



LAWRENCEVILLE

GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES

Tuesday, January 09, 2024
5:00 PM

Council Chambers
70 S. Clayton St, GA 30046

Call to Order

Chairman Merritt called the meeting to order at 5:01 pm after recognizing a quorum.

PRESENT

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

ABSENT

Board Member Katrina Fellows

1. Oaths for New and Reappointed Board Members

Mayor David Still gave the Oath for the following Board Members. Board Member Lee Merritt, Board Member Jeremy Higginbotham, and Board Member Jen Young.

Approval of Agenda

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

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

Approval of Prior Meeting Minutes

2. Approval of Prior Meeting Minutes for December 11, 2023

Motion to approve the DDA Regular Meeting Minutes for December 11, 2023 made by Board Member Perry Ward, Seconded by Board Member Adams.

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

3. Approval of Executive Session Minutes for December 11, 2023

Motion to approve the DDA Executive Session Minutes for December 11, 2023 made by Board Member Perry Ward, Seconded by Board Member Adams.

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

Downtown Development Business

4. January 2024 Treasurer's Report

Motion to approve the DDA January 2024 Treasurer's Report made by Board Member Jones, Seconded by Board Member Adams.

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

5. Report to City Council on Intergovernmental Agreement and Budget

Chairman Merritt presented the report on the use of the funds in the Million Dollar Fund that is part of an Intergovernmental Agreement with the City of Lawrenceville.

6. Revised Downtown Development Authority Calendar for 2024

Due to the City of Lawrenceville adding November 11th to the calendar of City holidays after the recent approval of the DDA 2024 Meeting calendar the Board voted to move the date of the November meeting. The date was scheduled for Monday, November 11th.

Motion to move the date of the November 2024 DDA Meeting from Monday, November 11th to Tuesday, November 5th made by Board Member Merritt, Seconded by Board Member Jones.

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

7. 2024 Façade Grant Program

Jasmine Billings Director of Economic and Community Development said she would send the application for the Facade Grant to the Board for their review and she asked for a member of the Board to assist her with reviewing the completed applications and other details regarding the Facade Grant process. Board Member Adams volunteered to assist.

Board Member Perry Ward suggested that the applicants need to only do what they list on the application because that information is what the Board is making their decision on. They do not need to alter what the DDA approves.

Mainstreet Business

Jasmine Billings said the accreditation form has been submitted. She will be meeting with her contact at the Georgia Department of Community Affairs to get more details on what is entailed in being a Gem City for the Mainstreet program. The City is currently a Classic City.

The Events Team is in the process of finalizing the 2024 Event Calendar. As of now the plan is to have 40 events.

They are hoping the Mural on Crogan Street at McCray's will be completed by spring. Anejo is a new restaurant on the square. They had a soft opening on New Years.

Other Business

No Other Business

Citizen Comments

No Citizen Comments

Executive Session - Real Estate

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

10 Real Estate Items Discussed: 6 Votes Taken

Final Adjournment

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

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

Minutes Signature

Lee Merritt, Chairman

Barry Mock, Secretary