

**Lilburn Downtown Development Authority
Meeting Agenda**

**February 19, 2020 at 6:30 p.m.
Lilburn City Hall, 340 Main St., Lilburn, GA 30047**

Work Session Agenda

6:30 p.m.

- I. Call To Order
- II. Old Business
 - 1. Financial Report – January 2020
 - 2. Update - DDA Property
 - 3. Update - Lilburn Community Improvement District & Lilburn Community Partnership
 - 4. Update - Development Activities
- III. New Business
- IV. Adjournment

Meeting Agenda

Immediately following work session.

- I. Call To Order
- II. Approval Of Agenda
- III. Approval Of Minutes
 - 1. Approval Of Minutes – January 19, 2020 Meeting

Documents:

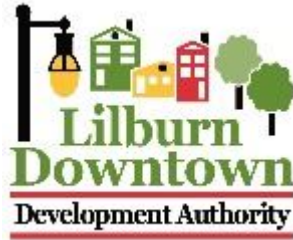
[1_15_2020 - DDA DRAFT MINUTES.PDF](#)

- IV. Old Business

1. Financial Report – January 2020
 2. Update - DDA Property
 3. Update - Lilburn Community Improvement District & Lilburn Community Partnership
 4. Update - Development Activities
- V. New Business
- VI. Public Comment
- VII. Executive Session (If Needed)
- VIII. Adjournment

As set forth in the Americans with Disabilities Act of 1990, the City of Lilburn does not discriminate on the basis of disability in the admission or access to, or treatment or employment in its programs or activities. City Clerk, 340 Main Street, Lilburn, GA 30047 has been designated to coordinate compliance with the non-discrimination requirements contained in section 13.107 of the Department of Justice regulations, information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA coordinator.

The City of Lilburn will assist citizens with special needs given proper notice (seven working days). Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of the City of Lilburn should be directed to City Clerk, 340 Main Street, Lilburn, GA 30047, telephone number 770-921-2210.



**Lilburn Downtown Development Authority
Meeting Minutes**

DRAFT

January 15, 2020

**Lilburn City Hall, 340 Main St., Lilburn, GA 30047
Work Session at 6:30 p.m.
Public Meeting immediately following**

1/15/2020 - Minutes

Work Session Agenda

I. Call To Order

The meeting was called to order by Jimi Taylor at 6:30 p.m.

II. Old Business

1. Financial Report – November & December, 2019

City Manager, Bill Johnsa stated:

The beginning Bank Balance at 09/30/19 for the DDA's account in the Cadence Bank was \$156,409.76

- In October, total Income for the month was \$9,847.96. This is made up by rental income of \$4,935.00 from Public House, Agavero Bus Depot, and rent from 4865 Velva Way. Interest income from Noble Village of \$4,908.75 and bank interest earned of \$4.21.
- Expenses of \$134,999.65 included \$700.00 for the Lighthouse Co., \$1,814.76 Gwinnett County Tax Commissioner, \$2,462.82 Precision Planning, \$2,400.00 Live Fully, LLC, \$5,202.00 Carl Vinson Institute, \$98.50 Jimi Taylor, \$122,321.57 for Powell & Edwards (243 Main Street).
- In November, the DDA received a total income of \$4,936.48. This is made up by rental income of \$4,925.00 from Public House, Agavero Bus Depot, and Velva Way property. Bank interest earned was \$1.48. Expenses include \$700.00 for the Lighthouse Co.

In December, the only item to hit the bank account was bank interest earned of \$1.51.

The ending Bank Balance at 12/31/19 for the DDA's account in the Cadence Bank was \$35,496.06.

In January...the DDA deposited \$5,870.00 for rental Property, \$2,960.00 from NG3 Organization, and \$9.00 from Powell & Edwards for a total of \$8,839.00. One check written from the DDA account for: \$25,000.00 to Carothers & Mitchell for Elmer Nash Escrow Payment.

