

City of Roswell Downtown Development Authority
Meeting Minutes
Tuesday, March 7, 2017
3:30 pm
City Hall – Room 220

Present: Monica Hagewood, David Lyon, Michael Curling, Steven Rowe, Randy Schultz
Absent: Lonnie Mimms, Dave Schmit

1. Call to Order: Meeting called to order by Chair Schulz at 3:38. Motion was made to approve the agenda by Rowe and seconded by Hagewood. Passed unanimously.

2. Approval of Minutes: Motion made by Lyon, seconded by Curling to approve minutes of the February 7, 2017 Regular Meeting. Motion passed unanimously.

3. Treasurer's Report: General Operating account \$157,147.49. Roswell Plaza account \$98,108.07. Account review and reporting assistance was discussed.

4. Secretary's Report: Filing with the Department of Community Affairs are current. Report of Registered Authority Financials to be submitted every 180 days, not later than by fiscal year end on June 30th. Schultz to address bylaws update with DDA attorney, McCrae.

5. Discussion of Downtown Development Projects:

- a. Roswell Plaza/Southern Skillet. Update on RFP process. Four of six invited respondents submitted RFPs. Of the four, all but one submitted two proposal options. The list of respondents will be posted publically on the DDA website. DDA directors will review and rank the proposals on merit. A public presentation by selected finalists will be scheduled, date and time to be determined and announced by press release.

6. New Business/Announcements:

- a. Curling provided a report on Historic Assets Summit, which took place the same day – March 7, 2017 from 8:30am -12:30pm. Generally, the meeting was an overview of Roswell's assets and next steps toward implementation of a management and marketing plan. Stakeholder participants were varied, represented a cross-section of community organizations and DDA's role as collaborator was discussed.

7. Recommendation to enter into Executive Session for purpose of discussing Real Estate:

Rowe recused himself from executive session due to his firm's involvement on a Roswell Plaza/Southern Skillet RFP respondent's team. Motion to enter into executive session by Hagewood, seconded by Curling. Motion passed unanimously.

Motion to close executive session by Hagewood, seconded by Curling. Motion passed unanimously.

8. Motion to Adjourn: Motion to adjourn by Lyon, seconded by Hagewood. Motion passed unanimously. Adjourned at 4:49 pm.