

**Town Center Area CID Regular Meeting**  
**March 22, 2011**  
**7:30 AM**  
**245 TownPark Drive, Kennesaw, GA**

**Board Members:** Mason Zimmerman, Kerry O'Brien, Kelly Keappler, Russell Rogers  
**County:** Commissioner Helen Goreham, Commissioner JoAnne Birrell, Mike Wright, Cathy Brown  
**Staff:** Lanie Shipp, Robert Maddux, Mary Lou Stephens, Lynn Rainey  
**Guests:** James Hudgins, ARCADIS, Greg Teague and Chris Rideout, Croy Engineering, Ben Clopper, F&H; Derrick Vincent, Jacobs

**Chairman Zimmerman called the meeting to order at 7:37.**

**Minutes of the February 22, 2011 board meeting were unanimously approved.**

**Treasurer's Report** -Kerry O'Brien reviewed the Financial Reports for the month ending February 28, 2011. **The board unanimously approved the Financial Reports and General & Administrative expenses in the amount of \$9,100.38**, bringing the total of March Expenses to \$193,859.63. Kerry explained that there have been adjustments to the Tracking Report, with an attempt to project a budget for the rest of the calendar year, now that the fiscal year has changed to January 1- to December 31 and there has been no approved budget beyond May. This document will likely require more refinement.

**Chairman's Report** – Mason noted the adoption by the voters of the county's SPLOST. He also reported that he has met with the Executive Director of Central Atlanta Progress and is due to meet with the ED of the Midtown Alliance, both for discussion of the CID's of each and their integration of the universities in each area.

**Executive Director's Report**

- Lanie presented the Inter-Agency Agreement between Cobb County and The Town Center Area CID. for the Alternatives Analysis for transit in the NW Corridor. This agreement identifies the project-funding amount of \$1,700,000 awarded to Cobb County by the Federal Transit Administration last December. The TCACID approved a contribution of \$40,000 in January toward the local 20% match of \$340,000. It had been reviewed and approved by legal counsel and presented by email to each BOD member. **On motion by Mason, the *Inter-Agency Agreement between Cobb County and The Town Center Area CID* was unanimously approved.**
- Lanie presented the recommendation from the QOL Committee that the Trail Branding Design be adopted and that the proposal from Tim Miller to assist in the planning, approval, manufacture and installation of Noonday Creek Trail Signs based on this design, be approved. **A motion by Kelly to approve the *Proposal for Additional Services for Sign Planning, Design, and Construction Budget for TCA-CID Trail Signage* for a cost not to exceed \$11,013.00 was unanimously adopted. Further, the chairman was authorized to sign a license for implementing planting on the trail.**
- Lanie presented the recommendation from the QOL Committee regarding TCACID Gateway Signage. The QOL has worked with Tim Miller on developing a concept for the signs and three designs have made it to a stage of development where the committee would like to present the

designs to the full board for discussion during a work session planned for April 12. Miller Design has completed their work on their present contract, and, in order to further the project, has given a proposal that would take the project through dimensional drawings, materials, physical models, and budget estimates of implementation. **Kelly's motion that the Miller EG Design Proposal for Additional Services for Sign Planning, Design, and Construction Budget for TCA-CID Gateway Monument Signage, for a cost not to exceed \$7,530, be approved, was unanimously adopted.**

**Call for Caucus** – Lynn reminded the BOD of the need for Elections May 24 and the **Board unanimously approved a call for a Caucus of Electors for the purpose of conducting elections to three year terms, the following Posts: 1, 2, 4 and 5, held by Russell Rodgers, Ed Allen, Kelly Keapler and Kerry O'Brien, respectively.**

**Communications** - Mary Lou Stephens reviewed, via Power Point, the stages of the Trail Branding/Design development. Kerry asked who would “own” the signs. Most likely, as with Wayfinding, Sponsorship Signs, and Under Construction signs, Cobb County would own, but should damage occur, replacement would occur at TCACID cost, if CID desires their replacement.

**Project Reports** - Robert Maddux reported on projects currently underway, showing a Power Point of recent photos.

- **Big Shanty Road Extension** - He presented all three phases of the project to show their connectivity when completed. He also pointed out that the multi-use trail from Chastain Road to Big Shanty would be constructed as a part of Phase 2. All phases continue to show a completion date of April, 2012.
- **Noonday Creek Trail Phase 2C** - All plans have been submitted to GDOT for letting in June.
- **Barrett Lakes/Greers Chapel** – The QOL will consider most recent breakdown of work Robert has had priced and plans to make a recommendation at the Work Session on April 12.
- **ATMS/SCATS** – Adaptive Traffic Management System is the generic term but SCATS is the technology chosen for this project. It is scheduled for letting in June and will add adaptive traffic signal timing to 75 intersections in and around the TCACID. It should be under construction and completed this fall.

**Robert's tracking slide showed the items below. (Reorder's note: In order to prevent misunderstanding in future reading of these minutes, the actual status as of this CID meeting is noted in parenthesis by some items. )**

**CRITICAL ITEMS:** Final GDOT approval of Noonday Creek Phase 2C; *(CCDOT is tracking this daily.)* Get Mowing and maintenance agreement changed and approved; Track budget for Noonday Creek Phase 2C. *(CCDOT is tracking the construction budget, but not design budget.)*

**IMPORTANT ITEMS:** Compile "Implementable" standards for TCACID; Track down pricing from multiple stone vendors; Finalize the start date to kick off Big Shanty Construction *(completed)* Review the structure and hardscape associated with Big Shanty II *(completed)* Present Reevaluation costs for F&H to QOL committee. *(completed)*

**LONG RANGE ITEMS:** Make sure shrubs in medians rebound after pruning; Do periodic architectural reviews of projects in design; Get a budget for adding stone to Big Shanty @ 75.

Mason asked that Busbee Frey and I-575 be included in Robert's report in the future. Lanie explained that there was nothing new to report at this time on either.

**County Remarks**

- Commissioner Goreham and Birrell gave brief updates on RoomsToGo relocation, Hidden Forest Phase I and Kaiser Permanente expansion.

**Other Business:**

- Lanie reminded the BOD of a Worksession on April 12, 8am to noon.
- Mason announced that the next regular board meeting is April 26, 2011 at 7:30 A.M., same location.

**With no further business, the meeting was adjourned at 8:45 A.M.**

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

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Lanie Shipp, Executive Director