

**Special Called Public Facilities Authority Meeting of the Sandy Springs was held on Tuesday, August 20, 2019 at 6:22 p.m., Chairperson Rusty Paul presiding.**

**Council Members present:** Member John Paulson, Member Steve Soteres, Member Chris Burnett, Member Jody Reichel, Member Andy Bauman, and Member Tibby DeJulio.

**STAFF DISCUSSION ITEMS**

**Administration**

1. **PFA19-14 CALL TO ORDER** – Chairperson Rusty Paul

2. **PFA19-15 ROLL CALL** – Secretary Coty Thigpen

City Clerk Thigpen called the roll.

3. **PFA19-16 APPROVAL OF MEETING AGENDA**

**Motion and Vote:** Member DeJulio moved to approve the Meeting Agenda for the August 20, 2019 Special Called Public Facilities Authority meeting. Member Burnett seconded the motion. The motion carried unanimously.

4. **PFA19-17 Approval of the July 16, 2019 Special Called Public Facilities Authority Meeting Minutes**

**Motion and Vote:** Member Bauman moved to approve the July 16, 2019, Agenda Item PFA19-17, Special Called Public Facilities Authority meeting minutes. Member Reichel seconded the motion.

The motion carried unanimously.

**NEW BUSINESS**

5. **PFA19-23 Resolution of the City of Sandy Springs Public Facilities Authority to Appoint the Interim City Manager as Interim General Manager**

**Mayor Rusty Paul** stated that since John McDonough, previous General Manager of the PFA, is no longer with the City of Sandy Springs, the recommendation is to approve the substitution of the Interim City Manager, Peggy Merriss, as the Interim General Manager of the Public Facilities Authority.

**Motion and Vote:** Member Paulson moved to approve Agenda Item PFA19-23, A Resolution of the City of Sandy Springs Public Facilities Authority to Appoint the Interim City Manager as Interim General Manager. Member Steve Soteres seconded the motion.

The motion carried unanimously.

**PFA RESOLUTION NO. 2019-08-20**

6. **PFA19-18 A Resolution to Adopt Rental Rates for the Sandy Springs Performing Arts Center, and for other purposes**

**Assistant City Manager Jim Tolbert** explained that there are three action items up for consideration: Rental Rates, Ticketing Fees and a number of Operational Policies for the Sandy Springs Performing Arts Center. These have been vetted with our most frequent users, the affiliate groups. Approval of these items

will allow the Sandy Springs PAC to move forward with getting contracts for Season 2 and begin working on Season 3.

**Executive Director of the Sandy Springs Performing Arts Center Shaun Albrechtson** provided a brief overview of the items presented for consideration. He announced that one of the first changes is that affiliate groups will now be referred to as 'Presenting Partners'. He went on to provide a detailed report on each of the Action Items, explaining different discounts for nonprofits; discounts for Partner rates; booking policy; theatres booking policy; Conference Center booking; Use of City Green; Catering Policy; Use of City Bar; and Ticketing Fees Adjustment.

**Member Burnett** asked about the differentiation between the Presenting Partners and non-profits.

Executive Director Albrechtson responded that the standards for a non-profit are that they need to be a 501(c)(3) and have a history of success in community benefits. The plan is to control the number of Presenting Partners to make sure that there is the ability to adjust those critical balances to create diversity and also have the ability to present programming and have space available for other renter's as well. He further explained that Presenting Partners bring in a lot of additional benefits including a stable ticket base.

**Motion and Vote:** Member Paulson moved to approve Agenda Item PFA19-18, A Resolution to Adopt Rental Rates for the Sandy Springs Performing Arts Center, and for other purposes. Member Burnett seconded the motion.

The motion carried unanimously.

#### **PFA RESOLUTION NO. 2019-08-21**

7. **PFA19-19** A Resolution to Adopt Ticketing Fees for the Sandy Springs Performing Arts Center, and for other purposes

**Executive Director Shaun Albrechtson** explained that is removing an 'order fee' but also making sure that there are ticket fees for the smaller priced events and ticket prices.

