

Minutes of the Roswell Downtown Development Authority
December 3, 2013 Regular Meeting
3:30 p.m.
City Hall – Room 200B

Present: Chairperson Monica Hagewood, David Lyon, Charles McMillan, Dave Schmit, Lonnie Mimms, Ralph Mills, Richard Hessler, and Attorney Dan McCrae. Also present were Councilmember Nancy Diamond, DDA Coordinator Anna Braund, and Administrative Assistant Lisa Hines.

Approval of the Agenda. A motion was made by Dave Schmit, seconded by Lonnie Mimms to approve the agenda. The motion passed unanimously.

Approval of the Minutes of the 11/5/2013 DDA Meeting. A motion was made by Lonnie Mimms, seconded by Richard Hessler to approve the 11/5/2013 Minutes. The motion passed unanimously.

Treasurer's Report. Dave Schmit presented the Treasurer's Report – as of November 30, 2013 the bank balance is \$228,826.91. He has been working with the City's auditors regarding the DDA audit including validating invoices and bank balances.

Secretary's Report. David Lyon noted there was nothing to report.

Update on Downtown Development Authority Projects. Meetings have been held with Councilmembers regarding the DDA's proposed City Green project and progress thus far. Additional discussion took place including the proposed conceptual plan which encompasses an amphitheater, retail space, artist space, gallery or incubator, rental space, grants for construction, revenue stream, design ideas, selection process for gallery space, partnership with the Roswell Recreation and Parks Department and Roswell, Inc., landscaping, possibility of uses such as art shows, connection to Alive After Five, Farmer's Market, connectivity to Canton Street, accessibility, water feature, etc.

Discussion of ArtPlace Grant. The ArtGrant funding ranges from \$50,000 to \$400,000 and there is no local match required. The DDA could partner with the Roswell Recreation and Parks Department and Roswell, Inc. for this initiative. The first step is a Letter of Inquiry due by December 13. Additionally, there is an "Our Town" grant which becomes available in January for applications. These grants could provide funding assistance with the City Green project including construction and design. A motion was made by Charles McMillan, seconded by Ralph Mills to apply for the ArtPlace Grant and Our Town Grant to augment the DDA/City Green project and to utilize the services of a grant writer to review the documentation in an amount not to exceed \$1,000. The motion passed unanimously.

A motion was made by Ralph Mills, seconded by Dave Schmit to authorize payment of \$1,000 for a one-year on-line subscription to Community Analyst in partnership with Roswell, Inc. The payment will be divided with the DDA paying one-third (\$1,000) and Roswell, Inc. paying two-thirds (\$2,000) of the total cost of \$3,000. The motion passed unanimously.

Executive Session. A motion was made by Ralph Mills, seconded by Charles McMillan to enter into Executive Session for the purpose of discussing acquisition of real estate.

A motion was made by Lonnie Mimms, seconded by Dave Schmit to return to Open Session.

Adjournment. A motion was made by Lonnie Mills, seconded by Ralph Mills to adjourn.

The next regular scheduled meeting is on Tuesday, January 7, 2014.