

**DRAFT MEETING MINUTES  
CUMBERLAND COMMUNITY IMPROVEMENT DISTRICT  
Thursday, May 30, 2019**

MEMBERS PRESENT

John Shern  
Stephen Barnhouse  
Connie Engel  
Mike Plant  
Bob Voyles  
Mason Zimmerman

JACOBS

Alex Chung  
Derrick Vincent  
COBB COUNTY  
Bob Ott  
Erica Parish  
Karyn Matthews

LEGAL COUNSEL

Lynn Rainey

CUMBERLAND CID

Kim Menefee  
Rasha Al Rawi  
Kyethea Clark  
Lisa Sanders

COBB CHAMBER OF COMMERCE

Melissa Crook  
Sharon Mason  
Slade Gullede  
Dana Johnson  
Mike Winters

OTHERS PRESENT

Brett McClung, Goldman & Co.  
Keith Franklin, Freese & Nichols  
Alex Griffiths, Freese & Nichols  
Drew Pitman, HNTB  
Vance Smith, Pond & Co.  
Carolyn Baar, Georgia Commute Options  
Patti Rice, Powers Ferry Corridor Alliance  
Holly Quinlan, Cobb Travel & Tourism  
Janice Wittschiebe, Stevens & Wilkerson  
John Fish, Barge Design Solutions  
Eric Bosman, Kimley-Horn  
Allison Galloway, Kimley-Horn  
Elaine Armster, LINKSCAPE 360  
Ron Sifen, Vinings HOA  
John Gargis, MDJ

The May meeting of the Cumberland Community Improvement District Board was called to order at 7:30 a.m. on Thursday, May 30, 2019 at the Cobb Chamber of Commerce, 240 Interstate North Parkway, Atlanta, Cobb County, Georgia, pursuant to legal notice. A quorum was present.

Chairman John Shern welcomed special guests.

SELECTION OF EXECUTIVE DIRECTOR, KIM MENEFEE

Chairman Shern discussed the selection process for hiring the CCID's newest Executive Director. Ms. Engel made a motion to hire Kim Menefee as CCID's Executive Director and to approve the Employment Agreement. Mr. Voyles seconded the motion which was unanimously approved.

Ms. Menefee thanked everyone for a warm welcome. Ms. Menefee is looking forward to working with everyone to continue the tremendous success of the CCID.

ITEMS FOR APPROVAL

1. Minutes: Ms. Engel made a motion to approve the April 25, 2019 Regular Session Minutes and Executive Session Minutes of the CID Board. Mr. Voyles seconded the motion which was unanimously approved.
2. Approval of Financial Statement: Mike Winters, Controller for the CCID, reported in Treasurer Barry Teague's absence. Ms. Engel made a motion to approve the April Financial Reports (Exhibit A).

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Mr. Zimmerman seconded the motion which was unanimously approved. Mr. Voyles made a motion to approve the invoices and cash disbursements (Exhibit B). Mr. Zimmerman seconded the motion which was unanimously approved.

3. Cash Flow Projections: Mr. Winters stated due to timing of tax revenues, the low point for cash is expected to be September 30<sup>th</sup> of every year. Cash projections are well in the black and staff will not be looking to access the line of credit.

### AUDITOR REPORT

Brett McClung with Goldman & Company CPAs, PC presented the audited financial statements for the year ending December 31, 2018. Mr. McClung issued a clean, unqualified opinion with no material weaknesses and no recommendations. The management letters were included and stated there were no disagreements and no issues during the completion of the audit. Mr. Voyles made a motion to accept the December 31, 2018 Audited Financial Statements as presented. Ms. Engel seconded the motion which was unanimously approved. (Documents attached)