The DDA Mainstreet BB&T Bank account had no activity in the months of October, November and December. The ending Bank Balance for 12/31/19 was \$2,433.18.

2. Update - DDA Property

City Manager, Bill Johnsa stated:

- Old Town - 55 townhomes mid \$400's, and future commercial. 5.7 acres, 9 model homes under construction, Final Plat under review, commercial property cleanup.
- Cottages at Noble Village - 68 duplexes (age restricted 55+ for lease). 8.5 acres - 17 buildings/34 model homes and clubhouse under construction. Awaiting LS plan revisions to fence/entry walls/lights.
- Townwalk - 9 single family detached priced at \$400's. 1 acres - 1 sold, 1 under contract, 2 more under construction.

3. Update - Lilburn Community Improvement District & Lilburn Community Partnership
None.

4. Update - Development Activities

City Manager, Bill Johnsa stated:

Lilburn Township - 78 townhomes and future 15k sqft commercial, 7.6 acres, presubmittal scheduled.

III. New Business

1. Presentation - Old Town Lilburn Development Group

2. Approval Of : Joint And Reciprocal Easement Agreement (7.6 +/- Acres)

City Manager, Bill Johnsa stated that this is the joint maintenance agreement, shared access between residential and commercial, shared utilities. The agreement has been approved and looked at by the City Attorney, Dick Carothers.

IV. Adjournment

A motion to adjourn from work session at 6:41 p.m. was made by Jimi Taylor, seconded by Scott Mecredy.

Motion passed with a 5-0 vote.

Meeting Agenda

I. Call To Order

The meeting was called to order by Jimi Taylor at 6:42 p.m.

Present:

- Jimi Taylor, Chairperson
- Elmer Nash, Board Member
- Hugh Wilkerson, Board Member
- Eddie Price, Council Representative
- Scott Mecredy, Board Member
- Melissa Penate, City Clerk
- Jenny Simpkins, Assistant City Manager
- Bill Johnsa, City Manager

Absent:

- Norman Nash, Board Member
- Mark DeArmon, Board Member

II. Approval Of Agenda

A motion to approve the January 15, 2020, agenda was made by Scott Mecredy, seconded by Elmer Nash.

Motion passed with a 5-0 vote.

III. Approval Of Minutes

1. Approval Of Minutes – November 20, 2019 Meeting

A motion to approve the November 20, 2019 draft meeting minutes was made by Hugh Wilkerson, seconded by Scott Mecredy.

Motion passed with a 5-0 vote.

2. Approval Of Executive Session Meeting - November 20, 2019 Minutes

A motion to approve the November 20, 2019 draft Executive Session meeting minutes was made by Elmer Nash, seconded by Hugh Wilkerson.

Motion passed with a 5-0 vote.

IV. Old Business

1. Financial Report – November & December, 2019

A motion to approve the financial reports from November and December 2019 was made by Hugh Wilkerson, seconded by Eddie Price.

Motion passed with a 5-0 vote.

2. Update - DDA Property
No further discussion.

3. Update - Lilburn Community Improvement District & Lilburn Community Partnership
Elmer Nash mentioned the Christmas party and kitchen at the Wynne Russell house. They are updating it in order to attract more rentals of the facilities.

4. Update - Development Activities
No further discussion.

V. New Business

1. Presentation – Old Town Lilburn Development Group
No further discussion.

2. Approval Of Joint And Reciprocal Easement Agreement (7.6 +/- Acres)

A motion to approve the joint and reciprocal easement agreement (7.6 +/- Acres) was made by Scott Mecredy, seconded by Hugh Wilkerson.

Motion passed with a 5-0 vote.

VI. Public Comment

None.

VII. Executive Session (If Needed)

None.

VIII. Adjournment

There being no further business, Scott Mecredy made a motion to adjourn at 7:41 p.m., seconded by Hugh Wilkerson.

Motion passed with a 5-0 vote.

Approved this _____ day of _____, 20__.

Bill Johnsa, Recording Secretary
City Manager

Jimi Taylor, DDA Chairman