



LAWRENCEVILLE

GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY AGENDA

Monday, March 13, 2023
5:00 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 February 13, 2023
- [2.](#) Approval of Executive Session Minutes for February 13, 2023

Downtown Development Business

- [3.](#) March 2023 Treasurer's Report
- [4.](#) Precision Planning Inc. Invoice

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 February 13, 2023

Department: Downtown Development Authority

Date of Meeting: Monday, March 13, 2023

Fiscal Impact: none

Presented By: Chairman Lee Merritt

Action Requested: Approval of Regular Meeting Minutes for February 13, 2023

Summary: Approval of Regular Meeting Minutes for February 13, 2023



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AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: APPROVAL OF PRIOR MEETING MINUTES

Item: Approval of Executive Session Minutes for February 13, 2023

Department: Downtown Development Authority

Date of Meeting: Monday, March 13, 2023

Fiscal Impact: none

Presented By: Chairman Lee Merritt

Action Requested: Approval of Executive Session Minutes for February 13, 2023

Summary: Approval of Executive Session Minutes for February 13, 2023



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AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: DOWNTOWN DEVELOPMENT AUTHORITY BUSINESS

Item: March 2023 Treasurer's Report

Department: Downtown Development Authority

Date of Meeting: Monday, March 13, 2023

Fiscal Impact: none

Presented By: Katrina Fellows, Treasurer

Action Requested: March 2023 Treasurer's Report

Summary: March 2023 Treasurer's Report

Attachment:

- March 2023 Treasurer's Report

Downtown Development Authority of Lawrenceville
Report date 03/01/2023
Since Our Last Meeting

Checking Account (978)

Date	Description	Check #	Deposits	Withdrawals	Balance
02/01/23	Balance from last meeting				\$225,149.21
02/01/23	Partnership Gwinnett	1029		\$306.00	\$224,843.21
02/01/23	Lindavid Inc dba C&C Fence - 128 E Pike St	1031		\$557.10	\$224,286.11
02/02/23	City of Lawrenceville - Executive Director	1030		\$12,500.00	\$211,786.11
02/07/23	Post Office Box #502 - annual renewal	1032		\$176.00	\$211,610.11
02/08/23	Boulder Creek - Rent - 02/2023	18552	\$1,010.87		\$212,620.98
02/13/23	City of Lawrenceville Rent Reimbursement	1033		\$13,847.70	\$198,773.28
02/21/23	Boulder Creek - Rent - 02/2023	18491/18492	\$2,021.74		\$213,807.85
02/21/23	Boulder Creek - Rent - 02/2023	18493	\$1,010.87		\$214,818.72
02/28/23	Interest		\$15.77		\$214,834.49
Totals			\$4,059.25	\$27,386.80	
03/01/23	Actual Account Balance				\$201,821.66

Money Market Account - City \$1M (995)

Date	Description	Check/Ref #	Deposits	Withdrawals	Balance
02/01/23	Balance from last meeting				\$ 169,063.68
02/08/23	Lawrenceville Utility - Ref. 230208 - 135 Clayton St			\$ 59.00	\$ 169,004.68
02/14/23	Incoming Wire - Seller Proceeds - 190 Oak St	2607630	\$198,075.00		\$ 367,079.68
02/14/23	Incoming Wire Fee - 190 Oak St.	2607630		\$ 18.00	\$ 367,061.68
02/15/23	Outgoing Wire - 255 West Pike			\$348,006.79	\$ 19,054.89
02/15/23	Outgoing Wire Fee - 255 West Pike			\$ 30.00	\$ 19,024.89
02/28/21	Interest		\$15.51		\$ 19,040.40
Totals			\$198,090.51	\$348,113.79	
03/01/23	Actual Account Balance				\$19,040.40

Hotel Escrow Account (2342)

Date	Description	Check #	Deposits	Withdrawals	Balance
02/01/23	Balance from last meeting				\$1,333.04
02/28/23	Interest		\$0.10		\$1,333.14
Totals			\$0.10	\$ -	
03/01/23	Actual Account Balance				\$1,333.14



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AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: DOWNTOWN DEVELOPMENT AUTHORITY BUSINESS

Item: Precision Planning Inc. Invoice

Department: Downtown Development Authority

Date of Meeting: Monday, March 13, 2023

Fiscal Impact: none

Presented By: Chairman Merritt and Barry Mock

Action Requested: Precision Planning Inc. Invoice

Summary: Precision Planning Inc. Invoice

Attachment:

- Precision Planning Inc. - Invoice #68915



400 Pike Blvd
Lawrenceville, GA 30046
(770) 338-8000

The Downtown Development Authority of Lawrenceville
Barry Mock
70 South Clayton Street
Lawrenceville, GA 30046

Invoice number 68915
Date 01/31/2023

Project **S23007 DDA of Lawrenceville - General Consulting**

Bill thru January 31, 2023

Professional Services

Description	Total Billed	Prior Billed	Current Billed
DEPOT STREET SEWER ASBUILT	1,461.75	0.00	1,461.75
RIGHT-OF-WAY ABANDONMENT SURVEY - EATON ST.	1,479.97	0.00	1,479.97
DIRECT EXPENSES	1.98	0.00	1.98
Total	2,943.70	0.00	2,943.70

Depot Street Sewer Asbuilt

	Hours	Rate	Billed Amount
Principal Surveyor	2.00	156.06	312.12
Project Manager	2.00	156.06	312.12
Senior Surveyor	4.00	104.04	416.16
Survey Crew	3.00	140.45	421.35
Phase subtotal			1,461.75

Right-of-Way Abandonment Survey - Eaton St.

	Hours	Rate	Billed Amount
Principal Surveyor	5.25	156.06	819.32
Senior Surveyor	5.00	104.04	520.20
Survey Crew	1.00	140.45	140.45
Phase subtotal			1,479.97

Direct Expenses

	Billed Amount
Mileages	1.98
Phase subtotal	1.98

Invoice total **2,943.70**



PRECISION Planning Inc.

The Downtown Development Authority of Lawrenceville

Project S23007 DDA of Lawrenceville - General Consulting

Invoice number 68915

Date 01/31/2023

4.

Approved by:

A handwritten signature in blue ink, appearing to be 'DS', is written over a horizontal line.