DeKalb County Government

Manuel J. Maloof Center 1300 Commerce Drive Decatur, Georgia 30030



Summary

Tuesday, May 9, 2023 9:00 AM

Manuel J. Maloof Auditorium

Board of Commissioners

Comm. Robert Patrick, Presiding Officer, District 1
Comm. Mereda Davis Johnson, Deputy Presiding Officer, District 5

Commissioner Robert Patrick, District 1
Commissioner Michelle Long Spears, District 2
Commissioner Larry Johnson, District 3
Commissioner Steve Bradshaw, District 4
Commissioner Mereda Davis Johnson, District 5
Commissioner Edward "Ted" Terry, Super District 6
Commissioner Lorraine Cochran-Johnson, Super District 7

A. INSPIRATIONAL

None

PLEDGE OF ALLEGIANCE

Commissioner Steve Bradshaw- District 5

B. PRESENTATIONS

Mental Health Awareness

C. COMMENTS FROM THE PUBLIC

The purpose of public comment is to allow the public to voice county-related requests, concerns or opinions during the Commission meeting. Speakers will only have the opportunity for one public comment per meeting. Public comments may be made in person or submitted by sending an email no longer than one page to PublicComments@dekalbcountyga.gov which must be received between 9:00 a.m. and 10:00 a.m. on the day of the meeting. Only those emails received during the allotted time may be read aloud. Public comment emails received outside of the allotted time will be included in the public comment record for the next meeting after receipt of those emails. The body of your email must include your first and last name, followed by your address. By submitting an email for public comment at any time, you agree to have your name, address and email entered into the record/minutes. Each in-person speaker must complete a speaker card and present it to the clerk before the beginning of the public comment portion of the meeting.

Cards must be turned in to the clerk from the time the general meeting is convened (generally 9 A.M.) and by the beginning of public comment portion generally following presentations on the agenda. The clerk will accept cards on a first-come, first-served basis. Prior to the clerk's call for public comment, in-person speakers who are residents of DeKalb County shall be allowed to speak before residents of other counties are allowed to speak. Once the public comment portion of the meeting begins, speaker cards will no longer be accepted. Speakers will be allowed to speak for three minutes each and public comment shall not exceed 30 minutes in length. When the buzzer sounds to indicate that time has run out, the speaker will be expected to immediately cease speaking and to yield the podium. Those in-person attendees who submitted speaker cards but did not speak because of the time allotment will be allowed to speak first at the next regularly scheduled Commission meeting without regard to residence. If time remains in the proscribed public comment portion of said meeting, email comments will be read into the record by the clerk or designee. Any remaining email public comments received between 9:00 am and 10:00 a.m. on the day of the meeting not read into the record will be submitted into the minutes by the clerk or designee and shall be forwarded to each commissioner by email. Speakers should always talk directly into the microphone and begin by stating their name, full address and the name of any organization they represent. Abusive, profane or derogatory language, holding up signs, clapping, yelling, standing or laying in the aisles to show support for or opposition to a speaker will not be permitted, but a show of hands or quietly standing in place will be permitted to show support for or opposition to a speaker's position

D. 10:00 A.M. PUBLIC HEARING

Citizens may speak for or against an item that is considered by law to be a zoning ordinance and each side will have ten minutes to present its case. Citizens may also speak for or against an item that is placed on the public hearing agenda but is not a zoning ordinance. In that case, each side will have five minutes to present its case. In the event there is more than one speaker per side, speakers must divide their time in order to complete their full presentation within the ten-minute time allotment, or the five minute time allotment. When the buzzer sounds to indicate that time has run out, the speaker will be expected to immediately cease speaking and to leave the podium area. Prior to speaking, a speaker shall complete a speaker card and present it when approaching the podium. If a speaker has any documents for the commissioners, the speaker shall provide 10 copies when approaching the podium. Seven copies are for the commissioners and the remaining copies are for the planning director, the county attorney and the clerk. In all zoning ordinance and traffic calming cases, staff shall make their recommendation for action to the Commission first followed by applicants or citizens speaking in favor of the item. Applicants in zoning ordinance cases shall have the right to reserve time for rebuttal. Opponents of a zoning ordinance item shall have no right of rebuttal. For all other items placed on the public hearing agenda, applicants or citizens speaking in favor of the item shall speak first followed by opponents of the item. Once the citizens have finished speaking, staff shall make a recommendation for action to the Commission. At this point, citizens are no longer allowed to speak unless called to the podium by an individual commissioner to answer questions or provide information. Speakers should always talk directly into the microphone and begin by stating their name, address and the name of any organization they represent. Abusive, profane or derogatory language will not be permitted. Holding up signs, clapping, yelling, standing or laying in the aisles to show support for or opposition to a speaker will not be permitted, but a show of hands or quietly standing in place will be permitted to show support for or opposition to a speaker's position.

