

Town Center Area CID Regular Meeting

June 22, 2010

7:30 AM

245 TownPark Drive, Kennesaw, GA

Board Members: Mason Zimmerman, Skip Spann, Kerry O'Brien, Karl Vittery, Kelly Keappler, Ed Allen
County: Helen Gorham, Faye DiMassimo, Daniel McDuff, Bob Galante, and Cathy Brown
Staff: Lanie Shipp, Robert Maddux, Mary Lou Stephens, Joel Stone, and Lynn Rainey
Guests: Keith Franklin and Ben Clopper, Florence and Hutcheson; Jim Croy, Greg Teague and Chris Rideout, Croy Engineering; James Hudgins and Tim Preece, Arcadis; Peter Hortman, URS Corporation

Chairman Zimmerman called the meeting to order at 7:35 am.

Without objection, the **Minutes of the May 25 board meeting were approved.**

Financial Report

Kerry O'Brien reviewed the Financial Reports for the month ending May 31, 2010. The board unanimously **approved the General & Administrative expenses for May in the amount of \$4,222.00.**

Election of Officers

Lynn Rainey conducted the election of Board officers for 2010-2011. Upon motion by Karl Vittery and by unanimous vote, **the following officers were elected for another term of one year: Mason Zimmerman – Chairman, Skip Spann – Vice Chairman, Kerry O'Brien – Treasurer, Lanie Shipp – Secretary.**

Millage Rate

The board unanimously **adopted the motion that Lynn Rainey advertise the proposed millage rate for the 2010-2011 tax year at 5 mills, the final determination on millage be voted upon at the next regular board meeting on July 27, 2010, after the assessed values are received from the Tax Commissioner.**

Executive Director's Report – Lanie Shipp

- Asked QOL Chairman Skip Spann to report on the MLS Management Contract. Upon motion by Skip, a 5-1 vote **approved a twelve month MLS Management Associates, LLC contract as it was last circulated.**
- Referred the BOD to the Communications/Marketing/TDM Staff report under tab 5.
- Reported that a **collateral piece will be developed** reporting on the various completed projects and projects underway. She will have costs for approval at the next meeting.
- Presented a Letter of Engagement for the BOD financial audit. By unanimous vote, **the Moore & Cubbedge Letter of Engagement for the annual audit was adopted for a cost not to exceed \$8,500 and an anticipated completion date of October 2010.**
- Referred to Faye DiMassimo to discuss a resolution for which she had requested the BOD's support. By unanimous vote, **the BOD adopted a Resolution to support Cobb County and The Cumberland CID in a joint application for the FY2010 Discretionary Livability Funding Opportunity: Alternatives Analysis Program.**
- Asked the board for a **Work Session date.** She suggested June 29, but then determined to poll the BOD by email to set a date.

Master Plan Update - Joel Stone reported that the Stakeholder meeting was very productive with excellent attendance participation. **Goals and objectives** from original Master Plan were reviewed. **Existing Conditions** were obtained and reviewed and presented to the group via summary graphs and charts of data collected. **Next Steps** will include: summarizing input received from stakeholder group; developing draft language for revised goals and objectives; identifying locations and collect updated traffic counts, and documenting existing conditions data

Project Reports – Robert Maddux reported the following:

I-575@BarrettPkwy/Town Ctr Blvd - Kick off meeting with GDOT and CCDOT held June 4th and reviewed tentative schedule for design for project letting by GDOT in mid June, 2011. On *fast track* projects with GDOT, hoping to maintain schedule and not require unforeseen design costs. Tracking design budget of \$365,678.

Concept Development – August 28, 2010

Environmental Documentation – November 16, 2010

Preliminary Plans – January 15, 2011

Right of way plans – January 15, 2011

Big Shanty Connector - In preparation for I-75 underpass, the contractor is filling median with dirt to get the grade level with the highway; then will pave filled area to create the Interstate 75 detour. Sediment basins being built on each side of highway as part of NPDES erosion control plan. Behind schedule due to some disagreements with design of sediment basins. Original completion date was APR2012, but contractor has requested extension to SEP2012. Request pending.

