

**Special Called Meeting of the City of Sandy Springs Public Facilities Authority
SUMMARY MINUTES**

**Studio Theatre, Sandy Springs City Hall and Broadcast Via Live Webinar and Teleconference
October 21, 2025 at 6:30 PM (or immediately following City Council Meeting)**

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Special Called Meeting of the Sandy Springs Public Facilities Authority was held on October 21, 2025 at 6:30 PM (or immediately following City Council Meeting), Chair Rusty Paul presiding.

I. Call to Order

Chair Rusty Paul called the meeting to order at 6:52 p.m.

II. Roll Call and General Announcements

Members Present: Chair Rusty Paul, Member John Paulson, Member Melody Kelley, Member Melissa Mular, Member Jody Reichel, Member Tibby DeJulio, Member Andrew Bauman

III. Approval of Meeting Agenda

Motion and vote. A motion was made by **Member Tibby DeJulio**, seconded by **Member John Paulson**, to approve the meeting agenda. The motion carried by unanimous vote.

IV. Approval of Meeting Minutes

Motion and vote. A motion was made by **Member Jody Reichel**, seconded by **Member Melissa Mular**, to approve the meeting minutes. The motion carried by unanimous vote.

1. **PFA2025-19** September 16, 2025 Public Facilities Authority Special Called Meeting Minutes

V. Old Business

There was no old business.

VI. New Business

2. **PFA2025-20** Request for the Public Facilities Authority Consideration of a Resolution to Approve a Contract with Hussey, Gay, Bell & DeYoung, International, Inc, for Architectural Design and Engineering Services for the New Fire Stations No.1, No.4 and Renovations to Fire Station No.3, and Authorization for the General Manager to Execute the Contract

Dave Wells, Director of Facilities/Capital Construction and Building Operations, presented a recommendation to Approve a Contract with Hussey, Gay, Bell & DeYoung, International, Inc, for Architectural Design and Engineering Services for the New Fire Stations No.1, No.4 and Renovations to Fire Station No.3, and Authorization for the General Manager to Execute the Contract.

The City of Sandy Springs (the “City”) conducted a qualifications-based solicitation (“Solicitation”) to select an architectural and engineering design firm with the capacity and demonstrated experience to provide design and project/construction administration services (the “Services”) for new Fire Station No. 1, new Fire Station No. 4 and renovations to Fire Station No. 3 (the “Project”). On July 18, 2025, the City issued its Request for Qualifications #25-059 (“RFQC”) to seek Statements of Qualifications (“Responses”) from highly qualified and experienced firms to perform the Services described in the RFQC. A Pre-Qualification Meeting was held on July 29, 2025, and onsite visits were held at each location on August 29, 2025. Responses to the RFQ were due on August 27, 2025, no later than 2:00 PM E.S.T.

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The City received Responses from the following seventeen (17) firms (“Respondents”):

1. Cooper Carry, Inc.
2. Croft & Associates, Inc.
3. CPL Architects, Engineers and Landscape Architect, D.P.C (P.C)
4. DP3 Architects, Ltd.
5. Fitzgerald Collaborative Group, LLC
6. Goode-Van Slyke Architecture, L.L.C.
7. Goodwyn Mills Cawood LLC
8. Hussey, Gay, Bell & DeYoung, Inc.
9. Jericho Design Group, LLC
10. JMA Architecture, Inc.
11. PBK Architects Georgia, P.C.
12. Perkins & Will Southeast, Inc.
13. POH + W Architects, LTD.
14. Pond & Company
15. Precision Planning, Inc.
16. Rickman Architecture + Design
17. Wendel Architecture, PC

The Responses were initially examined for administrative compliance with Solicitation submittal instructions. One vendor was deemed non-responsive after administrative review. Section 5 of the RFQC identified the criteria on which the City would base its evaluation of Responses. The Evaluation Committee used the following criteria to review Responses and to determine which Respondents would be invited for formal interviews and presentations:

- Firm’s qualifications and experience (25% / 25 point max)
- Quality of team proposed to manage the Project (25% / 25 point max)
- Project delivery (25% / 25 point max)
- Firm’s approach and innovations to meet Project goals (15% / 15 point max)
- Firm’s financial history/stability (10% / 10 point max)

