

Minutes - Draft

PECS-Planning, Economic Development & Community Services Committee

Tuesday, January 11, 2022

2:00 PM

This meeting will be conducted via teleconference (Zoom). Simultaneous public access to the meeting will be available

(1) via live stream on DCTV's webpage,

(2) on DCTVChannel23.TV

Meeting Started At: 2:00PM

Attendees: Commissioners Johnson, Davis Johnson, Rader, Terry, Cochran-Johnson

Present 3 - Member Jeff Rader, Chairperson Larry Johnson, and Member Mereda Davis Johnson

I. MINUTES

2021-3571 Commission District(s): ALL
Minutes for the December 14, 2021 Planning, Economic Development, and Community Services Committee Meeting
MOTION was made by Mereda Davis Johnson, seconded by Jeff Rader, that this agenda item be approved. The motion carried by the following vote:

Yes: 3 - Member Rader, Chairperson Johnson, and Member Davis Johnson

2021-3587 Commission District(s): ALL
Minutes for the December 20, 2021 Special Called Planning, Economic Development, and Community Services Committee Meeting
MOTION was made by Mereda Davis Johnson, seconded by Jeff Rader, that this agenda item be approved. The motion carried by the following vote:

Yes: 3 - Member Rader, Chairperson Johnson, and Member Davis Johnson

II. DISCUSSION

PECS Committee Goals

-LJ: I'd like to discuss Entertainment districts, food trucks, outdoor restaurants. Staff please research and go over for us
-JR: hopefully we will adopt a revised comprehensive plan and comprehensive transportation plan; regarding economic development, we need to develop protocols on working together, in particularly resources committed to tax allocation districts - particularly how we will update the TAD redevelopment plans, as well as formation of new TAD's. The IGA states that 5 will need to be created. Also, a zoning code update and what should be the focus for that for the Planning staff as implementation of that.

-TT: regarding the unified development, comprehensive land use plan - once we adopt that plan we should center to the neighborhood area. We should put in our budget this year to do Small Area Plans. As we complete the unified development plan, we should map that out. That would be my top goal. Regarding the Cannabis commission that is handing out licenses for dispensaries state-wide, there is a preference that local jurisdictions develop regulatory framework where dispensaries, testing facilities, and grow operations can be incorporated. I believe we should take the entertainment district and discuss looping that into a 'cannabis district' conversation. Within the next few months we will have movement on state selected vendors that will work on medical marijuana.

-COO Williams: affordable housing, homelessness can also be topical conversation. In 2022 I expect to have more conversations around these topics

-JR: requests Dr. Obeng solicit input to the commissioners regarding upcoming topics in PECS

-TT: regarding Zoning, in discussions with the Planning department, we identified some amendments to be made to ordinances as it relates to cottage court development. It's not currently conducive for projects to be done. We have been working with staff to begin that discussion of amending the cottage court ordinance and 'gentle density'. I will have more information on that.

-JR: Planning staff probably also has an internally generated work plan. We look forward to that cottage court proposal. Mr. Baker could you discuss elements in your workplan relevant to this committee?

-Director Baker: inside the comprehensive plan is a 5 year action plan. Other items include: workforce housing ordinance, consideration of the tree protection ordinance, an outdated sign ordinance that will be a heavy lift and third party consultant. Also, the tree bank needs to be formally approved - 2 resolutions will come before you quickly - the tree bank and sidewalk funds to be officially designated in the Finance department. We will be coming back to you with additional items for future consideration.

-JR: Central Staff will aggregate these onto a list, provided to the Board for review and prioritize them from a scheduling point of view. Can we accomplish that by the next time the committee meets?

Kwasi Obeng: yes sir, we anticipate having that out by the end of this week. I will be sending an email to Mr. Baker today to solicit his list information to incorporate as well.

-TT: Regarding small area plans, could Director Baker or the Administration provide thoughts related to the budget on that idea?

A Baker: we support the idea of Small Area Plans being developed; the commissioners would have to determine whether we should set policy to set aside funds to hire a consultant to do a small area plan, small area studies, etc. and guidance in that regard.

