
MINUTES

1. Call to Order

at 6:00pm by Chairperson Tracy Jordan

2. Approval of Minutes: December 11, 2023 meeting

Motion to approve as-is by Hunter, seconded by Kumar, and all in favor.

3. Business Items

a. Intergovernmental Agreement with City of Hoschton regarding 69 City Square

Motion to approve by Hunter, seconded by Bentz, and all in favor.

b. Lease Agreement with Atlanta Development Company: 69 City Square

Motion to approve by Hunter, seconded by Bentz, and all in favor.

Atlanta Development Company representative Yang remarked that the last stage of the design process will be finalized on Tuesday, with work scheduled to begin on February 1st.

c. Intergovernmental Agreement with City of Hoschton regarding 73 City Square, 4162 Highway 53 Unit 110, and 4272 Highway 53

Motion to approve by Hunter, seconded by Bentz, and all in favor.

d. Lease Renewal with Josh Burdette (Hoschton Coffee): 73 City Square

Motion to approve a 3-year rental term and monthly rent of \$1,200.00 by Hunter, seconded by Bentz, and all in favor.

e. Lease Renewal with 4 Brothers Holdings, LLC (Depot by Four Brothers): 4272 Highway 53

Motion to approve a 3-year rental term and monthly rent of \$2,800.00 by Hunter, seconded by Bentz, and all in favor.

f. Approval of lease terms and rent amount: 4162 Highway 53, Unit 110

Motion to approve a 3-year rental term and monthly rent of \$1,000.00 by Hunter, seconded by Bentz, and all in favor. (Tenant TBD)

4. Other Business

Dr. Hunter requested permission to purchase an online archive subscription "Atrium" for the Historic Preservation Committee to use to catalog photographs, documents, books, etc. The archive would be linked to the City of Hoschton website, allowing ready access to the public.

The initial setup cost is \$3,200.00 and the annual subscription is approximately \$1,000.00. All board members agreed that the cost seems reasonable.

The Spring Gala will tentatively be held April 12th or April 13th. Discussion was had regarding designating funds raised from this event toward a certain project vs. deciding after the event how best to allocate the money. Ultimately, the verdict was to wait until after the Gala to decide. Ms. Jordan is in the process of gathering information and costs from vendors before a budget for the event can be set.

The board decided that it might be best to hire a professional event planner on an as-needed basis to support the DDA in planning/executing events instead of filling the DDA Director position at this time.

Ms. Wheeler stated that the City Council has earmarked \$60,000.00 for the DDA in the 2024 budget.

5. Public Input

No comments

6. Chair Recap

Jordan remarked that she appreciates all the time and efforts devoted to the DDA by everyone.

7. Adjourn

Motion to adjourn at 6:39pm by Hunter, seconded by Kumar, and all in favor.

Roll Call:

Tracy Jordan, Chairperson
Dr. Sri Kumar, Co-Chair
Dr. Marsha Hunter
Mariya Bentz

Also Present:

Tiffany Wheeler, Finance Director
Jen Williams, Asst. City Clerk

Absent:

Joe Vogt

Approved:

Dr. Sri Kumar, Co-Chair

Date

Jennifer Williams, Assistant City Clerk