

MINUTES OF A REGULAR BOARD MEETING  
OF THE DOWNTOWN DEVELOPMENT AUTHORITY OF CLARKSTON, GEORGIA  
HELD IN PERSON AND BY TELECONFERENCE, ZOOM AUDIO/VIDEO  
IN SAID CITY ON MONDAY, JANUARY 12, 2026

On Monday, January 12, 2026 at 10:00 AM, the Downtown Development Authority of Clarkston, Georgia met in a Regular Board Meeting in-person and by teleconference, Zoom Audio/Video in said City. The following City staff were present: Richard Edwards (Planning and Economic Development Director) and Jacob Bouie (Economic Development Coordinator).

NOTE: Items appearing in these minutes are in the order they were discussed, not necessarily in the order they appeared on the agenda.

**I. MEETING CALLED TO ORDER**

Director Beverly Burks called the meeting to order at 10:14a.m.

**II. ROLL CALL**

The following board members were present: Vice Chairperson Rezwan Ahmad, Director Beverly Burks, Secretary Adria Marshall, Director Akber Lassi, and Director Michele Maserjian.

**III. APPROVAL OF THE 01/12/2026, AGENDA**

Motion made by Director Beverly B. to approve the 01/12/2026 meeting agenda. Motion seconded by Director Akber L. The aye votes were: 5, with the nay votes: 0. Motion passed.

**IV. APPROVAL OF THE 09/08/2025, MEETING MINUTES**

**a) 09/08/2025 Meeting Minutes**

Motion made by Director Beverly B. to approve the 09/08/2025 meeting minutes with the removal of the first paragraph . Motion seconded by Michele M. The aye votes were:5, with the nay votes: 0. Motion passed.

**V. PUBLIC COMMENTS**

Any member of the public may address the Board during the time allotted for public comment. Each attendee will be allowed 3 minutes for comments at the discretion of the Presiding Officer. The public comment period will be limited to 40 minutes, and it is not a time for dialogue. If your public comment contains a series of questions, please submit those to the Planning & Economic Development Director in writing. This will facilitate follow-up by the council or staff. The DDA desires

to allow an opportunity for public comment; however, the business of the DDA must proceed in an orderly, timely manner.

## **VI. PRESENTATIONS**

- a) Review, discussion, and consideration of action on the draft Phase 2 Strategic Planning Services Proposal. — Georgia Tech Center for Economic Development Research

Grace Barret and Leigh Hopkins presented the draft Phase 2 Strategic Planning Services Proposal from the Georgia Tech Center for Economic Development Research.

Motion made by Director Beverly B. approve the scope of work for Phase 2 Strategic Planning Services Proposal. Motion seconded by Vice Chairperson Rezwan A. The aye votes were: 5, with the nay votes: 0. Motion passed.

## **VII. OLD BUSINESS**

- a) **Strategic Visioning for Clarkston Downtown Development Authority**
- b) Review, discussion, and adoption of the mission statement, vision statement, and report for Clarkston Downtown Development Authority. — Georgia Tech Center for Economic Development Research

Motion made by Director Beverly B. to defer the review, discussion, and adoption of the mission statement, visions statement, and report for the Clarkston Downtown Development Authority. Motion seconded by Secretary Adria M. The aye votes were: 5, with the nay votes: 0. Motion passed.

## **VIII. NEW BUSINESS**

- a) Election of officers

Adria M. nominated Rezwan A. for Chairperson. The nomination passed unanimously. Michele M. nominated Adria M. for Vice Chairperson. The nomination passed unanimously.

Adria M. nominated Michele M. for Secretary. The nomination passed unanimously.

Adria M. nominated Michele M. for Treasurer. The nomination passed unanimously.

- b) Review and Acceptance of Board Member Resignation Letters
- c) Review and Adoption of the 2026 DDA Meeting Schedule

Motion made by Director Beverly B. to approve the 2026 DDA Meeting Schedule with the following changes: April 6, 2026, updated to April 13, 2026, July 6, 2026 updated to July 13, 2026 and for all regular schedule meetings to be held at 1:00pm . Motion seconded by Michele M. The aye votes were: 5, with the nay votes: 0. Motion passed.

## **IX. ADJOURNMENT**

Motion made at 11:16 a.m by Director Beverly B. to adjourn the meeting. Motion seconded by Adria M. The aye votes were: 5, with the nay votes: 0. Motion passed.