

DeKalb County Government

Draft-Minutes

PECS-Planning, Economic Development & Community Services Committee

Commissioner Nicole Massiah (Chairperson)

Commissioner Michelle Long Spears

Commissioner Ted Terry

Tuesday, March 11, 2025

2:00 PM

Meeting Started At: 2:00 PM

Attendees: Commissioners Massiah, Terry, Spears, Bolton, Patrick Johnson

Present 3 - Chairperson Nicole Massiah, Commissioner Michelle Long Spears,
and Commissioner Ted Terry

I. MINUTES

2025-0226 Commission District(s): ALL
Minutes for February 11, 2025, Planning, Economic Development,
and Community Services Committee Meeting

MOTION was made by Ted Terry, seconded by Nicole Massiah, that this agenda item be approved. The motion carried by the following vote:

Yes: 2 - Chairperson Massiah, and Commissioner Terry

Absent: 1 - Commissioner Long Spears

II. DISCUSSION

Decide DeKalb TAD Report - Presented by VP of Redevelopment Tiffany Wills

Presentation provided by VP Wills

NM: Did I hear you correct funds can be accesses for code violations or fines?

Wills: That is correct

TT: the 2024 annual numbers are what was brought in from January to December?

Wills: Correct

TT: What's to account for the increase in the Briarcliff TAD from last year?

Wills: due to the redevelopment that has naturally occurred in the area. No TAD funding has been used, but for example Children's Hospital expansion is within the bounds of that TAD.

NM: What does it mean for Market Square and Southwest DeKalb that top line shows no amounts?

Wills: Those funds are from when the County managed the TADs. The two referenced were created in 2022 & 2023 after Decide DeKalb became the authority.

MLS: when will the TAD Advisory committees go live?

Wills: Logistics are still needed. Details provided by VP Wills

MLS: My understanding is if a commissioner has a TAD in their district, we can make a nomination. what is the deadline to provide those nominations?

Wills: Ideally, within two weeks or month

MLS: If the board makes the nomination by the first of April, does that give you enough time?

Wills: I will connect with President DeBarr to confirm.

LB: Were credentials or qualifications previously outlined for appointees?

Comments provided by Commissioner Spears

Wills: to qualify, appointees must live or own a business within the boundaries.

MLS: can you explain what the rolling deadline is for applicants for projects within the TADS.

Wills: Currently there is no deadline. Additional details provided.

TT: Regarding the committee requirement, I want to flag - living within the boundary might be an issue with requiring members to live within the TAD. I'm also under the understanding that we don't appoint members but that Decide DeKalb would make the decision.

Wills: I will confirm and follow up on those points. The goal is to identify people who will be directly impacted by the TAD so maybe us coming up with a "within" geographical boundary of the TADS could suffice.

NM: when it comes to the TAD bonds I'd think the Commissioners would need to sign off.

Wills: Primarily it would go through the board of Directors for approval, and TAD Bonds go through the Board of Commissioners

III. AGENDA ITEM

Previously Heard Items

Planning & Sustainability

[2025-0143](#)

Commission District(s): All

RFP - Request for Proposal No. RFP No. 24-500671 Zoning Ordinance & Sign Ordinance Project: for use by the Department of Planning & Sustainability (P&S). Consists of providing consulting services for updates to the zoning ordinance and the sign ordinance. Recommend award to the highest scoring proposer who is responsive and responsible: Kimley-Horn and Associates, Inc. Amount Not To Exceed: \$680,000.00.

MOTION was made by Michelle Long Spears, seconded by Ted Terry, that this agenda item be recommended for approval to the Board of Commissioners, due back on 3/25/2025. The motion carried by the following vote:

Yes: 3 - Chairperson Massiah, Commissioner Long Spears, and Commissioner Terry

-presentation provided by Brandon White and Yvonne Trammell

TT: the sign ordinance has not been updated in 20 years?

White: Correct

TT: so 70% of the contract will be zoning ordinance and 30% will be sign ordinance?

White: Correct

TT: In terms of timeline, is it possible to complete the sign ordinance on a parallel track to the zoning review, if not quicker?

White: we can take that into consideration. There hasn't been a direct conversation about the timetable or deliverables. Additional details provided.

TT: Can the planning team go and actually see the types of products that are missing?

MLS: you mentioned a robust public involvement program; what area will you be focusing on, and how will you engage them?

Trammell: we have the stakeholder committee of 12 people which draws representatives from each community council and planning commission. Additional details provided.

NM: Any particular reason we combined the review of these two ordinances? White: not particularly. Additional details provided.

NM: How many responses did you get to the RFP?

Trammell: total of 3 response. Additional details provided.

NM: Why just unincorporated areas of the county?

White: that is our area of jurisdiction.

LB: Does the unified plan take into consideration these needs for review?

White: yes, the comprehensive plan provides a community outlook which provides outline tasked in a 5-10 year period.

LB: How do we stay ahead of the game when it comes to review? For example a smoke shop opened un near a school. How do we look out for situations like those that we may want to avoid?

