

DeKalb County Government

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

Agenda

Board of Commissioners

Commissioner Jeff Rader, Presiding Officer, District 2 Commissioner Steve Bradshaw, Deputy Presiding Officer, District 4

Commissioner Nancy Jester, District 1
Commissioner Jeff Rader, District 2
Commissioner Larry Johnson, District 3
Commissioner Steve Bradshaw, District 4
Commissioner Mereda Davis Johnson, District 5
Commissioner Kathie Gannon, Super District 6
Commissioner Gregory Adams, Super District 7

Tuesday, March 13, 2018

9:00 AM

Manuel J. Maloof Auditorium

A. INSPIRATIONAL

Rev. Allysen Schaaf Associate Pastor for Youth and their Families Decatur Presbyterian Church

PLEDGE OF ALLEGIANCE

Commissioner Kathie Gannon

B. PRESENTATIONS

National Women's History Month Procurement Month Love Rolls, Inc. founder, Kendall Anita Mae Robinson

C. COMMENTS FROM THE PUBLIC

The Public Comments portion of this meeting is reserved exclusively for comments from the public, and not for immediate reply. Statements made during the Public Comments portion do not necessarily reflect the Opinions of the Board or the Administration of DeKalb County Government. 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. Each speaker must complete a speaker card and present it to the clerk before the beginning of the public comment portion of the meeting. The clerk will accept cards on a first-come, first-served basis. 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 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. 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 and yelling will not be permitted. A show of hands or quietly standing 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 presents 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, please complete a speaker card and present it when approaching the podium. If you have any documents for the Commissioners, please 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. Applicants or citizens speaking in favor of an item shall speak first and 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. 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. When speaking, always talk directly into the microphone and begin by stating your name, address and the name of any organization you represent. Abusive, profane or derogatory language will not be permitted. Holding up signs, clapping and yelling to show support for or opposition to a speaker will not be permitted, but a show of hands or quietly standing will be permitted to show support for or opposition to a speaker's position.

Planning & Sustainability

2017-1476

COMMISSION DISTRICT(S): All Commission districts
Amendment to Chapter 27-7.2.2, D of the DeKalb County Zoning
Ordinance related to the duties and procedures for the Planning
Commission to be consistent with the amended Bylaws. The amended
Bylaws are in accordance with Sec. 21, Amendments of the DeKalb
County Planning Commission Bylaws, dated July 9, 2003.

(1/9/18 Planning Commission: <u>Adopted per staff recommendation to the</u> <u>Board of Commissioners</u>)

(1/23/18 Board of Commissioners - Zoning Meeting: deferred)

(2/27/18 Board of Commissioners: deferred.)

Public Works - Transportation

<u>2018-1720</u> Commission District(s): 2 & 6

Traffic Calming Petition - Landover Drive between N. Decatur Road &

Scott Blvd. Estimated cost \$10,530.00

E. APPEALS

NONE

F. APPOINTMENTS

ITEMS FOR RECORDING IN THE MINUTES

Board of Commissioners - District 4

2018-1745 Commission District(s): District 4

Record the Appointment of Isaac Blythers to the Citizens Oversight

Committee for SPLOST Revenues and Expenditures.

2018-1760 Commission District(s): District 4

Appointment of Norman Powell to the Animal Services Advisory Board

Board of Commissioners - District 5

2018-1765 Commission District(s): District 5

Recording of the Appointment of Dr. Thomas Coleman to the Citizens

Oversight Committee for SPLOST Revenues and Expenditures

G. CONSENT AGENDA

Board of Commissioners - District 2

2018-1787 Commission District(s): Commission District 2

To transfer \$30,000.00 from 2001 Parks Bond District 2 Development Account 100585.80314.541200.05.600020 to Zonolite Park Account

104187.80314.541200.06.600020

Clerk to the Board of Commissioners and CEO

2018-1742 Commission District(s): All

Approval of Minutes of the Regular Meeting of January 23, 2018

2018-1743 Commission District(s): All

Approval of Minutes of the Zoning Meeting of January 23, 2018

H. PRELIMINARY ITEMS

Executive Assistant - Chief Operating Office

2018-1794 Commission District(s): All

Conveyance of the remaining Tucker park property to the City of Tucker and related intergovernmental agreement.

