

**HIGHWAY 78 COMMUNITY IMPROVEMENT DISTRICT (CID)  
REGULAR BOARD MEETING  
Snellville City Hall  
July 26, 2006**

**Attendees**

**Board Members:**

Ken Shiver	James Corcoran	Jimmy Norton	Kenny King
Dwight Harrison	Gary Custar	Dean Robinson	

Absent: Forrest Adair

Brett Harrell, Executive Director; Rockie Sapp, Executive Assistant; Chris Lindsey, Intern; Bill Gower, Treasurer

*Special Guests:* Jeff Timler and Jessica Roth, City of Snellville; Eric Tatum and Callie W. Kaiser, PBS&J; Brock Smith, Gwinnett County Economic Development Team; Chip Mitchell, Gwinnett County Chamber of Commerce; Ray Mokhberi, Fountain Square; Marisa Simpson, Office of Senator Chambliss; Derick Corbett, Office of Congressman Linder; James Pugsley, Gwinnett County Planning Department

**Call to Order**

Vice Chairman Shiver called the regular meeting to order at 2:00 pm. Mr. Shiver invited Board Members and guests to introduce themselves.

**MINUTES**

**Approval of Meeting Minutes**

Mr. Robinson motioned to approve, seconded by Mr. Harrison, the June 28, 2006 Meeting Minutes – unanimously approved.

Mr. Robinson motioned to approve the July 13, 2006 Work Retreat minutes, seconded by Mr. Norton – unanimously approved.

**Action Items**

*Authorize issuance of RFP for Park Place Study* – Mr. Harrell recommended that the Board authorize issuance of the previously reviewed RFP for consulting services for the Park Place Activity Center study pending confirmation from Gwinnett County on allocation of the previously requested transportation planning funds. Mr. Corcoran motioned to approve, seconded by Mr. Harrison – unanimously approved.

*Approve scope of Service for P.R. Firm* – Mr. Harrell provided a memo detailing the Board's requested scope of work for a Public Relations firm based on what was discussed at the recent brainstorming session. Mr. Harrell requested approval of a final scope of work and RFQ for a Public Relations firm. The Board instructed Mr. Harrell to request both an outline of basic PR services that each firm offered and a recommended P.R. program. Mr. Norton motioned to approve, seconded by Mr. Custar – unanimously approved.

*Authorize the Chairman to execute a Work Order with PBS&J* – Mr. Harrell provided the Board with information on the Revitalization Area Sewer study. Mr. Harrell recommended the Board authorize the Chairman to execute the work order completed by PBS&J for this project at an amount not to exceed the previously approved allocation. Mr. Custar motioned to approve, seconded by Mr. Harrison – unanimously approved.

### **Discussion Items**

*Highway 78 Planning Retreat Summary* – The Board was provided a memo listing the goals established at the July 13 brainstorming session. Included in the Board’s meeting folder was a report prepared by the planning retreat facilitator Gordon Maner.

### **Board Reports**

*Treasurer’s Report* – Mr. Gower provided the Board the CID’s monthly Checkbook Statement and Balance Sheet.

*Board Members Remarks* – The Board discussed the number of car dealerships along U.S. 78 as well as the volume level of music coming from motorist vehicles along the corridor. Gary Custar briefed the Board on his first Unified Planning Committee meeting.

*Staff Reports* – Mrs. Sapp reported briefly on the progress of both the maintenance and security team. She also updated the Board on several properties that have recently come into compliance with Gwinnett County Codes.

*Executive Director’s Update* – Mr. Harrell referred to his monthly report included in the Boards meeting notebooks and gave details on several projects including the Driveway Easements and ROW acquisition, Swatty Dedication and the Yellow River Scenic Trail.

### **Announcements**

Next Meeting: August 23, 2:00pm Snellville City Hall

### **Public Comments**

Mr. Pugsley with Gwinnett County Planning Department invited the Board to review a new county website for the Unified Comprehensive Plan. Mr. Tatum of PBS&J suggested that the Board send Requests for Qualifications rather than Requests for Proposal in regards to the Public Relations Campaign.

### **Recess**

By acclamation, the meeting was adjourned at **3:04 p.m.**