

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
January 13, 2003

I. Determination of Quorum

A quorum was established by the following directors presence: Davis Fox, Kathie Gannon, Sue Apolinsky, Jacquelyn Anthony, Phil Paymer, Stuart Meddin, Michael Rich, Jennifer Fabrick, Lois Berthaume, and Brian Shaw.

The meeting was opened by Chairman Fox at 4:10 pm.

II. Approval of Minutes for November 2002

These minutes were not available at this meeting and will be approved in February.

III. Old Business

A. Chairman's Report

Chairman Fox thanked Sue Apolinsky for hosting the December meeting/holiday party.

News:

LCI: Chairman Fox is expecting a letter from the Atlanta Regional Commission (ARC) in the next week. That letter will grandfather the Emory Village to be a Livable Center in ARC's Livable Center Initiative (LCI). This will put AIEV in line for LCI implementation funding.

DeKalb County: Chairman Fox met with John Girble and Rich Stagner, Public Works Director for DeKalb County. They have put funding in the 2003 budget to cover the overlay zoning study, temporary roundabout implementation and study, and contingency funding to remove the roundabout in case of emergency. There is also a livable center match earmarked in late 2003 for \$175,000. This funding is to be coupled with additional funding in 2004 and then used in 2004. The 2004 amount is unknown. Brian Bollock with URS provided a budget for doing the roundabout and analysis.

Ms. Apolinsky asked about the extent of the analysis for the roundabout study. Chairman Fox indicated that would mainly target the Village intersection.

A note was sent to Chairman Fox from DeKalb County CEO Vernon Jones that this funding will stay in the budget. This means that the roundabout test and analysis could begin this summer. The roundabout will likely be semi-permanent with an actual circle delineated by an asphalt berm.

Ms. Apolinsky asked about parking on North Decatur Road during the roundabout test. Chairman Fox stated that is not yet known if that parking will stay during the test, but suspected that those spaces would go away. Vice Chairman Meddin believes that some of those parking spaces could stay thru the test, perhaps by becoming parallel spaces. Chairman Fox stated that the parking for the Glenn Church on Sundays would

have to stay along North Decatur Road. However, barricades could go up at Oxford and North Decatur Roads to prevent left turns onto Oxford Road.

Vice Chairman Meddin asked about drawings for the test. Chairman Fox stated that no one has seen any, but URS will be doing them. The cost for designing the test is \$30,000.

Ms. Apolinsky asked about a committee to review the test. Chairman Fox suggested the AIEV Transportation Committee could do that. A concern was raised about getting input for the community on the test. Mr. Paymer discussed what occurred in Clearwater, Florida with a roundabout there and how public input led to design flaws with their roundabout. That roundabout is now being completely rebuilt at great expense. Mr. Paymer passed around a photo from a Clearwater newspaper showing the reconstruction of that roundabout. Chairman Fox stated that public input is needed due to the changing street pattern that the test will cause, but that public involvement is not needed on technical issues.

Chairman Fox suggested that the Transportation Committee needs to meet and devise a process of moving the roundabout test forward and manage that process as well.

Treasurer Berthaume asked if left turns would be limited during the test? Chairman Fox stated that we would need to see the layout of the test first. The test would need public input on what it should measure. A drawing of the test is needed to help manage the expectations of the public.

BP Station: Chairman Fox stated that it got a license to sell beer. BP also submitted a site plan to the county for building a BP Connect on the site. At that time the county determined that the existing BP was too close to the Glenn Church and Emory to allow it to sell beer and rescinded the liquor license on December 31st.

Vice Chairman Meddin stated that the current zoning and liquor permitting laws could impact where businesses locate in the Village in the future. However, it was exclusions could be granted by the county on this issue, or it could be part of the overlay zoning district. Mr. Paymer stated that the overlay district could provide equal treatment on the liquor issue for every business in the Village, whereas the current situation is somewhat political. It was stated that the CVS sells beer and that is OK because it is far enough way from the Glenn Church and Emory.

Treasurer Berthaume asked if the new BP Connect design would allow alcohol sales? It was stated that only with variances would that be permitted.

B. Finance and Board Operations

Treasurer Berthaume stated that the budget is not yet done.

She then turned the floor over the Mr. Shaw who began his report on the Nomination Committee. Mr. Shaw presented the candidates his committee is recommending to serve on the AIEV board for 2003-2005 class of directors. This group includes Davis Fox, Stuart Meddin, Jen Fabrick, Michael Rich, Lois Berthaume, Debbie Sinex, Jacquelyn Anthony and Meredith Donohue. Each Nomination Committee member, Mr. Shaw, Mr. Paymer, and Mark Goldman were assigned a group of candidates to contact to ascertain their interest in serving on the AIEV board. Mr. Shaw stated that he has been in contact

via email with Ms. Donohue who represents Jan Saperstein's interest in the Village and she has expressed a strong willingness to serve on the AIEV board. Mr. Goldman via email let Mr. Shaw know that the owner of the photo shop, Arthur ?, would not be able to serve on the AIEV board. Mr. Paymer has been unable to contact the owner of the Cold Stone Creamery to determine their willingness to serve.

Mr. Shaw explained that there are still three seats left on the board to fill, that must be filled from Village merchants and/or property owners to keep the board balanced. Mr. Meddin provided the names of two new businesses in the Village who might be willing to serve on the board. These are the owners of Ego, Courtney Rosenthal, and Jim Drummond and Bobbie Steinhauer owners of All Fired Up. Mr. Shaw stated that he would contact them if Mr. Meddin would provide him with contact information. Mr. Meddin stated that we need people like this on the board especially with the roundabout test so they can have input into it.

Mr. Shaw then discussed the committee's recommendations for officers for 2003. These include Mr. Meddin, Chair; Mr. Fox, Vice Chair; Ms. Gannon, Treasure; Hector Morales, Secretary. All have been contacted and agreed to serve the board in this capacity. Mr. Shaw explained the rationale for selecting these individuals to serve as officers. There is balance amongst neighborhood, Emory and Village groups and a mix of directors from each of the two classes. Mr. Shaw also explained that he plans to help Mr. Morales in his role as Secretary by taking minutes at meetings when Mr. Morales is not present.

Ms. Anthony indicated that two additional candidates need to be identified from the board to serve on the Executive Committee. Mr. Shaw stated that if anyone would like to volunteer to serve on the Executive Committee to please let him know. Mr. Shaw then agreed to present the final list of board candidates, officers and Executive Committee members at the February meeting. These were to be approved in February and the candidates would take their new roles starting in March. New board members would then be invited to the March meeting.

Standard Reports for Committees: Treasurer Berthaume stated that liaisons have been established between the Finance and Board Operations committee and other AIEV committees. Mr. Shaw, Transportation; Ms. Gannon, Urban Design; Ms. Berthaume, Fundraising.

Treasure Berthaume handed out a meeting schedule for the board for 2003 to meet on the second Monday each month at Emory's Briarcliff Campus.

Ms. Gannon discussed fundraising and thank those on the board who have given money to AIEV to date. \$2,000 has been raised thus far, with 50% of the board participating. A fundraising committee is forming with members from the community and Emory that will meet at the end of the month. It will need names for financial donors and volunteers.

C. Communication

Mr. Rich stated that the website is up and announcements about that went out today. Email has yet to be determined. Currently all email is going to Mr. Rich and he routes it

accordingly. How people contact AIEV in general needs to be determined. They are now referred to the communications page on the website. Mr. Rich is essentially serving as gate keeper for now.

Treasurer Berthaume suggested that people can email the committee chair directly on the website. Mr. Rich stated that announcements could be added to website, but that there is nothing there now nor under the calendar section. There are instructions on how to order a CD ROM of the Village plan on the website. Mr. Rich invited the board to let him know of any mistakes, ideas or changes for the website.

Ms. Gannon asked about adding people to the list-serv. Mr. Rich said there is a link on the site on how to do that.

A suggestion was put forth on adding new businesses in the Village to the website and in Emory communications.

Mr. Rich indicated that an Executive Summary of the Plan will be shortened and put on the website and a fact sheet as well.

External Audiences (Emory): Ms. Fabrick stated that a PowerPoint presentation will be given to various Emory committees and groups on the roundabout and AIEV. This presentation will be developed from Peter Drey's plan and the executive summary. These presentations were planned to begin in February.

Mr. Gannon suggested that the communications committee needs to meet to help create the presentation and give it. She stated that the committee does have a list of stakeholders who should see the presentation.

D. Land Use

Vice Chairman Meddin stated that the committee is assembling codes and reports. They will meet with Peter Drey. As the County is paying for the overlay zoning work, a county contract must be used to work with Peter.

Vice Chairman Meddin then asked about the Emory Card and how it could be used with Village merchants. It was suggested that he meet with Dean of Campus Life at Emory, Dr. Ford.

Ms. Gannon states that Mrs. Dorrencio? has sold her property on Oxford Road to KC Chang. It was asked if he has seen the master plan. The answer was no as it was not in the budget to send everyone a copy.

E. Urban Design

Ms. Apolinsky stated that the committee has not met since the last meeting. It plans to meet and compare the plan to the design guidelines and fine tune their budget.

F. Transportation

Mr. Shaw the committee has not met since the last meeting. It was suggested that someone from Urban Design serve on the roundabout review group. The committee will meet to determine the process and management of the roundabout test.

Chairman Fox stated that word needs to get out to commuters about the roundabout test, perhaps through neighborhood papers.

IV. Old Business

Treasurer Berthaume corrected the date for the June meeting to the 9th. She then handed out the minutes to the April meeting for the board to approve. Ms. Gannon moved to approve the minutes with Mr. Rich seconding the motion. The motion passed unanimously. The November minutes were sent out electronically.

V. Adjourn

The meeting was adjourned at 5:23 pm.

Respectfully submitted by Brian D. Shaw, acting Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
March 10, 2003

I. Determination of Quorum

A quorum was established.

II Minutes

November 2002, February 2003, as corrected and January 2003 were approved.

III Old Business

- A. Chair's Report – Stuart turned report over to Davis. He gave an update on the LCI Design application. Letters of Support are needed and delegated as follows: Pres. Chace – Jen, CDC – Davis and Jen, DHCA – Debbie, Senate and House - Kathie, Commissioners – Davis. Peter Drey has submitted a contract to the County to use related to Overlay Zone.
- B. Finance and Board Ops - no report.
- C. Communication – Michael showed a draft of the power point presentation and asks for comments, suggestions. It is to be used for presentations to EU Committees during April. The list of EU committee dates is to go to the Ex.Comm. and they will arrange for the presentation. Q and A is being worked on for Transportation. Also need for Land Use. Sarah Cook has agreed to keep doing the List Serve.
- D. Land Use – See Chair Report.
- E. Urban Design – Committee will meet to prioritize projects.
- F. Transportation – Hector reviewed the Traffic Engineering Services Proposal. Discussion focused on the data collection points, N. Decatur Rd./Emory Dr. was added as a collection point. MOTION was made by Hector to approve \$9000 from AIEV funds to pay URS for the data collection work, be reimbursed by the County. Motion passed.

There being no new business meeting was adjourned.

Submitted, from Notes, by Kathryn Gannon

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
April 14, 2003

I. Determination of Quorum

A quorum was established at 4:08 pm.

II Minutes

February 2003 minutes need to be redistributed due to amendments. March 2003 minutes are not yet complete, but are to be sent via email.

III Old Business

- A. Chair's Report – Meredith Donohue will not participate on the AIEV board. Therefore the board needs another property owner/merchant. The Coldstone Creamery and Oxford Road property owners were proposed as possibilities for the board. Stuart agreed to pursue the Oxford Road owners.
- B. Finance and Board Ops Finances and Board list distributed. DHCA did not contribute financially in 2002. Dekalb County made two contributions: \$25,000 and \$12,500.
University board nomination – letter to President Chace needs to be drafted asking Dr. Ford or someone he chooses to serve on the AIEV board.
Village nominations – also needs to be decided.
Signatures need to be changed at the Bank. Kathie introduced a resolution to keep account at Bank of America and appointing her and Stuart as authorized signatures. Lois moved the resolution and Davis 2nd it. Approved unanimously. Amendment to this resolution was moved by Davis and 2nd by Debbie to move account to SunTrust. Approved unanimously.
Kathie introduced the budget. Government funds are not be paid by AIEV but spent with AIEV oversight. Other funds are done privately such burying utilities – this amount may need to be higher.
\$175,000 needed for construction locally. Need separate funding in 2004 to bury utilities. Inkind project management could be \$175,000 needed locally. Need board operations budget separate from construction budget. An administrative budget was to be created.
- C. Communication – Letter to President Chace asking John Ford to come on AIEV board or someone who works for him. to be done
Coordinator position: to help with administration and communication with committees. OCP has no resources at this time. Need funding to do this. Graduate fellow could work 20 hours/week. Funding raised internally at Emory and elsewhere. \$6-10,000 needs to be raised. OCP can donate office space, equipment and supervision, etc.

Sarah Cook is doing the list serv, but more help is needed. Need to write job description, get funding together and have ready by the fall. Board ops to work on job description with Michael's help.

Email on website fixed. AIEV@emoryvillage.org still goes to Michael.

- D. Fund Raising – 95% of board contributed at total of \$2,850. All except one board member contributed.
- E. Land Use – Master agreement with county and AIEV: County pays AIEV to do traffic study (URS) and zoning with Peter Drey. AIEV is a pass thru. Based on Tucker Civic Alliance agreement with county.
- F. Urban Design – List of improvements prioritized and cost estimated asking for \$5,000 handed out. This will be emailed to everyone for review and comment.
- G. Transportation – meeting on performance measures on Friday. Pedestrian Survey could be done as well. Peter Drey was to be asked if he had any pedestrian survey data. A preliminary look showed that 80-90% of pedestrians do not use the lights. 2 weekdays and Saturday mid-day surveys are needed. Volunteers for this could be asked for on the list serv, website, etc. Needs to be done week after next.

IV. New Business

- Public meeting in June maybe?
- Article in *Druid Hills News* and merchant discount for DHCA members

V. Adjourn

Meeting adjourned at 5:58 pm

Submitted, from Notes, by Brian D. Shaw

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
June 9, 2003

I. Determination of Quorum

A quorum was not established however the following directors were present: Davis Fox, Stuart Meddin, Jennifer Fabrick, Tom Walsh, Mark Goldman, Jim Drummond and Brian Shaw.

The meeting was opened by Chairman Meddin at 4:12 pm.

II. Approval of Minutes for April 2003

These minutes were not available and could not be approved as a quorum was not present. They will be approved at the July meeting.

III. Old Business

A. Chairman's Report

Jen Fabrick informed those present that Hector Morales, Secretary, has indicated that he no longer can serve as Secretary on the AIEV board. It was recommended that Brian Shaw be appointed Secretary to replace Mr. Morales. It was also recommended that Ms. Fabrick replace Mr. Morales on the AIEV Executive Committee. These issues will be decided by the board at the July meeting.