Purchasing & Contracting

Purchasing & Contracting - to ERPS Committee

2018-1658 Commission District(s): ALL

LB - Invitation No. 17-100902 for Uniforms for County Employees (Annual Contract with 4 Options to Renew): for use by the Departments of Public Works (Roads & Drainage, Fleet Management and Sanitation), Public Safety (Police Services, E911, and Fire Rescue Services), Watershed Management, Beautification, Code Enforcement, Solicitor General's Office, Marshal's Office, Facilities Management, Recreation, Parks and Cultural Affairs and DeKalb Peachtree Airport. Consists of the purchase of work uniforms. Recommend award to the lowest, responsive and responsible bidders: NAFECO and E.R. Partridge, Inc. Total Amount Not To Exceed: \$3,049,161.74.

2018-1789 Commission District(s): ALL

CA - Cooperative Agreement for Two Way Radios: for use by Fire Rescue Services (FRS). Consists of the purchase of 333 portable radios and accessories. Awarded to Motorola Solutions, Inc. Amount Not To Exceed: \$1,800,000.00.

Purchasing & Contracting - to OPS Committee

2018-1666 Commission District(s): ALL

REN - Installation of Voice, Data and Multi-Media Cabling (Annual Contract - 1st Renewal of 2 Options to Renew): Contract No. 1058193 for use by the Department of Innovation and Technology (IT). Consists of installing cabling in County-owned facilities. Awarded to GC&E Systems Group, Inc. Amount Not To Exceed: \$300,000.00.

2018-1689 Commission District(s): All

CO - Change Order No. 1 to Contract No. 977669 for Keyscan Access Systems, Installation, Maintenance and Repairs: for use by the Department for Facilities Management (FM). Consists of installation, maintenance and repair services for the Aurora Keyscan Access Systems hardware. Awarded to Southeastern Security Professionals, LLC. Amount Not To Exceed: \$200,000.00.

2018-1690 Commission District(s): ALL

CO - Change Order No. 1 to Contract No. 1024762 for Maintenance, Support, and Professional Services for Comprehensive Property Tax Billing and Collections System (iasWorld) (Sole Source): for use by the Department of Innovation and Technology (IT). Consists of updating property values and expanding the iasWorld application for data access and transparency. Awarded to Tyler Technologies, Inc. Amount Not To Exceed: \$381,705.00

2018-1699 Commission District(s): ALL

CO - Change Order No. 1 to Contract No. 13-902635 for Outsourcing of Animal Services for DeKalb County, Georgia (Multiyear Contract): for use by Animal Services Enforcement. Consists of providing animal sheltering operations and services. Awarded to Lifeline Animal Project, Inc. Amount Not To Exceed: \$1,038,288.58.

2018-1788 Commission District(s): ALL

CO - Change Order No. 1 to Contract Nos.: 1052207 and 1052210 for use by the Department of Facilities Management (FM). Consists of providing on-call HVAC services for residential, commercial and industrial properties. Awarded to Mann Mechanical Company, LLC and Galgon HVAC Mechanical Services, Inc. Total Amount Not To Exceed: \$1,000,000.00.

Purchasing & Contracting - to PECS Committee

2018-1656 Commission District(s): 3

LB - Invitation No. 17-100904 for Sugar Creek Tennis Courts Resurfacing: for use by the Department of Recreation, Parks and Cultural Affairs (RPCA). Consists of resurfacing hard and clay tennis courts. Recommend award to the lowest, responsive and responsible bidder: McGrath Industries dba Talbot Tennis. Amount Not To Exceed: \$107,050.00.

