

**GWINNETT PLACE COMMUNITY IMPROVEMENT DISTRICT (CID)  
REGULAR BOARD MEETING  
Gwinnett Place Marriott, Centennial Ballroom  
December 14, 2005**

**MINUTES**

**Attendees**

*Board Members:*

Tom Wheeler	Bruce Williams	Casey Coffey
Mark Williams	Glenn Wisdom	Scott Rolston

*Staff:* Dave Rosselle, Executive Director

*Guest:* Lisa Johnsa, Gwinnett County Director of Finance – CID Liaison

**Call to Order**

Tom Wheeler called the meeting to order at 9 a.m. and welcomed all in attendance.

**Action Items**

*Meeting Minutes approval*

Mr. Bruce Williams moved to approve the November 9, 2005 Regular Monthly Board meeting Minutes, seconded by Mr. Rolston. The motion was unanimously approved.

*Satellite Blvd. Streetscape Master Plan – selection of consulting firm*

Mr. Rosselle advised that three consulting firms submitted proposals: JJ&G, PBS&J and JB&A. Mssrs. Wisdom, Rolston and Williams had earlier conducted an informal review to evaluate the proposals and develop a recommendation for the Board. The team recommended that JB&A be selected to develop the Master Plan. Mr. Rosselle stated that while the RFP's stated scope was only to include the section of Satellite Blvd. under construction by DOT, that the Board may want to consider expanding the scope of the Plan to include the entire length of Satellite Blvd. (Old Norcross [East] to Steve Reynolds Blvd.). Further, the Plan should include the "east end" monument and landscape area at Satellite & Commerce Ave. Mr. Wheeler expressed a strong position that the Plan be oriented toward providing "standardized" streetscape design components that could be used for all major corridors in the district. Also, that plans for the monument and landscape area at Satellite & Commerce Ave. be completed on a high priority basis so that work can commence as soon as possible on completing that project. There was consensus on this approach and the intention that, as the Satellite Blvd. entryway monument should be located at Old Norcross Rd.(East) rather than Old Norcross Rd.(West), that the total cost of the Plan should not increase. Mr. Wheeler further state that the entryway monuments should be planned using a "low profile" design so they wouldn't obstruct driver's clear view of all businesses. Following discussion, Mr. Wisdom motioned for the Board's acceptance of JB&A's proposal, seconded by Mr. Rolston and unanimously approved.

*Community Name ("branding")*

Mr. Rosselle provided an overview of the issue and status of selecting a name to be used for the community. The issue was originally driven by GDOT's agreement to place "community name" signs on I-85. However, GDOT had recently reversed its position and will not permit "CID signs". Mr. Wheeler requested Mr. Rosselle draft a letter to the

Atlanta CID Alliance to seek their support to approach state-level GDOT officials to modify their policy to permit CID community identity signs. He also supported Mr. Rosselle's suggestion to write a letter to the GDOT District Engineer requesting that GDOT include "Gwinnett Place Drive" signs in connection with the new I-85/316 project.

Regardless of I-85 signage, the issue of selecting a community name is still valid in connection with district entryway monuments. Mr. Rosselle had developed a proposal to conduct a public survey to solicit "name" ideas from all stakeholders and the public. This would be done by designing a special survey page on the CID's website. However, earlier discussions with Board members revealed that, due to the long-standing effort to brand the area as "Gwinnett Place", it might be best to continue using this name. Mr. Mark Williams stated that the public "survey" campaign would provide good exposure for the CID. Mr. Casey recommended continued use "Gwinnett Place" as the name has already been incorporated into many business names. Mr. Bruce Williams recommended that the name "Gwinnett Place Business District" be considered, which was supported by Mr. Rolston and Mr. Mark Williams. There was consensus that a public survey campaign should not be initiated at this time. As the issue of "branding" and monument design will be included in the Satellite Blvd. Streetscape Master Plan, it was recommended that this issue will be referred to the consultants for further study.

