

**GWINNETT PLACE
COMMUNITY IMPROVEMENT DISTRICT (GPCID)
REGULAR BOARD MEETING
Atlanta Marriott Gwinnett Place
1775 Pleasant Hill Road
Duluth, GA 30096
June 13, 2012**

MINUTES

Attendees

Board Members: Marcy Adams Casey Coffey
Kimberly Morphis James Song
Leo Wiener Mark Williams

Board Observers: Chris McGahee, Tim Hur

Staff: Joe Allen, Glenn Wisdom

Legal: Lynn Rainey

Consultants: Erick Fry, URS Corporation
Mark Rountree, Landmark Communications, Inc.
Kari Ward, Stantec Consulting

Chairman Wiener called the meeting to order at 9:00 a.m. by welcoming all in attendance. Congressman Rob Woodall received a special welcome and offered remarks to the CID Board and attendees.

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 May 9, 2012 monthly business meeting; seconded by Mr. Williams and unanimously approved.

Action/Consent Items

Insurance Coverage

Following a review of the various insurance policy provisions, coverage levels and costs by Mr. Allen, Mr. Williams motioned approval for the Executive Director to execute documents between GPCID and the Hanover Insurance Company for provision of Directors and Officers Liability and Employers Practices liability coverage (June 20, 2012 – June 20, 2013) for a base amount of \$1,278.00/annual; the Nationwide Fire/Property and Casualty Insurance Company for the purpose of providing commercial property, commercial crime (employee dishonesty), commercial general liability,

business automobile and commercial umbrella liability insurance (June 20, 2012 – June 20, 2013) for a base amount of \$7,401.00/annual; and the American Casualty Insurance Company for the purpose of providing workers compensation insurance coverage (June 20, 2012 – June 20, 2013) for a base amount of \$870.00/annual; seconded by Mr. Coffey and unanimously approved. All fees are within the approved 2012 O&M budget and represent a cumulative year-over-year savings of approximately \$2,000.00 for the same or better coverage.

Landscape Maintenance Services

Following a review by Mr. Allen of the competitive proposal process followed by the CID in 2011 for the landscape maintenance services, Mr. Williams motioned to authorize the Chairman to execute documents between GPCID and Russell Landscape Group, Inc. to renew its contract to provide professional landscape maintenance services on an annual contract for the internal roadways within the CID and for the I-85/Pleasant Hill Road and Steve Reynolds Boulevard ramp areas (July 1, 2012 – June 30, 2013) for a baseline amount of \$144,000/annual (\$12,000/month); seconded by Mr. Coffey and unanimously approved. Mr. Allen noted that with the installation of additional streetscape elements and landscaping will occur along Pleasant Hill Road and Satellite Boulevard throughout the term of the agreement. As projects are completed, each of the following areas/costs will be added to the baseline amount:

1. Pleasant Hill Road at I-85 Bridge project: \$191.58 per month.
2. Pleasant Hill Road (Venture Drive to Satellite Boulevard): \$172.05 per month.
3. Pleasant Hill Road (Breckinridge Boulevard to Club Drive): \$156.240 per month.
4. Satellite Boulevard (Gwinnett Transit Center to Tandy Key Lane): \$121.83 per month.

All costs are within the approved 2012 O&M budget.

Proposed Millage Rate Discussion

For purposes of preparing the required millage rate and five-year history advertisement, it was the consensus of the board to direct Mr. Rainey to advertise a proposed 5 mill rate. At the July 11, 2012 meeting, the board will vote on the 2012 millage rate resolution.

Treasurer's Report

Mr. Allen presented the account summary for May 2012.

Checking Account

May 1, 2012 Beginning Balance:	\$ 45,373.58
May 31, 2012 Ending Balance:	\$630,274.59

Money Market Account

May 1, 2012 Beginning Balance:	\$2,302,090.33
May 31, 2012 Ending Balance:	\$1,662,964.24

Certificate of Deposit

