

**City of Roswell Downtown Development Authority**  
**Meeting Minutes**  
**Tuesday, October 4, 2016**  
**City Hall – Room 220**

**Present:** Monica Hagewood, David Lyon, Dave Schmit, Steven Rowe

**Absent:** Richard Hessler, Lonnie Mimms, Randy Scultz

**Special guests:** Councilman Don Horton, Simone du Boise, HPC

**Call to Order:** Meeting called to order by Chair, Monica Hagewood, at 3:42 pm.

**Approval of Agenda:** Motion to approve agenda by Schmit, seconded by Lyon. Motion passed unanimously.

**Approval of Minutes for September Meeting:** Motion to approve September 6, 2016 meeting made by Schmit, seconded by Lyon. Motion passed unanimously.

**Treasurer's Report:** Schmit reported balance as of September 30, 2016 for DDA operating account was \$113,234.38. Balance for Roswell Plaza account is \$88,991.90.

**Secretary's Report:** Nothing to report.

**Discussion of Downtown Development Projects:**

- **Roswell Plaza.** General discussion of the RFP/Q progress report. Engagement of consultant Ken Bleakly, and meeting with City Procurement Dept, DDA Attorney Dan McRae. Draft in review.  
Preparation for HPC work session on October 10, 2016.
- **Discuss opportunities to collaborate with local organizations**

**Motion to Adjourn.** Motion to adjourn by Lyon, seconded by Schmit. Motion passed unanimously. Adjourned at 4:44 pm.