2018-1659 Commission District(s): 5

REN - Lifeguard and Pool Services at Browns Mill Family Aquatic Facility (Annual Contract - 2nd Renewal of 2 Options to Renew): Contract No. 1012065 for use by the Department of Recreation, Parks and Cultural Affairs (RPCA). Consists of providing lifeguard services. Awarded to StandGuard Aquatics, Inc. Amount Not To Exceed: \$190,000.00.

2018-1664 Commission District(s): All

C - Cancellation of Contract No. 995553 for Landscape Maintenance Service for use by Recreation, Parks and Cultural Affairs (RPCA). Consists of providing landscaping and maintenance services for County public grounds and parks sites. This request is to terminate for convenience and award to MJ Lawn and Maintenance Services, Inc. and Flex Landscaping. Monthly Total Amount Not To Exceed: \$100,000.00

<u>2018-1687</u> Commission District(s): 3 & 6

CA - Cooperative Agreement for Picnic Pavilions at Fork Creek Mountain Park: for use by the Department of Recreation, Parks and Cultural Affairs (RPCA). Consists of purchase and installation of picnic pavilions at Fork Creek Mountain Park. Awarded to Poligon by PorterCorp. Amount Not To Exceed: \$147,675.50.

Purchasing & Contracting - to PWI Committee

2017-1313 Commission District(s): All

LB - Invitation No. 17-100894 Sanitary Sewer System Easement Clearing Services (Annual Contract with 2 Options to Renew): for use by the Department of Watershed Management (DWM). Consists of clearing vegetation along the County Sanitary Sewer System Easements. Recommend award to the lowest, responsive and responsible bidders: Georgia Power Company Forestry Services and Casey Tree Experts, Inc. Total Amount Not To Exceed: \$2,348,900.00

2017-1320 Commission District(s): All

LB - Invitation No. 17-100892 Sanitary Sewer Chemical Root Control (Annual Contract with 2 Options to Renew): for use by the Department of Watershed Management (DWM). Consists of sanitary sewer chemical root control. Recommend award to the lowest, responsive and responsible bidder: Duke's Root Control, Inc. Amount Not to Exceed: \$1,853,600.00

2017-1460 Commission District(s): All

REN - Hydrofluosilicic Acid (Annual Contract - 1st Renewal of 2 Options to Renew): Contract No. 1054131 for use by the Department of Watershed Management (DWM). This contract consists of the purchase of Hydrofluosilicic Acid to treat DeKalb County's drinking water. Awarded to UNIVAR USA Inc. Amount Not To Exceed: \$202,320.00.

2017-1468 Commission District(s): All

RFP - Request for Proposals No. 17-500456 Sanitary Sewer Evaluation Study for Ongoing Sewer Assessment and Rehabilitation Program (OSARP): for use by the Department of Watershed Management (DWM). Consists of performing an evaluation study on wastewater collection system assets as part of the Consent Decree's Ongoing Sewer Assessment Program. Recommend award to the highest scoring proposer: Compliance EnviroSystems, LLC. Amount Not To Exceed: \$6,753,291.00

2018-1530 Commission District(s): All

REN - Fence and Gate Installation and Repair (Annual Contract - 2nd Renewal of 2 Options to Renew): Contract No. 1005787 for use by the Departments of Facilities Management (FM), Watershed Management (DWM) and Recreation Parks and Cultural Affairs (RPCA) and Public Works - Roads & Drainage (R&D). This contract consists of the purchase of the installation and repair of fences and gates. Awarded to ASAP Landscape Management Group. Amount Not To Exceed: \$2,000,000.00.

2018-1570 Commission District(s): All

REN - Ready Mix Concrete (Annual Contract - 2nd Renewal of 2 Options to Renew): Contract No. 1009130 for use by Public Works - Roads and Drainage (R&D) and Transportation. This contract consists of providing ready mix concrete for road patching, curbs and sidewalks. Awarded to SiteMix, LLC. Amount Not To Exceed: \$250,000.00.

