

Special Called Meeting of the Public Facilities Authority was held at Sandy Springs City Hall, 1 Galambos Way, Sandy Springs, Georgia, 30328, on June 19, 2018, at 6:00 p.m.

CALL TO ORDER

1. **PFA18-45 Chairman Rusty Paul** called the meeting to order at 6:00 p.m.

ROLL CALL

2. **PFA18-46 Secretary Michael Casey** called the roll.

Authority Members Present: Chairman Rusty Paul, Member John Paulson, Member Steve Soteres, Member Chris Burnett, Member Jody Reichel, Member Tibby DeJulio, and Member Andy Bauman were present.

APPROVAL OF MEETING AGENDA

3. **PFA18-47** Add or remove items from agenda

Motion and Vote: Authority Member DeJulio moved to approve the Public Facilities Authority meeting agenda for the June 19, 2018 Special Called Meeting. Authority Member Burnett seconded the motion. The motion carried unanimously.

4. **PFA18-48** Meeting Minutes

1. May 15, 2018 Public Facilities Authority meeting
(*Michael Casey, Secretary*)

Motion and Vote: Authority Member Paulson moved to approve the Public Facilities Authority meeting minutes of the May 15, 2018 Special Called Meeting. Authority Member Soteres seconded the motion. The motion carried unanimously.

5. **PFA18-49** Resolution to Approve Second Amendment to Master Declaration of Covenants, Conditions and Restrictions for City Springs

Senior Staff Attorney Kathy Williams stated this item is a request for approval of an amendment to the Master Declaration of Covenants, Conditions, and Restrictions for City Springs. The Master Declaration was approved in 2016. It provides for certain required restrictions and easements necessary for the development, construction, use, operation, and maintenance of the project. Included in the Master Declaration is an easement for the location of four dedicated surface parking spaces for the owner of the north parcel. The spaces are to be used for visitor parking, reserved parking, or operation of a valet stand. The spaces are depicted on exhibit J of the Master Declaration. Since construction and development of the project, the City representatives and the private developer have determined a different placement of those spaces that is more appropriate and feasible for the use of valet and in nearer proximity to their leasing office. The developer has asked for the change of placement shown on the exhibit. This item is to approve an amendment to the Master Declaration, which will show the new placement of the parking spaces in lieu of the old. These documents will be filed in Fulton County with the Clerk of the Superior Court along with the Master Declaration.

Motion and Second: Authority Member Burnett moved to approve Agenda Item No. PFA18-49, a Resolution to Approve Second Amendment to Master Declaration of Covenants, Conditions and Restrictions for City Springs. Authority Member Reichel seconded the motion.

Authority Member Chris Burnett asked if this document is changing the location of the parking spaces.

Senior Staff Attorney Williams stated staff wants the location that was existing on exhibit J to use for valet parking. The developer came to the City requesting to change the location of the spaces.

Vote on the Motion: The motion carried unanimously.

PFA Resolution No. 2018-06-84

6. **PFA18-50** Resolution to Approve First Amendment to Master Lease for Retail Space in Government Building at City Springs

Senior Staff Attorney Kathy Williams stated this agenda item is a request for approval of an amendment to the Master Lease for Retail Space in the Government Building at City Springs. The Master Lease was also approved in 2016. It provides the terms and conditions that govern the developers lease of this retail space, including the allocation of cost for maintenance and repair, certain systems that serve the building, and the retail space. At the time this agreement was entered into, it was not anticipated that the grease trap would serve both the retail space and the City Springs kitchen. The grease trap was to be used by only the private developers and the allocation of cost or maintenance was not anticipated in this agreement. Staff has found out the grease trap will be a shared use, which results in the need for an amendment to the agreement. This will provide for the allocation of cost, maintenance, repair, and whose responsibility it will be to maintain the grease trap. In this amendment, the private developer of the retail space will be required to maintain it. There will be a 50/50 cost allocation for maintenance and repair to the extent it is determined that someone has improperly maintained or improperly used the grease trap.

Motion and Vote: Authority Member Reichel moved to approve Agenda Item No. PFA18-50, a Resolution to Approve the First Amendment to the Master Lease for Retail Space in the Government Building at City Springs. Authority Member DeJulio seconded the motion. The motion carried unanimously.

PFA Resolution No. 2018-06-85

7. **PFA18-51** Resolution to Increase the Guaranteed Maximum Price for Construction of the City Springs Project, as Established by Change Order #20 Pursuant to the Provisions of a Certain Contract for Construction Between the City of Sandy Springs, GA and Holder Construction Group, LLC, Dated June 30, 2015, and to Authorize the General Manager to Execute the Change Order (Change Order #20)

General Manager John McDonough gave the City Springs Update PowerPoint presentation.