**Member Bauman** questioned about the ticketing processes with all venues and when the current ticketing contract expires.

**Assistant City Manager Jim Tolbert** stated that the current ticketing contract expires June, 2020. Under the RFQ that is currently in effect, it will transition at the end of the current ticketing contract.

**Motion and Vote:** Member Burnett moved to approve Agenda Item PFA19-19, A Resolution to Adopt Ticketing Fees for the Sandy Springs Performing Arts Center, and for other purposes. Member Paulson seconded the motion.

The motion carried unanimously.

#### **PFA RESOLUTION NO. 2019-08-22**

8. **PFA19-20** A Resolution to Adopt Operational Policies for the Sandy Springs Performing Arts Center, and for other purposes

**Executive Director Shaun Albrechtson** explained in detail the policy changes for Booking, Theatre Booking, Conference Center Booking, Use of City Green, Catering and Use of City Bar policy updates. In

comparing in Metro Atlanta, PAC catering is on the low end of costs. He explained further that there are different profit margins in each of the venues, i.e., Byars Theatre vs. Conference Center vs. Studio Theatre.

**Motion and Vote:** Member Paulson moved to approve Agenda Item PFA19-20, A Resolution to Adopt Operational Policies for the Sandy Springs Performing Arts Center, and for other purposes. Member Reichel seconded the motion.

The motion carried unanimously.

**PFA RESOLUTION NO. 2019-08-23**

**9. PFA19-21 Consideration of Approval of Amendments to the Leases for Police Department and Municipal Court**

**Interim General Manager Peggy Merriss** presented that the proposed amendments relate to spaces leased for the operation of Police and Municipal Court facilities and all three leases are recommended to be extended until June 20, 2023. There is a tenant improvement allowance for all of the buildings. Provision has been added for Building 500 that limits the PFA's liability for replacement or repair of the HVAC to Maintenance and Minor Repairs below \$1,000.00 per year. For Buildings 300 and 400, in the existing leases, the landlord currently covers those costs. The recommendation is to approve the amendments to the three (3) leases.

**Motion and Vote:** Member Reichel moved to approve Agenda Item PFA19-21, Consideration of Approval of Amendments to the Leases for Police Department and Municipal Court. Member DeJulio seconded the motion.

The motion carried unanimously

**10. PFA19-25 Add to the Agenda of the Special Called PFA Meeting to include an Executive Session to Discuss Potential Litigation.**

**Motion and Vote:** Member DeJulio moved to add an Executive Session to the Agenda of the Special Called PFA Meeting to include an Executive Session for purposes to discuss potential litigation. Member Paulson seconded the motion.

The motion carried unanimously.

**Motion and Vote:** Member Paulson moved to suspend regular order of the Special Called PFA and enter into Executive Session for the purposes to discuss potential litigation. Member Soteres seconded the motion.

The motion carried unanimously.

**12. PFA19-24 Litigation**

Executive Session began at 7:00 p.m.

**Motion and Vote:** Member DeJulio moved to adjourn Executive Session. Member Burnett seconded the motion.

The motion carried unanimously.

Executive Session adjourned at 7:33 p.m.

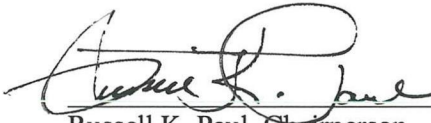
**13. PFA19-22 ADJOURNMENT**

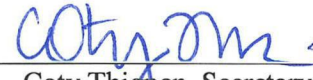
**Motion and Vote:** Member DeJulio moved to adjourn. Member Paulson seconded the motion.

The motion carried unanimously.

There being no further discussion, the meeting adjourned at 7:34 p.m.

Date Approved: September 3, 2019

  
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Russell K. Paul, Chairperson

  
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Coty Thigpen, Secretary