

**GWINNETT PLACE  
COMMUNITY IMPROVEMENT DISTRICT (GPCID)  
REGULAR BOARD MEETING  
AND  
CAUCUS OF ELECTORS  
Atlanta Marriott Gwinnett Place  
1775 Pleasant Hill Road  
Duluth, GA 30096  
April 11, 2012**

**MINUTES**

*Attendees*

*Board Members:*      Marcy Adams                      Kimberly Morphis      James Song  
   Leo Wiener                      Mark Williams

*Board Observers:*      Tim Hur  
   Chris McGahee

*Staff:*                      Joe Allen, Glenn Wisdom

*Legal:*                      Lynn Rainey

*Consultants:*              Chris Bailey, Landmark Communications, Inc.  
   Erick Fry, URS Corporation  
   Mark Rountree, Landmark Communications, Inc.  
   Kari Ward, Consulting Services, Inc.

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

Ms. Adams motioned to approve the proposed Meeting Agenda; seconded by Mr. Williams and unanimously approved.

Mr. Rainey administered the oath of office to Kimberly Morphis, Gwinnett County Board of Commissioners' appointee to the GPCID Board of Directors to replace Justin Fanning.

Ms. Adams motioned to approve the Minutes from the March 14, 2012 monthly business meeting, as presented; seconded by Ms. Morphis and unanimously approved.

**Action/Consent Items**

***Partnership Gwinnett Funding***

Following an update on the Partnership Gwinnett initiative by Ms. Kellie Brownlow, Director of Economic Development, Gwinnett Chamber of Commerce/Partnership Gwinnett, Mr. Williams motioned to authorize the Chairman to execute an agreement between the GPCID and the Gwinnett Chamber of Commerce for the annual support of the Partnership Gwinnett Economic Development Initiative for a base amount not to exceed \$22,000.00; seconded by Ms. Adams and unanimously approved. Mr. Allen noted that the funding was previously approved in the 2012 O&M budget by the Board during the December 2011 meeting.

***Venture Drive Intersection Project***

Following an overview by Mr. Allen, Ms. Adams motioned to authorize the Executive Director to increase the Transportation Project Venture Interchange at Pleasant Hill Road, Line Item 6429, by \$11,114.14 to accommodate mast arms, landscaping and streetscape elements. The funding will utilize Gwinnett County SPLOST funds. The motion was seconded by Mr. Williams and unanimously approved.

***Pleasant Hill Road DDI Project***

Following an overview of discussions with Gwinnett DOT by Mr. Allen, Mr. Williams motioned to authorize the Chairman to execute Supplement Agreement No. 1 between Gwinnett County and the GPCID regarding interchange modifications for Pleasant Hill Road at Interstate 85 (Project Numbers F-0781, F-0791, F-0829 and M-0674) for a base amount \$1,209,375.34; seconded by Ms. Adams and unanimously approved.

***Chamber DC Fly-In***

Following an overview by Mr. Allen of meetings planned in Washington, D.C., Mr. Williams motioned to allow the Executive Director to attend the Gwinnett Chamber of Commerce's DC Fly-In (May 16-18, 2012) and a meeting with the Federal Transit Administration on May 15, 2012 by increasing the current budget for Administration Expenses Washington DC Trip, Line Item 6382, by \$350.00; seconded by Ms. Adams and unanimously approved.

***Treasurer's Report***

Mr. Allen presented the account summary for March 2012.

***Checking Account***

March 1, 2012 Beginning Balance:	\$38,593.69
March 31, 2012 Ending Balance:	\$ 7,277.49

***Money Market Account***

March 1, 2012 Beginning Balance:	\$2,396,206.19
March 31, 2012 Ending Balance:	\$2,377,576.18

***Certificate of Deposit***

March 1, 2012 Beginning Balance: \$153,120.32  
March 31, 2012 Ending Balance: \$153,391.85

***Total Account***

March 1, 2012 Beginning Balance: \$2,587,920.20  
March 31, 2012 Ending Balance: \$2,538,245.52

Mr. Allen noted that as of March 31, 2012, the CID had approximately \$2.5 million in cash. He encouraged board members to review the March monthly financial details. Not including the agenda items approved during the meeting, the current cash balance and expected revenues vs. costs leave an estimated \$2.5 million at the board's discretion through the end of October 2017.