III. STATUS UPDATE

DeKalb County Land Bank Authority

-presentation provided by Director Allen Mitchell

-A Mitchell: an introductory work session is scheduled for January 28, 2022 at 9:30AM

-Question JR: is the administration looking to provide funding for this \$550,000 General Fund allocation?

Z Williams: yes and in likelihood that would require a budget amendment

-Question MDJ: you have contingencies for \$314,950 in your presentation - what are those contingencies and what is the reason for that cost?

A Mitchell: because the land bank has 3 main objectives - economic development, affordable housing, and reinstating properties onto the tax roll, there are many unknowns regarding legal expenses and acquirement of properties; that contingency has to be allocated based on projects particularly those acquired through acquisitions. Those funds are yet to be determined. That's why it's not that well defined because we don't know the future of the land bank. We will provide a more defined budget as we get the actions; the Land Bank is driven by actions related to economic development, affordable housing, restoring surplus and foreclosed properties onto the tax roll. The money in the base budget goes toward appropriating and supporting projects that they've brought in, as recommended by our Tax Commissioner and our Commissioners.

-Question MDJ: you also have salaries and staff benefits - it's a small staff?

A Mitchell: that's correct; the preponderance of the work will be done by the law firm. The legal work cannot be done by an executive director alone.

-Question MDJ: regarding the \$100,000 property management, is that an estimate?

A Mitchell: yes it is

-Question TT: Regarding the property maintenance portion, are we anticipating continuing the sanitation contract for those lots or will it be a new contract worked out between the Land Bank?

A Mitchell: It's more of the latter. As we acquire properties, we will have properties that are distressed; as a function of that, you will incur costs to maintain properties so that you can stay in compliance with the codes. There will be a lot to do with property maintenance. It has nothing to do with sanitation because the Land Bank would have to contract an independent contractor to maintain those properties, and ergo the budget to do that would be affected.

Z Williams: our desire would be all of these properties that the County is maintaining that are liabilities, we would love to be in a position to transfer those to the Land Bank Authority. They can use those proceeds to maintain them, and the Land Bank is positioned to do that.

-Question TT: do we have to take action at the BOC meeting to transfer properties one by one or in a package?

Z Williams: not sure if one by one, but properties in this kind of scale would be within the purview of the commission

-Question TT: We have received inquiries from residents who want to buy some of these properties - from a PECS committee perspective do we want to pause those requests for the surplus properties? How quickly can the Land Bank have that discussion with those interested applicants?

A Mitchell: the Land Bank has the ability to sell properties at market rate or below-market rate; it's a good idea to hold on those and let the Land Bank take over. We've done mass transfers of properties from the Tax Commissioner over to the Land Bank as an agenda item of about 17 properties in the past, and they become under ownership of the Land Bank. The Land Bank can also do things that no one else can do - you can wipe out liens, get rid of tax liabilities, clear titles, etc. You can move a lot faster with them. The Land Bank can do a mass transfer to get these properties cleaned up and sell them. They would be worth considerably more if sold by the Land Bank as opposed to the method that Chris Bell previously brought to the PECS committee. You will get a lot more leverage and efficiency, and make considerably more money by using the Land Bank to dispose of properties. The firm that we have in place does this on a day to day basis - they are experts at this in the Henry County area.

-Question TT: the ones that GIS has received requests on in the last few months, is the intent that in the next 60 days there will be an agenda item transferring those properties to the Land Bank and the Land Bank will take it from there?

A Mitchell: I would hope so; that's a near term action item

-Question JR: have you all consulted the consultant on a non-law administrative professional?

A Mitchell: the things we did were to look at the structure

-Question MDJ: it seems a lot of duties for a part time person. How many hours do you anticipate this person working part-time?

A Mitchell: the person needs a place to sit, access to files. They would be around my team, and will work with the law firm to get things done. Optimally, I feel the person should be full time in the long term. We will help them to get up and running in the beginning; we will yield to recommendations from yourselves and land bank board on operations as well.

IV. AGENDA ITEM

New Agenda Items:

[2021-3198](#)

Commission District(s): 4

LB - Invitation No. 21-101425 Maintenance of Mystery Valley Golf Course (Multiyear): for use by the Department of Recreation, Parks and Cultural Affairs (RPCA). Consists of providing maintenance of the Mystery Valley Golf Course. Recommend award to the lowest, responsive and responsible bidder: Cypress Golf Management, LLC. Amount Not To Exceed: \$664,620.00.