Mark Goldman was thanked for helping with the Open House event on June 7th. Those who attended reported a very positive response from the neighbors who were there.

A discussion then ensued on what the funding available to AIEV for construction could be used for. For instance Tom Walsh indicated that Avondale is using their LCI funds to build a parking deck.

The next step in the village redevelopment process is to finish the analysis and conduct the modeling to determine how the intersection should be configured. This is predicted to be completed by September.

The agreement between AIEV and DeKalb County still needs to be finalized, and this could happen by the end of June.

Mr. Walsh agreed to do an outline for a scope of work of the project and present it to the board next month.

Mr. Goldman asked about neighbors serving on AIEV committees who express interest in doing so. A Druid Hills neighbor has expressed interest in serving on the

transportation/road diet committee. It was recommended that only neighbors that have some kind of official position with the Druid Hills Civic Association (DHCA), such as the DHCA transportation chair, should serve on appropriate AIEV committees. As the DHCA's transportation chair already is on the committee, it was felt that neighbors could convey their concerns through them. This was done to avoid having committees that grow too large and unwieldy.

It was remarked that a DHCA rep was needed for the Land Use Committee.

The discussion then turned toward creating a 3-D model of the village and how the model should be constructed. It was determined that a model should not show detail but just massing of the new village. It was estimated to cost about \$5,000. Jen Fabrick and Tom Walsh were going to contact Peter Drey about getting a model done.

V. Adjourn

With no other business the meeting adjourned at 5:40 pm.

Respectfully submitted by Brian D. Shaw, acting Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
July 14, 2003

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Davis Fox, Stuart Meddin, Jennifer Fabrick, Michael Rich, Mark Goldman, Jim Drummond, Kathie Gannon, Phil Paymer, Debbie Sinex, Lois Berthaume, Jacquelyn Anthony and Brian Shaw.

The meeting was opened by Vice Chairman Fox at 4:08 pm.

II. Approval of Minutes for April and June 2003

The April minutes were not available. The June minutes were not reviewed, but will be distributed electronically.

III. Old Business

A. Vice Chairman's Report

Mark Goldman was thanked again for helping with the Open House event on June 7th. Emory University was thanked for providing the tent. Kathie Gannon reported that thank you letters were sent to the event sponsors and the political representatives who came. Pictures of the event are to be put on the AIEV website.

Kathie also passed out a board directory and asked board members to review and make any corrections. She also passed out a press clip book she has put together. A copy of Sandy Springs Revitalization's newsletter was also passed out.

Davis Fox briefed the board on the status of the contract between AIEV and DeKalb County. The contract is awaiting signatures. The total amount of funding in the contract is \$110,350. This funding is to be used to pay URS to complete the road diet/roundabout model test, pay Peter Drey to conduct a community meeting about the test results, fund Michael Wallwork to do an Alternative Street Design plan, a 10% contingency and fund a revised zoning overlay district for the village. There is also \$15,000 to do contract management and conduct public meetings.

AIEV will be working with the County's Planning Department. The contract stipulates that the County is not liable for anything that results from the contract. Any contractors would be covered by their own insurance. AIEV currently does not have general liability insurance. Lois will contact former board member John Blount to determine if AIEV needs to obtain such insurance.

DeKalb County has already approved AIEV's various subcontracts.

A motion was made by Davis and seconded by Lois to approve the AIEV/DeKalb County Contract to conduct traffic engineering and analysis and create a new zoning overlay district for the Emory Village. The motion was unanimously approved.

Kathie then brought up the following issues with the board's minutes.

- The corporate book needs to reflect the resolutions passed at the December board meeting/holiday gathering.
- The corporate book needs to have the corrected February minutes that included the new officer slate for 2003-4.
- There are no minutes for March or April

Newly appointed Secretary Brian D. Shaw (see below) will follow-up with former secretary Hector Morales to see if he has copies of the needed items.

B. Finance & Board Operations

Lois reported AIEV's tax return was filed. The committee report format was passed out.

The August board meeting was rescheduled to August 26th, 8:30-11:30 at Emory's Facility Management Bldg C Master Planning Studio. This meeting will be a strategic planning session. It will also include discussing changing the current meeting date and time.

Brian put forth a recommendation from the June meeting that Hector Morales be replaced as Secretary and also be replaced on the Executive Committee. This was done at his request.

A motion was made by Kathie and seconded by Davis to change the office of Secretary to Brian D. Shaw from Hector Morales. It passed unanimously.

A motion was made by Lois and seconded by Davis to have Jen Fabrick fill Brian's at-large slot on the Executive Committee. It passed unanimously.

To fill the Emory University vacancy on the board, Lois was asked to draft a letter to Dean of Campus Life, John Ford, to serve on the AIEV board or to appoint someone to do so, preferably Karen Salisbury.

A suggestion was made to post the AIEV minutes on the web. It was determined the minutes can always be viewed upon request in the corporate book.

A suggestion was made to create a "To-Do" list coming out of each board meeting with the tasks assigned to board members and/or committees to do before the next meeting. This will be discussed at the August planning session.

Davis will be contacting the Executive Committee members and Committee Chairman for their input for the upcoming planning session.

Kathie distributed and described the proposed AIEV 2003 budget. She mentioned that AIEV has \$16,000 in its bank account. After much discussion over how the budget should be structured (as presented or with AIEV operation costs separated from the road diet related costs), the following motion was made:

Stuart moved and Lois seconded that the budget presented be approved with the following changes: move road project above management, add a subtotal for the road diet project and management and change the amount under Zoning Overlay to \$16,000.

The motion passed unanimously.

Davis was asked if DeKalb County had sent their check to ARC for the LCI grant. He said he would look into it.

Kathie reported on the activities of the fundraising committee. Research continues on possible sources of funding. A theme has been selected and was used at the Open House in June: "It takes a community to raise a village." A "leave behind" marketing piece is being created. Its content was used in the 6/7/03 event and is planned to be used in the proposed Holiday event. A village merchant is needed to serve on the fundraising committee. The committee is evaluating potential lead givers. The board will be solicited to contribute again this year. It is hoped this year's board contribution rate will improve on last year's 95%.

C. Communication

Michael reported that flyers were sent out for the 6/7 event to village businesses, with an announcement on the AIEV website. A story was also in the *Druid Hills News* about the event. Problems with the AIEV listserv have been corrected and there are now over 200 people on the list. Public meetings on the road diet/roundabout project will be coordinated with the transportation committee.

D. Transportation

An additional pedestrian audit was conducted and Debbie is computing the data. Davis will contact URS that the contract with DeKalb County is about ready.

Other issues:

The approved budget needs to accurately reflect the actual amount of funding from DeKalb County - \$59,350 for the road diet modeling and \$16,000 for the zoning overlay.

IV: New Business

Peavine Creek: Davis will be meeting with the Peavine Watershed Alliance to look at better incorporating Peavine Creek into the Village Revitalization Plan.

Lullwater Roundabout: Jen will be meeting with John Gurble, DeKalb County Road and Drainage and she will ask him about it.

Road Diet/Roundabout Model: URS has the raw traffic data collected in the spring available, but has yet to do any consolidation or analysis of the data pending receipt of payment for work performed to date.

V. Adjourn

With no other business the meeting adjourned at 5:45 pm.

Respectfully submitted by Brian D. Shaw, acting Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting & Annual Planning Session Minutes
August 26, 2003

I. Determination of Quorum

A quorum was established at 8:43 am by the presence of the following directors: Davis Fox, Lois Berthaume, Phil Paymer, Michael Rich, Jim Drummond, Sue Apolinsky, Debbie Sinex, Jen Fabrick, Kathie Gannon, Hector Morales, Stuart Meddin, Mark Goldman, Brian D. Shaw and Jacquelyn Anthony.

II. Presentation

Situation Analysis: LCI designation, relationship with stakeholders, DeKalb County support, consensus on plan, want for change, creditability of AIEV, website and list serv.

How much consensus is there? DHCA supports, but there will always be some resistance. Keep process open; allow views to be expressed. Board must remain unified.

Weaknesses: No left turn on Oxford in plan. Manage design & construction. Work sporadically. Limited funding. Inconsistent communication. No Staff

Threats: Not enough LCI funding to complete plan. Won't work without road diet economically. Lack of experience with roundabouts. DeKalb lack experience with LCI projects. Zoning needs to be changed.

Opportunities: Learn from other LCIs (Decatur). Help DeKalb with process. Align w/Peavine Watershed Alliance. University, Druid Hills and government are resources. Build relationships with new Emory leadership.

III. Discussion

Meeting with DeKalb County: Tom reported that Moreland Altobelli is managing the LCI process for ARC and they will interface with DeKalb County. Must be careful acquiring right of way with LCI funding. Time is not a factor, but you get money for implementation first if you're ready.

Road Diet Study: Contract with county and AIEV covers zoning, study of road diet, and other administrative funding. Must go to Board of Commissioners for approval because it's over \$100,000. URS estimates 12 weeks to complete the study. No work will proceed until contract is signed.

Zoning: Peter Drey will do zoning study. Selected due to lower costs and experience and political need (clout with neighborhood). Don Brousard will work on zoning with Peter.

Immediate Issues: Manage study and zoning change. Done so it doesn't divide AIEV and community. Focus on road diet and roundabout avoids issues with zoning. DeKalb and AIEV relationship with LCI funding. Silverman can manage contract for construction. LCI can fund them. County would have to hire them. Need baseline survey (property lines, topo, utilities, etc.) Right of way acquisition and funds – need county money.

Long Term Issues: Must work with county for design and construction. Audit? What skills does AIEV need? Not enough LCI funding to do whole plan. Fundraising. Developers need to do streetscape. Work with Peavine Watershed Alliance for openspace funding. Fundraise for art, trees and benches. Coordinate construction with merchants. Parking management.

To do: Transportation Committee works on road study (URS). Land use works on zoning. Create LCI project management committee. Create Openspace committee. Ramp up communications (Druid Hills news – mechanism for neighbors), Emory and merchants can take care of their own communications. Use list serv. List serv numbers are growing. What should it be focused on? Need to discuss model versus test and how to discuss the model results. Committee reports to board for updates.

Organizational Enhancement: Redo committees. What skills do committees need? Board operations needs to find board members to fill needs. Use list serv to find talent. Monkey list – action list of items to be done and by whom.

Coordinate with County: Davis has been doing this

IV: Committee Priorities

Need project committee for LCI and need 1 DeKalb County contact person – Davis. Jen moved and Debbie 2nd Davis to be the DeKalb County contact person for AIEV.

Transportation Committee: Recommendations of URS study issues. Relaying concerns to URS. Develop presentation to board. Manage study and results with public involvement and communication – work with communication committee on that.

LCI project management: Have expertise on board (Architects, project managers, budgeters, etc.) Need to survey, design, learn county procedures. Hire contractor to do work. Need a Silverman to do process. Encourage county to do that. 2-3 people who know what to ask and work with Silverman. Davis, Jen, Hector and Stuart are proposed for this committee with Tom and Mark as advisors. Need to define roles and will meet to do that and will present to board.

Urban Design: Amend historic guidelines to include Drey's guidelines. Tom, Mark, Sue and Debbie are on this committee. Interim improvements also and then move to open

space. Take advantage of Peavine Creek and work with PWA – new bridge over creek. Funding is available to do this. Is creek beyond scope of village? Coordination with other groups – how to do it? List serv and let Stuart know as well.

Communications: need to coordinate, but can't put on all public meetings, etc. Can keep website up to date and create materials. Direct mail updating on where things are and another later to solicit input. Make effort to reach everyone and recruit volunteers.

Board Operations: determine skills need, how we can function better, and get committees to work better. Have committees do report form. What's the Executive Committee's role?

V. New Business

- BP station will have new signage similar to what they have done at other stations. Lighting faces down. The DH committee of appropriateness was not notified of this change so it could be appealed. Someone needs to speak with BP about it.
- Next meeting September 9th, 4pm at Briarcliff campus

VI. Adjourn

Meeting adjourned at 11:30 am

Submitted by Brian D. Shaw

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
September 8, 2003

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Davis Fox, Stuart Meddin, Jennifer Fabrick, Michael Rich, Mark Goldman, Jim Drummond, Kathie Gannon, Phil Paymer, Debbie Sinex, Jacquelyn Anthony and Brian Shaw.

The meeting was opened by Chairman Meddin at 4:13 pm.

II. Approval of Minutes

- A. July, 2003 – A motion was made by Davis and seconded by Debbie to approve the minutes with the following corrections: Change Walwirk to Wallwork on page 1 and change Girble to Gurble on last page. Approved unanimously
- B. Board Ops – old minutes:
 - a. December 2002 minutes/resolutions – were distributed. A motion was made by Jacquelyn and seconded by Davis to approve as published. Approved unanimously
 - b. February 2003 amended minutes were distributed which included the nomination slate of board members for 2003-5 and officers and executive committee members for 2003.
 - c. March 2003 minutes – were distributed. A motion was made by Debbie and seconded by Mark to approve the minutes with the following correction: Change fro to for in section III C. Approved unanimously
 - d. April 2003 minutes – were distributed. A motion was made by Davis and seconded by Jacquelyn to approve the minutes with the following correction: Change on to one in section D. Approved unanimously.
 - e. June 2003 minutes – were distributed. A motion was made by Debbie and seconded by Davis to approve the minutes as published. Approved unanimously.
 - f. Budget – a copy of the 2003 AIEV budget featuring separation of AIEV management and project costs was presented by Kathie and Jim. Next step is quarterly or monthly treasurer's report. The proposed part-time staff person was budgeted at \$16,000 for 20 hours/week. A job description from Board ops is to be discussed at next month's meeting. The amount of funding needed to be raised is \$898,700; however any county funding in 2004 or 2005 could lower this amount. Debbie moved to accept the proposed budget as presented. Phil seconded and it was unanimously approved. An update copy will be prepared by Jim and presented at the next meeting.
 - g. Board of Directors, corrected contacted information distributed. Debbie asked that her email be changed to dsinex@comcast.net.
 - h. Committee Chair and Meeting Information hand out was passed out.

- i. Status of Emory University nomination: A letter needs to be sent to Dr. Ford to invite him or someone he selects to serve on the board. Stuart will take care of sending out this letter.

III. Old Business

A. Chairman's Report

Everyone who attend the board planning session in August was thanked.

- LCI project committee:

This committee was proposed with the following:

Goals and Objectives:

Develop a contractual relationship with DeKalb County for allocating the Livable Centers Initiative design funds in a manner, which maximizes the decision-making authority and direction of AIEV.

Recommend to the Board of Directors the most effective means to manage the LCI design project funds.