Ms. Adams motioned to approve the Treasurer's Report and ratify the expenditures for March 2012; seconded by Mr. Williams and unanimously approved.

***Executive Director's Remarks***

Pleasant Hill Road Bridge Project

URS Corporation Project Manager Erick Fry provided an overview of the Diverging Diamond Interchange (DDI) project approvals, right of way status and next steps for the project. Anticipate construction beginning in mid/late June 2012.

Venture Drive Intersection Realignment

Stantec Project Manager Kari Ward noted additional meetings with Gwinnett DOT as part of the plan review process. The Stantec team is currently responding to the new Gwinnett DOT comments. An updated plan which incorporates Gwinnett DOT comments and the mast arm, streetscape and landscaping elements will be submitted in late April to Gwinnett DOT.

Public Relations Update

Landmark Communication's Mark Rountree introduced Chris Bailey to the CID Board. Mr. Bailey has assumed the position of account executive for Landmark Communications and is assigned the CID account. Mr. Bailey noted that the 2012 Annual Report has been prepared. Mr. Rountree stated that Landmark Communications would prepare a 2-minute video highlighting the CID's efforts over the past year. Mr. Allen noted the positive articles about the area that appeared in local news outlets throughout the month of March 2012.

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**Caucus of Electors**

***Board Election for Posts 1 and 4***

At 9:30 a.m. the Board meeting was recessed to convene the Caucus of Electors for the purpose of conducting an Election for Post 1 and Post 4 Board members due to the expiration of their 3 year terms of office.

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

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

Mr. Wiener nominated James Song for Post 1. There being no further nominations, Mr. Wiener motioned to close the nominations; seconded by Ms. Adams and unanimously approved. Mr. Wiener motioned that the casting of written ballots be waived and the vote be conducted by voice; seconded by Mr. Williams and unanimously approved. Mr. Rainey called for a voice vote with Mr. Song being elected to a 3 year term by a unanimous vote.

#### ***Post 4 Election***

Ms. Adams nominated Mark Williams for Post 4. There being no further nominations, Mr. Wiener motioned to close the nominations; seconded by Mr. Song and unanimously approved. Mr. Wiener motioned that the casting of written ballots be waived and the vote be conducted by voice; seconded by Ms. Adams and unanimously approved. Mr. Rainey called for a voice vote with Mr. Song being elected to a 3 year term by a unanimous vote.

Mr. Rainey administered the oath of office to Mr. Song and Mr. Williams.

Mr. Wiener adjourned the Caucus and reconvened the Board meeting.

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#### ***Election of Officers***

Mr. Rainey commenced the Board election of officers by reviewing the composition and qualifications of the Board officers. Mr. Williams nominated Mr. Wiener as Chairman, Ms. Adams as Vice-Chairman and Mr. Williams as Secretary/Treasurer; seconded by Mr. Song and unanimously approved.

#### ***Public Comments***


Mr. Steve Heard and Mr. David Parker with Russell Landscape Group noted the CID's landscape activities across the ten miles of roadways maintained by CID-funded efforts.

At 9:50 a.m., the board recessed to travel to the Strategic Intelligence Tactical Evaluations (SITE) Corporation offices, third floor of the Mega Mart Department Store at Gwinnett Place Mall. Audience members were invited to attend the briefing. The Board reconvened at 10:10 a.m. at the SITE offices. Ms. Lynn Thorndyke, CEO of the SITE Corporation, provided the board members with an overview of Video IQ surveillance camera systems. One of the Board's strategic initiatives involves installation of surveillance cameras in the district.

The meeting adjourned at 11:10 a.m. The next scheduled meeting is 9:00 a.m. on May 9, 2012 at the Atlanta Marriott Gwinnett Place, 1775 Pleasant Hill Road, Duluth.

Approved by the Board this

9<sup>th</sup> day of May, 2012

  
Secretary