



LAWRENCEVILLE

GEORGIA

DOWNTOWN DEVELOPMENT AUTHORITY AGENDA

Monday, February 10, 2020
6:30 PM

Council Assembly Room
70 S. Clayton St, GA 30046

Call to Order

Approval of Agenda

Downtown Development Business

- [1.](#) Approval of January 2020 Treasurer's Report
- [2.](#) LPAC Outparcel IGA with City of Lawrenceville
- [3.](#) Lose & Associates Proposal
- [4.](#) Retail Curating

Mainstreet Business

Other Business

Citizen Comments

Executive Session - Real Estate

Final Adjournment



LAWRENCEVILLE

GEORGIA

1.

AGENDA REPORT
MEETING: DOWNTOWN DEVELOPMENT AUTHORITY
AGENDA CATEGORY: DOWNTOWN DEVELOPMENT AUTHORITY BUSINESS

Item: Approval of January 2020 Treasurer's Report

Department: Downtown Development Authority

Date of Meeting: Monday, February 10, 2020

Fiscal Impact: \$0

Presented By: Linda Nash

Action Requested: Approval

Summary: Linda Nash will present the January 2020 Treasurer's Report for approval

Attachments/Exhibits:

- January 2020 Treasurer's Report

City of Lawrenceville Downtown Development Authority
 Report date 1/8/2020
Since Our Last Meeting

Checking Account (664)

Date	Description	Check #	Deposits	Withdrawals	Balance
Balance from last meeting					
12/23/2019	Noell Consulting Group	1384		\$16,059.34	\$ 53,258.54
12/31/2019	Interest		\$ 6.94		\$ 37,199.20
1/7/2020	Boulder Creek 12/11,12/18,12/24,12/31 @ \$688/week		\$ 2,672.00		\$ 37,206.14
1/7/2020	Gwinnett School of Music @ Depot, Jan rent		\$ 900.00		\$ 39,878.14
01/08/20			\$3,578.94	\$16,059.34	\$ 40,778.14
	Actual Account Balance				\$ 40,778.14

Money Market Account - City \$1M (356)

Balance from last meeting					
12/23/2019	Gwinnett Co Tax Commissioner			\$1,238.62	\$622,794.36
12/31/2019	Interest		\$126.87		\$621,555.74
01/08/20			\$126.87	\$1,238.62	\$ 621,682.61
	Actual Account Balance				\$ 621,682.61

Hotel Escrow Account (2342)

Balance from last meeting					
12/13/2019	Outgoing Wire - Frazier & Deeter			145,000.00	\$145,171.05
12/13/2019	Outgoing Wire Fee			25.00	\$171.05
12/31/2019	Interest		3.99		\$146.05
01/08/20			\$3.99	\$145,025.00	\$150.04
	Actual Account Balance				\$150.04



1.

Welcome BUSINESS USER.

Your last Business Internet Banking sign on was Wednesday, January 8, 2020 at 10:18 AM ET.

Deposit Account Balances as of 01/08/2020

ABA/TRC	Account Number	Description	Accessible Balance
Checking Accounts			
084201294	*0664	Checking *0664	\$40,778.14
084201294	*2342	Checking *2342	\$150.04
084201294	*9356	Checking *9356	\$621,682.61



Activity - Deposit Account

Report created: 01/08/2020 09:34:14 AM (ET)

Account Information

Account: 084201294 • *0664 • Checking • Checking *0664 • Accessible \$40,778.14
Accessible balance: \$40,778.14
Ledger balance: \$40,778.14

Transaction History

Date range: 12/9/2019 to 1/8/2020
Transaction types: All transactions
Detail option: Includes transaction detail

Post Date	Reference	Additional Reference	Description	Debit	Credit	Calculated Balance
01/07/2020			DEPOSIT		\$900.00	\$40,778.14
01/07/2020			DEPOSIT		\$2,672.00	\$39,878.14
12/31/2019			INTEREST CREDIT		\$6.94	\$37,206.14
12/23/2019	1384	1384	CHECK PAID	\$16,059.34		\$37,199.20
12/11/2019			DEPOSIT		\$900.00	\$53,258.54
12/11/2019			DEPOSIT		\$2,672.00	\$52,358.54
12/11/2019			DEPOSIT		\$5,759.92	\$49,686.54
12/10/2019	OUTGOING WIRE FEE		MISC DEBIT OUTGOING WIRE FEE	\$25.00		\$43,926.62
12/10/2019	20193440113700		OUTGOING WIRE FEE OUTGOING WIRE GFX 20193440113700 BNF FRAZIER & DEETER LLC OBI PAYMENT AND PERFORMANCE	\$225,000.00		\$43,951.62

Dec 2019
Report

00092562157 071000806 0035110054

WARNING: THIS BORDER CONTAINS MICROTYPE WHICH WILL NOT REPRODUCE ON A COPY

AUTHORIZED SIGNATURE

[Signature]



02679



TO THE ORDER OF
DOWNTOWN DEVELOPMENT AUTHORITY
PO BOX 502
LAWRENCEVILLE, GA 30046-0502

REMITTANCE VOID IF NOT CASHED WITHIN 90 DAYS.

