



LAWRENCEVILLE DOWNTOWN DEVELOPMENT AUTHORITY

Board of Directors Meeting

November 26, 2012 / 7:00 PM

18 South Clayton Street, Lawrenceville, Ga

MINUTES

- 1.0 **Call to Order** – Mike Reedy, Chairman
- 2.0 **Quorum** - Mike Reedy, Chairman
- 3.0 **Minutes** – Approved the minutes provided by Executive Director at October 22 Meeting; David Still made the motion and Parker Gann seconded. The motion passed 5-0 as D.H. Malcolm was not present.
- 4.0 **Agenda** - Approved the November 26 agenda for discussion; Meg Earhart made the motion and Danny Gravitt seconded. The motion passed 5-0.
- 5.0 **Treasurer Report** – Danny Gravitt, Treasurer
 - a. Danny Gravitt reported that we had received one payment from the Depot for \$108.06.
 - b. Lisa Sherman was instructed by the board to send David Gussio a copy of the link to the Census Bureau info. Parker Gann requested to be cc'ed on that information.
 - c. Danny Gravitt also reported that he had received an invoice from MPT (Mahaffey, Pickens & Tucker) for services totaling \$276.25 -- from correspondence with LTTA client for appointments to the board, CSX release and Depot, College Bond Deal correspondence and prior invoice that came in after last meeting. Motion to pay the invoice was made by David Still; Penny Cogdill seconded. The motion passed 5-0.
 - d. Danny Gravitt reported a bank balance of 34,533.00
 - e. Mike Reedy presented a \$150 Membership to the Georgia Downtown Association to be paid for the new executive director to become a member. Parker Gann made the motion to pay; Meg Earhart seconded. The motion passed 5-0.

6.0 OLD BUSINESS

- a. Items as identified by the board – Group Discussion led by Chairman Mike Reedy
 - i. Mike Reedy proposed that the board review the Façade program after the first of the year and asked the Executive Director, Lisa Sherman, to make copies of the Facade program for the next meeting.
- b. Update on TAD speaker – Lisa Sherman, Executive Director
 - i. At the request of Danny Gravitt at the October 22nd meeting, Lisa Sherman presented that Joanie Perry with DCA is considering coming to our January 28th meeting to provide a brief presentation on TADs and answer any questions that the board may have regarding this developer financing tool. Her presence at the January meeting will be confirmed with Lisa Sherman.

7.0 NEW BUSINESS

- a. LTTA Board Appointments – Mike Reedy, Chairman / Linda Nash
 - i. Linda Nash presented a report from the LTTA board on seat appointments. The LTTA board recommended the reappointment of Randy Sutt and Mark Mullin to for a two-year term. Meg Earhart motioned and Parker Gann seconded. The motion to reappoint these members pass 5-0.
 - ii. Linda Nash also presented Lee Earhart and engaged member of the community and current Lawrenceville resident as a new appointee to fill a vacant seat on the LTTA board. Danny Gravitt motion to appoint Lee Earhart and Parker Gann seconded the motion. The motion passed 4-0 with Meg Earhart, wife of Lee Earhart, abstaining from the vote process.
- b. Update on the Depot – Mike Reedy, Chairman / Linda Nash
 - i. Linda Nash highlighted her prior commitment to finding some historic renovation grants for the Depot, citing that a Transportation Enhancement Grant would have been the most plausible option; however, looking further into this option, funding for this program has been delayed due to statewide cutbacks. Linda Nash requested ideas for how to go about generating renovation/revitalization of the depot and pointed out that the floor of the depot was the most pressing need for renovation. Meg Earhart motioned to explore costs involved in inspecting the floors and putting a bid out for refinishing the floors; Parker Gann seconded. The motion passed 5-0.
- c. Adoption of Bond Resolution – Legal Counsel for the Board, David Gussio

- i. Chairman Mike Reedy moved this agenda item to the first agenda item under new business and proceeded to provide an update on the extension of the boundaries to include the property being purchased by the bonds; passed out the new boundary maps. David Still inquired on charging a fee of the City for the service being provided to the City to issue the bonds. Gussio confirmed that there are no legal ramifications for not charging a fee to the city. Ken Pollock (Bond Counsel) and David Gussio provided a presentation of the property and the deal between the City and the DDA. Gabe Agan (Bond Financial Advisor) explained the financial arrangements. David Gussio recommended approval of this adoption resolution. David Still motioned to approve; Cogdill seconded. The motion passed 5-0.
 - ii. Mike Reedy also recommended the creation of an Asst. Secretary position for the purpose of signing the resolution in the absence of Secretary Malcolm. David Still motioned to appoint Meg Earhart as the new Asst. Secretary of the DDA board; Penny Cogdill seconded the motion. The motion passed 5-0.
 - iii. Chairman Reedy and newly appointed Asst. Secretary Meg Earhart signed the resolution.
- d. Holiday Schedule – Mike Reedy, Chairman
 - i. Chairman Mike Reedy recommended canceling the December DDA board meeting to attend the LTTA dinner on Dec. 6. David Still motioned for approval; Parker Gann seconded. The motion passed 5-0
- e. Marketing to Developers – Group Discussion
 - i. David Still motioned to table this agenda item for the next meeting in January. Motion to Table; Meg Earhart seconded. The motion passed 5-0.
- f. Creative Financing Options – Group Discussion
 - i. Mike Reedy discussed reviewing the Façade program and exploring the possibility of matching funds. Discussion only, no motion was made on this agenda item.
- g. Other Business
 - i. Update on Conference - D.H. Malcolm
 - 1. D.H. Malcolm was not present to provide this update. Chairman Mike Reedy moved to the next agenda item.
 - ii. Additional items

1. David Gussio provided an update on the DDA board appointments. D.H. Malcolm and Penny Cogdill were appointed through December 2015. All others were appointed through December 2013.
- iii. Mayor Johnson provided an update on the underground utilities for Luckie Street and the Lawrenceville Lawn and recommended that the DDA and Council move forward in complete agreement with the College Property purchase.
- iv. Bob Baroni provided an update on the crosswalk on E. Crogan advising that they had changed the style of the mast arms which delayed delivery of the material to Dec. 7.
- v. Mike Reedy asked the City representatives about street sweeping and cleaning of the city. It was confirmed that this service was being provided in the 9-block area.
- vi. Parker Gann motioned to request DDA pay for seats at the LTTA Christmas dinner; motion was not seconded and therefore did not go to vote.

8.0 FUTURE AGENDA ITEMS

- a. Adoption of new markers for the Heritage Trail.
 - i. Mike Reedy received a letter from Glenda Willoughby – Forest Hills - submitting the name of Tandy Keith Herrington to be considered for a Heritage Trail Medallion.
- b. Mike Reedy request that a Review Façade Grants be placed on the upcoming agenda.
- c. Parker Gann also mentioned the need to revisit how Lawrenceville can obtain its 'National Historical District' Designation.

9.0 Citizen Comments

- a. No citizen comments were made at this meeting.

10.0 Adjournment

- a. Meg Earhart Motion to Adjourn; Parker Gann seconded. The motion passed 5-0.