

BUCKHEAD COMMUNITY IMPROVEMENT DISTRICT (BCID)

Minutes

January 24, 2024

Preamble:

A Meeting of the Board of Directors of the Buckhead Community Improvement District was held on January 24, 2024, pursuant to legal notice, at Terminus Commons, 3333 Piedmont Road NE, Atlanta GA 30305. Chairman Thad Ellis called the meeting to order at 12:12 p.m.

Attendance:

Attendance was recorded and it was reported that a quorum was present. Members in attendance in addition to Mr. Ellis were Robin Suggs, Herbert Ames, Amy Knopf, Howard Shook, Brian Wander, Scott Werbell, Matt Rendell, Heather Lamb.

Also in attendance were Jim Durrett, Executive Director; Tony Peters, Director of Capital Projects and Programs; Denise Starling, Livable Buckhead Executive Director; Rebecca Stokes, Director of Finance; John Vaughn, Board Counsel.

1. **Board Meeting Minutes from October 25, 2023 and November 28, 2023:** Jim Durrett asked the Board to approve the Minutes from the October and November 2023 Executive Session. **MOTION: Matt Rendell made a motion to approve the minutes from the October 25, 2023 Board meeting and November 28, 2023 Executive Session, seconded by Robin Suggs. No objections were recorded. The motion passed unanimously.**
2. **Treasurer's Report:** Herbert Ames provided the Board with a review of the monthly financial reports included in the Board packet, current as of November 30, 2023. The Available Funds Forecast reflects \$17.2M available in uncommitted funds through September 2029. This does not include 2029 tax revenue.
3. **Projects and Programs Report:**
 - a. **Piedmont Widening:** Tony Peters presented a summary of the project. Georgia Power is working on relocation of 4 large transmission poles which requires a lane closure. GDOT let the project on November 17, 2023 and bids were higher than expected. ARC has agreed to increase their funding of this project to \$4.65M. This left the remaining balance of \$1,123,685 needed for construction. GDOT agreed to split the balance and increased their funding by 561,842.42 leaving a balance of \$561,842.42. **Ref. New Business #1**
 - b. **Wieuca-Phipps Roundabout:** Tony Peters presented a summary. The original RFP was advertised in October and opened in November. The bids received were higher than anticipated with the lowest bid at \$9.9M. The design plans were reviewed, revised, and bidders were made aware that staging location for construction equipment is provided. The RFP was advertised again and with bids opened in December 2023. The lowest bid came in at \$7.7M. We will be seeking

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additional funding from City of Atlanta but meanwhile the project needs to move forward. Thad Ellis asked for regular status updates for this project as construction begins. Tony Peters responded that BCID is in partnership with LBI to provide regular construction updates for all BCID capital projects. *Ref New Business #2 & #3*

- c. **Lenox Road Complete Street – Section 1:** Tony Peters presented a summary of the project. The RFP was advertised on January 17, 2024 and bids will be opened on February 16, 2024. A Pre-Bid meeting was held to respond to any questions. Demolition for construction will be done at night to mitigate traffic. The board will receive an email when bids are opened in February with construction company award recommendation.
- d. **Lenox Road Complete Street – Section 2:** Tony Peters presented a summary of the project. This project improves the walkability with improved streetscapes that includes an elevated multi-use trail. The next step to is increase Kimley Horn engineering contract so we can get this design to construction documents. At the April 2024 board meeting, we will receive a presentation of the design. *Ref New Business #4*
- e. **APD Digital Billboard:** Tony Peters presented a summary of the 2023 Buckhead crime statistics. The total cost of four weeks of billboard operation is \$22K and The Buckhead Coalition will pay \$5K. An idea to potentially design a pin for Buckhead police officers in recognition of three years of decreased crime was discussed. *Ref New Business # 5*
- f. **BUC:** Denise Starling provided a summary of the current service statistics for the BUC. Ridership has doubled since the hours were increased in June 2023.
- g. **PATH400:** Denise Starling provided a summary of the construction on the new section. Construction is scheduled to be complete in April 2025. We will be seeking additional ARC funds to cover increased construction costs. The board members were invited to attend a tour of the construction site.
- h. **Livable Buckhead Presentation:** Denise Starling provided the board with a brief presentation of 2023 accomplishments of LBI. *Ref New Business #6*
- i. **HUB404:** Jim Durrett asked the board to ratify \$5,000 for additional federal grant writing services. There is one outstanding federal grant that we hope to receive. Robin Suggs requested the clarification of separation of Lenox Road Complete Street-Section 3 and HUB404 project. *Ref New Business #7.*
- j. **City of Atlanta Partnership Projects:** Jim Durrett reported that City of Atlanta just approved the legislation to repave of Mt. Paran Road. Project should be complete May 2024.

