

# **DeKalb County Government**

178 Sams Street  
Decatur, GA 30030

## **Agenda**

**Tuesday, September 24, 2024**

**3:30 PM**

**Manuel J. Maloof Auditorium**

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

Meeting Started At: 3:30PM

Attendees: Commissioners Long Spears, Patrick, Bradshaw, Terry

## I. MINUTES

**2024-1154** Commission District(s): ALL  
Minutes for the September 10, 2024 Planning, Economic Development,  
and Community Services Committee Meeting

**Attachments:** PECS Minutes 9.10.2024

## II. APPOINTMENT INTERVIEW

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

[2024-1134](#) Commission District(s): All  
Appointment of Melanie Hammet to the DeKalb Recreation, Parks &  
Cultural Affairs Citizens Advisory Board.

**Attachments:** [Agenda Item Report](#)  
[Melanie Hammet Resume](#)

-interview conducted by the Committee to Ms. Hammet  
-no action taken; appointment approved at September 24th BOC meeting

## III. AGENDA ITEM

*New Agenda Items:*

### Planning & Sustainability

[2024-0925](#) Commission District(s): All  
RFP - Request for Proposal No. RFP No. 24-500667 Presidential Parkway - Embry Hills Arts & Culture Small Area Plan (SAP): for use by the Department of Planning & Sustainability (P&S). Consists of providing professional services for creating, revitalizing and/or recreating the brand of the Presidential Parkway/Embry Hills Regional and Town Center. Recommend award to the highest scoring proposer who is responsive and responsible: Pond & Company, Inc. Amount Not To Exceed: \$143,000.00.

**Attachments:** [Agenda Notes](#)  
[UD Recommendation](#)  
[Cumulative Score Report for RFP No. 24-500667](#)  
[Evaluation Summary](#)  
[Market Survey](#)

-presentation provided by Brian Brewer - Planning & Sustainability  
-Question TT: regarding the remainder of the year, are there other small area plans in the queue this fiscal year?  
B Brewer: we want to reach out to partners in the Hidden Hills area before the year is out  
-Question MLS: this is mostly targeted at commercial right?  
B Brewer: the boundary is targeted at commercial, but we are looking for input at residential  
-Question MLS: could you provide more details regarding the boundaries for this area?  
-responses provided by Mr. Brewer

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

[2024-1000](#) Commission District(s): 3 & 6  
CO - Change Order No. 3 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 the permitting process resulting in material and labor price escalation. Awarded to Romtec, Inc. Amount Not To Exceed: \$170,979.42.

**Attachments:** [Agenda Notes - 2024-1000](#)  
[UD CO Request Form 2024-1000](#)  
[Quotes - 2024-1000](#)  
[081721-RMT - Price Information\\_0](#)  
[081721-RMT\\_\\_Sourcewell - Contract Summary](#)  
[Romtec Contract 081721](#)

-information provided by Director Ellis  
-Question MLS: construction is in 45 days to begin?  
C Ellis: that's my hope  
-Question TT: what was the delay again?  
-responses provided by Director Ellis

[2024-1019](#) Commission District(s): All  
REN - Contract No. 1301248 Feed, Hay and Shavings for Little Creek Horse Farm and Park (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 the purchase and delivery of feed, hay and shavings to Little Creek Horse Farm and Park. This request seeks to exercise the 2nd renewal option through August 31, 2025. This request also seeks to ratify a previously provided forty-five (45) day contract term increase, effective as of September 1, 2024. Awarded To: The Stock Market. Amount Not To Exceed: \$135,000.00.

**Attachments:** [Agenda Notes - 2024-1019](#)  
[UD Request Form 2024-1019](#)

- information provided by Director Ellis
- Question MLS: last year the fees increased correct?
- C Ellis: that's correct; additional
- Question MLS: is the new feed being received well by the boarders?
- C Ellis: yes
- Question SB: how many horses do you currently board?
- C Ellis: 40 but we have room for 4 more
- Question MLS: when do we anticipate the new fee increase?
- C Ellis: in the coming months I believe

*Previously Heard Agenda Items:*

**Planning & Sustainability**

[2023-1467](#) COMMISSION DISTRICT(S): All Districts  
Application of the Director of Planning & Sustainability for a text amendment relating to short-term rentals and for other purposes. This text amendment is County-wide.

