

**GWINNETT PLACE
COMMUNITY IMPROVEMENT DISTRICT (GPCID)
REGULAR BOARD MEETING
Gwinnett Commerce Center
First Floor Conference Room
3700 Crestwood Parkway
Duluth, GA 30096
December 12, 2007**

MINUTES

Attendees
Board Members: Marcy Adams Casey Coffey Nick Nicolosi
Mark Williams Glenn Wisdom

Staff: Joe Allen Dave Rosselle

Consultants: Steve Bitney, Street Smarts, Inc.
Lynn Rainey, Board Counsel
Mark Rountree, Landmark Communications, Inc.

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

Mr. Coffey motioned to approve the proposed meeting agenda; seconded by Mr. Wisdom and unanimously approved.

Mr. Wisdom motioned to approve the November 14, 2007 Board Meeting Minutes; seconded by Mr. Coffey and unanimously approved.

Action/Consent Items

Adoption of FY 2008 Operating Budget

Following an overview of the proposed FY 2008 administrative, program and capital budgets by Mr. Allen, Ms. Adams motioned to approve the overall FY 2008 budget (attached); seconded by Mr. Wisdom and unanimously approved.

Adoption of TAD Resolution

Upon the recommendation of Mr. Allen, Mr. Coffey motioned to authorize the Chairman and Secretary/Treasurer to execute a resolution on behalf of the GPCID Board of Directors urging the Gwinnett County Legislative Delegation to sponsor and pass a local act authorizing the creation of Tax Allocation Districts (TADs) in Gwinnett County; seconded by Mr. Wisdom and unanimously approved. Mr. Williams, Mr. Allen and Mr. Rainey provided an overview of the Redevelopment Powers Act under which TADs could be authorized.

Approval of Project Work Order #16

Upon the recommendation of Mr. Allen, Mr. Coffey motioned to authorize the Executive Director to implement Project Work Order #16 between GPCID and Street Smarts, Inc. as part of the On-Demand Master Agreement for Consulting Engineering Professional Services to prepare and submit a GDOT Congestion Mitigation and Air Quality (CMAQ) Improvement Program funding request application for an amount not to exceed \$2,950.00; seconded by Ms. Adams and unanimously approved.

Citizen Survey

Mr. Allen provided an overview of the purpose and design of the 400 interview and 30 question survey instrument. Survey respondents would reflect the demographic breakdown of Gwinnett County. Mr. Wisdom emphasized that if the CID is to commit funds to a security program or a more aggressive public relations campaign in 2008, the CID needed information to serve as a baseline upon which to measure the success of such initiatives. Upon the recommendation of Mr. Allen, Mr. Coffey motioned to authorize the Executive Director to execute documents between GPCID and Landmark Communications, Inc. to conduct a telephone survey of Gwinnett County residents for an amount not to exceed \$12,500.00; seconded by Mr. Nicolosi and unanimously approved.

Gwinnett Chamber of Commerce Annual Dinner

Upon the recommendation of Mr. Allen, Mr. Coffey motioned to authorize the Executive Director to purchase a table for the GPCID Board of Directors and invited guest at the Gwinnett Chamber of Commerce's Annual Dinner for an amount not to exceed \$1,500.00; seconded by Mr. Wisdom and unanimously approved. Mr. Allen asked that Board members submit suggestions for guests to attend the dinner. Invited guests should include Congressman John Linder and his wife and GDOT Board member Rudy Bowen and wife.

REPORTS & REMARKS

Treasurer's Report

Checking Account

November 1, 2007 Beginning Balance:	\$ 23,697.30
November 30, 2007 Ending Balance:	\$ 16,206.16
General Ledger Balance:	\$ 21,206.16

Money Market Account

November 1, 2007 Beginning Balance:	\$ 688.58
November 30, 2007 Ending Balance:	\$108,354.73
General Ledger Balance:	\$ 108,354.73

Georgia Fund 1 Account

November 1, 2007 Beginning Balance: \$783,577.89
November 30, 2007 Ending Balance: \$1,011,603.10
General Ledger Balance: \$1,011,603.10

Grand Total for Three Accounts

November 1, 2007 Beginning Balance: \$807,963.77
November 30, 2007 Ending Balance: \$1,136,163.99
General Ledger Balance: \$1,141,163.99

Mr. Coffey motioned to approve the Treasurer's report and ratify the November expenses; seconded by Ms. Adams and unanimously approved.

