

**GWINNETT PLACE
COMMUNITY IMPROVEMENT DISTRICT (GPCID)
REGULAR BOARD MEETING
AND
CAUCUS OF ELECTORS
Sonesta Gwinnett Place Atlanta
1775 Pleasant Hill Road
Duluth, GA 30096
April 13, 2016**

MINUTES

Attendees

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| <i>Board Members:</i> | Jill Edwards | Craig Kaufman | June Lee |
| | Andy Sumlin | Leo Wiener | Mark Williams |

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| <i>Board Observers:</i> | Tim Hur | Chris McGahee |
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| <i>Staff:</i> | Joe Allen | Glenn Wisdom |
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| <i>Legal:</i> | Lynn Rainey |
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Chairman Wiener called the meeting to order at 9:07 a.m. by welcoming all in attendance.

Mr. Williams motioned to approve the proposed Meeting Agenda; seconded by Mr. Kaufman and unanimously approved 6-0.

Mr. Williams motioned to approve the Minutes from the February 10, 2016 Regular Monthly Meeting, as presented; seconded by Mr. Sumlin and unanimously approved 6-0.

Action Items

ARC LCI Grant Agreement

Following an overview by Mr. Allen of the proposed agreement, Mr. Williams motioned to authorize the Executive Director to execute an agreement between the GPCID and the Atlanta Regional Commission (ARC) for the GPCID to accept \$48,000.00 matching funding from the ARC's Livable Centers Initiative (LCI) for the feasibility and scoping study for enhancing connectivity from McDaniel Farm Park to the Gwinnett Place area and to designate the Executive Director as the official representative of the GPCID to the ARC for all communications related to the agreement; seconded by Mr. Kaufman and unanimously approved 6-0.

Satellite Boulevard, Phase 2 Streetscape Project

Following an overview by Mr. Allen of the proposed agreement and the streetscape construction plans/estimated construction costs, Ms. Edwards motioned to authorize the Chairman to execute an agreement between the GPCID and the Gwinnett County Board of Commissioners for the construction phase 2 of streetscape improvements along Satellite Boulevard from Pleasant Hill Road to the Gwinnett Transit Center for a base amount not to exceed \$253,310.49 and to commit the Transportation Enhancement grant funding of \$450,000.00 to Gwinnett County for the construction of the project; seconded by Ms. Lee and unanimously approved 6-0.

CID Boundary Expansion Resolution

Following an overview by Mr. Allen of the expansion efforts and results, Mr. Williams motioned for approval of a resolution of the GPCID Board of Directors consenting to the expansion of the GPCID; seconded by Ms. Edwards and unanimously approved 6-0.

Financial Policy

Following an overview of the updated policy by Mr. Allen, Mr. Williams motioned to adopt an updated Financial Policy for the GPCID, attached; seconded by Ms. Edwards and unanimously approved 6-0.

Treasurer's Report

Mr. Allen presented the following account summaries for February and March 2016:

Checking Account

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| February 1, 2016 Beginning Balance: | \$ 42,807.19 |
| March 31, 2016 Ending Balance: | \$ 84,184.39 |

Money Market Account

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| February 1, 2016 Beginning Balance: | \$2,688,811.58 |
| March 31, 2016 Ending Balance: | \$2,419,519.08 |

Certificate of Deposit

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| February 1, 2016 Beginning Balance: | \$ 167,099.31 |
| March 31, 2016 Ending Balance: | \$ 167,712.96 |

Grand Total Account

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|-------------------------------------|----------------|
| February 1, 2016 Beginning Balance: | \$2,898,718.08 |
| March 31, 2016 Ending Balance: | \$2,671,416.43 |

Mr. Allen noted that as of March 31, 2016, the GPCID had approximately \$1.2 million in cash. He encouraged board members to review the monthly financial summaries for February and March 2016. The current cash balance and expected

revenues leave an estimated \$1.4 million available at the board's discretion through the end of the GPCID lifecycle ending in 2017.

Mr. Williams motioned to approve the Treasurer's Report and ratify the expenditures; seconded by Ms. Edwards and unanimously approved 6-0.

Chairman's Remarks

Mr. Wiener recognized Commissioner Jace Brooks and invited him to address the board and audience. Commissioner Brooks noted the positive progress of the Activate Gwinnett Place initiative and stated good conversations were being held with Moonbeam Capital regarding the redevelopment of Gwinnett Place Mall. He remains optimistic about those discussions.