Develop requests for proposals or request for qualifications to hire firms to manage the design project and conduct the design work.

Review and recommend contracts to the Board of Directors.

Interacts with DeKalb County and reports to the Board of AIEV.

Committee members were proposed to be Hector, Davis, Jen and Stuart. Kathie moved to create this committee as described with members listed. Jacquelyn seconded, unanimously approved.

- Directors and Officers Insurance:

A quote for this was handed out for a million dollars of coverage for \$1,000. Kathie moved to approve this quote without Fiduciary for \$1,000. Jacquelyn seconded and unanimously approved.

B. Finance & Board Operations

Bank account has \$16,346, same as June and July. This account will be put into Quicken.

Board nominations: see above on Emory nomination. Suggestion was made that other board members need to have skills needed by AIEV such as legal, accounting, or be from groups not currently represented such as students. It was

pointed out that the board only has room for Emory Village members or non-affiliated people. It was pointed out that accounting help could be gotten on the side without needing to use a board seat. An idea was put forth that the Business School could be tapped for some skills needed by AIEV.

A question was asked if there had been any discussions with the Changs regarding the redevelopment of their property. Davis said that he had talked to Mrs. Chang and she was interested in talking with us to understand the plan. He told her we would like to set up a brief presentation for her. No date has been set for the presentation.

Kathie reported that Lois suggested each committee needs to reiterate their goals and objectives following the planning session as they may have changed. They also need to set meeting dates in advanced. The committees should use the report forms passed out to do a summary of each committee meeting. The members of each committee should also be updated as well as any skills needed for the committee. The report forms should be turned in to Davis and Stuart one week before the board meeting. The reports can be compiled and sent out with the minutes before the meeting.

C. Communication

Website is working. Interested people found through the website are being forwarded to the appropriate committee chair. Stuart will be copied on these referrals.

D. Land Use

Committee Chair not present. The committee will work with Peter Drey on zoning overlay project.

E. Urban Design

Sue will be inactive for 2 months due to impending birth of child. Debbie and Mark will help with the committee in Sue's absence. Greenspace will be a subcommittee of this committee.

F. Transportation

Committee has not met since May. A meeting is planned before the October board meeting. This meeting will develop the committee's goals and objectives and set up a regular monthly meeting schedule.

Debbie reported that she has compiled all of the data collected in the two pedestrian audits. The results show that 65% of pedestrians do not push the crossing buttons before going across the street. Debbie will send the totals to the

board and post the results on the website. Michael will pursue an article in the *Emory Report* about the pedestrian audit.

IV: New Business

Fundraising: committee is working on case statements for foundations and is researching foundations. Interviews of the board and Leon Eplam to be done. Committee has suggested modifying the mission statement to reverse the order of Emory and Druid Hills to emphasize the community over Emory. This was OK with the Emory board members present. The website will be updated to reflect this change in the mission statement. Kathie motioned to change the mission statement to read as follows:

A nonprofit corporation to revitalize Emory Village by creating a safe, economically viable, walkable and compact mixed-use community that is compatible with and a resource to the surrounding historical Druid Hills neighborhood and the Emory University community.

The motion was seconded by Jen and approved unanimously.

Fundraising also had a suggestion for keeping up the visibility of the village and AIEV; a holiday event while the students are gone. This needs merchant involvement to flesh out ideas. Jim is to see if Courtney wants to be involved. There has not been any holiday decorations in the village for quite some time.

V. Adjourn

With no other business Debbie moved and Stuart seconded that the meeting be adjourned at 5:48 pm.

The next meeting will be October 13, 2003, 4 pm at Office of University and Community Partnerships, Emory's Briarcliff Campus, Building A, 4th floor.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
October 13, 2003

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Davis Fox, Stuart Meddin, Michael Rich, Mark Goldman, Jim Drummond, Kathie Gannon, Phil Paymer, Debbie Sinex, Jacquelyn Anthony, Lois Berthaume, Hector Morales and Brian Shaw.

The meeting was opened by Chairman Meddin at 4:06 pm.

II. Approval of Minutes

- A. September 2003 – Minutes were distributed electronically prior to the meeting for review. A motion was made by Debbie and seconded by Phil to approve the minutes as submitted. Approved unanimously

III. Committee Reports

A. Chairman's Report

- Public access at board and committee meetings: after discussion the board decided to allow the first 5 minutes of each board meeting for any public comment to the board. Non-board members are welcome to attend the meetings, but may only observe after the 5 minute comment period. For committee meetings, non-board members may attend if they have a skill needed by the committee, otherwise they should be represented by a designated person from their area.

- B. Finance and Board Operations (fundraising)

- Goals and objectives for committee will be the same as in previous years

- Board membership: Committee met via email to discuss changing the AIEV bylaws to allow current board members to become "charter" members and be exempt from the current two term limit (or not have their first term count toward their limit of two). Also, the committee discussed changing the current term to three years from two. Then divide the board into three classes so nominations would be for smaller number of board seats each year. This proposal would need to have a legal review before the board can vote on it at November's meeting.

- Job description: This is forthcoming for the part-time staff person. It should be available at the November meeting.

- Treasurer's report: Directors and Officers Insurance has been purchased for \$1,000. Bank account has \$15,346, reflecting the \$1,000 payment for the D & O insurance. This account will be put into Quicken.
- Budget: was updated to show the \$1,000 D & O cost and distributed.

C. Land Use

Committee Chair not present. No report

D. Transportation

- Question was asked if the objections to the Oxford right turn only in the proposed road design have been cataloged. Those objections have not been cataloged yet, but should be when public comment is initiated.
- Committee's meeting summary was discussed. The following issues came up:
 - The next steps for decision making and when to do a public meeting was discussed
 - The county needs to sign off on the performance measures AIEV agrees to.
 - An email to the listserv on the process and comments on the performance measures should go out soon.
 - Pedestrian improvements needs to be emphasized

E. Communication

- Michael met with Emory's new President, Dr. Wagner and briefed him on the work of AIEV and left him a copy of the master plan.
- A bigger picture update for the *Druid Hills News* was suggested that would update the road diet modeling as well as zoning and other items. Kathie will ask each committee chair to provide a summary for this update.

F. LCI Project

- Project Management: A proposal from Silverman was discussed without a cost attached to their work. Scope needs to be narrowed before costs can be attached to it. Silverman could be paid directly by the county as the project manager.
- Village Survey: needs to be done before any work can begin. County could do it outside of the LCI funding before design work begins.
- RFQ for design work: will go out to design firms to see who is qualified to do LCI work for AIEV.

G. Urban Design

- Goals: Committee is working their goals. A draft of the goals was distributed and discussed w/leaders assigned to each goal. Davis moved and Kathie seconded to approve the goals as distributed. Approved unanimously.
- Peavine Creek cleanup: will take place on October 18 from 8-12. Davis is coordinating participation from AIEV.

IV: Old Business

- Overlay Zoning Ordinance: Don Broussard has indicated he might have an ethics conflict preventing him from working with Peter Drey on the zoning overlay district for Emory Village. He serves on the DeKalb County Planning Commission and is awaiting a ruling on this. Peter is looking for other possible consultants for this work.
- County's Pedestrian Community Ordinance: could apply to Emory Village. The design standards and density would have to be worked into it. Tom and Peter are evaluating it.

V. New Business

- Resignation of Courtney Rosenthal: Jim will contact her to ask her to submit a letter formally resigning from the AIEV board.

VI. Adjourn

With no other business the meeting be adjourned at 5:12 pm.

The next meeting will be November 10, 2003, 4 pm at Office of University and Community Partnerships, Emory's Briarcliff Campus, Building A, 4th floor.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
November 10, 2003

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Davis Fox, Stuart Meddin, Michael Rich, Mark Goldman, Kathie Gannon, Debbie Sinex, Jacquelyn Anthony, Lois Berthaume, Hector Morales, John Ford, Tom Walsh, Jen Fabrick and Brian Shaw.

The meeting was opened by Chairman Meddin at 4:08 pm.

II. Approval of Minutes

- A. October 2003 – Minutes were distributed electronically prior to the meeting and in hardcopy at the meeting for review. A motion was made by Kathie and seconded by Mike to approve the minutes as submitted. Approved unanimously

III. Committee Reports

A. Chairman's Report

- Stuart introduced Dr. John Ford to the rest of the Board. Dr. Ford will be filling Sarah Cook's seat on the board. Dr. Ford is the Dean of Campus Life at Emory and will bring his knowledge of student issues and concerns to AIEV.

B. Finance and Board Operations (fundraising)

- Fundraising – the committee continues to work on the case statement. The board will be asked for their annual contribution with the goal to have 100% of board members give something. Village merchants will be asked to contribute. A Friends of Emory Village group is also being created. The list for this group will be reviewed at the December meeting. Invitations for contributions will go out in December.
- Lois presented the proposal for amending the AIEV bylaws (see attached sheet). The proposal was clarified that the board members listed have their first term end as listed and are then eligible for a second three year term. Dr. Ford will be added to the 2005 class. Officer terms would still be for one year terms and done in conjunction with annual nominations. Lois made a motion and Hector seconded to approve the proposal as clarified. Approved unanimously.
- Treasurer's report: Bank account has \$15,346,

C. Land Use

Tom met with Peter Drey two months ago on the re-zoning of the village. Peter met with the County to determine the options for the rezoning. The County suggested looking at their new Pedestrian Community District zoning regulations for the village. It could replace the existing zoning. Broussard's ethics hearing was to occur this week to determine if he could work on the village's rezoning.

D. Transportation

- Committee plus representatives from Druid Hills area impacted by change to Oxford Road met to assign traffic for the model. A few issues came to light as a result of looking at the traffic data:
 - # of cars was not as high as initially thought that are trying to turn left from Oxford.
 - Most of the cars on North Oxford were coming to or from Emory.
 - The current cut through traffic using Emory Road from Briarcliff will likely be drastically reduced with the traffic circle as they will not be able to go where they can go now.
 - It is unknown how the cars at Emory currently turning left from North Oxford will travel. It was agreed to assign those cars by splitting them between Dowman Drive or Fraternity Row.
- The potential parking terrace at the B. Jones Building could impact the amount of traffic on Dowman Drive.
- Emory's Campus Master Plan is undergoing an update which should be done by the fall of 2004.

E. Communication

- Committee will begin work on a communications plan for AIEV. Creating a brochure available for distribution by village merchants and others. Also drafting a letter to the neighborhood on the next steps for the various projects to lay the groundwork for forthcoming public meetings.
- It was suggested that more information on the traffic study could go on the AIEV website. The letter Stuart wrote to the neighborhood for the *Druid Hills News* will go on the website. Also a listing of the intersections in the traffic study should go on the website.

F. LCI Project

- A meeting needs to be setup with DeKalb County's Richard Stogner and John Gurbal to get the county to fund a survey of the village, necessary to get the LCI project underway. Also, the county needs to agree to pay for Silverman to coordinate the survey. Also, the county needs to agree to fund Silverman to do overall coordination of the LCI project. The RFQ for design would be done through Silverman.

G. Urban Design

- Question was raised if the committee can spend what they been allotted in the budget for short-term improvements? If the actual money is available, then they could. However, the committee was instructed to create a prioritized list of improvements for the board to review and approve at the December meeting.
- A walk-thru of the village was done to help identify other short-term improvements. John Wegner and James Johnson with Emory and Patricia White with the Peavine Watershed Alliance helped the committee with this.
- The committee now meets regularly on the 1st Monday of the month at 4 pm at All Fired Up.
- The Peavine Creek clean-up revealed that there is a need for trash cans at Panera Bread as that was where the most trash was found along the creek.

IV: Old Business

- None

V. New Business

- None

VI. Adjourn

With no other business the meeting be adjourned at 5:09 pm.

The next meeting will be December 8, 2003, 4 pm at Office of University and Community Partnerships, Emory's Briarcliff Campus, Building A, 4th floor. However, a social event at Mark's house could be held in lieu of the December meeting.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
December 7, 2003

I. Determination of Quorum

Attending: Berthaume, Drummond, Fabrick, Gannon, Goldman, Meddin, Morales, Rich, Sinex.

II. New Business

A motion was made and seconded to elect John Ford to the AIEV Board to fill a open position in the "Class of 2005" as a member from Emory University. All Board members present voted to approve this action.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
January 12, 2004

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Davis Fox, Stuart Meddin, Kathie Gannon, Debbie Sinex, Lois Berthaume, Tom Walsh, Jen Fabrick and Brian Shaw.

The meeting was opened by Chairman Meddin at 4:15 pm.

II. Approval of Minutes

- B. November 2003 – Minutes were distributed electronically prior to the meeting and in hardcopy at the meeting for review. A correction needed to be made in the minutes to change Susan with Sarah in the Chairman's report. A motion was made by Debbie and seconded by Tom to approve the minutes as corrected.
Approved unanimously
- B. December 2003 – The minutes were distributed in hardcopy at the meeting for review. A motion was made by Debbie and seconded by Tom to approve the minutes as submitted. Approved unanimously

III. Committee Reports

A. Chairman's Report

- Stuart discussed a conversation he had with Betty Willis, Sr. Assoc. VP for Gov't & Community Affairs at Emory, regarding Emory's use of office space in the Emory Village. Emory leases office space in the village at two different buildings, the Arlen Worth School and the old Kinko's. The leases on those spaces both expire in July 2005. Betty indicated that it is likely that Emory could vacate the Arlen Worth space at the end of that lease. However, large investments were made in the Kinko's space that would preclude vacating it at the end of its lease. Davis indicated that building is also in the flood plain making redeveloping that site difficult so the village is likely going to have to deal with the Kinko's building for some time to come.
- CVS contacted Stuart that they have a division that specializes in HIV drugs. They are looking for a space in the village. Stuart let them know that this was not the direction that the village was headed.

B. Finance and Board Operations (fundraising)

- Books for 2003 are not yet closed as numbers still need to be rectified. There is \$6,696 in AIEV's bank account. URS was paid before receiving

reimbursement from DeKalb County. That reimbursement has since been received.

- 8 board directors have contributed to date.
- Budget is to be update in February
- Fundraising – Various information pieces are being put together by the committee. A list of names of possible large contributors to AIEV (greater than \$5,000) is being compiled. It was suggested that individual areas at Emory be asked to contribute such as the College, health sciences, Campus Life, etc. The CDC Foundation will also be asked for a contribution.
- A case statement will be used in an information piece for foundations and another information piece for individual donors
- The committee needs names of potential donors to present to the board by the February meeting.
- Naming opportunities for donors – the committee believes allowing donors to have various items such as benches, light fixtures, trees, etc. to be name for them would help solicit donations. It was suggested to do one recognition location in the village such as gateway or in the traffic circle. Brick could then be used as the naming piece for community-wide phase. We need to the review budget to make sure money is included for benches, light fixtures, trees. Mary Byrne is drafting the case study and will meet w/board directors to help with this. She is being paid \$650 for this work.
- Nominating Committee – Brian, Davis and Jim have agreed to serve on this, with Davis as chair. There are 2 open positions in the '07 class to fill, 3 total open positions (2 village and 1 Emory). A potential list to fill the vacancies needs to be presented to the board in February, with board review in March and approval in April. Officers and Executive Committee members will also need to be determined. The committee will also touch base with all current board members as has been done in the past.
- Committee participation outside of board members – this needs to be worked on. It was suggested someone from Emory's health sciences would be helpful. AIEV needs to get volunteers with expertise needed by the committees. It was suggested that a questionnaire be put on the website to help screen potential volunteers.

