

GWINNETT PLACE  
COMMUNITY IMPROVEMENT DISTRICT (GPCID)  
REGULAR BOARD MEETING  
Sonesta Gwinnett Place Atlanta  
1775 Pleasant Hill Road  
Duluth, GA 30096  
December 12, 2018

MINUTES

Attendees

*Board Members:*      Brett DeLoach              Jill Edwards              June Lee  
                                 Trey Ragsdale              Ben Yorker

*Board Observers:*      Tim Hur

*Staff:*                      Joe Allen                      Glenn Wisdom

*Legal:*                      Lynn Rainey

Vice-Chairman Ragsdale called the meeting to order at 7:34 a.m. by welcoming all in attendance.

Ms. Edwards motioned to approve the proposed Meeting Agenda; seconded by Mr. Yorker and unanimously approved 5-0.

Ms. Edwards motioned to approve the Minutes from the November 14, 2018 Regular Monthly Meeting, as presented; seconded by Mr. DeLoach and unanimously approved 5-0.

***Action Items***

***Landscape Maintenance Agreement***

Following an overview of the services provided by Russell Landscape, an analysis outlined by Envisor Consulting and overview of the proposed agreement by Mr. Allen, Ms. Edwards motioned to authorize the Chairman to execute an agreement between GPCID and Russell Landscape Georgia, LLC for 2019 landscape maintenance services for an annual amount not to exceed \$201,720.00; seconded by Mr. DeLoach and unanimously approved 5-0.

***Strategic Planning Session***

Following an update of the initiatives and resulting actions from the February 2017 strategic planning session by Mr. Allen, Ms. Edwards motioned to authorize the Executive Director to execute documents between GPCID and Plan Your Steps, LLC for strategic planning services for a base amount not to exceed \$6,400.00; seconded by Mr. DeLoach. The planning session is scheduled for April 10, 2019.

***2019 Operations and Maintenance Budget***

Following an overview of the proposed 2019 Operations and Maintenance Budget by Mr. Allen, Ms. Edwards motioned to adopt the budget as submitted; seconded by Mr. Yorker and unanimously approved 5-0.

***Treasurer's Report***

Mr. Allen presented the following account summary for November 2018:

***Checking Account***

November 1, 2018 Beginning Balance:	\$ 50,320.89
November 30, 2018 Ending Balance:	\$ 42,055.59

***Money Market Account***

November 1, 2018 Beginning Balance:	\$2,794,830.74
November 30, 2018 Ending Balance:	\$2,878,073.30

***Certificate of Deposit***

November 1, 2018 Beginning Balance:	\$ 175,614.10
November 30, 2018 Ending Balance:	\$ 175,879.78

***Grand Total Account***

November 1, 2018 Beginning Balance:	\$3,020,765.73
November 30, 2018 Ending Balance:	\$3,096,008.67

Mr. Allen noted that as of November 30, 2018, the GPCID had approximately \$3.1 million in cash. He encouraged board members to review the monthly financial summary for November 2018. The current cash balance and expected revenues leave an estimated \$2.3 million available at the board's discretion through the GPCID lifecycle ending in 2023.

Ms. Edwards motioned to approve the Treasurer's Report and ratify the expenditures; seconded by Ms. Lee and unanimously approved 5-0.

***Executive Director's Remarks***

- Mr. Matt Elder, Director, provided an overview of the HomeFirst Gwinnett initiative.
- Mr. Chuck Bailey, KCI Technologies, Inc., provided an update on the Pleasant Hill Road at I-85 Interchange assessment study.
- Sgt. David Martinez, Gwinnett County Police Department, provided an update on crime statistics for the Central Precinct and the Gwinnett Place area.
- Mr. Allen noted that the board members were invited to the December 15, 2018 grand opening of the City Farmers Market in the CID.
- Ms. Maggie McDaniel, communications 21, reviewed with the board the current and future public relations/marketing efforts and analytics for November 2018.

CID-related efforts received positive coverage in various media outlets including WSB-Radio, the Gwinnett Daily Post and Bisnow.

- The board recognized Gwinnett County's bicentennial with a special presentation.
- Mr. Allen recognized District 2 Commissioner-Elect Ben Ku.

Mr. Ragsdale recognized Mr. Nick Masino, Chief Economic Development Officer of Partnership Gwinnett and Senior Vice President of the Gwinnett Chamber of Commerce. Mr. Masino provided an update on an upcoming economic development announcement.

***Public Comments***

Two audience members provided comments.

***Executive Session***

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

***Open Session***

Ms. Lee motioned to amend the 2019 Budget to increase the salary of Joe Allen beginning January 1, 2019 by 3%, plus a \$3,000.00 bonus to be paid in 2018, and to increase the salary of Glenn Wisdom beginning January 1, 2018 by 3%, plus a \$2,000 bonus to be paid in 2018; seconded by Ms. Edwards and unanimously approved 5-0.

The meeting adjourned at 9:07 a.m. The next scheduled meeting is 7:30 a.m. on January 9, 2019 at the Sonesta Gwinnett Place Atlanta, 1775 Pleasant Hill Road, Duluth, GA 30096.

Approved by the Board this

13 day of February, 2019



Secretary

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MINUTES OF EXECUTIVE SESSION

Attendees

*Board Members:*      Brett DeLoach              Jill Edwards              June Lee  
                                 Trey Ragsdale              Ben Yorker

*Legal:*                      Lynn Rainey

*Executive Session*

Ms. Edwards motioned to enter into executive session to discuss personnel review and compensation; seconded by Ms. Lee, and unanimously approved 5-0. The Board members discussed revisions to the compensation of Joe Allen and Glenn Wisdom for 2019, as well as bonuses for 2018. The Board discussed medical insurance which will be discussed with Mr. Allen and Mr. Wisdom and possibly brought back to the Board for further consideration. At the conclusion of the discussion, Ms. Lee motioned to end the executive session and return to the public business meeting; seconded by Ms. Edwards and unanimously approved 5-0.

Approved by the Board this

13 day of February, 2019.



Secretary