

**City of NORRIS  
COMMUNITY DEVELOPMENT BOARD  
MEETING MINUTES: April 24, 2025**

**Members Present:** 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:** Lisa Barger (exp. Sep 30, 2025); Alex Munro (exp. Apr 30, 2026);

**Location:** Norris Community Building City Council Meeting Room

**Guest(s) in Attendance:** None

TOPIC	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS/ FOLLOW-UP (Who/What/When)
Time - Called to order	6:06 pm: <b>Quorum requirements met with 4 voting members present.</b>	
Hear from the Public	<b><u>Not Applicable</u></b>	
Approval of Minutes	<p><b>APPROVED UNANIMOUSLY: February 27, 2025, meeting minutes</b> as submitted at the meeting (Painter motion, Lesar second)</p> <p><b>APPROVED UNANIMOUSLY: April 2, 2025, special meeting minutes</b> as submitted at the meeting (Lesar motion, Painter second)</p>	
Continuing Business	<p><b><u>Higgenbotham's April 14th report to City Council:</u></b> The City Council will consider funding the ETCDC visioning process in the 2026 fiscal budget.</p> <ul style="list-style-type: none"> <li>• Loretta Painter suggested Lisa Higgenbotham email her presentation talking points to the City Manager for distribution to the council.</li> <li>• Higgenbotham will email the city manager to confirm if the next budget meeting is focused solely on capital expenses. CDB members will want to consider attending the meeting where the ETCDC visioning process is discussed to answer any questions that the council may have.</li> </ul>	<p><b><u>ACTION: HIGGINBOTHAM</u></b> – contact city mgr. re: topic of next city budget meeting</p>

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New Business	<p>1. <b>Discussion of Next Steps related to April 14 City Council Meeting:</b> Must wait until council determines whether they will fund the ETCDC visioning process in support of the cities long range planning process.</p> <p>2. <b>Discussion of Ideas for Future CDB Activities:</b> In preparation for this meeting, Higgenbotham reviewed past CDB minutes to get a better perspective on what to consider in the future. Below are the topics of that discussion.</p> <ul style="list-style-type: none"> <li>a. <b>Food trucks:</b> A new Norris resident suggested that downtown Norris could benefit from food trucks and convinced a local TV station to highlight the lack of eateries in an evening news blurb. The board did not see any role for us, as there is already an ordinance allowing food trucks who see the business opportunity for that. A long-time Norris resident requested that CDB contact the new resident to provide perspective on the current town center status. The board did not see any role for us since someone else has already made that contact.</li> <li>b. <b>CDB Bylaws:</b> The current CDB bylaws need an update to reflect the new city requirements being made of all boards and commission. →</li> <li>c. <b>Forming a Norris Nonprofit to Act as a “Friend of Norris”:</b> No existing nonprofit was willing to add this function to their activities. Norris Lions stated they already perform such a task but perhaps poorly advertise it. Lions and the Norris Bulletin will collaborate at some time in the future to better publicize that aspect of the Norris Lions services.</li> <li>d. <b>Visioning for Center City Property Uses:</b> CDB activities will naturally develop if the ETCDC effort get approved.</li> <li>e. <b>Establish a Norris Chamber of Commerce:</b> CDB did not pursue this due to the lack of finding a necessary champion and the possibility that it may not be necessary, given the existence of a County Chamber of Commerce. The statement was made that our Norris City manager had quit attending Chamber meetings. No one knew why. →</li> </ul>	<p><b>ACTION: MICELI</b> – to produce a revised bylaws for consideration at a future meeting</p> <p><b>ACTION: HIGGINBOTHAM</b> – contact city mgr. to find out reason for not attending and get advice from Rick Meredith on best way for</p>

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	<p>f. <b><u>Offering CDB kickstarter project support to City Boards and Commissions:</u></b> City boards and commissions were solicited without any reciprocal interest from them. Project dropped.</p> <p>g. <b><u>Entrance Signage:</u></b> This will be revisited as a natural development of the ETCDC visioning efforts.</p> <p>h. <b><u>Creating a Business Welcome Packet:</u></b> When last considered, CDB felt this should be a city manager task. However, the current board is interested in creating a draft packet for consideration by the city manager. Task will be formally assigned later.</p> <p>i. <b><u>Tourism Brochure/Promotional Package:</u></b> In the past, CDB felt this should be a city manager function, however, this may become a future project for CDB as part of the visioning process.</p> <p>1. <b><u>Create Norris Neighbors:</u></b> Initially established by the Community Development Board (CDB), the group determined that being under the sponsorship of any city board would limit their operational efficiency. Consequently, they have transitioned to become an independent organization led by Lisa Barger.</p> <p>j. <b><u>Farmers' Market:</u></b> CDB determined this was not a city function; it's currently privately handled.</p> <p>k. <b><u>Holiday Craft Fair:</u></b> CDB determined this is not a city function. Current efforts are led by private individuals.</p>	<p>Norris to reach out to the Chamber</p> <p><b><u>ACTION: UNASSIGNED –</u></b></p> <ol style="list-style-type: none"> <li>1. Create a system where Norris Businesses get sent an annual list of Council meetings with an invitation to attend.</li> <li>2. Kickstart the process of County Councilperson, Josh Anderson holding a semi-annual town hall in the Norris Community Center</li> <li>3. Create a business welcome packet.</li> </ol>
Adjournment	<p>7:10pm: <b><u>Unanimous approval to adjourn;</u></b> (Miceli motion, Lesar second).</p> <p>Next meeting is May 22, 2025, 6pm</p>	

