

# **BUCKHEAD COMMUNITY IMPROVEMENT DISTRICT (CID)**

## **Minutes**

**December 18, 2007**

1. A Meeting of the Board of Directors of the Buckhead Community Improvement District was held on December 18, 2007 pursuant to legal notice in the Regent Partners Conference Room located on the 15<sup>th</sup> Floor of Tower Place 100 Building, 3340 Peachtree Road, Atlanta, Georgia. Chairman David Allman called the meeting to order at 3:33pm.
- 2) The Board Secretary checked off attendance and reported there was a quorum present. Members in attendance in addition to Mr. Allman were: John Lundeen, Vice Chairman, Howard Shook, Earl Shell, Claude Petty (who entered the meeting at 3:50pm as noted by Mr. Greene), Robin Loudermilk and Mark Alexander. Scotty Greene, Executive Director, Brian McHugh, Project Manager, Jo-Anne Carlson, Board Secretary, Denise Starling, BATMA Executive Director and Lynn Rainey, Board Attorney were also present. Guests present included Eric Cox of American Coach Lines; Myra Fineman, Betsy Teplis (both residents of condos on Piedmont Rd.) and Edie Winetraub of the Shopping Center Group. Mr. Greene introduced Reagan Schmidt as the new Office Manager for the Buckhead Area Transportation Management Association & Buckhead Community Improvement District.
- 3) A draft of the Minutes from the November 27, 2007 Board meeting were reviewed. Mr. Lundeen made a motion to approve the Minutes; seconded by Mr. Shell. The motion passed unanimously.
- 4) Treasurer's Report: Mr. Greene noted the inclusion of the standard monthly reports and payables in the board packets.
  - a) There were no non-budget items for the Shuttle or non-Shuttle payables.
  - b) Regarding the Phase II Right of Way Acquisition Budget, Mr. Greene said that it is projected to be \$50,000 overbudget with change orders, but expenditures are still within original amounts allocated as approved by the Board
  - c) Mr. Greene mentioned that the Buckhead CID recently completed a survey (with the assistance of On-Call Accounting) of local governments for multi-function special agencies. Mr. Lundeen requested a copy of the survey, if available for all entities involved. Mr. Greene stated that the Buckhead CID earned approximately \$438,000 with interest in 2007, which covered much of the overhead. Mr. Allman asked what was collected by the Buckhead CID as shown in the Tax Digest for this year? Mr. Greene said that income was roughly \$3.6 million. Mr. Allman also asked what the income would look like in 2008, and Mr. Greene stated it could be closer to \$4 million. Mr. Allman stated that he would be interested in information on high rise residential assessments in the target Buckhead CID expansion area. Mr. Greene stated that the information the Buckhead CID is focused on is commercial, however, we could check to see if we can get residential high-rise information for the January Board meeting.
- 5) Shuttle Report: Ms. Starling noted that ridership, though low, is stabilizing. She stated that out of the 19 calls received for the buc, there were only 5 which were complaints. She also noted that the frequent rider card had its highest redemption in the last

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quarter. Regarding vehicle depreciation issues, Ms. Starling stated that the FTA has unofficially denied the request to change the life of the vehicles from 10 years to 5 years. GRTA has re-initiated discussions with the FTA and will be working with it over the next few weeks. GRTA is also working with Emory concerning the possible transfer of our vehicles. Emory needs to replace its electric vehicles.

6) Executive Director's Report:

a. Peachtree Boulevard Project Update:

- 1) Construction Update- Mr. McHugh noted that the punchlist is the same as last month's. There was a fire at Rooms-To-Go that caused some cosmetic damage. He referred to the Georgia Department of Transportation's response, which said it was a utility problem and needs to be worked out with GA Power. Mr. McHugh mentioned that he continues to work on fine-tuning the ABM and Brickman contracts for landscaping and janitorial work.
- 2) Phase II: Mr. Greene stated that we are still working with Simon Properties on obtaining an agreement for right of way. Other owners are waiting on Simon to make its decision prior to agreeing to contribute right of way. Mr. Greene anticipates 6 closings at least by mid-January 2008. Mr. Greene mentioned that after the first of the year, the Buckhead CID will be sending letters to property managers regarding graffiti, also asking owners to take initiative and police their buildings, landscape buffers, sidewalks, etc. Mr. McHugh mentioned that, since the flowers currently planted will be dead soon, Brickman would like to replace them with mulch until the spring. The cost is around \$30,000. Mr. Allman questioned whether we should solicit bids for a more competitive figure. Mr. Greene responded that the work involved in replacing the flowers with mulch is very labor intensive, hence the cost. Mr. Shell asked Mr. McHugh if the engineers could modify the pavers so that there isn't a constant maintenance issue (Mr. McHugh had stated that a truck had done some damage to a paver). Mr. Allman asked if the Buckhead CID could buy and store pavers. Mr. Greene stated that they are very expensive items.

