

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

Monday, July 16, 2025

Members: Emmett Clower, Vice Chair; Norman Carter, Jr., Deborah Jones, and Rafiq Ukani were present. Dan LeClair, Don Britt, and Jamey Toney were absent.

Guests: Mercy Montgomery, Assistant City Manager; Jan Harris, Downtown Development Director; Angie Strickland, Cobblestone Office Park Property Manager; Larry Kaiser, Collaborative Infrastructure Services, Inc.; and Cat Hardrick.

**CALL TO ORDER**

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

**MINUTES**

MOTION: Motion to approve the May 15, 2025 meeting minutes as presented was made by Mr. Carter and seconded by Ms. Jones. Mr. Ukani abstained as he was not present at the May meeting. The Snellville City Charter treats an abstention as a vote in favor. Three (3) in favor, one (1) abstention, and zero (0) opposed. The motion carried.

MOTION: Mr. Ukani made a motion to approve the June 16, 2025 meeting minutes as presented, seconded by Mr. Carter. Four (4) in favor and zero (0) opposed. The motion carried.

**REPORTS**

- A. Financial Report: Ms. Montgomery provided the financial report for May, 2025.
- B. Cobblestone Report: Ms. Strickland provided a report on the Cobblestone Property with Mr. Kaiser contributing additional information.

MOTION: Mr. Ukani made a motion to approve change order #2 for Repair #3 to Building E, seconded by Mr. Carter. Four (4) in favor and zero (0) opposed. The motion carried.

- C. The Grove Report: Ms. Harris provided a report on the Grove project.

**NEW BUSINESS**

None

**OLD BUSINESS**

None

**EXECUTIVE SESSION**

None

**ANNOUNCEMENTS**

The next regular meeting is scheduled for Wednesday, August 20, 2025 at 4 PM at City Hall.

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**PUBLIC COMMENTS**

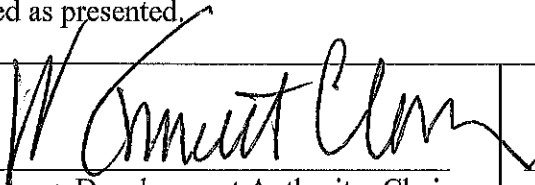
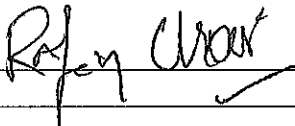
Ms. Hardrick made comments on the following topics: requirements for board appointments to the DDA and the need for crosswalks and traffic mirrors in the Grove parking deck.

**ADJOURNMENT**

MOTION: Mr. Ukani made a motion, seconded by Ms. Jones, to adjourn. Four (4) in favor and zero (0) opposed, motion approved.

The meeting adjourned at 4:50 PM.

Approved as presented.

 Downtown Development Authority, Chair	 Secretary
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