C. Land Use

Tom and committee met with Peter Drey and Don Broussard. They will present a concept paper on the zoning overlay to the committee before they start on a draft document. The process for informing the public about this needs to be determined.

D. Transportation

- Committee has not met since last meeting. DeKalb County needs to provide URS with traffic signal timing so they can finish the modeling work. Davis will follow up with the county on that.

E. Communication

- A draft brochure to increase awareness about AIEV was handed out. The committee needs any comments or suggestions ASAP. 5-6,000 copies will be made. They will be put around the village and inserted into the *Druid Hills News*. More money is needed in the budget for printing these. County funding could help pay for printing.
- An PO Box has been acquired and will be used as the AIEV address on the brochure. Cost - \$70/year.
- A voice mail box will be set up whose number will also be on the brochure. A generic message will be on it and allow people to leave a message. Cost - \$12-15/month.
- An AIEV display will be done for the DHCA annual meeting
- The committee needs a 6 week lead time to plan the public meeting on the traffic modeling study. It was decided that this meeting should be either February 24 or March 2 at Emory's White Hall starting at 7:30 pm.

F. LCI Project

- Silverman has completed the survey of the village. Design work will now proceed once the decision on the roundabout has been made.
- Jen requested and the board agreed to meet with senior Emory officials to present the traffic plan after the Board has been informed of its results.

G. Urban Design

- Committee met at the new Tech Square development in Midtown to look at various streetscape elements. Examples of what could be done in the village was passed around.
- Open space in the village was reviewed. It was determined that a vegetation map of the village needs to be done.

IV: Old Business

- None

V. New Business

- None

VI. Adjourn

With no other business the meeting adjourned at 5:55 pm.

The next meeting will be February 9th, 4 pm at Emory's Facilities Management Building C, Master Planning Studio. Parking is available in the Peavine parking deck or at FM.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
February 9, 2004

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Davis Fox, Stuart Meddin, Kathie Gannon, Debbie Sinex, Lois Berthaume, Tom Walsh, Jen Fabrick Phil Paymer, Michael Rich, Jim Drummond, Mark Goldman, Sue Apolinsky, John Ford and Brian Shaw.

Others in attendance were Brian Bolick, URS and Peter Drey

The meeting was opened by Chairman Meddin at 4:10 pm.

II. Approval of Minutes

Minutes from January will be reviewed in March.

III. Committee Reports

No Committee reports were given.

IV: Old Business

- None

V. New Business

- Brian Bolick presented the traffic simulation of the Village, both the existing condition and the built condition. The simulation revealed that travel times under the built condition are no worse than the current conditions. Also, the off peak travel times improved with the built condition. Pedestrian safety is also likely improved with the roundabout and road diet.
- A presentation for Emory's administration was deemed necessary as the built condition will cause additional traffic to come through campus using Dowman Drive and to explain the improved pedestrian safety with the roundabout and road diet. It was determined that the simulation would be presented to the President's cabinet on February 24th.
- Jen Fabrick gave a brief presentation of an analysis on other college towns. A more detailed presentation can be done for the board at another time.

VI. Adjourn

With no other business the meeting adjourned at 6:27 pm.

The next meeting will be March 8th, 4 pm at Emory's Briarcliff Campus Building A, Office University-Commuter Partnerships, Room 418.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
March 8, 2004

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Davis Fox, Stuart Meddin, Kathie Gannon, Debbie Sinex, Lois Berthaume, Jen Fabrick Phil Paymer, Michael Rich, Mark Goldman, John Ford, Jacquelyn Anthony and Brian Shaw.

Others in attendance was Caroline Moise.

The meeting was opened by Chairman Meddin at 4:06 pm.

II. Approval of Minutes

Kathie moved and Davis seconded to approve the minutes from January. Motion passed, noting to correct the spelling of Bolick.

February minutes will be distributed in April.

III. Committee Reports

A. Chairman's Report

Stuart thanked everyone for helping with the public meeting on March 2nd.

B. Finance

There is \$17,000 in the bank account. \$8,000 is owed to consultants. Other outstanding expenses should take the account down to \$5,000.

Fundraising: Caroline Moise briefed the board on the plans for fundraising. The board will need to help with fundraising. It is critical that all board members have contributed financially and are increasing their contributions. The board needs to be talking up and explaining the road project. Foundations and individuals will be targeted, but she needs names of specific individuals who can give and are willing to give. She can help the board learn how to ask for money. Present this an opportunity to improve Emory Village. The committee is working on a folder to leave with foundations that includes a list of Emory Village supporters, ways to give and financial information. Acknowledgment of donations needs to be determined such as a plaque. A person to do the administrative work of fundraising would be helpful. The committee is ready to move out to ask for donations. Donors would be motivated to give by seeing the future end results as well as helping to make the village more green. Burying utility cables is not sexy enough to encourage donations. How donors are asked is part of getting

donations. Everyone needs to be involved in garnering donations. The campaign's proposed name is "It takes a community to raise a village." Georgia Power could be asked to burying the cables. The website will have the ability to accept donations. The potential targets for donations are residents and employees. Merchants will also be asked by at least keeping their business open through construction.

Nominating Committee: A list of current and candidate board members was handed out. Deb Hammacher will fill Hector's slot. For the Emory Village opening, Jim asked around and only Burrito Art was interested. Bank of America is a possibility or SunTrust where the account is. Brian moved and John seconded to approve the board configuration as presented. Motion passed unanimously. It was noted that if Sue's family demands preclude her from returning to active participation on the Board, she planned to withdraw but that she hoped she could continue. It was also noted that Howard Frumkin could be a potential board member.

Committee assignments need to be updated on the website.

C. Land Use:

Tom was not at the meeting. The committee was to meet this week on the zoning issue.

D. Transportation:

At the public meeting many comments and concerns were raised by those in attendance. The formal presentation did not let attendees see the model at work. Safety of the roundabout and N. Oxford limitations were the primary concerns. Emory is concerned with the N. Oxford option.

Jen presented proposal on behalf of EU, for consideration of a new design for the roundabout (RAB) as it relates to Dowman and Oxford. Remarks were prefaced w/statement of EU support for the road diet and the (RAB).

During the public meeting, several issues were raised but not answered. Some have implications for County approval. All issues should be listed in writing so AIEV can assure they are answered. EU's concern is the increase in traffic on Dowman when they are trying to "civilize" the street for pedestrian use, especially in the area of the Math/Science building. They realize that most of the increase is from Peavine deck.

Proposal also addresses concern of some about the no left turn from Oxford. Concept would be to make Dowman one-way in and remove it from the RAB. Oxford would be elevated and realigned into the RAB. Concept also includes new entryways for Fishburne parking deck and for parking behind B. Jones building. There were many questions about how the proposal would work. EU has not had time to study all details yet, still a concept.

Positives that were identified:

- Addresses concern about Oxford left turn
- New park would be in Village rather than at EU entrance.
- Makes the N. Decatur/Oxford corner more appealing for development
- Lessens overall impervious surface, at Dowman entrance to campus.
- Address EU concern re: traffic increase on Dowman.

Concerns raised:

- Engineering of new configuration of RAB unknown, will it even work?
- Oxford Rd. has potential to become a raceway, picking up speed as leave RAB toward neighborhood/Peavine entrance.
- Late in the evaluation of many issues and getting consensus as an Alliance, to bring in a new proposal.
- Environmental impact on changes to gulley.
- Delays the whole process, ready to start design phase.
- New curb cut on Oxford looks like setting stage for a new deck
- Peavine deck use and other controls should be explored, stop student use.

Board agreed to the following Next-Steps and a called meeting in one week to discuss further.

1. EU to obtain engineering information from Brian B. and Michael W. to evaluate if concept will work.
2. Confirm all of the timelines related to Money/LCI.
3. EU to look at all non transportation options especially related to use of Peavine deck.

Public participation issue discussed briefly but put on hold until further information and consideration.

IV: Old Business

- None

V. New Business

- none

VI. Adjourn

The next meeting will be April 12th, 4 pm at Emory's Briarcliff Campus Building A, Office University-Commuter Partnerships, Room 418.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Called Meeting Minutes
March 23, 2004

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Davis Fox, Stuart Meddin, Kathie Gannon, Debbie Sinex, Tom Walsh, Jen Fabrick, Phil Paymer, Michael Rich, and Jim Drummond. Brian Shaw arrived later.

Excused absences: Mark Goldman, Sue Apolinsky, John Ford, Lois Berthaume and Jacquelyn Anthony.

The meeting was opened by Chairman Meddin at 8:30am.

II Purpose of the meeting is presentation of a proposal made by EU to re-route Oxford Rd into the RAB rather than Dowman in response to the concerns of the community to the turning restriction on N. Oxford and to the concern of EU to the increase in traffic on Dowman Drive.

Jen made the presentation on behalf of EU. Concept plan to be attached and made a part of these minutes.

- Only public streets would be in RAB. Dowman would remain private “arrival gate” for university. Parking would be removed, the drive would be made narrower and one-way in. It would be bricked, signed and heavily landscaped for clear differentiation. N.Oxford would be in the RAB, thus removing the no left turn issue.
- An exit, one way out, left turn only, would require a new curb cut on Oxford from the B. Jones lot, approximately where the pedestrian path is now located.
- No road change to Fishburne Drive as previously thought.
- A new curb-cut on N. Decatur would create a right turn only exit, out of the Fishburne deck. A left turn option could be available for after hours, special events. Also, an entry could be made for special events use only.
- Brian Bolick and Michael Wallwork were consulted as requested and say that the RAB should work as long as Dowman is obviously not public.
- John Gurbal, DeKalb County, was consulted and expressed preference to EU and to Brian Bolick, URS, for this plan due to “several emails” about the Oxford no left turn.
- Cost to EU would be in the millions of dollars, over several phases, with the biggest initial expense being a retaining wall and backfill at N. Oxford near the gully.
- Realignment would not intrude into the state 25’ buffer but would infringe on the County 75’ requirement. EU would perform stream bank restoration and a filtration pond to mitigate the environmental disturbance.
- A letter from John Wagner, EU Environmental Officer, was included and should be attached to these minutes for the record. He concurs that the proposal is environmentally acceptable.

- In summary, the positives are: less impervious surface, more park land that is separate from Emory and becomes an identifiable part of (and bring it into) the Village adjacent to the retail, eliminates the no left turn from Oxford and straight through issue and no need to acquire ROW at Chevron.
- EU President and Cabinet fully support this proposal, “Plan B.”

Questions and issues raised:

1. Suggestion of elevated structure in lieu of a retaining wall on N. Oxford was considered to be a problem as the dead space underneath could encourage loitering and vandalism/graffiti. There should be no sheltered space here.
2. EU, under previous administration, did negate a similar concept. Some raised issue of changes this late in the process puts AIEV in difficult position given previous consensus.
3. New Oxford curb cut for egress looks like a starting point for an EU deck, which will bring up issue of new parking deck, which can be a negative from neighborhood perspective and distracting us from EV focus.
4. Several environmental concerns including: loss of opportunity for contiguous green space w/ park connecting to gully area, loss of some significant trees, changing the ped path onto Oxford into a road is loss of more trees, some think the new park space may not be of better use as it will be less park-like and sit between two roads. The proposal infringes on the stream buffer.
5. Alignment of Oxford could pull more traffic into the N. Oxford residential area if vehicles on N. Decatur decide to use N. Oxford to bypass the village.
6. Some would like consideration of allowing entrance to Fishburne Deck open on a daily basis to reduce the amount of vehicles entering the RAB.

Other questions are:

1. If County preference is for this proposal, given their perception of public concern about no left turn, is approval of the original plan in jeopardy?
2. How to handle public input process? Opens door to bring up all the invalid objections again along with this proposal.
3. Should EU and AIEV invest money and time, respectively, in study of the environmental and traffic flow aspects, if AIEV is not willing to consider this option as real alternative?
4. If others have concerns and present alternatives, how do we manage that?
5. Time continues to be a factor; can we adequately study this and not lose our timeline?

Motion was made by Kathie and seconded by Davis, that AIEV will evaluate “Plan B” as an alternative proposal with additional information and evaluation provided by a traffic study and assessment of the environmental impacts. Motion approved.

Process to be followed, prior to the April board meeting:

1. Transportation committee will convene another “assumptions” group to determine the new ideas on how traffic would be dispersed. The two DHCA traffic committee members should be involved and additional residents, if possible.

A new study should be conducted. EU will pay for the study and evaluation of the data.

2. Urban Design committee to evaluate the environmental and urban design aspects of Plan B. Meet to develop a plan of action by April meeting
3. Communications committee should determine how to begin presenting that there is an alternative Plan B, and develop a plan of action for communicating issue to community. This committee would again be in charge of public meeting logistics with a goal date by end of May before schools close for summer.
4. Board will review as much data as committees can collect/develop at next meeting on April 12, 4:00 – same location.
5. The AIEV board should reach consensus before going into a public meeting.

Motion made by Brian, seconded by Davis to proceed with RFQ as either RAB configuration will require the same qualifications. Approved. Jen abstained as she has not read RFQ.

Meeting adjourned at 11:00am.

Respectfully submitted by Kathryn Gannon

Alliance to Improve Emory Village
Board of Directors Meeting
Minutes for
April 12, 2004

Members present: Stuart Meddin, Davis Fox, John Ford, Jen Fabrick, Kathie Gannon, Sue Apolinsky, Phil Paymer, Mark Goldman, Debbie Sinex, Tom Walsh, Michael Rich, Deb Hammacher

Chairman Meddin opened the meeting at 4:10 and welcomed Deb Hammacher of the Emory Public Affairs to the Board of Directors. Deb will be working with the Communications Committee.

Davis reported that the Transportation Committee due to spring vacations, schedule conflicts and illness had not met to discuss how Plan B would affect driving patterns.

Michael stated that a room on campus had been reserved for the May 18th community meeting.

Jen said she would contact Brian Bolick to determine the URS timetable for completing the modeling for Plan B. There was general discussion about the need for statistical evidence to present to the public.