### EXECUTIVE DIRECTOR REMARKS & UPDATES

#### A. Washington, D.C. Visit

1. Akers Mill Ramp: Ms. Menefee stated a top priority as assigned by the CCID Board is to focus on securing a \$5M INFRA grant for the Akers Mill Ramp project. An announcement will be made by the end of July. Ms. Menefee and Ms. Kyethea Clark went to Washington, D.C. to meet with Congressional leaders to reiterate the importance of this project. The leaders were eager to support. Congressman Loudermilk has taken a leadership role to help the CCID and has spoken to the Assistant Secretary of Government Affairs for USDOT, Adam Sullivan, on the CCID's behalf. Mr. Sullivan has agreed to recommend this project to USDOT Secretary Chao. CCID staff is working with the County on the BUILD grant in case an INFRA grant is not awarded.
2. Paces Mill/Palisades Rehab: While in Washington, D.C., Ms. Menefee and Ms. Clark discussed the Paces Mill/Palisades Rehab project. Most Congressional leaders were unaware of the CCID and National Park Service partnership. They also were not aware of the investment the CCID has made in the parks through landscaping and the Zagster bike program. Ms. Menefee and Ms. Clark discussed that the CCID's conceptual design will be considered by the National Park Service's Design Advisory Board (DAB) in July. Once the design is approved, CCID will be able to work on funding then move forward with the preliminary engineering and construction for the park.
3. Bob Callan Ribbon Cutting (July 25<sup>th</sup>): Ms. Menefee announced the Bob Callan Trail Extension will be completed in June and a ribbon cutting ceremony will be held on Thursday, July 25<sup>th</sup> following the CCID Board meeting. This will complete 3 of the 4 mile Bob Callan Trail in the District and connect Mountain to River Trail and Noonday Creek Trail.

Ms. Menefee directed Board members' attention to the magazine supplement, Atlanta Magazine that the CCID participated in this month.

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### DIRECTOR OF OPERATIONS UPDATE

#### A. Operations/Requests

##### 1. FY19 BUILD Grant

- a. BCA-Parsons Transportation Group (PTG) (\$35,150): Ms. Clark stated the previous Benefit Cost Analysis (“BCA”) submitted in previous federal USDOT grants is ineligible and outdated as the Northwest Corridor project data and information used was fresh at the time of those grant submissions. To include current projects that are relevant new data collection and analysis is needed to include in a revised BCA that would be included in this new round of federal grant funding, FY19 BUILD for Akers Mill Ramp Phase 2. The new BCA for the FY19 BUILD grant would include the MMIP Express Lane projects planned for I-285 which are significant and meaningful to the operation of Akers Mill Ramp. Running the ARC model for opening year 2023 and design year 2048 which is the lifespan of the ramps project. The newly required information is an additional effort that Parsons Transportation Group (“PTG”) must perform that was not performed in past BCAs as the MMIP I-285 projects are new. Ms. Clark requested \$35,150 for PTG to work on this BCA for the 2019 BUILD grant. Mr. Shern stated the CCID will risk \$35K on the possibility that the CCID is not awarded an INFRA grant and will allow the CCID to apply for the BUILD grant. Cobb County also has made a decision to solely submit this project to USDOT for grant funding. Board members agreed that this is the mission of CCID, and funding the BCA is appropriate. Mr. Voyles made a motion to approve \$35,150 to PTG to work on the BCA for 2019 BUILD grant. Mr. Plant seconded the motion which was unanimously approved.
  - b. Grant Writing – TFC (\$6,000): Ms. Clark stated the cost for The Ferguson Group to prepare the BUILD grant application is \$6K. Once completed, the application will be provided to the County to submit. Mr. Voyles made a motion to approve \$6K to The Ferguson Group to prepare the BUILD grant application. Ms. Engel seconded the motion which was unanimously approved.
2. Capital Improvements Updates: Ms. Clark gave updates on the Cumberland Blvd West Intersection Improvement & Phase III Streetscape, Riverwood Parkway Streetscape, SCATS Traffic Study, GDOT 1-75 & I-285 Interchange Clean-Up, and Bob Callan Trunk Trail Phase II Segment A & B. Board member Voyles requested a tour of the area with Josh Winters, Winter Design, and would like an update from GDOT on their routine mowing and maintenance schedule for the District.

Cobb County Bikeshare Ordinance: Ms. Clark reported that Cobb County conducted its first read of the Bikeshare Ordinance on Tuesday, May 28<sup>th</sup> which addresses bikeshare on County ROW. The second read for the Code Amendment is scheduled for Wednesday, June 19<sup>th</sup>. The approval of the County’s Bikeshare Ordinance will allow the CCID to further implement its recently completed Bikeshare Expansion Plan. The CCID has 4 proposed bikeshare stations on County ROW identified in the Bikeshare Expansion Plan.

The CCID is approaching its one year of service with Zagster. The CCID has three stations with 15 bikes total. From August 2018 – May 2019: total trips – 3,038, average trips daily – 11, and average members – 1,522.

Atlanta Regional Commission has a call for projects. The funding is for 2020-2025 and is approximately \$307M over the 5 year TIP period. CCID staff will be communicating with the Board on projects to move forward with and then coordinate with the County on which projects to submit for funding.

