



LAWRENCEVILLE DOWNTOWN DEVELOPMENT AUTHORITY
Board of Directors Meeting
Monday, March 24, 2014 / 7:00 PM
City Hall - GwMA Conference Room on 3rd Floor
70 South Clayton Street

- 1.0 CALL TO ORDER** – David Still, Chairman, called the meeting to order at 7:00pm.
- 2.0 QUORUM** - David Still, Chairman, recognized a quorum with five board members present. Absent were Penny Cogdill and there is currently a vacant position on the board.
- 3.0 MINUTES** – David Still, Chairman, called for approval of the March 4 meeting minutes. PK Martin motioned to approve. Mike Reedy seconded the motion and it carried 5-0.
- 4.0 AGENDA** - David Still, Chairman, called for approval of the meeting agenda. D.H. Malcolm motioned to approve. Mike Reedy seconded the motion and it carried 5-0.
- 5.0 TREASURY REPORT** – D.H. Malcolm, Treasurer
 - a. Expenditure Report, D.H. Malcolm provided a report with an ending balance in the bank account of \$47,074.77. Lisa Sherman shared that the reason for the additional \$240 for the A&A Locksmith was due to additional work needed to be done on the lock slots of the kiosk doors. The original quote was obtained from one of the kiosks where the door had fallen off.
 - b. Establishment of Additional Bank Account, D.H. Malcolm also reported having started a new bank account to receive the \$1-million for development. David Still noted that the account held the same interest rate as the city's rate and confirmed the bank does not monitor dual-signature accounts anymore.
 - c. DDA Budget Establishment – David Still shared that one needed to be established to show how the DDA intends to invest its Alcohol Excise Tax funding in addition to any other funding sources.
- 6.0 OLD BUSINESS** –
 - a. Development Authority of Lawrenceville Discussion Update – David Still – trying to find if any of the LDDA Board members were on the LDA.
 - b. Heritage Trail Medallion Name Selection Update – Lisa Sherman shared information relevant to the previous discussion on process back in the February 2013 meeting. The board decided that there were two programs that needed to be researched and recommendations brought to the table – a Historic Plaque Program and a Heritage Trail Medallion Selection process. Staff will research these two programs and bring

recommendations back to the board at the April meeting. Mike Reedy also recognized Don Siegers to speak as an original medallion nominee. Don Siegers provided some history on the program and some recommendations for how many nominations could be submitted by the citizens. Don Siegers recommended Rhodes Jordan to also be named on the Heritage Trail with a medallion in his honor. Don noted that there should only be names on the walking trail of individuals who have given significant contributions to the betterment of Lawrenceville. Parker Gann also noted that individuals who had been honored elsewhere in the City were removed from the original list in an attempt to honor new names and contributors with this medallion. Parker also noted that the list of original honorees included “founding” contributors to the City.

- c. Parking Deck Signage Update – Mike Reedy – Mike has some designs that he is going to send to staff. DeNyce has requested a set of plans that would have the Parking Deck plans on it and would take the plans and make a layout of all the signage that we would need in the deck. Mike Reedy is going to reach out to John Heard to obtain a copy of the plans and Council has previously approved an amount to spend on bids for this project (end of 2013).
- d. Intergovernmental Agreement Update – David Still got the document signed and discussed with the City Attorney a particular paragraph to clarify that we could use the funds for property acquisition. The signature was witnessed by the Secretary of the DDA and the documents have gone to the City for Mayoral signature and completion. Next step is to create a process.
- e. By-law Discussion/Term Limits and Future Appointments Update – David Still and D.H. Malcolm reviewed the by-laws with David Gussio and went into length about proxy votes and email notification. We can use email to notify and then put it in the newspaper for special called meetings. D.H. Malcolm and David Still will work to get redlines done on the bylaws and have staff make the document digital. Once the board approves any and all bylaw redlines, we will have an updated version of the bylaws to keep on file, digitally and in print.
- f. The VIC/Maintenance of City Properties – David Still has confirmed with Bob Baroni that we are on the work session for April to discuss the City taking this on as its responsibility. Mike Reedy provided an update on the project for maintenance upgrades and the group was asking for colors of paint. Colors will remain the same as they have been.
- g. Kiosk Locks – These are completed with an additional \$240 for filing of the kiosk door slots and the kiosk lock project is closed.

7.0 NEW BUSINESS – David Still, Chairman

- a. Planning & Zoning Update, David Still went and met with Josh Ferguson, Director of P&Z for the city. The only two things they currently are working on is related to 1) Graphic

Communications and 2) Hallmark Warehouse issues. They both have external trailers that are being left overnight and these trailers are considered “outdoor storage” facilities that are not compliant with existing ordinances. Mike Reedy recognized that these details seem to be a bit of an overkill when considering the purpose of what the “Outdoor Storage Ordinance” intention is.

- b. DDA Funding for Main Street Programs – Lisa Sherman shared that this could be a way of utilizing Alcohol Excise Tax funding to incorporate some downtown business programming. The board was open to hearing more about specific programs and ideas related to this concept.

8.0 OTHER BUSINESS – Board Discussion – No additional discussion was submitted by the board.

9.0 CITIZEN COMMENTS – No additional comments came from the attendees to the meeting.

10.0 EXECUTIVE SESSION – PK Martin had to leave the meeting early. Lisa Sherman will look into the difference between URAs and Overlay Districts and whether or not URA boundaries had to be included in the Overlay District. Mike Reedy motioned to enter executive session for the purpose of discussing real estate. DH Malcolm seconded the motion and the motion carried 4-0. The board discussed three matters of real estate pertaining to active business development projects being conducted through the DDA.

11.0 ADJOURNMENT – Parker motioned to adjourn the general session meeting. Mike Reedy seconded the motion. The motion carried 4-0 and the meeting was adjourned at 8:54pm.