

DOWNTOWN DEVELOPMENT AUTHORITY CITY OF SNELLVILLE

Meeting Minutes September 18, 2014

I. CALL TO ORDER

The meeting was called to order at 4:05PM. Directors present: Buddy Scott, Nelson Williams, Jack Poles, Tom Witts, and Dan LeClair. Other attendees included Eric Van Otteren and Butch Sanders, City Manager.

II. MINUTES AND FINANCIAL REPORT

The August 21, 2014 minutes were approved. No financial report.

III. OLD BUSINESS

1. The 2014 action plan. The 2014 action plan was discussed by the directors present. The directors discussed next steps and Buddy shared his report to Mayor and Council.
2. Discussion of Master Signage project next steps. The directors discussed the progress of Sky Design and called for a contract to be developed for specification and construction drawings. Final approval is proposed for a Specially Called meeting as soon as the contract is ready.
3. Discussion of Wisteria property and LCI grant opportunity. Butch Sanders, City Manager, presented the need for approval of a electric cabinet by AT&T on the Wisteria Road property. The stipulation was made that the box not exceed a height of 6 feet and a rectangle of no more than 8 feet by 14 feet. Nelson made the motion to allow the cabinet. Jack seconded the motion. The motion passed with unanimous approval. The Atlanta Regional Commission is opening request for applications for five different grant opportunities. The directors discussed submitting one or more applications. The directors asked Eric to develop the grant applications and report at the next meeting.

IV. NEW BUSINESS

1. Discussion of a 2015 DDA Budget. The directors initiated discussion of creating a budget based on the revenue that would be coming from the Rental Excise Tax. The idea of creation of a budget was met with approval. Actual development of the budget is delayed until such time as more information is known about amount.
2. Council for Quality Growth, James Touchton. James was not able to attend the meeting.

The minutes were annotated to reflect that Cecil Sellers resigned the DDA on July 16, 2014. Post 5 is vacant.

V. ANNOUNCEMENTS

Next Meeting: October 16, 2014 at 4:00PM in City Hall.

VI. PUBLIC COMMENTS

Motion was made to adjourn by Nelson, seconded by Jack. All approved.
Meeting adjourned at 4:25PM.