

**City of Roswell Downtown Development Authority**  
**Regular Meeting Minutes**  
**Wednesday, August 11, 2021**  
**3:30 pm**  
**City Hall, Room 220**

**Attendance**

**Board:** Ron Buckley, Michelle Seger, Tom Smith, Michael Thompson, and David White

**Staff:** Elizabeth Hamilton

**Absent:** Maureen Whatley (Medical Absence)

**Call to Order:** Meeting called to order by Chairman Buckley, at 3:30pm

1. **Approval of the Agenda:** Motion by Thompson to approve the agenda. Second by Seger. No discussions. Motion approved unanimously.
2. **Approval of the Minutes from prior meeting(s):** Motion by Buckley to approve the minutes from the 6/15/21 Meeting with minor adjustments. Second by Seger. No discussions. Motion approved unanimously.
3. **Treasurer's Report:**  
Treasurer Thompson distributed the bank statements and provided an update on the financials and bank status as of June 30, 2021.
4. **Secretary's Report:** Secretary Whatley was absent on a medical. Hamilton reported on the David Lyon memorial tree. Thompson made a motion to approve the David Lyon memorial tree project cost to not exceed \$1,800. Seconded by White. All approved unanimously. The private ceremony is proposed for November 5, 2021.
5. **Discussion and Update on Boutique Hotel project**  
ViceChair Smith updated on the Memorandum of Understanding (MOU) status. The board agreed to have a Special Called meeting on Friday, August 13, 2021 to vote on the MOU.
6. **Update on Canton Street area Parking Study**  
ViceChair Smith explained that since the study has been released to the city, the DDA has no other reporting at this time.
7. **New Business Announcements**  
Thompson spoke on ways the DDA can be proactive to acquire future projects.

**Adjournment.** Buckley makes a motion to adjourn, second by White. No additional comments. Approved unanimously. 4:26pm