The names and consensus scoring for the three (3) Respondents receiving the highest scores in the evaluation are as follows:

COMPANY	CONSENSUS SCORE
Croft & Associates, Inc.	92.67
Hussey, Gay, Bell & DeYoung, Inc.	89.00
POH + W Architects, LTD.	88.33

During the September 18, 2025 interviews and presentations, each Respondent delivered a brief overview of the proposing firm’s team capacity, quality assurance/quality control approach, execution strategy, and relevant prior experience. In addition, each Respondent addressed the Committee’s questions to further clarify elements of its Response.

Following the interviews, the Evaluation Committee discussed each Respondent’s presentation to determine a final ranking. After considering information gained during the presentations, the Evaluation Committee determined that Hussey, Gay, Bell & DeYoung, Inc. was the most qualified firm. Croft and Associates was the second most qualified firm and POH+W was ranked third. Following the ranking, the

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Committee reviewed each vendor’s fee proposal.

The fee proposals submitted were as follows:

COMPANY	BASE PROFESSIONAL FEE
Croft & Associates, Inc.	N/A
Hussey, Gay, Bell & DeYoung, Inc.	\$2,108,780.00
POH + W Architects, LTD.	\$1,865,300.00

Following the review of the three (3) fee proposals:

Croft & Associates, Inc., was deemed non-responsive for not providing a fee-proposal based on the instructions provided.

POH + W had several embedded exclusions in their pricing, including FF&E, special equipment such as AV, material testing, site and utility surveys, and cost estimating beyond 65% design. They also reserved the right to adjust fees upward if all three projects were not designed concurrently. Their pricing assumes that Fire Stations 1 and 4 will be designed as prototypical facilities.

Hussey, Gay, Bell & DeYoung, Inc. (“HGB”) was deemed as the most responsive to Project requirements and needs noting the following considerations and factors:

- Hussey Gay Bell has a portfolio of architectural design services exceeding forty (40) fire station projects and ten (10) other public safety buildings
- They have a multidisciplinary staff of one hundred seventy-five (175) professionals, twelve (12) in-house disciplines, forming a robust team able to deliver design and construction services for all stations with agility and efficiency.
- The Principal in Charge will devote 50% of his capacity during the Design and Contract Administration of all three (3) Fire Stations.
- HGB stresses the importance of being proactive with providing “listen first” workshops, regular city and community check-ins, proven ability to address community concerns such as traffic, noise, environmental impact, and property values.
- HGB provided valuable comments based upon the previous plans and identified potential issues for Fire Station No.1, Fire Station No. 3 and Fire Station No. 4. They addressed items such as visitor parking, improving access to parking for shift changes, and programming needs in accordance with National Fire Protection Association and International Building Code standards.
- Highly detailed QA/QC staff that is involved for each fire station.
- HGB’s fee structure is the most comprehensive and appropriately aligned with the scope requirements and delivery methods.
- POH + W Architects fee proposal included multiple exclusions which are anticipated to add additional costs after the design is completed.

Motion and second. A motion was made by **Member John Paulson**, seconded by **Member Tibby DeJulio**, to Approve a Contract with Hussey, Gay, Bell & DeYoung, International, Inc, for Architectural Design and Engineering Services for the New Fire Stations No.1, No.4 and Renovations to Fire Station No.3, and Authorization for the General Manager to Execute the Contract.

Member Paulson asked if this is approved, when will the project start?

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Director of Facilities/Capital Construction and Building Operations Wells said the contract must be signed first. Hopefully the project will start by the end of November or early December.

Member Jody Reichel asked did Hussey, Gay, Bell & DeYoung, International, Inc do the design for Fire Station No. 2 and No. 5?

Director of Facilities/Capital Construction and Building Operations Wells said yes.

Member Reichel asked were there any change orders?

Director of Facilities/Capital Construction and Building Operations Wells said no.

Vote on the motion. The motion carried by unanimous vote.

