

**Roswell Downtown Development Authority
Summary Minutes
April 9, 2013 regular meeting
3:30pm
Community Development Room C, Suite G-30, City Hall**

Members Present: Hagewood, Hessler, Lyon, McMillan, Mills, Mimms, Schmit

Chairperson Hagewood called the meeting to order at 3:35.

Chairperson Hagewood welcomed guests.

Motion by McMillan, second by Lyon to approve agenda. Passed unanimously.

Motion by Schmit, second by Mimms to approve minutes of the March 5, 2013 meeting. Passed unanimously.

Motion by Schmit, second by Mimms to approve the minutes of the March 7 Special Called Meeting subject to changing of the word \$10,000 to \$4,000. Passed unanimously.

Motion by Mimms, second by Schmit to approve the agenda. Passed unanimously.

Treasurer's report: Schmit reported the bank balance at \$122,069.82 and presented a Q1 Balance sheet and income statement. Schmit then gave an overview of the DDA budget request to the Mayor and City Council.

Secretary's Report: Lyon gave an update on the website design.

Update on Active City Projects:

Roswell City Planner Courtney Lankford updated the board on the Wal-mart and Lennar application processes.

DDA Attorney Dan McCrae gave information on confidentiality and freedom of information as it relates to DDA activities to answer a question by Ralph Mills.

Action items: Define the role of the DDA with idea being that there be decision points they participate in. Understand where they have value, and clarify role. Put together a pamphlet for DDA.

Downtown Master Plan Update: McMillan discussed the concept of geodesign. He discussed the need to draw from rather than duplicate what the City is doing in developing plans and databases.

Facade Grant Program: Stefanie Dye presented a proposal for a façade grant program. Richard Hessler will work with her on this project. Attorney McRae advised that the façade grant program need to include a public benefit. What can the DDA do without City funds?

Motion by Hagewood, second by Hessler to go to Executive Session to discuss acquisition of real estate. Passed unanimously.

Meeting closed at 5:00pm.

Meeting reopened at 5:37pm.

Motion by Hagewood, second by McMillan to engage a title company on property discussed in Executive Session. Passed unanimously.

Motion by Schmit, second by Mimms to adjourn. Passed unanimously.

Meeting adjourned at 5:40.

Respectfully submitted,
Stefanie Dye
Recording Secretary
