

**City of NORRIS
COMMUNITY DEVELOPMENT BOARD
MEETING MINUTES: February 27, 2025**

Members Present: Lisa Barger (exp.: Sep.30, 2025); Lisa Higginbotham (exp. Dec 31, 2027); Al Lesar (exp.: Mar 31, 2027); George Miceli (exp.: Feb 28, 2027); Loretta Painter (exp. Dec 31, 2027);

Members Absent: Alex Munro (exp. Apr 30, 2026);

Location: Norris Community Building

Guest(s) in Attendance: Don Barger

TOPIC	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS/ FOLLOW-UP (Who/What/When)
Time - Called to order	6:00 pm: Quorum requirements met with 5 voting members present.	
Hear from the Public	Don Barger offered his professional help based on his work experience with the National Parks Conservation Association.	
Approval of minutes	APPROVED UNANIMOUSLY: January 23, 2025, amended meeting minutes as submitted at the meeting (Painter motion, Barger second)	ACTION: MICELI – send signed copy of approved minutes to City office
Continuing Business	<ol style="list-style-type: none"> 1. <u>Elect Board member to be Communications Director of 2025:</u> APPROVED UNANIMOUSLY: Al Lesar to be communications director for calendar year 2025 (Barger motion, Miceli second) 2. <u>Report on outcome of Feb 4, 2025, meeting with Rick Meredith, President of Anderson County Chamber of Commerce:</u> Lisa Higgenbotham revisited the contents of that meeting, mainly for the benefit of Al Lesar who was not in attendance at the meeting, but also to refresh everyone’s memory and to set the foundation for CDB’s next steps in the strategic planning process. <ol style="list-style-type: none"> a. Meredith employed an outside consulting group to do their SWOT analysis, hold public workshops and compile the data. He felt using an outsider was important as a means of assuring honest responses from workshop 	

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	<p>participants. Participants do not know the consultant, will not have to see them ever again and therefore can speak more freely.</p> <p>b. The scope of the Clinton plan was narrower than the intended Norris plan. Clinton focused on development of downtown and South Clinton as business districts that would bring jobs and commerce to the area. Norris’s plan includes the highway business district, the town center business district, housing neighborhoods, and the watershed – all key components of what makes up Norris.</p> <p>c. Meredith subscribes to the ERSI database and has offered its contents for use in our strategic planning process.</p> <p>d. Meredith also offered his personal time and expertise to our project.</p> <p>e. Meredith stated that he personally has shown many Hwy 61 commercial properties on the Norris side of the I-75 to interested developers. He expects development in our area to take off in the near future.</p> <p>3. <u>Report outcome of Higgenbotham presentation at the Feb 10, 2025, City Council meeting:</u></p> <p>a. Based on Meredith’s recommendation of using outside consultants and members knowing the CDB does not have the requisite skillset to do the job in-house, Higgenbotham recommended that CDB research the use of outside consultants and make recommendations to council.</p> <p>b. City Council empowered the CDB to approach consultants on behalf of the city and get proposals as long as there were no costs involved.</p>	

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	<p>4. <u>Review of Norris Clubs/Nonprofits List for completeness and discuss its use in the strategic planning process:</u></p> <p>a. <u>Groups missing from the list:</u> Norris Historical Society; Norris Neighbors; Good Neighbors.</p> <p>b. All agreed that, when the time comes, the purpose of the list was to identify all the key groups in Norris to contact and encourage participation in the strategic planning workshops.</p> <p>5. <u>Determine values-based questions for potential use by City management during strategic planning public workshops:</u> All agreed it was premature to work on these questions without first having a proposed workplan in place.</p>	
New Business	<p>1. <u>Discuss new mandate from city council regarding CDB support of the Norris Strategic plan initiative:</u> CDB next steps are to research potential consulting firms and prepare a proposal to city council.</p> <p>2. <u>Discuss outcome of initial conversation with Duane Grieve East Tennessee Community Design Center:</u></p> <p>a. Meeting set up with to present to the ETCDC Board March 19, 2025, 3:15pm. All CEB members invited to attend meeting.</p> <p>b. Barger to send copy of ETCDC request to meet CDB members →</p> <p>c. Higgenbotham to prepare a draft of presentation that will be made to the ETCDC board. Higgenbotham requests board members to send content suggestion to her. →</p>	<p>ACTION: BARGER – send copy of ETCDC email request to all</p> <p>ACTION: ALL – send content idea to Higgenbotham ASAP</p>

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Adjournment	7:20pm: <u>Unanimous approval to adjourn</u> ; (Lesar motion, Barger second). <ul style="list-style-type: none"> • Next meeting is March 27, 2025, 6pm 	

Lisa Higginbotham, Chairperson Date

George Miceli, Secretary Date