Response provided by Brandon White

CJ: Have we considered the roll out process and how we may want to grandfather people in when complete and implemented?

White: that will be talk trough that process with the vendor. We will have those policy discussions and make recommendations. Especially how we will get the word out to the community.

NM: I am assuming the vendor will also be in contact with our law department? White: Correct

RP: I think this is a great idea, and I look forward to the update. Certain segments of the sign code require overlay districts to have specific signage. My recommendation for zoning review is to make the process as standard as possible and pay attention to accessibility. Regarding signage I am in support of helping communities be as unique as possible and open to variations.

-MLS: motion to approve

Recreation, Parks & Cultural Affairs (RPCA)

[2025-0085](#) Commission District(s): ALL
REN - Contract No. 1374826 for Irrigation, Maintenance, and Repair Services (Annual Contract 1st Renewal of 2 Options to Renew): for use by the Department of Recreation, Parks, and Cultural Affairs (RPCA). This contract consists of providing irrigation, installation, and repair services for parks in DeKalb County. This request seeks to ratify a previously provided sixty (60) day contract term increase effective January 1, 2025. This request also seeks to exercise the 1st renewal option through November 30, 2025. Awarded to: Atlanta Irrigation Services, LLC. Amount Not To Exceed: \$68,900.00.

MOTION was made by Michelle Long Spears, seconded by Ted Terry, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 3/25/2025. The motion carried by the following vote:

Yes: 3 - Chairperson Massiah, Commissioner Long Spears, and Commissioner Terry

Information provided by Chuck Ellis, RPCA Director

Substitute review provided Michelle Bulter, Chief Procurement Officer

-MLS: motion to approve the Substitute

[2025-0086](#) Commission District(s): ALL
CA - Sourcewell Contract Number: GA-A01-040820-KBR, Indefinite Quantity Construction Contract - General Construction (Northern Georgia): for use by the Department of Recreation, Parks, and Cultural Affairs (RPCA). Consists of construction contract services. This request seeks to purchase through the competitively let Sourcewell Contract for roof replacement at Hamilton Mill Recreation Center. Awarded to: Brown & Root Industrial Services, LLC. Amount Not To Exceed: \$929,680.65.

MOTION was made by Ted Terry, seconded by Michelle Long Spears, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 3/25/2025. The motion carried by the following vote:

Yes: 3 - Chairperson Massiah, Commissioner Long Spears, and Commissioner Terry

Information provided by Chuck Ellis, RPCA Director

-TT: motion to approve

2025-0088 Commission District(s): ALL
REN - Renewal No. 2 for Contract No. 1318919, EZGO Golf Cart Repair (Annual Contract - 2nd Renewal of 2 Options to Renew): for use by the Department of Recreation, Parks, and Cultural Affairs (RPCA). This contract consists of golf cart repair and maintenance. This request seeks to ratify a previously provided sixty (60) day contract term increase effective February 1, 2025. This request also seeks to exercise the 2nd renewal option through January 31, 2026. Awarded to: Fat Boys Golf Carts, LLC. Amount Not To Exceed: \$50,000.00.

MOTION was made by Michelle Long Spears, seconded by Ted Terry, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 3/25/2025. The motion carried by the following vote:

Yes: 3 - Chairperson Massiah, Commissioner Long Spears, and Commissioner Terry

Information provided by Chuck Ellis, RPCA Director

Substitute changes provided by Michelle Bulter

-MLS: motion to approve the Substitute

2025-0136 Commission District(s): ALL
CO - Change Order No. 4 to Contract No. 1289411 Restroom and Shower Facility Solutions (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 additional funding due to unforeseen delays in construction scheduling resulting in material and labor price escalation. Awarded to: Romtec, Inc. Amount Not To Exceed: \$257,220.03.

MOTION was made by Michelle Long Spears, seconded by Ted Terry, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 3/25/2025. The motion carried by the following vote:

**Yes: 3 - Chairperson Massiah, Commissioner Long Spears, and
Commissioner Terry**

Information provided by Chuck Ellis, RPCA Director

NM: Repeat the timeframe for the cost increase?

Ellis: pricing increases from 2021

-MLS: motion to approve

2025-0181

Commission District(s): All Districts

Adoption of the DeKalb County Trails and Greenway Master Plan.

**MOTION was made by Michelle Long Spears, seconded by Ted
Terry, that this agenda item be recommended for approval. to the
Board of Commissioners, due back on 3/25/2025. The motion
carried by the following vote:**

**Yes: 3 - Chairperson Massiah, Commissioner Long Spears, and
Commissioner Terry**

Presentation provided by Chuck Ellis, RPCA Director & Staff

TT: The additional costs are for all new construction?

Response provided by Paige Singer, Division Manager RPCA

TT: is there any cost sharing set up for trails in cities?

Singer: Once we identify the routes there would be a feasibility studies conducted and include all stakeholders. Cost Sharing would follow.

TT: How should we treat the prioritization of slide 18.

Singer: it comes down to alignment, but the feasibility study will help us address specific concerns

TT: so priorities could change during the feasibility process?

