

**GWINNETT PLACE
COMMUNITY IMPROVEMENT DISTRICT (GPCID)
REGULAR BOARD MEETING
Sonesta Gwinnett Place
1775 Pleasant Hill Road
Duluth, GA 30096
June 12, 2013**

MINUTES

Attendees

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

Board Observers: Chris McGahee
 Tim Hur

Staff: Joe Allen, Glenn Wisdom

Legal: Lynn Rainey

Chairman Wiener called the meeting to order at 9:05 a.m. by welcoming all in attendance.

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

Mr. Williams motioned to approve the Minutes from the April 10, 2013 Monthly Business Meeting and Caucus of Electors, as presented; seconded by Ms. Adams and unanimously approved.

Action/Consent Items

Insurance Policies

Following a presentation by Mr. Allen of the competitive process to select insurance carriers, Mr. Williams motioned to authorize the Executive Director to execute documents between GPCID and the Travelers Insurance Company for the provision of directors and officers liability and employee practices liability coverage for an amount of \$1,227.00; Selective Insurance Company for the purpose of providing commercial property, commercial general liability, commercial crime (employee dishonesty), commercial automobile and commercial umbrella liability insurance coverage for an amount of \$7,543.00; and Hartford Insurance Company for the purpose of providing workers compensation insurance coverage for a base

amount of \$1,128.00 with all policy coverage June 20, 2013 to June 20, 2014; seconded by Mr. Wiener and unanimously approved.

URS Diverging Diamond Interchange Construction and Engineering Services

Following an overview of the need for various additional services related to the diverging diamond interchange (DDI) project by Mr. Allen, Mr. Williams motioned for the Executive Director to execute documents between GPCID and URS Corporation for construction and engineering services related to the I-85 at Pleasant Hill Road DDI project for an additional amount of \$7,854.00; seconded by Mr. Wiener and unanimously approved.

Design and Construction of Sidewalk Installation in the greater Gwinnett Place District

Following an overview by Mr. Allen of the competitive request for proposal process, Mr. Williams motioned approval for the Chairman to execute documents between the GPCID and low bidder Curb-Tech, Inc. and Development Planning & Engineering, Inc. to provide design build services for various sidewalk projects for an amount not to exceed \$354,960.00; seconded by Mr. Song and unanimously approved.

Treasurer's Report

Mr. Allen presented the following account summaries for April 2013 and May 2013:

Checking Account

April 1, 2013 Beginning Balance:	\$ 21,698.81
May 31, 2013 Ending Balance:	\$ 45,016.98

Money Market Account

April 1, 2013 Beginning Balance:	\$1,271,150.18
May 31, 2013 Ending Balance:	\$1,553,185.06

Certificate of Deposit

April 1, 2013 Beginning Balance:	\$ 156,850.79
May 31, 2013 Ending Balance:	\$ 157,436.42

Grand Total Account

April 1, 2013 Beginning Balance:	\$1,449,699.78
May 31, 2013 Ending Balance:	\$1,755,638.46

Mr. Allen noted that as of May 31, 2013, the GPCID had approximately \$1.72 million in cash. He encouraged board members to review the monthly financial summaries for April 2013 and May 2013. The current cash balance and expected

revenues leave an estimated \$2.4 million available at the board's discretion through the end of the GPCID lifecycle ending October 2017.

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

Chairman's Remarks

Mr. Weiner noted the Diverging Diamond Interchange project was one of the initial projects planned by the CID and requested public input on its functionality.

Attorney Remarks

Mr. Rainey noted that Craig Kaufman was administered the oath of office for Post 2 before the board meeting began.

Mr. Rainey reported that the Gwinnett County Tax Commissioner's Office requested the CID's 2013 millage rate resolution by July 11, 2013. The Board will vote on the millage rate at its July 10, 2013 meeting.

Executive Director's Remarks

I-85 at Pleasant Hill Road DDI Project:

Mr. Erick Fry, URS Corporation, reported that thanks to the work of Gwinnett DOT staff and the ER Snell construction crews, the DDI opened Sunday morning. The project successfully achieved a major milestone in the construction process with a well orchestrated and implemented crossover weekend. He reminded those in attendance that the bridge remains an active construction area. The DDI project is not complete, and there is still construction occurring and adjustments being made to ensure the DDI functions efficiently. The project is expected to be substantially complete in September with landscaping beginning in the fall. Mr. Allen expressed a special thank you to CID staff member Glenn Wisdom for his outreach to area businesses during the construction and his proactive actions during crossover weekend.

Greater Gwinnett Place Traffic Study Recommendations:

Mr. Richard Fangmann, Pond & Company, provided a presentation documenting the efforts related to the intersection improvement studies currently underway. Information on the projects is being shared with Gwinnett DOT. The last stakeholder committee meeting will occur later in the afternoon. Final recommendations will be prepared in mid-July.

PI0010662 Satellite Boulevard Streetscape TE Project:

Kari Ward, Stantec Consulting services, conducted the first stakeholders' public information meeting concerning proposed streetscape improvements to Satellite Boulevard from Pleasant Hill Road to the Gwinnett County Transit Center. The purpose of the proposed improvements is to provide better pedestrian safety and accessibility, landscaping and amenities such as brick paved corner treatments with benches and trash

receptacles. Similar projects have been completed recently on portions of Pleasant Hill Road and Satellite Boulevard. Impacted property representatives were contacted and invited to the meeting. Comments about the project should be directed to the GPCID or Stantec.

Public Relations Update

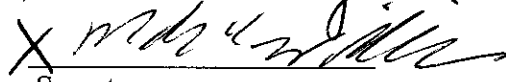
Mr. Allen reported on the positive media coverage about the DDI and GPCID. The principle focus for the public relations effort was to proactively educate businesses and the public regarding the new DDI design. Activities included:

- Landmark staff worked to have media representatives at the May 24 press conference. Special efforts were made to outreach to media that report in different languages. Special thanks were given to Amanda Nixon with the Landmark team.
- Landmark staff coordinated the media buy and talking points for WSB radio and the Captain Herb program.
- Landmark administered two mailings to all businesses in the 30096 zip code. Approximately 6,000 businesses in the area were sent the mailings that alerted them regarding projected dates for Crossover Weekend, bridge closing and reopening, detour information and links to the animated DDI video.
- Landmark staff created and sent multiple blasts of emails through the CID's web-based email system.
- Landmark staff was on-site on Crossover Day to assist with media outreach.

The meeting adjourned at 9:55 a.m. The next scheduled meeting is 9:00 a.m. on July 10, 2013 at the Sonesta Gwinnett Place, 1775 Pleasant Hill Road, Duluth.

Approved by the Board this

10th day of July, 2013

X 
Secretary