



LAWRENCEVILLE

GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY - SPECIAL CALL MINUTES

Monday, December 06, 2021
6:30 PM

Council Assembly Room
70 S. Clayton St, GA 30046

Call to Order

Chairman Merritt called the meeting to order at 6:31 pm after recognizing a quorum.

PRESENT

Board Member Victoria Jones
Board Member Bruce Johnson
Board Member Joanie Perry Ward
Board Member Jeremy Higginbotham
Board Member Lee Merritt

ABSENT

Board Member Katrina Fellows

Approval of Agenda

Motion to move agenda item 11 to before agenda item 3 made by Board Member Merritt,
Seconded by Board Member Perry Ward.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board
Member Higginbotham, Board Member Merritt

Motion to accept the agenda with the change made by Board Member Merritt, Seconded by Board
Member Perry Ward.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board
Member Higginbotham, Board Member Merritt

Approval of Prior Meeting Minutes

1. Approval of Prior Meeting Minutes - Special Call for October 5, 2021

Motion to approve the minutes for the Special Call meeting held on October 5, 2021 made by Board Member Higginbotham, Seconded by Board Member Jones.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

2. Approval of Prior Meeting Minutes – Executive Session for October 5, 2021

Motion to approve the minutes for the Executive Session meeting held on October 5, 2021 made by Board Member Higginbotham, Seconded by Board Member Jones.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

Downtown Development Business

3. Approval of December 2021 Treasurer's Report

Chairman Merritt reviewed the December Treasurer's Report with the board members due to Treasurer Katrina Fellows absence.

Motion to approve the December 2021 Treasurer's Report made by Board Member Johnson, Seconded by Board Member Perry Ward.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

4. Proposed Budget for 2022

Chairman Merritt reviewed the 2022 Proposed Budget with the Board Members. Real Estate expenses funded by the \$1M IGA account were initially for the nine block area in the center of Downtown near the Square, but changes have been made at previous meetings to include the entire DDA Boundary.

Motion to approve the Proposed Budget for 2022 with the amendment of adding \$10,000 to the Planning expense column made by Board Member Merritt, Seconded by Board Member Jones.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

Facade Grant

Chairman Merritt, Board Member Jones, and Barry Mock met to discuss various recommendations for the facade grant program.

Jasmine Billings is willing to be the contact point for the applications and the businesses

Motion by Board Member Merritt for the grant to include the following: \$12,500 total amount for the grant program, up to \$2,500 per grant, grant would match amount owner invests into the project (50%-50%) dollar per dollar, area would be the entertainment district, also known as the open container district - including the Lawrenceville Lawn, the grant would be a first come first served basis, and subject to approval. Motion includes granting Board Member Higginbotham and Jasmine Billings the power to work out the specific details regarding the grant and to work on the applications. Seconded by Board Member Higginbotham.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

5. 2022 Downtown Development Authority Calendar

Motion to accept the 2022 Downtown Development Authority Calendar made by Board Member Jones, Seconded by Board Member Johnson.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

6. Eaton Street Intergovernmental Agreement

452 Eaton Street Intergovernmental Agreement

The City will purchase the property, currently an auto repair garage and transfer it to the Downtown Development Authority for \$180,000. The Downtown Development Authority will reimburse the City.

Motion to approve the Intergovernmental Agreement with the City of Lawrenceville regarding the 452 Eaton Street Property made by Board Member Higginbotham, Seconded by Board Member Perry Ward.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

7. Central Block Intergovernmental Agreement

Central Block is a housing development between Central Gwinnett High School and the Gwinnett Justice and Administration Center (GJAC). The Planning Commission supports

the idea and the idea goes before the City Council on December 13th, 2021. Complete information on the Central Block Project is available on the City website under Planning Commission.

The Central Block Intergovernmental Agreement states that the City owned property would be conveyed to the Downtown Development Authority and any Downtown Development Authority property included in the project area would become part of the project.

