

Lilburn Downtown Development Authority
Meeting Agenda

June 16, 2021 at 6:30 p.m.
City Hall - Work Session Room
340 Main Street
Lilburn, GA 30047

The Lilburn Downtown Development Authority will meet in person in the Session room at Lilburn City Hall.

Work Session Agenda

6:30 p.m.

I. Call to Order

II. Old Business

1. Financial Report - May 31, 2021

Documents:

[DDA MAY 2021 FINANCIAL STATEMENT.PDF](#)

2. Update - DDA Property
3. Update - Lilburn Community Improvement District & Lilburn Community Partnership
4. Update - Development Activities

III. New Business

1. Approval of amendment to DDA by-laws
2. Approval to authorize Chairman to sign Letter of Intent between Fire Brigade Development Company, LLC and the Lilburn Downtown Development Authority for development of 57 Railroad Avenue
3. Approval of extension of deadline for proposals for development of the assemblage at Main St & First Ave to September 1, 2021

IV. Executive Session (if needed)

V. Adjournment

Meeting Agenda

Immediately following work session.

I. Call to Order

II. Approval of Agenda

III. Approval of Minutes

1. DDA Meeting Minutes - May 19, 2021

Documents:

[DDA MINUTES MAY 19 2021.PDF](#)

IV. Old Business

1. Financial Report - May 31, 2021
2. Update - DDA Property
3. Update - Lilburn Community Improvement District & Lilburn Community Partnership
4. Update - Development Activities

V. New Business

1. Approval of amendment to DDA by-laws
2. Approval to authorize Chairman to sign Letter of Intent between Fire Brigade Development Company, LLC and the Lilburn Downtown Development Authority for development of 57 Railroad Avenue
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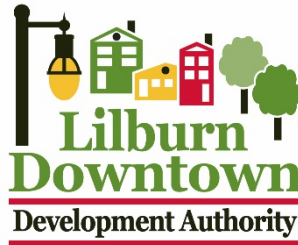
VI. Public Comment

VII. 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 35.107 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.

Beginning Balance @ 4/30/2021				\$265,247.65
5/3/2021	DEPOSIT	May 2021 Rent - 1910 Public House	\$1,435.00	
5/7/2021	DEPOSIT	Seed Capital - May 2021 Interest Payment	\$731.25	
5/7/2021	DEPOSIT	May Rent - CRC Restaurant Group (Agavero Bus)	\$3,500.00	
5/7/2021	DEPOSIT	May 2021 Rent - Silver Oak (57 RR Ave)	\$5,000.00	
5/10/2021	CK#2073	Gwinnett Daily Post - advertise RFP for Brewery		(\$10.00)
5/26/2021	CK#2074	JMB Unlimited Electrical (inv. #4197)		(\$4,590.00)
5/26/2021	CK#2076	Precision Planning (50% of Main St/RR Ave Streetscape Inv#65121)		(\$4,008.81)
			\$10,666.25	(\$8,608.81)
Beginning Balance @ 4/30/2021				\$267,305.09



**Lilburn Downtown Development Authority
Meeting Minutes**

DRAFT

May 19, 2021

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

5/19/2021 – Minutes

Work Session Agenda

I. Call to Order

Chairman Nash called the meeting to order at 6:30 pm. The meeting opened with a special presentation by Attorney Stan Faulkner of the Fire Brigade Development Company, LLC. Attorney Faulkner and team presented their proposal to redevelop 57 Railroad Avenue into The Brigade, a food and retail hall with Legends Brewery as the anchor. All members of the Fire Brigade Development Company, LLC, were present and presented their planned contributions to the project:

- Architect: Levi Salazer with Solatect Design
- Construction: Mike and Tim Dominy with Dominy Construction
- Brew Team: Timothy Chappell, CEO, and Austin Edwards, Head Brewer (Legends Brewery)
- Design & Branding: Clark Odom, Adam Komich, and Scott Chester with Super Crispy
- Legal: Stan Faulkner
- Operations: Shea Powell

If awarded the project, the development team proposes an investment of approximately \$11M and a construction timeline of 18 months.

II. Executive Session

Chairman Nash asked for a motion to enter the executive session at 7:31 pm for the purpose of discussion property. The motion was made by Board member Mark DeArmon, seconded by Board member Scott Mecredy.

