



LAWRENCEVILLE

GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY MINUTES

Monday, July 08, 2024
5:00 PM

Council Chambers
70 S. Clayton St, GA 30046

Call to Order

Chairman Merritt called the meeting to order at 5:04 pm after confirming a quorum.

PRESENT

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

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 Fellows, Board Member Adams, Board Member Higginbotham, Board Member Merritt
Chairman Merritt said the discussion of Item 3 and Item 4 would be delayed until after Executive Session.

Downtown Development Business

1. July 2024 Downtown Development Authority Treasurer's Report

Board Member Perry Ward, Treasurer gave the July 2024 Downtown Development Authority Treasurer's Report to the Board. As she was reviewing the report she found an error on the total for the Hotel Escrow Account. It should read \$1,334.93.

Motion to approve the July 2024 Downtown Development Authority Treasurer's Report with the correction to the total for the Hotel Escrow Account made by Board Member Fellows, Seconded by Board Member Young.

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

2. Update 2024 Budget

Chairman Merritt mentioned that we need to amend the Downtown Development Authority 2024 Budget. We added two subscriptions for CoStar and LoopNet. We need to change the total revenue in the 2024 Downtown Development Authority Budget to \$165,297.00 to match expenses, and revenue from the mixed-drink tax will support this change.

Motion to increase the Total Revenue in the 2024 Downtown Development Authority Budget to \$165,297.00 made by Board Member Merritt, Seconded by Board Member Adams.

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

3. Luxury Landscape Lease Termination Intergovernmental Agreement

Chairman Merritt updated the Board on the Luxury Landscape Lease Termination. We are hoping to close on this transaction by the end of July.

Discussion and vote occurred after Executive Session regarding the Intergovernmental Agreement with the City of Lawrenceville for the City to provide the Downtown Development Authority with \$1,589,500.00 and potential \$160,500 for the Lease Termination Agreement with Luxury Landscape.

Motion to approve the Intergovernmental Agreement with the City of Lawrenceville regarding the Luxury Landscape Termination Agreement made by Board Member Higginbotham, Seconded by Board Member Adams.

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

4. 185 Park Access Intergovernmental Agreement

Discussion and vote occurred after Executive Session regarding the Intergovernmental Agreement with the City of Lawrenceville regarding the purchase of 185 Park Access Drive property and for the City to provide for \$2,788,483.00.

Motion to approve the Intergovernmental Agreement with the City of Lawrenceville regarding the purchase of the 185 Park Access Drive property made by Board Member Young, Seconded by Board Member Perry Ward.

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

5. Repairs at the Train Depot

Chairman Merritt reviewed an estimate they have received from SCA Construction Services to complete the repairs at the Train Depot. The estimate for the repairs is \$210,740.00. The maximum that was approved is \$275,000.00. Other estimates received were from Carter for \$589,221.00 and Retail Tenant Finish Construction Co. for \$499,000.00.

Motion to move forward with the renovation estimate up to \$275,000.00 and we will abide by state law made by Board Member Fellows, Seconded by Board Member Adams.

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

Mainstreet Business

Jasmine Billings, Mainstreet Director gave the Mainstreet update to the Board.

Prelude to the 4th went great. We had over 20,000 visitors and the bands did very well.

Facade grant - we have had eight submissions.

- First Baptist Church has two requests. One is for lighting on the steeple and the other is for signage at the corner of Luckie Street and Jackson Street. They are requesting the maximum amount of \$2,500 for each project.
- Soje Emporium is wanting to add an awning.
- La Casuela is wanting signage in the back area of the restaurant. They are requesting the maximum amount of \$2,500.
- McCrays Tavern is planning on repainting their facade and updating their look and their logo.

- Perry Chophouse is planning on repainting their facade.
- Paint Party is wanting to add lighting to their awning and change the decals on their windows. They are asking \$982.50. Jasmine will be requesting a rendering of the new design.
- Scrum-didly-umptious is wanting to do some work on the back side of their restaurant.

Motion to give up to \$2,500 to the First Baptist Church of Lawrenceville for the sign at the corner of Luckie Street and Jackson Street made by Board Member Jones, Seconded by Board Member Higginbotham.

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

Motion to give up to \$2,500 to La Cazuela for backlighting signage made by Board Member Higginbotham, Seconded by Board Member Young.

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

The Board agreed that they need more details regarding the McCray request, Perry Street Chophouse request, and the Paint Party request (this needs to include renderings of the lights and the vinyls).

Other Business

Discussion and votes occurred after Executive Session.

Chairman Merritt gave the update that the approval for the general contractor for the hotel went through the City of Lawrenceville bidding process. Several RFPs were submitted and they were scored by a team of evaluators. Pinkerton & Laws received the highest score.

Motion to approve the high point firm of Pinkerton & Laws for the general contract for the Lawrence Hotel 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 Fellows, Board Member Adams, Board Member Higginbotham, Board Member Merritt

Chairman Merritt asked for the Board's approval for she and Board Member Perry Ward to be able to attend the Gwinnett Chamber of Commerce Peer Redevelopment Tour to Huntsville, Alabama at a cost of \$925 per person.

Motion to approve that Chairman Merritt and Board Member Perry Ward be able to attend the Peer Redevelopment tour in Huntsville, Alabama at the cost of \$925.00 per person Board Member Higginbotham, Seconded by Board Member Jones.

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

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

3 Real Estate Items Discussed: 3 Votes Taken

Final Adjournment

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

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

Minutes Signature

Lee Merritt, Chairman

Barry Mock, Secretary