

DRAFT MEETING MINUTES
CUMBERLAND COMMUNITY IMPROVEMENT DISTRICT
Thursday, November 29, 2018

MEMBERS PRESENT

John Shern
Steve Barnhouse
Connie Engel
Barry Teague
Bob Voyles
Mason Zimmerman

EXECUTIVE DIRECTOR

Tad Leithead

LEGAL COUNSEL

Lynn Rainey

CUMBERLAND CID

Rasha Al Rawi
Kyethea Clark
Roxanne Plummer

COBB CHAMBER OF COMMERCE

Melissa Crook
Nelson Geter
Slade Gullede
Mike Winters

JACOBS

Alex Chung

COBB COUNTY

Mike Boyce
Erica Parish
Michael Hughes
Karyn Matthews

OTHERS PRESENT

Sam Olens, Dentons
Lindsey Burruss, Cobb Travel & Tourism
Holly Quinlan, Cobb Travel & Tourism
Dustin O'Quinn, HNTB
Keith Franklin, Freese & Nichols
Derrick Vincent, Jacobs
Carolyn Baar, Georgia Commute Options
Chuck Deeb, T.Y. Lin International
Eric Bosman, Kimley-Horn
William Herbig, Kimley-Horn
Ian Samsom, Alta
Heidi Dasinger, Marietta Power & Water
Ron Sifen, Vinings HOA

The November/December combined meeting of the Cumberland Community Improvement District Board was called to order at 7:33 a.m. on Thursday, November 29, 2018 at the Cobb Chamber of Commerce, 240 Interstate North Parkway, Atlanta, Cobb County, Georgia, pursuant to legal notice. A quorum was present.

Acting Chairman John Shern welcomed special guests. Mr. Shern congratulated Erica Parish as Cobb DOT's newest Director.

ITEMS FOR APPROVAL

1. Minutes: Mr. Teague made a motion to approve the October 25, 2018 Regular Session Minutes of the CID Board. Mr. Voyles seconded the motion which was unanimously approved.

{Board member Mason Zimmerman joined the meeting at this point}

2. Approval of Financial Statement: After making the Treasurer's Report, Mr. Teague made a motion to approve the October Financial Reports (Exhibit A). Ms. Engel seconded the motion which was unanimously approved. Mr. Teague made a motion to approve the invoices and cash disbursements (Exhibit B). Ms. Engel seconded the motion which was unanimously approved. Board members were given reports from our auditor for the second quarter ending June 30 and third quarter ending September 30 to review.

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3. Cash Flow Projections (Discussion): Mike Winters, CCID Controller, presented the current cash flow projections. With all requests as is, our estimated cash balance for September 30, 2019 is \$970K. The low period for cash will be September 30 before receiving tax revenues in October. CCID staff is anticipating that \$125K will not be used and returned back to the General Fund at the end of the year. There should be approximately \$1M in our account on September 30, 2019 and based on the current commitments the CCID will not have to access the line of credit. Tad Leithead, Executive Director stated timing is impacting the bottom line meaning the line of credit will not be used and the CCID will be able to use cash on hand.

Election of Officers: Mr. Rainey stated under the CCID Act the officers of the Cumberland CID are: Chairman, Vice Chair, Treasurer and Secretary. There is a provision that allows for the CCID to have a joint Secretary and Treasurer if that is the Board's will. The Chair and the Vice Chair must be members of the Board and the Secretary and Treasurer or Secretary/Treasurer do not have to be members of the Board. This officer election is a function of the Board not of the Caucus.

Mr. Rainey opened nominations for Chairman of the CCID Board. Bob Voyles nominated John Shern for Chairman. A motion was made by Mr. Voyles and seconded by Ms. Engel to close the nominations. The motion was unanimously approved. John Shern was unanimously elected as Chairman of the CCID Board.

Mr. Rainey opened nominations for Vice-Chair. Mr. Zimmerman nominated Connie Engel for Vice-Chair. A motion was made by Mr. Zimmerman and seconded by Mr. Teague to close the nominations. The motion was unanimously approved. Connie Engel was unanimously elected as Vice Chair of the CCID Board.

Mr. Rainey opened nominations for Treasurer. Ms. Engel nominated Barry Teague for Treasurer. A motion was made by Ms. Engel and seconded by Mr. Voyles to close the nominations. The motion was unanimously approved. Mr. Teague was unanimously elected as Treasurer of the CCID Board.

Mr. Rainey opened nominations for Secretary. Ms. Engel nominated Missy Crook for Secretary. Ms. Crook was unanimously elected as Secretary of the CCID Board.

Officers serve until the Board conducts another officer election.

