

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

MINUTES

Attendees

Board Members:

Tom Wheeler	Leo Wiener	Bruce Williams
Mark Williams	Glenn Wisdom	

Staff: Dave Rosselle, Executive Director
Lynn Rainey, Legal Counsel

Guests: John Karnowski, Director of Traffic and Transportation, Street Smarts
Kim Conroy, DOT Director, Operations & Maintenance
Mark Rountree, President, Landmark Communications

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. Wisdom moved to approve the August 10, 2005 Regular Monthly Board meeting Minutes, seconded by Mr. Bruce Williams. The motion was unanimously approved.

Request for Proposal – District Traffic & Transportation Study

Mr. Rosselle provided an overview of the RFP process and the response. Two of six consulting firms had submitted RFPs: Kimley-Horn and Street Smarts. Following discussion on the merits of the proposals, Mark Williams motioned to award the project to Street Smarts, which was seconded by Mr. Wisdom and unanimously approved. Mr. Rosselle obtained clarification from the Board that the scope of the study should include the issues of “aesthetics” and “pedestrian” which Street Smarts included in their proposal. Mr. Wheeler further requested that the study should include street lighting.

CID office space

Mr. Wiener provided an overview of the evaluation of office space alternatives and the office selection team’s recommendation to locate the office at the Gwinnett Commerce Center, 6th floor. Mr. Wiener motioned that the Board approve that he proceed with negotiating a lease for CID office space at the Gwinnett Commerce Center. The motion was seconded by Mr. Mark Williams and unanimously approved. Mr. Freel, Parmenter Realty, advised that he anticipated that the space would be ready for occupancy in January 2006. Mr. Wheeler recommended that the furniture be leased and that Mr. Rosselle develop a detailed list of required furniture and fixtures. It was anticipated that the lease agreement would be finalized no later than the next Board meeting in October.

Landscape Planning

Mr. Rosselle provided a brief overview of discussions and meetings he has had with members of the Louise Radloff Middle School staff concerning their interest in working with the CID and private companies to plan and install a small landscape project in the CID district. Mr. Rosselle is now working with Mr. Wes Bagley to select the best location for the project. As this type of initiative is in direct support of the CID's community beautification goals, Mr. Rosselle requested the CID to support this project. Additional details will be provided as project planning proceeds.

Street resurfacing & painting – Gwinnett DOT status & plans

Mr. Kim Conroy provided an overview of Gwinnett County plans for street resurfacing in the district area. Old Norcross Rd., Tandy Key and Gwinnett Place Drive are included in a list of resurfacing projects that have been included on the State funded LARP program list. Mr. Rosselle requested that action also be taken by DOT to include Pleasant Hill Rd. (Koger Blvd. to Old Norcross Rd.) on the list. He had observed a number of areas where the pavement along this section of Pleasant Hill is cracking.

Mr. Wheeler also asked Mr. Conroy if DOT could assist with refurbishing the street light poles and fixtures on Gwinnett Place Drive and Mall Blvd. The poles are rusted and need to be refurbished. Mr. Conroy advised that the County DOT has responsibility for street light maintenance but that dealing with aesthetics may be a separate issue. However, Mr. Conroy agreed to investigate.

SPLOST sidewalk projects

Mr. Rosselle provided a brief overview of proposed sidewalk projects. Following the ARC's 9/15 Gwinnett Place Walkability Workshop, a prioritized list of district sidewalk projects will be submitted to Gwinnett County DOT. Funding for these projects has already been included in the SPLOST funding under a \$4 Million category for sidewalks in revitalization areas. It's anticipated that Market Street and Venture Parkway will be top priority projects.

GDOT TE Enhancement funding application - status

Mr. John Karnowski, Street Smarts, provided an update on the status of the preparation of the application for supplemental funding for the Pleasant Hill Rd. streetscape project. The application, due 9/23, will be submitted in advance to the application sponsor, Gwinnett DOT, for Brian Allen's signature. Everything is on track.

Public Relations

Mr. Rountree, Landmark Communications, provided a comprehensive overview of his recommendation for the CID's public relations campaign. It included a proposal to mail out the Fall Newsletter to all 7+ year old households in the 30096 & 30097 zip codes, the prototype of the CID's press kit and different sized ads to be placed in November issue of Georgia Trend magazine. Mr. Rountree emphasized the need to educate the public on what the CID is all about and to reinforce the significant regional impact of the CID. Mr. Wisdom motioned to approve the placement of a half-page ad in Georgia Trend's November CID issue, seconded by Mr. Mark Williams and unanimously approved. Mr. Wheeler requested that Mr. Rountree make every effort to have the ad place at the top of the page.

Board & Officer's Reports

Treasurer's Report

The CID checking account, as reflected in the August bank statement, had a beginning balance of \$16,237.27, an ending month balance of \$24,327.38 and a current (General Ledger) balance of \$3,937.38. The Line of Credit Loan has an available balance of \$81,500. \$30,000 was transferred from the LOC loan to the checking account on 8/16. Mr. Weiner moved to approve the Treasurer's report and ratify the expenditures, seconded by Mr. Mark Williams. The motion was unanimously approved.

The next Board meeting will be held October 12, 2005 beginning at 9 a.m. The meeting location will be announced and posted on the CID's Website as soon as it is confirmed.

Adjournment

By acclamation, the meeting was adjourned at 10:50 a.m.

Approved by the Board this

12th day of OCTOBER, 2005.

D. Carl / Purcell
Secretary