

**GWINNETT PLACE
COMMUNITY IMPROVEMENT DISTRICT (GPCID)
REGULAR BOARD MEETING
Atlanta Marriott Gwinnett Place
1775 Pleasant Hill Road
Duluth, GA 30096
December 14, 2011**

MINUTES

Attendees

Board Members: Marcy Adams Casey Coffey Joe Piccolo
 James Song Mark Williams

Board Observers: Tim Hur, Assistant Secretary
 Chris McGahee, City of Duluth

Staff: Joe Allen, Glenn Wisdom

Vice-Chairman Adams called the meeting to order at 9:03 a.m. by welcoming all in attendance.

Mr. Coffey motioned to approve the proposed Meeting Agenda; seconded by Mr. Williams and unanimously approved.

Mr. Coffey motioned to approve the Minutes from the November 9, 2011 Monthly Business Meeting, as presented; seconded by Mr. Williams and unanimously approved.

Action/Consent Items

Opportunity Zone Application

Following an overview by Mr. Allen of the Opportunity Zone application process and the competitive bid process undertaken to select a consultant, Mr. Williams motioned to authorize the Chairman to execute documents between the GPCID and Bleakly Advisory Group for the preparation of an application seeking the creation of a Gwinnett Place-area Opportunity Zone for a base amount of \$18,000.00; seconded by Mr. Coffey and unanimously approved. Mr. Allen noted that \$9,000.00 of the cost would be paid by Gwinnett County and that the creation of an Opportunity Zone was a goal set forth by the recently adopted strategic vision for the Gwinnett Place area.

Approval of FY 2012 Operating and Maintenance Budget

Following an overview by Mr. Allen of the proposed FY 2012 Operating and Maintenance budget, Mr. Williams asked that the budget approval decision be delayed until later in the meeting.

Treasurer's Report

Mr. Allen presented the following account summaries for November 2011:

Checking Account

November 1, 2011 Beginning Balance:	\$238,418.64
November 30, 2011 Ending Balance:	\$174,218.88

Money Market Account

November 1, 2011 Beginning Balance:	\$1,945,814.93
November 30, 2011 Ending Balance:	\$2,323,762.77

Certificate of Deposit

November 1, 2011 Beginning Balance:	\$151,974.01
November 30, 2011 Ending Balance:	\$152,262.11

Grand Total Account

November 1, 2011 Beginning Balance:	\$2,336,207.01
November 30, 2011 Ending Balance:	\$2,650,243.76

Mr. Allen noted that as of November 30, the CID had approximately \$2.6 million in cash. He encouraged board members to review the monthly financial summaries. The current cash balance and expected revenues leave an estimated \$2.9 million available at the board's discretion through the end of the CID lifecycle ending October 2017. This available funds balance includes the 2012 draft budget levels.

Mr. Coffey motioned to approve the Treasurer's Report and ratify the expenditures; seconded by Mr. Williams and unanimously approved.

Executive Director's Remarks

Pleasant Hill Road Bridge Project

Mr. Allen reviewed the project status report submitted by URS Corporation Project Manager Erick Fry. The GDOT general office has provided comments on the final plans to the GDOT district office. URS will address these comments upon receipt. GDOT review of the revised final bridge plans is pending; the revised final plans were submitted November 14, 2011. Four comments on the CE, environmental document, have been addressed and resubmitted to GDOT and FHWA for approval. URS provided three right of way revisions to Gwinnett DOT for parcels 7, 8, and 9. All three revisions reduced or eliminated impacts to these parcels. Gwinnett DOT has determined that the total length of the construction period that will be placed in the contract will be 12 months. Stipulations will also be placed in the contract to minimize construction activities during

the holiday periods (November and December). A meeting between Gwinnett DOT and the GPCID/URS staffs has been scheduled for December 20, 2011 to further refine these activities and discuss initial cost estimates. Project is still scheduled to let in February 2012.

I-85 Transit Alternative Analysis

Mr. Allen noted that as part of the public outreach process, a Policy Advisory Committee (PAC) will be formed. The PAC is comprised of members appointed by the Gwinnett County Board of Commissioners, the two CIDs, FTA and the Gwinnett Municipal Association. Chairman Leo Wiener has agreed to serve as the primary representative of GPCID on the PAC. After discussion, the board consensus was to have Mark Williams serve as the alternate member.

Public Relations Update

Mr. Jeff Corbin with Landmark Communications noted the positive articles about the area that appeared in local news outlets. Due to the board's decision to increase private security patrols during the holidays, the CID received coverage by WSB-TV and WGST. The estimate audience of the WSB-TV coverage was 553,954 persons with a cumulative estimated publicity value of \$77,598.00. Mr. Corbin noted that the updated hospitality map was being created with funding from the Gwinnett Convention and Visitors Bureau.

Executive Session

Mr. Coffey motioned to enter into executive session to discuss an employment issue; seconded by Mr. Williams and unanimously approved. At the conclusion of the discussion, Mr. Williams motioned to end the executive session and return to the public business meeting; seconded by Mr. Coffey and unanimously approved.

Open Session

Mr. Coffey motioned to increase the FY 2011 Operating and Maintenance budget salary line item by \$4,000.00; seconded by Mr. Williams and unanimously approved. Mr. Coffey motioned to adopt the FY 2012 Operating and Maintenance budget as presented with an adjustment to the salary/benefit line item by an increase of \$8,725.00 and to increase the associated payroll taxes line item by the appropriate percentage amount; seconded by Mr. Williams and unanimously approved. The board directed Mr. Allen to coordinate with Mr. Rainey on an employee compensation review process.

The meeting adjourned at 9:43 a.m. The next scheduled meeting is 9:00 a.m. on January 11, 2012 at the Atlanta Marriott Gwinnett Place, 1775 Pleasant Hill Road, Duluth.

Approved by the Board this

11 day of January, 2012

✓ M. H. 12

Secretary