

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

January 18, 2023

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

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

CALL TO ORDER

Mr. Britt called the meeting to order at 4:01 PM.

APPROVAL OF MINUTES

Mr. Clower made a motion, seconded by Mr. Emanuel, to approve the minutes for the meeting held on December 14, 2022. Four (4) in favor and zero (0) opposed, motion approved.

REPORTS

Financial Report

Mr. Pepper provided the financial report.

Cobblestone Report

Ms. Strickland provided a report on the Cobblestone Office Park. During the report, Ms. Strickland shared that Suite C-201 has been on the market for about 18 months since the Authority remodeled it. The Authority discussed offering an incentive (e.g., first month of rent is free) to attract a tenant. Ms. Strickland will share this idea with the City Attorney to ensure that there are not legal issues with offering an incentive.

The Grove Report

Mr. Pepper provided a report on the Grove project. During the report, the Authority discussed taking a tour of the new library. Mr. Pepper will organize a date for the tour.

NEW BUSINESS

Consideration and Action on the Authority's Recommendation to the Mayor and City Council for the Appointment to the Vacant Seat

The Authority discussed the current vacancy. The Authority reached a consensus to continue the discussion during the February Meeting, when all members could be present.

Discussion on the City's Centennial

Mr. Pepper reported that the City's Centennial is August 23, 2023. The City is planning some events to celebrate the Centennial. Mr. Pepper will inform the Authority of the dates and times for these events. In addition, Mr. Pepper presented each member with a commemorative coin in appreciation for their volunteer service to the community.

OLD BUSINESS

Discussion on Progress of Cobblestone Capital Improvement Project

Mr. Pepper reported that Multiplex is working on the punch list items. He will keep the Authority updated on the progress.

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Discussion on Cobblestone Business

Ms. Strickland shared the ongoing plumbing issues with Building D. The Authority authorized Ms. Strickland to remove a tree that was causing the line breakages, and contract with a plumber to complete an emergency fix of the faulty line. Ms. Strickland will report to the Authority once the repairs are complete.

In addition, the Authority discussed upcoming lease renewals.

EXECUTIVE SESSION

None

ANNOUNCEMENTS

None

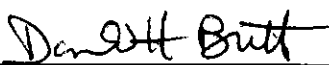
PUBLIC COMMENTS

None

ADJOURNMENT

Mr. Clower made a motion, seconded by Mr. Emanuel, to adjourn. Four (4) in favor and zero (0) opposed, motion approved. The meeting adjourned at 5:20 PM.

Approved as presented.

 _____ Downtown Development Authority, Chair	 _____ Secretary
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