LAWRENCEVILLE
GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY

MINUTES

Monday, May 11, 2026	Council Chambers
5:00 PM	70 S. Clayton St, GA 30046

Call to Order

Chairman Merritt called the meeting to order at 5:03 pm after recognizing a quorum.

PRESENT
Board Member Victoria Jones
Board Member Jen Young
Board Member Joanie Perry Ward
Board Member Jim Nash
Board Member Chris Adams
Board Member Lee Merritt

ABSENT
Board Jeremy Higginbotham

Other Attendees:
Jasmine Jackson

Approval of Agenda

Chairman Merritt requested to make a few changes to the agenda. After Item 1 - May 2026 Downtown Development Authority Treasurer's Report add Election of Assistant Secretary, add 168 South Clayton Street 2nd Amendment, and move Citizen Comments to just after the Approval of Prior Meeting Minutes.

Motion to approve the agenda with the changes as noted by Chairman Merritt 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 Merritt

Approval of Prior Meeting Minutes

Motion to table prior meeting minutes 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 Merritt

Citizen Comments

Lauren James, Business Owner of Little Way Coworking came to let the Board know about her new business. Little Way Coworking is located at North Clayton/Oak Street. The business is designed to support parents of preschool-aged children by combining coworking space with onsite childcare. Parents can reserve dedicated work time blocks while their children participate in a preschool-focused childcare program. Current priorities include completing renovations and growing the membership base.

Downtown Development Business

1. May 2026 Downtown Development Authority Treasurer's Report

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

   Board Member Perry Ward shared that was an error on the Money Market account details in the report. The date at the end of the balance should be updated to April 30, 2026.

   Motion to approve the May 2026 Downtown Development Authority Treasurer's Report including the change as stated by Board Member Perry Ward, Treasurer made by Board Member Adams, 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 Merritt

2. Election of Assistant Secretary

   Due to there is an inducement resolution that requires signatures from the Chairman and the Secretary and due to the absence of Barry Mock the Downtown Development Authority Secretary we need to elect an Assistant Secretary.

   Motion to allow Board Member Chris Adams to be the Assistant Secretary 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 Merritt

3. 168 South Clayton Street 2nd Amendment

   Chairman Merritt updated the Board and said an amendment has been requested by the developers to extend the contract for 30 days. They are currently working with Oakhurst Realty Partners for an easement agreement regarding the driveway which is along the property. There is no current easement agreement regarding the driveway that sits alongside 168 South Clayton Street.

   Motion to approve the 2nd Amendment for 168 South Clayton Street as presented made by Board Member Perry Ward, 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 Merritt

4. Central Block 3rd Amendment

   Chairman Merritt presented the 3rd Amendment for Central Block which will focus on items such as electrical connection fee incentives (waiver for up to 63 homes for the electrical connection fees) and sidewalk construction if needed with a value of $70,000. At a later date, there will be an Intergovernmental Agreement with the City of Lawrenceville and the Downtown Development Authority for incentives to be provided to the developer.

   Motion to approve Central Block 3rd Amendment as presented made by Board Member Jones, 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 Merritt

5. Central Block Contract

   Ratification of the Central Block Contract which was approved in the Downtown Development Authority Executive Session meeting on November 11, 2025. The closing price was $2.7M and according to the Intergovernmental Agreement with the City these funds will be paid back to the City of Lawrenceville, minus Downtown Development Authority expenses.

   Motion to ratify the Central Block Contract as presented made by Board Member Jones, 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 Merritt

6. Inducement for Medical Office Building

   Mr. Ken Pollock, Butler Snow, City of Lawrenceville's Bond Counsel and Jeff Mahaffey, Mahaffey Pickens Tucker, Downtown Development Authority Attorney are present to assist with any questions that may come up during this discussion.

   Chairman Merritt presented the details for the proposed medical office building. This is an eight-acre site being developed by DAS Investments. Dr. Deep Shah presented his plans to build a medical office at this location at a prior meeting. This is an economic development project for the city. It is planned to be a five-story office building with an independent medical practice space.

   The Downtown Development Authority's preliminary intent is to begin the process to draft the process for bonds for title lease back agreement.

   Finalization of the bonds will come later. This vote authorizes the next step in the bond process. Today's vote does not approve any construction or spending any public funds. It authorizes the authority to continue evaluating and structuring the proposal. Kicking off the process for the bonds for title for lease back agreement.

   Motion to approve the inducement resolution for the DAS Investments medical office building project, including the authorization of the letter of intent and inducement agreement, in substantially the form provided by legal counsel 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 Merritt

7. Retail Curating

   Major report provided by Terra Alma to Mayor and Council at a previous Council Meeting. Currently, Terra Alma is providing a list of all tenants they are working with and their status, as well as a proposed usage for each. They are finalizing the details and plan to bring the final report to the Downtown Development Authority in June.

   Next steps will include the Downtown Development Authority discussing how and if they want to engage them moving forward, options include contracting them to assist with the hotel retail spaces, ongoing contract to educate and support owners of vacant spaces, etc.

Board Member Jones asked if we have heard from local businesses about their experience with Terra Alma. Chairman Merrit shared that Ms. Linda Campbell is working with them and the owners of the Ezzard property are actively engaging them as well.

Mainstreet Business

No Mainstreet Business

Board Member Jones asked about the World Cup and if the City has plans to do anything during the event. Jasmine Jackson, Mainstreet Director, shared that the City plans to incorporate elements of the World Cup in the current event line up for Community Events, while the Lawrenceville Arts Center is programming a one-day Global Stage mini-festival to showcase various performances that align with the teams playing here in Atlanta.

Other Business

No Other Business

Executive Session - Real Estate

Motion to enter into executive session made by Board Member Merritt, 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 Merritt

Motion to exit out of 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 Merritt

Real Estate Items Discussed: 2; 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 Young, Board Member Perry Ward, Board Member Nash, Board Member Adams, Board Member Merritt

Minutes Signature

____

Lee Merritt, Chairman

____

Barry Mock, Secretary