

City of Roswell Downtown Development Authority
Regular Meeting Minutes
Tuesday, February 6, 2018
3:30 pm
City Hall – Room 220

Present: Michael Curling, Monica Hagewood, David Lyon, Trent Perry, Dave Schmit.

Absent: Randy Shultz, Steven Rowe

Call to Order: Meeting called to order by Vice-Chair Hagewood at 3:40 pm.

1. Approval of Agenda: Motion by Lyon, second by Curling, to approve agenda. Motion passed unanimously.

2. Approval of Minutes for January Meeting: Motion by Curling, second by Lyon, to approve minutes of January 9, 2018 Regular Meeting . Motion passed unanimously.

3. Treasurer's Report: Operating account has balance of \$125,876.63. Roswell Plaza account has balance of \$197,801.23. Expenses associated with Roswell Plaza account were normal.

The City completed its audit of the DDA's books for our past Fiscal Year. Two suggestions were offered to the DDA going forward.

- a. When the Treasurer prepares a reconciliation of the books, a second DDA officer should review and sign the reconciliation.
- b. Bank of North Georgia needs to be notified that the DDA is exempt from the \$250,000 collateral requirement for account balances.

4. Secretary's Report: No report.

5. Discussion and Update on Downtown Development Authority Projects.

Hagewood presented plan for lighting for Town Square. This plan is a project of the Historic Roswell Beautification Authority and is a part of their desire to enhance the overall beautification and landscaping of our City. After discussion, the DDA expressed interest in providing a challenge grant of \$5,000 toward the cost of this project contingent upon 1. HPC approval. 2. Merchant involment. 3. City involvement. Hagewood will prepare a document summarizing all this and we can review at our next meeting.

Schmit gave review of Skillet property. Project is moving forward. There is interest from a grocer, and this interest has implications for possibility for a parking deck.

Hagewood gave update on Hotel project. Besides parking at Hotel, there is investigation for parking at another location that could serve the general public.

6. Motion to go to Executive Session for the Purpose of Discussing Real Estate. Motion by Schmit, second by Lyon. Motion passed unanimously.

7. Motion to Adjourn. Motion to adjourn by Curling, second by Schmit. Motion passed unanimously.

IMMEDIATELY FOLLOW WITH THE MAYOR AND COUNCIL MEETING WHICH BEGINS AT 7:00 PM

1. Call to Order
2. Approval of Agenda
3. Motion to Enter into Executive Session
4. Adjournment