tenant and recoup some of the purchase funds until the property is needed for the road project. The tenant's business was significantly impacted by COVID-19, and they have requested a reduction in rent to assist them while the business recovers. Staff worked with Legal to outline a lease amendment, the terms of which offer a reduction in the monthly rent to \$700 due monthly, April 2020 through December 2020. The rent reverts to a monthly rate of \$1400 per month on January 1, 2021. David Lyons made a motion to approve the amendment and authorize the Chair to sign, pending final legal review; seconded by Gary Hasty. Vote taken by roll call: Mark Allen (yes), David Lyons (yes), Gary Hasty (yes), Leslie Steinle (yes), Chad Howie (yes). Motion passed by a vote of 5-0.

## **VII. Board Comments**

- a.** Gary Hasty inquired about a response to the questions received on Facebook regarding a downtown business. Mark Allen has been contacted by the press as well on the same topic. Staff advised the board that all responses regarding this topic will be coordinated through the City's Communication Office.
- b.** David Lyons inquired on the status of SchoolHouse Village; Chad Howie shared that the construction loan closing has been delayed by COVID-19 interruptions to the financial market, but the tenants who have letters of intent are still lined up and the project is just waiting on the capital market to rebound.
- c.** Mark Allen inquired on the status of the cash-out documents related to the KDDA investment in SchoolHouse Village. Bob Fox advised that staff has been working with legal (both KDDA legal and SchoolHouse Village legal) to finalize the documents. The documents have been drafted, but the timing to execute the documents is tied to the construction loan closing schedule.
- d.** Mark Allen inquired on the status of repainting/refreshing the Plaza furniture; Chad Howie shared that he would have this taken care of in the next week.

**VIII. Community Development Director Comments:** Bob Fox provided status updates on the following projects – Royal American (senior housing), Lewis House, Pritchard Park, Historic Church (Apotheos/The 1808), Horned Owl Brewery, Gus's Fried Chicken, SchoolHouse Village, Core Property Capital, Budgetel (demolition and property marketing), Depot Park, and KSU Art installations.

**IX. EXECUTIVE SESSION – Land, Legal, Personnel:** None

**X. ADJOURN:** With no further business, David Lyons made a motion to adjourn; seconded by Chad Howie. Vote taken by roll call: Mark Allen (yes), David Lyons (yes), Gary Hasty (yes), Leslie Steinle (yes), Chad Howie (yes). Motion passed by a vote of 5-0. Meeting adjourned at 8:39 am.

**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.

**The next scheduled meeting of the Kennesaw Downtown Development Authority will be  
7:30 a.m. on July 14, 2020**