

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

September 21, 2022

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

Guests: Barbara Bender, Mayor of the City of Snellville; 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 4:03 PM.

APPROVAL OF MINUTES

Mr. Emanuel made a motion, seconded by Ms. Jones, to approve the minutes for the meetings held on August 17, 2022 and September 7, 2022. Four (4) in favor and zero (0) opposed, motion approved.

REPORTS

Financial Report

Mr. Pepper provided the financial report for July 2022.

Cobblestone Report

Ms. Strickland provided a report on the Cobblestone Office Park. During the report, Ms. Strickland stated that the City Attorney recommended that the Authority reconsider a previous decision to allow tenants to waive the requirement for renter's insurance if they have liability insurance. The Authority reached a consensus to require each incoming tenant possess renter's insurance in addition to liability insurance. Ms. Strickland will work with the City Attorney to amend the current lease agreement to reflect the decision.

Ms. Strickland reported on the marketing outreach to fill the seven (7) vacant suites. The Authority discussed the option of creating a website to provide rental information for the vacant.

The Grove Report

Mr. Pepper provided a report on the Grove project. Mr. Pepper will organize a tour of the Grove for the Authority members in October.

NEW BUSINESS

None

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 discussion, Mr. Kaiser reviewed the latest pricing to install the steel posts and footings for all 10 staircases. The Authority reached a consensus to allow Mr. Kaiser to work with Multiplex LLC to find another solution, or remove the work from the scope and hire another contractor to make the repairs on the staircases.

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

EXECUTIVE SESSION

None

ANNOUNCEMENTS

None


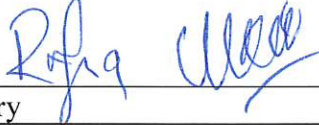
PUBLIC COMMENTS

None

ADJOURNMENT

Mr. Ukani made a motion, seconded by Mr. Emanuel, to adjourn. Four (4) in favor and zero (0) opposed, motion approved. The meeting adjourned at 5:04 PM.

Approved as presented.

 _____ Downtown Development Authority, Chair	 _____ Secretary
---	---