



Downtown Development Authority

May 12, 2025
10:00 A.M

3921 Church Street, Clarkston, GA 30021

MEETING MINUTES

Note: Jacob Bouie of the Planning and Economic Development Department transcribed this summary of the meeting. The summary is an overview of the meeting and not intended to be a verbatim transcription of the meeting.

The meeting was called to order at 10:05A.M by Chairperson Johnny Garcia.

The following board members were present: Chairperson Johnny Garcia, Vice Chairperson Rezwan Ahmad, Secretary Adria Marshall, Director Beverly Burks, and Director John Gagne.

Director John G. motioned to approve the May 12, 2025, agenda. Motion was seconded by Director Beverly B. and passed unanimously 5-0.

Chairperson Johnny G. deferred the review of the April 14, 2025, meeting minutes to the next meeting.

Presentation

a) Georgia Tech Economic Development Research Program Presentation – Leigh Hopkins, Grace Barrett

- Representatives Leigh Hopkins and Grace Barrett from Georgia Tech presented an overview of the Economic Development Research Program to the Board of Directors. Following the presentation, board members asked questions regarding the proposed strategic visioning project. A contract for services was introduced. Director Beverly B. motioned to approve the contract pending legal review. The motion was seconded by Director John G. and passed unanimously (5-0).

b) Branding Logo Presentation – Sydney Mufaka

- Sydney Mufaka presented updated logo designs to the board. Board members provided feedback and recommendations for further revisions.

Old Business

a) Verification of DDA Board Training Completion

- Staff conducted a review of board member training compliance. The following members confirmed completion of the required training:

- Chairperson Johnny G.
- Secretary Adria M.
- Director Beverly B.

The following members still need to complete the required training:

- Director John G.
- Vice Chairperson Rezwan A.

The training status for Secretary Nebiyu E. remains unconfirmed at this time.

b) Discussion of Potential Proposed DDA Open House

- Staff presented ideas for hosting a DDA Open House. After discussion, the board approved the event to be held on June 9, 2025, at 9:30 AM at 1055 Rowland Street, Clarkston, GA 30021. Motion by Director Beverly B.; seconded by Secretary Adria M. Vote passed unanimously (5-0).

c) Discussion of participation and preparation of Business Resources 101 Event

- Board members discussed participation in the upcoming Business Resources 101 event at the Clarkston Community Center. Members plan to share information on economic development initiatives, community engagement opportunities, and upcoming events..

d) Review and Discussion of Financial Documents

- This agenda item was deferred to the next meeting.

e) Discussion of Potential Partnership with Clarkston Business Association

- Board members discussed the potential partnership with the Clarkston Business Association.

f) Brainstorming of Special Project Ideas

- The board discussed several special project ideas for future consideration, including: Food Truck Friday's, Halal Food Festival, International Rice Festival, Independence Day Event, Local Business Book initiative.

g) Discussion on the adoption of the Clarkston Downtown Revitalization Study presented by MaCauley Investments.

- This item was deferred pending legal counsel. The board will revisit the matter at a future meeting.

h) Selection of Legal Representation for the DDA

- Board members discussed options for legal representation, including rates and scope of services. Director Beverly B. motioned to approve the hiring of Kyle Williams as the DDA's legal counsel at a rate of \$285/hour, effective May 12, 2025, through December 31, 2025. Motion seconded by Director John G. Vote passed unanimously (5-0).

VI. New Business

a) Finalization of Strategic Plan DDA Business Survey

- Board members individually selected their assigned areas for the DDA Business Outreach Survey project. The assignments are as follows:

- Chairperson Johnny G. – Board Member 1
- Secretary Adria M. – Board Member 2
- Director John G. – Board Member 3
- Vice Chairperson Rezwan A. – Board Member 4
- Director Beverly B. – Board Member 5
- Secretary Nebiyu E. – Board Member 6

- Director Akbar L. – Board Member 7

b) **Discussion on Website Development Strategy**

- Board members discussed strategies for website development, including domain registration and integration with social media platforms.

VII. **Adjournment**

- Director John G motioned to adjourn the meeting at 11:54 am. The motion was seconded by Vice chairperson Rezwan A. The motion passed unanimously 4-0. (*Director Beverly B. had exited the meeting prior to the vote.*)