

**GWINNETT PLACE
COMMUNITY IMPROVEMENT DISTRICT (GPCID)
REGULAR BOARD MEETING
AND
CAUCUS OF ELECTORS
Sonesta Gwinnett Place Atlanta
1775 Pleasant Hill Road
Duluth, GA 30096
April 12, 2017**

MINUTES

Attendees

Board Members: Jill Edwards June Lee James Song
 Leo Wiener Mark Williams

Staff: Joe Allen Glenn Wisdom

Legal: Lynn Rainey

Chairman Wiener called the meeting to order at 9:05 a.m. by welcoming all in attendance.

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

Mr. Williams motioned to approve the Minutes from the February 8, 2017 Regular Monthly Meeting, as presented; seconded by Mr. Song and unanimously approved 5-0.

Action Items

2016 Independent Auditors' Report

Following an overview by Mr. David Lee, Smith & Howard, PC, Mr. Williams motioned to accept the Independent Auditor's Report of the Financial Statements of the GPCID for the year ended December 31, 2016; seconded by Ms. Edwards and unanimously approved 5-0.

Insurance Agreements

Following an overview by Mr. Allen regarding competitive process for the various insurance policy coverages and premiums, Ms. Edwards motioned to authorize the Executive Director to execute documents between GPCID and Selective Insurance Company for the purpose of providing commercial property, commercial general liability, commercial crime (employee dishonesty), commercial automobile and commercial umbrella liability insurance coverage (June 20, 2017 – June 19, 2018) for a base amount not to exceed \$9,828.00/annual and for the purpose of providing

workers compensation insurance coverage (June 20, 2017 – June 19, 2018) for a base amount not to exceed \$1,433.00/annual; and with Travelers Insurance Company for provision of Directors and Officers Liability and Employment Practices liability coverage (June 20, 2017 – June 19, 2018) for a base amount not to exceed \$1,227.00/annual; seconded by Mr. Williams and unanimously approved 5-0.

Office Lease Renewal

Following an overview by Mr. Allen of the proposal for the CID's office renewal, Mr. Williams motioned to authorize the Chairman to execute the second amendment to the lease agreement between the GPCID and MYP Gwinnett, LLC for the lease renewal of Suite 680 (1,592 rentable square feet) in the Gwinnett Commerce Center for a term of seventy-two months; seconded by Ms. Edwards and unanimously approved 5-0.

Treasurer's Report

Mr. Allen presented the following account summaries for February and March 2017:

Checking Account

| | |
|-------------------------------------|---------------|
| February 1, 2017 Beginning Balance: | \$ 110,680.25 |
| March 31, 2017 Ending Balance: | \$ 37,553.55 |

Money Market Account

| | |
|-------------------------------------|----------------|
| February 1, 2017 Beginning Balance: | \$2,706,077.53 |
| March 31, 2017 Ending Balance: | \$2,636,248.48 |

Certificate of Deposit

| | |
|-------------------------------------|---------------|
| February 1, 2017 Beginning Balance: | \$ 170,234.40 |
| March 31, 2017 Ending Balance: | \$ 170,724.90 |

Grand Total Account

| | |
|-------------------------------------|----------------|
| February 1, 2017 Beginning Balance: | \$2,986,992.18 |
| March 31, 2017 Ending Balance: | \$2,844,526.91 |

Mr. Allen noted that as of March 31, 2017, the GPCID had approximately \$2.8 million in cash. He encouraged board members to review the monthly financial summaries for February and March 2017. The current cash balance and expected revenues leave an estimated \$2.8 million available at the board's discretion through the end of the GPCID lifecycle ending in 2023.

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 recognized Commissioner Jace Brooks and invited him to address the board and audience. Commissioner Brooks noted that the Gwinnett Place area was at the top of the list for discussions during the Commissioners' planning session. Gwinnett Place area projects were discussed as recently as Tuesday's Board of Commissioners' meeting.

Mr. Wiener thanked Andy Sumlin and Craig Kaufman for their service to the board. He reminded the board and audience that there is still much work to be accomplished.

Board Member's Remarks

Mr. Williams thanked the staff of their continued work on area projects and Mr. Wiener for his leadership as Board Chair.

Executive Director's Remarks

- Mr. Erick Lusher, Pond & Company, provided an overview of the Gwinnett Place Livable Centers Initiative Update process.
- Ms. Sharon Goldmacher, c21, provided an overview on various media outreach efforts with the GPCID receiving earned media in Georgia Trend, The Atlanta Journal-Constitution, Bisnow, The Gwinnett Daily Post, and The Atlanta Business Chronicle. Ms. Goldmacher highlighted the 2016 Annual Report, plans for an area-wide photo contest and reviewed the social media and website analytics.

Caucus of Electors

At 9:30 a.m. the Board meeting was recessed to convene the Caucus of Electors for the purpose of conducting an election for Posts 2, 3, 5 and 6; to vote on whether to approve a lighting layout and petition for submittal to the Gwinnett County Board of Commissioners; and to vote on the question of CID dissolution.

