



LAWRENCEVILLE DOWNTOWN DEVELOPMENT AUTHORITY
Board of Directors Meeting
Tuesday March 4, 2014 / 7:00 PM
City Hall - GwMA Conference Room on 3rd Floor
70 South Clayton Street

MINUTES

- 1.0 CALL TO ORDER** – The meeting was called to order at 7:06 PM by David Still, Chairman.
- 2.0 QUORUM** - A Quorum was recognized with 5 of the DDA’s seven board members present. In attendance were, David Still (Chairman), P.K. Martin (Vice-Chairman), D.H. Malcolm (Treasurer), Penny Cogdill, and Mike Reedy.
 - a. The board received a letter of resignation from Danny Gravitt after providing 10 years of service to the LDDA. He presented his letter to Mayor Johnson as well and the Mayor has begun the application process to appoint a new member to the Board
- 3.0 MINUTES** – January minutes were approved with a motion by D.H. Malcolm, seconded by Mike Reedy. The motion carried 5-0.
- 4.0 AGENDA** - Agenda was approved with a motion by P.K. Martin, seconded by Mike Reedy. The motion carried 5-0.
- 5.0 TREASURY REPORT**
 - a. \$150 Georgia Downtown Association invoice, as well as LTТА Quarterly invoice were approved.
- 6.0 OLD BUSINESS** –
 - a. Secretary Jenny Savoy gave an update on the Community Development Institute. She reported that we are well on our way as a Main Street Start Up Community.
 - b. Visual Arts Concept –Executive Director Lisa Sherman shared what was learned from the Sculptour visit in Suwannee. A recommendation was made to form a Visual Arts Committee. Penny, Mike and D.H. were chosen for the committee. Mr. Reedy was asked to be chair of the committee since the concept was his initial idea.
 - c. Parking Deck Signage Update – Mr. Reedy informed that the designs were ready, but he had not received them. He will forward them to everyone hopefully in a week.

- d. VIC Contractor Work Schedule – Mr. Reedy gave an update stating, once the weather improves the contractor will be able to complete in 30 days.
- e. Intergovernmental Agreement – Chairman Still gave a report on the intergovernmental agreement. The DDA will put the City's funds in separate interest bearing account at Brand Bank. The intergovernmental agreement was approved with a motion from Treasurer Malcolm, seconded by Mr. Martin. The motion carried 5-0.

7.0 NEW BUSINESS

- a. City Assuming the Responsibility of the VIC/Maintenance of City Properties – Chairman Still gave an update on talks between he and City Manager Bob Baroni for the City assuming responsibility of the VIC. The last lease the LTTA had is expired and they are on a month to month basis. Based on multiple conversations Chairman Still had with various City Council members and the City Manager, it appears that the City will be willing to take over the VIC. Chairman Still recommended a motion for the DDA to void the lease agreements with the LTTA and the City so that the City is directly in charge of the VIC. Treasurer Malcolm made a motion to return the responsibility of the VIC, including Power bill, to the City. The motion was seconded by Mr. Martin and carried 5-0. The decision was made for the DDA to continue with the completion of the contracted improvements.
- b. Kiosk Locks – Approval to change 20 locks on 5 kiosks and pay the amount quoted (\$676.20) by A&A was given by a motion from Mr. Reedy, seconded by Mr. Martin and carried 5-0.
- c. Planning & Zoning Update – Chairman Still encouraged the DDA to stay on top of planning and zoning items on the City Council agenda so they are aware of all happenings in the City. The Mayor is making sure that the LDDA Chairman is given the agenda prior to the monthly Planning & Zoning Meetings so that he can update the Board on any actions that are within the LDDA overlay district.
- d. The Depot – Linda Nash gave a report on the Depot. There will no longer be a weekly revolving market due to lack of demand. The Chew Chew Café however, has become a growing success and will remain open for late breakfast/early lunch Saturdays and a lunch on Sunday which is the largest demand. There will still be periodic events the first Saturday of every month, as well as regular monthly events/meetings.
- e. Development Authority of Lawrenceville Discussion – There was discussion to find out from the Mayor who is on the LDA and update the City website to reflect the current board and determine if any of the current LDDA Board is on the LDA Board.
- f. By-law Discussion/Term Limits and Future Appointments – Chairman Still lead discussion on various items that he and Treasurer Malcolm had noted. After much discussion, Chairman Still was asked to consult with David Gussio on a few issues and bring the By-Law suggested changes back to the Board for further discussion.

- g. Master Plan – Chairman Still stated, moving forward, the DDA will set their priorities on the master plan in order to assist the City Council in developing the best possible projects to address first with the DDA overlay map.
- h. Heritage Trail Medallion Name Selection – The staff will review minutes to see what process was suggested or put in place in choosing future candidates each year moving forward.

8.0 OTHER BUSINESS – Board Discussion

- a. The DDA will work towards creating a budget for DDA board members and staff to insure that the Board is being good stewards of its funds and so that pre-approved line items can be used appropriately without having to have Board approval of each and every expenditure throughout the year.

9.0 CITIZEN COMMENTS

10.0 EXECUTIVE SESSION - The meeting went into executive session for purpose of real estate at 8:50 PM. 6 items of property were discussed, and no votes were taken.

11.0 MEETING WAS ADJOURNED AT 9:10 PM