

**GWINNETT PLACE  
COMMUNITY IMPROVEMENT DISTRICT (GPCID)  
REGULAR BOARD MEETING  
Gwinnett Commerce Center  
3700 Crestwood Parkway  
Lower Level Conference Room  
Duluth, GA 30096  
February 11, 2009**

**MINUTES**

*Attendees*

*Board Members:* Marcy Adams Casey Coffey Tom Wheeler  
Leo Wiener Mark Williams Glenn Wisdom

*Staff:* Joe Allen Dave Rosselle

*Consultants:* Taylor Anderson, Blue Landworks, LLC  
Steve Bitney, Street Smarts, Inc.  
Greg Cashman, Smith & Howard  
Jeff Corbin, Landmark Communications, Inc.  
Gary Cornell, JJG, Inc.  
Keith Hogsed, Data Smarts, Inc.  
Kari Ward, Street Smarts, Inc.  
Lynn Rainey, Board Counsel

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

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

Mr. Wheeler motioned to approve the January 14, 2009 Board Meeting Minutes; seconded by Mr. Coffey and unanimously approved.

**Action/Consent Items**

***Contract Administration for Phase IV for the Signage and Wayfinding Master Plan***

Following a review of the project, Mr. Wheeler motioned to authorize the Executive Director to implement Project Work Order #32 between GPCID and Street Smarts as part of the On-Demand Master Agreement for Consulting Engineering Professional Services for the Street Smarts/sky design team to prepare necessary documents and provide contract administration and other services for the implementation of Phase IV of the Signage and Wayfinding

Master Plan for a base amount not to exceed \$7,380.00; seconded by Mr. Wisdom and unanimously approved.

### ***Congressional Meetings***

Mr. Allen reported on his trip to Washington, which was approved at the January Board meeting, to present CID project plans to the staffs of Congressman Linder and Senators Isakson and Chambliss. Highlighted were the Pleasant Hill Road Bridge and pedestrian improvements. Congressman Linder was invited to meet in the CID office when he was next in town. Mr. Allen reported the cost of his trip was within the previously allocated amount.

### ***Gwinnett Chamber Fly-In***

Following a review by Mr. Allen regarding the Gwinnett Chamber of Commerce's upcoming Washington, DC Fly-In that would be at no additional cost to the GPCID as a result of the CID's Partnership Gwinnett sponsorship level, Mr. Wisdom motioned to authorize the Executive Director to attend the Gwinnett Chamber of Commerce's D.C. Fly-In; seconded by Mr. Coffey and unanimously approved.

### ***FY 2008 Audit***

Greg Cashman of Smith & Howard reported on his audit and issued a clean opinion. The financial statements were free of material misstatement. We are in a strong financial position. Following a summary of the audit process and findings by Mr. Cashman, Mr. Coffey motioned to accept Smith & Howard's audit of the Financial Statements of GPCID as of December 31, 2008 and the related statements of activities and cash flows for 2008; seconded by Mr. Wheeler and unanimously approved. Mr. Cashman discussed the new, more restrictive IRS rules for organizations such as the Gwinnett Place Community Improvement Foundation. Mr. Wheeler questioned Mr. Allen on the cash management position of the GPCID. Mr. Allen explained that the CID has an operating account and line of credit with Security Bank. The majority of GPCID funds are invested in Georgia Fund 1, an AAA rated money market fund by S&P, and administered by the State of Georgia. The fund has assets in excess of \$18,000,000,000.00. Hundreds of local governments, school boards and many other CIDs utilized the fund. As an investor in the Georgia Fund 1 pool, the GPCID has an interest in a pool of securities that provide monthly income. Georgia Fund 1 is not FDIC insured nor are the funds guaranteed by the State of Georgia. The investment is secured by the investments of the pool. On a daily basis, state officials invest some of the cash in the pool in overnight repurchase agreements and the remainder of the cash is invested in agency discount notes, banker's acceptances and term repurchase agreements. As an AAA rated pool, the fund is evaluated on a weekly basis by S&P. Georgia Fund 1 has remained a very safe and liquid investment throughout the credit crisis and follows a conservative investment policy. Mr. Allen is meeting with various financial investment professionals and plans to review other options and plans to issue a RFP for banking services in March. Mr. Wheeler motioned to update the GPCID

Financial Policy to stipulate that not more than 90% of the FDIC insured amount be deposited in any one commercial bank; seconded by Mr. Wiener and unanimously approved.

***TAD Legislative Advocacy***

Following a review by Mr. Allen of current TAD legislative efforts, Mr. Wisdom motioned to authorize the Executive Director to disperse one-time financial commitment to the Georgia Redevelopment Coalition, Inc., which is not a political campaign committee, for the purpose of funding TAD advocacy effort during the 2009 Georgia General Assembly session for a base amount not to exceed \$5,000.00; seconded by Mr. Coffey and unanimously approved.