2018-1582 Commission District(s): All

LB - Invitation No. 17-100907 Purchase of Supply, Installation and Removal of Traffic Signs: for use by Public Works - Roads & Drainage (R&D). Consists of the supply, installation and removal of traffic signs. Recommend award to the lowest, responsible and responsive bidder: Blackjack Paving, Sealing & Stripping, LLC. Amount Not To Exceed: \$265,080.00.

2018-1661 Commission District(s): All

RFP - Request for Proposals No. 17-500466 Land and Easement Acquisition Services (Annual with 3 Options to Renew): for use by the Department of Watershed Management (DWM). Consists of providing land and easement acquisition services and other related activities related to land and easement acquisition. Recommend award to highest scoring proposer: Moreland Altobelli Associates, LLC. Amount Not To Exceed: \$3,000,000.00.

2018-1684 Commission District(s): All

REN - Stone, Crushed Granite (Annual Contract - 2nd Renewal of 2 Options to Renew): Contract Nos.: 1007554 and 1007556 for use by Public Works - Roads and Drainage (R&D) and the Departments of Watershed Management (DWM) and Recreation, Parks and Cultural Affairs (RPCA). These contracts consist of providing crushed granite stone for use in various applications. Awarded to F.M. Shelton, Inc., and Stephens Industries, LP. Amount Not To Exceed: \$2,135,000.00.

2018-1691 Commission District(s): All

SS -Rockwell Automation Software and Services (Sole Source): Contract No. 1042136 for use by the Department of Watershed Management (DWM). Consists of providing support and services for Rockwell Automation software products currently being utilized to run Scott Candler Plant computerized control system. Awarded to McNaughton-McKay Southeast Inc. Amount Not To Exceed: \$250,000.00

Recreation, Parks and Cultural Affairs

2018-1786 Commission District(s): Districts 4 & 6
GA DOT George Luther Drive Acquisition

I. ITEMS FOR DECISION BY THE BOARD

Airport

2017-1363 Commission District(s): 1 and 6

Lease Agreement with BJS Plaza Fiesta, LLC. There is no cost to the County.

(1/9/18 OPS-County Operations: <u>recommended for approval upon</u> <u>receipt of additional information to the Board of Commissioners</u>)

(1/9/18 Board of Commissioners: <u>deferred 2 weeks to the OPS-County Operations</u>)

(1/23/18 Board of Commissioners: deferred.)

(2/27/18 Board of Commissioners: <u>deferred to the OPS-County</u>

Operations)

(2/27/18 OPS-County Operations: recommended holding in committee to the Board of Commissioners)

Board of Commissioners

2017-1294 Commission District(s): All Districts

Legislative Remedies for Blight; Residential and Commercial

(1/19/18 Special Called Meeting: <u>deferred to the next meeting to the</u> OPS-County Operations)

(1/23/18 OPS-County Operations: <u>recommended holding in committee to</u> the OPS-County Operations)

(2/13/18 OPS-County Operations: <u>recommended holding in committee to</u> the OPS-County Operations)

(2/13/18 Board of Commissioners: deferred.)

(2/27/18 OPS-County Operations: <u>recommended for withdrawal to the</u> Board of Commissioners)

(2/27/18 Board of Commissioners: <u>deferred to the OPS-County</u> <u>Operations</u>)

2018-1577 Commission District(s): All Districts

A Resolution Requesting that the DeKalb Delegation to the Georgia General Assembly to have incorporated areas to share in the unfunded legacy cost for employees who provided services to those areas.

