

**GWINNETT PLACE  
COMMUNITY IMPROVEMENT DISTRICT (GPCID)  
REGULAR BOARD MEETING  
Gwinnett Commerce Center  
First Floor Conference Room  
3700 Crestwood Parkway  
Duluth, GA 30096  
June 11, 2008**

**MINUTES**

**Attendees**

**Board Members:** Marcy Adams            Joe Piccolo            Leo Wiener  
Mark Williams            Glenn Wisdom

**Staff:** Joe Allen            Dave Rosselle

**Consultants:** Vann Baker, Design-First

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

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

Ms. Adams motioned to approve the May 14, 2008 Caucus of Electors Minutes and the May 14, 2008 Board Meeting Minutes; seconded by Mr. Wisdom and unanimously approved.

**Action/Consent Items**

***Adoption of 2008 Property Tax Millage Rate***

Mr. Wisdom motioned to adopt a resolution levying the CID's 2008 property tax millage rate at five (5) mills as advertised in the Gwinnett Daily Post over 2 weeks ago; seconded by Mr. Wiener and unanimously approved. The approved resolution will be delivered to Tax Commissioner Katherine Sherrington following the Board meeting.

***Signage and Way Finding Phase III***

Mr. Allen sought approval from the Board to begin immediate implementation of Phase III of the GPCID Signage and Way Finding Master Plan and to procure the manufacture and installation services from Jones Sign Company for a base amount not to exceed \$247,959.00. Mr. Allen reported on the status of funding from Gwinnett County to support this project and that specific funding amounts remain unknown until mid-August or September. Project approval is sought in order to have the signage components installed before the holiday shopping

season. Mr. Wisdom obtained consensus from the Board that the CID should precede with the plan regardless of the level of County support. Mr. Wisdom motioned to approve the proposal as presented; seconded by Ms. Adams and unanimously approved.

***Directors, Officers, Trustees and Organization Liability Insurance and Employment Practices Liability Insurance***

Upon Mr. Allen's recommendation, Ms. Adams motioned to authorize the Chairman to execute documents between GPCID and the Cincinnati Insurance Company for the provision of directors, officers, trustees and organization liability insurance coverage and employment practices liability insurance coverage for the time period June 20, 2008 to June 20, 2009 for a base amount not to exceed \$1,300.00; seconded by Mr. Wisdom and unanimously approved.

***Business Personal Property, General Liability, Workers' Compensation, Property, and Umbrella Liability Insurance***

Upon Mr. Allen's recommendation, Mr. Wisdom motioned to authorize the Chairman to execute documents between GPCID and Anderson Insurance for the purpose of providing business personal property, general liability, workers' compensation, property and umbrella liability insurance coverage for the time period July 13, 2008 to July 13, 2009 for a base amount not to exceed \$4,722.00; seconded by Mr. Wiener and unanimously approved.

***Professional Landscape Maintenance Services on an Annual Contract for the Internal Roadways within the CID***

Upon Mr. Allen's recommendation, Mr. Wisdom motioned to authorize the Chairman to execute documents between GPCID and Imagescapes, Inc. to provide professional landscape maintenance services on an annual contract for the internal roadways within the CID beginning July 1, 2008 for a base amount not to exceed \$103,800.00 (\$8,650.00/monthly); seconded by Mr. Wiener and unanimously approved. Mr. Allen stated that the recommended annual amount has increased slightly from the previous year's contracted amount due to rising fuel costs. The increase was anticipated and can be absorbed by the approved FY 2008 budget. The CID staff has been very pleased with the quality of Imagescapes' work and its timely response to any on-demand requests.

***Professional Landscape Maintenance Services on an Annual Contract for the I-85/Pleasant Hill Road and Steve Reynolds Boulevard Ramp Areas***

Upon Mr. Allen's recommendation, Ms. Adams motioned to authorize the Chairman to execute documents between GPCID and Russell Landscape Group, Inc. to provide professional landscape maintenance services on an annual contract for the I-85/Pleasant Hill Road and Steve Reynolds Boulevard ramp areas beginning July 1, 2008 for a base amount not to exceed \$24,480.00 (\$2,040.00/month); seconded by Mr. Wiener and unanimously approved. Mr. Allen stated that the CID has received excellent service from Russell Landscape Group, and that the recommended annual amount reflects an increase for fuel cost. The increase was anticipated and can be absorbed by the approved FY 2008 budget.

***Public Relations Assistance on an Annual Contract***

Upon Mr. Allen's recommendation, Mr. Wisdom motioned to authorize the Chairman to execute documents between GPCID and Landmark Communications, Inc. to provide public relations assistance on an annual contract beginning July 12, 2008 for a base amount not to exceed \$36,000.00 (\$3,000/month); seconded by Ms. Adams and unanimously approved. Mr. Allen discussed the excellent responsiveness and quality of work provided by Landmark Communications.