b. CID Expansion: Mr. Greene reported that work continues on the expansion list southward into Brookwood. Currently working on a survey and letter which the Board will see before it is sent out – this should be released by the end of the year. The results should be in by mid to late January 2008.

c. Piedmont Corridor Study: Ms. Starling referred to the supplemental packet. Currently working with consultant(s) to finalize costs. There should be one more committee meeting to go through changes from public input, and will come up with suggested prioritization. The final report should be ready in January 2008. Ms. Starling stated that BATMA and the Buckhead CID are currently working on

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initiatives to pursue as part of the 2008 Work Program, which will be on the January 2008 Board agenda. Ms. Starling mentioned that the Atlanta Business Chronicle will be printing an article in January. Mr. Sam Massell of the Buckhead Coalition would like an executive summary handed out with the Buckhead Guide magazine at the Coalition's annual luncheon. Ms. Starling noted that the expansion of SPI-9 will be a proposal in the January 2008 board agenda.

Referring to the Piedmont PR budget, Ms. Starling referred to the supplemental packet which shows the Cookerly proposed contract of \$5,000 for rolling out the study in January 2008. Mr. Allman stated that the Board should see the report, discuss it and then interpret the PR needs. Mr. Greene mentioned that a portion of this contract entails translating Kimley-Horn's work and sending it to the marketplace. If the Board is uncomfortable, Cookerly could be hired on an ad-hoc basis. Mr. Lundeen stated that priorities should be identified. Mr. Allman stated he is concerned about not having total clarity. Mr. Petty said that it needs to be realistic and that we shouldn't make promises that can't be fulfilled – once published, it becomes policy, people refer to it. Mr. Greene mentioned that there will be costs in unveiling the study, but assures the Board that PR has nothing to do with making a decision on what the Board wants. Mr. Lundeen asked Councilman Howard Shook what the City will do with the study? He stated that it would probably be put into a year-long effort for a comprehensive citywide transportation plan, and then perhaps into some sort of legislation to be presented to council. Mr. Lundeen, Mr. Shell, Mr. Petty and Mr. Allman continued to express their concerns about releasing the study without review by the Board or, perhaps sending the wrong message without choosing a certain number of priorities. They want to highlight priorities the Board as a whole has agreed to. Mr. Allman asked that a meeting be setup with Ed Ellis, Ms. Starling, Board members and property stakeholders in early January, as strategic input, priorities, and a consensus are needed. Councilman Howard Shook asked what the message was when the study began? Mr. Shell stated that the study needed to be produced in the same vein. Mr. Petty asked Mr. Rainey to check on when it was enacted by resolution.

d. Concourse Bridge update: Mr. Greene stated that SRTA passed a resolution to approve \$1.9 million in funding. He, along with Mr. McHugh, will be meeting with SRTA and GDOT to begin moving forward on this project. There will be information for review by the Board at the January 2008 Board meeting.

### 7) New Business:

a) Traffic Officer Budget approval for 2008: Mr. Greene stated that the budget is similar to last year's, except that with Thanksgiving being later in the year in 2008, the amount of contingency is \$2,000. Mr. Earl put forth a motion to approve a budget of \$190,640, of which \$13,320 is for the holiday budget; seconded by Mr. Lundeen. Motion passed unanimously by the Board.

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- 8) Miscellaneous: Mr. Greene noted a few highlights for 2007: Phase 1 was completed. SPI-9 was expanded into the Village. \$1.2 million acquired for Right of Way in Phase 2. Shuttle still running at lower cost. Record number of vanpools. Many accomplishments for the Bridge. Completed a \$2,000 five-segment study. Mr. Greene stated that he would be leaving for China on January 2, 2008 and return to the office on January 22, 2008. Mr. Allman discussed a possible Special Tax Allocation District with the Board to gauge interest. A guest, Ms. Teplis, stated that she was concerned with the traffic on Piedmont Road. She is a longtime resident of the area.
  
- 9) The meeting adjourned at 5:15 pm. The next regularly scheduled Board meeting will be in the same location on January 29 at 3:30 pm.

APPROVED BY THE BOARD, this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

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Secretary