



LAWRENCEVILLE

GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY SPECIAL CALL MINUTES

Monday, September 18, 2023
5:00 PM

Council Assembly Room
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 Joanie Perry Ward
Board Member Katrina Fellows
Board Member Chris Adams
Board Member Jeremy Higginbotham
Board Member Lee Merritt
Board Member Bruce Johnson

Approval of Agenda

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

Voting Yea: Board Member Jones, Board Member Perry Ward, Board Member Fellows, Board Member Adams, Board Member Higginbotham, Board Member Merritt; Board Member Johnson

Approval of Prior Meeting Minutes

1. Approval of Regular Meeting Minutes for August 14, 2023

Motion to delete the wording "Georgia Cities Foundation" and add Georgia Department of Community Affairs made by Board Member Merritt, Seconded by Board Member Johnson

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

Motion to accept the Regular Meeting minutes for August 14th with the approved changes made by Board Member Merritt, Seconded by Board Member Johnson

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

2. Approval of Executive Session Minutes for August 14, 2023

Motion to approve the Executive Session Minutes for August 14, 2023 made by Board Member Perry Ward, Seconded by Board Member Adams

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

3. Approval of Special Call Minutes for August 28, 2023

Motion to approve the Special Call Minutes for August 28 2023 made by Board Member Perry Ward, Seconded by Board Member Adams

Voting Yea: Board Member Jones, Board Member Perry Ward, Board Member Fellows, Board Member Adams, Board Member Merritt, Board Member Johnson

Voting Abstaining: Board Member Higginbotham

4. Approval of Executive Session Minutes for August 28, 2023

Motion to approve the Executive Session Minutes for August 28, 2023 made by Board Member Perry Ward, Seconded by Board Member Adams

Voting Yea: Board Member Jones, Board Member Perry Ward, Board Member Fellows, Board Member Adams, Board Member Merritt, Board Member Johnson

Voting Abstaining: Board Member Higginbotham

Downtown Development Business

5. September 2023 Treasurer's Report

Board Member Fellows presented the September 2023 Treasurer's Report to the Board.

Motion to approve the September 2023 Treasurer's Report made by Board Member Jones, Seconded by Board Member Perry Ward.

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

6. Approval for Payment of Mixed Drink Tax from the City of Lawrenceville to be via Electronic Transfer

Chairman Merritt said there is no approval needed from the Board regarding this particular item. The City of Lawrenceville has all of the documentation they need to begin transferring the Mixed Drink Tax to the Downtown Development Authority via electronic transfer.

7. Open Board Position

Chairman Merritt updated the Board that Board Member Johnson will be stepping down from the Downtown Development Authority in January 2024 since he will be a new Council Member starting in January.

8. Officer Elections in November

Chairman Merritt reminded the Board that the Downtown Development Authority officer elections will be held at the November meeting. The positions are Chairman, Vice Chair, Secretary, and Treasurer.

Board Member Fellows is stepping down from the position of Treasurer. Board Member Perry Ward is considering running for the position.

Chairman Merritt said the positions are open to anyone and she requested that they are interested in any of the positions to please reach out to her.

Mainstreet Business

Jasmine Billings, Director of Community and Economic Development gave the Board her Mainstreet Update.

Lawrenceville hosted their first Lawrenceville Boogie and it was a success. They are already planning another one in April 2024.

Around the World - 2 day cultural event is coming up this weekend. This will be the 3rd year the City has hosted this event.

Harvest Festival will be held at the Lawrenceville Lawn on November 4th from 12 pm - 6 pm. There are over 50 vendors registered for the event.

Community mural on Jackson Street went very well. The artist is wrapping up the final portions. She should be done by the end of September.

The Mexican restaurant near Shoehorn Alley has been having some construction issues, they are hoping to be done by the holidays.

Lawrenceville Co-Op is in urgent need of several items - especially tuna, veggies, and pasta. They accept donations at 52 Gwinnett Drive - Tuesday-Thursday 8 am - 1 pm; Friday 8 am - noon, Saturday 10 am - 11:30 am.

December 2nd is the Christmas Parade and maybe fireworks - the parade will be a daytime parade

Other Business

No Other Business

Citizen Comments

No Citizen Comments

Executive Session - Real Estate

Motion to move into Executive Session made by Board Member Merritt, Seconded by Board Member Fellows.

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

Motion to exit Executive Session made by Board Member Merritt, Seconded by Board Member Fellows.

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

3 Real Estate Items Discussed: no votes taken

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 Fellows, Board Member Adams, Board Member Higginbotham, Board Member Merritt, Board Member Johnson

Minutes Signature

Lee Merritt, Chairman

Barry Mock, Secretary