

**DOWNTOWN DEVELOPMENT AUTHORITY
CITY OF SNELLVILLE**

**Meeting Minutes – Specially Called Meeting
September 25, 2014**

I. CALL TO ORDER

The meeting was called to order at 4:03PM. Directors present: Buddy Scott, Nelson Williams, Tom Witts, Dan LeClair and Jack Poles.

II. CALL TO ORDER

III. BUSINESS

1. Discussion and Action on the proposal by Sky Design regarding the Snellville Signage Master Plan documentation and specification for the city signage master plan program. The directors discussed the proposal submitted by Sky Design for documentation and specification drawing for the Wayfinding signage project. Dan made a motion to accept the price of the documentation and specification drawings as proposed. Motion was seconded by Tom. All members present voted in favor of entering into a contract with SkyDesign to prepare documentation and specification drawings.

IV. ADJOURNMENT

Motion was made to adjourn by Nelson, seconded by Jack. All approved.
Meeting adjourned at 4:33PM.