

**EVERMORE COMMUNITY IMPROVEMENT DISTRICT (CID)
REGULAR BOARD MEETING
Snellville City Hall
May 28, 2008**

Attendees

Board Members:

Gary Custar	Forrest Adair	Dwight Harrison	Kenny King
Emory Morsberger	Dean Robinson	Ken Shiver	

Absent: Jimmy Norton

Brett Harrell, Executive Director

Bill Gower, Treasurer

Special Guests: Michelle Couch, Impact Media; Larry Kaiser, Collaborative Infrastructure Services; Muriel Costable, Park Place Community Association; Donald and Cynthia Hale; James Pugsley, Gwinnett County Planning; Alison Starnes, Gwinnett Chamber; Alan Durham, Gwinnett County Economic Development; Terri Amt, South Gwinnett High; Valerie Blalock

Call to Order

Chairman Custar called the meeting to order at 2:00 p.m. and recognized Mr. Harrison for a motion to amend the Agenda. Mr. Harrison moved to add two action items to the Agenda (B) Action taken out of Work Sessions and (C) Chairman authorize extraordinary Check Requests, seconded by Mr. King – unanimously approved. Mr. Custar welcomed guests.

MINUTES

Approval of Meeting Minutes

Mr. Robinson motioned to approve, seconded by Mr. Morsberger the April 23, 2008 Meeting Minutes – unanimously approved.

Action Items

Final Authorization for Yellow River Sewer Project – Mr. Kaiser provided an update on the project indicating Gwinnett DWR should issue a permit within the week and GDOT should approve within another 30-days. The project remains on schedule. Mr. Kaiser explained the revised construction estimate at \$510,000. Mr. Harrell referenced the property owner commitments at \$174,110. Mr. King inquired regarding the estimate for “blast rock” and suggested that based on an estimate he secured from a pipeline contractor that expense might be substantially higher. After Board discussion, Mr. Harrison motioned to approve the project with a construction cost limited to \$510,000 and the Evermore CID contribution limited to \$327,760, seconded by Mr. Adair – approved with Messrs. Harrison, Adair, Custar, and Robinson in favor, Mr. King opposed, and Messrs. Morsberger and Shiver abstaining.

Action taken out of Planning Sessions – Mr. Harrison moved that at Board Retreats and Planning Sessions that no action shall be taken as a result of ideas or discussion without first being brought before a Regular Board meeting for a vote and approval, seconded by Mr. Morsberger – unanimously approved.

Chairman approval of Check Requests – Mr. Harrison motioned that check requests by the Executive Director shall be limited to expenses for the normal operations of the CID office and all contractual agreements approved by the Board of Directors, seconded by Mr. King – unanimously approved.

Discussion Items

Banking and Investment Policy – Mr. Custar introduced the newly formatted “Collateralization Report” and Mr. Harrell explained the content of the form. Mr. Custar asked Board Members to consider inclusion of the form in the Banking Policy at our June meeting.

Accounts Payable Policy – Mr. Custar recommended a modification to the A/P Policy to require any item requiring an annual investment of \$10,000 or greater come before the Board for a vote and requires a specific budgetary line item.

Mr. King inquired about the evidence of collateralization and Mr. Harrell responded that the documents are maintained in a binder at the CID office.

Public Relations – Ms. Couch, Impact Media provided a 3-page summary of public relations and media exposure during the first four months of 2008. She provided a display of various collateral materials including the quarterly newsletter, post cards, and paid media advertisements. Mr. Harrell added that both at the Grayson and Snellville Days festivals recently the CID materials were included in give-away bags that reached over 20,000 residents.

Preliminary 2009 SPLOST Project List – Mr. Adams provided a preliminary list of potential projects qualifying for SPLOST funding. Mr. Harrell offered that a July / August target date for the Board to determine a final ranked project list. Mr. Custar requested that Board Members remove the proposed SPLOST list from the binders, review over the coming month, and return next month with a preliminary ranking as well as suggesting additional projects. Mr. Morsberger suggested consideration of the Yellow River trail within the park portion of the SPLOST list.

