



LAWRENCEVILLE

GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES

Monday, August 12, 2024
5:00 PM

Council Chambers
70 S. Clayton St, GA 30046

Call to Order

Chairman Merritt called the meeting to order at 5 pm after recognizing a quorum.

PRESENT

Board Member Victoria Jones
Board Member Jen Young
Board Member Joanie Perry Ward
Board Member Jeremy Higginbotham
Board Member Lee Merritt

ABSENT

Board Member Katrina Fellows
Board Member Chris Adams

Approval of Agenda

Motion to approve the agenda made by Board Member Jones, Seconded by Board Member Perry Ward.

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

Downtown Development Business

1. Presentation on Honest Alley Study

Helen Balch, Deputy Director of the Planning and Development Department at the City of Lawrenceville gave a presentation regarding the Honest Alley Study.

2. August 2024 Downtown Development Authority Treasurer's Report

Board Member Perry Ward, Treasurer updated the Board on the August 2024 Downtown Development Authority Treasurer's Report.

Motion to approve the August 2024 Downtown Development Authority Treasurer's Report made by Board Member Jones, Seconded by Board Member Young.

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

3. Metro Atlanta Redevelopment Summit Sponsorship

Chairman Merritt gave the Board the details of the upcoming Metro Atlanta Redevelopment Summit. In the past we have done a sponsorship, but that cost is \$3,500. She suggested that we just purchase tickets for the event this year for those that are interested and not have a table at the event.

Motion to purchase tickets for interested Downtown Development Authority Board Members to attend the Metro Atlanta Redevelopment Summit for up to \$660 made by Board Member Merritt, Seconded by Board Member Jones.

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

Please send your RSVP to Paula Foil and she will order the tickets and Board Member Perry Ward will reimburse the City of Lawrenceville for the tickets.

4. Hotel Construction Monitor

Chairman Merritt updated the Board on the search for a Hotel Construction Monitor. We have found a company named Alcala to be the Hotel Construction Monitor for us. Their charges are \$9,500 initial fee, \$7,500 per month, which will be approximately \$150,000 a year. These fees will be paid out of the bond funds.

Motion to approve the agreement with Alcala to be the Hotel Construction Manager contingent upon the bond funding made by Board Member Higginbotham, Seconded by Board Member Jones.

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

5. Hotel Asset Manager

Chairman Merritt updated the Board on the search for a Hotel Asset Manager. There are three options. Horwath would charge \$2,500 per month, but they may be too small. JLL would charge \$10,000 per month, but they may be too big. RevPar, which is Council Member Bruce Johnson's recommendation from his experience in the hospitality industry. They have experience with working with hotels in college towns. They would charge \$7,500 per month. The funds would come from the bonds and the proceeds of the hotel.

Motion to choose RevPar and accept their fees at \$7,500 per month or less with negotiation upon bonding funding made by Board Member Perry Ward, Seconded by Board Member Higginbotham.

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

6. Hotel Development Agreement

Chairman Merritt updated the Board on the Hotel Development Agreement. This includes developers insurance, all contingencies, and restricted covenants at a cost of \$1.2M.

Motion to approve the Hotel Development Agreement made by Board Member Jones, Seconded by Board Member Young.

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

7. Hotel Management Agreement

Chairman Merritt said the Hotel Management Agreement is still in negotiations and requested that this be tabled until September.

Motion to table the Hotel Management Agreement to the September 2024 Downtown Development Authority Meeting made by Board Member Merritt, Seconded by Board Member Perry Ward.

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

8. Intergovernmental Agreement between the City of Lawrenceville and the Downtown Development Authority Transferring Lightnin Rental to the Downtown Development Authority

Chairman Merritt said the Intergovernmental Agreement between the City of Lawrenceville and the Downtown Development Authority Transferring the Lightnin Rental property to the Downtown Development Authority is not available yet and requested that this be tabled until September.

Motion to table the Intergovernmental Agreement between the City of Lawrenceville and the Downtown Development Authority Transferring Lightnin Rental property to the Downtown Development Authority to the September 2024 Downtown Development Authority Meeting made by Board Member Merritt, Seconded by Board Member Young.

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

9. Discussion of Façade Grant Consideration

Barry Mock, Executive Director asked the Board to reconsider their decision regarding the First Baptist Church of Lawrenceville request for a Facade Grant to assist with new lighting for the steeple of their church. The total cost of the project is \$9,500.

Motion to approve a Facade Grant in the amount of \$2,500 to the First Baptist Church of Lawrenceville for new lighting for the steeple of their church made by Board Member Higginbotham. There was no second. The motion failed.

Mainstreet Business

Jasmine Billings, Mainstreet Director gave the Mainstreet Business report to the Board.

Facade Grant update:

- Paint & Party wants to use LED lighting on their awning and new vinyl decals on their windows. Barry Mock, Executive Director asked if there is an ordinance that applies to vinyl decals on windows.

- Perry Street Chop House and McCray's want to repaint their facade and they are not wanting to make changes to the colors.

Motion to approve a Facade Grant in the amount of \$982 to Paint & Party for LED lighting on their awning and new vinyl decals on their windows made by Board Member Jones, Seconded by Board Member Perry Ward.

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

Motion to approve a Facade Grant in the amount of \$2,500 to Perry Street Chop House to repaint their facade as long as their colors are approved Planning and Development made by Board Member Jones, Seconded by Board Member Perry Ward.

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

Motion to approve a Facade Grant in the amount of \$2,500 to McCray's Tavern to repaint their facade as long as their colors are approved Planning and Development made by Board Member Jones, Seconded by Board Member Perry Young.

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

HYRO Dog Park's is a big success and we had a nice ribbon cutting to open the park.

We hosted National Night Out and Touch a Truck - these events are always well attended and a great success.

We have a concert on Friday. We have teamed up with the Lawrenceville Co-Op. We are requesting that everyone bring canned goods to help fill the food pantry at the Lawrenceville Co-Op.

ReCAST is having a couple of community workshops. On August 17th from 11 am - 1 pm they are hosting C.U.R.E. and on September 4th from 11 am - 1 pm they are hosting Peace.

Other Business

Chairman Merritt reminded the Board that in the previous structure of the agreement for the hotel included a condo agreement. We dissolved that agreement a little while back when we decided to build the hotel. We need another condo agreement that will include the hotel, the parking deck, and the retail space. Butler Snow, our bond counsel recommended an attorney to assist with the condo agreement, Jane Kotake. Jane Kotake from Weissman sent an engagement letter. Chairman Merritt

has had several conversations with Jane Kotake and she understands the details related to this condo agreement. She estimates her expenses will not exceed \$17,000 and this is one of the expenses that would be reimbursed through the bonds.

Motion to approve Jane Kotake from Weissman to be the attorney to create the condo agreement for the hotel for an amount up to \$17,000 made by Board Member Jones, Seconded by Board Member Perry Ward.

Voting Yea: Board Member Jones, Board Member Young, 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 Young.

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

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

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

4 Real Estate Items Discussed: 1 Vote Taken

Final Adjournment

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

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

Minutes Signature

Lee Merritt, Chairman

Barry Mock, Secretary