

**City of Roswell Downtown Development Authority**  
**Regular Meeting Minutes**  
**Tuesday, August 1, 2017**  
**3:30 pm**  
**City Hall – Room 220**

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

**Absent:**

**Guests:** Councilman Horton, Councilman Palermo

**Call to Order:** Meeting called to order by Chairman Schultz at 3:32 pm. Shultz introduced Trent Perry as new DDA Director.

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

**2. Approval of Minutes:** Motion to approve July 11, 2017, regular meeting minutes by Hagewood, second by Rowe. Approved. Motion to approve Executive Session Minutes of the July 11 Meeting. Curling motioned, Lyon seconded. Steven Rowe and Trent Perry abstained. Approved unanimously.

**3. Treasurer's Report:** General Operating Account balance is \$138,403.56. Roswell Plaza Account \$142,474.03. No major expenses.

Update regarding Mauldin and Jenkins audit services for FY2017. Schmit recommended that the DDA first ask the City Finance Department. Cost with City would be significantly less, making it possible for any savings to be added to grants or projects budget.

**4. Secretary's Report:**

- a. Secretary's Folder is set up on Dropbox to be accessed by the Secretary/Lyon and administrator for the purpose of filing current policies and records.
- b. Trent Perry has been added to the DDA's insurance policies.
- c. Masonic Lodge requested use of the Southern Skillet parking lot for an antique car event. Lyon working with Property Manager at Hale to negotiate terms. Schultz made the motion to negotiate approved contract with Masons for the use of the Southern Skillet parking for October 7<sup>th</sup> event. Hagewood seconded. Approved unanimously.

**5. Discussion of Downtown Development Projects:**

a. Southern Skillet/Roswell Plaza – General update. Grocery has become challenging to find interest due to patterns in commercial/grocery real estate. Consultant is finding that Roswell has market barriers. Consultant working on two concept alternatives to grocery. Meeting upcoming with consultant to discuss status report

- b. Botique Hotel – Moving forward with proposed 125 rooms, will have hotel brand announcement soon. Preparing for a council presentation regarding financing, parking, infrastructure, incentives.
- c. Challenge Grant with ArtAroundRoswell – Roswell Arts Fund will release PR announcing the grant and DDA partnership.

**6. New Business/Announcements:**

- a. No new business.

**7. Motion to Enter into Executive Session:** Schultz made a motion to enter into Executive Session for the purposes of discussing real estate. Hagewood seconded. Steven Rowe recused himself from the meeting, having recused himself from any discussion regarding projects with which his firm is involved. Discussion to allow Council members to attend. Approved and entered into Executive Session at 4:00pm. Motion to adjourn Executive Session at 4:25pm.

**8. Motion to Adjourn:** Motion to adjourn by Hagewood, seconded by Schmit. Approved unanimously. Meeting adjourned at 4:27 pm.