***Approval of Work Order #23***

Mr. Allen explained that this project work order was tabled at the May meeting pending disposition on County funding support. Due to schedule requirements for data input for SPLOST project funding, Mr. Allen recommended that the CID not delay obtaining this data and beginning the study. Mr. Wisdom motioned to authorize the Executive Director to immediately implement Work Order #23 between GPCD and Street Smarts to provide defined geometrics, a traffic study, drainage design and detailed construction cost estimate for improvements to Pleasant Hill Road, Gwinnett Place Drive and Venture Drive with the purpose of increased vehicle and pedestrian mobility along Pleasant Hill Road West of I-85 Interchange and interconnection to Steve Reynolds Boulevard for a base amount not to exceed \$37,370.00; seconded by Ms. Adams and unanimously approved.

***Partnership Gwinnett Funding.***

Following an overview by Mr. Williams, Mr. Wisdom motioned to authorize the Executive Director to disburse an additional financial commitment to Partnership Gwinnett in support of its programs and activities for a base amount not to exceed \$15,000.00; seconded by Mr. Wiener and unanimously adopted.

**REPORTS & REMARKS**

***Treasurer's Report***

Mr. Rosselle presented the following financial information for May 2008:

***Checking Account***

May 1, 2008 Beginning Balance:	\$ 56,935.57
May 31, 2008 Ending Balance:	\$ 58,868.71
General Ledger Balance:	\$ 68,480.52

***Money Market Account***

May 1, 2008 Beginning Balance:	\$ 1,392.77
May 31, 2008 Ending Balance:	\$ 1,663.30
General Ledger Balance:	\$ 1,663.30

***Georgia Fund I Account***

May 1, 2008 Beginning Balance:	\$ 806,566.18
May 31, 2008 Ending Balance:	\$ 722,967.70
General Ledger Balance:	\$ 722,967.70

***Grand Total for Three Accounts***

May 1, 2008 Beginning Balance:	\$ 864,894.52
May 31, 2008 Ending Balance:	\$ 783,499.71
General Ledger Balance:	\$ 793,111.52

Mr. Piccolo motioned to approve the Treasurer's Report and ratify the May 2008 expenses; seconded by Mr. Wisdom and unanimously approved.

***Chairman's Remarks***

Mr. Williams reported that he has received positive feedback on the work of the CID. Mr. Williams noted that he had received a request for him to send Governor Perdue and other state officials letters of recommendation for Mr. Stan Hall to be selected for the Board of Pardons and Paroles. The Board requested that Mr. Allen prepare the letters for Mr. Williams' signature.

***Board Member's Remarks***

Mr. Wisdom thanked the Board for their support and action on the partnership between GPCID and Gwinnett County to install the new traffic signal on Mall Boulevard.

***Executive Director's Remarks***

Mr. Allen provided information on the following topics:

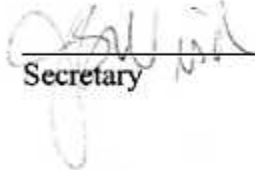
- Pleasant Hill Road Bridge project - IMR Study. Copies were provided to the Board.
- Infrastructure Maintenance – findings & results. Copies of the status of various issues were provided to the Board. Mr. Wisdom asked that the CID staff follow-up with Gwinnett DOT to have it take action to repaint worn road markings. Mr. Allen asked Mr. Rosselle to survey the district and submit photos of roadways that need to be repainted. Mr. Allen will compile the information and coordinate with Gwinnett DOT.
- Public Relations/Economic Development Campaign – Mr. Allen distributed a proposal that summarized the components of the economic development campaign. He explained that the document reflects the May Board meeting discussion, but that not all components were necessarily recommended by the staff. He encouraged the Board to evaluate and discuss the various components to determine the most appropriate areas for funding. Mr. Vann Baker with Design-First provided his proposal for developing the new Visit Gwinnett Place CID Web site and upgrading the existing CID Web site. Mr. Allen requested that, at a minimum, the Board approve development of the new Visit Gwinnett Place Web site, the upgrade to the existing Web site and funding for economic development organization sponsorships. Following Board discussion, Mr. Williams motioned to approve the staff recommended campaign proposal for a base amount not to exceed \$73,050.00; seconded by Mr. Wisdom. The vote failed with Mark Williams and Glenn Wisdom voting in favor and Marcy Adams, Joe Piccolo and Leo Wiener voting in opposition. Mr. Williams then motioned to

approve the Web site development/Internet public relations for a base amount not to exceed \$43,250.00 and the economic development sponsorships for a base amount not to exceed \$12,000.00 components; seconded by Mr. Wisdom and unanimously approved.

The next Board meeting will be held July 9, 2008 in the Gwinnett Commerce Center conference room beginning at 9:00 a.m.

The meeting was adjourned by unanimous acclamation at 10:30 a.m.

Approved by the Board this  
9<sup>th</sup> day of JULY, 2008.

  
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Secretary

