

City of Roswell Downtown Development Authority
Regular Meeting Minutes
November 5, 2019
3:30 pm
City Hall – Room 220

Present: Michael Curling, Monica Hagewood, David Lyon, Trent Perry, Dave Schmit and Randy Schultz **Absent:** Steve Rowe

Call to Order: Meeting called to order by Chair, Schultz, at 3:30pm

1. Approval of the Agenda: Motion by Schultz, Second by Schmit. Motion approved unanimously.

2. Approval of the Minutes from past meeting(s):

- October 1, 2019 Regular Meeting. Minutes approved. Motion by Schultz, Second by Lyon. Motion approved unanimously.

3. Treasurer's Report:

- Balance Operating Account: \$96,248.71
- Balance in Roswell Plaza Account: \$295,599.11
Doesn't reflect funds from Roswell Plaza Closing. Board discussed the options on what to do with the income from the sale. To be discussed at a later time after research options.

4. Secretary's Report:

The annual immigration reporting requirements outlined in O.C.G.A 50-36-4 have been submitted. The online Authority Registration Form 2020, which includes Board Member training status, has also been submitted.

5. Discussion and Update on Downtown Development Authority Projects:

- **The Southern Post (aka Skillet):** Closing was completed on October 25, 2019. Board requests Admin to take the lead on a full article to be published. Perry will help provide the initial backstory. Be sure all facts are checked. Schmit will inquire with SJC to see if they can provide aerial photography before, during and after development.
- **The Boutique Hotel:** Designs and partnerships are still in conversation; therefore, the groundbreaking has been moved to (proposed) December. Adjustments to the hotel/motel tax are being considered. January 15th is the deadline for the bond closing. The board discussed the MOU and ensure qualifiers are in place to ensure the design is an upper-scale hotel only and the quality standards are met. DDA will engage an external consultant to monitor compliance by Canton Place Development with bond requirements.

Hagewood made a motion to electronically approve the MOU as submitted to the DDA Board pending change on the MOU to add language of reimbursement for the consultant at cost by the developer. Motion second by Lyon, motion approved unanimously.

Lyon will present the DDA's insurance policy coverage in the next meeting as it pertains to each of the volunteer board member's liabilities and legal coverage.

- **Roswell Library:** DDA is contributing \$20K to the landscaping budget. DDA recommended drought resistant plants due to no irrigation system available. Make an

emphasis on the street entrance and lift the crowns on the current trees and properly (with a professional) to prune the trees to help attract walkability.

6. New Business/Announcements:

Bike Roswell contacted Curling to inquire about a DDA collaboration to help with urbanism and ways to increase bike lanes throughout Roswell. Curling will investigate more, and the topic will arise again as it pertains to future development projects.

7. Adjournment. Motion to adjourn by Schultz, Second by Schmit. Motion approved unanimously. Time 4:30 pm