



MEETING MINUTES
Richmond Hill Downtown Development Authority
Regular Monthly Meeting
Tuesday, January 10, 2023- 8:30 A.M.
Richmond Hill
Council Chambers

Members present:

Georgene Brazer, Kevin Bowes, Megan Gillespie, Jeff Nielsen & Eddie Warren

Members absent:

Catherine Grant & Robbie Ward

Guests present:

None

Staff present:

Nathan Clark, Assistant City Manager

Chairman Brazer called the meeting to order at 8:31 AM

Upon calling the meeting to order the Chair introduced Nathan Clark, Assistant City Manager to the board as its new assigned staff member.

Mr. Warren made a motion to approve the January 10th meeting agenda; seconded by Mr. Bowes. Motion carried unanimously.

Mr. Bowes made a motion to approve the December 6th 2022 meeting minutes; seconded by Ms. Gillespie. Motion carried unanimously.

Mr. Warren presented Downtown Development Authority's monthly Financial Report with an ending balance of \$62,763.85. **Mr. Nielsen made a motion to approve the Financial Report as presented; seconded by Ms. Gillespie. Motion carried unanimously.**

Chairman Brazer and Mr. Clark provided a brief update regarding the City of Richmond Hill's purchase of 10512 Ford Avenue, commonly known as the "Community House."

Mr. Clark presented the Board with the Downtown Development Primer that discussed a number of roles and responsibilities often associated with DDAs. The brief presentation was to serve as the basis of the February 2023 meeting in which the board will share their own individual visions for Downtown Richmond Hill in hopes of creating a collective vision that will drive the Board's efforts during 2023.



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Mr. Clark provided the board for its approval the 2023 DDA meeting schedule. Typically, the Board shall meet throughout 2023 on the first Tuesday of the Month at 8:30 AM with the following exceptions:

Tuesday February 14, Monday March 6 and Tuesday July 11 – each of these meeting will take place at 8:30AM

Mr. Warren made a motion to approve the Calendar as presented; seconded by Ms. Gillespie. Motion carried unanimously.

No public comment was presented.

Mr. Bowes made a motion to approve the Calendar as presented; seconded by Mr. Nielsen. Motion carried unanimously.

Georgene Brazer

Georgene Brazer, Chairman

3/06/2023

Date

NBC

Nathan Clark, Assistant City Manager

3-6-23

Date