John asked about neighborhood reaction to Plan B. Sue indicated that the exit from a parking lot or deck onto Oxford would be controversial. Stuart said that accessible parking along Oxford would be beneficial to businesses in the Village, particularly for restaurants. John stated that the Village needed more parking than is currently available. Sue said the first drawing showed only an exit and asked about the entrance. Jen stated that the University's first concern was for an exit, but the University was amenable to an entrance.

Kathie asked if it was necessary to show an exit because there will be lots of neighborhood/university transportation issues folded into Emory Village issues. Phil said we would be avoiding and ignoring something that might be a reality soon and it would be disingenuous. Stuart stated now was an appropriate time to address the issue since a parking lot currently exists and it could become more useful for Village patrons. Tom said the plan should accurately reflect what we are going to build.

Davis stated that transportation is a broad issue that nearly everyone was concerned with and everyone had a solution for. He said that the case for Plan B had not been made to the public. John replied that the original plan brought too many cars onto Dowman.

Tom suggested that the plan be drawn which delineates AIEV plans from Emory plans. This was put in the form of a motion and adopted.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
May 10, 2004

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Deb Hammacher, Davis Fox, Stuart Meddin, Kathie Gannon, Debbie Sinex, Jen Fabrick, Michael Rich, Mark Goldman, John Ford, Jacquelyn Anthony Jim Drummond, Sue Apolinsky and Brian Shaw.

Other in attendance was Joel Putterman.

The meeting was opened by Chairman Meddin at 4:10 pm.

Joel Putterman with Jacobs gave a presentation on the Clifton Corridor Sub-Area Transportation Study. Jacobs has been retained by the Clifton Corridor Transportation Management Association, Emory, the CDC and CHOA to conduct a study of the transportation issues impacting the Clifton Corridor.

II. Approval of Minutes

Davis distributed the minutes he took at the April meeting. There were corrections to be made and they will be sent to Brian. A corrected version of the minutes from April will be distributed and approved in June. Also, the March meeting minutes will be approved in June.

III. Committee Reports

A. Chairman's Report

None

B. Finance

Kathie announced that she is resigning for the AIEV board in order to pursue running for the DeKalb County Commission District 6 seat being vacated by Judy Yates. A new treasurer and replacement for her board seat will need to be found by the nominating committee. Also, the records for AIEV will need to be moved. Kathie recommended that AIEV is ready for a professional Executive Director to do fundraising and grow with the job through their fundraising efforts.

C. Land Use:

The committee continues to works on the zoning overlay district for the village. The height limitations are being discussed with Druid Hills residents. They will

meet again in two weeks. The committee hopes to address historic preservation issues and zoning changes at the same time.

A review of the village showed that there are only four sites that could accommodate a four story building. The design guidelines should make these sites OK with all concerned.

A question was raised if the new zoning regulations would allow a movie theatre or a bowling alley. The new zoning should allow for these uses.

It was suggested that a presentation on the new zoning regulations be given to the board. Also, a question was raised about drive thrus. Only bank drive-thrus are allowed in the new zoning.

D. Transportation:

URS is on schedule to complete their modeling work on the Plan B for the roundabout by May 24th. A meeting for the board to review this is planned for May 25th, 4 pm at the Briarcliff Campus.

A question was raised about the Glenn School pick-up/drop-off and how that would impact the road diet and roundabout. As this is such a fine detail, it is not included in the analysis; however, it could be addressed in the site plan.

For the public presentation on June 3rd, it was suggested that a film showing pedestrians negotiating a roundabout would be helpful. Also, accident data for the village intersection should be made available.

The Communication Committee will take care of sending out a list-serv announcement and posting signs about the meeting. However, everyone needs to be involved in developing the content for the public meeting.

Stream and environmental issues should be addressed by Emory's John Wegner at the public meeting.

E. LCI

Proposals have been received from four firms (EDAW, HoK, HGOR and Peter Drey). The proposal will be reviewed by the committee and Hector Morales. URS will be a sub-contractor on all the proposals. It is hoped to have one firm selected by mid-June, or at least have a recommendation to the board for the June meeting.

IV: Old Business

- None

V. New Business

- none

VI. Adjourn

Meeting was adjourned at 5:59 pm.

The next meeting will be June 14th, 4 pm at Emory's Briarcliff Campus Building A, Office University-Commuter Partnerships, Room 418.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
June 14, 2004

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Deb Hammacher, Phil Paymer, Davis Fox, Stuart Meddin, Debbie Sinex, Michael Rich, Mark Goldman, John Ford, Jim Drummond, Sue Apolinsky, Lois Berthaume and Brian Shaw.

The meeting was opened by Chairman Meddin at 4:08 pm.

II. Approval of Minutes

The March meeting minutes were handed out for approval. Debbie moved and Davis seconded to approve as written. Motion passed unanimously.

Note: the April minutes are still in Davis' possession and will be sent to Brian for final edits. The April minutes will then be submitted for approval in July.

The May meeting minutes were handed out for approval. It was noted that Deb needed to be added to the attendance list. Debbie moved and Davis seconded to approve the minutes as amended. Motion passed unanimously.

III. Committee Reports

A. Chairman's Report

Presentations were given to the LCI committee by the respondents to the design LCI RFP. The LCI committee unanimously chose to recommend EDAW based on their approach and fee. EDAW chose to focus on design as the primary concern in the project. The contract and fees are being finalized and are expected back from EDAW by June 15th.

A meeting was held on June 5th at Silverman's offices with AIEV board members (Tom, Stuart, Davis, Brian and Jen), Emory administration (Mike Mandl & Bob Hascal), Silverman personnel, URS, Michael Walwork and EDAW. The geometry of the proposed plan B roundabout needed to be changed. Also, the gap time programmed in the model was too high to make the roundabout work correctly. A lower gap time reduced the queue on North Decatur Road and at Lullwater. Additional geometry was discussed and Walwork was going to redesign roundabout, and then URS was going to redo the model. The results of the model were to be available this week. This new version is now called "Plan C" and should satisfy all concerns...keep North Decatur operating as it now does, not create additional traffic to Dowman Drive and maintain the left turn capabilities on Oxford. The Plan C roundabout can be placed without negatively

impacting Everybody's or Dowman. It will be an elliptically shaped roundabout, which works better for creating gaps and slows down the North Decatur road traffic.

An email of the Plan C roundabout results will be sent out. If Plan C works, EDAW, URS and Walwork will start moving on the LCI plan and also take it out to the public ASAP.

The LCI contract will be between URS and DeKalb County with EDAW as a subcontractor. AIEV will be an advisor. EDAW will do streetscape, URS does civil engineering, Perkins & Will will do enhanced design and esthetics (sidewalks, trees, lighting, etc.) Drey's master plan work will be used when possible.

It was suggested that road design be done with the existing buildings. Then show the massing the zoning changes could bring in the fall. A scale model of the village would help with this, but would cost several thousand dollars. This could be a Georgia Tech student project.

The design work was bid to cost \$225-250K by EDAW. This is still under negotiation to make sure everything is in the contract.

What if Plan C doesn't work? Emory will take a look at Plan A to make that work.

Why was the gap time changed? The less traffic, the faster the cars go and need more gap to be comfortable. With more cars, the cars go slower and need less gap time between cars to be able to merge into the roundabout.

If the roundabout doesn't work in reality once implemented – it is likely there is only 30-45 minutes of congestion on North Decatur Road and Lullwater with the rest of the day's traffic being much improved. It is also likely that drivers will find another way to go if they have to.

A motion was put forth to approve EDAW for the LCI work, pending negotiations and the contract is acceptable by the LCI committee by John, seconded by Mark. Motion was approved unanimously

A public meeting is pending the results of the Plan C modeling. The environmental impact (tree loss) needs to be marked by Emory. It was noted that the watershed should be improved on the Emory side of the village. The environmental beneficial elements of the plan should be included such as collecting roof top water and selling it to the Druid Hill Country Club.

B. Finance & Board Operations

Lois moved and Deb seconded to elect Mark treasurer, filling the vacancy created when Kathie Gannon left the board last month. The motion was approved unanimously. Jim agreed to help Mark with the budget.

A fundraising chair is needed as well as a new Druid Hills resident for the board. Julie Ralston was suggested and Lois agreed to talk with Julie.

C. Land Use:

Committee is awaiting the zoning work by Peter Drey to be completed. Bruce MacGregor, Druid Hills zoning chair, has problems with the proposed zoning due to the need for 4 story buildings on a few sites. However, he has indicated a willingness to work with the committee on this issue.

D. Transportation:

See chairman's report

E. LCI

See chairman's report

IV: Old Business

- None

V. New Business

- none

VI. Adjourn

Meeting was adjourned at 5:45 pm.

The next meeting will be July 12th, 4 pm at Emory's Briarcliff Campus Building A, Office University-Commuter Partnerships, Room 418.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
July 12, 2004

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Deb Hammacher, Phil Paymer, Davis Fox, Stuart Meddin, Michael Rich, Mark Goldman, John Ford, Lois Berthaume, Jacquelyn Anthony, Jen Fabrick and Brian Shaw.

Also in attendance was Hector Morales with Silverman and Brian Bolick of URS

The meeting was opened by Chairman Meddin at 4:07 pm.

II. Approval of Minutes

The June meeting minutes were handed out for approval. Deb moved and Stuart seconded to approve as written. Motion passed unanimously.

Note: the April minutes are still in Davis' possession and will be sent to Brian for final edits. The April minutes will then be submitted for approval in August.

III. Committee Reports

A. Chairman's Report

Stuart gave the floor to Hector Morales for an update on the contracting procedures for the LCI grant funds. Hector reported that an AIEV and DeKalb County agreement didn't pass the County's law department as they require any contract to have gone out for bids and to get three responses. Also, AIEV does not have the insurance or bonding capacity required by the county contractors. Therefore the existing contract between the county and URS will be used. URS becomes the lead on the contract with EDAW as a sub doing design. County is drafting the agreement now.

Brian Bolick then presented the results of modeling Plan C for the Village roundabout. Plan C is a more elongated roundabout and allows all of the movements that were in Plan B. Plan C operates better than B did and avoids backups at Lullwater seen in Plan B. Brian passes out tables that showed the level of service, queue length and delay at the intersections modeled. These showed that traffic is about the same or better with Plan C.

A question was raised about providing access to the Chevron gas station under Plan C. It was believed that reasonable access could be provided to the gas station under plan C.

When Plan C is moved to the design phase the Glenn Church School pick-up issue needs to be addressed, as well as the on-street parking along N. Decatur for the Glenn Church on Sundays.

For the upcoming public meeting to present Plan C, it was noted to make sure accident statistics are available. Davis indicated that he has those. It was also noted that it would be helpful to have a video of pedestrians crossing at a roundabout. The meeting needs to also note the access to North Decatur Road from the Fishburne Deck. This item could help address the Glenn Church parking issue.

Plan B will have to be discussed at the public meeting so a picture of it needs to be included in the PowerPoint for the presentation.

The county will own the land for the proposed park since it is created from the existing right of way of Oxford Road. How big the park will be, what will be in the park and what it will be in the roundabout are possible questions to come up during the public meeting. Also, be prepared to discuss if the village roundabout will use the same materials as the Lullwater roundabout.

The environmental issues of moving Oxford Road toward Emory will likely be brought up as well. This includes the tree losses, which Emory has approved through its Committee on the Environment as long as the stream is also mitigated.

It was ultimately decided that Tom Walsh should moderate the public meeting, with Brian Bolick & Peter Drey providing input.

A new drawing of the village with the Plan C roundabout needs to be done and prepared by next board meeting. Peter Drey's original drawing could be modified to reflect Plan C, but it must show the pedestrian crossings.

It was noted that Arthur who owns AM Photo needs to be met with to discuss Plan C.

B. Finance & Board Operations

Amy Durrell was not interested in serving on the board. It was noted that Kathie Gannon could come back if she is unsuccessful in her bid for County Commissioner.

C. Land Use:

No report.

D. Transportation:

John moved and Phil seconded to approve Plan C as the roundabout to use for the village and present to the public. Passed unanimously.

E. LCI

See chairman's report

F. Communication

The committee will meet on July 15 at 8:30 to begin to plan the public meeting.

IV: Old Business

- None

V. New Business

- none

VI. Adjourn

Meeting was adjourned at 5:47 pm.

The next meeting will be August 9th, 4 pm at Emory's Briarcliff Campus Building A, Office University-Commuter Partnerships, Room 418.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
August 9, 2004

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Sue Apolinsky, Debbie Sinex, Jim Drummond, Tom Walsh, Deb Hammacher, Phil Paymer, Davis Fox, Stuart Meddin, Mark Goldman, Jen Fabrick and Brian Shaw.

The meeting was opened by Chairman Meddin at 4:09 pm.

II. Approval of Minutes

The July meeting minutes were handed out for approval. Stuart moved and Tom seconded to approve as written. Motion passed unanimously.

Note: the April minutes are still in Davis' possession and will be sent to Brian for final edits. The April minutes will then be submitted for approval in September.

III. Committee Reports

A. Chairman's Report

The kickoff meeting on the LCI grant with the consultants and the county will be held at Silverman's office on August 10th.

Michael and Deb were thanked for the communications to date (list serv emails and road signs) on the August 17th public meeting.

Stuart, Peter and Tom were to meet to coordinate their efforts for the August 17th public meeting.

It was noted that Arthur with AM Photo still needs to be met with in regards to Plan C. Stuart and Phil were to make plans to do that.

Jen showed an overlay of the Plan C roundabout. A discussion ensued on the on-street parking along Oxford. It was ultimately determined that the parallel parking on the Emory side of Oxford would stay as well as the angled parking at AM Photo. However, it would be helpful in meeting with the Oxford merchants exactly how many parking spaces could be lost under Plan C. Another question was could both bike lanes and parallel parking be done along Oxford? This is an issue that should be determined during engineering.

Another issue was parking meters for the on-street parking in the village and who could enforce those. This will have to be addressed with the county in the future.

Also, the exact design and uses in the new park/plaza has yet to be determined. It was agreed that it should relate to the roundabout. It should be pointed out that Plan C will exchange unusable green space with a useable one for people.

Tom was to have a conceptual drawing done for the proposed park/plaza and roundabout. The cost was estimated at \$400. Phil moved and Deb seconded to allow Tom to do this – approved unanimously.

It was noted that the Plan C roundabout needs to be put on the AIEV website ASAP. There should be a board at the August 17th to display the Plan C. A crosswalk display will be sent up in the hallway to show folks how a roundabout works for a pedestrian.

John Gurbal with DeKalb County and John Wegner, Emory's Environmental Officer should be at the August 17th meeting. It was noted that the Peavine Creek restoration as part of the roundabout project should be highlighted during the August 17th meeting.

B. Finance & Board Operations

No Treasurer's report

Board Ops: It was not clear if Julie Ralston was asked to serve on the AIEV board. This was to be discussed with Lois. Caroline Moise was discussed as another possible board member who could help with fundraising.