Public Works - Transportation

2023-0428

Commission District(s): 3 & 7

Traffic Calming Petition - Brown Drive between Belmont Abbey Drive to Holy

Cross Drive. No Cost to County.

Approved

<u>2023-0429</u>

Commission District(s): 3 & 7

Traffic Calming Petition - Brown Drive between Brookside Parkway to

Cul-de-sac. No Cost to County.

Approved

Commission District(s): 4, 5 & 7

Traffic Calming Petition - Mainstreet Park Drive between Bridgewater Court and

Martin Road. Cost to the County is \$24,900.

Approved

2023-0434

Commission District(s): 5 & 7

Traffic Calming Petition - Swift Creek Drive between South Deshon Road and

Swift Creek Lane. No Cost to County.

Approved

"DECISION ONLY" ITEMS - NO PUBLIC HEARING

Planning & Sustainability

2022-2254

COMMISSION DISTRICT(S): Commission District 04 Super District 06 Application of Avondale Park, LLC c/o Felipe Castellanos for a Major Modification to modify zoning conditions pursuant to CZ-21-1245061 in the MU-5 (Mixed Use 5) zoning district for a mixed residential, office, and commercial development to change the use of the office and retail buildings designated as "A", "B", and "C" on the approved concept plan, to now combine those buildings into one mixed-use building with up to 49,000 square feet of commercial and up to 202 apartment units, at 3458, 3468 and 3478 Mountain Drive.

Deferred to the next meeting, until May 23, 2023

E. APPEALS

Planning & Sustainability

2023-0413 COMMISSION DISTRICT(S): 2 & 6

Appeal of a Decision of the Historic Preservation Commission at 1853 North Decatur Road

Approvedo reverse and remand the Historic Preservation Commission's decision with direction. On remand, the Commission should explain its application of the factors in Section 13.5-8(3) and the Design Manual for the Druid Hills Local Historic District to the facts of this case, including whether it is feasible to rehabilitate the property as currently constructed, and whether its decision is consistent with prior decisions of the Historic Preservation Commission involving similar properties.

F. APPOINTMENTS

NONE

G. CONSENT AGENDA

Board of Commissioners

2023-0531

Commission District(s): All

Approval of Minutes for the May 2, 2023 Committee of the Whole Meeting

Approved

Board of Commissioners - District 1

2023-0545

Commission District(s): District 1

Appropriate \$100,000 from the American Rescue Plan (ARP) grant funds assigned to Account 105744.63258.521209.01.01.602479 reserved for District 1 to St. Vincent de Paul to provide emergency eviction assistance.

Approved

Board of Commissioners - District 3

2023-0544

Commission District(s): District 3

Commission District(s): District 3 District 3 Allocation to appropriate American

Rescue Plan Award funds assigned to POETA Account

#106388.63230.602778.01.03.602778 reserved for District 3 (Amount Not to

Exceed) \$160,000 to Community Based Organizations to assist with Rent,

Mortgage, Utilities, Food and any other essential needs caused by the

COVID-19 global pandemic.

Approved

Board of Commissioners - District 4

Commission District(s): District 4

Allocation to appropriate (not to exceed) \$30,000.00 of District 4 American

Rescue Plan Act (ARPA) from POETA account #106388. 63230.521209.10.4.

602778 to Live Healthy and Thrive Youth Foundation Inc. to assist youth and

families impacted by COVID 19 Pandemic

Approved

2023-0510

Commission District(s): District 4

Allocation (not to exceed) \$50,000 of District 4 American Rescue Plan Act (ARPA) from POETA account

#106388. 63230.521209.10.4. 602778 to the Women's Resource Center to End Domestic Violence to assist women and children impacted by COVID 19 Pandemic.

