

**City of Roswell Downtown Development Authority**  
**Special Called Meeting Minutes**  
**Friday, August 13, 2021**  
**1:45 pm**  
**City Hall, Room 220**

**Attendance**

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

**Staff:** Elizabeth Hamilton (via phone) **Absent:** Maureen Whatley (Medial Absence)

**Call to Order:** Meeting called to order by Chairman Buckley, 1:45pm

1. **Approval of the Agenda:** Motion by Thompson to approve the agenda. Second by Seger. No discussions needed. Motion approved unanimously.
  
2. Smith made a motion to approve the **Memorandum of Understanding (MOU)** and its terms as presented to the Roswell Downtown Development Authority’s Board of Directors between the developer, West Alley, LLC, and the Roswell DDA for the project as described as West Alley. The motion was seconded by White. Buckley opened for discussions. No Discussions needed. Approved unanimously.

| Director         | Approved | Opposed |
|------------------|----------|---------|
| Ron Buckley      | ✓        |         |
| Thomas Smith     | ✓        |         |
| Maureen Whatley  | Absent   |         |
| Michael Thompson | ✓        |         |
| David White      | ✓        |         |
| Michelle Seger   | ✓        |         |
| Vacant position  |          |         |

3. Thompson made a motion to approve the of a contract between the Roswell Downtown Development Authority and KB Advisory to conduct a **comprehensive economic impact** analysis for the project described as West Alley, at a cost not to exceed \$10,000, (cost to be reimbursed by West Alley, LLC per terms of the MOU). The motion was seconded by Seger. Buckley opened for discussions. Board discussed. Approved unanimously.

| Director         | Approved | Opposed |
|------------------|----------|---------|
| Ron Buckley      | ✓        |         |
| Thomas Smith     | ✓        |         |
| Maureen Whatley  | Absent   |         |
| Michael Thompson | ✓        |         |
| David White      | ✓        |         |
| Michelle Seger   | ✓        |         |
| Vacant position  |          |         |

**Adjournment.** Buckley inquired for any additional questions or discussions. None were made. Thompson makes a motion to adjourn, second by Smith. No additional comments. Approved unanimously. 1:55pm