

**CITY OF CUMMING  
DOWNTOWN DEVELOPMENT AUTHORITY  
100 MAIN STREET  
GALLERY B OF CITY HALL, 2ND FLOOR  
NOVEMBER 26, 2024, 6:00 PM**

**-AGENDA-**

- I. Call to Order and Pledge of Allegiance.
- II. Adoption of Previous Meeting Minutes
- III. Consider Agenda for Adoption
- IV. Executive Session. (If needed)
- V. Consider Resolution to authorize the City Center Property Manager and the City Administrator to execute leases, lease amendments and other similar agreements.
- VI. City Center Update.
- VII. Adjournment

**CITY OF CUMMING  
DOWNTOWN DEVELOPMENT AUTHORITY  
MINUTES**

There was a Specially Called Meeting of the City of Cumming Downtown Development Authority on Tuesday, November 26, 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. Adoption of Previous Meeting Minutes:** A motion was made by Carrie Patterson and seconded by Jason Evans to adopt the minutes of the July 18, 2024 DDA meeting. The motion carried 4-0 with Brad Garmon and Lisa Mason absent.

**III. Consider Agenda for Adoption:** A motion was made by Kelly Lamb and seconded by Shakeeb Ali to adopt the agenda as presented. The motion carried 4-0 with Brad Garmon and Lisa Mason absent.

**IV. Executive Session:** Chairman Leathers announced there was a need for executive session to discuss real property agreements. A motion was made by Carrie Patterson and seconded by Jason Evans to recess into executive session. The motion carried 4-0 with Brad Garmon and Lisa Mason absent. After a brief executive session, a motion was made by Jason Evans and seconded by Kelly Lamb to reopen the regular meeting. The motion carried 4-0 with Brad Garmon and Lisa Mason absent.

**V. Consider a Resolution to authorize the City Property Manager and the City Administrator to execute leases, lease amendments and other similar agreements:** A motion was made by Jason Evans and seconded by Carrie Patterson to authorize

Chairman Leathers to sign the resolution to authorize City Center Property Manager Jennifer Archer and City Administrator Phil Higgins to execute leases, lease amendments and other similar agreements. The motion carried 4-0 with Brad Garmon and Lisa Mason absent.

**VI. City Center Update:** Cumming City Center Property Manager Jennifer Archer gave an update of new tenants and the events occurring at the City Center.

**X. Adjournment:** A motion was made by Kelly Lamb and seconded by Carrie Patterson to adjourn the meeting. The motion carried 4-0 with Brad Garmon and Lisa Mason absent.

**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**