

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

August 17, 2022

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

Guests: Angie Strickland, Cobblestone Property Manager; Larry Kaiser, Project Engineer with Collaborative Infrastructure Services; Collaborative Matthew Pepper, Assistant City Manager.

CALL TO ORDER

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

APPROVAL OF MINUTES

Ms. Jones made a motion, seconded by Mr. Clower, to approve the minutes for the meeting held on July 20, 2022. Five (5) in favor and zero (0) opposed, motion approved.

REPORTS

Financial Report

Mr. LeClair provided the financial report for July 2022.

Cobblestone Report

Ms. Strickland provided a report on the Cobblestone Office Park, Regarding suite D-102, Mr. Strickland stated that the insurance company has been unresponsive in resolving the Authority's liability claim to make repairs to the suite. In response, the Authority will instruct the City Attorney to send a letter to the insurance company asking for a response to the pending claim. In addition, the Authority reached a consensus that Ms. Strickland should show the D-102 "as is" and negotiate with potential tenants on the scope of the improvements (e.g. – painting, flooring).

In the report, Ms. Strickland requested an 8% increase in her hourly rate. The Authority will review her request at a Special Called Meeting scheduled for a time when all members can be present. Mr. Pepper will contact the Authority members with a date for the Special Called Meeting.

The Authority discussed implementing a plan to increase the cost per square foot on lease renewals.

The Grove Report

Mr. Pepper provided a report on the Grove project.

NEW BUSINESS

Consideration and Action on Lease with THRIVE Coworking

The Authority reviewed the sub-lease agreement with THRIVE Coworking to lease 14,000 square feet of space on the second floor of the library.

Mr. Clower made a motion, seconded by Mr. Emanuel, that the Authority approve, and authorize Mr. Britt to sign, the sub-lease agreement with THRIVE Coworking to occupy 14,000 square feet of the second floor of the new library. Five (5) in favor and zero (0) opposed.

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OLD BUSINESS

Discussion on Progress of Cobblestone Capital Improvement Project

Mr. Kaiser presented the project engineer's monthly progress report on the Cobblestone Capital Improvement Project. During the presentation, Mr. Kaiser shared an alternative for replacing the existing sideboard with hardiplank. The alternative included eight (8) feet sections of hardiplank with trim on all four (4) sides and three (3) vertical trim pieces equal distance apart. The Authority requested that Mr. Kaiser ask Multiplex LLC to complete a mockup of the alternative on Building C. The Authority would then review the mockup onsite, and decide on their preferred installation style.

EXECUTIVE SESSION

None

ANNOUNCEMENTS

Mr. Pepper reported that the Metro Atlanta Redevelopment Summit is on Thursday, October 13 at the Studio Movie Grill in Duluth. All present Authority members indicated that they plan to attend the event. Mr. Pepper will follow up with Mr. Franklin and Mr. Ukani.


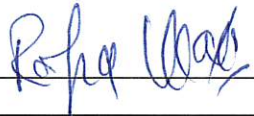
PUBLIC COMMENTS

None

ADJOURNMENT

Mr. Clower made a motion, seconded by Mr. Emanuel, to adjourn. Five (5) in favor and zero (0) opposed, motion approved. The meeting adjourned at 5:17 PM.

Approved as presented.

 _____ Downtown Development Authority, Chair	 _____ Secretary
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