C. Land Use:

Zoning overlay: needs to be finished and examples of what the zoning would bring need to be created. Also, Bruce Macgregor with Druid Hills Civic Association still has issues with the proposed Zoning district.

D. Transportation:

No report (see Chairman's report)

E. LCI

See chairman's report

F. Communication

It was suggested to put a link from the AIEV site to the Clifton Corridor Transportation Study.

G. Urban Design

Committee will meet with the Peavine Watershed Alliance on August 11th at 4pm at the Druid Hills County Club.

IV: Old Business

- None

V. New Business

- none

VI. Adjourn

Meeting was adjourned at 5:23 pm.

The next meeting will be September 13th, 4 pm at Emory's Briarcliff Campus Building A, Office University-Commuter Partnerships, Room 418.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
September 13, 2004

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Michael Rich, Lois Berthaume, Jacquelyn Anthony, Sue Apolinsky, Debbie Sinex, Jim Drummond, Deb Hammacher, Phil Paymer, Davis Fox, Stuart Meddin, Mark Goldman, Jen Fabrick and Brian Shaw.

Others in attendance were Hector Morales, Silverman Construction; Brian Bollick URS; Ray Strychalski, EDAW

The meeting was opened by Chairman Meddin at 4:11 pm.

II. Approval of Minutes

The August meeting minutes were handed out for approval. Sue suggested adding the cost of the drawing Tom's firm was to prepare to the minutes. It was agreed the estimated costs was \$400. Davis moved and Debbie seconded to approve as modified. Motion passed unanimously.

Note: the April minutes are still in Davis' possession and will be sent to Brian for final edits. The April minutes will then be submitted for approval in October.

III. Committee Reports

A. Chairman's Report

Stuart thanked everyone for their help with the public meeting last month. Jim noted that he met with the vocal opponents to the plan from the previous public meeting and the changes that were made to the plan essentially disarmed them from making a stand at the meeting last month.

B. LCI

Hector introduced the consulting team and the board introduce themselves to them. Hector explained they are working on a Concept Plan to be presented to GA DOT for review. This includes a cost estimate, but has not been validated yet.

Brian Bollick went over the horizontal alignment for North Decatur Road as it will be presented in the Concept Plan. The east section from the Village to Clifton has 44 feet of roadway from curb to curb with mostly header curb. This requires a 5 foot bike lane. A right turn on N. Decatur WB at Clifton is shown. The left turn

onto Clifton from WB N. Decatur was not shown, but it was suggested to include it in order to garner feedback about it. DHCA needs to have an opinion about this left turn as it directly impacts the neighborhood. Adding the left turn will impact the signal timing at the intersection, but the presence of the left turn could reduce the number of cars going through the village roundabout since they could turn left at Clifton.

The Roundabout – it was pointed out that the drawing shows the corner at Everybody's is cut off. It was agreed that needs to be avoided if at all possible. One tree is lost at Emory near the Glenn. The design begins to look at combining curb cuts in the village. Chevron does not have a curb cut on N. Decatur. The parallel parking spaces nearest the roundabout on N. Decatur may need to be taken out. The bus/shuttle stops are not visible on the horizontal section.

Ray went over the schematic designs for the village. A bus stop with a shelter is shown at the new mid-block crossing on N. Decatur, but not a cut out. It was pointed out that MARTA does not like to use cut outs because they make it difficult for the bus to get back into traffic. However, a shelter could be put at this proposed stop that has certain design elements, different from the typical MARTA bus shelter.

Urban design covers the area from the Glenn west to the bridge over Peavine Creek. At these points, the urban village transitions to residential. The design elements for the Roundabout go onto the Emory campus. 2 plans were done – 1 w/the gas station and one without. The plan with the gas stations had less parallel parking. The plan w/out the gas station could be phased in and the curb cuts removed. The sidewalk treatment would continue through any curb cut to emphasize the pedestrian area to cars. Any existing outdoor seating would be accommodated. Easements in front of properties should be sidewalk, but ownership would be retained by the property owners.

All of the design needs won't fit in the 60 foot right of way. The easements will need to be used. The design looks at the street from building edge to building edge. A concern was raised that the park goes onto the Chevron property. But this shouldn't be a concern since the park will be large enough without needing the Chevron property. May need to close one curb cut and open another at the Chevron property. This would need to be discussed with the property owner, Jimmy on how to deal with this issue.

Southside of N. Decatur – Design aims to build to the existing conditions and make the sidewalk ADA accessible since we don't yet know the future conditions. A lower level pedestrian promenade with steps and ramps to the merchants is one idea. Another is to extend the existing outdoor area in front of the merchants, and have a smaller sidewalk below. The parking would go from 24 diagonal spaces to 8 parallel spaces in front.

Roundabout – a dedicated pedestrian path would be created around the roundabout.

North Oxford – doesn't change, except at roundabout. Most of the existing parking can stay. A cut out is needed for the gas station. The sidewalk could be moved back to create more parallel parking.

Deflection is difficult from N. Decatur to the Oxford legs in the roundabout. Travels lanes in the roundabout have to be at least 16 feet wide. It is proposed that the roadway in the roundabout have a different treatment to get the cars to slow down.

Bus shelters could be put at the mid-block crossing of N. Decatur between the Village and Clifton.

The schematic drawing of the eastern stretch of N. Decatur does not show parallel parking as it does not need to be in the concept drawing.

No funding is shown for right of way or utilities in the budget. Team will meet with Georgia Power to help get that.

The board is asked to provide written comments to Hector by September 17th.

The bridge over Peavine Creek – there are no plans to alter that bridge and it is best to just leave it alone. It is recommended to get funding to replace the bridge in ARC's RTP. A hydrology study is underway of the bridge's impact on the creek by the Peavine Watershed Alliance. It was suggested that fixing up the bridge could be a donor project.

There was a suggestion to add a median on N. Decatur near the proposed pedestrian crossing in the village. Concerns were raised about left turns. It was suggested a "Z" type crossing could work and improve pedestrian safety.

It was noted that S. Oxford's road width could be narrowed to include parallel parking.

Right of way costs need to be determined. It was suggested looking at getting an average cost per square foot in the village to determine right of way costs.

URS will get the preliminary design completed and the costs of construction. Then the urban design elements will be considered to see if they can be afforded.

C. Finance & Board Operations

Mark sought approval to pay the premium on the association's directors/officers insurance. Brian moved and Phil seconded approval of this payment.

There is \$24,000 in the association's bank account. Not all bills are coming to Mark yet. Davis will check on bills that may have been coming to him.

Board Ops/Fundraising: It was suggested that the AIEV board needs a fundraiser. It was suggested that Phil Hills, who heads up fundraising for Emory Healthcare and is a Druid Hills resident would be a good candidate. Lois and Mark will meet with him. The idea suggested by Caroline Moise to hire a fundraising firm was discussed. It was suggested that we need to know the costs for this and if Phil Hills come on board, his input will be needed.

D. Land Use:

Proposed zoning overlay was reviewed by Zeckler. We need to pay him additional money to get more needed work done and the county funding is already been used. The additional costs are expected to be \$5,000.

E. Transportation:

Committee chairman Brian Shaw put forth a motion for the AIEV board to support lowering the speed limit on N. Decatur from Lullwater to Clifton from 35 to 25 mph. This would be in conjunction with a similar request by DHCA to do the same on N. Decatur from Briarcliff to Lullwater. The committee believes this would help improve bicycle and pedestrian mobility in and around the village. It would also help to improve one of the main barriers to cycling in the area, the stretch of N. Decatur from Lullwater to Emory's Dowman Drive. The motion was amended to allow this as long as URS believes it will not hurt the functionality of the roundabout. Lois moved and Davis seconded the amended motion. Motion passed unanimously. Brian will discuss this proposed speed limit change with URS.

F. Urban Design

Davis reported on the proposal for the village to collect its rainwater and sell it to the Druid Hills County Club. A study is to be done on this concept. DHCC need the water even though they have a well, can tap into Peavine Creek or get water from the City of Atlanta. How much water would be available and when are questions DHCC has. The Arthur Blank Foundation could be a source of funding for this. Storm water storage will need to be considered with any redevelopment for the village. The proceeds from selling the water could be used to pay for additional improvements in the village.

G. Communication

It was noted that many people still do not know what AIEV is doing. A new brochure is needed and it would need to be distributed to a larger audience. A large mailing with a tie into fundraising was suggested.

IV: Old Business

- The nursing home on Oxford appears to be empty as a tree hit it. It was not known if it will be reoccupied as a nursing home. It was noted that a large parcel could be put together with it, the bank and the BP property.
- There have been no responses to the letter Stuart sent to the other commercial property owners about the progress on the village redevelopment.

V. New Business

- The AIEV display at Everybody's needs to be updated with new graphics.

VI. Adjourn

Meeting was adjourned at 6:52 pm.

The next meeting will be October 11th, 4 pm at Emory's Briarcliff Campus Building A, Office University-Commuter Partnerships, Room 418.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
October 4, 2004

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Michael Rich, Lois Berthaume, Jacquelyn Anthony, Jim Drummond, Deb Hammacher, Phil Paymer, Davis Fox, Stuart Meddin, Mark Goldman, Jen Fabrick, John Ford and Brian Shaw.

Others in attendance were various members of the design team

The meeting was opened by Chairman Meddin at 4:08 pm.

II. Approval of Minutes

Approval of September and April minutes was deferred

III. Committee Reports

A. Chairman's Report

Deferred

B. LCI

Schematic drawings were presented on the urban design for the village. The roundabout was modified to create two urban corridors with a piazza concept around the roundabout ("traffic imposing on a pedestrian space"). The design also creates an additional outdoor space at Everybody's. The new park will be a combination of greenspace and hardscape that functions as a gathering space. Programmed space in the park will be created based on input from the community.

Pedestrians would be directed around the roundabout by use of bollards along the street edge. The existing alleyway gets a pedestrian treatment and blends into the piazza.

Terraces along the street relate to the adjoining businesses and to the street and help to bring people on to the street. Handicapped accessible ramps are provided for the businesses and are shared at certain points.

The road paving could be of different materials, colors, and/or textures in the roundabout and its approaches to differentiate pedestrian and vehicular access.

Questions and comments from the board: Need to define piazza area from the streetscape. Need to provide barrier around circle to prevent pedestrians from going into it. Bollards could be lit to light up path around roundabout. Concern rose about elevation change in the new park and the piazza. Curbs need to be such that water is controlled. There is a need for a mid-block pedestrian crossing on N. Decatur west of the roundabout, and also on N. Oxford and S. Oxford. Create a gateway for cars on Oxford & North Decatur with bumps, etc. so that motorists know they are entering a pedestrian area. The same road treatment could be used on other crossings at Glenn/N. Decatur and on N. Oxford and S. Oxford.

The university is concerned with how blind persons deal with a roundabout. The consultants acknowledged that a roundabout is worse for blind pedestrians and there are some available measures such as triggered stop lights, but that in practice, blind pedestrians will likely need to deal with the new crossing similar to other crossings that do not have technologies for blind persons--rely on other pedestrians for assistance.

It was asked how much of Everybody's green space will be lost under this plan. A curved slice that will be 4' in its deepest point, sharply tapering on either end was shown as part of the roundabout. There is a concern with bringing cars closer to customers since cars have driven into the restaurant before. Everybody's is not opposed to the concept but needs to know more about provisions to ensure the safety of customers in relation to cars.

Questions were asked about bike and scooter parking--this would be scattered throughout the village.

Stuart asked about getting feedback from the neighborhood. Davis has been making presentations at many Druid Hills Civic Association meetings, and he will continue doing so. The possibility of changing the Clifton/N. Decatur intersection was brought up; this would add a left turn from N. Decatur going west onto Clifton going south.

Mark offered to present this to the Druid Hills Civic Association via its Transportation Committee.

Davis asked how the consultants usually deal with getting a design concept accepted by a community. The consultant replied that he understood AIEV to be representative of the various constituents.

Phil expressed concern about losing Everybody's green space because the community has fought for every bit of green space in the past and he can't say whether or not that's changed. He said that he doesn't personally object to the plan, but wants to be sure the community will not be upset by the proposed change.

Discussion ensued about presenting the latest concept to the public. Jen offered to incorporate it in a previously planned Emory town hall on transportation, but it

was decided that it gives the appearance of this being an Emory plan.. Davis has a standing spot on DHCA's agenda; he will present it at their next meeting and get feedback.

Hector discussed the design schedule. He said Design Development is scheduled to start in November and conclude in January.

Jen requested comparison numbers of existing vs. proposed square footage of asphalt and green space.

C. Finance & Board Operations

The zoning issues needs to move forward. Davis said there is \$21,000 left from the DeKalb County grant. Davis thinks \$7-8,000 will cover the cost of zoning regulatory work. The group discussed next steps. The committee plans to keep tabs on the Silverman contract. AIEV has approximately \$23,000. Since last month's AIEV meeting, liability insurance was paid (\$1,000) and URS reimbursed for expenses (\$34).

Mark Goldman reported on a meeting with potential board member Phil Hills from Emory Health Sciences development and also a neighbor. Mark just got word that Phil was cleared by his boss to join the board. Discussion took place about Phil's strengths, and Lois clarified that he would be an excellent fundraising leader and contact, but we shouldn't expect him to do routine fundraising committee work, that others would handle scheduling meetings, etc. John Ford moved to have Phil Hills accepted to the board of AIEV; Davis seconded. Unanimous vote in favor.

D. Land Use:

No report

E. Transportation:

No report

F. Urban Design

Davis spoke to ECOS (?) about the storm water issue with the DH Country Club. The firm is concerned that there would not be enough storm water collected to make the collection and sales feasible.

G. Communications

Michael Rich said that we need new content on the website. The Board discussed putting one of the latest concept drawings on the website, but decided to wait until after the DHCA meeting. There are now 300 subscribers on the listserv.

The DHCA meeting was discussed again. Davis will present the design concept. Phil may attend to gauge reaction to the loss of greenspace at his restaurant. Relations with the community currently are good, but the zoning discussion may be difficult and there may be resistance from historic preservationists.

Phil asked whether there needed to be separate committees for the park and roundabout center. It was decided that the Board should review committee responsibilities and structure. Stuart suggested that the urban design committee cover all open space issues. Jen suggested that AIEV follow Emory's model and design everything and then let funders underwrite the portions that they are interested in. Deb suggested that for the long run there should be a committee to program the park. Phil wants to be involved in that when the time comes.

IV: Old Business

None

V. New Business

None

VI. Adjourn

John Ford moved to adjourn. Lois seconded. All voted in favor.