EXECUTIVE DIRECTOR'S UPDATES

1. Update on Akers Mill Ramp/TIFFIA: Mr. Leithead stated the BUILD grant should be announced around December 18. The BUILD grant would complete the Akers Mill Ramp project Phase II if awarded. Senator Isakson and Senator Perdue have been discussing the importance of this \$6M grant with Transportation Secretary Elaine Chao's office. Ms. Clark stated Phase I is complete and the last piece is the ramp. GDOT is continuing to move forward to put the project in place. The concept report team is solidifying the cost estimates, environmental work and the agreement. A couple of requirements that have changed are: the agreement – since this project is 100% locally funded PE, there is no need for a PFA for design work. GDOT has submitted a letter in lieu of a PFA. Also, there are no oversight fees for GDOT and the CCID is no longer paying for this. Since this is federally funded, ARC (Atlanta Regional Commission) is taking over federally funded projects and paying for the GDOT oversight fees. All things combined, this is allowing the project to gain momentum.

Mr. Leithead stated if the BUILD grant is granted then the project will move forward, but if not then the two back up plans are: ARC and possibly borrow money from the TIFFIA loan. ARC is making another call for projects in the summer of 2019. Cobb County will be the sponsor. The TIFFIA loan is

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not ideal, but would like to discuss if needed. Conversations are still ongoing with Chris Tomlinson, Executive Director at GRTA and SRTA, to see if the CCID would be eligible to participate in the TIFIA loan. The remaining funding needed for Akers Mill Ramp is \$5.9M. CCID staff is continuing to work all angles, but hoping the BUILD grant comes through. Once all funding is complete, construction is set to start in 2021 and will take two years to complete and will be a GDOT let. Chairman Shern asked Ms. Clark to look at the impact of the surface streets as a result of this project not being complete. Ms. Clark will look into this for the Board. This is a critical project to the CCID and the County.

2. Tax Reimbursement: Mr. Leithead stated Cobb County withheld \$258,699 of the CCID's incoming tax revenue in October to reimburse properties which were erroneously billed.
3. Bridge Reimbursement: The CCID is getting a reimbursement for cost savings on the Pedestrian Bridge across I-285. The amount of that reimbursement is \$344,549. The County will be making the \$344,549.00 payment to the CCID in December of 2019, coinciding with the CCID's final \$2,500,000.00 payment to the County. This is in the 2019 numbers and will not affect 2018 numbers.
4. ATL Update: Mr. Leithead reported the ATL board has been finalized. Board members were given a listing of the ATL Board and what districts these members represent. Six were appointed by the Governor and others were elected. This group will oversee implementation of transit per House Bill 930.
5. Budget Approval: Mr. Leithead stated at last month's meeting the 2019 Budget was presented to the Board. Ms. Engel made a motion to approve the 2019 CCID budget. Mr. Voyles seconded the motion which was unanimously approved.

Operations

1. Interchange Tree Installation Concept Design – Winter Design Fee (\$24K request): Ms. Clark stated the clean-up for I-75/I-285 Phase 1 is going well. GDOT is about 90% complete. The anticipated completion is early January 2019. There is an interest to establish a Phase 2 upon GDOT's completion of Phase 1. Phase 2 proposes to design a tree plan to install in the I-75/I-285 Interchange that will be presented to GDOT for permitting. Josh Winters, Winter Design has presented a scope and fee to the CCID in the amount of \$24K to begin design of tree installation plan. The proposal is for small trees and work with GDOT on permits. Mr. Teague made a motion to approve \$24K for Winter Design to design a tree plan at the Interchange of I-75/I-285. Mr. Voyles seconded the motion which was unanimously approved. Mr. Leithead stated some consideration needs to be taken into account when planting these trees in regard to the I-285 project. Josh Winters will be providing project oversight and coordination of the GDOT contractor. Ms. Clark shared pictures of the progress with Board members. Board members were pleased with the progress.
2. Capital Improvement Updates: Ms. Clark gave up updates on: Cumberland Blvd West Intersection Improvement, Riverwood Parkway Streetscape, and Bob Callan Trail 2A & 2B are under construction and will be complete spring of 2019. Ms. Clark shared photos of the trails. The County has approved \$475K to continue this project forward. It is a 2014 grant being an 80/20 match. By 2020, there should be a continuous trail connection in Cobb County.
 - a. Palisades/Paces Mill NRA Unit Rehabilitation: Barge Design is continuing the schematic work and NPS (National Park Service) is taking the information to the DAB in May. Last month, Ms. Clark reported NPS had red-lined a contract that removed the areas that the CCID was interested in maintaining. The NPS is now reconsidering its position and conversations are still happening.

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CCID staff will continue to work on this and hopes to finalize an agreement soon. Ms. Clark has received an estimate from Russell Landscaping to mow and trim the NP. For the landscape, it would be \$30K a year in addition to the CCID's existing budget as opposed to \$40K a year with pine straw. Board members were not in favor of spreading pine straw in the NP and prefer to keep it a natural forest.

3. Plans & studies Update

- a. Zagster Update: Ms. Clark reported there are currently three Zagster bike stations and continuing to move forward with working out the details for the preliminary approved GDOT locations which are at Akers Mill Trail, Cobb Blvd/Cobb Parkway Plaza, and Riverwood/Cobb Parkway Plaza.

