

**GWINNETT PLACE COMMUNITY IMPROVEMENT DISTRICT (CID)
REGULAR BOARD MEETING
Gwinnett Commerce Center
First Floor Conference Room
3700 Crestwood Parkway
Duluth, GA 30096**

July 12, 2006

MINUTES

Attendees

Board Members: Mark Williams Scott Rolston Tom Wheeler
Bruce Williams Glenn Wisdom Casey Coffey
Leo Weiner

Staff: Joe Allen Dave Rosselle Lynn Rainey

Guest: David Chestant, Gwinnett County Storm Water Manager

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

Mr. Wheeler motioned to approve the proposed meeting agenda, seconded by Mr. Rolston and unanimously approved.

Mr. Wheeler motioned to approve the June 14, 2006 Board Meeting Minutes, seconded by Mr. Wisdom and unanimously approved.

Action items

At the recommendation of Mr. Allen, Mr. Wheeler motioned to support the Gwinnett Chamber of Commerce's "Partnership Gwinnett" initiative at a funding level of \$2,500; seconded by Mr. Bruce Williams and unanimously approved.

At the recommendation of Mr. Allen, Mr. Wheeler motioned approval for the Chairman to execute documents between GPCID and JB+a for finalizing the Commerce Avenue Plaza Park design/signage at a cost of \$4,000; seconded by Mr. Bruce Williams and unanimously approved.

At the recommendation of Mr. Allen, Mr. Wheeler motioned approval for the Chairman to execute documents between GPCID and Anderson Insurance for the purpose of providing business personal property, general liability, workers' compensation, and umbrella liability insurance coverage (July 2006 – July 2007) at an amount of \$3,276;

seconded by Mr. Rolston and unanimously approved. It was noted the Board already has Directors and Officers insurance in effect.

At the recommendation of Mr. Allen, Mr. Bruce Williams motioned approval for the Chairman to execute documents between GPCID and Imagescapes, Inc. to renew the Landscape Maintenance Agreement on an annual contract (July 15, 2006 – July 14, 2007) at an annual amount of \$54,000 (\$4,500 monthly); seconded by Mr. Coffey and unanimously approved.

At the recommendation of Mr. Allen, Mr. Coffey motioned approval for the Chairman to execute documents between GPCID and Landmark Communications, Inc. to renew the Public Relations Assistance Agreement on an annual contract (July 12, 2006 – July 11, 2007) at an annual amount of \$30,000 (\$2,500 monthly retainer); seconded by Mr. Wiener and unanimously approved.

At the recommendation of Mr. Allen, Mr. Wisdom motioned approval for the Chairman to contract with Pulkin Computer Services for data backup services for a setup fee of \$25 and a monthly fee of \$9.99; seconded by Mr. Coffey and unanimously approved.

Reports and Remarks

Treasurer's Report

The Checking Account, as reflected in the June online transaction report, had a 6/1/06 beginning balance of \$ 11,196.74, a 6/30/06 ending balance of \$ 19,296.58 and a current (General Ledger) balance of \$ 27,240.19.

The Money Market Account, as reflected in the June online transaction report, had a 6/1/06 beginning balance of \$ 395.02, a 6/30/06 ending balance of \$ 8,736.29 and a current (General Ledger) balance of \$ 736.29.

The Georgia Fund 1 Account, as reflected in the June online transaction report, had a 6/1/06 beginning balance of \$ 528,627.26, a 6/30/06 ending balance of \$ 468,691.63 and a current (General Ledger) balance of \$ 468,691.63.

Combined totals for all three accounts are:

Beginning Balance:	\$ 540,219.02
Ending Balance:	\$ 496,724.50
Ledger Balance:	\$ 496,668.11

Mr. Wheeler motioned to approve the Treasurer's Report and ratify the June expenditures, seconded by Mr. Wisdom and unanimously approved.

Chairman's Remarks

Chairman Williams requested that Mr. Mark Rountree, Landmark Communications, present to the Board at the August meeting his proposal for next year's public relations campaign.

Board Member's Remarks

Mr. Wheeler requested that Mr. Allen provide a summary of progress on the CID's membership Expansion Campaign.

Executive Director's Remarks:

Expansion Campaign

Mr. Allen noted that all tier one parcel owners have been contacted and provided with information on the CID. 94% of all tier 2 parcel owners have been contacted; 97% of all tier 3 parcel owners have been contacted. Numerous meetings have been held with key decision-makers. Staff is in a follow-up mode over the next month to continue pushing the issue with property owners.

Commerce Avenue Plaza Park

- The GPCID has reached an agreement with the Gwinnett DOT on the following maintenance issues:
 - DOT will approve final plans before construction begins
 - Trees or shrubs that are planted must be maintained so as not to allow growth over sidewalks or into the roadway
 - Brick pavers must be maintained by GPCID
- GPCID Staff should receive the County funding later in July.

Transportation Enhancement Pleasant Hill Road Pedestrian Mobility Project

CID has received a Memorandum of Understanding from Gwinnett DOT. Mr. Rainey reviewed the initial document, and the CID proposed a revised draft document that more appropriately represents the project.

Duluth City Council Meeting Presentation

Mr. Allen is coordinating with City Clerk Teresa Lynn to schedule a time for a CID presentation before the Duluth City Council in September.

Redevelopment Powers Law Meeting with Gwinnett County

- Mr. Allen will attend the July 19 meeting. All CIDs, cities, BOE, etc. will be included.
- Meeting will discuss technical details of the law including proposed timeline for implementation and the make-up of the redevelopment authority should the referendum pass in November.
- Meeting will discuss who can and cannot support publicly the referendum and who will coordinate the distribution of factual information.

On-Demand RFP Review

CID staff members are reviewing the four proposals received from Street Smarts, Pond and Company, PBS&J and Clark Patterson Associates. Copies of each proposal are available for Board members to review. Mr. Allen sought one Board volunteer to join with CID staff to participate in presentations by some of the proposers scheduled for July 31. Mr. Mark Williams volunteered to serve on the RFP review team. Board will vote on final recommendation at August meeting.

Goal Setting Session

The session agenda is included in the Board package. The session is scheduled for September 13. The Business Meeting will begin at 9:00 a.m. and then Board members will adjourn to CID offices for the session.

Sidewalks along Crestwood Parkway

CID Staff met with County staff on July 6 to review the plans. CID staff is walking the project with impacted property owners on July 13.

Georgia Power ROW Landscaping

At Mr. Allen's recommendation, Mr. Wheeler motioned to approve the proposal of \$21,475 submitted by Imagescapes to complete the Georgia Power ROW landscape project at Pleasant Hill Road (additional costs will include the installation of a ¾" water meter and irrigation system power); seconded by Mr. Coffey and unanimously approved.

David Chastant, Utility Coordinator/Gwinnett County Stormwater Management made an excellent presentation regarding storm water issues in Gwinnett County.

Public Relations update

Mr. Jeff Corbin of Landmark Communications reported that the Summer 2006 newsletter had recently been distributed and two press releases were issued in June. Mr. Allen is coordinating with Landmark staff to prepare a PR program proposal for the next 12 months.

Chairman Williams advised that the next Board meeting will be held in the Gwinnett Commerce Center Conference room August 9th beginning at 9:00 a.m.

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

Approved by the Board this

9th day of Aug., 2006.


Secretary