PFA Resolution No. 2025-10-13

3. **PFA2025-21** Request for Public Facilities Authority Consideration of a Resolution to Accept a Quitclaim Deed from the City of Sandy Springs for Property Known as the Sandy Springs Historic Site and Park (Tax Parcel # 17-0089-0011-047-6 and Tax parcel # 17-0089-0011-048-4)

Chris Burnett, Director of Economic Development, presented a recommendation to Accept a Quitclaim Deed from the City of Sandy Springs for Property Known as the Sandy Springs Historic Site and Park (Tax Parcel # 17-0089-0011-047-6 and Tax parcel # 17-0089-0011-048-4).

The City of Sandy Springs currently holds title to the property known as the Sandy Springs Historic Site and Park (Parcel ID Numbers 17 008900110476 and 17 008900110484) (the "Property"). The Property includes both the Williams Payne House and a portion of the Heritage Sandy Springs Park.

Although the City is limited by the Georgia Constitution in its ability to contractually commit to the expenditure of public funds beyond one year, the State of Georgia Constitution grants the City the right to enter into contractual obligations with its Public Facilities Authority ("PFA") for the performance of governmental services. Through such contracts, the City can make enforceable financial commitments for up to forty (40) years.

Given the City's desire to establish an adaptive reuse of the Williams Payne House, transferring the Property to the PFA would allow more flexibility in the use of the property, including the ability to lease space for terms beyond one year.

Motion and second. A motion was made by **Member Melissa Mular**, seconded by **Member Jody Reichel**, to Accept a Quitclaim Deed from the City of Sandy Springs for Property Known as the Sandy Springs Historic Site and Park (Tax Parcel # 17-0089-0011-047-6 and Tax parcel # 17-0089-0011-048-4).

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Member Tibby DeJulio said these properties were purchased in 2006, and transferred from Fulton County to the City of Sandy Springs. Were there any covenants in the agreements about the transfer of ownership? If so, would transferring it from the City to the PFA remove any covenant?

Dan Lee, City Attorney, said generally no. The covenant has to do with public use and the PFA fulfills that.

Vote on the motion. The motion carried by unanimous vote.

PFA Resolution No. 2025-10-14

4. **PFA2025-22** Request for Public Facilities Authority Consideration of a Resolution to Authorize the Public Facilities Authority General Manager and the City Attorney to Negotiate a Lease Agreement with Summit Sandy Springs, LLC, and to Authorize the Authority General Manager to Execute the Lease Agreement

Chris Burnett, Director of Economic Development, presented a recommendation to Authorize the Public Facilities Authority General Manager and the City Attorney to Negotiate a Lease Agreement with Summit Sandy Springs, LLC, and to Authorize the Authority General Manager to Execute the Lease Agreement.

In the summer of 2024, the City issued a Request for Proposals (RFP) for a commercial operator to activate the Williams Payne House, a two-story 19th century home in the heart of the City Springs District that was previously used as a museum and event space. During the first RFP cycle, no proposals were submitted. A second RFP cycle started in March 2025. Two interested users submitted proposals, but the City elected not to proceed with either proposal.

After the two RFP cycles, the Authority authorized staff to interview and select a real estate broker to represent the City's interest and expand the marketing outreach for the property. Four commercial real estate brokerage firms submitted proposals and Mr. Alan Shaw with The Shopping Center Group was chosen to represent the City in listing and marketing the property for lease. Mr. Shaw received over 50 inquiries from potential users, 30+ of which physically toured the space. Seven prospects ultimately requested conditional lease terms from the City with three of these submitting formal lease proposals back to the City.

After careful consideration of each proposal within the context of the City's stated objectives for this property, Mr. Shaw recommended that City Staff enter into formal lease discussions with Summit Sandy Springs, LLC to operate a "Summit Coffee" restaurant and event facility in the Williams Payne House. Staff has been negotiating the lease terms with Summit, leading to the recommendation that is now being made for consideration by the Public Facilities Authority. Summit Coffee has been in business since 1998 and currently has 20 locations across three states, four of those being in Metro Atlanta. The company has a record of successful business operations with a focus on tailoring each of its locations to the community it serves.

