



LAWRENCEVILLE

GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA

Monday, June 13, 2022
6:30 PM

Council Assembly Room
70 S. Clayton St, GA 30046

Call to Order

Approval of Agenda

Approval of Prior Meeting Minutes

- [1.](#) Approval of Regular Meeting Minutes for April 11, 2022 and May 9, 2022
- [2.](#) Approval of Executive Session Minutes for April 11, 2022 and May 9, 2022

Downtown Development Business

- [3.](#) June 2022 Treasurer's Report
- [4.](#) Budget Amendment
- [5.](#) Executive Director Role
- [6.](#) Proposal for Environmental Testing at 73 Gwinnett Drive
- [7.](#) Façade Grant Discussion

Mainstreet Business

Other Business

Citizen Comments

Executive Session - Real Estate

Final Adjournment



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AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: APPROVAL OF PRIOR MEETING MINUTES

Item: Approval of Regular Meeting Minutes for April 11, 2022 and May 9, 2022

Department: Downtown Development Authority

Date of Meeting: Monday, June 13, 2022

Fiscal Impact: none

Presented By: Chairman Lee Merritt

Action Requested: Approval of Regular Meeting Minutes for April 11, 2022 and May 9, 2022

Summary: Approval of Regular Meeting Minutes for April 11, 2022 and May 9, 2022



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AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: APPROVAL OF PRIOR MEETING MINUTES

Item: Approval of Executive Session Minutes for April 11, 2022 and May 9, 2022

Department: Downtown Development Authority

Date of Meeting: Monday, June 13, 2022

Fiscal Impact: none

Presented By: Chairman Lee Merritt

Action Requested: Approval of Executive Session Minutes for April 11, 2022 and May 9, 2022

Summary: Approval of Executive Session Minutes for April 11, 2022 and May 9, 2022



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AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: DOWNTOWN DEVELOPMENT AUTHORITY BUSINESS

Item: June 2022 Treasurer's Report

Department: Downtown Development Authority

Date of Meeting: Monday, June 13, 2022

Fiscal Impact: none

Presented By: Katrina Fellows, Treasurer

Action Requested: June 2022 Treasurer's Report

Summary: June 2022 Treasurer's Report



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AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: DOWNTOWN DEVELOPMENT AUTHORITY BUSINESS

Item: Budget Amendment

Department: Downtown Development Authority

Date of Meeting: Monday, June 13, 2022

Fiscal Impact: none

Presented By: Chairman Lee Merritt

Action Requested: Budget Amendment

Summary: Budget Amendment



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AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: DOWNTOWN DEVELOPMENT AUTHORITY BUSINESS

Item: Executive Director Role

Department: Downtown Development Authority

Date of Meeting: Monday, June 13, 2022

Fiscal Impact: none

Presented By: Chairman Lee Merritt

Action Requested: Executive Director Role

Summary: Executive Director Role



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AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: DOWNTOWN DEVELOPMENT AUTHORITY BUSINESS

Item: Proposal for Environmental Testing at 73 Gwinnett Drive

Department: Downtown Development Authority

Date of Meeting: Monday, June 13, 2022

Fiscal Impact: none

Presented By: Chairman Lee Merritt

Action Requested: Proposal for Environmental Testing at 73 Gwinnett Drive

Summary: Proposal for Environmental Testing at 73 Gwinnett Drive

Attachment:

- Proposal for Environmental Testing at 73 Gwinnett Drive



INVOICE

Invoice Number 21-121

Invoice Date June 3, 2022

Invoice Due Date: Net 30 Days

TO: Lawrenceville Downtown Development Authority
Attention: Lee Merritt – Chairperson Lawrenceville DDA
70 South Clayton Street
Lawrenceville, GA 30046

P.O. Number	Project Number	Period of Performance
NA	21-121	May 20 – June 3, 2022

Project Location: Former Pawn Shop; 73 Gwinnett Drive, Lawrenceville, Georgia

Project Description: Perform an asbestos and lead-paint survey for the former pawn shop building on this property planned for demolition. Coordinate site inspection, perform site inspection, collect samples for asbestos and lead paint analysis, review laboratory results, prepare Asbestos/Lead Paint Inspection Report, submit electronic copy.

Item	Rate/Charge	ODCs	Charge
Laboratory Analysis			\$1,350.00
Certified Asbestos Inspector			\$950.00
Field Technician			\$150.00
Project Management			\$125.00
Prepare ACM/LBP Survey Report			\$950.00
Field Equipment/Travel Costs			\$250.00

TOTAL INVOICE AMOUNT DUE **\$3,775.00**

REMIT PAYMENT TO:
Dickinson Property Sciences, Inc.
639 Huntington Trace
Winder, Georgia 30680
Telephone: 404.840.2046 • Email: envguy@comcast.net

AUTHORIZATION TO PROCEED

return via email to envguy@comcast.net

The undersigned authorizes Dickinson Property Sciences, Inc. to provide the services described in the attached proposal. Costs provided in this proposal cannot be exceeded without prior approval by the signatory.

Date: September 2, 2021

Client Name, Address: Mr. Charles Warbington, PE
City Manager
City of Lawrenceville
Lawrenceville, Georgia

Project Description: Asbestos/Lead Paint Inspection
Residence/Pawn Shop
73 Gwinnett Drive
Lawrenceville, Georgia

Project Location: See Above

Start Date: Upon receipt of notice-to-proceed (NTP)

Completion Date: Written report within 2 weeks from receipt of lab results

Project Cost: Lump sum \$3,775.00

Payment Terms: Net 30 Days



Signature

City Manager

Title

September 2, 2021

Date



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AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: DOWNTOWN DEVELOPMENT AUTHORITY BUSINESS

Item: Façade Grant Discussion

Department: Downtown Development Authority

Date of Meeting: Monday, June 13, 2022

Fiscal Impact: none

Presented By: Jasmine Billings

Action Requested: Façade Grant Discussion

Summary: Façade Grant Discussion