

**Partnership Gwinnett Public Funding Entity (PFE)  
Meeting Minutes  
December 10, 2015  
10:00 A.M.  
Cisco Conference Room  
6500 Sugarloaf Parkway, Duluth GA 30097**

**Present:**

*Voting Board Members:*

Chuck Warbington, Executive Director, Gwinnett Village CID  
Glenn Stephens, Gwinnett County Administrator  
Lisa Anders, Executive Director, Explore Gwinnett  
Rick Cost, CFO, Gwinnett County Public Schools  
Jimmy Burnette, Gwinnett Municipal Association  
Kathy Holland, Acting Planning & Development Director, Gwinnett County

**Not Present:** Charlotte Nash, Chairman, Gwinnett County,

*Non-Voting Board Members:*

Craig Brown, CFO, Gwinnett Chamber of Commerce  
Nick Masino, SVP, Partnership Gwinnett & Gwinnett Chamber of Commerce

**Not Present:** Anthony Rodrigues, Aurora Theater

PFE Attorney: Dick Carothers, Attorney, Carothers & Mitchell, LLC

**Others Present:**

James Pugsley, Planning and Development, Gwinnett County  
Mark Farmer, Director of Entrepreneurship & Information Services, Partnership Gwinnett  
Randy Meachum, Executive Director, Gwinnett Municipal Association

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- I. **Call To Order** –Mayor Jimmy Burnette
  - II. **Approval of Meeting Minutes for Sept 17, 2015**--Mayor Jimmy Burnette  
Motion by Rick Cost to approve minutes, second by Chuck Warbington and so carried with no discussion 6-0  

*Vote: Warbington-yes, Stephens-yes, Anders-yes, Cost-yes, Burnette-yes, Holland-yes*
  - III. **Financial Update**--Craig Brown  
Craig Brown reported on YTD income and balance sheet
  - IV. **New Business**--Chuck Warbington
    1. Chuck Warbington presented the 2016 Budget. Motion to adopt 2016 budget by Rick Cost, second by Glenn Stephens, and so carried with no discussion 6-0,  

*Vote: Warbington-yes, Stephens-yes, Anders-yes, Cost-yes, Burnette-yes, Holland-yes*

2. Motion to allocate \$120,000 to the PG 3.0 project from the special projects fund and any shortfall from the special projects fund be transferred from special reserves by Glenn Stephens, second by Rick Cost and so carried with no discussion, 6-0

*Vote: Warbington-yes, Stephens-yes, Anders-yes, Cost-yes, Burnette-yes, Holland-yes*

3. Motion to keep current slate of officers for 2016 as Chuck Warbington-President, Jimmy Burnette-Chairman, Lisa Anders-Secretary/Treasurer by Glenn Stephens, second by Rick Cost and so carried with no discussion 6-0

*Vote: Warbington-yes, Stephens-yes, Anders-yes, Cost-yes, Burnette-yes, Holland-yes*

4. Nick Masino presented the 2016 Partnership Gwinnett PFE Professional Consulting Services Agreement with the Gwinnett Chamber of Commerce. Motion to approve contract by Glenn Stephens, second by Chuck Warbington, and so carried with no discussion 6-0

*Vote: Warbington-yes, Stephens-yes, Anders-yes, Cost-yes, Burnette-yes, Holland-yes*

5. Nick Masino presented the 2016 Partnership Gwinnett PFE Professional Consulting Services Agreement with the Gwinnett Convention and Visitors Bureau dba Explore Gwinnett. Motion to approve contract by Glenn Stephens, second by Chuck Warbington, and so carried with no discussion 6-0

*Vote: Warbington-yes, Stephens-yes, Anders-yes, Cost-yes, Burnette-yes, Holland-yes*

**V. Proposal of next PFE meeting-Nick Masino**

February 11, 2016 at 10:00 am, GCOC, 6500 Sugarloaf Parkway, Duluth, Ga 30097, Cisco conference room

**VI. Adjournment**

Motion to adjourn by Lisa Anders, second by Chuck Warbington and so carried with no discussion 6-0.

*Vote: Warbington-yes, Stephens-yes, Anders-yes, Cost-yes, Burnette-yes, Holland-yes*