

**Lilburn Downtown Development Authority
Meeting Minutes
April 19, 2023
6:30 PM
Work Session Room - Lilburn City Hall**

**Work Session Agenda
6:30 P.M.**

- I. Call to Order
Chairman Nash called the work session to order at 6:35 PM. DDA Board members present for the work session included:

Chairman Nash
Board Member Hugh Wilkerson
Board Member Mark DeArmon
Board Member Joe Nocera
Board Member Scott Mecredy
Board Member Tom Mills
Board Member Eddie Price

- II. Old Business
 - a. Financial Report – March 31, 2023
Jenny Simpkins, DDA Secretary, provided the following financial update:
March opened with a balance of \$631,250.48. Revenues included rent from Agavero Bus in the amount of \$3,500.00 and lease purchase payment of \$1,435.00 from 1910 Public House. Additionally, Gwinnett County reimbursed \$337.02 in 2022 property tax payments that were overpaid by the DDA due to incorrect stormwater fees charged to DDA property with no structures.
Expenses included \$52.13 to Georgia Power for electricity and \$4,649.00 to the City of Lilburn to reimburse DDA expenses during the 2023 City Council Retreat.

 - b. Update – DDA Property
DDA Board Member Mark DeArmon explained that Carlos is interested in renewing his lease of the Agavero Bus Parkside. He would like to explore a permanent kitchen, and he would like a longer-term lease. The DDA members expressed agreement with Carlos's requests and asked Mark to continue conversations with Carlos as the existing lease will end in September 2023.

- c. Update – Lilburn Community Improvement District and Lilburn Community Partnership
DDA Board member Eddie Price provided the following update on LCID activities:
- LCID is partnering with the city on a bridge replacement project on US29
 - LCID is partnering with the city on a Highway 29 mobility study
- DDA Chairman Elmer Nash provided the following update on LCP activities:
- Teresa Cyzs is the 2023 President, replacing Jack Bolton
 - LCP is planning a cook-out on May 6th

d. Update – Development Activities

Jenny Simpkins explained that Jennifer Tiberia has reviewed the development agreement between the DDA and Fire Brigade Development, LLC, and she is ready to collaborate on a new agreement for the redevelopment of 57 Railroad Avenue. Also, RangeWater will appear before the Planning Commission on Thursday, April 27th at 7:30 PM for the 1st public hearing on the requested Special Use Permit to permit 266 attached luxury apartments on Railroad Avenue. The 2nd public hearing will be held on May 8th by the Mayor and City Council. Jenny explained that RangeWater has been doing their due diligence by holding a public open house at the end of March to share details of the project to interested residents. They mailed invitations to every residence in Old Town Lilburn, and they believe approximately 70 people participated in the meeting. The DDA contracted with Sycamore to create a website dedicated to showcasing the proposals for Railroad Avenue's potential transformation. City staff and RangeWater staff have been responding to questions submitted via the website daily. The DDA's assemblage at First and Main was also discussed. The DDA members expressed interest in moving forward with identification of a developer to partner with as they would like to see commercial buildings on Main Street go vertical as soon as possible.

III. New Business

- a. Approval of purchase of professional services from Sycamore Consulting, Inc., for public outreach support on Railroad Avenue developments in the amount of \$7,000.00. Chairman Elmer Nash explained that this approval is a matter of process as he had already authorized emergency purchase of the website for Railroad Avenue. The DDA Board Members agreed that the website was a good investment as it provides full transparency on multiple proposed projects on Railroad Avenue.

Prior to moving into executive session, the Chairman asked that the following items be considered for addition to the agenda:

1. Authorization for Jenny Simpkins to pursue a commercial developer for the DDA-owned assemblage at the corner of First and Main.
2. Authorization for DDA Board Member Mark DeArmon to continue negotiations with Carlos for lease of the Agavero Bus Parkside.

DDA Board members agreed these two items should be added to the agenda.

DDA Chairman Elmer Nash asked for a motion to enter Executive Session at 7:16 PM for the purpose of discussing property. DDA Board member Eddie Price made a motion to go into Executive Session, seconded by Board member Tom Mills.

Motion passed 6-0.

IV. Executive Session (if needed)

V. Adjournment

DDA Chairman Elmer Nash asked for a motion to adjourn the work session at 7:53 PM. DDA Board member Eddie Price made a motion to adjourn the work session, and DDA Board member Tom Mills seconded.

Motion passed 6-0.

Meeting Agenda

Immediately following work session.

I. Call to Order

DDA Chairman Elmer Nash called the meeting to order at 7:53 PM.

II. Approval of Agenda

DDA Chairman Elmer Nash asked for a motion to approve the agenda. DDA Board member Scott Mecredy made a motion to approve the agenda with the addition of: (1) Authorization for Jenny Simpkins to identify a commercial developer for the DDA-owned assemblage at First and Main; and (2) Authorization for DDA Board member Mark DeArmon to negotiate a new lease agreement for Agavero Parkside with Carlos. DDA Board member Eddie Price seconded the motion.

Motion passed 6-0.

III. Approval of Minutes

a. Draft Meeting Minutes March 15, 2023

DDA Chairman Elmer Nash asked for a motion to approve the draft minutes from March 15, 2023, DDA Meeting. DDA Board member Joe Nocera made a motion to approve the minutes, and DDA Board member Mark DeArmon seconded.

Motion passed 4-0.

IV. Old Business

a. Financial Report – March 31, 2023

b. Update – DDA Property

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

d. Update – Development Activities

V. New Business

a. Approval of purchase of professional services from Sycamore Consulting, Inc., for public outreach support on Railroad Avenue developments in the amount of \$7,000.00.

DDA Chairman Elmer Nash asked for a motion. DDA Board member Mark DeArmon made a motion to approve the purchase of professional services from Sycamore Consulting, Inc., for public outreach support on Railroad Avenue developments in the amount of \$7,000.00. DDA Board member Scott Mecredy seconded the motion.

Motion passed 6-0.

- b. Chairman Nash asked for a motion authorizing Jenny Simpkins to identify a commercial developer as a partner to develop the DDA-owned assemblage at First and Main. Board member Eddie Price made a motion to authorize Jenny Simpkins to identify a commercial developer as a partner to develop the DDA-owned assemblage at First and Main, seconded by Board member Scott Mecredy.

Motion passed 6-0.


- c. Chairman Nash asked for a motion authorizing DDA Board member Mark DeArmon to negotiate a new lease for Agavero Bus Parkside with Carlos. DDA Board member Tom Mills made a motion to authorize Mark DeArmon to negotiate a new lease for Agavero Bus Parkside with Carlos, seconded by DDA Board member Eddie Price.

Motion passed 6-0.


VI. Public Comment
There were no public comments.

VII. Adjournment
DDA Chairman Elmer Nash asked for a motion to adjourn at 7:58 PM. DDA Board member Hugh Wilkerson made a motion to adjourn, seconded by Board member Scott Mecredy.


Motion passed 6-0.



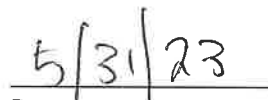
Elmer Nash, Chairman



Jenny Simpkins, Secretary



Date



Date

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