



**LAWRENCEVILLE DOWNTOWN DEVELOPMENT AUTHORITY**  
**Board of Directors Meeting**  
**February 25, 2013 / 7:00 PM**  
**City Hall - GwMA Conference Room on 3<sup>rd</sup> Floor**  
**70 South Clayton Street**

**MINUTES**

- 1.0 CALL TO ORDER** – Mike Reedy, Chairman, called the meeting to order at 7:02pm
- 2.0 QUORUM** - Mike Reedy, Chairman, recognized a quorum of 5 board members and 1 Chairman were present at the meeting. D.H. Malcolm could not attend due to other commitments.
- 3.0 MINUTES** – Reviewed and approved January 28 Meeting Minutes – David Still motioned. Meg Earhart seconded. Motion carried 5-0.
- 4.0 AGENDA** - Reviewed and approved February 25 Meeting Agenda with amendments as per below. Meg Earhart motioned to approve. Penny Cogdill seconded. Motion carried 5-0.
  - a. Amendments made to 7.0 e, f and g. Notes included in those line items below.
- 5.0 TREASURY REPORT** – Danny Gravitt, Treasurer, reported that the current bank balance is \$31,056.46 for this month.
  - a. Chairman Mike Reedy brought forward an invoice from MPT for \$41.64 – a charge for work done above the allotted hours/month afforded to the DDA. Parker Gann motioned. Meg Earhart seconded. Motion carried 5-0.
  - b. ACTION: Lisa to address LTTA at board meeting for request to re-up funding annually from the DDA (\$2,500/quarter).
- 6.0 OLD BUSINESS**
  - a. Heritage Trail Medallion and Historic Marker Application Process – Lisa Sherman, Executive Director
    - Parker Gann inquired about requirements on plaques should L'ville become a National Historic District.
    - David Still identified this project as potentially being a Tourism/Destination process and therefore the responsibility of the LTTA.

- ACTION: Lisa to send out info on the different processes asking for input on what is liked about each and use that input to narrow down a process for us
- b. Review Façade Grant Application – Mike Reedy, Chairman
    - i. Reviewed Greenville and Charlotte models – Lisa asked to send an email to the board with links to these programs for review and response.
    - ii. Funding for this program – Mike Reedy recommended a possible business license fee attached to the existing license to help fund seed money for this project.
    - iii. Parker Gann suggested an earmarked amount from the existing DDA budget to begin “seed money” for this program.
    - iv. ACTION: Lisa to collect the information from board input and bring a synopsis to a future meeting. – FUTURE AGENDA ITEM FOR APRIL OR MAY.
  - c. Train Depot Floor – Mike Reedy, Chairman
    - i. Mike Reedy presented the 40 sq-ft space with adhesive that needs repairing. Mike is meeting with a consultant to understand costs involved in restoration / approximating \$5,000 - \$6,000 in repairs.
    - ii. Linda Nash asked for a decision on repairing the flooring to the train depot – will the DDA pay to repair the flooring? Linda submitted bids from Britt and CMSE. Each one submitted 2 bids – one for repair and one for a completely new floor. David Still asked if these two bids included replacement of soft spots in the wood. Linda confirmed that her understanding was that they did include those replacements.
    - iii. Meg Earhart identified that there is no way to know for sure how much it will cost to handle these repairs and recommended that a dollar amount be set to perform these repairs.
    - iv. David Still also identified that a 3<sup>rd</sup> bid needed to be obtained.
    - v. Meg Earhart motioned to set the amount for repairs to a maximum of \$8,000 subject to 3 bids being obtained with any additional costs coming back to the DDA board for review and approval, having Linda Nash coordinate with Danny Gravitt and Mike Reedy on specs for the bid process. Penny Cogdill seconded. Motioned carried 5-0.
    - vi. Linda Nash also proposed that the businesses in the depot split the cost of paint and labor to paint the interior of the building. David Still suggested that the paint shade be approved by a board member and Meg Earhart volunteered to approve the paint color.

- d. Property – Mike Reedy, Chairman – Mike Reedy addressed conversations he has had with property owners about properties on the square.
- e. ACTION: David Still recommended that we do a little research on this matter and get back to the board regarding forward action – generally speaking of ‘blight’ on the square.

## **7.0 NEW BUSINESS**

- a. Board Certification and Training Updates for DCA – Lisa Sherman, Executive Director
  - i. Mike Reedy asked Lisa Sherman to do some research and the research identified Rome, Georgia, and Ann Arnold as a potential consultant to provide some additional training and/or advisement on the main street program and revitalization of downtowns
- b. Census Information Submission – David Gussio, Counsel, will be finishing this project up this week.
- c. Urban Redevelopment Area Resolution Amendment Update – Lisa Sherman, Executive Director
  - i. Lisa provided an update on the amendment of the city’s existing URA to include 22 industrial parcels. This update was based on the information found in the City Council Work Session meeting minutes from February 20, 2013.
- d. Economic Development Strategy Study – Lisa Sherman, Executive Director
  - i. Meg Earhart motioned to table for the next meeting. Parker Gann seconded. Motion carried 5-0.
- e. Bonding Opportunities Discussion – Parker Gann, Board Member – Upon review and approval of the agenda in item 4.0, this item was TABLED.
- f. LTTA Organization Update – Mark Mullin, Chairman of the LTTA Board – Upon review and approval of the agenda in item 4.0, this item was TABLED.
- g. City Update – Judy Jordan Johnson, Mayor – The Mayor was unable to attend the meeting and therefore did not provide an update this month.

## **8.0 OTHER BUSINESS**

- a. Lisa reported that DCA will be opening the Main Street program this summer and Lawrenceville has been placed on the list of communities to contact.

## **9.0 FUTURE AGENDA ITEMS**

## **10.0 CITIZEN COMMENTS**

## **11.0 ADJOURNMENT**

- a. Parker Gann motioned to adjourn. Meg Earhart seconded. The motion carried 5-0 and the meeting adjourned at 8:57pm.