

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

February 15, 2023

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

Guests: Fariz Morani, President, Access Loan Financing LLC; Angie Strickland, Cobblestone Property Manager; Matthew Pepper, Assistant City Manager.

CALL TO ORDER

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

APPROVAL OF MINUTES

Mr. Clower made a motion, seconded by Mr. LeClair, to approve the minutes for the meeting held on January 19, 2023. Six (6) in favor and zero (0) opposed, motion approved.

REPORTS

Financial Report

Mr. LeClair provided the financial report.

Cobblestone Report

Ms. Strickland provided a report on the Cobblestone Office Park. During the report, Ms. Strickland detailed the plumbing repair to the sewer main in front of Building D. Ms. Strickland reported that the plumber recommended that the trough (or channel) in the existing manhole be repaired. Mr. Pepper will review the recommendation with Larry Kaiser.

In addition, Ms. Strickland reviewed the proposed lease language for D-100A, E, and the D-100A Closet with the Authority. The Authority did not propose any changes to the language.

Ms. Strickland informed the Authority that she and Mr. Pepper met with an insurance agent to review the proposed lease language for insurance requirements. She will review the proposed language with the City Attorney.

Ms. Strickland reported that she has received minimal interest in Suite C-201 since the Authority approved an incentive package (first 2 months free with a one-year lease).

The Grove Report

Mr. Pepper provided a report on the Grove project.

NEW BUSINESS

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

Mr. Morani introduced himself to the Authority. During his introduction, he expressed his interest in serving on the Authority. The Authority discussed the current vacancy.

Mr. Clower made a motion, seconded by Ms. Jones, to recommend to the Mayor and City Council that James Toney be appointed to fill the vacant seat (Post 5) on the Authority. Six (6) in favor and zero (0) opposed, motion approved.

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Consideration and Action on Vice Chairman Seat

Mr. LeClair nominated Mr. Clower to serve as the Vice-Chairman.

Mr. LeClair made a motion, seconded by Mr. Emmanuel, to appoint Emmett Clower as the Vice-Chairman of the Downtown Development Authority. Five (5) in favor with Mr. Ukani opposed, motion approved.

OLD BUSINESS

Discussion on Progress of Cobblestone Capital Improvement Project

Mr. Pepper reported that staff is preparing the punch list to review with Multiplex. He will keep the Authority updated on the progress.

Discussion on Library Site Visit

The Authority reached a consensus to schedule a site visit of the library at 4:15 PM on Tuesday, March 21. Mr. Pepper will confirm with the library's contractor the proposed date and time for the site visit.

EXECUTIVE SESSION

None

ANNOUNCEMENTS

None


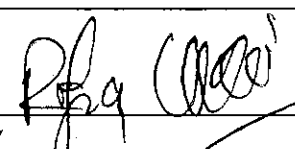
PUBLIC COMMENTS

None

ADJOURNMENT

Mr. Ukani made a motion, seconded by Mr. Emanuel, to adjourn. Six (6) in favor and zero (0) opposed, motion approved. The meeting adjourned at 5:02 PM.

Approved as presented.

 _____ Downtown Development Authority, Chair	 _____ Secretary
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