Board Member & Consultant Remarks

Mr. Williams commented that the CID continues to make good progress with its various projects.

Mr. Nicolosi commented on very positive feedback he had received on the Interstate landscaping project.

Executive Director's Remarks

Mr. Allen provided information on the following topics:

- Mr. Allen noted that the CID was successful in securing Transportation Enhancement (TE) funding for its Pleasant Hill Road Pedestrian Mobility project along the northeast side of Pleasant Hill Road from Breckinridge Boulevard to Club Drive and the CID's Satellite Boulevard Pedestrian and Transit Connector project along Satellite Boulevard from the Gwinnett County Transit Center to Tandy Key Lane. The funds will be used to provide safety, traffic calming and streetscape enhancements along both roadways in keeping with the Board's short-term goals for the CID.
- Mr. Allen provided an overview of the holiday promotional campaign and provided Board members with samples of the postcard mailings that were sent to 10,000 households throughout November and December. Automated phone calls were made to those households reminding residents to experience Gwinnett Place again during the 2007 holiday season.
- Mr. Allen provided results of the on-line survey that is accessible on the CID's Web site and noted in the holiday PR campaign.
- Mr. Allen provided copies of letters of support sent to Chairman Bannister regarding the Solid Waste Management Plan under consideration by the Board of Commissioners and to Gwinnett Medical Center supporting their efforts related to the certificate of need application for open heart services.
- Mr. Allen provided updated information on the transit study prepared for the Gwinnett Place and Gwinnett Village CIDs by MARTA. Information

- regarding the Gwinnett County Transportation poll was distributed to the Board members.
- Mr. Allen provided a status update on the implementation of the first phase of the Signage and Wayfinding Master Plan. All banners have been installed and the construction of the five gateway monuments will be complete before the end of December.
 - Mr. Allen noted the maintenance log and status report in the Board packages.
 - Mr. Allen reminded the Board members that throughout the past several months, teams of business and civic leaders have served on stakeholder steering committees to assist the Gwinnett Village and Gwinnett Place CIDs craft a distinctive redevelopment vision for each area. Mr. Allen referenced the e-mail message sent to all Board members that contained a draft copy of a proposed Gwinnett CID Mixed-Use Redevelopment Overlay District ordinance, the draft design guidelines and a summary presentation that was made to the CID's steering committee at their November 20, 2007 meeting. Mr. Allen asked each member to review the documents and note any changes/deletions/improvements that they would like to see incorporated into the proposed ordinance and provide that input to Mr. Allen no later than noon on January 4, 2008. Mr. Allen noted that by working in partnership, the combined goal of each CID has been to create a document that is a win-win scenario for the private sector by offering density incentives and a regulatory process that is manageable for the public agencies. Based on the work of the committees combined with the expertise of the CIDs' consultants, CID staff thinks that the proposed ordinance will indeed improve the prospect of redevelopment by allowing for greater density through a series of incentives. Through this plan, mixed-use redevelopment will be allowed as of right, and public improvements such as streetscape improvements, interconnected roadways, structured parking, public art and shared open spaces made by developers will gain additional density benefits for a redevelopment initiative in the CID areas. The CID's steering committee members, private-sector developers, the Council for Quality Growth staff, public administrators and other interested parties will also be reviewing the document and providing the CIDs with their input by January 4, 2008. The CIDs plan to host a public information meeting on January 29, 2008. Following that meeting, the CIDs will jointly submit the ordinance to each CID's Board of Directors for review and adoption in early February. The document will then be sent to the Gwinnett County Board of Commissioners and the Norcross City Council in early March 2008 for their review/action.
 - Mr. Allen referenced the numerous editorials and articles noting the efforts of the Gwinnett Place CID during November and December.

Public Comments

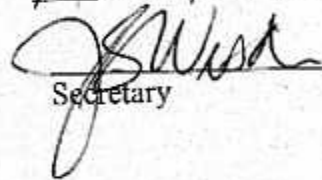
Mr. Kevin Do provided the Board an overview of plans for the annual Vietnamese New Year's Celebration to be held February 10, 2008 at the Gwinnett Prado area.

