

**Lawrenceville Downtown Development Authority
Board Meeting Minutes
March 23, 2009**

DDA MEMBERS PRESENT: Mike Reedy (Chair), Larry Still, Mary Kay Jordan, John Heard, Danny Gravitt (Treasurer)

OTHERS PRESENT: Mayor Rex Millsaps, Councilwoman Marie Beiser, David Gussio (Webb, Tanner, Powell, Mertz & Wilson), Meg Earhart (Business owner – Sparkle)

The Board members of the Lawrenceville Downtown Development Authority met on Monday, March 23, 2009 at 7:00 pm at Old City Hall in Lawrenceville, GA. David Gussio kept the minutes of the meeting.

1.0 – Call to Order – Mike Reedy called the meeting to order at 7:02 pm.

2.0 – Quorum – It was determined that there was a quorum present.

3.0 – Minutes – John Heard made a motion to approve the minutes of the February 23, 2009 meeting. Mary Kay Jordan seconded the motion, and it passed unanimously.

4.0 – Agenda Approval – Mary Kay Jordan made a motion to approve the agenda with the addition of Signage Steering Committee as 6.4 under New Business and the deletion of DDA Accounting Services as 5.2 under Old Business. The motion was seconded by Danny Gravitt, and it passed unanimously.

5.0 – OLD BUSINESS

5.1 DDA Funding Support – LTТА/DDA Operations

David Gussio distributed the handout prepared by Jay Markwalter containing the proposal for a donation from the DDA to the LTТА in the amount of \$15,000.00. Mike Reedy discussed the gist of the proposal, which is attached hereto as Exhibit “A”. There followed general discussion concerning the difficulty of raising money for general office expenses, the LTТА staff’s need to have flexibility with the money it receives from the DDA, and the DDA’s need, or lack thereof, in advertising. John Heard made a motion to approve the expenditure of \$15,000.00, paid in equal, quarterly installments, to the LTТА for use as the LTТА sees fit. The Motion was seconded by Mary Kay Jordan and passed unanimously. Mike Reedy raised a concern about the clarity of when payments would be made to the LTТА. Mary Kay Jordan then made a motion to make a payment at the beginning of the 2nd quarter of 2009 in the amount of \$7,500.00 and to then make two equal payments of \$3,750.00 at the beginning of the 3rd and 4th quarters of 2009. Danny Gravitt seconded the motion, and the motion passed unanimously.

5.2 DDA Accounting Services – RFP Report

Removed from Agenda.

5.3 Mayor Jule Oakes House – Welcome Center Report

Mike Reedy reported that Mrs. Baggett requested that the House be painted white, and that the house is indeed to be painted white, instead of the previously proposed yellow.

Danny Gravitt reported that he and Tom Fowler had looked into the cost and labor required for installing underground utilities, and because of the low cost, would request that the City undertake the installation of underground utilities. The Mayor indicated that the City would accept this request.

5.4 Historic Courthouse Facility/Grounds Leasing Report

Marie Beiser reported that the Mayor and City Council reviewed the DDA's Resolution at the previous work session and decided to create a committee, composed of Marie Beiser, Mike Reedy, and Jay Markwalter, to meet with the County and obtain cost information and other details.

6.0 – NEW BUSINESS

6.1 Proposal for DDA Training in Lawrenceville – Saturday, April 18

Mike Reedy opens the discussion by reviewing the information contained in the various emails from Jay Markwalter on this issue. Mike Reedy also notes the qualifications and reputation of Bruce Green, the individual leading the training session. There followed general discussion of the difference between DDA and LDA training and the open spot on the DDA Board. Larry Still made a motion to approve the training proposal for April 18. The motion was seconded by Mary Kay Jordan and passed unanimously.

6.2 Discussion of City Depot

Mike Reedy opened discussion by reminding the Board of the project with the Depot building and Linda Nash's interest in using the building as a restaurant. David Gussio gave an update of the lease application with CSX for additional parking space. There followed general discussion of parking and curbing improvement issues. John Heard suggested that he might be able to help by utilizing contacts at CSX.

6.3 Board Discussion – Future Agenda Items

Mike Reedy opened discussion by noting that the DDA Board has an empty spot and that it would make sense to fill that spot prior to Bruce Green's training session. There followed general discussion of potential candidates for the position. Mike Reedy suggested that Meg Earhart, of Sparkle, would be a good candidate. Meg Earhart stated that she would be interested, and the Mayor stated that she would be appointed at the April Council Meeting. There followed a collective expression of gratitude from the DDA Board for Meg's willingness to volunteer her time.

6.4 Signage Steering Committee

Mike Reedy introduced the suggestion from DDA Staff, following a staff discussion with Sky Design, that city representatives should be involved with a steering committee to assist and review the signage project master planning with Sky Design. Chairman Mike Reedy, DDA Staff, and city officials Marie Beiser, Jim Steadman and Bob Baroni constitute the proposed steering committee to assist Sky Design with the signage project. Larry Still made a motion to approve that committee with the addition that the Mayor, or a designee of the Mayor, also be on the committee. The motion was seconded by John Heard and passed unanimously.

7.0 – Citizen Comments

There were no citizen sign-ups for public comment or further discussion.

8.0 – Adjournment – At 8:00pm, John Heard made a motion to adjourn the meeting. The motion was seconded by Mary Kay Jordan, and it passed unanimously.

Respectfully submitted by David Gussio.