

**GWINNETT PLACE  
COMMUNITY IMPROVEMENT DISTRICT (GPCID)  
REGULAR BOARD MEETING  
AND CAUCUS OF ELECTORS  
Atlanta Gwinnett Place Marriott  
1775 Pleasant Hill Road  
Duluth, GA 30096  
September 8, 2010**

**MINUTES**

*Attendees*

*Board Members:* Casey Coffey                      Justin Fanning                      Joe Piccolo  
James Song    Leo Wiener    Mark Williams

*Board Observer:* Chris McGahee, City of Duluth

*Staff:* Joe Allen, Glenn Wisdom

*Legal:* Lynn Rainey

*Consultants:* Jeff Corbin, Landmark Communications, Inc.  
Erick Fry, URS Corp.  
Kari Ward, Street Smarts, Inc.

Chairman Mark Williams called the meeting to order at 9:00 a.m. by welcoming all in attendance.

Mr. Coffey motioned to approve the proposed meeting agenda and Minutes from the July 14, 2010 Board meeting as presented; seconded by Mr. Wiener and unanimously approved.

**Action/Consent Items**

***Pleasant Hill Road Bridge DDI Update***

URS Project Manager Erick Fry updated the Board on the most recent planning meeting with the CID, Federal Highway, local utilities, Gwinnett DOT and Georgia DOT staffs to review the concept report and explanations/justifications for the DDI bridge project and layout. Based on those conversations, URS is making the necessary revisions to various documents and studies. URS staff is submitting traffic data in order to gain approval from Georgia DOT for the need and purpose document. The final concept report will be submitted by November. The DDI project has been added to the regional transportation improvement plan. A

steering committee of area homeowners, local businesses, city/county officials and the Gwinnett Chamber of Commerce has been formed and held its first organizational meeting. Joe Piccolo, a CID board representative to the steering committee, noted he felt the group was very engaged in the planning process.

***Venture Drive/Pleasant Hill Road Intersection Redesign Update***

Street Smarts Project Manager Kari Ward reviewed the planning results for the project by noting that Gwinnett DOT had just responded to various reports submitted by the Streets Smarts team. Preliminary plans are due to Georgia DOT by mid-November.

***Gwinnett Place CID Employee Return to Work Policy***

Following an overview by Mr. Allen of the policy that is required by the insurance company providing Workers' Compensation coverage to the CID, Mr. Fanning motioned that the policy be adopted by the Board of Directors; seconded by Mr. Coffey and unanimously approved.

***Signage Element Enhancements***

Following an overview of the competitive bid process and pricing structures by Mr. Allen, Mr. Fanning motioned that the Chairman be authorized to execute documents between GPCID and low bidder ASI Signage Innovations for the manufacture and installation of 75 replacement banners throughout the CID for a base amount not to exceed \$11,680.00; seconded by Mr. Wiener and unanimously approved.

Mr. Allen noted that the funds for the replacement signage elements had been approved in the FY 2010 budget by the Board of Directors.

***I-85 Landscape Enhancements***

Following an overview of the competitive bid process and pricing structures by Mr. Allen, Mr. Wiener motioned that the Chairman be authorized to execute documents between GPCID and low bidder Valley Crest landscape for a trenched pine straw application with colorant for the four quadrants at Steve Reynolds Boulevard and the four quadrants at Pleasant Hill Road along I-85; seconded by Mr. Coffey and unanimously approved.

Mr. Allen noted that the funds for the landscape enhancements had been approved in the FY 2010 budget by the Board of Directors.

### ***Community Patrol Vehicle***

Following an overview by Mr. Allen of the competitive bid solicitation efforts and explaining an opportunity to provide CID services with a community patrol vehicle to be used by CID staff, Mr. Williams motioned that the Chairman be authorized to execute documents with Gwinnett Place Ford for the purchase, outfitting and insurance of a used 2008 Ford Escape for a base amount not to exceed \$16,500.00 and that Mr. Wisdom's monthly reimbursement amount be reduced by \$200.00. Mr. Piccolo noted his objection to the purchase expenditure as the funds should be utilized for private security efforts on behalf of the CID. Mr. Coffey noted that he is abstaining from the vote and that the sale of the vehicle is an at-cost deal for the CID and that no board member is profiteering from this action. The motion was seconded by Mr. Wiener and passed 4-1 with Mr. Coffey abstaining from the vote and Mr. Piccolo voting in opposition.