Motion and Vote: Authority Member Paulson moved to approve Agenda Item No. PFA18-51, Resolution to Increase the Guaranteed Maximum Price for Construction of the City Springs Project, as Established by Change Order #20 Pursuant to the Provisions of a Certain Contract for Construction Between the City of Sandy Springs, GA and Holder Construction Group, LLC, Dated June 30, 2015, and to Authorize the General Manager to Execute the Change Order (Change Order #20). Authority Member Burnett seconded the motion. The motion carried unanimously.

PFA Resolution No. 2018-06-86

8. **PFA18-52** Approval of a Qualified Management Agreement with Lanier Parking Meter Services, LLC for Parking Management Services

General Manager John McDonough stated in August 2016 the City issued a request for qualifications to solicit a firm to provide parking management services for the public parking system at City Springs. From the responses submitted, and based on formal interviews, the evaluation committee recommended Lanier Parking to provide parking management services. Council awarded the contract to Lanier on February 7, 2017. The City and Lanier agreed that Lanier would act as a consultant to the contract during the development and construction of the parking facilities. Lanier would also assume management of the facilities.

Motion and Second: Authority Member Reichel moved to approve Agenda Item No. PFA18-52, a Qualified Management Agreement with Lanier Parking Meter Services, LLC for Parking Management Services. Authority Member DeJulio seconded the motion.

Authority Member John Paulson stated once the agreement is in place and once the City starts hosting events, there may be events where we will adjust parking restrictions. An example is the farmers market. He read through this agreement and it looks like there is nothing that would preclude the City from doing the same thing with parking.

General Manager McDonough stated that is his understanding.

Authority Member Chris Burnett asked if the City would have the flexibility to reset rates throughout the three year contract.

General Manager McDonough responded yes.

Vote on the Motion: The motion carried unanimously.

PFA Resolution No. 2018-06-87

9. **PFA18-53** A Resolution to Approve a Parking Space License Agreement with the Sandy Springs United Methodist Church for weekend parking for events at City Springs

Assistant City Manager Jim Tolbert stated in reviewing our parking needs when major events are held, there is a concern that we might have the need for overflow parking. The most logical place to put those cars is the Sandy Springs United Methodist Church. Staff spoke to church representatives on how we can have an agreement to use those spaces. This agreement will begin September 1st and will allow on any Friday or Saturday the use of up to 250 parking spaces. The City will pay the church \$1,000 a month as a retainer. Every space that is used by the City, up to 250 spaces, will be credited against that \$1,000. For any spaces over that, beginning at 251, the City will pay an additional fee every month. If the City uses 500 parking spaces, the church will receive \$1,000 and an additional \$1,000. If the City uses no parking spaces, the church will receive \$1,000, but the City would receive credit for the others. Staff believes this is a fair rate. This is an opportunity to secure additional parking for those occasions where we have needs. When a large event is held, staff and vendors will park at the church. If needed, the church lot will then be opened for public parking. This is an annual contract that will renew each year.

Motion and Second: Authority Member Burnett moved to approve Agenda Item No. PFA18-53, a Resolution to Approve a Parking Space License Agreement with the Sandy Springs United Methodist Church for weekend parking for events at City Springs. Authority Member Bauman seconded the motion.

Authority Member Tibby DeJulio stated he assumes the word “retainer” is being used differently in this contract. This contract will be more of a guarantee of the 250 parking spaces.

Assistant City Manager Tolbert responded yes.

Authority Member DeJulio asked who is responsible to keep count of how many people will be parked in the parking lot.

Assistant City Manager Tolbert stated the City will manage that. Lanier Parking will have a parking attendant on site anytime the parking lot is being utilized.

Authority Member Chris Burnett asked if there will be flexibility on whether or not there will be charges for the parking spaces.

Assistant City Manager Tolbert stated charging for these parking spaces is up to the City’s discretion. It would depend on the event. The City will have the ability to set the parking rate based on the event being held and the parking needs.

Authority Member Burnett asked if the City’s cost with the church is fixed, regardless of whether the City does or does not charge users for the parking spaces.

Assistant City Manager Tolbert stated that is correct.

Vote on the Motion: The motion carried unanimously.

PFA Resolution No. 2018-06-88

ADJOURNMENT

10. PFA18-54 Adjournment

Motion and Vote: Authority Member DeJulio moved to adjourn the meeting. Authority Member Reichel seconded the motion. The motion carried unanimously. The meeting adjourned at 6:21 p.m.

Date Approved: July 17, 2018



Russell K. Paul, Chairman



Michael D. Casey, Secretary