

**DOWNTOWN DEVELOPMENT AUTHORITY DIRECTORS MEETING
CITY OF SNELLVILLE, GA
MEETING NOTICE
Agenda**

TYPE OF MEETING

- SPECIAL CALLED
 REGULAR MONTHLY MEETING
 CALLED

**(X) A QUORUM OF THE MEMBERS OF THE FOLLOWING PUBLIC
AGENCIES MAY BE IN ATTENDANCE AT THIS MEETING:**

(X) MAYOR & COUNCIL

(X) DOWNTOWN DEVELOPMENT AUTHORITY OF SNELLVILLE

(X) DEVELOPMENT AUTHORITY OF SNELLVILLE

(X) URBAN REDEVELOPMENT AGENCY OF SNELLVILLE

DATE OF NOTICE: Tuesday, September 19, 2023
DATE OF MEETING: Wednesday, September 20, 2023

TIME OF MEETING: 4:00 PM
LOCATION: Snellville City Hall – 2nd Floor, Room 259

AGENDA:

A. CALL TO ORDER

B. MINUTES

C. REPORTS

- A. Financial, Dan LeClair
- B. Cobblestone, Angie Strickland
- C. Grove, Matthew Pepper

D. NEW BUSINESS

E. OLD BUSINESS

F. EXECUTIVE SESSION

G. ANNOUNCEMENTS

The next regular meeting is on October 18, 2023 at 4 PM at City Hall.

H. PUBLIC COMMENTS

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I. ADJOURNMENT

NOTIFICATION:

GWINNETT DAILY POST

10:55 AM 9/19/2023

ATLANTA JOURNAL "GWINNETT EXTRA"

10:55 AM 9/19/2023

As set forth in the Americans with Disabilities Act of 1992, the City of Snellville does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Butch Sanders, 2342 Oak Road, Snellville, Georgia 30078 has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice Regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA Coordinator.

The City of Snellville will assist citizens with special needs given proper notice (seven working days). Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of the City of Snellville should be directed to ADA Coordinator, 2342 Oak Road, Snellville, Georgia 30078, telephone number 770-985-3503.

EXECUTIVE SESSION

An Executive session may be called to discuss pending and/or potential litigation, settlement claims, administrative proceedings or other judicial actions, which is exempt from the open meetings act pursuant to O.C.G.A. section 50-14-2-(1). Further, discussion may include future acquisition, disposition, contract to purchase, and lease of real estate, which is excluded from the open meetings act pursuant to

O.C.G.A. section 50-14-3-(4). Upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee, which is excluded pursuant to O.C.G.A. section 50-14-3-(6).

**DOWNTOWN DEVELOPMENT AUTHORITY DIRECTORS MEETING
CITY OF SNELLVILLE, GA
MEETING MINUTES**

August 16, 2023

Members: Emmett Clower, Vice-Chairman; Dave Emanuel, Dan LeClair, and Jamey Toney. Don Britt, Deborah Jones, and Rafiq Ukani were absent.

Guests: Barbara Bender, Mayor; Angie Strickland, Cobblestone Property Manager; Matthew Pepper, Assistant City Manager.

CALL TO ORDER

Mr. Clower called the meeting to order at 4:00 PM.

APPROVAL OF MINUTES

Mr. LeClair made a motion, seconded by Mr. Emanuel, to approve the minutes for the meetings held on July 19, 2023. Four (4) in favor and zero (0) opposed, motion approved.

REPORTS

Financial Report

Mr. LeClair provided the financial report for July 2023.

Cobblestone Report

Ms. Strickland provided a report on Cobblestone. During the report, the Authority discussed leasing options for the available suites. In addition, the Authority discussed how to best market the available suites at Cobblestone.

The Grove Report

Mr. Pepper provided a report on the Grove project.

NEW BUSINESS

None

OLD BUSINESS

Discussion on Cobblestone Property

The Authority discussed possible development opportunities for the Cobblestone property.

EXECUTIVE SESSION

None

ANNOUNCEMENTS

None

PUBLIC COMMENTS

None

ADJOURNMENT

Mr. Toney made a motion, seconded by Mr. LeClair, to adjourn. Four (4) in favor and zero (0) opposed, motion approved. The meeting adjourned at 4:31 PM.

**DOWNTOWN DEVELOPMENT AUTHORITY DIRECTORS MEETING
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MEETING MINUTES**

Approved as presented.

_____ Downtown Development Authority, Chair	_____ Secretary

Cobblestone Meeting Notes

September 20, 2023

Old Business:

- 1) D-100
 - a) Tropical Healthcare has vacated the suite. Staff withheld money from the security deposit for patching, painting, and cleaning.
 - b) Berkshire Hathaway has not contacted the staff to let us know if they are still interested in leasing the suite.
 - c) The Kidney Clinic (C-104/5) toured the suite on September 15th.

- 2) Cobblestone Exterior Improvements
 - a) Landscaper planted a tree, some azalea bushes and hostas at Building D that we removed due to disease and the project to fix the sewer leak.
 - b) In the next few weeks, staff will complete the pressure washing and water sealing of the retention pond fence, and the installation of the new landscape timbers at Building C.
 - c) Staff trimmed the Magnolia trees near the retention pond and the Building G parking.
 - d) Public Works Department will trim the city trees on the north side of Buildings C and D.

New Business:

- 1) D-100
 - a) Staff replaced the flooring in D-100e. We repainted the walls and doors due to holes.
 - b) Staff switched out some light switches to white with new plates from Alabaster. We did the same with blinds in D-100b.

- 2) D-102
 - a) Staff will re-patch front entry wall and re-paint. We will quote out sheet-rocking wall by the entry to D-102. This work needs to be done for a new tenant.

Available Space/Interest:

- 1) C-201 – 1,362 sf; we received interest from physical therapist, lab/car dealer, and a medical spa.
- 2) E-201 – 1,375 sf; we have not received any interest.
- 3) D-100 – 1,567 sf; \$4,168 – we replaced all of the burgundy carpet.

Executive Suites:

- 1) C-216/217 – 416 sf; we have received interest from a tax firm.
- 2) C-211 – 163 sf; we have received interest from a car dealer that requested to bring cars onsite.