\$ *****900.00

DOLLARS

Pay NINE HUNDRED AND 00/100

02679 7179777 002691 0001/0001 K002679

NORTHERN TRUST

Chicago, IL 60675-4618

Payment Processing Center

877-246-7923

Please Direct Any Questions To

2-80/710

\$900.00

PLEASE POST THIS PAYMENT FOR OUR MUTUAL CUSTOMER

Amount: RENT

DOCUMENT CONTAINS COLORED BACKGROUND ON WHITE PAPER. "VOID" FEATURE, SIMULATED WATERMARK (REVERSE SIDE) MICRO-PRINT BORDER.

JACK BOWLIN
5198 BROWNING WAY SW
LITBURN, GA 77026-3004

Noell Consulting Group, Inc.
130 Krog Street NE, Suite Z
Atlanta, GA 30307 US
ekelly@noellconsulting.com
www.noellconsulting.com

Invoice

Noell Consulting Group
1.

BILL TO

Ms. Lee Merritt
Downtown Development Authority of
Lawrenceville
70 S. Clayton Street
P.O. Box 2200
Lawrenceville, GA 30046

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
2871	11/13/2019	\$16,059.34	12/13/2019	Net 30	

P.O. NUMBER
2450

ACTIVITY

AMOUNT

Consulting Fees

14,000.00

70% balance of agreed upon consulting fees, Downtown Lawrenceville For-Sale Market & Consumer Analysis (bringing the total to 100%)

Expenses

71.34

Project expense: Mileage for fieldwork 8.12.2019, 123 miles @ \$0.58/mile

Expenses

85.00

Project expense: Meals for 2 for fieldwork

Expenses

570.00

Data expense: CoStar data

Expenses

345.00

Data expense: Moody's economic data

Expenses

238.00

Data expense: Spotlight demographic data

Expenses

450.00

Data expense: Corelogic data

Expenses

300.00

Project/data expense: SurveyMonkey

Remit payment to:

BALANCE DUE

\$16,059.34

Noell Consulting Group, Inc.

130 Krog Street NE, Suite Z

Atlanta, GA 30307

RE: Downtown Lawrenceville For-Sale Market & Consumer Analysis

DOWNTOWN DEVELOPMENT AUTHORITY OF LAWRENCEVILLE GEORGIA

1384

P. O. BOX 1390
LAWRENCEVILLE, GA 30046

DATE 12-5-19

64-327/611

PAY TO THE ORDER OF Noell Consulting Group, Inc

\$ 16,059³⁴

Sixteen Thousand Fifty-nine and ³⁴ / 100

DOLLARS



Since 1905
LAWRENCEVILLE, GA 30045

FOR Inv 2871; 70% Balance due 12/13/19

Linda E. Nash

Page 8

001384 061103276 11 60 664



Activity - Deposit Account

Report created: 01/08/2020 10:55:39 AM (ET)

Account Information

Account: 084201294 • *9356 • Checking • Checking *9356 • Accessible \$621,682.61
Accessible balance: \$621,682.61
Ledger balance: \$621,682.61

Transaction History

Date range: 12/9/2019 to 1/8/2020
Transaction types: All transactions
Detail option: Includes transaction detail

Post Date	Reference	Additional Reference	Description	Debit	Credit	Calculated Balance
12/31/2019			INTEREST CREDIT		\$126.87	\$621,682.61
12/23/2019	GWINNETT CO TAX DA		ACH DEBIT GWINNETT CO TAX DAILCHECK DED*DP*R5146E055*191219 *0000123862*R5146E055*W*LA	\$1,238.62		\$621,555.74



Activity - Deposit Account

Report created: 01/08/2020 10:21:53 AM (ET)

Account Information

Account: 084201294 • *2342 • Checking • Checking *2342 • Accessible \$150.04
Accessible balance: \$150.04
Ledger balance: \$150.04

