

**City of Roswell Downtown Development Authority**  
**Regular Meeting Minutes**  
**Tuesday, February 3, 2015**  
**3:30 p.m.**  
**City Hall – Room 220**

**Present:** Monica Hagewood, Charles McMillan, Dave Schmit, Randy Schultz, Richard Hessler, Lonnie Mimms, David Lyon, DDA Coordinator Anna Braund, and Executive Assistant to the City Administrator Lisa Hines.

Also present were Director of Transportation Steve Acenbrak, Andrew Antweiler, Rob Dell-Ross, Muhammad Rauf, and Community Development Director Alice Wakefield.

1. **Call to Order.** The meeting was called to order by Chairperson Monica Hagewood.
2. **Approval of the Agenda.** A motion was made by David Lyon, seconded by Randy Schultz to approve the Agenda. The motion passed unanimously.
3. **Approval of the Minutes of the January 6, 2014 Regular Scheduled DDA Meeting.** A motion was made by David Lyon, seconded by Randy Schultz to approve the Agenda. The motion passed unanimously.
4. **Treasurer's Report.** Dave Schmit presented the Treasurer's Report. The bank balance is \$127,635; total expenses through January 31, 2015 were \$23,075. The City is beginning the FY2016 budget preparation cycle.
5. **Secretary's Report.** Nothing to report.
6. **Consideration of Resolution 15-001 to amend the Signatories to the Downtown Development Authority's bank account with the Bank of North Georgia.** A motion was made by Dave Schmit, seconded by Randy Schultz to approve this Resolution. The motion carried unanimously.
7. **Review of Projects and Analysis with Roswell Department of Transportation (RDOT).** Charles McMillan presented the DDA analysis of projects including descriptions of stakeholders, cost benefits, feasibility, measurement of effort, and potential for a partnership between the DDA and the City of Roswell Transportation Department (RDOT).
  - Steve Acenbrak discussed the Swaybranch (Back Street) project in detail including the number of private property owners, detention requirements, potential for partnership between the DDA and the City, feasibility of creating a pedestrian friendly area, strategies, education, and marketing of the project.
  - Alice Wakefield noted that this area will be changing in the near future due to the proximity to the new school; there are no existing zoning conditions encumbering this

property; redevelopment that will occur near the new school; and the potential for assembly of lots for new residential development. This area will be a needed commercial destination and has potential for master planning because it is currently underutilized.

- Additional discussion included the number of property owners involved with this project; future signalization at Thomas Drive for school crossing; cost or investment oriented projects; ethnicity and cultural changes of surrounding area; potential for partnership and facilitation of meetings with property owners; viability of project; and economic impact on surrounding area.
  - Other RDOT projects discussed included the GA400/Holcomb Bridge Road improvements, streetscape on HBR as part of this project; CID potential; Mansell Extension and the potential to create a Central Business District (CBD); funding sources; Oxbo Road/Pleasant Hill Extension; plans for existing hardware store; Oak Street and Mimosa through street; parking desk potential with two entrances based on topography of the property; taxable values; and additional City/DDA partnerships.
  - Charles McMillan, Monica Hagewood, and Dave Schmit will meet with City staff to review approved plans, engineering needs, and other elements of these projects.
8. **Recommendation to enter into Executive Session for the purpose of discussing real estate.** A motion was made by Charles McMillan, seconded by Richard Hessler to enter into Executive Session. The motion passed unanimously.
  9. **Adjournment.** A motion was made by Randy Schultz, seconded by Lonnie Mimms to adjourn. The motion passed unanimously.

The next regular scheduled meeting will be held Tuesday, March 3, 2015.