The next meeting will be November 8th, 4 pm at Emory's Briarcliff Campus Building A, Office University-Commuter Partnerships, Room 418.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
November, 8, 2004

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Michael Rich, Debbie Sinex, Lois Berthaume, Deb Hammacher, Phil Paymer, Davis Fox, Jim Drummond, Stuart Meddin, Mark Goldman, Jen Fabrick, John Ford and Brian Shaw.

Others in attendance were various members of the design team

Chairman Meddin opened the meeting at 4:09 pm.

II. Approval of Minutes

Jen moved and John seconded to approve the October & April minutes. The minutes were approved. Approval of September minutes was deferred

III. Committee Reports

A. Chairman's Report

Met w/GDOT and their planning office OK'd the plans for the village roads. URS met w/GDOT district 7 and they are OK with the plans. The technical side of GDOT is OK with the plans. The engineering office is next, then construction. The 11-foot lane width needs to be approved before proceeding.

Jacquelyn is no longer with Emory. Stuart is expecting a letter from her resigning from the board. Sue was asked to be on the historic preservation commission and will also resign from the board.

Where else should AIEV focus and who should be added to the Board?

B. LCI

February 2006, roundabout construction is to start; it could take 6-10 months to complete.

2005 – design process continues and is ongoing. Park needs to be designed so everyone benefits. The roundabout interior has yet to be designed.

It is not yet known how far the funding will take the redevelopment of the village and how much money can be raised. For example, not all sidewalks may be completed at the same time (same phase) depending upon funding.

Lane width is a critical issue as it determines the other dimensions.

We need to coordinate and plan with the Retailers so they can operate during construction.

Water outage and other construction issues – need to communicate and work with the county to minimize and quickly resolve problems. . Look at alternate paths, communication and other constructability issues – perhaps establish a committee on this to help coordinate since everyone is impacted. A workshop to help get this organized is needed, and it should involve folks in addition to the board. A list-serve may also help. Should have law enforcement officers on-site to help with traffic issues. The construction budget should include money for overtime and off hours construction work.

LCI Money for roundabout will roll over to 2006.

Amount needed to fundraise is unknown, as a total estimate has not been completed. The parts of the plan on North and South Oxford need to be implemented – the neighborhood should be asked to help fund it. Phasing, whether or not Interim improvements are made, and the question of burying utilities are some of the major decisions to be made.

We should get input on construction issues from people involved in similar projects at Piedmont Park and Decatur. Invite Hector to December meeting for this input.

Watershed rules – drainage creeks may be piped; could build parking over drainage areas. May need to be dry.

C. Finance & Board Operations

How should students be included going forward? As voting Board member(s), non-voting Board member(s), or should they provide input periodically? Consider a Student Advisory Committee made up of all student levels - undergraduate, graduate, and professional, with a chairperson who serves on the Board (this could be a presidential appointment). A SGA representative was suggested to provide continuity. Students can provide help with fundraising. Students could also serve on other committees. How do we find and select students? We need to find out how students want to be involved. John Ford will follow up on this.

Betty Willis will be asked who to find a replacement for Jacquelyn on the Board.

How about adding merchants to the Board? These could come eventually; merchants' interest should increase when they see construction activity.

Affordable housing in the Village – someone with expertise in integrating moderate income housing with higher end housing could be engaged by the Board. Need to be mindful of community’s perception of “affordable housing.”

Needs for 2005 –During 2005, the Board should be primarily focusing on zoning/design standards, fundraising, project management/oversight, finance and board operations.

We need someone to carry out and manage Phil Hills’ and other Board members’ ideas and plans for fundraising.

The Northlake LCI has a county staff on a part time basis who is paid by the county’s Economic Development division. There are many more merchants impacted by this LCI.

In the past, we have only had a social meeting during December. The Board agreed to also have a strategic planning session in December. During this, we will re-think and re-structure committees to successfully complete necessary and important tasks. Need a facilitator for this. This meeting needs to be planned in advance, and we should leave it with new committees, each with a to-do list. Meeting may go later than usual, to 7 if needed. Will meet at Math & Science building – go to Everybody’s later. Discuss structure, objectives, and first steps for committees; then setup timelines for committees based on the project’s master schedule.

D. Land Use:

No report

E. Transportation:

No report

F. Urban Design

Zoning meeting on Friday to finalize the proposed zoning changes.

Highland Village – apartments on Highland past Inman Park are 4 stories with ground level retail; this shows scale similar to what’s proposed for the village. One difference is that retail takes a minor role, and according to some, retail was not well planned.

G. Communications

Roundabout images for the website – what do we do with it? Need a context. Preliminary concept drawings done by EDAW.URS could be updated to show the process to date. Need description and what comes next. Comments would go to Hector. This could go on Everybody’s window. Next community meeting not yet decided – will have to include zoning.

All agreed that a model of the village would be helpful with meetings and zoning. This would cost approximately \$2,500-\$3,000 if done by Perkins & Will. Simple boxes with road layout and potential height and topographically correct. Debbie moved and Jim seconded to approve up to \$3,000 to pay for model, Approved unanimously.

Lois moved to increase this authorization to \$5,000. Approved unanimously.

IV: Old Business

None

V. New Business

None

VI. Adjourn

John Ford moved to adjourn. Debbie seconded. All voted in favor.

The next meeting will be December 13th, 4 pm at Emory’s Math & Science Building Room TBD.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
December 13, 2004

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Michael Rich, Lois Berthaume, Deb Hammacher, Phil Paymer, Davis Fox, Jim Drummond, Stuart Meddin, Mark Goldman, Jen Fabrick, Tom Walsh and Brian Shaw.

Others in attendance were John Wegner and Cynthia Tauxe

Chairman Meddin opened the meeting at 4:22 pm.

II. Approval of Minutes

None. September & November 2004 need to be approved.

III. Committee Reports

A. Chairman's Report

The new directors to serve on the AIEV board were introduced. John Wegner, Emory's Environmental Officer will fill Jacquelyn Anthony's vacancy. Cynthia Tauxe, a neighborhood architect, will fill Kathie Gannon's vacancy. Mark moved and Deb seconded to approve these board seats. Motion passed unanimously.

Remainder of meeting was strategic planning workshop.

The next meeting will be January 10th at Emory's Briarcliff Campus Building A, Office of University-Community Partnerships, Room 418.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
May 9, 2005

1. Determination of Quorum

A quorum was established by the attendance of the following directors: Phil Paymer, Deb Hammacher, Michael Rich, Jim Drummond, Davis Fox, Penny Clements, Cynthia Tauxe, Lois Berthaume, John Wegner, Jen Fabrick, John Ford and Brian Shaw.

Others in attendance: Hector Morales, Silverman Construction

2. Approval of Minutes

April 2005 minutes were distributed. Need to change minutes to say Glenn Representative under finance and board operations report. Phil motioned and Cynthia seconded to approve the minutes as amended. Motion approved unanimously

.3. Other Business

Cynthia reported on the Druid Hills Civic Association transportation committee meeting. Only one member was against the left turn at Clifton & North Decatur. The committee recommends to DHCA that the turn should be a protected, arrow turn. The committee also recommends that stop signs be looked at for Clifton and S. Oxford to slow down traffic. This would be a county decision. The Committee was pleased with the discussion on 4/28 on this issue.

GA DOT has purview over changing the speed limits on North Decatur Road. DHCA is looking into this from Lullwater to Briarcliff. Lullwater Garden Committee will do maintenance of circle at Lullwater and North Decatur.

Emory will be doing curb cuts on N. Oxford and N. Decatur this summer for Fishburne deck and B. Jones lot.

4. Chairman's Report - None

5. Project Management Committee

Design work is at the halfway point. Working on approvals for environmental and historic preservation. Direction is needed on utility poles to move forward. This impacts landscape and sidewalks

John Wegner is working w/EDAW to select plants, especially ground cover and trees. Minimizing hardscape and using larger trees. Creating uniformity with driveways and curbcut design.

6. Communication Committee

Need notes from 4/28 meeting for Druid Hills News. Davis will review story and Deb as well. Pdfs on website should be reviewed so they work.

Druid Hills feedback will come on Wednesday.

Board membership on web needs to be updated.

7. Urban Design Committee

Committee has met twice on zoning. Contractual issues with Drey are solved. He will be part of the next meeting. Discussions on going regarding parking ratios, heights, etc. Need comprehensive plan that zoning is based on. Plan is not adopted by the county. County needs to do that first, and that will be done.

Phil P discussed his concerns about zoning – the current zoning is not aligning with the plan. Arbitrary decisions could be made or county decides on zoning issues. Zoning and parking limit who develops in the village. Need height to make development viable. Nursing home presents an opportunity to set out rules. Need to know minimum size for a project to be marketable. Most LCI projects are 4 stories or more.

Druid Hills will have issues with more parking and height in the village. Details are the issues, how high is 4 stories?

Next zoning meeting is schedule for May 20, noon at Spangler & Walsh.

8. Greenspace Committee –No report

9. Fundraising Committee

Phil H is not here nor has he been spoken to. Need to get committee together to get plan in place. Minimum number is \$1,000,000 to do utility work. \$2,000,000 is on the high side. Need to sell on total project to get money donated.

Penny noted that Cox Curry consulting firm was used by the Olmsted group. We need to know what a firm's role would be and what we can afford, etc.

Changing name from Emory Village is an option. Other pieces could be named (park, benches, etc.) Could Emory give more money?

Tom Cousins will be approached – is there a foundation? Steve Everett will be met with.

10. Finance & Board Operations Committee

List of board is being updated. Potential members from Glenn Church declined. Sally Sears – could be on the board or serve on communication committee. Penny needs by-laws, etc. as does Cynthia and John Wegner.

Student representation – 3 options:

- Student on the board
- Student on committees – no vote
- No student – but representative at public meetings.

Students would want to serve on the board, but how? Do you pick them? Student government? Could ask for volunteers in the Wheel. Communication and urban design committees would be of interest to students.

Meeting adjourned at 5:40 pm. The next meeting will be June 13th at Emory's Briarcliff Campus Building A, Office of University-Community Partnerships, Room 418.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
January 17, 2005

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Michael Rich, Lois Berthaume, Phil Hills, Davis Fox, Jim Drummond, Stuart Meddin, Mark Goldman, John Ford, Cynthia Tauxe and Brian Shaw.

Chairman Meddin opened the meeting at 4:17 pm.

II. Approval of Minutes

September & November 2004 minutes were moved by John and seconded by Davis to be approved as submitted. Motion passed unanimously.

December 2004 minutes were distributed. Davis moved and Lois seconded to approve as submitted. Motion passed unanimously.

III. Committee Reports

A. Chairman's Report

Model of the Emory Village: Some suggestions were offered for enhancements to the model: adding Glenn Church if it will fit on the model. Also adding the old nursing home, the Bank of America building, and the Lullwater roundabout if possible. The model should match the AIEV boundaries. The roads should be colored in. The model will be used to help people visualize the redevelopment and number of stories and height of buildings in the village. The model should also show the hill as it rises toward Clifton. The rear lot of Domino's needs to be verified and the area behind Burrito Art is wrong on the model. More accuracy is needed at the Chevron/Doc Chey's site as the building goes deeper than on the model. It was noted that the survey did not go beyond the street right of way. The County should have a topo map of the area to help improve the model. The pedestrian path around the roundabout is inaccurate. The area by Everybody's will be changed. Should the Kinko's building be added? The roundabout will be sloped, but where will the water go? That is being worked on now. No money has been spent on the model to date.

Nursing Home: It is outside the AIEV boundaries. It is zoned residential, not commercial. The site is challenging to develop as it is long and narrow. If the building is removed, then the site would revert to single family residential. The site backs up to North Decatur Road behind a house owned by Emory. The site is only 30 feet wide in the back. Could the site be reused as a nursing home? The use would transfer to a new owner, but if the use stops for a time, the use goes away. Other possible uses could be multi-family, senior housing or office space. The back of the site could be left

undeveloped. What should AIEV do? The site could be donated, but the asking price is over \$500,000. Lot is worth \$200,000 alone. Transitional use would be appropriate. It could be part of a larger redevelopment. If it is put into the overlay district, the other uses would be allowed. Kathie Gannon will be asked on the status of the nursing home and on the site across the street next to the Arlen Worth building.

B. Board Operations & Finance

Committee met on 12/30. Discussed the following items:

- 2005 Meeting Schedule – the committee proposed that the board meets every other month on the second Monday. The committees are to meet monthly with reports provided each month. Committees will report to the Chair and Vice Chair and submit reports via email to the rest of the board. Lois moved and John seconded. Motion was amended to include that the committees meet at least once a month and this schedule be reviewed after 6 months in July. The Executive Committee can decide if a meeting of the board is needed. Jim volunteered to act as a committee coordinator between board meetings. Working with the Executive Committee, he can help determine if a board meeting is needed. He would work with Stuart to help set the agenda for the board meetings and filter what gets put on the agenda. Also, the new meeting schedule would begin after the March meeting. Motion passed unanimously.
- Jim will need a contact from each committee, ideally the chair of the committee. Each committee is to select a chair by February. They should let Lois and Stuart know who the committee chair is.
- Term limit of officers – currently officers cannot serve 2 consecutive terms without a year break. Should the term limits be removed? The reason the term limits are in the by-laws is the by-laws are based on a model set for non-profits. A 2/3's vote of the board is required to amend the by-laws to eliminate the term limits. It was suggested this be voted on in February.
- Conflict of interest – a handout of a proposed conflict of interest policy was distributed. Section 9.5 of the by-laws refers to conflicts of interest for board members. Helping improve the village or the constituents you represents is not a conflict of interest. However, personal gain or family interests are the areas where potential conflicts may occur. This will be voted on in February. An annual disclosure statement - is this needed or not? It should be signed by all directors at least once. Directors would be required to not vote or be involved in discussions on issues where there is a conflict.
- Treasurer's Report – AIEV now has three post of money...LCI, DeKalb and money raised by AIEV. Where should expenditures go, are they LCI related or not? There are questions about contract #03-9560 – what is it for and who is the contract with? Is it LCI related or not? Davis and Mark will try to figure this out. Also, what is the amount of money left over from this contract and available for use as uncommitted funds. \$46,000 is in the AIEV account as of now. \$23,000 to pay for the survey is part of that \$46,000.

C. Fundraising

The committee needs to meet. They need to know how much the total amount of money that needs to be raised and what the money is for to help get donors. The committee will meet with Mark to figure this out. Caroline is interested in helping to get Phil up to speed.

D. LCI

GDOT has reviewed the 30% documents. URS had completed 30% of the engineering for the streetscape. DOT has nearly signed off on the concept. The project is close to schedule, with a week to 10 days. Public meeting on the overall design so far, the zoning overlay and the design for the roundabout center needs to take place to keep momentum with the public. Sketches can be put on the AIEV website with an email announcement on the listserv. An announcement should also be put in the Druid Hills News and the displays at Everybody's and CVS. It was suggested to use the overall sketch and the one of the proposed park. It was also suggested to get a spot on the agenda for the DHCA annual meeting in February for an update on the work to date.

