

**CITY OF CUMMING  
DOWNTOWN DEVELOPMENT AUTHORITY  
100 MAIN STREET  
GALLERY B OF CITY HALL, 2ND FLOOR  
FEBRUARY 8, 2024, 6:00 PM**

**-AGENDA-**

- I. Call to Order and Pledge of Allegiance.
- II. Swearing-In of New Authority Members
- III. Adoption of Previous Meeting Minutes
- IV. Consider Agenda for Adoption
- V. Executive Session. (If needed)
- VI. Consider Discounting Rents at the Cumming City Center for February, March and April of 2024
- VII. Consider the Sale of Real Property
  - a) 402 Kelly Mill Road
- VIII. Consider Acceptance of Excess Soil onto DDA Property.
- IX. Consider Dedication of Right(s) of Way.
- X. Adjournment

**CITY OF CUMMING  
DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES**

There was a Specially Called Meeting of the City of Cumming Downtown Development Authority on Thursday, February 8, 2024 at 6:00 P.M., in Gallery B on 2<sup>nd</sup> floor of City Hall. Notice was given and properly posted as required by law. All appointed members of the Downtown Development Authority were present with the exception of Brad Garmon and Lisa Mason. Chairman David Leathers called the meeting to order and led the pledge to the American Flag.

**II. Swearing-In of New Authority Members:** City Attorney Kevin Tallant administered the oath to swear in new Downtown Development Authority members: Shakeeb Ali and Carrie Patterson.

**III. Adoption of Previous Meeting Minutes:** A motion was made by Kelly Lamb and seconded by Jason Evans to adopt the minutes of the May 17, 2023 DDA meeting. The motion carried 5-0 with Brad Garmon and Lisa Mason absent.

**IV. Consider Agenda for Adoption:** A motion was made by Jason Evans and seconded by Shakeeb Ali to adopt the agenda as presented. The motion carried 5-0 with Brad Garmon and Lisa Mason absent.

**V. Executive Session:** Chairman Leathers announced there was a need for executive session to discuss the sale of real property. A motion was made by Jason Evans and seconded by Kelly Lamb to recess into executive session. The motion carried 5-0 with

Brad Garmon and Lisa Mason absent. After a brief executive session, a motion was made by Jason Evans and seconded by Shakeeb Ali to reopen the regular meeting. The motion carried 5-0 with Brad Garmon and Lisa Mason absent.

**VI. Consider Discounting Rents at the Cumming City Center for February, March, and April of 2024:** City Administrator Phil Higgins explained that due to this being the first winter season for most of the tenants of the Cumming City Center, a one-time, three-month, 50% discount on the base lease rate has been recommended for all current tenants. This would help them through the winter inactivity until City Center events could start up in the spring. A motion was made by Jason Evans and seconded by Carrie Patterson to approve a 50% discount on the monthly base lease payments at the Cumming City Center for the months of February, March and April of 2024. The motion carried 5-0 with Brad Garmon and Lisa Mason absent.

**VII. Consider the Sale of Real Property: a) 402 Kelly Mill Road:** City Administrator Phil Higgins explained that the DDA owns a piece of property with no proposed use, located at 402 Kelly Mill Road, that is recommended to be sold. A motion was made by Shakeeb Ali and seconded by Jason Evans to authorize the sale of +/- 0.87 total acres to the highest bidder. The motion carried 5-0 with Brad Garmon and Lisa Mason absent. A motion was made by Chairman Leathers and seconded by Kelly Lamb to authorize City Administrator Phil Higgins to sign the closing documents on behalf of the Downtown Development Authority of Cumming. The motion carried 5-0 with Brad Garmon and Lisa Mason absent.

**VIII. Consider Acceptance of Excess Soil onto DDA Property:** City Administrator Phil Higgins explained that the grading for the Police/Court Complex in the Cumming

City Center had generated excess soil that needed to be hauled off. Authorization is needed to dump the excess soil on the DDA property located at 402 Kelly Mill Road. A motion was made by Kelly Lamb and seconded by to authorize the dumping of the excess soil from the Police/Court Complex on the DDA property. The motion carried 5-0 with Brad Garmon and Lisa Mason absent.

**IX. Consider Dedication of Right(s) of Way:** City Attorney Kevin Tallant explained that all the streets within the Cumming City Center are complete and ready to be dedicated to the City of Cumming as public streets. As a public street, all the maintenance and repairs would be done by the City's Street Department. A plat and right-of-way deed have been prepared for the DDA's approval. A motion was made by Jason Evans and seconded by Shakeeb Ali to authorize Chairman Leathers to sign the right-of-Way Deed on behalf of the DDA. The motion carried 5-0 with Brad Garmon and Lisa Mason absent.

**VII. Adjournment:** A motion was made by Jason Evans and seconded by Kelly Lamb to adjourn the meeting. The motion carried 5-0 with Brad Garmon and Lisa Mason absent.

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**DOWNTOWN DEVELOPMENT AUTHORITY**

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**David Leathers, Chairman**

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**Kelly Lamb, Vice Chair**

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**Carrie Patterson, Member**

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**Brad Garmon, Member**

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**Shakeeb Ali, Member**

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**Lisa Mason, Member**

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**Jason Evans, Member**

**Attest:**

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**City Clerk**