

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

May 5, 2020

I. CALL TO ORDER

The DDA meeting was called to order by Don Britt, at 4:06 PM. The meeting was held virtually due to shelter-in-place restrictions and the closing of the City Hall building. DDA Directors present (quorum present): Don Britt, Emmett Clower, Dave Emanuel, Billy Franklin, Rafiq Ukani, Dan LeClair and Bill Kingsbury. In addition Chuck Ross, Angie Strickland and Eric Van Otteren attended the meeting.

II. MINUTES AND FINANCIAL REPORT

There were no minutes presented for approval. A financial report was not available. The Directors discussed the financial status of the DDA and the DDA's financial ability to meet the pending June 1, 2020 bond payment.

III. OLD BUSINESS

A. Discussion of Management and Leasing Issues for Cobblestone Office Park. – The Directors discussed the current issues related to COVID-19 closures and capital needs to repair the buildings. Angie noted that 7 tenants utilized their security deposit to pay their April rent.

1. Budget for Cobblestone/DDA and building repair. – The Directors had a short discussion about the creation of a 2021 budget.

B. CPA Selection and Preparation of a Monthly Statement. – There was no conversation about this issue.

C. The Grove Update. – Eric shared the current status and expectations regarding The Grove at Towne Center and the future relocation of the Snellville Post Office.

IV. NEW BUSINESS

A. Roles for the DDA and Board Members. – No Discussion.

B. Business Recovery Initiative. – No Discussion.

V. EXECUTIVE SESSION

The Directors voted to go into executive session at 4:35 and exited the session at 4:45.

There were no decisions made during the executive session.

VI. ANNOUNCEMENTS

The next regular meeting is on May 20, 2020 at 4 o'clock.

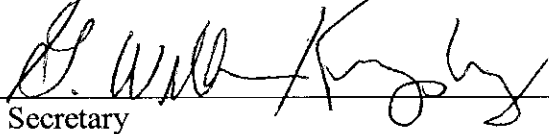
VII. PUBLIC COMMENTS

No public comments.

VIII. ADJOURNMENT

The DDA adjourned their conversation at 4:50 PM.

Approved as presented.

 Downtown Development Authority, Chair	 Secretary
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