

City of Roswell Downtown Development Authority
Regular Meeting Minutes
Tuesday, May 5, 2020
3:30 pm
Video Conference Meeting

Present: Ron Buckley, Trent Perry, Tom Smith, Maureen Whatley and David White

Staff: Elizabeth Hamilton* **Guest:** Dan McCrae and Gary Palmer*

*Experienced technical difficulties

Call to Order: Meeting called to order by Trent Perry, at 3:37pm

1. **Approval of the Agenda:** Motion by Perry to approve the agenda. Second by Buckley. Motion approved unanimously.
2. **Approval of the Minutes from prior meeting(s):** Motion by Perry to approve the April 14, 2020 Regular Scheduled Meeting Minutes. Second by Buckley. Motion approved unanimously.
3. **Treasurer's Report as of 4/30/2020:**
 - Balance Operating Account: \$358,906.15
 - Perry made a motion to allow Smith, as Treasurer, be authorized to purchase a 13-month CD with \$300,000 in DDA funds (which are currently in the DDA Synovus checking account), provided that the penalty for early withdrawal of a portion of the CD would apply only to the funds actually withdrawn from the CD. Second by Buckley. Motion approved unanimously.
4. **Secretary's Report:**
 - Perry discussed the need for someone to volunteer to be Secretary. No volunteers.
 - McCrae updated on upcoming DDA training.
 - Palmer confirmed that space is available in his office for an on-site storage of DDA's official documents; a locked cabinet will need to be purchased by DDA.
5. **Business/Announcements:**
 - Perry reported his discussions with Stroud, Roswell Inc. regarding a collaboration and future guest attendance of Executive Director, Stroud and Executive Director, Williams, Visit Roswell.
 - Numerous directors questioned if Southern Post developers needed support of some sort during the Covid-19 epidemic. Perry was assigned to inquire with the developer.
6. **Discussion and Update on Downtown Development Authority Projects:**

Perry made a motion to go into Executive Session for the purpose of discussing real estate. Second by Buckley. Motion approved unanimously.

Adjournment. Motion to adjourn by Chairman Perry, Second by Whatley. Motion approved unanimously. Time 4:55 pm.