

City of Roswell Downtown Development Authority
Regular Meeting
Tuesday October 7, 2014
3:30 p.m.
City Hall – Room 220

1. **Call to Order.** The meeting was called to order by Chairperson Monica Hagewood.
2. **Present:** Chairperson Monica Hagewood, Ralph Mills, David Lyon, Charles McMillan, Dave Schmitt. Anna Braund, Attorney Dan McRae, Councilmember Nancy Diamond and Executive Assistant to the Deputy City Administrator Chris Ward.
Absent: Lonnie Mimms, David Hessler
3. **Approval of the Agenda.** A motion was made by Charles McMillan, seconded by Dave Schmitt to approve the agenda. The motion carried unanimously.
4. **Approval of the Minutes of the September 2, 2014 Regular Scheduled DDA Meeting.** A motion was made by Charles McMillan, seconded by David Lyon to approve the 9/2/14 minutes as amended. The motion carried unanimously.
5. **Treasurer's Report** Still a few outstanding bills. Will email Keith Lee and Wendy Johnson to finalize closing of the books. Motion was made to modify Anna Braun's contract with the DDA, to 50% of her current time, with the balance of her hours based on her availability, starting in November. Hours will be pre-approved by Chairperson. Motion was seconded by David Lyon, motion carried unanimously.
6. **Secretary's Report.** No Report
7. A motion was made to enter into Executive Session for the purpose of discussing real estate. Motion made by Charles McMillan, seconded by Ralph Mills. The motion carried unanimously.
8. A motion was made by Dave Schmit, seconded by David Lyon to come out of Executive Session. The motion carried unanimously.
9. **Adjournment.** Motion made to adjourn by Charles McMillan, seconded by Dave Schmit.

The next meeting will be November 4, 2014.