### ***Treasurer's Report***

Mr. Allen presented the following account summaries for August 2010:

#### ***Checking Account***

August 1, 2010 Beginning Balance:	\$68,207.99
August 31, 2010 Ending Balance:	\$64,047.36
General Ledger Balance:	\$64,047.36

#### ***Money Market Account***

August 1, 2010 Beginning Balance:	\$1,403,019.81
August 31, 2010 Ending Balance:	\$1,373,127.53
General Ledger Balance:	\$1,373,127.53

#### ***Grand Total Account***

August 1, 2010 Beginning Balance:	\$1,471,227.80
August 31, 2010 Ending Balance:	\$1,437,174.89
General Ledger Balance:	\$1,437,174.89

Mr. Allen noted that as of August 31, the CID had approximately \$1.4 million in cash. He encouraged board members to review the monthly financial summaries. Assuming the budgeted tax revenues of \$1.1 million for 2010 are received with 2010 being the final tax revenue-producing year of the current CID life, the estimated available funding at the board's discretion through the end of October 2011 is approximately \$1.15 million.

Mr. Williams motioned to approve the Treasurer's Report and ratify the expenditures; seconded by Mr. Fanning and unanimously approved.

## **Caucus of Electors**

### ***Board Election to fill the unexpired Post 1 term***

At 9:30 a.m. the Board meeting was recessed to convene the Caucus of Electors for the purpose of conducting an election to fill the unexpired Post 1 board of director term.

Mr. Rainey began the Caucus by reviewing the process used to advertise the Caucus and election in the Gwinnett Daily Post for four consecutive weeks in advance of the Caucus and that the Caucus was open to all CID tax payers. All CID Electors are eligible for nomination in the election. The proposed Rules of Caucus were read by Mr. Rainey and discussed.

Mr. Williams motioned to accept the Rules of Caucus for the election; seconded by Mr. Coffey and unanimously approved.

### ***Post 1 Election***

Mr. Williams nominated James Song for Post 1. There being no further nominations, Mr. Wiener motioned to close the nominations; seconded by Mr. Coffey and unanimously approved. Mr. Coffey motioned that the casting of written ballots be waived and the vote be conducted by voice; seconded by Mr. Wiener and unanimously approved. Mr. Rainey called for a voice vote with Mr. Song being elected to complete the remaining term through April 2012 by a unanimous vote.

Mr. Williams adjourned the Caucus and reconvened with the Board meeting.

### ***Ratification of Caucus Election***

Upon the motion of Mr. Coffey, the second of Mr. Wiener, the results of the Election Caucus, that is the election of James Song to Post 1, was unanimously ratified.

Mr. Rainey conducted the swearing in of Mr. Song.

### ***Chairman's Remarks***

Chairman Williams recognized Nick Masino and Lauren Salas from the Gwinnett Chamber of Commerce. Mr. Masino provided an update on recent and future delegation trips to China and South Korea. He discussed the Partnership Gwinnett Summit. Ms. Salas offered an update on the Redevelopment Forum hosted by the Gwinnett CIDs and encouraged board member participation. Two Gwinnett Place properties will be included in the top redevelopment sites in Gwinnett County publication.

***Board Member Remarks***

Chris McGahee noted upcoming City of Duluth events, particularly the September 25 Fall Festival.

***Public Relations***


- Mr. Corbin noted the positive articles, including a Sunday headline story in the Gwinnett Daily Post, regarding the Pleasant Hill Road DDI bridge project. Board members were encouraged to review the numerous positive articles in their board package about the CID and the greater Gwinnett Place area.
- Mr. Allen noted that the CID had been awarded a grant by the Gwinnett Convention and Visitors Bureau for the creation and printing of 10,000 area maps to be used by Gwinnett Place hotels to encourage guests to dine, shop and remain in the CID area.

***Public Comments***

Dell Clark with Georgia Power publicly thanked the CID for hosting the well-attended and very informative Open House showcasing the various CID projects underway.

The meeting adjourned at 9:42 a.m. The next scheduled meeting is 9:00 a.m. on October 13, 2010 at the Atlanta Marriott Gwinnett Place, 1775 Pleasant Hill Road, Duluth.

Approved by the Board this  
13 day of October, 2010.

  
Secretary