**REPORTS & REMARKS**

***Treasurer's Report***

Mr. Rosselle presented the following account summaries for January 2009:

**January 2009**

***Checking Account***

January 1, 2009 Beginning Balance:	\$ 29,039.77
January 31, 2009 Ending Balance:	\$ 12,744.33
General Ledger Balance:	\$ 22,715.33

***Georgia Fund 1 Account***

January 1, 2009 Beginning Balance:	\$1,466,152.53
January 31, 2009 Ending Balance:	\$1,297,516.60
General Ledger Balance:	\$1,297,516.60

***Grand Total for Two Accounts***

January 1, 2009 Beginning Balance:	\$1,495,192.30
January 31, 2009 Ending Balance:	\$1,310,260.93
General Ledger Balance:	\$1,320,231.93

Mr. Coffey motioned to approve the Treasurer's Report and ratify the January 2009 expenses; seconded by Ms. Adams and unanimously approved.

***Presentations***

***- Parking Management Study***

Mr. Keith Hogsed, Data Smarts, Inc., and Mr. Gary Cornell, JJG presented the Parking Management Study and solicited Board input. There is an oversupply of parking spaces in the district which justifies a reduced minimum requirement for space/sq. ft. development. The consultant team will incorporate the comments and submit the study to the Atlanta Regional Commission before the March 31 deadline.

- ***Traffic Impact Study for Roadway Improvements at Pleasant Hill Road, Gwinnett Place Drive and Venture Drive***

Mr. Bitney and Ms. Ward, Street Smarts, Inc., provided an updated plan based on feedback obtained from the Board at the January meeting. The consultants reviewed the modified project scope and updated financial summary. Mr. Allen and Mr. Bitney will present the plan to Gwinnett DOT.

- ***Revisions to Gwinnett County Storm Water Regulations for Redevelopment.***

Mr. Taylor Anderson, Blue Landworks LLC, reviewed the updates to the Gwinnett County Storm Water Regulations. Mr. Wheeler asked that an advocacy position be taken to modify the State's rules and regulations where they cause a disincentive to redevelopment. He asked that Mr. Anderson prepare a concise statement of problems created by the state rules and regulations that he could utilize in discussions with the Department of Natural Resources staff.


***Public Relations***

Mr. Corbin advised that the CID has received good press coverage for Gwinnett Place. The 2008 Annual Report will be prepared by the end of February.

The next Board meeting will be held March 11, 2009.

The meeting was adjourned by unanimous acclamation at 10:30 a.m.

Approved by the Board this  
11<sup>th</sup> day of MARCH, 2009.

  
Secretary

# GWINNETT PLACE CID BOARD OF DIRECTORS SIGN-IN SHEET

<b>Meeting Date:</b> February 11, 2009	<b>Meeting Time:</b> 9:00 a.m.
<b>Location:</b> Gwinnett Commerce Center, 3700 Crestwood Parkway	<b>Room:</b> Lower Level Conference Room

Name	Company	Address	Phone	Fax	E-Mail
Brad Hale	MAAI	2211 Beaver Run Rd	7-263-5945		BHALE@MAAI.NET
KERRY MISSEL	PBS+S	1600 RIVEREDGE PKWY STE. 600 ATL. GA 30328	678-247-2496		KE.MISSEL@PBS.S.COM
Bessy McCallb	Dual Focus REMARK		(770) 363-1849		bessy.mccallb@denver.net
Taylor Anderson	Blue Landscape		6-472-5743		ta@bluelandscape.com
Ashlee Dunkel	clean air campaign		404-661-4798		adunkel@cleanaircampaign.com
Mark Poole	"				mpool@ . . . . .
Jay Asmitani	UNITED Business	635 Hoke Road Duluth, GA 30096			JASMITANI@UNITEDBUSINESS.COM
Robert Wen	CBAA/APIG	3917 Old Norcross Rd Duluth, GA 30096	770-476-1888		rw@apigroup@gmail.com
Justin Fanning	LTD				
Daryl Hill	GC P&P				

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Name	Company	Address	Phone	Fax	E-Mail
Kari Ward	StreetSmarts		7708130882		kariw@streetsmarts.us
Steve Botney	"		"		stoveb@streetsmarts.us
Craig Clum	"		"		Craigc@Streetsmarts.us
Keith Hogsd	"		"		Keithh@streetsmarts.us
JAVON ANNEA	SIS		6786776310		JANNEA@SpecializedIntz.com
KEVIN DO	RBC		678-542-2960		KEVIN.DO@RBC.COM