City of Cumming Downtown Development Authority
Regular Meeting
August 25, 2026

I. Call to Order and Pledge of Allegiance – Kelly Lamb, Vice Chair

The Downtown Development Authority of Cumming held a Regular Meeting on Tuesday, July 28, 2026, at 6:00 pm. The meeting was held on the second floor, Gallery B of City Hall located at 100 Main Street, Cumming, Georgia 30040. The purpose of the meeting was to consider matters as set forth in this agenda. All interested persons were invited to attend.

Present for the meeting were City Administrator Phil Higgins, Downtown Development Authority Members, Carrie Patterson, Jason Evans, Rachel Mooney, Shakeeb Ali, and Whitney Barnhart, incoming member Frank Smith, DDA Attorney Kevin Tallant and Riley Creamer with Tallant Howell Law Firm, City Center Director Jennifer Archer, and City Clerk Alison B. Smith. Not present was Kelly Lamb. All members and guests pledged allegiance to the American flag at the start of the meeting.

Due to an error on the agenda that was duplicated from the prior meeting, an amendment was made to remove Item II.

II. Swearing - In of New DDA Member

This items was removed based on the amendment stated at the start of the meeting.

III. Adoption of Previous Meeting Minutes

Frank Smith made a motion to adopt the previous meeting minutes. The motion was seconded by Jason Evans to adopt the minutes from the July 28, 2026, DDA Meeting. The motion carried 5-0.

IV. Consider Agenda for Adoption

With the amendment to remove Item II from the agenda, a motion was made by Jason Evans and seconded by Frank Smith to adopt the amended agenda for the August 25, 2026, meeting. The motion carried 5-0.

V. Executive Session

DDA Chair, Rachel Mooney, asked City Administrator, Phil Higgins, if Executive session was required. Administrator Higgins advised Executive Session was required. A motion was made by Whitney Barnhart and seconded by Shakeeb Ali to dismiss to Executive Session. The motion carried 5-0.

All members returned from Executive Session. A motion was made by Frank Smith and seconded by Jason Evans to adjourn Executive Session and reconvene to regular session. The motion carried 5-0.

VI. Old Business

1. Discussion of DDA Bylaws

Administrator Higgins recommended the discussion of by-laws be tabled until the next meeting. A motion was made by Carrie Patterson and seconded by Whitney Barnhart to table a vote on the bylaws. The motion carried 5-0.

2. Discussion of DDA Enhancements and Strategic Plans

DDA members agree to table the discussion of DDA Enhancements and Strategic Planning until the next meeting. A motion was made by Carrie Patterson and seconded by Frank Smith to table a vote until the next meeting. The motion carried 5-0.

VII. New Business

1. Consider Joint Resolution in Support of the Cottage of Providence Housing Development

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A joint resolution was presented with the Cumming Downtown Development Authority and Providence Housing Development. The current phase of this discussion requires a vote to allow St. Vincent De Paul to apply for a grant that would provide funding for the housing development. Administrator Higgins and Attorney Tallant explained that for St. Vincent De Paul to move forward in the third and final step for grant application that could potentially match up to $2.5 million on this project, the DDA must vote to approve the joint resolution. Mariel Risney Sivley, Director or Housing at St. Vincent De Paul was present to answer any questions relating to the item. A motion was made by Frank Smith and seconded by Carrie Patterson to approve the joint resolution in support of the Cottage of Providence Housing Development. The motion carried 5-0.

2. **Discuss Feasibility of Restaurant Week**

Kelly Lamb sent a packet of ideas that she found informative about restaurant weeks in other cities. Administrator Higgins discussed the recommendation of putting this in the 2027 budget for the DDA and that he wanted to bring in a consultant familiar with these types of projects to the next meeting. Jason Evans suggested the idea of sponsors to offset the costs. A motion was made by Carrie Patterson and seconded by Whitney Barnhart to table the final decisions and discussions until next meeting. The motion carried 5-0.

VIII. City Center Update

Jennifer Archer, Director of City Center, provided the following City Center update:

- **The Keystone Event was a huge success.**
- **Residential housing would be presenting open houses soon.**
- **Toll Brothers expecting to have an open house in April 2027**

IX. Adjournment

No additional matters were presented for discussion. A motion was made by Carrie Patterson and seconded by Frank Smith to adjourn the August 25, 2026, meeting. The motion carried 5-0.

Approved this 27th day of October, 2026.

Rachel Mooney, Downtown Development Authority Chair

Kelly Lamb, Downtown Development Authority

Jason Evans, Downtown Development Authority

Carrie Patterson, Downtown Development Authority

Shakeeb Ali, Downtown Development Authority

Whitney Barnhart, Downtown Development Authority

Frank Smith, Downtown Development Authority

Attest:

Clerk, Alison B. Smith

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