



**LAWRENCEVILLE DOWNTOWN DEVELOPMENT AUTHORITY**  
**Board of Directors Meeting Minutes**  
**Monday, August 25, 2014 / 7:00 PM**  
**City Hall - GwMA Conference Room on 3<sup>rd</sup> Floor**  
**70 South Clayton Street**

- 1.0 CALL TO ORDER** – David Still, Chairman, called the meeting to order at 7:00pm.
- 2.0 QUORUM** - David Still, Chairman, recognized a quorum with all appointed members present.  
There remains one open position on the board to be filled.
- 3.0 MINUTES APPROVAL** – David Still, Chairman, called for approval of the meeting minutes as edited. D.H. Malcolm motioned to approve the minutes with the redlines. Parker Gann seconded the motion and the motion carried 6-0.
- 4.0 AGENDA APPROVAL** - David Still, Chairman, called for approval of the agenda. Mike Reedy motioned to approve the agenda. Parker Gann seconded the motion and the motion carried 6-0.
- 5.0 TREASURY REPORT** – D.H. Malcolm, Treasurer, provided the monthly treasurer’s report, noting an ending balance in the general fund as of 8/23/2014 to be \$72,298.65 and the money market account to be \$483,988.96. Mike Reedy motioned to accept the treasurer’s report as presented. PK Martin seconded the motion and the motion carried 6-0.
- 6.0 DOWNTOWN DEVELOPMENT BUSINESS** – David Still, Chairman
  - a. 188 East Pike Street Update – David Still presented the closing statement for this piece of property, executed and showing that the DDA paid \$380,000 for the property. The property offers one building of 1,648 square feet covers.52 acres and closed on 7/30/2014. David Still asked for ratification of the closing document. D.H. Malcolm moved to ratify the closing statement. PK seconded the motion and the motion carried 6-0. David Still noted that the DDA does have insurance on the property and recommended future use options. D.H. Malcolm motioned to ratify the changes to the insurance cost. PK Martin seconded the motion and the motion carried 6-0.
  - b. 225 West Crogan Street Update – David Still shared the document showing contract assignment of this property to the City of Lawrenceville in the amount of \$105,000. David Still asked for a motion to ratify the assignment. Parker Gann motioned to ratify the document. Mike Reedy seconded the motion and the motion carried 6-0.
  - c. Heritage Trail Medallion Name Selections for 2014 – David Still presented the nominations for Heritage Trail Medallion names to submit to Council for 2015

implementation. Mike Reedy motioned that the DDA Board submit H. Rhodes Jordan and Margaret Winn Holt for 2015 Medallions. Parker Gann seconded the motion and the motion carried 6-0.

- d. City Fund Application Process Update – David Still presented the latest update with everyone’s changes to-date. Mike Reedy and Parker Gann recommended a couple of additional changes that were implemented directly into the document. A final version of the guidelines will be disseminated after David Gussio reviews for proper wording. D.H. Malcolm motioned to approve the document with all additional changes made in this evening’s meeting. Mike Reedy seconded the motion and the motion carried 6-0.
- e. Signage – Parking Deck Update and Schedule to Present to Mayor and Council – Mike Reedy presented the plans for signage to Bob Baroni. The question has surfaced as to who should fund this project. Mike Reedy has a proposed cost and shared that he would send out the cost estimate to the board. Mike Reedy and D.H. Malcolm will convene and determine the next step in completion of this project.
- f. Vic Improvements – update – Mike Reedy provided an update and noted that there are 42 pickets on the porch that are too rotten to simply paint over and the contractor is finding it difficult to find replacements that match the rest of the porch pickets. Mike Reedy is getting quotes based on photo and dimensions to replace the 42 that are needed. Mike will get develop specs and send to David Still for 2 more quotes.

**7.0 MAINSTREET BUSINESS – David Still, Chairman**

- a. Town Hall Meeting Review – September 22 – Lisa Sherman shared that the Mainstreet Workshop provided an overview of what should be accomplished in this meeting. Lisa Sherman has prepared an advertisement and will send that to the board this week for review. Steve North noted that this needed to be placed on the internal calendar to reserve Council Chambers. Lisa Sherman will follow up and execute details.
- b. Workshop/Training Recap – David Still provided an update on the Advanced Training meeting attended last week on August 19 sharing thoughts on tapping developers and utilize the various funding resources available – BIDs, TADs, CIDs – etc. David Still said he would summarize notes from the training and send them out to everyone.
- c. Bylaws and Vision/Mission Statement Update – Lisa Sherman, Executive Director, Mike Reedy motioned to accept the changes to the By Laws and adopt the By Laws and vision statement as the Main Street Board. Parker Gann seconded the motion and the motion carried 6-0.
- d. Chalk Walk Display Discussion – Mike Reedy suggested that we display this against the Parking Lot. David Still noted that this could also be displayed at the 188 Pike Street Property. Regardless of where, the board noted that the piece would need to be weather-proofed in some way to protect it as-displayed. David Still received approval to work with

the City to explore options for improving the esthetics of the property. There was also discussion to inquire again of Emory Morsberger to hang the Chalk Walk on his wall by the parking lot downtown.

**8.0 OTHER BUSINESS** – Board Discussion – PK Martin would like to suggest working with the Design Studios. Steve North suggested that we work with Russell Landscaping to address a master plan for landscaping in the 9-block area. PK Martin motioned to enter executive session for the purpose of discussing real estate. Mike Reedy seconded the motion and the motion carried 6-0.

**9.0 CITIZEN COMMENTS**

**10.0 EXECUTIVE SESSION**

**11.0 EXECUTIVE SESSION VOTING REPORT (if applicable)** – No votes taken.

**12.0 ADJOURNMENT** - D.H. Malcolm motioned to adjourn. Parker Gann seconded the motion and the motion carried 6-0.