



LAWRENCEVILLE

GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES

Monday, January 10, 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 pm after recognizing a quorum. She also introduced the new DDA Board Member Chris Adams. Board Member Adams shared a little bit about himself with the Board.

PRESENT

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

ABSENT

Board Member Jeremy Higginbotham

Approval of Agenda

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

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

Approval of Prior Meeting Minutes

1. Approval of Regular Meeting Minutes for November 8, 2021

Motion to approve the Regular Meeting Minutes for November 8, 2021 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 Fellows, Board Member Merritt, Board Member Adams

2. Approval of Special Call Meeting Minutes for December 6, 2021

Motion to approve the Special Call Meeting Minutes for December 6, 2021 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 Fellows, Board Member Merritt, Board Member Adams

3. Approval of Executive Session Minutes – November 8, 2021 and December 6, 2021

Motion to approve the Executive Session Minutes for November 8, 2021 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 Fellows, Board Member Merritt, Board Member Adams

Motion to approve the Executive Session Minutes for December 6, 2021 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 Fellows, Board Member Merritt, Board Member Adams

Downtown Development Business

4. Approval of January 2022 Treasurer's Report

Board Member Fellows, Treasurer reviewed the January 2021 Treasurer's Report with the Board Members.

Motion to approve the January 2021 Treasurer's Report with the change discussed, the deposit of \$500 is for Randy's Nursery not Gwinnett School of Music made by Board Member Johnson, Seconded by Board Member Jones.

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

5. Central Block Amendment

Chairman Merritt reminded the Board that they had previously approved the 1st Amendment to the Central Block Contract with Southeast Capital at another meeting. Barry Mock has worked with Gwinnett County regarding the sewer impact fees, but since buildings were being demolished there is a savings to the City because there will be reduced sewer impact fees for this project. The City retains most of the savings from the lack of sewer impact fees and the developer would received some of that savings. The City had agreed to do the demolition of the buildings on the properties, but that did not make it into the contract. In the meantime we have found out that it is easier for the developer to handle the demolition because after the closing they will be the ones that own the property. Cost for demolition is roughly \$100,000. It is easier to change the amendment instead of the contract, so instead of \$335,000 savings to the City it is now \$235,000 because the City will be paying the developer the amount for the demolition.

Motion to approve the 1st Amendment as presented in this meeting 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 Fellows, Board Member Merritt, Board Member Adams

6. 543 West Crogan Street Demolition

This property is the gas station across from Central Gwinnett High School and near Randy's Nursery. The idea is for a development to go in from the gas station location through Randy's Nursery location.

Barry Mock reviewed the quotes with the Board. Barry mentioned that the quotes include asbestos removal as well.

Complete Demolition Services, LLC - bid quote amount of \$25,000

J. Mitchell Contracting, LLC - bid quote amount of \$18,000

Smith & Co., Inc. - bid quote amount of \$56,500

Wrecking Corp - bid quote amount of \$24,000

Motion to authorize Barry Mock to determine the bid award up to \$25,000 made by Board Member Merritt, Seconded by Board Member Johnson.

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

Mainstreet Business

Jasmine Billings gave a Mainstreet overview. Serves over 100 plus communities. it was founded in 1980 and they were founded to revitalize Downtown.

Mainstreet work plan is on January 15, 2022. Mainstreet presentation is on February 9, 2022 in Fayetteville.

Facade Grant update - Chairman Merritt, Board Member Higginbotham, and Jasmine Billings have worked together on the facade grant details. Jasmine has also been working with Planning and Development to keep them in the loop since the building permits will be submitted to Planning and Development for approval. Businesses will need to deliver or mail their applications to Jasmine Billings for review and she will present those applications to Planning and Development and the DDA Board. Reimbursement is 50% of the cost up to \$2,500 with a minimum of \$1,500. Hoping the building permit application could be revised for this grant because some of the items on the application are not applicable to this grant. The grant details will be communicated in the Downtown business email distribution list and listed on the website with special wording for the Downtown overlay district.

Other Business

No Other Business

Citizen Comments

No Citizen Comment

Executive Session - Real Estate

Motion to enter 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 Fellows, Board Member Merritt, Board Member Adams

Motion to exit 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 Fellows, Board Member Merritt, Board Member Adams

There were 4 real estate items discussed and zero votes taken.

Final Adjournment

Motion to adjourn 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 Merritt, Board Member Adams

Minutes Signature

Lee Merritt, Chairman

Barry Mock, Secretary