

Minutes of the Regular Scheduled Meeting
CITY OF ROSWELL DOWNTOWN DEVELOPMENT AUTHORITY
OCTOBER 1, 2013 – 3:30 p.m.
City Hall – Room 220

Present: Chairperson Monica Hagewood, Dave Schmit, Ralph Mills, Charles McMillan, Councilmember Nancy Diamond, Dan McRae via telephone, Anna Braund, and Richard Hessler

Chairperson Hagewood called the meeting to order and introduced Mr. Rick Huddleston, an interested citizen in attendance.

A motion was made by Charles McMillan, seconded by Ralph Mills to approve the agenda. The motion passed unanimously.

A motion was made by Dave Schmit, seconded by Charles McMillan to approve the minutes from the 9/6/2013 Regular Scheduled Meeting. The motion passed unanimously with Lonnie Mimms abstaining.

Treasurer's Report – Dave Schmit provided the Treasurer's Report through the end of August. There is a currently a bank balance of \$231,484 as of September 30, 2013.

There was discussion of the contract for DDA Coordinator, Anna Braund. Payment will be made on a monthly basis for work completed. The contract period is September 23, 2013 through March 31, 2014 and will be executed by Chairperson Monica Hagewood and Treasurer Dave Schmit on behalf of the DDA.

There was lengthy discussion regarding the proposal received from JB^{+a} to provide preliminary design services for the proposed Roswell Town Green project including but not limited to, the initial landscape design, relocation of the War Memorial between City Hall and Smith Plantation, proposed timeline, mid-year capital request, stormwater challenges, engineering impacts and costs, limitations and effect on design due to topography of the land, presentation to Mayor and Council, and recommended changes per Attorney Dan McRae.

A motion was made by Dave Schmit, seconded by Richard Hessler to approve the contract with JB^{+a} subject to confirmation of City staff support, assistance and coordination; inclusion of paragraphs 11 and 17 from the DDA Coordinator contract to be added to the JB^{+a} agreement; and inclusion of item #2 listed in the JB^{+a} Other Additional Services as part of the Scope of Work. The motion passed unanimously.

Anna Braund provided an update of the Roswell Downtown Development Authority website. A press release will be issued notifying the public of the new website. She will provide a link to DDA members for review and input.

There was discussion regarding the DDA's position on the City's proposed Unified Development Code (UDC) and the relationship of this document to the principles of the 2030 Comprehensive Plan and the Strategic Economic Development Plan (SEDP). A motion was made by Dave

Schmit, seconded by Ralph Mills to place a statement on the DDA website in support of the vision that facilitates the principles of the UDC. The motion passed unanimously.

A Special Called meeting will be scheduled during the next week possibly on October 7 or 9 to meet with representatives of JB+a to discuss and review the proposed scope of services, timelines, and related tasks in association with the preliminary design services for the proposed Roswell Town Green project.

A motion was made by Charles McMillan, seconded by Dave Schmit to adjourn. The motion passed unanimously.