

**Minutes - Draft**

**PECS-Planning, Economic Development & Community Services  
Committee**

*Chairperson: Commissioner Michelle Long Spears, District 2*

*Member: Commissioner Robert Patrick, District 1*

---

Tuesday, March 26, 2024

3:30 PM

---

Meeting Started At: 3:31PM

Attendees: Commissioners Long Spears, Patrick, Terry

**Present**      2 - Commissioner Michelle Long Spears, and Commissioner Robert Patrick

**I. MINUTES**

**2024-0425**      Commission District(s): ALL  
Minutes for the March 12, 2024 Planning, Economic Development,  
and Community Services Committee Meeting

**MOTION was made by Robert Patrick, seconded by Michelle Long Spears, that this agenda item be approved. The motion carried by the following vote:**

**Yes: 2 - Commissioner Long Spears, and Commissioner Patrick**

**II. AGENDA ITEM**

*New Agenda Items:*

**Recreation, Parks and Cultural Affairs (RPCA)**

[2024-0121](#) Commission District(s): 4 & 7  
CA - Cooperative Agreement for Playground and Water Play Equipment with Related Accessories and Services (Sourcewell Contract Number 010521-LTS-4): for use by the Department of Recreation, Parks, and Cultural Affairs (RPCA). This request is to purchase from the competitively let Sourcewell Contract to replace the existing playground at Wade Walker Park. Awarded to: PlayPower, Inc. (subsidiary Little Tikes Commercial). Amount Not To Exceed: \$229,604.00.

**MOTION was made by Robert Patrick, seconded by Michelle Long Spears, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 4/9/2024. The motion carried by the following vote:**

**Yes: 2 - Commissioner Long Spears, and Commissioner Patrick**

*-information provided by Director Ellis*

*-Question TT: are SPLOST I funds being used?*

*C Ellis: that's correct; we have enough to cover the costs of the purchase for the playground*

[2024-0225](#) Commission District(s): 3 & 6  
CO - Change Order No. 2 To Contract No. 1289411 Cooperative Agreement for Public Restroom & Other Structures (Sourcewell Contract No. 081721-RMT): For Use by The Department of Recreation, Parks and Cultural Affairs (RPCA). This Contract Consists of the Purchase, Installation, and All Things Necessary for the Purchase and Installation of Public Restrooms and Other Structures. This Request Seeks to Increase the Contract Scope and Funds. This Increase Will Allow for The Purchase and Installation of A Football Field House at Gresham Park. Awarded to Romtec, Inc. Amount Not to Exceed: \$285,000.00

**MOTION was made by Robert Patrick, seconded by Michelle Long Spears, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 4/9/2024. The motion carried by the following vote:**

**Yes: 2 - Commissioner Long Spears, and Commissioner Patrick**

*-a substitute has been received for this agenda item*

*-information provided by Director Ellis*

[2024-0226](#)

Commission District(s): 5 & 7  
CO - Change Order No. 1 to Contract 1343881 GA - Statewide Georgia Area - General Construction (Sourcewell Contract No. GA-ST04-040820-BDG): for use by the Department of Recreation, Parks and Cultural Affairs (RPCA). This contract consists of purchasing from the competitively let Sourcewell contract for the replacement of the culvert at WD Thomson Park. This request is to increase the contract scope, funds, and term through April 19, 2025. This request will assist in the bridge repair and stream restoration at Arabia Mountain. Awarded to: Bayne Construction Group, LLC. Amount Not To Exceed \$573,373.00.

**MOTION was made by Robert Patrick, seconded by Michelle Long Spears, that this agenda item be recommended for approval to the Board of Commissioners, due back on 4/9/2024. The motion carried by the following vote:**

**Yes: 2 - Commissioner Long Spears, and Commissioner Patrick**

*-a substitute has been received for this agenda item  
-information provided by Director Ellis*

[2024-0260](#)

Commission District(s): 3, 5, 6 and 7  
LB - Invitation No. 23-101616 Restoration and Maintenance of Athletic Fields (Annual Contract with 2 Options to Renew): for use by the Department of Recreation, Parks and Cultural Affairs (RPCA). Consists of restoration and maintenance of the athletic fields. Recommend award to the sole, responsive, and responsible bidder: JMB Landscaping, Inc. Amount Not To Exceed: \$500,000.00.

