

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

April 19, 2023

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

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

CALL TO ORDER

Mr. Britt called the meeting to order at 4:04 PM.

APPROVAL OF MINUTES

Mr. Clower made a motion, seconded by Mr. Emanuel, to approve the minutes for the meeting held on February 15, 2023. Four (4) in favor and zero (0) opposed, motion approved.

REPORTS

Financial Report

Mr. LeClair provided the financial report for February and March 2023.

Cobblestone Report

Ms. Strickland provided a report on the Cobblestone Office Park. During the report, Ms. Strickland requested the Authority's direction on leasing to tenants that provide medical treatments and home healthcare services.

In addition, Ms. Strickland requested that the Authority consider combining the common space in D-100. The Authority will discuss the request further during the next meeting.

Ms. Strickland reported that she still 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 Authority recommended lowering the rent below \$2,000 with no incentive package.

The Grove Report

Mr. Pepper provided a report on the Grove project.

NEW BUSINESS

Discussion on Authority Communication (Staff Reports, Cobblestone Updates, Email Addresses)

Mr. Pepper requested that the Authority provide staff with feedback on the monthly staff reports and other communications. The Authority members were in consensus that the monthly staff reports and other updates via email are helpful and should continue.

OLD BUSINESS

Discussion on Progress of Cobblestone Capital Improvement Project

Mr. Pepper reported that Multiplex has completed the majority of the punch list items.

EXECUTIVE SESSION

None

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ANNOUNCEMENTS

None


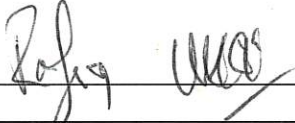
PUBLIC COMMENTS

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 5:01 PM.

Approved as presented.

 _____ Downtown Development Authority, Chair	 _____ Secretary
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