This event is sponsored by the Vietnamese American Community of Georgia and expects to draw 3,000 guests to the festival.

The next Board meeting will be held February 13, 2008 in the Gwinnett Commerce Center conference room beginning at 9:00 a.m.

The meeting was adjourned by unanimous acclamation at 9:55 a.m.

Approved by the Board this
14 day of Feb, 2008.


Secretary

Gwinnett Place CID
Admin Budget
 January through December 2008

	Jan - Dec 08
Ordinary Income/Expense	
Income	
Tax Revenue	1,200,000.00
Interest - bank & investments	26,000.00
Total Income	1,226,000.00
Expense	
ADMIN EXPENSES	
6650 · Accounting	9,720.00
6655 · Audit	8,000.00
6120 · Bank Service Charges	300.00
Business Devel/Conf/Mtgs	
Business Development	2,500.00
Meeting room fees	250.00
6370 · Meals	1,500.00
6380 · Travel	100.00
Total Business Devel/Conf/Mtgs	4,350.00
6350 · Computer Expenses	1,160.00
6160 · Dues and Subscriptions	1,650.00
6352 · Insurance	
Directors & Officers Insurance	1,800.00
6185 · Liability Insurance	6,000.00
Total 6352 · Insurance	7,800.00
6354 · Legal Ads	850.00
6280 · Legal Fees	23,500.00
6240 · Miscellaneous	500.00
6357 · Office Supplies	2,000.00
6300 · Payroll	
Payroll Taxes	13,031.00
Payroll Service fee	817.44
Salaries	141,450.00
Reimbursable Expenses	6,000.00
Total 6300 · Payroll	161,298.44
6250 · Postage and Delivery	750.00
6260 · Printing and Design	1,500.00
6301 · Rent	33,899.64
6302 · Repairs & Maintenance	1,750.00
6340 · Telecommunications	3,900.00
6361 · Website Maintenance	2,868.00
Total ADMIN EXPENSES	265,796.08
PROGRAM EXPENSES	
Engineering Consulting	5,000.00
Landscape Maintenance	
Landscape/Russell	24,000.00
Landscape Maintenance - Other	188,000.00
Total Landscape Maintenance	212,000.00
Public Relations	33,100.00
Public Relat Retainer/Landmark	30,000.00
Wayfind/Signage Ongoing Mainten	10,000.00
Newsletter & collateral	12,350.00
Total PROGRAM EXPENSES	302,450.00

3:40 PM

02/08/08

Accrual Basis

Gwinnett Place CID
Admin Budget
January through December 2008

	<u>Jan - Dec 08</u>
"CAPITAL EXPENDITURES"	
Furniture & Fixtures	1,000.00
Office Equipment	1,000.00
Computer & Peripherals	1,000.00
Total "CAPITAL EXPENDITURES"	<u>3,000.00</u>
Total Expense	<u>571,246.08</u>
Net Ordinary Income	<u>654,753.92</u>
Net Income	<u><u>654,753.92</u></u>

GWINNETT PLACE CID BOARD OF DIRECTORS SIGN-IN SHEET

Meeting Date: December 12, 2007	Meeting Time: 9:00 a.m.
Location: Gwinnett Commerce Center, 3700 Crestwood Parkway	Room: 1 st Floor Conference Room

Name	Company	Address	Phone	Fax	E-Mail
Steve Bitney	Street Smarts				SteveB@streetsmarts.us
Chad Tenge	Gwinnett County				
Ken Taylor	BB&T		6/957-3798		Kwtaylor@bbandt.com
Gina Benkert	Moreland Auto Bell				G.BENKERT@MAAI.NET
Allan Anderson	Dexter				anderson@dextercompany.com
David Hill	GC				
LAM THAN NGO	(BANKER)	5008 BUFORD HWY, STE. C CHAMBLEE GA 30341	7/256-1038		
KEVIN DO	RBC CENTRA (BANK)	3704 OLD NORTHERN RD DUBLIN GA 30256	6/542-3968		KEVIN.DO@RBC.COM