

**GWINNETT PLACE
COMMUNITY IMPROVEMENT DISTRICT (GPCID)
REGULAR BOARD MEETING
Gwinnett Commerce Center
3700 Crestwood Parkway
Duluth, GA 30096
December 11, 2013**

MINUTES

Attendees

Board Members: Marcy Adams Craig Kaufman
 Kimberly Morphis James Song
 Leo Wiener Mark Williams

Board Observers: Chris McGahee

Staff: Joe Allen, Glenn Wisdom

Legal: Lynn Rainey

Chairman Wiener called the meeting to order at 9:01 a.m. by welcoming all in attendance. District Commissioner Jace Brooks was recognized.

Mr. Williams motioned to approve the proposed Meeting Agenda; seconded by Mr. Song and unanimously approved 5-0 (Ms. Morphis had not arrived yet).

Mr. Williams motioned to approve the Minutes from the October 9, 2013 Monthly Business Meeting, as presented; seconded by Mr. Song and unanimously approved 5-0.

Action/Consent Items

2013 Financial Audit

Following a review by Mr. Allen on the proposed costs and additional requirements related to the State Auditor Certificate as described in the grant agreement between the Georgia Transportation and Infrastructure Bank and GPCID, Mr. Williams motioned to authorize the Executive Director to execute documents between GPCID and Smith & Howard for the audit of the financial position of the GPCID as of December 31, 2013 and the related statements of activities and cash flows for the year then ended for an amount not to exceed \$10,500.00; seconded by Mr. Song and unanimously approved 5-0.

Consulting Engineer Professional Services

Following a review by Mr. Allen of the additional resources being provided by Pond & Company staff related to the GPCID's CMAQ funding application for two intersection improvement projects, Mr. Williams motioned to authorize the Executive Director to execute a consulting engineer professional services letter of intent between GPCID and Pond & Company, Inc. for CMAQ funding support for an amount not to exceed \$3,000.00; seconded by Mr. Kaufman and unanimously approved 5-0.

FY 2014 Operating and Maintenance Budget

Following a review by Mr. Allen of the various line items in the proposed budget, Mr. Williams motioned to approve the attached 2014 Budget as presented; seconded by Mr. Kaufman and unanimously approved 5-0.

Call for Election Caucus

Mr. Williams motioned to call for a January 8, 2014 Election Caucus to fill the unexpired terms for Posts 5 and 6 left vacant due to resignations resulting from changes in ownership of property; seconded by Mr. Song and unanimously approved 5-0.

Treasurer's Report

Mr. Allen presented the following account summaries for October and November 2013:

Checking Account

October 1, 2013 Beginning Balance:	\$ 4,157.57
November 30, 2013 Ending Balance:	\$ 44,999.09

Money Market Account

October 1, 2013 Beginning Balance:	\$1,508,616.44
November 30, 2013 Ending Balance:	\$2,990,515.38

Certificate of Deposit

October 1, 2013 Beginning Balance:	\$ 158,623.94
November 30, 2013 Ending Balance:	\$ 159,216.20

Grand Total Account

October 1, 2013 Beginning Balance:	\$1,671,397.95
November 30, 2013 Ending Balance:	\$3,164,730.67

Mr. Allen noted that as of November 30, 2013, the GPCID had approximately \$3.2 million in cash. He encouraged board members to review the monthly financial summaries for October and November 2013. The current cash balance and expected revenues leave an estimated \$2.1 million available at the board's discretion through the end of the GPCID lifecycle ending October 2017.

Mr. Williams motioned to approve the Treasurer's Report and ratify the expenditures; seconded by Mr. Kaufman and unanimously approved 5-0.

Chairman's Remarks

Mr. Weiner noted the tangible improvements in the area over the last year from the Diverging Diamond Interchange, streetscape projects, Opportunity Zone creation and new businesses opening in the area and commended Mr. Allen and Mr. Wisdom for their work. He thanked Erick Fry with URS Corporation for his work on the DDI project and Nick Masino for the many Partnership Gwinnett wins benefiting the area. Mr. Masino provided an update on the marketing efforts related to the Greater Gwinnett Place Opportunity Zone and the new jobs coming in the area as a result. He invited all board members to the new company reception on January 29, 2014 at the Gwinnett Chamber of Commerce.