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- k. **Peachtree Road Pedestrian & Median Lights:** Jim Durrett asked the board to approve a de-commitment for the project. *Ref New Business #8*
- l. **2024 Administrative & Annual Programs Budget:** The board was presented with details of the 2024 administrative budget and 2024 annual programs budget for consideration. Herbert Ames stated that there is a minimum increase in the projections for 2024. Robin Suggs requested details of projected 2024 sponsorship budget. *Ref New Business #9*
- m. **BCID 2024 Goals:** Mr. Durrett presented the board with 2024 goals and expectations. The board will be updated on these goals at each board meeting. Heather Lamb suggested that we add marketing goals to increase Buckhead's visibility in the city.

NEW BUSINESS:

1. **Piedmont Widening:** The board was asked to commit \$561,842.42 towards the construction of Piedmont Widening. **MOTION: Herbert Ames made a motion to commit \$561,842.42 towards the construction of Piedmont Widening; seconded by Matt Rendell. No objections were recorded. The motion passed unanimously.**
2. **Phipps Wieuca Roundabout:** The board was asked to commit \$2.7M towards the construction of the Phipps Wieuca Roundabout. **MOTION: Howard Shook made a motion to commit \$2.7M towards the construction of Phipps Wieuca Roundabout; seconded by Amy Knopf. No objections were recorded. The motion passed unanimously.**
3. **Phipps Wieuca Roundabout:** The board was asked to approve the execution of the construction contract for \$7,932,341.43 with Summit Construction. **MOTION: Robin Suggs made a motion to execute a contract for \$7,932,341.43 with Summit Construction; seconded by Herbert Ames. No objections were recorded. The motion passed unanimously.**
4. **Lenox Road Phase 2:** The Board was asked to commit \$698,676 to increase the contract with Kimley Horn to complete design. **MOTION: Matt Rendell made a motion to commit \$698,676 to increase the contract with Kimley Horn to complete design; seconded by Herbert Ames. No objections were recorded. The motion passed unanimously.**
5. **APD Billboard:** The Board was asked to commit \$17K for a billboard in appreciation of APD in Buckhead. **MOTION: Heather Lamb made a motion to commit \$17K that towards the cost of a digital billboard; seconded by Herbert Ames. No objections were recorded. The motion passed unanimously.**
6. **Livable Buckhead Annual Support:** The board was asked to commit \$250,000 in annual support of Livable Buckhead. **MOTION: Herbert Ames made a motion to commit \$250K in annual support of Livable Buckhead; seconded by Robin Suggs. No objections were**

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recorded. The motion passed unanimously.

7. **HUB404:** The board was asked to ratify \$5,000 for additional grant writing services. **MOTION:** Heather Lamb made a motion to ratify \$5,000 for additional grant writing services; seconded by Herbert Ames. The motion passed 6-1 with Ms. Suggs opposed.
8. **Peachtree Road Pedestrian & Median Lights:** The board was asked to approve a de-commitment of \$102,866.75 from this project. **MOTION:** Herbert Ames made a motion to approve a de-commitment \$102,866.75 for Peachtree Road Pedestrian & Median lights project; seconded by Robin Suggs. No objections were recorded. The motion passed unanimously.
9. **2024 Administrative and Annual Programs Budget:** The board was asked to commit \$1,041,691.16 for 2024 administrative budget and \$1,871,050 for annual program budget. **MOTION:** Robin Suggs made a motion to commit \$1,041,691.16 for administrative budget & \$1,871,050 for annual programs budget; seconded by Brian Wander. No objections were recorded. The motion passed unanimously.

The Board meeting adjourned at 1:51p.m.

The next board meeting will be held April 24, 2024.

APPROVED BY THE BOARD, this 24th day of April, 2024.


_____, Secretary