Transaction History

Date range: 12/9/2019 to 1/8/2020
Transaction types: All transactions
Detail option: Includes transaction detail

Post Date	Reference	Additional Reference	Description	Debit	Credit	Calculated Balance
12/31/2019			INTEREST CREDIT		\$3.99	\$150.04
12/13/2019	OUTGOING WIRE FEE		MISC DEBIT OUTGOING WIRE FEE	\$25.00		\$146.05
12/13/2019	20193470056200		OUTGOING WIRE FEE OUTGOING WIRE GFX 20193470056200 BNF FRAZIER & DEETER LLC OBI REASON: FIN AL ESCROW AC	\$145,000.00		\$171.05



LAWRENCEVILLE

GEORGIA

AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: DOWNTOWN DEVELOPMENT AUTHORITY BUSINESS

Item: LPAC Outparcel IGA with City of Lawrenceville

Department: Downtown Development Authority

Date of Meeting: Monday, February 10, 2020

Fiscal Impact: none

Presented By: Lee Merritt

Action Requested: LPAC Outparcel IGA with City of Lawrenceville

Summary: LPAC Outparcel IGA with City of Lawrenceville



LAWRENCEVILLE

GEORGIA

AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: DOWNTOWN DEVELOPMENT AUTHORITY BUSINESS

Item: Lose & Associates Proposal

Department: Downtown Development Authority

Date of Meeting: Monday, February 10, 2020

Fiscal Impact: none

Presented By: Brad Cox

Action Requested: Lose & Associates Proposal

Summary: Lose & Associates Proposal

January 30, 2020

Mr. Brad Cox, Vice Chair
Downtown Development Authority of Lawrenceville, GA
70 S. Clayton Street
Lawrenceville, GA 30046

RE: Proposal- Lawrenceville College Corridor Master Plan

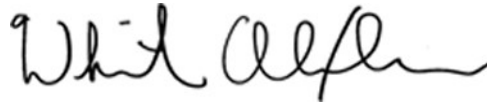
Dear Brad,

Thank you for contacting us about a proposal for professional design services to master plan potential development areas along the Lawrenceville College Corridor. As a local business in Downtown Lawrenceville, we are familiar with the project area and we have an understanding of the unique opportunities that developments such as this can bring to our community.

The following pages outline a scope of services for the project and fees. If the scope and fees are acceptable, we will use them as an attachment to either a standard AIA contract or a contract form you already have for our services. I hope to be in touch soon.

Sincerely,

LOSE DESIGN



Whit Alexander, PLA, LEED® AP
Executive Vice President, CCO

SCOPE OF SERVICES

The Downtown Development Authority of Lawrenceville, GA wishes to master plan potential development areas associated with the implementation and construction of the College Corridor project, located along the north side of downtown. The master plan will consider available greenspace areas, residential and commercial plats, as well as consideration for additional land acquisition for inclusion in the redevelopment area.

PROJECT APPROACH

TASK 1- KICKOFF/ PROJECT INITIATION

To initiate the project, Lose Design will meet with the Client Team to review the scope of the master plan, identify the Client Team's known goals, programs and any other specific issues or known concerns. Prior to this meeting, we will collect available base data (tax maps, aerial photos, GIS information, construction documents, etc.) from the Client Team to assist in facilitating the discussion. We will also review the market study provided by Noell Consulting Group to gauge the type and diversity of residential development areas that will be considered for inclusion in the master plan.

Immediately following the kickoff meeting, Lose Design team members will visit the development area to confirm base map data, identify issues and opportunities that may influence the master plan, and evaluate opportunities for additional land acquisition for inclusion in the redevelopment area.

TASK 2- DRAFT MASTER PLAN

Upon the completion of Task 1, Lose Design team members will develop up to two optional draft master plans, along with a draft report, which will be presented to the Client Team in a meeting.

If requested by the Client Team, we can present these draft master plans to the public in an open-house format meeting to gather additional feedback from the surrounding community. We would provide this optional public input meeting for an additional fee.

