

City of Roswell Downtown Development Authority
Regular Meeting Minutes
Tuesday February 2, 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:** Kimberly Allred, Gary Palmer, Ron Stroud and Andy Williams

Call to Order: Meeting called to order by Chairman Buckley, at 3:35pm

1. **Approval of the Agenda:** Motion by Whatley to approve the agenda. Second by Perry. Motion approved unanimously.
2. **Approval of the Minutes from prior meeting(s):**
Motion by Smith, second by Whatley to approve the 1/12/21 Regular Meeting Minutes.
Motion by Smith, second by Seger to approve the 1/12/21 Executive Session Minutes.
All motions were approved unanimously for both minutes with minor changes.
3. **Treasurer's Report as of 1/31/2021:**
The DDA ended the month with \$82,522.18 in cash. Expenses included accountant Greenway, admin Hamilton and parking study Stantec. The DDA also has five \$50,000 CDs making the DDA total liabilities & equity totaling \$332,522.18. Treasurer Thompson provided full reports to the board.

Motion by White, second by Smith to approve the 1/31/21 Financials. Approved unanimously.
4. **Secretary's Report:**
Former Treasurer White and Secretary Whatley reported that the City Audit was over and DDA passed. Whatley updated on the DDA's branding/message research progress.
Additional discussions on how to properly appreciate outgoing directors service and how to honor the late David Lyon, former board and officer.
5. **Discussion and Update on Downtown Development Authority projects**
 - **Hotel Project:** Buckley updated on the latest with Global Gateway as it pertains to last month's presentation. A list of the DDA's requests were submitted and Global Gateway is adjusting their plans to best accommodate. The parking topic was one of the topics the DDA submitted.
 - **Parking Study:** Smith reported on the study. Stantec is still collecting analysis and communicating with the DOT on traffic patterns. Expect the draft by the end of the month. Stantec is being very thorough on the study.
 - **Southern Post:** Stroud and Buckley reported on the Southern Post. A meeting is scheduled with the developer. Thompson reported that Armada Hoffler presented at the last Historical Preservation committee meeting and its request for minor building plans.
6. **New Business/Announcements:**

- **Pickle Ball:** Buckley reported on the new adventure, Roswell Park Services, and the Hamilton Hotel. Perry discussed east Roswell potential.
- **City of Roswell Strategic Plan:** Whatley expressed the importance of the DDAs strategic direction for the new board. Palmer updated on the City's strategic plans. Williams also updated on Visit Rowell's direction. Cumulatively the information is being used as the current DDA prioritizes projects.

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

Chairman Buckley made a motion at 4:42 pm to go into Executive Session for the purpose of discussing real estate. Second by Whatley. Motion approved unanimously. Guests Gary Palmer, Ron Stroud and Andy Williams were invited by the DDA to remain.

Adjournment. Motion to adjourn by Chairman Buckley, Second by White. Motion approved unanimously. Time 5:01 pm.