



**Lilburn Downtown Development Authority
Meeting Minutes**

May 18, 2022

DRAFT

Lilburn City Hall, 340 Main St., Lilburn, GA 30047

Work Session at 6:30 p.m.

Public Meeting immediately following

5/18/2022 - Minutes

Work Session Agenda

I. Call to Order

Chairman Elmer Nash called the meeting to order at 6:30 pm.

II. Old Business

1. Financial Report – April 30, 2022

March opened with a balance of \$544,993.49, and April ended with a balance of \$548,446.37. Revenues included: lease/purchase payments from 1910 Public House totaling \$2,870.00; Seed Capital interest payments totaling \$4,375.01; and revenue from Georgia Power for the purchase of two easements totaling \$2,912.00. Expenses for the two months included: Georgia Power payments totaling \$152.62; payments to The McKinley Group for landscaping services totaling \$810.00; payment to Big Mouth Signs for 20 replacement Old Town Lilburn banners totaling \$905.00; payment to Capital Signs for 2 Old Town "Businesses Open" banners in the amount of \$423.00; and a payment to Precision Planning for construction oversight of the Phase I Main St/Railroad Ave Streetscape Project in the amount of \$4,413.51.

2. Update - DDA Property

Jenny mentioned the idea of chess tables purchased and owned by the DDA placed at City Park near the playground. The idea was well-received. Jenny also mentioned the idea from Blackbird Farms Brewery of opening a beer trailer at Lilburn City Park. Some discussion was had, and the DDA agreed to consider owning and operating another facility similar to the double-decker bus at City Park sometime in the future.

3. Update - Lilburn Community Improvement District & Lilburn Community Partnership

Eddie Price, Board member, stated that the LCID met on May 17th. Two members were re-elected to the LCID Board, and one new member was voted in, Arturo Adonay with Plaza Las Americas. Also, LCID is working with Gwinnett County on improvements to

pedestrian crossings at Ronald Reagan Parkway and US 29. The LCI project is well underway. The next meeting of LCID is scheduled for Wednesday, September 14th at 9 am at City Hall.

Elmer Nash, DDA Chairman, provided an update on the LCP. Boy Scouts recently planted flowers at the Wynne-Russell house, and the LCP continues to focus on rentals.

4. Update - Development Activities

Elmer Nash and Jenny Simpkins provided updates on the 57 Railroad Ave brewery/food hall project as well as the proposal from RangeWater to construct 275 luxury apartments and a shared public/private parking deck on Railroad Avenue. DDA board members are invited to tour The Maverick, a luxury apartment development by RangeWater, on Monday, June 6th with the Mayor and City Council members.

III. New Business

1. Approval of annual contract with Accent Creative for monthly maintenance of Old Town Lilburn website in the amount of \$3,000.00.

Jenny stated that the contract with Accent Creative for maintenance of our domain name and website expires June 30, 2022. If the DDA would like to keep the Old Town Lilburn website, we must renew the annual contract. The annual contract does not include design services. Jenny, Rick Badie, the City's PIO, and Scott Mecredy are to work together on a plan to provide regular updates to this website.

2. Approval to purchase 500 Old Town Lilburn brochures from Accent Creative, including design services, in the amount of \$770.00.

Jenny stated that we are out of copies of the existing Old Town Lilburn brochure, and it is out of date. The brochures will be on display at the Gwinnett CVB, the Stone Mountain welcome center, the Alpharetta welcome center, and the State of GA Welcome Center in Lavonia.

3. Approval to abate the monthly rent for Agavero Bus for the months of March and April 2022 due to stormwater improvement project in City parking lot, a value of \$7,000.00.

The DDA discussed that the parking lot project lasted many months longer than anticipated, and it had devastating impacts on the business of Agavero Bus Parkside. Thankfully, the parking lot re-opened in early May 2022.

IV. Executive Session (if needed)

None.

V. Adjournment

Chairman Nash asked for a motion to adjourn the work session at 7:25 pm. The motion was made by Board member Eddie Price, seconded by Board member Scott Mecredy.

Motion passed with a 6-0 vote.

Meeting Agenda

I. Call to Order

Chairman Nash called the meeting to order at 7:26 pm.

- Hugh Wilkerson, Board Member
- Joe Nocera, Board Member
- Scott Mecredy, Board Member
- Eddie Price, Councilmember
- Jenny Simpkins, Assistant City Manager

Board members Mark DeArmon and Tom Mills were absent.

II. Approval of Agenda

A motion to approve the May 18, 2022, DDA agenda was made by Board member Scott Mecredy, seconded by Board member Joe Nocera.

Motion passed with a 4-0 vote.

III. Approval of Minutes

1. Meeting Minutes March 16, 2022

Chairman Nash called for a motion to approve the DDA Meeting Draft Minutes from March 16, 2022.

A motion to approve the DDA March 16, 2022, draft meeting minutes was made by Board member Eddie Price, seconded by Board member Scott Mecredy.

Motion passed with a 4-0 vote.

IV. Old Business

1. Financial Report – April 30, 2022

Chairman Nash asked for a motion. A motion to approve the Financial Report as presented by Jenny Simpkins was made by Board Member Eddie Price, seconded by Board Member Joe Nocera.

Motion passed with a 4-0 vote.

2. Update - DDA Property

None.

3. Update - Lilburn Community Improvement District & Lilburn Community Partnership

None.

4. Update - Development Activities

Chairman Nash asked for a motion directing the Chairman and Jenny to continue work with Shea and Stan of the Fire Brigade Development Company, LLC, on the renovation of 57 Railroad Ave. Eddie made a motion directing the Chairman and Jenny to continue work with Shea and Stan on the renovation of 57 Railroad Ave, seconded by Board Member Joe Nocera.

Motion passed with a 4-0 vote.

V. New Business

1. Approval of annual contract with Accent Creative for monthly maintenance of Old Town Lilburn website in the amount of \$3,000.00.

Chairman Nash asked for a motion. Board member Eddie Price made a motion to approve the annual contract with Accent Creative for monthly maintenance of the Old Town Lilburn website in the amount of \$3,000.00, with Board member Scott Mecredy and Jenny Simpkins working together on regular website updates. Board member Joe Nocera seconded the motion.

Motion passed with a 4-0 vote.

2. Approval to purchase 500 Old Town Lilburn brochures from Accent Creative, including design services, in the amount of \$770.00.

Chairman Nash asked for a motion. A motion to approve the purchase of 500 Old Town Lilburn brochures from Accent Creative, including design services, in the amount of \$770.00 was made by Board member Scott Mecredy, seconded by Board member Hugh Wilkerson.

Motion passed with a 4-0 vote.

3. Approval to abate the monthly rent for Agavero Bus for the months of March and April 2022 due to stormwater improvement project in City parking lot, a value of \$7,000.00.

Chairman Nash asked for a motion. A motion to approve abatement of the monthly rent for Agavero Parkside for the months of March and April 2022 was made by Board member Eddie Price, seconded by Board member Scott Mecredy.

Motion passed with a 4-0 vote.

VI. Public Comment

Chairman Nash welcomed visitors to the DDA meeting including Amy and Rich with Citizen Exchange and Fernando with Ameris Bank.

VII. Adjournment

A motion to adjourn was made by Board member Hugh Wilkerson, seconded by Board member Scott Mecredy at 7:29 pm.

Motion passed with a 6-0 vote.

Approved this _____ day of _____, 20__.

Jenny Simpkins, Recording Secretary
Assistant City Manager

Hugh Wilkerson, DDA Chairman