

City of Roswell Downtown Development Authority
Meeting Minutes
Tuesday, February 2, 2016
3:30 pm
City Hall – Room 220

Present: Monica Hagewood, David Lyon, Randy Schultz, Dave Schmit, Steven Rowe
Absent: Richard Hessler, **Lonnie Mimms**

Call to Order: Meeting called to order by Chair Hagewood.

Approval of Agenda: Motion was made by Hagewood and seconded by Schmit to include Minutes for other December Meetings as part of the Agenda. Motion passed unanimously.

Approval of Minutes for December Meetings: Motion made by Schmit, seconded by Schultz to Approve minutes of December meetings: (no meeting was held in January, 2016)

Regular Meeting December 1, 2016

Special Called Meeting December 14, 2016 – 4:00 pm

Special Called Meeting December 14, 2016 – 9:00 pm

Special Called Meeting December 16, 2015

Motion passed unanimously.

Treasurer's Report: Schmit reported that our bank balance as of 1/31/2016 was \$155,377.61.

Secretary's Report: Lyon reported that the DDA of the City of Roswell is duly registered with the Department of Community Affairs through December 16, 2016.

Shultz and Rowe completed required 8 hours training on January 5, 2016 as required. All current board members have completed this required training.

Discussion of Downtown Development Projects:

1. Hagewood to propose scope of duties and projected cost to contract with a firm to provide updates and maintenance of DDA website. Motion by Hagewood, second by Schultz to approve expenditures not to exceed \$500 to add blog page to existing site and fix current issues. Motion passed unanimously.
2. DDA awaiting final revision of revised lease for Roswell Plaza from City Attorney for review.
3. Discussion of how proposed changes in current UDC could affect development in the Downtown District. DDA to get proposal from qualified firm to compare development possibilities under current UDC code with proposed revised code. This may impact the redevelopment potential of the Roswell Plaza property.

4. Anna Braund to propose changes to her contract with DDA to go to a project based, hourly paid agreement.

Motion to hold Special Called Meeting of DDA. Motion by Hagewood, approved by Rowe, to hold a special called meeting Friday, February 5, 2016 at 3:00 pm to review the above topics. Motion passed unanimously.

Election of Officers: Motion by Schultz, seconded by Lyon, to keep current slate of officers in place for 2016. Motion passed unanimously.

Motion to Adjourn: Motion to adjourn by Shultz, seconded by Schmit. Motion passed unanimously. Adjourned at 5:15 pm.