The Williams Payne House is a two-story 19th century home in the heart of the City Springs District that was previously used as a museum and event space. Since COVID, however, the building has sat vacant, overlooking a large public greenspace. The City of Sandy Springs and the City Springs District have a high retail occupancy rate with limited space available for new restaurants and retail businesses to open.

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This is especially true of standalone, historic buildings that have a similar historic character and charm as many of the buildings in our fellow North Fulton cities. As such, staff identified the Williams Payne House as an opportunity for a commercial operator that could activate the building as a “third place” in the heart of City Springs. Having identified the creation of a vibrant city center as a major goal, staff believes that the Williams Payne House represents a unique opportunity to choose a business that will benefit the residents of Sandy Springs, while also generating a fair financial return for the taxpayers.

Summit Coffee proposes to open a coffee-based food and beverage concept that will operate from 6:00am to 9:00pm seven days per week. They will sell traditional and specialty coffee, breakfast, lunch, and dinner adjacent food, alcoholic beverages (including spirits), and ice cream seasonally. With extensive experience in similar markets, a generous investment buildout planned, competitive rental rates, and a strong understanding of the historic character and needs of the space, both staff and Mr. Alan Shaw recommend the PFA authorize the General Manager and City Attorney to negotiate and execute a lease with Summit Sandy Springs LLC (“Summit Coffee”).

Cost Component	Amount
Rent (initial lease term)	\$528,066
FF&E	\$106,151
Hard Cost Build out	\$175,000
City Commission Payment	-\$21,123 (4%)
City’s Tenant Improvement Allowance** (Typical of commercial lease transactions)	\$0
Estimated Value Gained (for City)	\$788,094

**Despite being typical of commercial lease transactions, the City of Sandy Springs chose not to invest tenant improvement dollars. While this reduces interest in the property, it significantly reduces the risk of lost capital if the chosen operator does not remain open.

PFA may deny the resolution to authorize the General Manager and City Attorney to negotiate and execute a lease agreement with Summit Sandy Springs, LLC. Staff may continue negotiation with other interested operators or discontinue the process of leasing the Williams Payne House.

Motion and second. A motion was made by **Member Melissa Mular**, seconded by **Member Jody Reichel**, to Authorize the Public Facilities Authority General Manager and the City Attorney to Negotiate a Lease Agreement with Summit Sandy Springs, LLC, and to Authorize the Authority General Manager to Execute the Lease Agreement.

Member Mular said this is fantastic news. It is exciting to learn that the owners are from the City of Sandy Springs. It is good that North Fulton Master Gardners has an interest in working on some of the gardens. They can do beautiful work and hopefully the City will work with them.

Director of Economic Development Burnett said the City has already discussed this with them, and we will connect **Adam Cook, Owner, Summit Coffee**, and his team to continue relationship building.

Member Mular thanked **Director of Economic Development Burnett** and his team for their efforts.

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Member John Paulson said the quitclaim deed for two parcels to the PFA was just approved. Does this lease pertain to the William-Payne House parcel or is it strictly the building? How does this affect their ability to use the other lawn area on the second parcel?

Director of Economic Development Burnett said a survey of the property will be done, and we will create delineating lines that will be an addendum to the lease. It will reflect that Summit Coffee will be leasing the Williams-Payne House and the land immediately surrounding it. There is a pathway from Sandy Spring Circle to the top floor of the house. There are two pathways on the side. One on the south side from Sandy Spring Circle, and one on the north side from Hildebrand. Their property will encompass those pathways as well, and go to the stairwells that go down into the green space, but will not include any of that green space. We discussed if there are events the City is doing, and groups secured that property for the day, they would not have events there. If the park is not being used, they could request a use permit from the City to use that. Hopefully they would take advantage of that green space for events that serve the community at large. There will be no prohibition of the public having access to the facility and uses of pathways, stairwells or the green space. It is a great synergy between the two, and from a legal perspective, they will only have the grounds of the Williams Payne House and the house itself.

Member Tibby DeJulio said the green space was used for weddings and more. Also, the original Sandy Springs was in that green space. Will Summit Coffee or the City maintain that area?

