

City of Roswell Downtown Development Authority
Regular Meeting Minutes
Tuesday, November 3, 2015
3:30 pm
City Hall – Room 220

Present: Monica Hagewood, Dave Schmit, David Lyon, Lonnie Mimms, Richard Hessler, Randy Schultz, Anna Braund, Charles McMillan via phone conferencing.

1. **Call to Order.** The meeting was called to order by Lonnie Mimms, seconded by Randy Schultz.
2. **Approval of Agenda.** Motion was made by Monica Hagewood to amend the Agenda after the Secretary's report to include discussion on vacancies with DDA board member positions. Lonnie Mimms seconded this motion. Motion passed unanimously.
3. **Approval of the Minutes of the October 6, 2015 Regular Scheduled DDA Meeting.** Motion was made by Randy Schultz and seconded by Richard Hessler. Motion passed unanimously.
4. **Treasurer's Report.** Dave Schmit reported we have \$39,366.64 in the account as of November 3, 2015. He will be meeting with Keith Lee to requests additional funding for due diligence and earnest money expenses for Roswell Plaza.
5. **Secretary's Report.** David Lyon reported that he received one insurance policy quote and is waiting on another to cover liability insurance on the subject property under contract.
6. **Discussion on DDA Board Members.** Charles McMillian shared that he will be stepping down from his board position due to taking a new job opportunity in Savannah, GA. Discussion on possible new candidates to replace Charles McMillian, Monica recommended that the DDA nominate Steve Rowe for his experience and qualifications and strengths, which are similar to Charles'. Lonnie Mimms seconded the motion and the motion passed unanimously.
7. **Discussion on Media.** Monica Hagewood stated that she would like to explore different avenues for sharing articles and new information with the public, creating a blog hosted by the DDA was discussed as one possible avenue.

8. **Discussion on Downtown Development Authority Projects.** DD Status for Roswell Plaza was discussed. Chair Monica Hagewood requested that all board members review the appraisal for Roswell Plaza in depth and that the DDA set a tentative meeting for the end of November to review DD status. Lonnie Mimms stated that he will be setting a time with John Lundeen to walk Roswell Plaza.

9. **Motion to Adjourn.** Motion made by Monica Hagewood and seconded by David Schmidt. Motion passed unanimously.