DOWNTOWN DEVELOPMENT AUTHORITY
CITY OF SNELLVILLE

Meeting Minutes
August 13, 2015

I. CALL TO ORDER
The meeting was called to order at 4:30PM. Directors present: Buddy Scott, Nelson Williams, Jack Poles, Dan LeClair, Sam Roper and Don Goldsmith. Also present was Eric Van Otteren.

II. MINUTES AND FINANCIAL REPORT

The minutes for May 21, June 16 and July 16 were approved. No financial report was available.

III. OLD BUSINESS
1. Consideration and selection of a Wayfinding Signage Contractor. The Directors reviewed the proposals and discussed comments make during the presentations by the three companies invited for meetings. The Directors selected IMG as their preferred contractor and asked Eric Van Otteren, in coordination with IMG, to develop a work proposal for the first phase of the Wayfinding project. The Directors asked Eric to notify IMG of their selection and to notify Creative Sign Design and NW Industries that they had not bee selected. If a first phase agreement is not work out with IMG than NW Sign Industries and Creative Sign Design shall be contacted. Phase one shall consist of one gateway sign. Don made the motion to enter into negotiations with IMG on the first phase of the Wayfinding project. The motion was seconded by Nelson. It was approved unanimously. A committee was formed to serve as oversight and support for the negotiations with IMG.
2. Discussion of Towne Green Signage. The signage for The Towne Green improvements was discussed and the Directors decided to include The Towne Green signage in phase one. A motion was made by Dan to include the Towne Green signage in the first phase of the project. Nelson seconded the motion. The Directors approved unanimously.

IV. NEW BUSINESS
1. Community and Southern Bank Action. The Directors were informed of the need for a regular checking account. The Directors agreed and approved a resolution be drafted and signed as required by the bank to open an account. The action to open one or more accounts, as need is determined by the Treasure and Chairman, was approve unanimously.
2. Discussion of September 11 Redevelopment Peer Tour. Eric advised the Directors of one or two potential seats available and encouraged one or two Directors to participate in the tour.
3. Discussion of October 15 Redevelopment Forum. Eric informed the Directors of this opportunity in the near future.

V. ANNOUNCEMENTS
1. Next Meeting: September 17 at 4:00PM in City Hall.

VI. PUBLIC COMMENTS

Motion was made to adjourn by Nelson, seconded by Tom. All approved.
Meeting adjourned at 5:33PM.