

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

## **Minutes**

**March 25, 2008**

1. A Meeting of the Board of Directors of the Buckhead Community Improvement District was held on March 25, 2008 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 3:38pm.
  
- 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, Charles Ackerman, Earl Shell, Claude Petty, 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, Sally Silver of the NPU-B and Steve Fairley of Noble Investment Group.
  
- 3) A draft of the Minutes from the February 26, 2008 Board meeting were reviewed. Mr. Lundeen made a motion to approve the Minutes; seconded by Mr. Alexander. 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) Mr. Greene stated that all non-shuttle payables were within budget. He also noted that the PR expense referenced on the non-shuttle payables concerned sponsorship at the LINK event in Denver, which will help raise the Buckhead CID's profile at the event. Mr. Allman noted that the CID's exposure is critical for transportation funding efforts and options. Mr. Lundeen, reviewing the financials, noted the amount of funds in the money market account and suggested checking on investment alternatives. Mr. Greene was asked to check on interest rates in the money market. Mr. Allman asked when the assessments would be available. Mr. Alexander said it could be toward the end of April. Mr. Rainey advised that the CID retain a consultant to check records in the Tax Commissioner's office to make sure all CID properties are coded properly. When asked what the turnaround time has been for reimbursements from Peachtree Boulevard II closings, Mr. McHugh stated that it's about 5 weeks due to new people, slightly different procedures and the length of time since last going through this process.

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- b) Regarding the Shuttle payables, Ms. Starling stated that there was nothing unusual for the shuttle payables and that everything was within budget. She did note that she needs to verify that driver bonuses are correct as there maybe a slight miscalculation.
  
- 5) Shuttle Report: Ms. Starling noted that ridership increased for the first time in the last 5 months (see page 15 of the Board packet). Lunch time service has dropped by 90%. Ms. Starling stated that she will have a plan of attack for 'the buc' at the next Board meeting. She noted a survey included in the board packet that is being given to riders. Ms. Starling is looking into other sources of advertising for 'the buc'. She mentioned that she is researching ways of selling off the shuttle buses. Referring to page 26, Ms. Starling notes this was the shuttle plan given at the October 2007 board meeting. She will consult in advance of the April board meeting to discuss shuttle options. A report will be sent out in advance of the board meeting. Mr. Ackerman asked Ms. Starling of progress with Emory purchasing the shuttle buses. Ms. Starling said it was still ongoing, but unlikely to happen.
  
- 6) Executive Director's Report:
  - a. Peachtree Boulevard Project Update:
    - 1) Phase I Construction Update- Mr. McHugh stated that the status of the punch list items is the same as last month. He noted that seasonal color will be put in about April 15<sup>th</sup>. Mr. Greene mentioned in passing that Mr. Piccolo is no longer at Lenox Mall or Phipps Plaza. Robin Suggs is the manager for Lenox Square and Phipps Plaza. Mr. Greene approached Mike Romstad, regional manager, about joining the Board and he responded in the affirmative. A letter of resignation will be drafted for Mr. Piccolo, which should be ready by next Board meeting. Mr. Shell requested information on Mike Romstad for the Board. Mr. Petty asked about the change order regarding the pole for Wachovia. Mr. McHugh stated the plan is for April. Mr. Allman stepped out for a conference call at 4:00pm. He returned at 4:15pm.
    - 2) Phase II: Mr. Greene stated that progress with Simon Properties is slow.

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This is affecting the decision of the other parcel holders as they are waiting on Simon's actions.

- 3) Mr. Greene mentioned that he has had meetings with Senator Isakson's office and Senator Lewis' office. An appropriations request for 2009 has been placed. The CID is looking for construction funds up to \$6 million.
  
  - b. CID Expansion: Mr. Greene reported that there is no progress currently on the expansion. He hopes to revive the effort in April.
  - c. Piedmont Corridor Study: Ms. Starling noted that she and Mr. Greene met with Gerald Ross, Chief Engineer of Georgia Department of Transportation to officially hand over the Piedmont study report. He was receptive, and the results were taken well. The report will be placed on BATMA and Buckhead CID websites, and bound copies will be printed in about 10 days.
  - d. Habersham/Piedmont Turn Lane: Mr. McHugh stated that we have contracted with Kimley-Horn to do a concept study. Kimley-Horn has hired a surveyor to do two weeks worth of work, beginning next week.
  - e. SPI-9: refer to 7(a) and 7(b).
  - f. Concourse Bridge update: refer to 7(c).
- 7) New Business:
- a) CID Match for LCI Supplemental Funds: Ms. Starling and Mr. Greene noted that they will be working with the Buckhead Coalition and others to get more matching funds. Once the LCI Update has been adopted by the Board (see 7(b)), then the request for matching funds can be sent in (once approved by the Board). The scope is on page 32 of the Board packet, and the application is on page 28. A motion was placed before the Board by Mr. Lundeen to commit up to \$50,000 matching funds for the LCI; seconded by Mr. Alexander. Unanimously approved by Board.
  - b) LCI Update Adoption: Ms. Starling stated that in order to apply for the Supplemental Funds, the 2001 LCI plan has to be updated, and the update approved by the Board. She refers to the supplemental handout which gives a summary of the plan and things that have been accomplished since 2001. A motion was placed before the Board by Mr. Lundeen to adopt the LCI update; seconded by Mr. Shell. Unanimously approved by the Board. A request is made to Ms.

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Starling for a map of the SPI-9 area for the Board.

- c) MARTA/CID MOU: Mr. Greene stated that the MOU for the Concourse Bridge is consistent with the Board resolution to commit \$1.2 million for construction only. Mr. Greene asks for approval of the MOU, subject to review by the Executive Director and legal counsel. Mr. Shell stated his concerns that the process could be slow to start and be delayed. Mr. Ackerman noted that he has construction concerns that may affect the start time of the bridge construction project at any rate. A motion was placed before the Board by Mr. Lundeen to enter into an MOU with MARTA subject to review and updates by the Executive Director and legal counsel; seconded by Mr. Shell. Unanimously approved by the Board.

- 8) The meeting adjourned at 5:00 pm. The next regularly scheduled Board meeting will be in the same location on April 29 at 3:30 pm.

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

\_\_\_\_\_  
Secretary