



LAWRENCEVILLE

GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES

Monday, May 09, 2022
6:30 PM

Council Assembly Room
70 S. Clayton St, GA 30046

Call to Order

Chairman Merritt called the meeting to order at 6:33 pm after recognizing a quorum.

PRESENT

Board Member Victoria Jones
Board Member Bruce Johnson
Board Member Joanie Perry Ward
Board Member Katrina Fellows
Board Member Chris Adams
Board Member Jeremy Higginbotham
Board Member Lee Merritt

Approval of Agenda

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

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

Approval of Prior Meeting Minutes

1. Approval of Regular Meeting Minutes for March 14, 2022

Motion to approve the Regular Meeting Minutes for March 14, 2022 made by Board Member Jones, Seconded by Board Member Higginbotham.

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

2. Approval of Executive Session Minutes for March 14, 2022

Motion to approve the Executive Session Meeting Minutes for March 14, 2022 made by Board Member Jones, Seconded by Board Member Higginbotham.

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

Downtown Development Business

3. May 2022 Treasurer's Report

Board Member Fellows, DDA Treasurer presented the May 2022 Treasurer's Report to the Board.

Motion to approve the May 2022 Treasurer's Report 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 Fellows, Board Member Adams, Board Member Higginbotham, Board Member Merritt

4. Chairman Training – Strategic Leadership Visit

Motion to approve Chairman Merritt's registration fees in the amount of \$3,600, plus airplane flights to attend the Strategic Leadership Visit in Seattle, Washington in September of 2022 made by Board Member Fellows, Seconded by Board Member Johnson.

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

5. By-Laws Update

Chairman Merritt presented possible changes for the DDA By-Laws. The changes would assist with payments for various invoices or other financial items that come up between DDA Board

meetings. The Board will still approve the financial expenditures, but this will assist if the timing of the item is more urgent.

Section 6. Inter-Meeting Expenditures.

- a. The Executive Director and Chairman, each acting independently, are authorized to spend up to \$2,500.00 each to cover ordinary and extraordinary expenses in furtherance of the purposes of the DDA, which shall arise between meetings. The DDA shall ratify said expenses at the following meeting.
- b. The Executive Director and Chairman, each acting independently, are authorized to spend up to \$5,000.00 between meetings as earnest money or similar deposit toward the prospective purchase of real estate by the DDA, provided that said earnest money is contractually refundable until at least five (5) business days after the next meeting of the DDA.
- c. The Treasurer is authorized to sign checks or take such other actions as reasonably necessary to effectuate the foregoing expenditures described herein.

Motion to accept the new wording for the By-Laws as presented made by Board Member Johnson, Seconded by Board Member Adams.

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

6. Façade Grant Update

Jasmine Billings updated the Board on the Façade Grant Application process.

Board Member Higginbotham and Jasmine Billings worked together to create the scoring process for the grant applications. The new deadline for the applications to be received is May 31, 2022.

The Board discussed what might be considered as façade. Art work and lights are not considered façade.

Mainstreet Business

Free Comic Book Day went very well at the Lawrenceville Arts Center. There were vendors inside and outside of the building.

The upcoming movie night will feature "Freaky Friday" at the Lawrenceville Lawn.

The Guns & Roses Tribute concert is coming up on May 20th.

The Lawrenceville Business Alliance has begun meeting on a regular basis. They meet on the last Tuesday of the month from 6 pm - 7:30 pm. The locations for the meetings vary because members of the alliance host the meetings. A representative from the City shares each month with the members.

Other Business

No Other Business

Citizen Comments

No Citizen Comments

Executive Session - Real Estate

Motion to enter into Executive Session made by Board Member Higginbotham, Seconded by Board Member Jones.

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

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

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

8 Real Estate Items Discussed: 2 Votes Taken

Final Adjournment

Motion to allow the developer to improve the 489 Pike Street property before closing on the property for paving, curb cuts, and the traffic light made by Board Member Jones, Seconded by Board Member Higginbotham.

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

Motion to adjourn the meeting made by Board Member Adams, Seconded by Board Member Perry Ward.

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

Minutes Signature

Lee Merritt, Chairman

Barry Mock, Secretary