

**City of Roswell Downtown Development Authority**  
**Regular Meeting Minutes**  
**Tuesday, June 5, 2018**  
**3:30 pm**  
**City Hall - Room 105**

**Present:** Michael Curling, Monica Hagewood, David Lyon, Trent Perry, Steven Rowe, Dave Schmit, Randy Schultz.

**Call to Order:** Meeting called to order by Chairman Schultz at 3:30 pm.

**1. Approval of Agenda:** Motion to approve agenda by Hagewood, second by Schmit. Motion passed unanimously.

**2. Approval of Minutes from Regular Meeting April 10, 2018 and Executive Session on April 10, 2018.**

Motion to approve April 10 Regular Meeting Minutes by Schmit, second by Curling. Motion passed unanimously.

Motion to approve April 10 Executive Session minutes by Schmit, second by Hagewood. Motion passed unanimously.

**3. Treasurer's Report:** Operating account balance is \$125,072.04. Roswell Plaza account balance is \$239,811.80.

**4. Secretary's Report:** Requesting quotes for DDA insurance for 2018, both our general liability policy and our Director's and Officer's policy.

Reviewed request from World Harvest Church to use portion of Roswell Plaza parking for a "Celebrate America" event July 1, 2018. Motion by Schultz to authorize Lyon to negotiate terms and conditions of lease arrangement consistent with approval of Fire Marshall, City of Roswell, and insurance and liability requirements. Second by Hagewood. Motion passed unanimously.

**5. Discussion and Update on Downtown Development Authority Projects:** Hagewood reviewed proposals for both a market analysis and economic impact study for the boutique hotel. Motion by Schultz to authorize Hagewood to engage Duff and Phelps and Bleakly Associates for a hotel market analysis and an economic impact study. The cost of these studies shall be paid by Canton Street Development. Second by Curling. Motion passed unanimously.

**6. New Business/Announcements:** Schmit reviewed the lease amendment approved by City Council on June 4, 2018 calling for the payment of \$350,000 as a termination fee. The DDA unanimously approved the payment of \$175,000 toward the termination fee. City Council will fund the remaining \$175,000. The DDA will wire funds within three days after the signing of the termination agreement by the Mayor.

**7. Motion to go into Executive Session for the Purpose of Discussing Real Estate.** Motion by Schmit, second by Curling. Motion passed unanimously.

**8. Motion to Adjourn:** Motion by Curling, second by Perry. Motion passed unanimously.