

**GWINNETT PLACE COMMUNITY IMPROVEMENT DISTRICT (CID)
REGULAR BOARD MEETING
Gwinnett Commerce Center
First Floor Conference Room
3700 Crestwood Parkway
Duluth, GA 30096
January 10, 2007**

MINUTES

Attendees

Board Members: Mark Williams Tom Wheeler Casey Coffey
Glenn Wisdom Bruce Williams

Staff: Joe Allen Dave Rosselle

Consultants: Marsha Anderson Bomar, Street Smarts, Inc.
Steve Bitney, Street Smarts, Inc.
Katie Blankenstein, jB+a, inc.
Todd Vaught, SkyDesign
Lynn Rainey, CID Attorney

Chairman Mark Williams called the meeting to order at 9:00 a.m. by welcoming all in attendance.

Mr. Wheeler motioned to approve the proposed meeting agenda; seconded by Mr. Wisdom and unanimously approved.

Mr. Wheeler motioned to approve the December 13, 2006 Board Meeting Minutes; seconded by Mr. Coffey and unanimously approved.

Action items

Approval of Capitalization Policy

Mr. Allen requested approval of a capitalization policy recommended by our accountant to read: "For internal financial reporting purposes, property and equipment additions will not be capitalized. For the purposes of audited financial statements, property and equipment additions valued at over \$10,000 each will be capitalized and depreciated over the estimated useful lives of the assets." Mr. Wheeler motioned to approve the policy; seconded by Mr. Coffey and unanimously approved.

Approval of Open Records Policy

Mr. Allen requested approval of an Open Records Policy (attached). Mr. Wisdom motioned to approve the proposed Open Records Policy with the condition that any requests for records be reviewed by the CID's attorney prior to release. The motion was seconded by Mr. Wheeler and unanimously approved.

Adoption of CID Alliance's Principles Regarding Transportation Funding

Mr. Allen explained the purpose and scope of a resolution supporting the CID Alliance's principles for increasing transportation funding (attached). Mr. Williams emphasized that the Gwinnett Place CID resolution would note that the Gwinnett Place CID's Board of

Directors would join with the Gwinnett County Board of Commissioners to promote a final transportation funding option that is in the best interests of Gwinnett County, assures maximum local control and administration, and does not jeopardize local funding mechanisms or local projects. Mr. Allen and Mr. Rainey noted the difference between this legislative proposal which is consistent with a proposal by the Metro Atlanta Chamber of Commerce, and one drafted by Georgians for Better Transportation, each aimed at addressing Georgia's transportation funding options. Mr. Wisdom motioned to adopt the attached resolution; seconded by Mr. Coffey and unanimously approved.

Transportation Study

Upon the recommendation by Mr. Allen, Mr. Wheeler motioned approval for the Executive Director to enter into an agreement with the Gwinnett Village CID for the purpose of conducting a joint transportation study for an amount not to exceed \$10,000; seconded by Mr. Bruce Williams and unanimously approved.

Approval of Interchange Landscaping Master Plan

Ms. Katie Blankenstein, lead consultant for jB+a, inc., presented the final landscape master plan and estimated cost for the I-85 ramp areas at Pleasant Hill Road and Steve Reynolds Boulevard. The plan was submitted to GDOT for review and approval on December 23, 2006. Upon the recommendation by Mr. Allen, Mr. Wheeler motioned approval for the Executive Director to implement the Interchange Landscaping Master Plan for the South and North Ramps of Steve Reynolds Boulevard and the South Ramps of Pleasant Hill Road for an amount not to exceed \$297,000; seconded by Mr. Bruce Williams and unanimously approved. The project will be competitively bid.

Gwinnett Chamber of Commerce 2007 Washington, DC Fly-In

Upon the recommendation of Mr. Allen, Mr. Bruce Williams motioned to authorize the Executive Director to attend the Gwinnett Chamber of Commerce's 2007 Washington, DC Fly-In on March 21 - 23, 2007 for an amount of \$2,000; seconded by Mr. Coffey and unanimously approved.

Georgia Clips News Service

Upon the negative recommendation of Mr. Allen regarding a \$960 annual subscription to Georgia Clips for Gwinnett Place CID commercial property owners, Mr. Coffey motioned to deny approval to subscribe to this service; seconded by Mr. Wisdom and unanimously approved.

Reports and Remarks

Work Order #3: Redevelopment Plan

Marsha Anderson Bomar, Street Smarts, provided the Board with an update regarding progress and preliminary findings of the Redevelopment Plan. One strong consensus among all stakeholders was the need to reduce traffic congestion, particularly on Pleasant Hill Road in the area near I-85. A draft report will be presented to the Board at its February meeting.