(1/19/18 Special Called Meeting: <u>deferred to the next meeting to the OPS-County Operations</u>)

(1/23/18 OPS-County Operations: recommended holding in committee to the OPS-County Operations)

(2/13/18 OPS-County Operations: recommended holding in committee to the OPS-County Operations)

(2/13/18 Board of Commissioners: deferred 2 weeks)

(2/27/18 OPS-County Operations: <u>recommended for withdrawal to the Board of Commissioners</u>)

(2/27/18 Board of Commissioners: <u>deferred to the OPS-County Operations</u>)

Board of Commissioners - District 3

2017-1367 Commission District(s): 3 & 6

Establishment of a Railroad Quiet Zone at Fayetteville Road, Constitution

Road, and Henrico Road Crossings

(12/5/17 Board of Commissioners: deferred)

Facilities Management

2017-1480 Commission District(s): All

Reallocation parking revenues

(1/9/18 Board of Commissioners: deferred)

(2/27/18 OPS-County Operations: recommended for withdrawal to the

Board of Commissioners)

(2/27/18 Board of Commissioners: deferred to the OPS-County

Operations)

Purchasing & Contracting

Purchasing & Contracting - to OPS Committee

2018-1616 Commission District(s): All

CO - Change Order No. 1 to Contract No. 1070267 for Technology Solutions with Related Equipment and Accessories: for the Department of Innovation and Technology (IT). Consists of utilizing the competitively let National Joint Powers Alliance (NJPA) cooperative agreement to purchase Apple computer hardware, tablets peripherals, printers, network gear and other approved software. Awarded to CDW Government, LLC. Amount Not To Exceed: \$750,000.00

(2/20/18 Committee of the Whole: <u>Accepted to the BOC agenda and assigned to the OPS-County Operations</u>)

(2/27/18 OPS-County Operations: <u>recommended for approval to the Board of Commissioners</u>)

(2/27/18 Board of Commissioners: <u>deferred to the OPS-County Operations</u>)

2018-1617 Commission District(s): ALL

REN - Professional and Managed Support and Maintenance of Voice and Data Network Services (Annual Contract - 3rd Renewal of 4 Options to Renew): Contract No. 967790 for use by the Department of Innovation and Technology (IT). Consists of providing support, maintenance and repair of voice and data network services. Awarded to Layer 3 Communications, LLC. Amount Not To Exceed: \$851,128.47.

(2/20/18 Committee of the Whole: <u>Accepted to the BOC agenda and assigned to the OPS-County Operations</u>)

(2/27/18 OPS-County Operations: <u>recommended for approval to the Board of Commissioners</u>)

(2/27/18 Board of Commissioners: deferred to the OPS-County Operations)

Purchasing & Contracting - to PECS Committee

2017-0997 Commission District(s): 3 and 6

CA - Cooperative Agreement Lease of Utility Vehicles for Sugar Creek Golf and Tennis Club: for use by the Department of Recreation, Parks & Cultural Affairs (RPCA). Awarded to Club Car, LLC. Amount Not To Exceed: \$243,360.00.

(11/7/17 Board of Commissioners: <u>deferred 30 days to the PECS-Planning</u>, <u>Economic Development & Community Services Committee</u>)

(11/14/17 PECS-Planning, Economic Development & Community Services Committee: recommended holding in committee)

(12/4/17 PECS-Planning, Economic Development & Community Services Committee: recommended for deferral)

(12/5/17 Board of Commissioners: <u>deferred</u>)

(1/9/18 PECS-Planning, Economic Development & Community Services Committee: recommended for deferral to the Board of Commissioners)

(1/23/18 Board of Commissioners: deferred.)

<u>2018-1595</u> Commission District(s): 3 & 4

CA - Cooperative Agreement for Poured-in-Place (PIP) Surfacing for the Playgrounds at Hairston Park and Shoal Creek 1 Park: for use by the Department of Recreation, Parks and Cultural Affairs (RPCA). Consists of installation of rubber surfacing at Hairston Park and Shoal Creek I Park. Awarded to PlayPower, Inc. Amount Not To Exceed: \$146,646.00.