**B. Presentations**

1. Paces Mill/Palisades Rehab: Ms. Clark stated the CCID has completed the conceptual design the package that Bill Cox, Superintendent for National Park Service (NPS), will take to the national park Design Advisory Board (DAB) to seek approval. Estimated cost is \$10M, and if approved, the CCID will be able to move forward with funding, design and construction. Ms. Clark welcomed John Fish with Barge Design Solutions. Mr. Fish discussed and presented the schematic design of the Paces Mill/Palisades Rehab project. The CCID and the Chattahoochee River National Area (CRNRA) have partnered together to rehabilitate the southernmost park unit of the CRNRA, which is located at the CCID's southern boundary and gateway. Mr. Fish's team has followed the rigorous Department of Interior design guideline process which the NPS must utilize. Board members discussed maintenance of the grounds and how to reuse materials that are already there. Mr. Fish and Ms. Clark acknowledged the interest and request to consider, and further explained that once we begin engineering design and construction it will be further investigated.
2. Project Prioritization: Eric Bosman, Kimley-Horn gave an update on the Cumberland Core Loop (CCL). The CCL comes out of Blueprint Cumberland 3.0 and the concept is to create a 3 mile unified multimodal path connecting Cumberland's major employment, cultural, and entertainment destinations. The vision is to create a sense of place that integrates the core of the District together and then provides an opportunity to link to other areas of the District with a high-quality branded trail. The discussion moved onto the segments, opportunities and challenges.

**Segment A** (0.84 miles) – Interstate North Parkway & Cumberland Blvd (\$145K)

**Segment B** (0.67 miles) – Akers Mill Road

**Segment C** (0.39 miles) – Cobb Parkway & Galleria (\$155K)

**Segment D** (0.40 miles) – I-285 Pedestrian Bridge & The Battery Atlanta

**Segment E** (0.62 miles) – Windy Ridge Parkway

There are essentially two gaps that prevent the CCL from existing. The gaps are Segment A & Segment C. Once these gaps are filled, the loop becomes continuous. The next step is to conduct a field run survey of Segment A & C then move to the first level of preliminary concept design. This step is needed to test feasibility in providing the multi-use trail that connects the other CCID investments. The budget request is \$300K that gets the CCID up through and to a preliminary design package. The \$300K would give the Board the information that is needed for Segment A & C, but it will not get the Board full design quite yet. Commissioner Bob Ott discussed maintenance, items that could impact this loop if done the way it is presented and the possible problem expanding the road in Segment A. Board members discussed having a long range plan and additional pedestrian bridges in the district. Ms. Clark asked the Board to authorize funding to further define specifics that were discussed above. Board members agreed

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that this is a good project to explore and staff should meet with the County to make sure its input is received as it relates to Cumberland Blvd. A motion was made by Mr. Zimmerman to approve studying Segment A & C in the budgeted amount of \$300K, but only committing to spend not to exceed \$140,000 of the budget subject to CCID staff meeting with the County to make sure the project can be completed before requesting the balance of the budgeted funds from the Board. Mr. Voyles seconded this motion which was unanimously approved.

COBB COUNTY ISSUES & UPDATES

Commissioner Bob Ott, District 2, stated the County is working on creating the SPLOST list. Commissioner Ott discussed the Chattahoochee River flooding map and Windy Hill/Terrell Mill Connector.

CHAMBER UPDATES

Sharon Mason congratulated Kim Menefee on her new role with the Cumberland CID. Ms. Mason stated the Chamber is preparing its Federal Legislative agenda and gearing up for its annual Washington Fly-In. The next Transportation and Mobility Committee meeting is scheduled for Wednesday, July 10<sup>th</sup> and Russell McMurry, GDOT, will be providing a statewide perspective.

SelectCobb hosted the Georgia Department of Economic Development Board of Directors and leadership team yesterday at The Battery Atlanta. Board members Engel and Plant served on the panel along with other Cobb leaders to discuss activity in the Cumberland area.

Ms. Mason concluded by stating SelectCobb has approximately 60 companies in the active pipeline with over 2,000 jobs.

OTHER BUSINESS

The next regular board meeting is scheduled for June 27, 2019, at 7:30 a.m. at the Cobb Chamber of Commerce, Pilcher Board Room. There being no further business, the meeting was adjourned at 8:57 a.m.

Approved by the Board this \_\_\_\_\_ day of

\_\_\_\_\_, 2019

\_\_\_\_\_ Secretary