**Attachments:** [TA-24-1246762 July 2025 Staff Report Dir. P&S Short-Term Rentals](#)  
[Short-Term Rentals PP Presentation PC July 2025](#)  
[TA-24-1246762 March BOC 2025 Staff Report Short-Term Rentals](#)  
[TA-24-1246762 March PC 2025 Staff Report](#)  
[TA-24-1246762 Sept. 2024 Staff Report Short-Term Rentals STR Ordinance \(revised 7.19.2024\)](#)  
[TA-24-1246762 May 2024 Staff Report Short-Term Rentals](#)  
[TA-24-1246762 Jan 2024 Staff Report Short Term Rentals Text Amendment](#)  
[CC District 1 Recommendations for Short Term Rentals](#)

- presentation provided by Yvonne Trammell - Planning & Sustainability
  - Question RP: what's the current process if someone currently has a short term rental in DeKalb County?
  - response provided by Ms. Trammell
  - Question RP: is there something under the Hotel/Motel Tax that could speak to this process?
  - response provided by Ms. Trammell
  - Question RP: so in other words we're not tapping into the money that's being generated at this time?
  - Y Trammell: that's correct; additional response provided
  - Question RP: how does this application fee get us to success when someone discusses the taxation and fees being applied to them?
  - response provided by Ms. Trammell
  - Question RP: you will be able to see who is renting the properties so that you can collect that hotel/motel?
  - response provided by Ms. Trammell
  - Question RP: communities are grappling with how some of the properties turn into a party house; this is something to keep in mind as you move forward
  - comments provided by Rachel Bragg
  - Question RP: if you had to give a percentage of all the units out there?
  - R Bragg: I can't but we did have conversations with Granicus; additional response provided
  - Question TT: was there discussion regarding how revenues are distributed?
  - responses provided by Ms. Trammell
  - Question TT: has the Law Department addressed the homestead aspect of this?
  - response provided by Attorney Welch regarding an upcoming memorandum Law will be providing this week to the Board
  - Question TT: is the limited use duration of 180 days still in this ordinance?
  - Y Trammell: that was removed
  - Question TT: what's the process of amending the ordinance based on the feedback received?
  - response provided by Ms. Trammell
  - Question RP: do we know from the State what committees would regulate or speak to this topic?
  - M Welch: I can speak to Mr. Baskerville and get that to you?
  - Question MLS: could you remind us of the votes of all the community councils?
  - responses provided by Ms. Trammell
  - Question MLS: does Code Compliance work weekends?
  - response provided by COO Williams
- RP: motion to defer to next BOC Zoning meeting on September 26, 2024

### **Board of Commissioners - District 2**

[2024-0935](#) Commission District(s): All Commission Districts  
Resolution Establishing an Affordable Housing Trust Fund for DeKalb  
County, Georgia

**Attachments:** [Substitute 2025 11.10 Item 2024-0935](#)  
[A Resolution Establishing an Affordable Housing Trust Fund for  
DeKalb County Final Walk On 7.23.24 \(003\)](#)

- information provided by COO Williams regarding funding sources, where this would live, and the implementation, and how this would connect as a bond program
- Question MLS: your suggestion is that the structure of it should live within the Governing Authority?  
Z Williams: yes; additional response provided by COO Williams
- Question MLS: is there anything specific for a jurisdiction that we can do our own research?  
-response provided by COO Williams
- Question MLS: how long has Atlanta been working on its blight tax?  
-response provided by COO Williams
- Question MLS: have you worked with a jurisdiction that had a blight tax?  
Z Williams: I've never seen that before; it sounds very interesting
- comments provided by Commissioner Terry regarding strategies to approach with developers in housing investment
- Question SB: how did the City of Clarkston deploy those funds?  
-response provided by Commissioner Terry
- Question MLS: since all this ties to the housing plan, could you explain the process regarding the development of the plan and the RFP? Mr. Williams, do you see this as a Countywide approach?  
-comments provided by COO Williams regarding a countywide approach
- comments provided by Larry Washington - Planning & Sustainability regarding a prospective timeline
- Z Williams: Larry, his team, and myself will have conversations and come back to you all and present to you at a later date
- Question MLS: could you come back in 2 weeks?  
Z Williams: yes
- MLS: Central Staff please bring that back to this agenda, and we can call it "Housing Plan Implementation Discussion" that can go on our agenda
- comments provided by Commissioner Terry regarding the process of a housing plan
  
- MLS: motion to defer 2 weeks

#### IV. DISCUSSION

DeKalb Regional Land Bank Authority Update

- presentation provided by Director Churchill
- Question MLS: your asset manager is also new?  
T Churchill: that's correct
- Question MLS: how are board members appointed? Are they 13A appointments?  
Z Williams: yes
- Question MLS: would you consider coming back in a couple of months to discuss as a follow up to today's conversation?  
T Churchill: absolutely
- Question MLS: could you describe the difference between a land bank and a land trust?  
-response provided by Director Churchill
- Question SB: could you describe your criteria for acquiring properties?  
-response provided by Director Churchill
- Question SB: the 24 properties in the inventory, were they acquired prior to your arrival?  
T Churchill: yes that's correct
- Question TT: do you know the number of potential properties that could come to you that haven't yet?  
T Churchill: I don't have that exact number; additional information provided by Director Churchill
- Question TT: the lots that are vacant or in a floodplain or the development could be near a park, could you have discussions where an area may be good for a park?  
T Churchill: yes we are in discussions now with the Parks department regarding an opportunity
- Question MLS: do you think it would make sense for a representative from the Land Bank to be part of a housing stakeholder group

Meeting Ended At: 5:09PM

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Barbara H. Sanders-Norwood CCC, CMC