



LAWRENCEVILLE DOWNTOWN DEVELOPMENT AUTHORITY
Board of Directors Meeting Agenda
Monday, November 24, 2014 / 7:00 PM
City Hall – Council Chambers
70 South Clayton Street

- 1.0 CALL TO ORDER** – David Still, Chairman, called the meeting to order at 7:02pm.
- 2.0 QUORUM** - David Still, Chairman, recognized a quorum with 5 members present. In attendance were Penny Cogdill, Parker Gann, Linda Nash, PK Martin and David Still. Mike Reedy would be arriving late and DH Malcolm was unable to attend.
- 3.0 MINUTES APPROVAL** – David Still, Chairman, called for approval of the October meeting minutes. Parker Gann motioned to approve the October 2014 meeting minutes. Linda Nash seconded the motion and the motion carried 5-0.
- 4.0 AGENDA APPROVAL** - David Still, Chairman, called for approval of the Agenda. Parker Gann motioned to approve. Penny Cogdill seconded the motion and the motion carried 5-0.
- 5.0 TREASURY REPORT** – D.H. Malcolm, Treasurer, was absent due to illness. David Still provided the treasurer's report and noted that there was an issue with the Train Depot that needed to be resolved. Mike Reedy had not gotten additional quotes as agreed upon by the Board from the last monthly meeting. Briscoe had done work at the Depot with the LDDA's approval for the Hendersons within the past month, and provided an emergency quote of \$3,000 to repair the HVAC system at the Train Depot. The Henderson's had a full weekend of events booked and no heat for the weekend. David Still requested that the board ratify this decision prior to accepting the treasurer's report provided via email by D.H. Malcolm in email. David Still received Mike Reedy's verbal agreement to support the repair prior to the Board's approval. PK Martin motioned to approve the retroactive expenditure of \$3,000 to Briscoe. Parker Gann seconded the motion and the motion carried 5-0.

On another note, David still shared that DH Malcolm and David Still still needed to meet regarding budget development. David Still then called for a motion to approve the treasurer's report. Linda Nash motioned to approve the treasurer's report. Parker Gann seconded the motion and the motion carried 5-0.

- 6.0 MAINSTREET BUSINESS** – David Still, Chairman

- a. Update on Work Plan and Budget Process for 2015 – Lisa Sherman shared that a proposed work plan for 2015 and budget will be brought before the board in December for review and adoption.
- b. Mainstreet Meeting Notes Review and Adoption – Lisa Sherman presented the minutes from the visioning meeting. Linda Nash asked if the plan would prioritize the information obtained from the meeting. Lisa Sherman said yes. Linda Nash motioned to approve the the meeting minutes from the Mainstreet Visioning meeting. Penny Cogdill seconded the motion and the motion carried 5-0.

7.0 OTHER BUSINESS – Board Discussion

- a. Update on Work Session Agenda Items
 - i. Role with City in leading Redevelopment – Mike Reedy arrived to the meeting. David Still shared that Council approved allowing the DDA to lead the charge in recommending a plan to Council for re-development of the parcels within the DDA’s boundries as well adjacent to be confirmed at a later meeting with the Council and Mayor. This included expansion of boundaries to include an additional 4 plus parcels recently acquired by the City along 29 and properties boardering the College Corridor. David Still asked for approval to take amended boundaries for the DDA map to the Mayor and Council. Mike Reedy motioned to approve David Still to make this recommendation and present to Council at the December 17 special call meeting. Parker Gann seconded the motion and the motion was approved unanimously.
 - ii. Heritage Trail – Lisa Sherman shared that Council agreed to the two recommendations for 2014 of Margaret Winn Holt and H. Rhodes Jordan at the latest work session. The vote would be publicly announced at the next City Council Meeting.
 - iii. Parking Deck Signage – Lisa Sherman shared that City Council approved during the Work Session that the proposal and requested additional signage around the elevator, on the outside entry way for “Free Parking” and either numbering or color-coding the parking deck levels. Mike Reedy said he would work with Lisa Sherman to develop a bid request for the materials that can be pushed out for quote request.
- b. Plan for Gas Station Property – (188 Pike Street) – David Still shared that this parcel was being used for temporary storage of the Aurora Theatre’s set designs. He then requested feedback from the board as to ideas for use of this property. Hearing none, David Still then shared that one idea would be to asked City Council to obtain a quote for demolition of that facility. David Still asked for a motion to request Council to get a quote on demolition. Parker Gann motioned. Mike Reedy seconded the motion and the motion carried 6-0.

- c. Scheduling of Special Meeting to Update Master Plan - David Still recommended that the DDA schedule a special called meeting in December to look at how we lead the charge for developing a plan for development of properties prioritized by the DDA in the overlay district. David Still noted that recommended dates and times had been sent out earlier today. The board identified Monday, December 8, at 6:30pm to be a good day to hold this meeting. David Still also suggested that the board cancel its regularly scheduled board meeting on December 22. David Still then called for a motion to schedule the December 8 special called meeting and cancel the regular meeting on December 22. Mike Reedy motioned. Linda Nash seconded the motion and the motion carried 6-0.
- d. Scheduling or Canceling of Regular December Meeting – This was handled in item c.
- e. VIC Maintenance – spindles – Mike Reedy requested that all spindles be replaced to keep the design uniform and maintenance in the future down. Mike Reedy volunteered to obtain 3 quotes by December 8 special call meeting.

8.0 CITIZEN COMMENTS – David Still invited the public to make comments at this time. Mr. Frandsen of Frandsen Architects inquired about a presentation this evening from TSW. David Still updated the public on the process and shared that we would be working on a RFP to issue at a later time. David Still called for a motion to enter executive session to discuss several matters of real estate. Mike Reedy motioned. Penny Cogdill seconded the motion and the motion carried 6-0.

9.0 EXECUTIVE SESSION - PK Martin motioned to adjourn. Mike reedy seconded the motion and the motion carried 6-0.

10.0 EXECUTIVE SESSION VOTING REPORT (if applicable) – Five matters of real estate were discussed in session by the DDA.

11.0 ADJOURNMENT – Penny Cogdill motioned to adjourn the meeting. Mike Reedy seconded the motion and the motioned carried 6-0.