Board Members' Remarks

Ms. Adams noted her 14 years in the area and that it is being revitalized thanks to the GPCID. She has enjoyed her tenure as a GPCID board member and Vice-Chair, but will be resigning Post 5 due to the sale of the hotel property she represents as Elector.

(Ms. Morphis entered the meeting.)

Executive Director's Remarks

Mr. Allen referred the board members for their review of the preliminary list of potential SPLOST improvement projects for the CID. Meetings with Gwinnett DOT officials and members of the Citizen Selection Committee have been held to review the transportation projects.

Gwinnett Livable Center Initiative (LCI) Study Implementation Update:
Ken Bleakly, President of Bleakly Advisory Group, provided an overview of the work plan for the Gwinnett Place LCI implementation process. The goal of this analysis is to provide a roadmap for the GPCID to use in implementing the vision of the LCI plan to transform this commercial core of Gwinnett County. This plan will involve a public private partnership. Bleakly staff has been meeting with major property owners, analyzing real estate valuation data and evaluating other major commercial redevelopments around the county to create a work plan.

Pleasant Hill Road Streetscape Project, Phase 4:

Project Manager Kari Ward of Stantec Consulting Services, Inc. provided information related to the elements and location of the streetscape project along Pleasant Hill Road from Satellite Boulevard to Venture Drive. Board members were in support of the elements and overall direction of the project. Stantec staff will coordinate approvals with the Gwinnett County Department of Planning and Development.

Special Recognition:

- Joe Carpenter, Georgia DOT's Division Director of Engineering, presented to Mr. Wiener the Georgia Partnership for Transportation Quality (GPTQ) Award for Innovative Solution to a Design Problem for the I-85/Pleasant Hill Road Diverging Diamond Interchange (DDI). As the first eight-lane DDI in the United States, the GPTQ found the design of the interchange embodied the ongoing engineering innovations required to address the transportation needs for Georgia.
- The Gwinnett Place CID Board of Directors recognized Marcy Adams for her many years of dedication, leadership and service to the GPCID Board of Directors.

(Mr. Williams exited the meeting.)

Public Relations Update

Mr. Allen reported on the positive media coverage for the area during the months of October and November. He directed the board members to two publications prepared by Partnership Gwinnett that highlight the greater Gwinnett Place area. Landmark Communications' Mark Rountree noted that the CID had distributed 10-15 press releases over the last month and had received positive coverage in many outlets such as Georgia Trend, WSB-TV, the Atlanta Business Chronicle, the Gwinnett Business Journal, and the Gwinnett Daily Post.

Executive Session

Ms. Adams motioned to enter into executive session to discuss personnel compensation; seconded by Mr. Song and unanimously approved 5-0. At the conclusion of the discussion, Ms. Adams motioned to end the executive session and return to the public business meeting; seconded by Mr. Kaufman and unanimously approved 5-0.

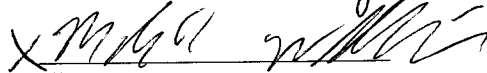
Open Session

Mr. Wiener motioned to increase the FY 2013 Operating and Maintenance budget salary line item by \$5,000.00 with an increase to associated payroll taxes line item by the appropriate percentage amount; seconded by Mr. Kaufman and unanimously approved 5-0. Mr. Wiener motioned to increase the FY 2014 Operating and Maintenance budget salary line item by \$25,000.00 and to increase the associated payroll taxes line item by the appropriate percentage amount; seconded by Mr. Kaufman and unanimously approved 5-0. From the FY 2013 Operating and Maintenance budget salary line item, the board chairman directed Mr. Allen to administratively correct a payroll underpayment error of \$16,284.68 related to Mr. Allen's salary.

The meeting adjourned at 10:45 a.m. The next scheduled meeting is 9:00 a.m. on
January 8, 2014 at the Gwinnett Commerce Center, 3700 Crestwood Parkway, Duluth.

Approved by the Board this

8th day of January, 2014.



Secretary