Director of Economic Development Burnett said the City will do the physical maintenance of the grounds. When **Summit Coffee Owner Cook** and his team have an event with the City, they will contact the appropriate Staff to discuss space availability and if the event is a good fit for the community.

Member DeJulio said it is good that space will be utilized again as it has been years.

Member Reichel welcomed **Summit Coffee Owner Cook** and his team to Sandy Springs.

Member Andy Bauman said glad the Shopping Center Group drove the process. Did the City also have some prospects before?

Director of Economic Development Burnett said this went through two RFP processes. The first in 2024 did not garner any proposals. For the second, the City officially received two proposals. With the RFP process, the City kept experiencing property was not going to the business community to provide knowledge of availability. This is what great real estate firms do. The Shopping Center Group got exposure for the City, especially in the restaurant sector, and met the City's goal for the property.

Member Bauman said it is a great choice and the right use for the City of Sandy Springs.

Vote on the motion. The motion carried by unanimous vote.

PFA Resolution No. 2025-10-15

5. **PFA2025-23** Request for Public Facilities Authority Consideration to Approve and Accept the Settlement and Dismissal of the Civil Action Styled *Sandy Springs Public Facilities Authority v. Rosser International, Inc.* and to Authorize the Chairman to Execute the Settlement Agreement and Release

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Dan Lee, City Attorney, presented a recommendation to Approve and Accept the Settlement and Dismissal of the Civil Action Styled *Sandy Springs Public Facilities Authority v. Rosser International, Inc.* and to Authorize the Chairman to Execute the Settlement Agreement and Release.

Rosser International, Inc. (hereinafter referred to as “Rosser” or “Defendant”), a corporation organized under and pursuant to the laws of the state of Georgia, is a professional design firm, offering architectural and engineering services. The City of Sandy Springs (the “City”), a Georgia municipal corporation, entered into a contract with Rosser on August 5th, 2015 (the “Agreement”), under which Rosser agreed to provide architectural, engineering and consulting services associated with the surrounding area of City Springs located at 1 Galambos Way, Sandy Springs (Fulton County), Georgia 30328 (the “Services”).

On March 21st, 2017, the Authority approved the ‘Assignment and Assumption of Contracts’ of the August 5th, 2015 Agreement, from the City to the Authority.

As the City Springs Project progressed, the City and the Authority found the Services provided by Rosser failed to meet the standard of care in numerous instances, including, but not limited to (i) Prematurely declaring the Project was substantially complete; (ii) Improperly certifying applications for payment submitted by the construction manager on the Project, thereby, causing the Authority to overpay the construction manager; and (iii) Allowing unauthorized substitutions of materials and systems for major Project components.

On August 19th, 2019 the Authority filed suit against Rosser in the Superior Court of Fulton County, Georgia styled *Sandy Springs Public Facilities Authority v. Rosser International, Inc.* (Civil Action File No. 2019-CV-326008) citing Rosser’s professional negligence and material breach of the Agreement as the cause of action. On September 4, 2025 the City Attorney and General Manger attended mediation and the Defendant and its insurance carriers agreed to accept a payment to the Authority in an amount of Nine Hundred Thousand and 00/100 Dollars (\$900,000.00) for the full and final settlement and release of all claims made by the Authority.

Motion and second. A motion was made by **Member Jody Reichel**, seconded by **Member Melody Kelley**, to Approve and Accept the Settlement and Dismissal of the Civil Action Styled *Sandy Springs Public Facilities Authority v. Rosser International, Inc.* and to Authorize the Chairman to Execute the Settlement Agreement and Release.

Member John Paulson asked is this lawsuit about seven or eight years old?

City Attorney Lee said about six years. The original lawsuit was filed in 2019 and the City’s was filed at the end of 2019.

Member Paulson said glad it is coming to a close. More money should be involved but negotiations are what they are. Let us get this done.

Vote on the motion. The motion carried by unanimous vote.

PFA Resolution No. 2025-10-16

VII. Adjournment

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Motion and vote. A motion was made by **Member Tibby DeJulio**, seconded by **Member John Paulson**, to adjourn the meeting. The motion carried by unanimous vote.

The meeting adjourned at 7:30 p.m.