Approved

2023-0511

Commission District(s): District 4

Allocation (not to exceed) \$30,000 of District 4 American Rescue Plan Act (ARPA) from POETA account

#106388. 63230.521209.10.4. 602778 to the Junior League of DeKalb County to assist individuals impacted by COVID 19 Pandemic.

Approved

2023-0512

Commission District(s): District 4

Allocation (not to exceed) \$15,000 of District 4 American Rescue Plan Act (ARPA) from POETA account

#106388. 63230.521209.10.4. 602778 to BeSome One, Inc. to provide resources, life skill education and training through the game of chess to Wade Walker YMCA youth impacted by COVID 19 Pandemic.

Approved the substitute

Commission District(s): District 4

Allocation (not to exceed) \$30,000 of District 4 American Rescue Plan Act (ARPA) from POETA account #106388. 63230.521209.10.4. 602778 to We Love Buford Highway, Inc. to

assist individuals impacted by COVID 19 Pandemic.

Approved

Board of Commissioners - District 6

2023-0524

Commission District(s): District 6

To Appropriate a District 6 Reserves to Support Phase II of the DeKalb Village

Conservation Community Strategic Plan

Approved

Clerk to the Board of Commissioners and CEO

2023-0514

Commission District(s): All

Approval of Minutes of the Board of Commissioners Meeting of April 25, 2023

Approved

Solicitor-State Court

2023-0496

Commission District(s): All Commission Districts

Approval to Accept the Violence Against Women Act (VAWA) FY23 Grant Award from the Criminal Justice Coordinating Council (CJCC) for the

Solicitor-General's Victim-Witness Assistance Program.

Approved

H. PRELIMINARY ITEMS

Board of Commissioners - District 6

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

Deferred for 30 days, until June13, 2023

Chief Executive Office

2023-0533

Commission District(s): All

To Approve the 2023 Capital Project List

Deferred to the next meeting, until May 23, 2023

Finance

2023-0532

Commission District(s): All Commission Districts

A resolution authorizing the Issuance and Sale of Tax Anticipation Notes for 2023, due December 15, 2023 in the aggregate principal amount not to exceed \$80,000,000 for the purposes of obtaining a temporary loan to pay current expenses during the 2023 calendar year until tax revenue is received. PFM Financial Advisors LLC, the County's Municipal Advisor, will conduct a competitive process.

Deferred to the next meeting, until May 23, 2023

Fire & Rescue Services

2023-0508

Commission District(s): All Commission Districts

Mattress Donations from Tempur-Pedic North America LLC

Approved

Medical Examiner

Commission District(s): All Districts

Acceptance of Grant Funding in the Amount of \$100,000 from the Centers for Disease Control (CDC) for the DeKalb County Medical Examiners Office

Approved the substitute

Public Works - Roads & Drainage

<u>2023-0353</u>

Commission District(s): All Districts

Stormwater Fee Increase - The proposed fee increases are from currently four dollars (\$4.00) per month per equivalent residential unit to; Eight dollars (\$8.00) per month per equivalent residential unit for the year 2023. Nine dollars (\$9.00) per month per equivalent residential unit for the year 2024; and Ten dollars (\$10.00) per month per equivalent residential unit for the year 2025 and for every subsequent year, subject to adjustment through official action of the DeKalb County Governing Authority.

Deferred to the next meeting, until May 23, 2023

Purchasing & Contracting

Purchasing & Contracting - to ERPS Committee

2023-0244 Commission District(s): ALL

CO - Change Order No. 7 to Contract 1010560 Computer Aided Dispatch (CAD)

System (Multiyear): for use by the Departments of E-911 and Fire Rescue. This

contract consists of providing an enhanced CAD system for receiving and responding
to the County's emergency 911 calls. This request seeks to: (1) rescind Change

Order No. 3 of an obsolete module that has been replaced with the updated CAD

Text-to-Speech module; (2) requests approval of the Rapid IOS module which will
put up locations of the callers; and (3) the implementation of CAD interface for Fire

Rescue. Awarded to CentralSquare Technologies (TriTech Software Systems).

Amount Not To Exceed: \$58,445.07.