TASK 3- FINAL MASTER PLAN

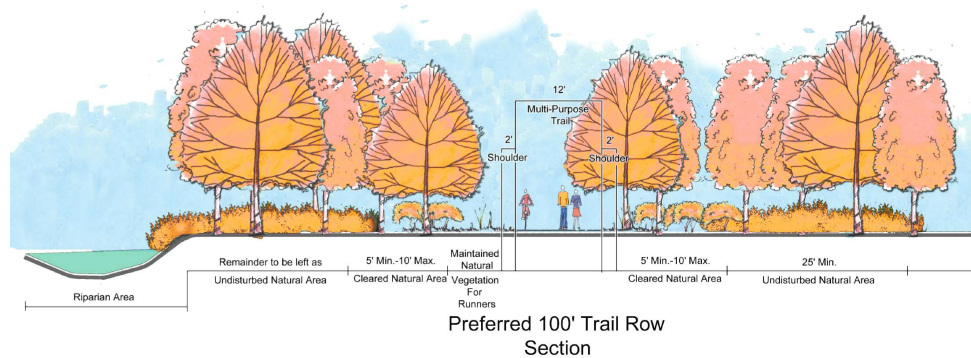
Upon receipt of all comments from the Client Team, we will provide the necessary revisions to the documents and develop a final master plan and report. The final master plan will then be presented to the Client Team in a meeting.

Our master plan deliverables will include a plan-view graphic of the development area with a supporting legend and tables indicating pertinent data proposed in the master plan. We will also provide graphic cross sections along key points of the development area to convey spatial relationships as well as the overall character of the project area. Examples of products for similar projects are provided below for your reference:

PLAN VIEW EXAMPLES



CROSS-SECTION EXAMPLE



If the Client Team wishes, we can provide 3D renderings of the proposed development areas to further convey spatial relationships and illustrate the overall character of the development area. These renderings will be provided for an additional fee at the Client's request. Examples of these products for similar projects are provided below for your reference:

3D RENDERING EXAMPLES





ADDITIONAL SERVICES

Only items of work specifically called out under the Scope of Services section of this agreement are to be performed for the specified fees as a part of the contract. The Design Professional will consider any items not so specified as "Additional Services" and will perform those services upon request on an hourly fee basis. Such Additional Services may include, but are not limited to, the following:

- Additional site visits or meetings;
- Public input meetings;
- Professional 3D renderings;
- Changes to master plans, reports or graphics after acceptance by the Client
- Additional changes resulting from Client comments following receipt of initial comments after presentation of draft master plans and final master plans.

EXCLUSIONS

The following services are hereby excluded from the Scope of Services:

- Surveying
- Detailed Cost Estimating Services;
- Detailed Construction Documents

PROJECT FEES

We propose to provide the scope of services described herein on a Lump Sum or Hourly Rate fee basis as follows:

- We will provide the base services described in Tasks 1-3 for a lump sum fee of \$7,500.00, to be invoiced monthly as a percentage of completion.
- We will provide the optional public input meeting, as an additional service, for a lump sum fee of \$900.00, to be invoiced monthly as a percentage of completion.
- We will provide the optional 3D renderings of the project area, as an additional service, for a lump sum fee to be negotiated with the Client once the scope of the renderings has been identified. These renderings typically range from \$1,000.00- \$2,000.00 per image, depending on the desired level of detail.
- Any requested additional services and reimbursable expenses associated with those services will be charged per the following rate schedule.

Professional Services Hourly Rate for Additional Services

Principal/President	\$240.00
Executive Vice President.....	\$220.00
Vice President	\$200.00
Division Director	\$185.00
Senior Landscape Architect, Project Manager, Architect, Engineer, and Planner	\$150.00
Marketing Director	\$135.00
Landscape Architect, Architect, Engineer, Project Manager	\$120.00
Certified Planner, Senior Proposal Coordinator.....	\$110.00
Land Planner, Intern Architect, Engineer in Training, BIM Specialist, GIS Specialist, Graphic Designer, Interior Designer.....	\$100.00
Technician	\$80.00
Marketing Coordinator, Proposal Coordinator	\$80.00
Administrative Assistant.....	\$65.00

Reimbursable Expenses for Additional Services

Consultant's Services	cost
Prints	cost
Postage and Shipping	cost
Mileage and Travel Expenses	cost
Copies	cost

January 1, 2020

NOTE: All the above-stated fees and expenses are to be billed monthly, and the invoices are due and payable upon receipt. Other reimbursable expenses not shown hereon will be invoiced at our cost plus 10%. These rates are current until January 1, 2021, at which time they may be adjusted by the Design Professional.



LAWRENCEVILLE

GEORGIA

AGENDA REPORT

MEETING: DOWNTOWN DEVELOPMENT AUTHORITY

AGENDA CATEGORY: DOWNTOWN DEVELOPMENT AUTHORITY BUSINESS

Item: Retail Curating

Department: Downtown Development Authority

Date of Meeting: Monday, February 10, 2020

Fiscal Impact: none

Presented By: Victoria Jones and Don Thrower

Action Requested: Retail Curating

Summary: Retail Curating