#### *Landscaping Projects – Commerce Ave. @ Satellite Blvd.*

Mr. Rosselle reported that he had discussed with Mr. Manton the process for planning this project, but that with the updated scope of the Streetscape Master Plan to include this area, it was best to wait until the monument was designed as it would impact the placement of the surrounding landscaping. It was recommended that JB&A use Blake Manton with Imagescapes as an integral part of the landscape design team and that JB&A be requested to complete the design of the monument and landscape plan for the Commerce Ave. common area on an expedited basis so that this project can be completed as soon as possible.

#### *Executive Director's position as a full-time employee of the CID*

Mr. Rolston reported that he was still in the process of working with the Perimeter CID to obtain a copy of their HR policy, which is presently being updated. It was expected that it will be obtained, modified to meet the CID's needs, reviewed by Mr. Rainey and ready for adoption at the January, 2006 Board meeting. Mr. Mark Williams pointed out that it would be best to go ahead and vote on adopting the Executive Director's position as a full-time employee of the CID so that payroll and tax withholding can commence effective 1/1/06. Mr. Rolston motioned for the Board to offer Mr. Rosselle, at the pleasure of the Board, the position of full-time Executive Director effective January 1, 2006 with salary, benefits and conditions of employment to be determined at a later date. The motion was seconded by Mr. Wisdom and unanimously approved.

#### *2006 Budget*

Mr. Rosselle reviewed the proposed 2006 Budget. This had been prepared with Mr. Wisdom's assistance and input. Mr. Wisdom reported that the overhead expenses were somewhat high, but in line with standards for non-profit organizations. Mr. Mark Williams moved to adopt the budget, seconded by Mr. Coffey and unanimously approved.

*Office Space – status update*

Mr. Rosselle reported that the revised contract had been received from Parmenter and was under review by Mr. Wiener. It was expected that it would be ready for Mr. Wheeler's signature by next week.

*Project worksheet review*

Mr. Rosselle reported that he will be working with Gwinnett DOT to coordinate on planning for the SPLOST funded Venture Parkway sidewalk project.

Mr. Mark Williams reported that a lunch meeting has been planned for December 15<sup>th</sup> with Mr. Herman Pennamon, GA Power Community Relations Manager, Mr. Phil Hoskins, Director, Gwinnett County Community Services and Mr. Frank Stephens, Director, Gwinnett County Public Utilities for initial discussions on planning a "pocket park" in the Georgia Power ROW adjacent to Venture Parkway.

**Board & Officer's Reports**

*Treasurer's Report*

The Checking Account, as reflected in the November bank statement, had a beginning balance of \$18,344.44, an ending month balance of \$12,674.10 and a current (General Ledger) balance of \$28,988.42.

The Money Market account had a beginning balance of \$296,015.40, an ending balance of \$321,659.13 and a current (General Ledger) balance of \$87,592.34.

The Georgia Fund 1 account had a beginning balance of \$0 and an ending balance of \$550,098.24. \$300K was transferred from the Money Market account on 11/28 and \$250K was transferred on 12/6.

Mr. Bruce Williams moved to approve the Treasurer's report and ratify the expenditures, seconded by Mr. Wisdom. The motion was unanimously approved.

*Chairman's remarks*

Mr. Wheeler requested that Mr. Rosselle send the Board members a schedule of Board meeting dates for 2006.

**Public Comments**

Julie Dowdy, Clean Air Campaign Outreach Coordinator, presented Tom Wheeler with a CID partnership certificate.

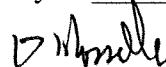
The next Board meeting will be held at the Gwinnett Place Marriott, Centennial ballroom, Salon "A" on January 11, 2006 beginning at 9 a.m.

*Adjournment*

By acclamation, the meeting was adjourned at 10:15 a.m.

Approved by the Board this

11<sup>th</sup> day of JANUARY, 2006.



Secretary