Approved

2023-0396 Commission District(s): ALL

CO - Change Order No. 1 to Contract No. 1220675 Demolition of Residential and Commercial Buildings (Annual Contract with 2 Options to Renew): for use by the Departments of Recreation, Parks and Cultural Affairs (RPCA) and Fire Rescue Services (FR). This contract consists of asbestos abatement, demolition of commercial and residential buildings and debris removal. This request is to add the Department of Fire Rescue and funds to complete required demolition. Awarded to: Complete Demolition Services, LLC. Amount Not To Exceed: \$41,910.00.

Approved

Purchasing & Contracting - to OPS Committee

2023-0293 Commission District(s): ALL

LB - Invitation No. 22-101540 DeKalb County Courthouse Parking Deck Renovation Project (445 days): for use by the Department of Facilities Management (FM). Consists of repairs to concrete and steel beams, columns, connections, steel plates, expansion joints, waterproofing, new electrical LED lighting, inspection of existing panel boards, plumbing, HVAC unit, fire protection piping, etc. Recommend award to the lowest, responsive and responsible bidder: Restocon Corporation.

Amount Not To Exceed: \$9,895,518.75.

Deferred to the next meeting, until May 23, 2023

2023-0323 Commission District(s): ALL

RAT - Contract No. 1313602 Mailing Equipment, Supplies, and Maintenance (Statewide Contract No. 99999-SPD-T20271514-0001) (Multiyear): for use by the Department of Facilities Management (FM). This contract consists of the leasing of postage mailroom equipment. This request seeks to ratify the replacement contract executed under the new SWC for mailing equipment, supplies, and maintenance. Awarded to: Quadient, Inc. Amount Not To Exceed: \$115,091.40.

Approved

2023-0359 Commission District(s): ALL

CO - Change Order No. 1 to Contract No. 1279477 Microsoft (MS) Azure SCE Services: for use by the Department of Innovation and Technology (DoIT). This contract consists of piggybacking off the competitively let Statewide Contract (SWC) 99999-SPD-SPD0000060-0006 for the purchase of thirty-six (36) months of MS Azure SCE service credits to operate the County's business systems and data storage. Awarded to Dell Marketing, LP. Amount Not To Exceed: \$1,300,991.40.

Approved

2023-0397 Commission District(s): All

CO - Change Order No. 9 to Contract No. 10-901833 Systems Maintenance and Support Agreement for Construction and Use Permits, Code Enforcement, Cashiering, Customer Services and Licensing: for use by the Department of Innovation and Technology (IT). This contract consists of the implementation of mobile capabilities. Awarded to Infor Public Sector, Inc. Amount Not to Exceed: \$98,765.00.

Approved

2023-0433 Commission District(s): ALL

REN- Contract Nos.: 1296353, 1296358, 1296360, 1295907, 1296448, 1295914, 1296454, 1296417, 1296362, 1296020, 1296458, 1321602, 1296027, 1296365, 1296467, 1296559, 1296815, 1296651, 1295939, 1298227, 1296826, 1296828, 1295932, 1296472, 1295979, 1295933, 1296529, 1295934, 1295945,1296668, 1295952, 1296803, 1296574, 1295957, 1296535, 1296957, 1296434, 1295975, 1300505, 1295981, 1296971, 1296829, 1295992, 1295997, 1296000, 1295994 and 1296008 Parts for Vehicles and Off-Road Equipment (1st Renewal of 2 Options to Renew): for use by Public Works-Fleet Management, Police Services, the Department of Fire & Rescue. These contracts consist of repair parts for all types of vehicles and equipment. This request is to exercise the 1st renewal option through June 30, 2024. Awarded to: below listed 47 vendors. Total Amount Not To Exceed: \$6,280,000.00.

Deferred to the next meeting, until May 23, 2023

Purchasing & Contracting - to PECS Committee

2023-0326 Commission District(s): All

REN - Contract No. 1226949 Meal Services for Seniors: Provision of Congregate & Shelf-Stable Meals at Senior Centers (Annual Contract - 2nd Renewal of 2 Options to Renew): for use by the Department of Human Services (HS). This contract consists of the provision of congregate and shelf-stable meals for seniors. This request seeks to ratify a previously provided forty-five (45) day contract term increase. This request also seeks to exercise the 2nd renewal option through April 31, 2024 and add a service location. Awarded to Meals On Wheels Atlanta, Inc. Amount Not To Exceed: \$773,768.72.