**MOTION was made by Robert Patrick, seconded by Michelle Long Spears, that this agenda item be recommended for approval to the Board of Commissioners, due back on 4/9/2024. The motion carried by the following vote:**

**Yes: 2 - Commissioner Long Spears, and Commissioner Patrick**

*-a substitute has been received for this agenda item  
-information provided by Director Ellis  
-additional information provided by Michelle Butler  
-additional information provided by Paige Singer  
-Question TT: is this for restoration and the 13 items?  
-P Singer: it is for the restoration plus the maintenance. Additional comments provided by Ms. Singer  
-Question TT: at Gresham Park, some of the fields are sod and others are normal grass?  
P Singer: that's correct; additional details provided by Ms. Singer*

[2024-0298](#) Commission District(s): 3  
CO - Change Order No. 1 to Contract No. 1130987 Maintenance of Sugar Creek Golf Course (Annual Contract with 4 Options to Renew): for use by the Department of Recreation, Parks and Cultural Affairs (RPCA). This contract consists of maintaining the golf course grounds and facilities. This request is to increase the contract funds and term through March 31, 2025. Awarded to: Cypress Golf Management, LLC dba Cypress Golf Course Services. Amount Not To Exceed: \$780,000.00.

**MOTION was made by Robert Patrick, seconded by Michelle Long Spears, that this agenda item be recommended for approval to the Board of Commissioners, due back on 4/9/2024. The motion carried by the following vote:**

**Yes: 2 - Commissioner Long Spears, and Commissioner Patrick**

*-a substitute has been received for this agenda item*  
*-information provided by Director Ellis*  
*-C Ellis: we will need to come back to do a small ratification regarding this item*  
*-Question TT: is this all maintenance?*  
*-response provided by Director Ellis*  
*-Question TT: are the master plan projects for Sugar Creek completed?*  
*-response provided by David Flaherty*  
*-Question TT: is there a landscaping plan for Sugar Creek?*  
*-response provided by Director Ellis*

[2024-0450](#) Commission District(s): All  
To Identify Funding Sources for Various Budget Requests.

*-this agenda item was previously approved during the March 26th Board of Commissioners' meeting*  
*-COO Williams provided details regarding this agenda item*  
*-no action taken*

*Previously Heard Agenda Items:*

**Board of Commissioners - District 2**

[2023-1603](#)

Commission District(s): All Commission Districts  
An Ordinance Requiring That the Attached Notice of Certain Georgia Landlord (Lessor) And Tenant (Lessee) Rights and Responsibilities (Exhibit A) Shall be Provided by All Landlords Leasing Real Property or Living Units Within Dekalb County Georgia for Residential Purposes, Prior to the Signing Of Any Lease And as an Attachment to Any Unsigned Lease Agreement, to Prospective Tenants Seeking to Lease Any Such Property or Unit; And Requiring That Both Parties to Every Such Residential Lease Shall Sign the Attached Notice Acknowledging Its Receipt Upon Signing Such Lease; And for Other Purposes.

**MOTION was made by Michelle Long Spears, seconded by Robert Patrick, that this agenda item be recommended for deferral to the Board of Commissioners, due back on 4/9/2024. The motion carried by the following vote:**

