

**Town Center Area CID Regular Meeting**  
**July 26, 2011**  
**7:30 AM**  
**245 TownPark Drive, Kennesaw, GA**

**Board Members:** Skip Spann, Kerry O'Brien, Karl Vittery, Kelly Keappler, Ed Allen, and Jeff Gramlich  
**County:** Commissioner Helen Goreham, Commissioner JoAnn Birrell, Dan McDuff, Mike Wright, and Cathy Brown  
**Staff:** Lanie Shipp, Mary Lou Stephens, Robert Maddux, and Lynn Rainey  
**Guests:** James Hudgins, ARCADIS, Tim Preece, ARCADIS, Greg Teague, Croy Engineering, Peter Horton, URS, Lindsey Burruss, CCVB, Jon Gillooly, MDJ,

**In the absence of Chairman Zimmerman, Vice-chairman Skip Spann called the meeting to order at 7:35** and welcomed the Commissioners and MDJ reporter Jon Gillooly

**Minutes of the June 28, 2011 board meeting and were unanimously approved.**

**Treasurer's Report** -Kerry O'Brien reviewed the Financial Reports for the month ending June 30, 2011. **The board unanimously approved the Financial Reports and General & Administrative expenses in the amount of \$12,089.52**, bringing the total of July Expenses to **\$100,113.59**.

As chairman of the Overhead Committee, Kerry discussed the previously distributed contracts for the Executive Director and Administrative Services. To reflect the new fiscal year that is January through December, the contracts, which will be effective August 1, 2011, will be extended through December 31, 2012. The scope of Administrative Services has been revised allowing about a 22% decrease in that contract, and there was a 3% increase in the ED contract, resulting in an overall decrease of about 15% of those two contracts. Upon motion by Kerry, the board agreed unanimously to allow Chairman Zimmerman to enter into those two contracts upon his return.

**Chairman's Report** – None

**Executive Director's Report** - Lanie reported that the Quality of Life Committee heard a report on a suggested safety improvement at Home Center Dr. @ Barrett Lakes Blvd. The committee felt this particular project was more appropriate for the Infrastructure Committee and recommended that it be referred to that committee. **The BOD unanimously agreed to have the county present the Home Center Dr. @ Barrett Lakes Blvd. intersection issue at the next Infrastructure Committee meeting.**

**Millage Rate** - Lynn Rainey explained what has been required and carried out regarding advertising proposed millage rate vote. **Upon motion by Skip Spann the millage rate was continued set at the previous 5 mills for 2011 by unanimous agreement.**

**Communications/Administrative** – Mary Lou Stephens

- Reported that the transition of Commuter Services to the Clean Air campaign is essentially completed and this is Alison Paul's last week as Outreach Director.
- Congratulated Jeff Gramlich and CCH Small Firm Services for being one of two finalists in the medium employer size for Best Overall Program for the upcoming PACE awards on August 24. The PACE Awards program recognizes the best commute options programs in Georgia, celebrating the success of employers, property managers, schools and individuals in advancing the promise of cleaner air and less traffic.

**Project Reports** - Robert Maddux:

**Design:**

- **I-575 @ Mall Blvd & Barrett Pkwy** – Working on ROW acquisition and final plans to be submitted to CCDOT and GDOT over next two months.
- **Busbee/Frey** – Nothing from Design. Concept Report completed and submitted to GDOT, as well as Environmental. Mainly waiting on revisions to the Cobb Framework Agreement (CFA) to be returned from the County.
- **SCATS** – Awaiting notice to proceed from GDOT. Dan McDuff said that it was still anticipated to begin by end of summer, but, while it is an 18-month project, it will be implemented in phases.

**Construction projects:**

- Presented and reviewed a Gantt chart of projects. He will correct some minor errors and send to BOD and staff.
- Landscape at Greer's Chapel - remainder delayed until cooler planting season, not prior to September 15. Should require about a month to complete.
- Big Shanty Connector Phase 1 & 2 - Showed photos of this. Some gas line conflicts at Barrett Lakes Blvd. exists that could impact the project. A little behind schedule but the county indicated it anticipates the contractor, C.W. Matthews, completing on time because these projects are due to finish together, and Phase 2 will not be useful without Phase 1. The contractor has a great track record of completing work on schedule regardless of what may appear early on. Karl added that more is happening than appears and this is the hardest part of the project as the bridge is built across the wetlands.
- Big Shanty Connector Phase 3 - Considering landscaping ideas. In process of bidding out landscaping ideas to present to QOL.
- Noonday Creek Trail 1B – Out for bid at this time, due back on Aug 11. Construction should begin about 40-60 days after the bid.
- Noonday Creek Trail 2C – Will be advertised shortly (7-29-11) with bids received on 8-25-11 and has a two year completion schedule. Showed Google map drawing of the Trail.
- Finalizing permitting for Gateway Landscaping; working with GDOT to establish encroachment document.
- Dan McDuff said that a *Noonday Adopt-a-Trail* is almost ready to be rolled out, a plan similar to other county plans, giving an opportunity for corporate dollars to provide maintenance.
- 575 Off Ramp – Purchasing ROW now and construction anticipated for Feb.
- SCATS – refer above

Kerry asked if KSU's plans regarding the streetscape East of the Lake near the stadium are completed and available to see if these can be coordinated with TCACID plans of big Shanty 3. Skip volunteered to find this information at KSU if Robert is unable to acquire the information. Skip suggested contacting John Anderson.

Commissioner Goreham asked Robert, for the sake of the reporter present, to explain Robert's employment relationship with the CID. Robert explained he is employed by Pope & Land to serve as a part time consultant Construction Manager for TCACID projects. Commissioner Goreham and Dan McDuff explained that the County has full confidence in the contractors currently at work on CCDOT/TCACID projects.

**County Remarks** - Commissioner Goreham has signed off on the final plans of the new RoomsToGo and she believes the new design will be a nice addition.

**Other Business:**

Skip announced that the next regular board meeting is August 23, 2011 at 7:30 A.M., same location.

A work session will be held September 20.

**With no further business, the meeting was adjourned at 8:20 A.M.**

APPROVED BY THE BOARD this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

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Lanie Shipp, Executive Director