(2/20/18 Committee of the Whole: <u>Accepted to the BOC agenda and assigned to the PECS-Planning, Economic Development & Community Services Committee</u>)

(2/27/18 PECS-Planning, Economic Development & Community Services Committee: recommended for approval to the Board of Commissioners)

(2/27/18 Board of Commissioners: deferred.)

2018-1634

Commission District(s): 1 & 7

CA - Cooperative Agreement for Poured-in-Place (PIP) Surfacing for the Playground at Henderson Park: for use by the Department of Recreation, Parks and Cultural Affairs (RPCA). Consists of installation of rubber surfacing at Henderson Park. Awarded to Kompan, Inc. Amount Not To Exceed: \$102,014.37.

(2/20/18 Committee of the Whole: <u>Accepted to the BOC agenda and assigned to the PECS-Planning, Economic Development & Community Services Committee</u>)

(2/27/18 PECS-Planning, Economic Development & Community Services Committee: recommended for approval to the Board of Commissioners)

(2/27/18 Board of Commissioners: deferred.)

Recreation, Parks and Cultural Affairs

2018-1554

Commission District(s): Districts 3 and 7

Transfer of \$50,000 for Funding of Capital Improvement Project at Porter Sanford Art Center

(2/20/18 Committee of the Whole: <u>Accepted to the BOC agenda and assigned to the PECS-Planning, Economic Development & Community Services Committee</u>)

(2/27/18 PECS-Planning, Economic Development & Community Services Committee: recommended for approval to the Board of Commissioners)

(2/27/18 Board of Commissioners: <u>deferred to the PECS-Planning</u>, <u>Economic Development & Community Services Committee</u>)

Tax Commissioner

2017-1004

Commission District(s): All Commission Districts

Intergovernmental Agreement (IGA) between DeKalb County, The DeKalb County Tax Commissioner, and the Cities of Avondale Estates, Chamblee, Clarkston, Doraville, Lithonia, Pine Lake, Stonecrest, Stone Mountain, and Tucker for the billing and collection of taxes and fees.

(10/17/17 Committee of the Whole: <u>Accepted to the BOC agenda and assigned to the OPS-County Operations</u>)

(10/24/17 OPS-County Operations: recommended holding in committee)

(10/24/17 Board of Commissioners: <u>deferred 2 weeks to the OPS-County Operations</u>)

(11/7/17 Board of Commissioners: <u>deferred 30 days to the OPS-County Operations</u>)

(11/14/17 OPS-County Operations: recommended holding in committee)

(12/5/17 Board of Commissioners: <u>deferred 45 days to the OPS-County Operations</u>)

(1/9/18 OPS-County Operations: <u>recommended holding in committee to the OPS-County Operations</u>)

(1/23/18 Board of Commissioners: deferred)

(2/27/18 OPS-County Operations: <u>recommended holding in committee to</u> the Board of Commissioners)

(2/27/18 Board of Commissioners: <u>deferred to the OPS-County Operations</u>)

Voter Registration & Elections

2018-1589

Commission District(s): 2,3,4,6 and 7

Adoption of Precinct Boundary Changes due to the Cities of Atlanta and Avondale Annexations.

(2/20/18 Committee of the Whole: <u>Accepted to the BOC agenda and assigned to the OPS-County Operations</u>)

(2/27/18 OPS-County Operations: recommended for approval)

(2/27/18 Board of Commissioners: <u>deferred to the OPS-County</u> Operations)

Watershed Management

2018-1593 Commission District(s): Districts 5 and 7

Arabia Mountain National Heritage Area & Recreational Tourism

Development - Lyon Farm Restoration

(2/20/18 Committee of the Whole: <u>Accepted to the BOC agenda and</u> assigned to the PWI-Public Works & Infrastructure Committee)

(2/27/18 Board of Commissioners: deferred.)

J. COMMENTS FROM THE BOARD

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.