Noonday Creek Trail - Making progress in spite of rain. Work complete along Vaughn Road and Barrett Lakes with exception of striping and signage. Remaining work is to install path in wetlands area so dependent on good weather but Construction team working to find ways to work between the rains. One open issue with section of the trail crossing the Amli Property. Working with Mark Evans to finalize revision to original design. An error in sizing of some storm water pipes is requiring with the engineer to cover cost of pipes required to correct problem. Hoping modified design gets approved by Amli's engineer, so there is no real impact CID. Phase 1A parking lot is being installed with gravel base about 80% complete and curb and gutter work started, headed toward completion within two weeks. Both phase 1A and 2B seem to be on schedule for completion by end of summer. Current contract completion date for phase 2B is September 30 and appears to be tracking on time and on budget.

Phase 1 A - Substantial Completion by July 31, 2010

Phase 1 B - Construction not begun

Phase 2 A - Bids to be received by July 8, 2010

Phase 2 B - Substantial Completion by September 20.

Phase 2 C - Construction not begun

South Barrett/Greer's Chapel

Roadbed for S. Barrett and Greer's Chapel taking shape. Utilities complete, walls poured and waiting to be stained. Much of curb and gutter installed and sidewalks are being poured. Then paving can be completed. Current contract completion date is September 30, 2010, due to weather and utility contractor delays due to rain and slow utility contractor delays. Contractor has issued revised schedule showing plans to complete project now those issues resolved. We will be pushing them to maintain this new schedule. No notification of any issues that would add cost to project and current budget of \$2,873,309.33 accurate with no pending issues to increase contract amount. Roadbed and curbs and gutters are being installed and the sidewalk is being poured.

Stage 1 - Completion and traffic shift by June 30, 2010

Stage 2 - Completion by September 20, 2010

Final topping and striping – September 30, 2010

Construction Budget: \$2,873,309.33

Landscaping - Along Chastain and Barrett Prkwy got off to slow start but Valley Crest currently working on revised schedule to show how lost time will be made up. Samples submitted and reviewed by jB+a, Valley Crest plans to "fast track" one of the landscape areas so pedestrians can see sample of completed project.

Chastain Road Landscaping

Work to begin – May 21, 2010 - done
Begin installing plants – June 4, 2010
Begin installing Mulch – June 28, 2010
Completion – July 1, 2010

Barrett Parkway Landscaping

Clear brush and trees – May 21, 2010
Begin installing plants – May 31, 2010
Begin installing walls – This hasn't begun but materials have been approved.
Completion – August 31, 2010
Project Budget
Landscape Contractor Contract: \$789,645
No cost related issues outstanding

Busbee-Frey Connector – The Preliminary design is about 80% completed

Rock Wall on Barrett Parkway - Hasn't begun yet but permit has been received. Should begin in next 2-3 weeks and end by July 31, 2010. Robert Maddux was asked to approach the owners of the air conditioning units, atop buildings in shopping center that distracts from the wall, regarding some assistance in camouflaging these. Karl Vittery offered his assistance if Robert should need it.

Wayfinding Signage - Signs up. One removed at request by property owner.

County Remarks

Faye DiMassimo told the BOD that CDOT is having a conference call this Thursday, the 24th, with GDOT regarding the P3 Project agreement. At CDOT's request, there have been changes made in the compete clauses of the RFP. CDOT wants to determine how this area might be affected.

In answer to a question, Faye said that rumors still are that a 2nd round of Stimulus packages may occur by the end of the year and this could possibly means some grants related to transit.

The Chairman announced that the next meeting is July 27at 7:30 am. With no further business, the meeting was adjourned at 8:15am.

APPROVED BY THE BOARD this _____ day of _____, 2010.

Lanie Shipp, Executive Director