

**CITY OF NORCROSS**  
**DOWNTOWN DEVELOPMENT AUTHORITY**  
**Monthly Board Meeting**  
**Thursday, April 10, 2017**

**MINUTES**

1. **Executive Session –at 6:00 pm.** Started the regular session first while waiting for the guest speakers
  
2. **Call To Order**—J. Bemis, Chairman
  
3. **Roll Call**-J. Bemis, M. Delaney, L. Hester, A. Wood, R. Girard, D. Watch  
Others: C. Moder, C. Kitchen, R. Smith
  
4. **Approval of Minutes**—J. Bemis- **Vote Required.** L. Hester was not present at the March meeting. Remove the Gateway Development Group. Change (#7 a) the March Treasurer’s Report to: R. Girard is looking at the DDA rent status (due to the early date of the DDA meetings -the rent status is not available.) M. Delaney makes motion to approve the minutes as amended and it is 2<sup>nd</sup> by A. Wood. Unanimous.
  
5. **Citizen Input**-None
  
6. **Board General Updates**-J. Bemis
  - a. **New Business**- None
  
  - b. **Old Business**-

**7. Treasurer’s Report Update—R. Girard**

- a. New Business-** February rents are current. The only exception in March is Chases Wingery.  
Regular meeting is suspended @ 6:15. M. Delaney makes the motion to go into Executive Session and is 2<sup>nd</sup> by R. Girard. Unanimous.  
L. Hester makes motion to come out of Executive Session at 7:21 pm. It is 2<sup>nd</sup> by R. Girard. Unanimous.
- b. Old Business—**
  - 1. R. Girard reviews the DDA purchasing policy.
  - 2. The SWGC would like the Norcross DDA to rejoin the Southwest Gwinnett Chamber. The Economic Development Director C. Moder attends all of the SWGC’s meetings. It is determined that the DDA will not rejoin at this time.

**8. Council Update— None**

- a. New Business-Update**
- b. Old Business-**

**9. Economic Development Report- Chris Moder**

- a. New Business-Update**
  - 1.)Introduction of Tara Smith –Ms. Smith had previously worked for the City of Detroit. C. Moder says that the new DDA Operation Manager, Tara Smith, has been a great help to him.
  - 2.)Lease of 145 Britt Avenue property to Norcross – Sprouts Child Care. The Day care will be moving in the next month.
  - 3.)Announcement that r360 retail consultant briefing to be provided at the beginning of the Council policy meeting on April 17th at 6:30 PM

- b. Old Business—**

**10. Downtown Manager’s Report—C. Kitchen**

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a. **New Business**-Update Working with the merchants to bring more foot traffic into downtown. "First Thursdays" will have music, face painting, yo yo demonstrations, juggling along with Merchant Specials. The May First Thursdays theme is the Mad Hatter. We will have an artist drawing caricatures down on South Peachtree.

b. **Old Business**-

11. **Adjourn**— R. Girard makes motion to adjourn and it is 2<sup>nd</sup> by M. Delaney- unanimous consent.