Deferred to the next meeting, until May 23, 2023

Purchasing & Contracting - to PWI Committee

2023-0325 Commission District(s): ALL

REN - Contract No. 1290916 Ready Mix Concrete (Annual Contract - 1st Renewal of 2 Options to Renew): for use by Public Works - Roads and Drainage (R&D). This contract consists of providing ready-mix concrete for the construction and patching of sidewalks, curbs, headwalls, and driveways. This request is to exercise the 1st renewal option through May 31, 2024 with a price increase. Awarded to F.M. Shelton, Inc. Amount Not To Exceed: \$375,000.00.

Approved

2023-0356 Commission District(s): All

CO - Change Order No. 1 to Contract No. 1201890 Consent Decree - Gravity Sewer Rehabilitation and Replacement (CD-GSRR): for use by the Department of Watershed Management (DWM). This contract consists primarily of providing gravity sewer rehabilitation and replacement via cured in place pipe (CIPP) with internal and external point repairs, as well as open cut pipe bursting. This request seeks to utilize the Engineering News Record - Construction Cost Index (ENR-CCI) to calculate and pay additional cost impacts incurred due to the current market's supply chain issues. Additionally, this request seeks to amend and utilize the existing Owners Allowance line item to pay for these additional cost impacts with existing funds. This request also seeks to increase the contract term through December 31, 2024. Lastly, using existing funds and based upon the ENR-CCI, this request seeks to address retroactive payment of increased costs for periods prior to 3rd quarter 2022. Awarded to The Renee Group, Inc. Amount Not to Exceed: \$2,141,078.00

Deferred to the next meeting, until May 23, 2023

Commission District(s): 2 and 6 2023-0435

CO - Change Order No. 2 to Contract No. 1288704 North Decatur Road Roundabout Improvements (120 days): for use by Public Works-Transportation. This

contract consists of the construction of mini-roundabouts at the North Decatur Road

intersections with Springdale Road and Oakdale Road, including related curb, ramps,

and sidewalks. This request seeks to increase the contract funds and term through

December 31, 2023. Awarded to: S D & C, Inc. Amount Not To Exceed:

\$25,035.00.

Approved

Watershed Management

2023-0479

Commission District(s): 2 & 6

Agreement for the Construction and Financing of Sewer Upgrades with Decatur East Phase II, LP for the Payment of \$97,000 to the County.

Approved

I. ITEMS FOR DECISION BY THE BOARD

Board of Commissioners

2023-0465

Commission District(s): All Districts

To explore the option of including additional fees for expedited and/or after-hours water service reconnection

Deferred to the next meeting, until May 23, 2023

Board of Commissioners - District 1

2021-2855

Commission District(s): All Districts

A Request to Consider Establishing County Website Update

Withdrawn

Board of Commissioners - District 2

2023-0285

Commission District(s): All

A Resolution Establishing Regulation Informing Consideration of a Project List for a Renewal of the DeKalb County Special Purpose Local Option Sales Tax

Deferred to the Committee of the Whole, and return to the Board on May 23, 2023

Board of Commissioners - District 6

2021-3338

Commission District(s): All Commission Districts

To Amend Chapter 20, Article X concerning domestic partnerships.

Approved

2023-0494

Commission District(s): Districts 2 and 6

Ordinance to Amend the Code of DeKalb County, Georgia, Chapter 4, Article

III, Pertaining to Retailers of Alcoholic Beverages and For Other Purposes

Approved

Board of Commissioners - District 7

2023-0154

Commission District(s): District 7

To Appropriate a Total of \$117,000 from the Reserve for Appropriation to Pond

& Company for a Study on the Candler Rd. Corridor

Withdrawn

Chief Executive Office

Commission District(s): All

To Appropriate \$650,000 from the Tourism Product Development CIP Account to Fund Various Projects

Approved

Clerk to the Board of Commissioners and CEO

2023-0444

Commission District(s): All

Approval of Minutes of the Board of Commissioners Meeting of April 11, 2023

Approved

Finance

2023-0352

Commission District(s): All Commission Districts

Approve Georgia Environmental Finance Authority (GEFA) Loan DW2020036 Promissory Note and Loan Agreement modification documents. The substantive modifications include (1) a 14-month change in the estimated completion date for the project from March 2022 to May 2023 and (2) a related 14-month delay in the commencement of the 30-year principal amortization period for the loan.

