



**LAWRENCEVILLE DOWNTOWN DEVELOPMENT AUTHORITY**  
**Board of Directors Meeting Minutes**  
**Monday, September 22, 2014 / 8:30 PM**  
**City Hall – Council Chambers**  
**70 South Clayton Street**

- 1.0 CALL TO ORDER** – David Still, Chairman, called the meeting to order at 8:34pm.
- 2.0 QUORUM** - David Still, Chairman, noted a quorum with all members of the board present. At the meeting were David Still, D.H. Malcolm, PK Martin, Linda Nash, Parker Gann and Penny Cogdill. Mike Reedy was absent due to a work conflict.
- 3.0 MINUTES APPROVAL** – David Still, Chairman, called for approval of the August meeting minutes. D.H. Malcolm motioned to approve the minutes. Penny Cogdill seconded the motion and the motion carried 6-0.
- 4.0 AGENDA APPROVAL** - David Still, Chairman, called for approval of the agenda. Parker Gann motioned to approve the agenda. Penny Cogdill seconded the motion and the motion carried 6-0.
- 5.0 TREASURY REPORT** – D.H. Malcolm, Treasurer, reported cash balance on the General Fund of \$70,973.26 and a Money Market balance of \$484,087.79. David Still noted that the Depot HVAC broke down and was an emergency expense that required repair prior to the board meeting.
- 6.0 MAINSTREET BUSINESS** – David Still, Chairman, invited Lisa Sherman to provide a recap of the Town Hall meeting. Lisa Sherman shared that about 65 people turned out to the town hall meeting. An overview of the Mainstreet meeting was given to the audience before breakout sessions invited each participant to actively engage in idea generation for each of the four points of the Mainstreet approach. Lisa Sherman also noted that the board needed to vote to adopt the by-laws/mission statement presented at the August meeting. D.H. Malcolm voted to adopt the by-laws and mission statement for the Mainstreet Board. Parker Gann seconded the motion and the motion carried 6-0.
- 7.0 OTHER BUSINESS** – In other business, Lee Thompson drafted an intergovernmental agreement between the City and the DDA for maintenance of the 188 Pike Street Property. The board received a copy for review at the meeting and determined that further review was needed before a vote could be taken to approve entering the agreement. For the immediate future, PK Martin motioned to allow the City entry onto the property for the purpose of basic manicure and maintenance of the property. Parker Gann seconded the motion and the motion carried 6-0. The board also discussed the need to appoint a new Secretary with Jenny Savoy's transition to a new

position with the City. Parker Gann motioned to name Lisa Sherman, the DDA's executive director, as the new secretary for the purpose of taking minutes and signing contractual agreements when called upon to do so. PK Martin seconded the motion and the motion carried 6-0.

**8.0 CITIZEN COMMENTS** – David Still invited Frandsen Architects, present at the meeting, to introduce themselves to the board. Charles, Eric and Chris Frandsen all introduced themselves and their firm up on the Square to the DDA Board of Directors.

**9.0 EXECUTIVE SESSION** – Parker Gann motioned to enter into executive session for the purpose of discussing real estate, litigation and/or personnel. D.H. Malcolm seconded the motion and the motion carried 6-0. Two matters of real estate were addressed in executive session.

**10.0 EXECUTIVE SESSION VOTING REPORT (if applicable)** – PK Martin motioned to adjourn out of executive session. Parker Gann seconded the motion and the motion carried 6-0. As a result of matters discussed in executive session, the following votes were taken:

- a. Penny Cogdill motioned to approve the purchase of the 181 Pike Street property for \$380,548.26. Linda Nash seconded the motion and the motion carried 6-0.
- b. D.H. Malcolm motioned to sell the 181 Pike Street property to Universal Holdings for \$382,273.26. Parker Gann seconded the motion and the motion carried 6-0.  
  
Lisa Sherman was asked to obtain the set of keys from the prior tenant to provide to Universal Holdings at her meeting with them on Friday.

**11.0 ADJOURNMENT** – PK Martin motioned to adjourn the meeting. Parker Gann seconded the motion and the motion carried 6-0. The meeting adjourned at 9:16pm.