Work Order #5: Interchange Modification Constructability at Pleasant Hill Road & I-85

Steve Bitney presented Street Smart's design concept for a new "Single Point" interchange that would enhance traffic flow and efficiency with minimal impact to the adjacent right-of-way areas. The CID Board enthusiastically endorsed the concept. The

next step is to finalize project cost along with implementation options for the adjacent roadways and seek support from all stakeholders including Gwinnett County and Georgia political leaders, Gwinnett DOT, Georgia DOT and FHWA. Mr. Derrick Corbett with U.S. Congressman John Linder's office reported that detailed plans seeking federal funding to be supported by Congressman Linder need to be submitted to his office no later than March 1, 2007 in order to be included for consideration in the 2007 appropriations under the Transportation Bill. Meetings will be scheduled with Gwinnett and Georgia DOT leadership.

Work Order # 6: Way Finding Master Plan

Todd Vaught, SkyDesign, distributed copies of proposed banner signs, placement locations and street side branding elements. He led a discussion of the process for selecting the types of locations to be included on the way finding signs. Inclusion of specific businesses was not recommended. The jB+a design team plans to present a detailed, street specific plan and costs for banners and way finding signs, including the option for "sign toppers" at the March meeting. This proposal will include project costs. Mr. Mark Williams emphasized that the CID needs to implement an initial phase of the signage plan that can be installed as soon as possible.

Treasurer's Report

The Checking Account had a 12/1/06 beginning balance of \$25,401.89, a 12/31/06 ending balance of \$25,086.20 and a current (General Ledger) balance of \$25,031.84.

The Money Market Account had a 12/1/06 beginning balance of \$47,738.28, a 12/31/06 ending balance of \$5,344.49 and a current (General Ledger) balance of \$5,344.49.

The Georgia Fund 1 Account had a 12/1/06 beginning balance of \$900,381.56, a 12/31/06 ending balance of \$1,155,393.75 and a current (General Ledger) balance of \$1,155,393.75.

Combined totals for all three accounts are:

Beginning Balance:	\$973,521.73
Ending Balance:	\$1,185,824.44
Ledger Balance:	\$1,185,770.08

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

Executive Director's Remarks:

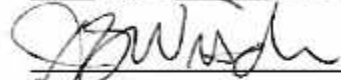
Mr. Allen asked Board members to participate in the following events:

- Gwinnett Place CID will be hosting lunch for the Georgia DOT Board of Directors and Senior Staff at their Atlanta headquarters on January 17. CID Board members and staff have been invited to attend GDOT's strategic planning committee meeting prior to the luncheon.
- Commerce Avenue Gateway Monument "ribbon cutting" on January 22 at 2:00 p.m. Invited guests include Gwinnett County Chairman Charles Bannister, District One Commissioner Lorraine Green and Gwinnett Clean and Beautiful Executive Director Connie Wiggins.
- Chamber Annual Dinner on January 26. Representative Brooks Coleman and Gwinnett DOT staff have been invited to the event as guests of the CID.

- Legislative breakfast at the State Capitol on February 6 at 7:30 a.m.
- Annual Meeting at 6:00 p.m. at the Marriott-Gwinnett Place on April 17.
- Our next Board Meeting is February 14, combined with an Election Caucus for Post 6, with registration at 8:45 am and voting at 9:00 am.

The meeting was adjourned by unanimous acclamation at 10:55 a.m.

Approved by the Board this
14th day of Feb, 2007.


Secretary

Open Records Request

PLEASE CAREFULLY READ THE FOLLOWING INSTRUCTIONS AND LIMITATIONS BEFORE MAKING YOUR REQUEST.

Pursuant to O.C.G.A. § 50-18-70, *et seq.*, it is possible for certain records maintained by a governmental agency to be made available to the public. For purposes of complying with the intent of the applicable legislation, the following definitions and instructions are provided for your convenience. A "public record" shall mean all documents, papers, letters, maps, books, tapes, photographs, computer based or generated information, or similar material prepared and maintained or received in the course of the operation of a public office or agency. "Public records" shall also mean such items received or maintained by a private person or entity on behalf of a public office or agency which are not otherwise subject to protection from disclosure.

The individual in control of such public record shall have a reasonable amount of time to determine whether or not the records requested are subject to access under the Open Records Act. In no event shall this time exceed three (3) business days.

The CID may charge and collect a uniform copying fee not to exceed **25¢ per page** for each document copied. In addition, a reasonable charge may be collected for search, retrieval, and other direct administrative costs for complying with a request under the Open Records Act. The hourly charge shall not exceed the salary of the lowest paid full-time employee, who in the discretion of the custodian of the records, has the necessary skill and training to perform the request, in no event shall this charge be less than **\$14.00 per hour**, provided however, that no charge shall be made for the first quarter hour.

