

**DOWNTOWN DEVELOPMENT AUTHORITY
CITY OF SNELLVILLE**

**Meeting Minutes
June 16, 2016**

I. CALL TO ORDER

The meeting was called to order at 5:05 PM. Directors present: Buddy Scott, Nelson Williams, Matt Czarick, Jack Poles, Gary Parker and Tom Witts. Also present were Eric Van Otteren, Dave Emanuel and Butch Sanders.

A. Introduction of new Directors. Matt Czarick and Gary Parker were introduced to the current Directors. The Oath of office was administered to Matt and Gary by Mayor Tom Witts.

II. APPROVAL OF MINUTES and FINANCIAL REPORT

There were no minutes to approve and no financial report.

III. EXECUTIVE SESSION

The DDA Directors entered an Executive Session to discuss property acquisition. Motion was made by Nelson Williams. Motion seconded by Jack Poles. Vote for executive session was unanimous.

IV. OLD BUSINESS

A. Status of Phase 1 Wayfinding project. The Directors talked about the completion of the Towne Green signs.

1. Discussion of Primary sign location. The Directors continued the discussion of the location for the first Primary Gateway sign. The discussion involved the old monument sign on Highway 78 on Kim & Son 78 Centre LLC property. The Directors concurred with repair of the granite wall, painting the hand rail to the stairs, demolition of the existing planter and monument sign and correcting the corner of the parking lot to allow proper drainage from the lot. These items will be completed at no cost to Kim & Son in exchange for the an easement for the sign.

B. Update on Towne Center. Eric shared an update of the progress and actions regarding the development of a Towne Center @ Snellville.

C. Update on submission of a Livable Center Initiative Planning grant. Eric shared about the potential of the DDA submitting a Livable Centers Initiative grant in the fall. The directors concurred with researching and potentially submitting an application.

V. NEW BUSINESS

A. Discussion of Funding Sources. The Directors talked about possible options for continuing/increasing the funding for the DDA. The current excise rental tax declined recently due to a car rental company leaving the city.

VI. ANNOUNCEMENTS

Next Meeting: July 21 at 5:15 PM in City Hall.

VII. PUBLIC COMMENTS

Motion was made to adjourn by Nelson, seconded by Jack. All approved.
Meeting adjourned at 5:43 PM.