Singer: Correct.

TT: Number 7 & 11 are using sewer easements?

Singer: I'd have to review

Additional comments provided by Commissioner Terry

TT: What is our process for feasibility of development but also funding through all available local dollars (TADs, future value assessments etc)

Singer: The cost benefit analysis considered a lot of those factors you mentioned and things like congestion, home values, job creation. This was required by the State RAISE Grant.

TT: maybe for Law or COO Williams; if we pass this as outlined would this count as a CIP or would you need additional action by the board to layout CIP priorities based on feasibility studies?

Matt Welch: yes My suggestion would be that once funding is outlined you come back and adopt a list based on available funding.

TT: I'm happy to move this item forward with the expectation that priority might change.

MLS: I'd like to confirm the data on the trail vision network. How do you all work with Cities. How was this developed?

Singer: most have an adopted trails plan, we were able to review Stonecrest, Atlanta and others plans and incorporate those into our considerations.

MLS: what is the source of funding for slide 21

RPCA Staff: The information comes from GDOT, the northwest Georgia regional commission and ARC.

Additional information provided.

MLS: The data is from 2013?

Staff: Correct

MLS: how much did we allocate for Trails in SPLOST 2?

Kingsberry: there is about \$16 million allocated for trails, sidewalks, multipurpose paths and others. Comments provided by Commissioner Patrick

Comments provided by Commissioner Johnson

Comments provided by Commissioner Terry

Comments provided by Commissioner Bolton

-MLS: motion to approve

Board of Commissioners - District 2

[2025-0204](#) Commission District(s): All Commission Districts
A Resolution of the DeKalb County Board of Commissioners
Condemning the U.S. Immigration and Customs Enforcement Raids
Conducted on January 26, 2025, and Affirming DeKalb County's
Commitment to Diversity, Inclusion, and the Safety of all Residents.
**MOTION was made by Michelle Long Spears, seconded by Ted
Terry, that this agenda item be recommended for deferral to
the Board of Commissioners, due back on 3/25/2025. The
motion carried by the following vote:**

**Yes: 3 - Chairperson Massiah, Commissioner Long Spears, and
Commissioner Terry**

MLS: motion to defer for two weeks

New Agenda Items

Recreation, Parks & Cultural Affairs (RPCA)

[2025-0183](#) Commission District(s): ALL
REN - Contract No. 1322551 Horse Manure Removal for Little
Creek Horse Farm to Seminole Landfill (Annual Contract - 2nd
Renewal of 2 Options to Renew): for use by the Department of
Recreation, Parks, and Cultural Affairs (RPCA). This contract
consists of hauling horse manure from Little Creek Horse Farm to
Seminole Landfill. This request seeks to exercise the 2nd renewal
option through February 28, 2026. This request also seeks to ratify
a previously provided thirty (30) day contract term increase,
effective March 1, 2025. Awarded to: Complete Facility Services,
LLC. Amount Not To Exceed: \$49,946.00.
**MOTION was made by Michelle Long Spears, seconded by Ted
Terry, that this agenda item be recommended for approval. to
the Board of Commissioners, due back on 3/25/2025. The
motion carried by the following vote:**

**Yes: 3 - Chairperson Massiah, Commissioner Long Spears, and
Commissioner Terry**

Information provided by Chuck Ellis, RPCA Director

RP: could this be something we could sell as fertilizer and possibly revenue generating?

Ellis: we have people ask every now and then but nothing consistent.

Comments provided by Commissioner Terry

-MLS: motion to approve

2025-0281

Commission District(s): 2 and 6

Park Pride Atlanta, Inc. Grant Award Zonolite Park

MOTION was made by Michelle Long Spears, seconded by Ted Terry, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 3/25/2025. The motion carried by the following vote:

Yes: 3 - Chairperson Massiah, Commissioner Long Spears, and Commissioner Terry

Information provided by Chuck Ellis, RPCA Director

-MLS: motion to approve

2025-0282

Commission District(s): 5 and 7

Park Pride Atlanta, Inc. Grant Award Biffle Park

MOTION was made by Michelle Long Spears, seconded by Ted Terry, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 3/25/2025. The motion carried by the following vote:

Yes: 3 - Chairperson Massiah, Commissioner Long Spears, and Commissioner Terry

Information provided by Chuck Ellis, RPCA Director

-MLS: motion to approve

2025-0305

Commission District(s): 3 and 6

To authorize accepting funds from Ruby Collins Inc. for the right on entry onto DeKalb County property.

MOTION was made by Michelle Long Spears, seconded by Ted Terry, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 3/25/2025. The motion carried by the following vote:

**Yes: 3 - Chairperson Massiah, Commissioner Long Spears, and
Commissioner Terry**

Information provided by Chuck Ellis, RPCA Director

-MLS: motion to approve

Meeting Ended At: 3:51 PM

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

**Yes: 3 - Chairperson Massiah, Commissioner Long Spears, and
Commissioner Terry**

Barbara H. Sanders-Norwood CCC, CMC