Approved

Human Services

2023-0423

Commission District(s): All

Transferring of Funds from the General Fund to Senior Citizens Grant Fund

Approved

Purchasing & Contracting

Purchasing & Contracting - to FAB Committee

2023-0233 Commission District(s): ALL

SS - DeKalb LINKS (Sole Source - Annual Contract with 2 Options to Renew): for use by the Department of Purchasing and Contracting (P&C). Consists of a customized, cloud-based application designed and integrated specifically for the DeKalb First Local Small Business Enterprise (LSBE) program. Awarded to: Georgia Minority Supplier Development Council (GMSDC). Amount Not To Exceed \$170,000.00.

Approved

Purchasing & Contracting - to OPS Committee

2023-0375 Commission District(s): ALL

REN - Contract Nos.: 1294461, 1294463, 1294464, 1294465, 1294470 and 1294469 Purchase of Tires (Annual Contract-1st of 2 Options to Renew): for use by Public Works-Fleet Management. These contracts consist of the purchase of new tires & tubes, tire recapping and/or repair services. Awarded to Action Tire Co., Atlanta Commercial Tire, Best Drive Tire, LLC., J&R Tire, Inc., Nextire Commercial Inc. & Southern Tire Mart, LLC. This request seeks to exercise the 1st renewal option through June 30, 2024. Total Amount Not To Exceed: \$2,750,000.00.

Approved the substitute

Purchasing & Contracting - to PECS Committee

2023-0349 Commission District(s): 2, 4, 5, 6, 7

RA - Ratification of Change Order No. 1 to Contract No. 1307635 Cooperative Agreement for Playground Systems, Installation, Service and Related Items: for use by the Department of Recreation, Parks, and Cultural Affairs (RPCA). This contract consists of upgrades and renovations for Parks, Playgrounds, and Recreational Areas. This request seeks to ratify an increase to the scope and contract funds to complete a surfacing project for the playground at Medlock Park. Awarded to: BCI Burke Company LLC. Amount Not To Exceed: \$86,700.00.

Approved

Purchasing & Contracting - to PWI Committee

2023-0421 Commission District(s): All

CO - Change Order No. 5 to Contract No. 978332 (formerly 15-903011) CIP Program Management Services: for use by the Department of Watershed Management (DWM). This contract consists of providing CIP Program Management Services; inclusive of program development and management, project controls, hydraulic modeling, master plan scope development, project management, technical specification and standards quality control, risk management, community outreach, technical support, and PMIS implementation support. This request is to increase contract funding, contract term, and scope of work to allow for the continuation of existing and new CIP program management tasks. Awarded to AECOM Technical Services Inc. Amount Not To Exceed: \$36,336,452.00.

Approved the substitute

Superior Court

2023-0363

Commission District(s): All Districts

SPLOST Funding Contract with DKSO For Rekeying Upgrades For The

DeKalb County Courthouse - \$167,696.53

Approved

Commission District(s): All

SPLOST Funding Contract for Modernization of Existing Elevators for the

DeKalb County Courthouse Judicial Tower - \$180,505.72

Approved

WorkSource DeKalb

2023-0422

Commission District(s): ALL DISTRICTS

Approval of an Intergovernmental Agreement (IGA) between DeKalb County Government and Georgia Piedmont Technical College for the purpose of joint administration of the DeKalb Virtual Career Academy 2023 and not to exceed \$160,000.

Approved

J. COMMENTS FROM THE BOARD

K. EXECUTIVE SESSION

POLICY OF NON-DISCRIMINATION ON THE BASIS OF DISABILITY IN COUNTY SERVICES.

DeKalb County Government does not discriminate against qualified individuals with disabilities or exclude them from participating in or receiving benefits of its services, programs, or activities, based on disability. Janet Essix, DeKalb County Government's Employee Relations Manager and ADA Coordinator, is designated to coordinate the County's compliance with Part 35 of the Department of Justice regulations regarding the Americans with Disabilities Act. Janet Essix may be contacted at 1300 Commerce Drive, 1st Floor, Decatur, GA 30030, 404.371.2309, to request information about access for persons with disabilities to County services, programs and activities, or to discuss a grievance regarding an impediment to such access. Ten days' notice is requested for special accommodations.