Mr. Ian Sansom, Alta Planning & Design gave a presentation on the bikeshare expansion study that was just completed. In July 2018, the first two bike share stations were placed in the CCID, both in the Chattahoochee River NPS. This plan identifies 13 additional locations for bike share expansion throughout the CCID, using a demand analysis, public input, field work, and interviews with stakeholders. The plan recommends a three year phased approach to roll out between 55 and 140 bikes over the next two years. With a goal of improved mobility and recreation options, bike share will serve commuters, visitors, area employees, transit riders, and local residents. The recommended system was the lock-to Smart bike system which Zagster uses currently and is a very flexible system. Mr. Sansom went on to discuss business model recommendations and station site locations. Ms. Clark stated the ARC funded 80/20 and the CCID received a grant for this study. ARC asked the CCID Board to take action on the plan. This study is a further refinement study and is a focused solely on bikeshare and how to implement the first few phases. The next steps would be to begin working on establishing the next 13 stations. The individual stations will require an investment from the CCID. The CCID Board has approved a total of 7 stations. There are three up and running and then there are four to work with. Ms. Clark stated Zagster's pricing will be going up, it is currently \$9K a year. Mr. Zimmerman asked if adopting this study - does it obligate the CCID to see it through. Ms. Clark stated it is for planning purposes and this is a more focused look. Board member Voyles stated as long as you are building on the work you have done versus starting at ground zero. Ms. Clark went on to state the requests will start with private property owners, but if that cannot be achieved then it will move closer to the ROW for more opportunity. The consultants will need to consult with private property owners. Board member Engel does not want the bike stations listed yet. Mr. Leithead stated the CCID will not implement any bike share stations without approval from the Board and by accepting this study that does not obligate private property owners to put Zagster bikes on their property. Mr. Zimmerman made a motion to accept the Bikeshare Expansion Plan with a clarification to be prepared by Mr. Rainey. Mr. Voyles seconded the motion which was unanimously approved. Ms. Clark stated the CCID has received the \$49K reimbursement for the total grant of \$62K.

- b. Retreat Follow-up of Project Prioritization & Pricing Presentation & Board Action: Will Herbig, Kimley-Horn, reminded Board members that at a previous CCID Board meeting, he presented a universe of projects and programs that drew from Blueprint Cumberland 3.0. Since that time, Board members met in small groups to look at whittling down the project and program list. At the August Board meeting, Kimley-Horn discussed the initial list of prioritized programs and projects without costing associated. Kimley-Horn has continued to work on the order of magnitude cost estimates for the projects.

The project list falls into three categories:

- Access: Roads & Transit-oriented projects (3 project groups)
 - Ramp Improvement Study & Advocacy
 - I-285 Managed Lanes Interchange Study & Advocacy

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- Transit/Marta Study & Advocacy
- Connectivity: Bike/Ped-oriented Projects (4 – Tier 1 project groups/3 – Tier 2 project groups)
 - Tier 1: 4 Project Groups (listed in priority order)
 - Cumberland Core Loop Trail Study (coming back in 2019 with costs)
 - Cumberland Blvd Trail
 - The Battery Projects
 - Connectivity Programs (Mobility Innovation Program & Zagster Bikeshare Program)
 - Tier 2: 3 Project Groups (listed in priority order)
 - Wildwood Trail
 - Bob Callan/Rottenwood Creek Trail
 - Rail Trail
- Placemaking: Sense of Place Projects (5 project/programs)
 - Placemaking and Public Art Plan
 - Capital Maintenance Fund & Process
 - Paces Mill/Palisades Rehabilitation
 - Last Mile Connectivity
 - Urban Design Standards and Policies

Board members were given the list and project costing. Mr. Herbig asked for feedback. Mr. Leithead stated there are \$36M worth of projects on the handout and would like more input from the Board before the next Board meeting. The CCID will continue to leverage other sources. Mr. Eric Bosman would like to start working at the top of each group of projects. The deeper Kimley-Horn gets into concept and design the more the cost elements will be refined. The CCID will be tapping into uncommitted cash once the project allocation is determined.

COBB COUNTY ISSUES & UPDATES

Erica Parish, Cobb DOT Director, stated the Transit Phone Poll will begin this week. Results will be back in December.

CHAMBER UPDATES

Sharon Mason, President and CEO of the Cobb Chamber, reported there is an extensive amount of activity relating to SelectCobb. SelectCobb has collectively brought in 27K jobs since inception and there are currently 64 active projects.

Mrs. Mason reported the new Economic Development Executive Director position for the Cobb Chamber will be named in December.

Mrs. Mason invited CCID Board members to attend the Chamber's First Monday Breakfast on January 7th. Cobb County Commission Mike Boyce will be the speaker.

Mrs. Mason went on to give updates upcoming events.

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OTHER BUSINESS

The next regular board meeting is scheduled for January 31, 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 9:07 a.m.

Approved by the Board this _____ day of

_____, 2018

_____ Secretary