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 taxpayers. All CID Electors are eligible for nomination in the election. The proposed Rules of Caucus were reviewed by Mr. Rainey and discussed.

Ms. Lee motioned to accept the Rules of Caucus for the election; seconded by Mr. Williams and unanimously approved 5-0

BOARD ELECTIONS:

Post 2 Election

Ms. Edwards nominated Craig Hudson for Post 2. There being no further nominations, Mr. Williams motioned to close the nominations; seconded by Ms. Lee and unanimously approved 5-0. Mr. Williams motioned that the casting of written ballots be waived and the vote be conducted by voice; seconded by Ms. Edwards and unanimously approved 5-0. Mr. Rainey called for a voice vote with Mr. Hudson being elected for a two year term by unanimous vote.

Post 3 Election

Mr. Song nominated Leo Wiener for Post 3. There being no further nominations, Mr. Williams motioned to close the nominations; seconded by Ms. Lee and unanimously approved 5-0. Ms. Edwards motioned that the casting of written ballots be waived and the vote be conducted by voice; seconded by Mr. Williams and unanimously approved 5-0. Mr. Rainey called for a voice vote with Mr. Wiener being elected for a three year term by unanimous vote.

Post 5 Election

Mr. Wiener nominated Trey Ragsdale for Post 5. There being no further nominations, Mr. Williams motioned to close the nominations; seconded by Mr. Song and unanimously approved 5-0. Mr. Williams motioned that the casting of written ballots be waived and the vote be conducted by voice; seconded by Mr. Wiener and unanimously approved 5-0. Mr. Rainey called for a voice vote with Mr. Ragsdale being elected for a two year term by unanimous vote.

Post 6 Election

Mr. Wiener nominated Jill Edwards for Post 6. There being no further nominations, Mr. Williams motioned to close the nominations; seconded by Ms. Lee and unanimously approved 5-0. Mr. Williams motioned that the casting of written ballots be waived and the vote be conducted by voice; seconded by Mr. Wiener and unanimously approved 5-0. Mr. Rainey called for a voice vote with Ms. Edwards being elected for a three year term by unanimous vote.

Mr. Rainey administered the oath of office to Mr. Hudson, Mr. Wiener, Mr. Ragsdale and Ms. Edwards.

Petition and Additional Street Light Design Layout

Following an overview of the various resolutions, petitions, street light design layouts and background information by Mr. Rainey and Mr. Allen, Mr. Rainey instructed the Caucus to use the prepared ballot to vote whether to approve the petition and additional streetlight design layout for

submittal to the Gwinnett County Board of Commissioners. Mr. Rainey counted the ballots and announced unanimous approval.

CID Dissolution

Following an overview of the legal requirements, Mr. Rainey instructed the Caucus to use the prepared ballot to vote on the question shall the Gwinnett Place CID be dissolved? Mr. Rainey counted the ballots and announced the Gwinnett Place Community Improvement District will not be dissolved. The question will be submitted to the caucus again in six years.

Chairman Wiener adjourned the Caucus and reconvened the board meeting.

Ratification of Election

Mr. Williams motioned to ratify the election of Posts 2, 3, 5 and 6; seconded by Mr. Song and unanimously approved 5-0.

Resolution of the Board Approving Street Light Improvements and Dissolution Vote

Mr. Williams motioned to approve the Resolution of the GPCID board supporting additional streetlight improvements, including certification of the vote of the electors, Petition, Lighting Layout and Third Amendment to the Cooperation Agreement with Gwinnett County and approve the dissolution vote; seconded by Ms. Edwards and unanimously approved 5-0.

Election of Officers

Mr. Rainey conducted the election of Board officers. Ms. Williams nominated Mr. Wiener for Chairman. Ms. Edwards nominated Mr. Song for Vice-Chairman. Ms. Lee nominated Mr. Williams for Secretary/Treasurer. Mr. Wiener, Mr. Song and Mr. Williams were unanimously elected to the officer positions.

Executive Director's Remarks Continued

- Mr. Allen reviewed the results of the February strategic planning session and outlined potential next steps to implement the strategic priorities identified by the Board, Gwinnett County and Partnership Gwinnett leadership.
- Mr. Allen recognized Kathy Morgan of the soon-to-be formed Highway 278 CID.
- Mr. Allen encouraged board members and the audience to attend the April 21-23, 2017 Atlanta International Night Market at Gwinnett Place Mall and Gwinnett County's April 29, 2017 Multicultural Festival at Gwinnett Place Mall.

Public Comment

A member of the audience encouraged the GPCID to partner with the City of Duluth on an Independence Day fireworks and other events in the area.

The meeting adjourned at 10:04 a.m. The next scheduled meeting is 9:00 a.m. on May 10, 2017 at the Sonesta Gwinnett Place Atlanta, 1775 Pleasant Hill Road, Duluth, GA 30096.

Approved by the Board this
10th day of May, 2017.



Secretary