Motion passed with a 7-0 vote.

Adjournment

Chairman Nash asked for a motion to adjourn the executive session at 8:06 pm. The motion was made by Board member Mark DeArmon, seconded by Board member Tom Mills.

Motion passed 7-0.

III. Old Business

a. Financial Report – April 30, 2021

Brian Burchik, Community Development Administrator:

The Lilburn Downtown Development Authority began the month with a balance of \$223,127.74 and ended the month with a balance of \$265,247.65. Revenues included rent for the month of March from CRC Restaurant Group (\$3,500), rent for the month of March 2021 from Silver Oak for 57 Railroad Ave (\$5,000). Seed Capital paid \$38,750 toward their outstanding principal with \$400,000 remaining. Expenses included a payment to JMB Electrical to configure two Old Town signs for electricity, and payment to PPI for streetscape design services.

b. Update – DDA Property

Brian Burchik, Community Development Administrator:

An RFP for the development of the Main Street assemblage has been released with a due date of June 25, 2021.

c. Update – Lilburn Community Improvement District & Lilburn Community Partnership

Eddie Price, Councilmember:

No new update on LCID.

Hugh Wilkerson, Board member:

LCP is ramping up rental efforts.

d. Update – Development Activities

Brian Burchik, Community Development Administrator:

Lilburn Township is going to be called the Townes at Lilburn. Stanley Martin recently met with the city for approval of the elevations/architecture of the 11 townhomes fronting Main Street. Vertical construction to begin when the renderings are approved.

IV. New Business

Brian Burchik, Community Development Administrator:

No new business is on the agenda; however, the DDA Board may consider adding an 81-day lease renewal for Builder's Steel to remain at 57 Railroad Avenue until their new facility on I-316 is completed.

V. Adjournment

Chairman Nash asked for a motion to adjourn the work session at 8:17 pm. The motion was made by Board member Mark DeArmon, seconded by Board member Tom Mills.

Motion passed with a 7-0 vote.

Meeting Agenda

I. Call to Order

Chairman Nash called the meeting to order at 8:17 pm.

- Chairman Elmer Nash
- Hugh Wilkerson, Board Member
- Mark DeArmon, Board Member
- Joe Nocera, Board Member
- Scott Mecredy, Board Member
- Tom Mills, Board Member
- Eddie Price, Councilmember
- Jenny Simpkins, Assistant City Manager
- Brian Burchik, Community Development Administrator

II. Approval of Agenda

A motion to approve the May 19, 2021 DDA agenda, with the addition of an agenda item to approve the extension of the lease at 57 Railroad Avenue with Builder's Steel for 81-days, was made by Board member Scott Mecredy, seconded by Board member Joe Nocera.

Motion passed with a 7-0 vote.

III. Approval of Minutes

Chairman Nash called for a motion to approve the DDA Meeting Draft Minutes from April 21, 2021.

A motion to approve the DDA April 21, 2021 draft meeting minutes was made by Board member Mark DeArmon, seconded by Board member Tom Mills.

Motion passed with a 7-0 vote.

IV. Old Business

- a. Financial Report – April 30, 2021
- b. Update – DDA Property
- c. Update – Lilburn Community Improvement District & Lilburn Community Partnership
- d. Update – Development Activities

XI. New Business

- a. Approval to extend lease agreement between the DDA and Builder's Steel for 57 Railroad Avenue for 81-days from June 12, 2021 – September 1, 2021

Chairman Nash asked for a motion to approve the extension of the lease at 57 Railroad Avenue between the DDA and Builder's Steel for 81-days from June 12, 2021 – September 1, 2021. A motion was made by DDA Board member Mark DeArmon, seconded by Board member Tom Mills.

Motion passed with a 7-0 vote.

XII. Public Comment

None

XIII. Adjournment

A motion to adjourn at 8:25 pm was made by Board member Scott Mecredy, seconded by Board member Mark DeArmon.

Motion passed with a 7-0 vote.

Approved this _____ day of _____, 20 _____.

Jenny Simpkins, Recording Secretary
Assistant City Manager

Elmer Nash, DDA Chairman