Generally speaking, public disclosure shall not be required for records that are:

a) Specifically required by the federal government to be kept confidential; b) Medical or veterinary records and similar files, the disclosure of which would be an invasion of personal privacy; c) Records compiled for law enforcement or prosecution purposes; d) Records that consist of confidential evaluations prepared in connection with the hiring of a public officer or employee or those related to the suspension, firing or investigation of complaints against public officials; e) Real estate appraisals, engineering or feasibility estimates related to acquisition of real property, until such time as the property has been acquired; f) Records that would reveal the home address or telephone number, social security number, or insurance or medical information of law enforcement officers, judges, correctional employees, and prosecutors or identification of immediate family members or dependents thereof.

The Open Records Act shall not be construed to repeal or abridge the following:

a) The attorney-client privilege recognized by state law to the extent that a record pertains to the requesting or giving of legal advice or the disclosure of facts concerning or pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions; b) The confidentiality of attorney work product; or c) State laws making certain tax matters confidential.

ONLY ONE (1) REQUEST WILL BE ACCEPTED PER PERSON, PER FORM. IF YOU ARE REQUESTING INFORMATION CONCERNING SEVERAL DIFFERENT MATTERS, PLEASE FILL OUT A NEW REQUEST FOR EACH RECORD OR TYPE OF INFORMATION YOU ARE REQUESTING.

PLEASE FILL IN THE FORM COMPLETELY, IDENTIFYING THE SPECIFIC MATERIALS OR DOCUMENTS YOU ARE REQUESTING. INCOMPLETE REQUESTS TAKE MORE TIME TO PROCESS AND COULD RESULT IN HIGHER FEES BEING CHARGED FOR THE TIME IT TAKES TO RESEARCH YOUR REQUEST AND RETRIEVE THE NECESSARY DOCUMENTS AND MATERIALS. THANK YOU FOR YOUR COOPERATION.

OPEN RECORDS REQUEST

(Please Print Clearly)

1. Applicant Information - All sections must be completed by the applicant.

APPLICANT NAME _____

FIRM NAME _____

ADDRESS _____

CITY/STATE/ZIP _____

TELEPHONE NO. _____

FAX NO. _____

2. Type of Record or Information Requested - Please describe in as much detail as possible the record or information being requested.

3. Purpose of Request - Please identify the purpose of your request.

FEES

Copy Charge \$ _____

(_____ copies @ 25¢ per page)

Search Charge \$ _____

(_____ hours @ \$14.00 per hour)

Retrieval Charge \$ _____

(_____ hours @ \$14.00 per hour)

Admin. Charge \$ _____

(_____ hours @ \$14.00 per hour)

Other Charge \$ _____

(i.e. video tape, audio tape, map)

TOTAL FEES \$ _____

TRACKING INFORMATION

Date Received ____/____/____

Received by: _____

Date Issued ____/____/____

Issued by: _____

OR

Date Denied ____/____/____

Reason for Denial: _____

A Resolution Supporting the CID Alliance's Principles for Increasing Transportation Funding

WHEREAS, the Gwinnett Place Community Improvement District Board of Directors supports the concept of increasing transportation funding; and,

WHEREAS, the Gwinnett Place Community Improvement District Board of Directors acknowledges that there are different transportation needs in the metropolitan Atlanta area than in other parts of the state.

NOW, THEREFORE BE IT RESOLVED, the Gwinnett Place CID Board of Directors

- Supports a legislative mechanism that allows areas to join together voluntarily; and,
- Supports a legislative mechanism that allows those areas to offer an opportunity to vote through a public referendum to increase revenues for transportation or transportation improvements and projects; and,
- Supports a legislative mechanism that guarantees the use of those newly generated revenues will be spent in the defined areas, and it is important to ensure accountability and regional determination of priorities that establishes that the projects will be decided by those partners in the defined areas; and
- Supports the priorities for the metropolitan Atlanta region, those projects set forth by the Atlanta Regional Commission recommended by the Governor's Congestion Mitigation Task Force as they impact the metropolitan Atlanta region and encourage those priorities to serve as a beginning point for creating a list of projects to be completed with additional revenues; and,
- Supports designating certain of the CID Alliance membership to communicate this desire and request to the appropriate elected and appointed leadership, bring in additional partners as appropriate, build consensus with elected and appointed officials on what the legislation should be, and;
- Recommends the creation of a funding source that will assist the elected officials and their constituents in resolving transportation issues in their communities as they so desire; and,
- Supports a mechanism that describes local options for defined areas that allow them, if they so desire, to adopt such an increase; and,

- Supports options that increase dollars available in that area for expenditure of projects in that area; and,
- Supports options that address priority projects as defined by those areas or regions.

The Gwinnett Place Community Improvement District Board of Directors will join with the Gwinnett County Board of Commissioners to promote a final transportation funding option that is in the best interests of Gwinnett County, assures maximum local control and administration, and does not jeopardize local funding mechanisms or local projects.

By: Mark Williams

Date: 1/10/2007

Mark Williams, Chairman