

**Roswell Downtown Development Authority
Summary Minutes
November 6, 2012 regular meeting
3:30pm
Room 220, City Hall**

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

Chairperson Hagewood called the meeting to order at 3:30 pm.

Motion: by McMillan, second by Lyon to approve the agenda with the addition of the Renaissance Downtown Program at the end of the agenda as item # 12. Passed 6-0.

Motion: by Schmit, second by Mills to approve of Minutes of October 2, 2012 and add the day October 2 to the title. Passed 6-0.

Lonnie Mimms joined the meeting.

Motion: by McMillan second by Mills to approve the Executive Session minutes for October 2, 2012, and September 24 and 27, 2012. Passed 7-0.

Treasurer's Report – Dave Schmit: Balance of \$1,629.61 in the DDA bank account and a service charge of \$12. Talked to Kay Love about getting the funding of \$142,000 wire into the account in the next couple of days.

Secretary's Report – None

Paulson/Oliver Contract Approval – Hagewood discussed the programming schedule and the draft contract.

Motion: by Mills, second by McMillan to approve execution of the design contract with Alex Paulson and Lew Oliver with the modification that 80 percent of fee expenditure will focus on the primary phase as defined by the DDA. Passed: 7-0.

Joint Marketing with RBA – Hagewood stated that David Lyon is taking over the marketing and web development. Beckie Hawkins, Communications Manager with the RBA will be spending time to work with DDA and will pay part of her salary.

Motion: by Mimms, second by Mills to go into Executive Session to discuss the acquisition of real estate. Passed: 7-0.

McMillan and Schmit stated potential conflicts and recused themselves from Executive Session. Guests were asked to leave the meeting.

Meeting closed at 4:15pm.

Meeting opened at 5:35 pm.

Hagewood announced the following:

- Board Retreat Follow-up meeting discussion
- Grant Application, Tourism Product Development Grant
- Renaissance Downtown Act

Motion: by McMillan, second by Hessler to adjourn. Passed 7-0.

Meeting adjourned at 5:38pm.

Respectfully submitted,

Stefanie Dye
Recording Secretary