

**City of Roswell Downtown Development Authority**  
**Regular Meeting Minutes**  
**Thursday May 12, 2022**  
**3:30 pm**  
**Roswell City Hall - 38 Hill St, Roswell, GA 30075 - Room 220**

**Attendees - Board:** Ron Buckley, Tom Smith, Michael Thompson, Maureen Whatley, David White and Michelle Seger **Staff:** Elizabeth Hamilton **Presenters:** Sizemore Group - Bill de St. Aubin, Deanna Murphy, Nick Miller and Todd Long

**Call to Order:** Meeting called to order by Chairman Buckley, at 3:43pm.

1. **Approval of the Agenda:** Motion by Buckley to approve the agenda with moving the Sizemore Group's presentation to the end of the agenda so that Buckley be excused because of a conflict of interest related to Buckley's employer affiliations. In addition, the board decided to remove the Executive Session from the agenda. Changes to the agenda were seconded by Thompson. No discussions. Motion approved unanimously.
2. **Approval of the Minutes from prior meeting(s):** Motion by Thompson to approve the minutes from the 4/14/22 Regular Meeting with minor adjustments. Second by Smith. No discussion. Motion approved unanimously. No Executive Session held on 4/14/22.
3. **Treasurer's Report:** Treasurer Thompson reported on the March and April financials and an update on a Synovus credit/debit card and the requirements to obtain a card.
4. **Secretary's Report:** Secretary Whatley provided a social media and communications update.
5. **Status Updates on Projects:** Smith provided an update on the DSM Hotel and the Roswell Beautification projects.
6. **New Business / Announcements:** None.
7. **Sizemore Group Presentation:** The Sizemore team presented two area master plans. Note: Buckley exited the meeting prior to the Sizemore presentation.

**Adjournment.** Smith motioned to adjourn, second by Whatley. No discussions. All approved 5:20pm  
The next meeting will be on Tuesday June 7, 2022, and not on Thursday June 9, 2022. The location will be determined on room availability.