



LAWRENCEVILLE

GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES

Monday, September 09, 2024
5:00 PM

Council Chambers
70 S. Clayton St, GA 30046

Call to Order

Chairman Merritt called the meeting to order at 5:06 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 Lee Merritt

ABSENT

Board Member Katrina Fellows
Board Member Jeremy Higginbotham

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 Young, Board Member Perry Ward, Board Member Adams, Board Member Merritt

Approval of Prior Meeting Minutes

1. Approval of Regular Meeting Minutes for June 17, 2024

Motion to approve the Regular Meeting Minutes for June 17, 2024 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 Adams, Board Member Merritt

2. Approval of Executive Session Minutes for June 17, 2024

Motion to approve the Executive Session Minutes for June 17, 2024 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 Adams, Board Member Merritt

Downtown Development Business

3. September 2024 Downtown Development Authority Treasurer's Report

Board Member Perry Ward, Treasurer presented the September 2024 Downtown Development Authority Treasurer's Report to the Board.

Motion to approve the September 2024 Downtown Development Authority Treasurer's Report made by Board Member Young, Seconded by Board Member Adams.

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

4. Hotel Management Agreement

Chairman Merritt said that the Hotel Management Agreement is not ready as of yet. Rev Par is reviewing it.

Motion to table the Hotel Management Agreement to October 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 Merritt

5. Intergovernmental Agreement between the City of Lawrenceville and the Downtown Development Authority Transferring Lightnin Rental to the Downtown Development Authority

Chairman Merritt said that the Intergovernmental Agreement between the City of Lawrenceville and the Downtown Development Authority Transferring Lightnin Rental to the Downtown Development Authority is not ready yet and it may be a while before it is ready.

Motion to remove this item from the agenda until a later date when the document is ready 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 Merritt

6. Tax Allocation District Report

Chairman Merritt reviewed the Tax Allocation District (TAD) report from KB Advisory Group. KB Advisory Group are the ones that advises the Board regarding TAD matters. The area of the College Corridor (Grizzly Parkway) and the area along Pike Street are in the TAD.

7. Train Depot Architect Fees

Chairman Merritt presented the architect fees for the Train Depot to the Board. The renovations that the Downtown Development Authority are making to the Train Depot are only the exterior improvements. Beans & Butter is needing to hire an architect for the interior work and it seems best to use the same architect as they do.

Motion to approve paying up to \$15,000 for architect fees which is consistent with the lease agreement with Beans & Butter 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 Merritt

8. Invoice from Mahaffey Pickens & Tucker for Legal Fees

Chairman Merritt presented the Board with the invoice for the legal fees from Mahaffey, Pickens, & Tucker. The fees included in the invoice for work done since 2019 in regards to various hotel matters. The invoice is for \$25,375.18.

Motion to approve paying the invoice to Mahaffey, Pickens, & Tucker in the amount of \$25,375.18 for legal fees 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 Merritt

9. Temporary Lighting at 130 South Clayton Street

Barry Mock, Executive Director presented an idea to the Board for temporary lighting at 130 South Clayton Street during the City of Lawrenceville event on Friday, September 27th - Cultura: Fiesta Latina. The City of Lawrenceville is requesting to present the Honest Alley study at the location and they are seeking permission to have a display table and lighting for under the awning.

Motion to approve the City of Lawrenceville to set up a display table for the Honest Alley study and lights under the awning on September 27, 2024 for the Cultura: Fiesta Latina event made by Board Member Perry Ward, Seconded by Board Member Young.

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

Mainstreet Business

Jasmine Billings, Mainstreet Director updated the Board on Mainstreet Business.

The new Vietnamese Restaurant downtown is open.

Around the World event is this weekend it is a two-day festival.

The Georgia Downtown Conference was held in Thomasville last week.

The City of Lawrenceville Events Team won the Promotion Award – Premier Special Event for Cultura: Fiesta Latina and the Promotion Award – Creative New Event for the Lawrenceville Boogie.

Facade Grant - Jasmine will send the Board some options of what other cities allow for lighting in their facade grants and how they handle the wording in their applications.

Other Business

Chairman Merritt asked the Board to approve an extra overnight expense for the Huntsville, Alabama Peer Redevelopment Tour. The cost of the one night was \$288.35 for Board Member Perry Ward and \$316.69 (included parking) for Chairman Merritt.

Motion to approve the cost of \$605.04 for the extra overnight expenses incurred during the Peer Redevelopment Tour to Huntsville, Alabama made by Board Member Adams, Seconded by Board Member Young.

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

Chairman Merritt asked Board Member Perry Ward to give an update from the Huntsville, Alabama trip.

Board Member Perry Ward said that Huntsville has lots to offer. There were two of the items that particularly stood out to her on the trip.

- The Stove House is an old manufacturing building that used to make stoves. Now they have converted it into an event center with boutique shops, food court, concert space, and office space.
- The other one is the Low Mill Arts Center. This building used to be an old cotton mill and then an old shoes manufacturer. It was the same shoe manufacturer that also used to have a manufacturing facility in Lawrenceville. Now the building is used for an incubator for artists.

Chairman Merritt announced that Board Member Fellows has resigned from the Board.

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 Young, Board Member Perry Ward, Board Member Adams, Board Member Merritt

Motion to exit Executive Session 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 Merritt

1 Real Estate Item Discussed: 0 Votes Taken

Final Adjournment

Motion to adjourn made by Board Member Adams, Seconded by Board Member Perry Ward.

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

Minutes Signature

Lee Merritt, Chairman

Barry Mock, Secretary