

City of Roswell Downtown Development Authority
Regular Meeting Minutes
Tuesday January 12, 2021
3:30 pm
Virtual

Attendance

Board: Ron Buckley, Trent Perry, Michelle Seger, Tom Smith, Michael Thompson, Maureen Whatley, and David White **Staff:** Elizabeth Hamilton **Guests:** Dan McRae, Ron Stroud and Andy Williams
Presenters: Ed Tate, Vilas Patel, Ishaan Patel and Kyle Gonier

Call to Order: Meeting called to order by Chairman Perry, at 3:34pm

1. **Approval of the Agenda:** Motion by Perry to approve the agenda. Second by Whatley. Motion approved unanimously.
2. **Approval of the Minutes from prior meeting(s):**
Motion by Perry, second by Whatley to approve the 12/1/2020 Regular Meeting Minutes.
Motion by Smith, second by Seger to approve the 12/1/2020 Executive Session Minutes.
All motions were approved unanimously for both minutes with minor changes.

3. **Treasurer's Report as of 12/31/2020:**

The DDA ended the month with \$92,805.54 in cash. Expenses included accountant Greenway, and admin Hamilton. The DDA also has five \$50,000 CDs making the DDA total liabilities & equity totaling \$342,805.54. Treasurer Smith provided full reports to the board.

Perry made a motion for the board to approve to reimburse Smith of \$31.80 for the purchase of copies of the survey parking notice. The motion was second by Buckley. All unanimously approved.

4. **Secretary's Report:**

Secretary Whatley updated on the most recent hardcopy storage of files.

5. **Presentation by Choice Gateway and Marriott Autograph Hotels**

6. **Update on Canton Street area Parking Study** – Smith reported that the 2-week long survey conducted by Stantec received an estimated 500 submissions and acknowledged several who helped get the message to the public. Stakeholder interviews were also conducted. Research is being done regarding the use of transportation. The final findings will be reported by Stantec and the it is estimated to be available in February, perhaps by the end of January.

(8) New Business prelude:

Perry acknowledged the passing of a former DDA director, David Lyon. The board discussed a procedure where an official acknowledgment can be done in honor, in appreciation and in memory of former board members and supporters. Palmer recommended that the board collaborate with the Mayor. Whatley and Hamilton will discuss more during the upcoming planning sessions.

7. **DDA election of officers for balance of 2021**

- White made a motion to nominate Buckley as the 2021 Chairman. Thompson seconded the motion. Buckley approved of the responsibility. Board unanimously approved.
- Thompson made motion to nominate Smith as the 2021 Vice Chair. White seconded the motion. Smith approved of the responsibility. Board unanimously approved.
- The board discussed maintaining Whatley as the Secretary since she has appointed just a few months ago. Whatley agreed. No new motion was needed.
- Seger made a motion to nominate Thompson as the 2021 Treasurer. Smith second the motion. Thompson approved of the responsibility. Board unanimously approved.
- Extensive gratitude was made to the service roles of the 2020 officers: Chairman Perry, Vice Chair Buckley and Treasurer Smith.

8. Business/Announcements:

- No additional new business was discussed in this meeting.

9. Motion to enter Executive Session for the purpose of discussing Real Estate.

Chairman Buckley made a motion at 4:48 pm to go into Executive Session for the purpose of discussing real estate. Second by Smith. Motion approved unanimously. McRae stayed in the meeting. All others excused.

Adjournment. Motion to adjourn by Chairman Buckley, Second by Whatley. Motion approved unanimously. Time 5:43 pm.