MOTION was made by Mereda Davis Johnson, seconded by Jeff Rader, that this agenda item be recommended for approval upon receipt of additional information to the Board of Commissioners, due back on 1/25/2022. The motion carried by the following vote:

Yes: 2 - Member Rader, and Member Davis Johnson

Not Present: 1 - Chairperson Johnson

-information provided by CPO Horner

-C Horner: a substitute has been provided, updating the amount to a 5 year contract, in the amount of \$3,323,100.

-Question JR: has this gone to the auditor's office?

C Horner: this has not been thru internal audit at this time

-information provided by Director Ellis

-Question JR: at least one of our for-pay sports venues - the DeKalb Tennis Center - is operated on a revenue producing contract. We had tried to do that with golf courses; now we're migrating both courses to County expense?

C Ellis: our idea was to put both out and see which one was most advantageous for the County, and there were bidders for the operation of Mystery Valley. In the last 10 years we were averaging \$22,000 because we got a percentage of the net, and we believe in the first year alone we're going to make \$177,000 more, will net almost \$200,000. If we decide that we want to go the other direction we need to get a good handle on what value we have on our golf courses; for us taking it over, getting a good control and back in shape, and then determining if that's how we'll continue operating, this is our best recommendation for moving forward

-Question JR: so you're saying that revenue at Mystery Valley is net positive?

C Ellis: that's correct. That \$177,000 increase is a conservative number - total expenses for the first year will be \$1.1M and total revenue will be \$1.3M.

-Question JR: do your revenues go into a restricted fund, or a tax fund with regard to the County budget?

C Ellis: The only thing that goes into a restricted fund is with Sugar Creek there is a 2% user fee to go toward capital improvements, and I will eventually come back to you all to do the same with Mystery Valley

-Question MDJ: as this is a government golf course, if you use fees to generate the operating costs, would it not make fees increase for individuals that utilize the course? My concern is some citizens would not be able to play because they can't pay.

-C Ellis: these projections are based on no fee increase; just the fees that are currently charged. We are very cognizant of seniors, veterans, and comparative price points to other courses. We are always looking at ways to make it more affordable

-Question TT: the bid tabulation sheet includes 3 bids received?

CPO Horner: There were 3 bidders. One of the bidders was deemed non-responsive, another was deemed non-responsible.

-JR: I would like to see this go to the internal auditor to ensure the scope of the contract meets the expectations

-Question MDJ: is the contract renewal each year?

C Horner: it is not; it is a standard multi-year contract

-MDJ: is this time-sensitive?

C Ellis: the contract has expired, but we are in the time of year where traffic is the lowest. I would ask that you approve with contingency of audit in a favorable order

-MDJ: motion to approve, pending audit review with a favorable report

Second JR: Second

Vote: yes 2-0 (LJ not present)

2021-3159

COMMISSION DISTRICT(S): All Districts

Application of the Director of Planning & Sustainability to amend Section 7.4.6 of the DeKalb County Zoning Ordinance to modify criteria to be considered in evaluating and deciding an application for a Special Land Use Permit (SLUP). This text amendment is County-wide.

This agenda item was no official recommendation

-information provided by Brandon White

-Director Baker: one of the primary desires of the community is that we continue to have public hearing. As long as the community has the opportunity to present their side regarding development, they can provide their input. We ask your consideration in some minor adjustments to the criteria.

-JR: it would be appropriate to reference input received by the public through the public comment period in criteria s. We ought to indicate that remarks received in public hearing are indicative of the consistency of the needs of the neighborhood as a whole.

-A Baker: we can craft something for S that we have public input for this process; overall it is a balancing act

-JR: getting the additional wordsmithing on this would be helpful; at the Zoning meeting staff will provide clarity on how long to hold this

-no official recommendation

Meeting Ended At: 3:40PM

MOTION was made by Mereda Davis Johnson, seconded by Jeff Rader, that this agenda item be adjourned meeting. The motion carried by the following vote:

Yes: 2 - Member Rader, and Member Davis Johnson

Not Present: 1 - Chairperson Johnson

Barbara H. Sanders-Norwood CCC, CMC