

**City of Roswell Downtown Development Authority**  
**Regular Meeting Minutes**  
**Tuesday, January 6, 2015**  
**3:30 p.m.**  
**City Hall – Room 220**

**Present:** Chairperson Monica Hagewood, David Lyon, Charles McMillan, Dave Schmit, Lonnie Mimms, Richard Hessler, Anna Braund, Councilmember Nancy Diamond, and Executive Assistant to the City Administrator Lisa Hines.

1. **Call to Order.** The meeting was called to order by Chairperson Monica Hagewood.
2. **Approval of the Agenda.** A motion was made by Dave Schmit, seconded by Richard Hessler to approve the agenda. The motion passed unanimously.
3. **Approval of the Minutes of the December 2, 2014 Regular Scheduled DDA Meeting.** A motion was made by Dave Schmit, seconded by Charles McMillan to approve the minutes of the December 2, 2014 meeting, as amended. The motion passed unanimously.
4. **Treasurer's Report.** The 12/31/2014 balance is \$128,601.43; \$22,000 in expenses, and \$31 in interest.
5. **Secretary's Report.** Anna Braund provided a website update and discussed the DDA Analytics handout which includes views of the DDA website home page. The results are for one viewer per session. Additional widgets can be added on certain pages to determine additional viewers. A suggestion was made to determine the number of out-of-state website viewers.
6. **Election of Officers.**
  - A motion was made by Dave Schmit to nominate Monica Hagewood as Chairperson and Charles McMillan as Vice-Chair; Lonnie Mimms seconded this motion;
  - Charles McMillan made a motion to nominate Dave Schmit as Treasurer;
  - Monica Hagewood made a motion to nominate David Lyon as Secretary; Lonnie Mimms seconded these motions.
  - The motions passed unanimously as follows: **Chairperson** – Monica Hagewood; **Vice-Chair** – Charles McMillan; **Treasurer** – Dave Schmit; and **Secretary** - David Lyon for the year 2015.
7. **Discussion and update on Downtown Development Authority Projects.** The following items were discussed:
  - Nomination to Mayor and Council to fill the unexpired term of Ralph Mills;
  - Professional qualifications, expertise, and skill sets for nominees;
  - Potential RDOT Projects for Partnership Graphic – Mansell Road Extension; Redevelopment; Oxbo; Canton Street Area Parking Deck; Bush/Groeway/Myrtle Street Extension; Pleasant Hill Extension including the following:

- Community and property owner support;
  - Importance of public/private partnerships;
  - Impact to economic development;
  - Combination of related projects;
  - Prioritization of capital costs;
  - Redevelopment on Highway 9/Alpharetta Street/Atlanta Highway;
  - Potential partnership with Roswell Arts Commission;
  - Tax abatement process; and
  - Communication of DDA's potential public benefit opportunities
8. **Recommendation to enter into Executive Session for the purpose of discussing real estate.** A motion was made by Dave Lyon, seconded by Charles McMillan to enter into Executive Session to discuss real estate. The motion passed unanimously.
9. **Adjournment.** A motion was made by Charles McMillan, seconded by Richard Hessler to adjourn. The motion passed unanimously.

The next Regular Scheduled Meeting will be on Tuesday, February 3, 2015.