Executive Director's Remarks

- Mr. Bryan Bays, TSW, provided an update on the feasibility and scoping study for enhancing connectivity from McDaniel Farm Park to the Gwinnett Place area.
- Mr. Mark Rountree, Landmark Communications, provided an overview on various media outreach efforts with the GPCID receiving earned media in Georgia Trend, The Atlanta Journal-Constitution, Bisnow, The Gwinnett Daily Post, and The Atlanta Business Chronicle. Mr. Rountree highlighted the 2015 Annual Report.

Caucus of Electors

At 9:30 a.m. the Board meeting was recessed to convene the Caucus of Electors for the purpose of conducting an election for Post 2 (three year term-majority of votes), Post 5 (three year term-majority of votes weighted by value) and to vote on whether to approve a lighting layout and petition for submittal to the Gwinnett County Board of Commissioners.

Mr. Rainey began the Caucus by reviewing the process used to advertise the Caucus and election in the Gwinnett Daily Post for four consecutive weeks in advance of the Caucus and that the Caucus was open to all CID taxpayers. All CID Electors are eligible for nomination in the election. The proposed Rules of Caucus were reviewed by Mr. Rainey and discussed.

Ms. Lee motioned to accept the Rules of Caucus for the election; seconded by Mr. Williams and unanimously approved 6-0.

Post 2 Election

Mr. Wiener nominated Craig Kaufman for Post 2. There being no further nominations, Mr. Williams motioned to close the nominations; seconded by Ms. Lee and unanimously approved 6-0. Mr. Wiener motioned that the casting of written ballots be waived and the vote be conducted by voice; seconded by Mr. Williams and unanimously approved 6-0. Mr. Rainey called for a voice vote with Mr. Kaufman being elected for a three year term by a unanimous vote.

Post 5 Election

Mr. Kaufman nominated Andy Sumlin for Post 5. There being no further nominations, Ms. Edwards motioned to close the nominations; seconded by Ms. Lee and unanimously approved 6-0. Mr. Williams motioned that the casting of written ballots be waived and the vote be conducted by voice; seconded by Ms. Edwards and unanimously approved 6-0. Mr. Rainey called for a voice vote with Mr. Sumlin being elected for a three year term by a unanimous vote.

Mr. Rainey administered the oath of office to Mr. Kaufman and Mr. Sumlin.

Petition and Additional Street Light Design Layout

Following an overview of the various resolutions, petitions, street light design layouts and background information by Mr. Rainey and Mr. Allen, Mr. Rainey instructed the Caucus to use the prepared ballot to vote whether to approve the petition and additional streetlight design layout for submittal to the Gwinnett County Board of Commissioners. Mr. Rainey counted the ballots and announced unanimous approval.

Chairman Wiener adjourned the Caucus and reconvened the board meeting.

Resolution of the Board Approving Street Light Improvements

Mr. Wiener motioned to approve the Resolution of the GPCID board supporting additional streetlight improvements, including certification of the vote of the electors, Petition, Lighting Layout and Second Amendment to the Cooperation Agreement with Gwinnett County; seconded by Ms. Edwards and unanimously approved 6-0.

Ratification of Election

Mr. Williams motioned to ratify the election of Posts 2 and 5; seconded by Ms. Edwards and unanimously approved 6-0.

Election of Officers

Mr. Rainey conducted the election of Board officers. Ms. Williams nominated Mr. Wiener for Chairman, Mr. Song for Vice-Chairman and Mr. Williams for Secretary/Treasurer. Mr. Wiener, Mr. Song and Mr. Williams were unanimously elected to the officer positions.

Executive Director's Remarks Continued


Mr. Chris Kingsbury, Moreland Altobelli Associates, Inc., provided an update on the streetscape improvements.

Mr. Erick Fry, AECOM, presented information regarding the feasibility and scoping study for future intersection improvements at Pleasant Hill Road and Satellite Boulevard.

Mr. Matt Wilder, Pond & Company, reviewed the status of the improvements planned for Gwinnett Place Drive and Mall Boulevard.

Mr. Eric Lusher, Pond & Company, provided an update on the 2016 Transportation Study.

The meeting adjourned at 10:17 a.m. The next scheduled meeting is 9:00 a.m. on May 11, 2016 at the Sonesta Gwinnett Place Atlanta, 1775 Pleasant Hill Road, Duluth, GA 30096.

Approved by the Board this
11 day of May, 2016

Secretary

