



# LAWRENCEVILLE

## GEORGIA

### DOWNTOWN DEVELOPMENT AUTHORITY MINUTES

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Monday, March 02, 2026  
5:00 PM

Third Floor GwMA Conference Room  
70 S. Clayton St, GA 30046

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#### **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 Joanie Perry Ward  
Board Member Jim Nash  
Board Member Chris Adams  
Board Member Lee Merritt

#### ABSENT

Board Member Jen Young  
Board Member Jeremy Higginbotham

#### Other Attendees:

Paula Foil

#### **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 Merritt

#### **Downtown Development Business**

1. March 2026 Downtown Development Authority Treasurer's Report

Board Member Joanie Perry Ward presented the March 2026 Downtown Development Authority Treasurer's Report to the Board.

Motion to approve the March 2026 Downtown Development Authority Treasurer's Report made by Board Member Adams, Seconded by Board Member Jones.

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

2. Hotel Ownership Compliance

Mr. Keith Lee, Chief Financial Officer for the City of Lawrenceville gave a presentation regarding the hotel ownership compliance procedures the Downtown Development Authority will be responsible for keeping. There will be monthly updates given to the Board. The Board will need to accept the updates, but not approve them. The hotel budget will need to be approved by the Board. The budget for the hotel will run on the same fiscal year as the City – July 1 to June 30 of each year. The hotel budget and the hotel updates need to go out to the Board a week before the meeting they will be discussed. Minutes for these will be vital.

3. Hotel Contract – StructureX - Pergola

Chairman Merritt presented the hotel contract with Struxure for the pergola at the hotel. Renderings and other details were part of the documents presented.

The cost of the pergola is \$227,100.00.

Motion to approve the pergola for the hotel from Struxure in the amount of \$227,100.00 made by Board Member Perry Ward, Seconded by Board Member Nash.

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

4. Downtown Development Authority Boundary as Updated by City Council

Chairman Merritt told the Board that the City of Lawrenceville City Council expanded the Downtown Development Authority boundary at their February 2026 City Council Meeting.

A map of the updated boundary was shown to the Board.

**Mainstreet Business**

No Mainstreet Business

**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 Adams.

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

Motion to exit out of executive session made by Board Member Merritt, Seconded by Board Member Adams.

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

Real Estate Items Discussed: 4; Votes Taken: 1

### **Final Adjournment**

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

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

### **Minutes Signature**

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**Lee Merritt, Chairman**

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**Barry Mock, Secretary**