Motion to approve the Intergovernmental Agreement with the City of Lawrenceville regarding the Central Block project made by Board Member Perry Ward, Seconded by Board Member Johnson.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

8. Central Block Contract Amendment

The City of Lawrenceville was able to negotiate a \$335,488 credit on Gwinnett County water and sewer impact fees for the Central Block properties because existing buildings on the Central Block already impact the water and sewer system, the development of 92 new single-family homes is not all “new impact.” The City will collect these fees from the developer and remit them to the County. This amendment increases the developer’s purchase price by \$300,000, thereby allowing the City to benefit from \$300,000 of the credit, and the developer to benefit \$35,488.

Motion to approve the Central Block Contract Amendment as presented made by Board Member Johnson, Seconded by Board Member Higginbotham.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

9. Chestnut Street Parking Garage Easement

The Lawrenceville First Baptist Church has owned majority of the parking lot spaces at the Lawrenceville Lawn for several years. In this easement the church receives an easement for 60 parking spaces in the hotel parking deck and if we ever charge parking fees they do not have to pay the parking fees due to the 5-year easement. These are not exclusive easements.

Motion to approve the Chestnut Street Parking Garage Easement with the Lawrenceville First Baptist Church made by Board Member Jones, Seconded by Board Member Higginbotham.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

10. Sign Easement for Jackson & Luckie Streets

The Lawrenceville First Baptist Church may place a sign for their church on the Jackson Street and Luckie Street corner. They have had a sign easement before, but it has been extended due to the current negotiations. The City of Lawrenceville will have to approve the sign before it can be posted.

Motion to approve the Sign Easement for the Lawrenceville First Baptist Church for Jackson Street and Luckie Street corner made by Board Member Higginbotham, Seconded by Board Member Jones.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

11. Pike Street Outparcel Purchase and Sale Agreement

Research revealed that the public works site was added to the Downtown Development Authority boundary in 2017, so the DDA would be the seller of the Pike Street (public works surplus) site. The Pike Street Contract terms are: the agreement does not include Autobell and it does not hinge on Budget moving.

Motion to approve the Pike Street Outparcel Purchase and Sale Agreement made by Board Member Merritt, Seconded by Board Member Jones.

Voting Yea: Board Member Jones, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

Voting Nay: Board Member Johnson

Mainstreet Business

This Saturday, December 11th is Merry Little Christmas at the Lawrenceville Lawn, Depot Area, and Downtown.

Fireworks which is part of our Bicentennial Celebration are at 6:30 pm.
Holiday Market on the Lawn from 12-7 pm

Wednesday, December 15th, Bicentennial Celebration at the Lawrenceville Arts Center at 6:30 pm

Lawrenceville Arts Commission is presenting the Depot District signage to the City Council. The signage is to brand the area and to eliminate oversized trucks. The Alleyway on Pike Street is also under process as well. Mural placements and the art walk are coming along as well.

Other Business

Chairman Merritt reviewed the details of the November 2021 Treasurer's Report and she noted that we haven't been able to receive checks due to supply chain issues.

Motion to approve the November 2021 Treasurer's Report that was tabled last month made by Board Member Jones, Seconded by Board Member Perry Ward.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

Citizen Comments

No Citizen Comments.

Executive Session - Real Estate

Motion to enter into Executive Session made by Board Member Merritt, Seconded by Board Member Johnson.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

Motion to close Executive Session made by Board Member Merritt, Seconded by Board Member Jones.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

There were 11 items discussed and 5 votes taken.

Final Adjournment

Motion to approve the Intergovernmental Agreement with the City of Lawrenceville regarding Hotel 2.4M loan extension made by Board Member Higginbotham, Seconded by Board Member Jones.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

Motion to approve the Contract Extension, 4th Amendment regarding the hotel loan made by Board Member Higginbotham, Seconded by Board Member Jones.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

Motion to approve the note modification to extend the loan for the hotel to June 30, 2021 made by Board Member Jones, Seconded by Board Member Higginbotham.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

Motion to adjourn made by Board Member Merritt, Seconded by Board Member Jones.

Voting Yea: Board Member Jones, Board Member Johnson, Board Member Perry Ward, Board Member Higginbotham, Board Member Merritt

Minutes Signature

Lee Merritt, Chairman

Barry Mock, Secretary