



LAWRENCEVILLE

GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES

Monday, September 08, 2025
5:00 PM

Council Chambers
70 S. Clayton St, GA 30046

Call to Order

Chairman Lee Merritt called the meeting to order at 5:00 pm after recognizing a quorum.

PRESENT

Board Member Victoria Jones
Board Member Jen Young - arrived at 5:03 pm
Board Member Joanie Perry Ward
Board Member Jim Nash
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 Adams.

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

Downtown Development Business

1. September 2025 Downtown Development Authority Treasurer's Report

Board Member Joanie Perry Ward, Treasurer presented the September 2025 Downtown Development Authority Treasurer's Report to the Board.

Motion to approve the September 2025 Downtown Development Authority Treasurer's Report made by Board Member Adams, Seconded by Board Member Jones.

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

2. Hotel Amendment to Adopt Competitive Set

Chairman Merritt said the competitive set for the hotel needs to be approved. The hotels that are being considered for the competitive set are: Marriott Courtyard-Downtown Duluth, Embassy Suites-Gas South Area, Hampton Inn Gas South Area, Marriott Courtyard NE Duluth at Sugarloaf, Hilton Garden Inn, and the Holiday Inn at Gas South Arena.

The competitive set compares other hotels room rates, occupancy, etc. compared to what the Lawrence Hotel could charge for room rates and achieve for occupancy.

Motion approve up to the hotels listed for the competitive set made by Board Member Jones, Seconded by Board Member Adams.

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

3. Low Voltage Installation for Hotel Project

Mr. Barry Mock, Executive Director, presented the proposal for the low voltage installation at the Lawrence Hotel.

This was bid out and Mr. Harvey Rudy sent the details on the lowest bid. Wiring Solutions, Inc. bid is for \$138,677.00, which is within the budgeted amount for the low voltage installation. The low voltage installation includes all of the pieces for the internet and phone systems.

Motion to approve the revised proposal dated 8/31/2025 from Wiring Solutions, Inc. for the amount of \$138,677.00 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 Nash, Board Member Adams, Board Member Higginbotham, Board Member Merritt

4. Retail Curating Proposal

Chairman Merritt mentioned that Board Member Jen Young worked with Terra Alma on the Retail Curating Proposal they sent the Board. After gathering information from Jasmine Jackson and Helen Balch she was able to revise the scope of work down which lowered the cost from \$90,000 to \$70,000. We appreciate the work Board Member Young did on this proposal.

Board Member Young reviewed with the Board the items that were removed from the initial proposal.

Motion to approve the revised Terra Alma proposal in the amount of \$70,000 made by Board Member Higginbotham, Seconded by Board Member Jones.

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

5. Metro Atlanta Redevelopment Summit Discussion – board members encouraged to attend and notify Paula Foil to RSVP.

Mainstreet Business

Mrs. Jasmine Jackson, Mainstreet Director, gave the Mainstreet Business Update.

Facade Grant item: Berens Custard is missing one invoice, but their amount should be close to the full facade grant amount of \$2,500.

Motion to approve the Berens Custard Facade Grant up to half of their total invoices up to \$2,500 made by Board Member Higginbotham, Seconded by Board Member Nash.

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

Around the World is Friday and Saturday

Toddler Playground is open for 2-5 year old children

October 1st is the National Planning Expo at the Lawrenceville Arts Center from 11 am - 1 pm

We have three filming projects going on in the next few weeks.

Other Business

Motion to approve an Intergovernmental Agreement with the City of Lawrenceville regarding the Eaton Street Properties, , for a fund transfer from the City to the DDA in the amount of \$618,000.00, which is the amount the properties were purchased for, minus the Fishery Fitness building at 452 Eaton Street, made by Board Member Adams, Seconded by Board Member Young.

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

Citizen Comments

No Citizen Comments

Executive Session - Real Estate

Motion to move into Executive Session 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 Nash, Board Member Adams, Board Member Higginbotham, Board Member Merritt

Motion to exit Executive Session 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 Nash, Board Member Adams, Board Member Higginbotham, Board Member Merritt

12 Real Estate Items Discussed: No Votes Taken

Final Adjournment

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

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

Minutes Signature

Lee Merritt, Chairman

Barry Mock, Secretary