**Yes: 2 - Commissioner Long Spears, and Commissioner Patrick**

- presentation provided by Andy Schneggenburger, District 2 and Angela Riccetti, DeKalb Legal Aid*
- Question MLS: could you speak to the concerns related to State and Federal law?*
- information provided by Attorney Riccetti*
- Question TT: upon passage of this ordinance, every multi-family complex that has a business license in Unincorporated DeKalb County will need to attach this document with the lease. Is that correct?*
- A Schneggenburger: yes that's correct; it would be a single page to include in the context of any residential lease*
- Question TT: Is there any potential efficacy in requiring something like this to be posting in a leasing office or some other permanent documentation? Have you had a situation at Legal Aid when a new landlord has come in and paperwork from the leases signed by the previous landlord and tenant are gone?*
- Attorney Ricetti: yes we have definitely seen that*
- comments provided by Commissioner Terry*
- Question TT: regarding code compliance and enforcing code violations and the remainder of emergency rental assistance funds, let's ensure that we are coordinated. Additional comments provided by Commissioner Terry*
- information provided by COO Williams regarding the multi-family task force*
- Question TT: could you provide more information regarding the repair-and-deduct process?*
- response provided by Mr. Schneggenburger*
- comments provided by Commissioner Long Spears*
- MLS: my hope today is that we could defer this 2 weeks to the first PECS meeting in April; there has been a request from a stakeholder to host a working group to explore some of these concerns further*
- Question RP: would it be more effective to have something that is posted and is more visible such as at an office or mail? Also what happens if a landlord doesn't do this?*
- response provided by Mr. Schneggenburger*
- Question RP: are the phone calls from January 1 of this year or last year?*
- A Riccetti: January 1 of last year; additional information provided by Ms. Riccetti*
- Question RP: of those cases, how many become evictions? Do you have a breakdown of what happens from those calls?*
- response provided by Ms. Riccetti*
- Question RP: do you track what happens once people's applications are closed?*
- response provided by Ms. Riccetti*
- Question RP: do you track the languages spoken in DeKalb and can utilize this? I believe that will be one of the challenges that you face*
- comments provided by Mr. Schneggenburger*
- MLS: motion to defer 2 weeks*

## **Board of Commissioners - Super District 6**

2023-0835

Commission District(s): All Commission Districts

A Resolution to Commit to the Transformation of the South River Forest by Adopting the Recommendations of the "Explore South River Forest" Report and For the Administration to Prepare and Deliver an Implementation Plan

**MOTION was made that this agenda item be recommended holding in committee to the Board of Commissioners, due back on 4/9/2024. The motion carried by the following vote:**

**Yes: 2 - Commissioner Long Spears, and Commissioner Patrick**

*-agenda item not heard in committee*

[2023-0526](#)

Commission District(s): District 3, 6, and all commission districts  
A Resolution to Encourage DeKalb County CEO Michael Thurmond to  
End the Executive Order Closing Intrenchment Creek Park and to  
Reopen It to the Public As Soon As Possible

**MOTION was made that this agenda item be recommended  
holding in committee to the Board of Commissioners, due back  
on 4/9/2024. The motion carried by the following vote:**

**Yes: 2 - Commissioner Long Spears, and Commissioner Patrick**

*-agenda item not heard in committee*

### III. DISCUSSION

#### Comprehensive Review of Trees in DeKalb

*-presentation provided by Kathy Reed - Planning & Sustainability Special Projects Coordinator*

*-Question MLS: what is the timeline for the tree canopy study? How long will the duration of the project be? When can we expect the report?*

*-responses provided by Ms. Reed*

*-Question MLS: are you managing this tree canopy study?*

*K Reed: yes*

*-Question MLS: how much is in the tree bank fund currently? How much has been spent out of that fund?*

*-Travis Cherry: currently there is \$832,000. For the life of the program, \$164,820 has been spent*

*-Question MLS: the actual program was established in 2018 but the mechanism to fund the tree bank was created in 2022?*

*-T Cherry: that's correct*

*-Question MLS: could you provide more information regarding the requirement for developers to donate into the tree bank? K Reed: yes it is required; details on the process provided by Ms. Reed*

*-additional information provided by County Arborist Russell Toning*

*-comments provided by Commissioner Long Spears on the ongoing process regarding the rewrite of the tree protection ordinance*

Meeting Ended At: 4:56PM

**MOTION was made by Michelle Long Spears, seconded by  
Robert Patrick, that this agenda item be adjourned meeting. The  
motion carried by the following vote:**

**Yes: 2 - Commissioner Long Spears, and Commissioner Patrick**

---

Barbara H. Sanders-Norwood CCC, CMC