

Roswell Downtown Development Authority
Minutes
Tuesday, May 21, 2013 Regular Meeting
3:30 p.m.
City Hall – Room 220

Members Present: Chairperson Monica Hagewood, Ralph Mills, David Lyon, Dave Schmit, and Charles McMillan. Councilmember Nancy Diamond was also present. Richard Hessler and Lonnie Mimms were absent.

The Meeting was called to order at 3:33 p.m.

A motion was made by Lyon, seconded by Schmit to approve the agenda with the addition of an item to discuss the proposed Project Manager position and to eliminate number 4 (Treasurer's Report), number 5 (Secretary's Report), number 6 (Budget Update), and number 8 (Update on Façade Grant Proposal). The motion passed unanimously.

A motion was made by Mills, seconded by Lyon to approve the Minutes of the May 7, 2013 Regular Meeting. The motion passed unanimously.

Chairperson Hagewood provided an update on the Canton Street Walk project approved on first reading by Mayor and Council on Monday, May 13.

Update on Downtown Development Plan – Chairperson Hagewood provided a brief update noting that the next step in the process will be economic development studies and information Dave Schmit is working on this. While the Mayor and Council are reviewing and considering recommendations the Authority will continue to work on defining the potential for public/private partnerships in conjunction with the Plan and how to use the plan to continue the creation of a sense of place and identity for the Plan area. The Authority will request another Work Session with Mayor and Council following adoption of the FY2014 budget to continue discussion of the Downtown Development Plan and receive feedback. Discussions with Transportation Director Steve Acenbrak have taken place regarding the Oxbo intersection improvements, City Green, Walk of Valor, and Faces of War Memorial which are projects that could occur in the near future relative to the Plan.

Update on Downtown Development Authority Website – Work is progressing on the website which offers information regarding the Downtown Development Plan, Resource Center, and the Downtown Development Authority. Chairperson Hagewood is going to work on finalization of the logo to get the site up and running. Charles McMillan will work on an interactive Development Plan map and Canton City Walk progress. Discussion included short and medium term additions to the website, improvement of images, additional photos, etc. Charles McMillan and Ralph Mills will work with the City of Roswell GIS department to provide streetscape photos, graphics, sketches, sidewalk sections, etc. of the Development Plan.

Chairperson Hagewood discussed the Project Manager position and the need for a job description. This person should have marketing experience and will work on coordination of the

Downtown Development Plan. She asked the members to consider this position and job description.

Additional Discussion – Partnership with RBA – extended volunteer participation and collaboration with other groups. Monica met with Tony Landers, Kay Love, and Alice Wakefield regarding communication efforts between the Authority and the City. A bi-monthly breakfast was discussed with a maximum of three members of other boards and commissions every other month to keep communication lines open.

Councilmember Diamond noted that the Unified Development Code (UDC) is a good avenue to begin communication with other groups. She is in the process of inviting Boards and Commissions to participate in this process in order to be informed and aware of the proposed changes.

A motion was made by Mills, seconded by Lyon to enter into Executive Session to discuss potential acquisition of real estate.

Continued discussion included potential properties and the feasibility of purchase, long term lease, assemblage of parcels, retail/office combination potential, and each feasible project has common elements. Councilmember Dippolito and Steve Stroud approached the DDA regarding the proposed Mansell extension which will be funded with impact fees in the amount of \$2.5 to \$3 million. Clyde Stricklin, Transportation, will be asked to attend the meeting of the City of Roswell GIS department and DDA members. Councilmember Diamond noted the priorities for the City at this time include Sun Valley, Holcomb Bridge Road/GA400, Gateway, Highway 9, and Mansell Extension. The location of the GM business has increased the importance of Sun Valley.

A motion was made by McMillan, seconded by Mills to cancel the regular meeting scheduled for June 4. The motion passed unanimously.

The next meeting will be Tuesday, July 2.

A motion was made by Schmit, seconded by Mills to adjourn. The motion passed unanimously. The meeting adjourned at 5:22 p.m.