

**GWINNETT PLACE
COMMUNITY IMPROVEMENT DISTRICT (GPCID)
REGULAR BOARD MEETING
Sonesta Gwinnett Place Atlanta
1775 Pleasant Hill Road
Duluth, GA 30096
December 14, 2016**

MINUTES

Attendees

Board Members: Jill Edwards Craig Kaufman Andy Sumlin
Leo Wiener Mark Williams

Board Observers: Tim Hur Chris McGahee

Staff: Joe Allen Glenn Wisdom

Legal: Lynn Rainey

Chairman Wiener called the meeting to order at 9:08 a.m. by welcoming all in attendance.

Mr. Williams motioned to approve the proposed Meeting Agenda; seconded by Mr. Sumlin and unanimously approved 5-0.

Mr. Williams motioned to approve the Minutes from the September 14, 2016 Regular Monthly Meeting, as presented; seconded by Mr. Kaufman and unanimously approved 5-0.

Action Items

Strategic Planning Session

Following a review by Mr. Allen of the need/goals for the 2017 strategic planning session and remarks by Dr. Ken Bernhardt, Mr. Williams motioned to authorize the Executive Director to execute documents between GPCID and Dr. Ken Bernhardt to provide strategic planning services for \$4,500.00; seconded by Ms. Edwards and unanimously approved 5-0.

Gwinnett Place 15-year LCI Update

Following a review by Mr. Allen of the plan/study update requirements outlined by the Atlanta Regional Commission, Mr. Williams motioned to authorize the Executive Director to execute documents between GPCID and Pond & Company to provide community planning and engineering services related to the Gwinnett Place LCI plan for \$12,200.00; seconded by Mr. Sumlin and unanimously approved 5-0.

Financial Policy

Following an overview of the updated policy by Mr. Allen and Mr. Rainey, Mr. Williams motioned to adopt the updated Financial Policy for the GPCID; seconded by Mr. Sumlin and unanimously approved 5-0.

Roadway Lighting

Following an overview by Mr. Allen of the need to replace the spotlight on the Diverging Diamond Interchange, Mr. Williams motioned to authorize the Executive Director to execute documents between GPCID and Brooks-Berry-Haynie for roadway lighting repairs for \$3,228.15; seconded by Ms. Edwards and unanimously approved 5-0.

2017 Operations and Maintenance Budget

Following an overview of the proposed 2017 Operations and Maintenance Budget by Mr. Allen, Mr. Williams motioned to adopt the budget as submitted; seconded by Mr. Sumlin and unanimously approved 5-0.

Treasurer's Report

Mr. Allen presented the following account summary for September, October and November 2016:

Checking Account

September 1, 2016 Beginning Balance:	\$ 53,096.86
November 30, 2016 Ending Balance:	\$ 88,797.18

Money Market Account

September 1, 2016 Beginning Balance:	\$1,919,258.48
November 30, 2016 Ending Balance:	\$2,781,769.73

Certificate of Deposit

September 1, 2016 Beginning Balance:	\$ 168,968.98
November 30, 2016 Ending Balance:	\$ 169,728.75

Grand Total Account

September 1, 2016 Beginning Balance:	\$2,141,324.32
November 30, 2016 Ending Balance:	\$3,040,295.66

Mr. Allen noted that as of November 30, 2016, the GPCID had approximately \$3.0 million in cash. Through the end of November, the CID had received over \$1 million in 2016 tax revenue. He encouraged board members to review the monthly financial summaries for September, October and November 2016. The current cash balance and expected revenues leave an estimated \$1.2 million available at the board's discretion through the GPCID lifecycle ending in 2017.

Mr. Williams motioned to approve the Treasurer's Report and ratify the expenditures; seconded by Ms. Edwards and unanimously approved 5-0.

Chairman's Remarks

Mr. Wiener commended the staff on their work during 2016. He reminded the audience of the importance of the Activate Gwinnett Place plans and encouraged the board members to attend the February strategic planning session.

Board Member Remarks

Mr. Williams commended the staff and recognized Mr. Wiener for his years of leadership as the chair of the Board of Directors. He encouraged audience members to visit and shop at the excellent retailers, restaurants and hotels in the Gwinnett Place area.

Executive Director's Remarks

- Mr. Allen provided an update on discussions with the Citizen Project Selection Committee members and the construction at Pleasant Hill Road/Gwinnett Place Drive; Pleasant Hill Road/Club Drive and the sidewalks along Steve Reynolds Boulevard.
- Mr. Chris Kingsbury, Moreland Altobelli Associates, presented the final plans for the Pleasant Hill Road and Satellite Boulevard streetscape projects. He noted the approximate 2 miles of streetscape improvements could be constructed for an estimated cost of \$1 million.
- Mr. Bryan Bayes, TSW, presented the final report of the feasibility and scoping study for enhancing connectivity from McDaniel Farm Park to the Gwinnett Place area.
- Ms. Vanessa Foster, Pond & Company, presented a status update on the plans for improvements to Gwinnett Place Drive and Mall Boulevard.
- Ms. Nicole Hall, Nickel Works Consulting, provided an update on the 2017 boundary expansion efforts.
- Ms. Sharon Goldmacher, communications 21, reviewed with the board the current and future public relations/marketing efforts and analytics for September/October/December 2016.

Mr. Wiener recognized District Commissioner Jace Brooks. Commissioner Brooks noted that CID staff keeps him informed about issues impacting the area. Gwinnett County and the CID are great partners. He expressed thanks to the Gwinnett voters for passing the SPLOST and hopes to see projects for the area on the SLOST project list. He provided an update on the Venture Drive Redevelopment Overlay, an expansion will be voted on by the Gwinnett County Board of Commissioners on December 20. The Commissioners are also reviewing storm water solutions for the area.

Mr. Hur noted that the National Association of Realtors has made Smart Growth Grant funding available. He will work with the CID staff on an application.

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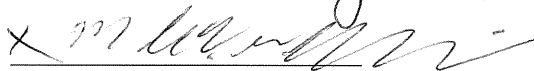
Legal: Lynn Rainey

Executive Session

Mr. Williams motioned to enter into executive session to discuss personnel review and compensation; seconded by Ms. Edwards, and unanimously approved 5-0. The Board members discussed revisions to the compensation of Joe Allen and Glenn Wisdom for 2017, as well as bonuses for 2016. At the conclusion of the discussion, Mr. Williams motioned to end the executive session and return to the public business meeting; seconded by Mr. Sumlin and unanimously approved 5-0.

Approved by the Board this

8 day of February, 2017.



Secretary