

Town Center Area CID Regular Meeting

May 25, 2010

7:30 AM

245 TownPark Drive, Kennesaw, GA

Board Members: Mason Zimmerman, Kerry O'Brien, Kelly Keappler, Ed Allen, Gina Diodati, Karl Vittery, Skip Spann
County: Bob Galante, Daniel McDuff, and Mike Wright, CDOT; Cathy Brown, Helen Goreham
Staff: Lanie Shipp, Joel Stone, Lynn Rainey, Mary Lou Stephens, Robert Maddux, Alison Paul
Guests: Chris Rideout, Jim Croy, and Greg Teague, Croy Engineering; James Hudgins and Tim Preece, Arcadis; Ben Clopper, Florence & Hutcheson; JoAnn Birrell, Dist. 3 Commission Candidate; Tim Miller, Miller Design; Woody Snell, Lynwood Development

Chairman Zimmerman called the meeting to order at 7:41 am.

Minutes of the April 27 board meeting were unanimously approved.

Treasurer's Report

Kerry O'Brien reviewed the Financial Reports for the month ending April 30, 2010. **The board unanimously approved the Financial Reports for March and General & Administrative expenses for April in the amount of \$4222.00.**

Chairman's Report

Chairman Zimmerman welcomed Commissioner Helen Goreham and Commission Candidate JoAnn Birrell. He commented that the TCACID is on the forefront of discussions for their current and future projects. He recapped Gerald Ross' (GDOT) P3 presentation from the last meeting, and Faye DiMassimo's meetings regarding the Hwy 41 rail study and the upcoming 1% transportation tax vote.

Executive Director's Report

Lanie Shipp reported that the stucco wall in front of Olive Garden at the intersection of Barrett Parkway, Roberts Court and Busbee Parkway is part of the Beautification plan approved by the board June 9, 2009. Tim Miller, Miller EG Design has presented a proposal to face the wall's 209 feet with Elberton Georgia granite at a cost not to exceed \$75,000. The Quality of Life committee's recommendation to the board was to approve the Miller EG proposal.

The board unanimously approved the motion by Mason that the Miller Design proposal be approved.

Lanie reported that the Wayfinding signage would begin this week. Also, plantings as part of the Beautification projects, would begin in June.

Lanie announced that contract recommendations for the MLS Management Associates, LLC, proposal would come before the board next month.

Karl Vittery reported that the Overhead committee has completed negotiations for the new CID office lease. It is Suite 440 of Ravine 1, a 39-month commitment for \$141,821. Karl recommended to the board that the lease be consummated and set up for execution.

The board approved a motion by Karl to enter into the lease 6-0, with Kerry abstaining.

Lanie explained that monthly CID board meetings will still take place in the Lower Level conference room of Ravine 1, but committee meetings will now be held in Suite 440.

Kerry O'Brien reported that the Overhead Subcommittee had formalized some job descriptions and examined existing contracts. He recommended approval for the new contract with Lanie Shipp as Executive Director to commence June 1, an amendment to the contract with Joel Stone to concentrate on the Master Plan for the remainder of the calendar year, and a new contract for Robert Maddux to provide services as Project Manager.

Lynn Rainey advised that he had not seen final versions of the contracts for Executive Director and Project Manager.

Upon the motion of the Chairman to authorize the three aforementioned contracts, the board gave unanimous approval for the contract amendment for Joel Stone, and for the contracts of Lanie Shipp and for the services of Robert Maddux after final review by Lynn.

The Chairman then recognized Robert Maddux, who shared that he has met with Lanie and is working to get up to speed on current projects. He has met with site inspectors and a few engineers and is working on a kick-off report. He shared that he is looking forward to working with the CID.

Lynn Rainey announced that after discussions with Woody Snell, a final agreement for public infrastructure design and improvements had been reached with Hidden Forest Redevelopment, LLC. Woody has signed the agreement based on the timeline requested. The Chairman made motion for board approval of the formal understanding between the parties as to the CID's responsibilities toward Hidden Forest.

Upon the motion of Mason, the board approved the agreement 6-1.

Project Reports - Joel Stone reporting

Noonday Creek Trail

- Phase 2B is due to be completed late summer.
- Phase 2C is still under design. GDOT is still working on the washout issue under 575. Bob Galante, James Hudgins, and Joel Stone were notified by the ARC that they are willing to increase funding to this project with the submission of a revised cost report by end of business today. James Hudgins is going to submit the report
- Phase 2A is open for bids; approval to advertise just came from GDOT, who will review the bids.
- Phase 1A is under construction and will be completed in July or August. A large parking lot by the bridge in this phase opened on Saturday.

South Barrett/Greer's Chapel

Construction is scheduled to be completed in September.

Big Shanty Connector

Phases 1 and 3 are under contract and construction; phase 2 is still in right-of-way. The SRTA Advisory Committee is scheduled to meet about funding for this phase in June.

Busbee/Frey Connector

Greg Teague passed out a timeline and description of tasks for this project. Karl advised that the phasing approvals were not aligned with the task breakdowns. He reminded the board that Tasks 1 and 2 have already been approved, and that further approvals were pending while a search was on for funding partners. A decision must be made in the next 30 days in order to be shovel-ready by the end of the calendar year in anticipation of possible Stimulus 2 funding. Karl indicated that this project will have a significant impact on traffic on Chastain.

The Chairman voiced support for the project and asked if there were any other potential funding partners. Skip said that KSU does not have the money to partner with the CID at this time, but feels this project should be a priority. Karl and his committee will vet additional questions and make a recommendation at the June 22nd board meeting.

Kerry announced a budget document was being developed by Lanie and Jennine Duelle to help the CID track cash flow at any given time. This document should be available for the June board meeting and will help with the timing of the expenditure of funds.

Jim Croy said that GDOT has given this project a PI number, which means it is now in their purview of review and possible funding.

I-575 at Barrett Parkway

Arcadis has a project kick-off meeting with GDOT next week. This project is scheduled for completion for the end of the year but the date may be extended now that GDOT is involved. Arcadis will handle the PE process and GDOT will do the construction.

Wayfinding Signs

Installation will be completed June 4 with the two exceptions noted at last meeting.

Master Plan

Joel is currently calling this the Transportation/Land Use plan. He is going to meet with Gina Diodati and the Planning committee on a tentatively set date for June 29, to begin work on this plan. Joel expects to have three specific Planning Subcommittee meetings for this item. His goal is to have it completed and adopted by the end of the year.

County Remarks

Bob Galante reported that CDOT has been reorganized. He introduced Dan McDuff, the new Deputy Director and Chief Engineer for CDOT. Dan will attend CID meetings instead of Bob, who has been reassigned to construction. Dave Montanye is now over traffic signals, striping, and permitting. Mike Wright has been reassigned to District 1. He also reported that SCAT is close to being ready to move forward.

The Chairman announced that the next meeting is June 22 at 7:30 am. With no further business, the meeting was adjourned at 8:41 am.

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

Lanie Shipp, Secretary