E. Communications

The committee will meet and get sketches put on the website as well as at Everybody's and CVS. The AIEV phone number voicemail box is checked regularly.

F. Greenspace

The Peavine Watershed Alliance was met with. They will get a grant to do a master plan for the creek. They will focus on open space in the watershed including the area by Kinko's and behind CVS the Emory owns. They want their efforts endorsed for the master plan by AIEV. AIEV could compete with PWA for grant funding from the same groups and foundations. Davis moved and Cynthia seconded to endorse the master plan of PWA. Motion passed unanimously. It was noted that PWA should endorse support for AIEV as well.

V. Old Business

New rosters will be sent out by Lois

VI. New Business

None

Davis moved and Phil seconded to adjourn the meeting. Meeting adjourned at 6:01 pm.

The next meeting will be February 14th at Emory's Briarcliff Campus Building A, Office of University-Community Partnerships, Room 418.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
February 14, 2005

I. Determination of Quorum

A quorum was established by the attendance of the following directors: Michael Rich, Phil Paymer, Lois Berthaume, Mark Goldman, John Ford, Tom Walsh, Deb Hammacher, Jen Fabrick, John Wegner, Jim Drummond, Phil Hills, Stuart Meddin, and Brian Shaw.

Others in attendance: Hector Morales, Silverman Construction

II. Approval of Minutes

January 2005 minutes will be reviewed in March.

III. Committee Reports

A. Chairman's Report

Hector reported they are still working on the 50% documents. Budget has been developed for the 30% documents. It does not include the park and utility relocation, both above and underground. Creative solutions – cost better but will be high. LCI funding will not pay for relocation. URS will take 50% documents and have them costed – then we can develop options – relative costs – of materials. Pavers, stained concrete, etc. Design team is looking at street furniture. Will review plan for grading in front of businesses – ADA access, etc. Consolidating driveways. Potential consolidation of Dominoes/Everybody's driveways. URS & EDAW provided sketches of materials options. DeKalb County will require well-defined pedestrian path throughout. Tom wants to see the design team's proposal for the exterior of businesses.

Emory could be approached to maintain the park and island within the roundabout. Park is 100 feet wide (small & urban). Could park space be cool in the summer? Need shade to provide canopy. Should park be oriented stoward campus? It was suggested that the park could accommodate up toget 250 people. Need to see what's across the street from park on the drawings. Should relate to adjoining building. Hard or soft-scape – lower cost but don't get use of green space. Oriented south – North sound toward Emory. Minimize sidewalk on right side. More concepts will be developed.

Materials: tinted and scored concrete cheaper than pavers. Tom has other moderate priced options that could work. Emory "look" does not need to carry into park. Landscape could be the Emory carryover. Pedestrian walk way goes away at Everybody's - no room. The concentric ring won't fit – could do 2 arcs. Need to have a construction strategy session to minimize impact on everyone. Materials in park and Everybody's are lighter and pavers versus stamped concrete. Costs for park are estimated to be between \$200-700,000. A simple

water feature would cost about \$150,000. Could be up to a \$1 million with a fountain.

Dowman realignment – will move road under that gates from village. The idea is to go back to existing road with new sidewalks and brick after the gate. Objective is to reuse the gate and provide a view of Baker Woodlands. Parking will be removed on the side of the road. DeKalb wants model of roundabout run again due to new geometry.

B. Board Operations & Finance

Move to change by-laws to eliminate term limits and allow co-chairs made by Lois and seconded by John Ford. Approved unanimously.

Motion to change term in by-laws from chairman to chair made by Mark and seconded by Tom. Approved unanimously.

Motion to make board operations committee act as nominating committee for 2005 made by Lois, seconded by Jen. Approved unanimously.

Officers will be elected at the March meeting. There is a need for more neighborhood directors.

Motion to renew domain registration for web site for 5 years at \$85 made by Mark, seconded by Lois. Approved unanimously.

C. Greenspace

Committee met once, but John Wegner was not able to attend.

D. LCI

Committee is looking at sharing storm water with village and Emory.

E. Urban Design/Zoning

Tom talked to Peter who said he was moving along with the zoning. Committee needs to meet on height and other issues.

F. Fundraising

Committee will meet after the board meeting.

G. Communications

News release went to Druid Hills News and list-serv last week on status of village.

V. Old Business

Mark urged all directors to provide a financial donation to AIEV.

VI. New Business

Stuart thanked Mark for helping at the DHCA meeting. It was noted that Jeff Rader, new DHCA president, should be invited to the next board meeting.

The next meeting will be March 14th at Emory's Briarcliff Campus Building A, Office of University-Community Partnerships, Room 418.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
March 14, 2005

1. Determination of Quorum

A quorum was established by the attendance of the following directors: Phil Paymer, Mark Goldman, John Ford, Tom Walsh, Deb Hammacher, Jen Fabrick, John Wegner, Jim Drummond, Phil Hills, Stuart Meddin, Cynthia Tauxe, Phil Hills, Davis Fox and Brian Shaw.

Others in attendance: Hector Morales, Silverman Construction
Jeff Rader, President, Druid Hills Civic Association

2. Approval of Minutes

January and February 2005 minutes were distributed. Phil H motioned and Mark seconded to approve the minutes. Motion approved unanimously

.3. Other Business

Jeff Rader discussed community involvement.

4. Chairman's Report

Skipped so Hector could give an update and John W. could lead a discussion on greenspace.

Hector informed that the 50% documents went to the LCI committee and are up for review. Engineering review is under way. Materials will be part of the plans. Comments needed on materials. Must be reviewed by DHCA and AIEV. Hydrology concerns from John W will be written up. Cost being determined now. Estimated to be between \$3.5 and 4.5 Million with utility relocation underground and park. Only have \$2.5 million in funding. Utility relocation is \$600K of the total. Emory work is outside of estimate. DeKalb can do some work outside of grant. Total cost could go to \$3M with \$500K needed to be raised at a minimum.

John Wegner's report – not satisfied with landscaping selected. Not enough native species and it doesn't relate to Druid Hills or Emory. Water quality should also be addressed so Peavine Creek can improve. Need to control runoff. Who will maintain the control equipment? Sediment has to be dumped. John will recommend alternative landscaping. Reducing hardscape could allow more landscaping.

Hector discussion on materials – pedestrian zones will use warm tones, colored concrete – cost is \$1/square yard extra. Used on sidewalk areas, vehicular areas would be gray. Pavers used in crosswalks and furniture zone. Plain concrete is the historical material – historical commission could have concerns. Need to have reasons for colors on sidewalks and pavers.

Cross walk on South Oxford? Where is it and was it included? Is it needed now? It will be looked at.

Vehicular area – dark tone concrete in circle. 1 tone for between crosswalk and circle and another tone in the circle, using colored concrete. Big stones on truck apron and band between crosswalk area and

driving surface. May be too busy w/too many colors. Could be a maintenance problem with the county. Center of circle will be above grade? Need hostile shrubs to prevent pedestrians from crossing it. Group will look at color combos and recommend something to the board.

How far will sidewalk go? Limited in scope and at different points on north and south side of North Decatur on east end.

Street lights, bollards, trash cans, bike racks were shown.

Park shouldn't attract skateboarders.

Jen showed new Emory entrance that will use existing gates. All parking removed from Dowman. Magnolias removed. Wide walkways. Visitor entrance and kiosk will be moved. Drive and sidewalks will be bricked – needs to be coordinated with village work. Need to light walk to B. Jones lot to village.

5. Communications Committee

a. Discussion about next public meeting

Davis presented an outline for a community update meeting in April. Discuss restoring left turn onto Clifton from N. Decatur. Folks will want to know how it'll be built and when – need to be prepared to discuss center of roundabout and park will need further discussion later. Need to address parking – where and how many spaces? Also discuss utilities. Recommend April 28th, Thursday evening from 7-9 pm. Location could be the Glenn Fellowship Hall

6. Finance & Board Operations Committee

- a. Election of Directors: Class of 2008 – Deb Hammacher, Phil Paymer, Michael Rich, Jen moved, John F seconded, approved unanimously
- b. Election of officers: for 2005-6 the following recommendations were made for officers – Stuart and Davis, Co-Chairs; Mark, Treasurer; Brian, Secretary. Jen moved, John F seconded, approved unanimously.

The next meeting will be April 11th at Emory's Briarcliff Campus Building A, Office of University-Community Partnerships, Room 418.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
April 11, 2005

1. Determination of Quorum

A quorum was established by the attendance of the following directors: Phil Paymer, Deb Hammacher, Michael Rich, Jim Drummond, , Stuart Meddin, Cynthia Tauxe, Lois Berthaume, and Brian Shaw.

Others in attendance: Hector Morales, Silverman Construction

2. Approval of Minutes

March 2005 minutes were distributed. Phil motioned and Deb seconded to approve the minutes. Motion approved unanimously

.3. Other Business

Hector gave an update on LCI project.

Hector handed out the cost breakdown for the LCI project. The LCI program will fund \$2M. Items outside the scope of the LCI funding such as utility relocation are unfunded and total between \$1 and 1.5M.

GA Power will get some redundancy with underground utilities. It was asked if they would be able to contribute to the cost of doing this.

The extent of the LCI project is from the bank on North Decatur Road to the bridge on North Decatur and from BP to the bridge on Oxford. The transmission lines would stay.

DeKalb contribution – some of this is not in writing such as milling, stripping, etc. Easement and ROW costs are not included and could add additional costs.

A 60 foot tractor trailer will be accommodated in the roundabout. There was a concern raised about what's happened with the Lullwater roundabout being driven over by a truck.

4. Chairman's Report

5. Communications Committee

Boards for store windows are being done. Street signs needed to be done for a cost of \$200, but will be created so they can be used multiple times. Listserv will go out about the meeting this week.

6. Finance & Board Operations Committee

Penny Clements was nominated as a director representing the neighborhood by Lois. Jim seconded the nomination and it was approved unanimously.

Other potential directors were revealed to be Glenn Church representative and Sally Sears.

Student involvement was deferred to the next meeting when John Ford can be involved.

7. Fundraising Committee

Committee met and is revising the case statement to foundations. Design work being solicited. Need feasible number to work with. \$2M is the number needed to be raised as of now.

8. Urban Design Committee

Discussed overlay zoning issues. How much need to be in document that is zoning versus historic preservation guidelines. The historic preservation guidelines allow for more discretion. Decatur may have a sign ordinance that could be modeled. The committee is still in the discussion stage and has not finalized its report or overlay agreement. These issues are still being discussed.

What could be done in the meantime? Does AIEV have an opinion on these issues such as the nursing home? Should commercial area be expanded to include nursing home? Overlay is not ready yet. Will be rewritten, and submitted to county. It will be given to community at a Druid Hills Civic Association meeting.

9. Greenspace Committee

No Report.

Meeting adjourned at 5:17 pm. The next meeting will be May 9th at Emory's Briarcliff Campus Building A, Office of University-Community Partnerships, Room 418.

Respectfully submitted by Brian D. Shaw, Secretary.

Alliance to Improve Emory Village
Board of Directors Meeting Minutes
June 13, 2005

1. Determination of Quorum

A quorum was established by the attendance of the following directors: Stuart Meddin, Mark Goldman, Phil Paymer, Deb Hammacher, Jim Drummond, Davis Fox, Cynthia Tauxe, Lois Berthaume, John Wegner, Jen Fabrick, John Ford and Brian Shaw.

2. Approval of Minutes

May 2005 minutes were distributed. Some edits were recommended and will be made. John F motioned and John W seconded to approve the minutes as amended. Motion approved unanimously.

3. Appointment of New Secretary

John W volunteered to serve as secretary due to Brian leaving the board at the end of June. Deb motioned and Stuart seconded. Motion approved unanimously. The Board unanimously thanked Brian for all of his hard work and efforts and wished him well as he moves on to his new job

4. Other Business

Howie Frumkin talked with John W. He is interested in Emory Village board and would be willing to serve on the AIEV board. Stuart plans to call Howie to follow up. Howie would be an Emory representative, although he lives in the neighborhood.

Lois needs to follow up on another representative from the Glenn church to serve on the board.

Other potential board members – the new community affairs person with Emory and Brian's replacement. It was suggested the project manager assigned by Emory for the roundabout could serve as an ex officio member of the board.

An updated board list was handed out.

John W will bring in an article about University-Community Partnerships.

5. Chairman's Report

McChesney (?) is interested in the nursing home property. It is under contract w/contingencies as a tear down residential. McChesney has developed property in Decatur and is studying the possibilities to develop the nursing home property.

The BP site – has to be cleaned up to be used as something else. This is a costly cleanup as may be preventing BP from selling the property. The Taco Mac is owned by BP. It was a Dobbs House restaurant. BP won't sell it separately from the entire property. Political pressure applied to BP could help get this changed. BP needs an exit strategy that they will agree to and do. Getting the zoning overlay district passed would help deal with this.

6. Project Management Committee

SHPO documents have been done with no issues. GDOT changed their policy about ROW easements and that needs to be discussed w/village property owners. Hector and Stuart will meet with Saperstein to update.

A wall around the center portion of the roundabout is still an option.

County should be asked by Druid Hills to fix the Lullwater roundabout to prevent trucks from driving through it. Cynthia agreed to pursue this.

7. Urban Design Committee

Phil reported that consensus has been reached on height in the committee. The committee will look at existing conditions to see what could be done. More height is needed, at least 4 stories. Each site will be looked at for its height. 3 Residential floors and 1 commercial floor is the proposal. The historic buildings add restrictions to the total height and mass of the Village.

When should the zoning be discussed with the community – Need to have full zoning picture for community and that's not ready yet. A visual preference survey was done already. The zoning should be done in the next month with a draft. An expert review panel would give additional credence to the zoning. It will need to be explained why the zoning is right in writing. Building height comparisons should be included.

8. Fundraising Committee

Committee met to discuss who to approach for funding. Meeting to be held with President Wagner. Need to raise \$2 million (\$1 million for utilities). Looking at firms to help with fundraising. Grants and foundations to be identified. Case statement to be revised to include environmental work. Will help broadened appeal for donations.

9. Finance and Board Operations Committee

See other business above for board member report. No financial report given.

10. Communication Committee

Druid Hills article reviewed and submitted and can be put on our website.

Board list needs to be checked if it has been updated.

Let Deb or Michael know if anything needs to be added or changed to the website.

11. Greenspace Committee –No report. Environmental concerns will be put in case statement.

It was suggested the Lullwater roundabout issues are the DHCA transportation committee concern.

Meeting adjourned at 5:20 pm. The next meeting will be July 11th at Emory's Briarcliff Campus Building A, Office of University-Community Partnerships, Room 418.

Respectfully submitted by Brian D. Shaw, Secretary.