Record Retention Policy – Mr. Harrell provided an overview of the State record retention policy and suggested that the CID is bound by that policy in absence of adoption of our own policy. Board Members will consider any modifications at the June Board meeting.

Standing Committees – Economic Development Committee: Mr. Morsberger reminded the Board that at the February 2008 meeting the Board authorized a total expenditure for \$100,000 for the creation of an Economic Development position. The position would likely pay \$65,000 to \$75,000 per year with the balance providing the necessary overhead. Mr. Morsberger further offered the idea of using a Search Firm to provide preliminary interviews for the position and Mr. Adair voiced support for retaining an outside search firm. After discussion, Mr. Morsberger suggested the Economic Development Committee finalize the job description within the next week, Mr. Harrell then publish that position, and depending on the quality of applicants, the Board make a decision on a Search Firm at the June meeting. At the same time, Mr. Harrell will solicit proposals from other Search Firms. The Board agreed with that plan of action.

New Initiatives Committee: Mr. Harrison suggested the committee meet with Mr. Harrell and Mr. Kaiser to discuss future sewer projects and potential additions to the Short Term Work Program.

Board Reports

Chair's Remarks – Mr. Custar requested that going forward the Board adopt the Treasurer's Report in similar fashion as meeting minutes are adopted. Mr. Custar recognized Mr. Hale who inquired about the status of the PIOH meeting projects. Mr. Harrell responded that the comments received at the public meeting held on March 27, 2008 and through April 10, 2008 have been complied by Edwards-Pitman Environmental firm and Gresham Smith design firm. Both firms have prepared responses and forwarded to Georgia DOT for review. Once the comments and responses are approved by GDOT, the information will be published and another public information meeting may be scheduled; however, the CID does not have any information on when that may occur. Ms. Teri Amt, South Gwinnett High thanked the Board for the recent partnership with the schools Economics and Business Departments.

Treasurer's Report – Mr. Gower provided the Board an update on our financial condition. The CID's income statement, balance sheet, and bank statement are included in the Board Member's packets. A new form titled "Collateralization Report" was discussed and provided the Board that details the securitization in support of the CID's investments. Mr. Harrell discussed the Balance Sheet included in the binder, investments, current interest rates, and pending bid. Mr. Morsberger moved to adopt the Treasurer's Report as presented, seconded by Mr. Shiver – unanimously approved.

Board Member Remarks – Mr. Shiver inquired about paving along U.S. 78 that appears to be in areas that the contractor will landscape. Mr. Harrell replied that the CID has addressed the issue with GDOT and they confirm that the medians where landscaping is indicated will be excavated.

Mr. Gower shared a positive experience with the GRTA / Gwinnett County Express Bus service running along U.S. 78 to the State Capitol.

Staff Reports – Mr. Harrell provided an update on Landscape Maintenance and Security Patrols. Leach Landscaping is addressing corridor maintenance and debris at Lake Lucerne. Plaza Security continues to patrol late night and early morning hours. Mr. Morsberger shared a positive experience with the Plaza Officer.

Executive Director's Update – Mr. Harrell referenced his monthly report to the Board included in the meeting reference binder. He made specific mention of the Evermore sign toppers and notified the Board of a pending expenditure of \$5,000 for the signs charged against the PR line item. Mr. Harrell updated the Board on the inter-parcel driveway connection between Publix and Home Depot at a budgeted amount not to exceed \$49,000. He also brought to the Board's attention a request by Arby's to facilitate a driveway connection to Knollwood Drive. Mr. Harrell shared with the Board the current activities of summer intern's Michael Adams – SPLOST, Revitalization Sites, and STWP and Corey Lindsey – updating 2008 Tax Digest and Owner List. Mr. Harrell informed the Board that the MORE PROGRESS post cards will be mailed within the week and a series of 12 post cards is in the works. He also made mention of the ARC grandfathered status of the Park Place Activity Center Study and the two requested pre-qualified projects – sidewalks and multi-use trail at Park Place – if approved requiring a CID match up to \$450,000.

Announcements

Next Meeting: June 25, 2008, 2:00 pm - Snellville City Hall – Community Room

Public Comments

None other than those indicated under Chairman's remarks.

Adjournment

By acclamation, the meeting adjourned at **4:00 p.m.**