

LEGACY DECATUR BOARD MEETING

THURSDAY, MARCH 27, 2025

5:00 P.M.

AUDITORIUM AT LEGACY PARK

a. Approve of a resolution certifying the purpose of the December 5, 2024 executive session and authorizing the chair to execute an affidavit.

4. Project Updates

- Track and Field - Ribbon Cutting March 27, 2025 10am-2pm
- Creative Village
- Kerr Cottage Demolition
- Piedmont Park Conservancy Learning Journey - April 14, 2025 1pm-5pm
- Legacy Community Day Featuring the ESB Earth Day Festival April 26, 2025 10am-2pm

5. Adjourn

Minutes

Decatur Legacy Board

Business Meeting – January 23, 2025

The meeting was posted and open to the public. Board members attending: Vice Chair Laurie Schwartz, Peggy Merriss, Andrea Arnold, Mark Arnold, Ed Bowen, Mark Ethun, Paul Mitchell, and Brian Smith. Due to the State of Emergency issued by DeKalb County on January 22, the Board met virtually via Zoom. Staff attending: Madeleine Henner and Dymond Fogg. Zoe Seiler from Decaturish was also present.

The meeting was called to order by Vice Chair Laurie Schwartz. The Vice Chair asked for a motion to approve the minutes of the December 5, 2024 board meeting. Peggy Merriss made a motion with a second from Mark Arnold. Brian Smith abstained from the vote since he was not present, all other board members present voted aye, and the minutes of the December 5, 2024 board meeting were approved as presented. Ed Bowen joined after the board minutes were approved.

Madeleine Henner recommended that the Board approve a resolution certifying the purpose of the December 5, 2024 executive session and authorizing the Chair to execute an affidavit. Due to Board Chair Tony Powers' absence, Vice Chair Laurie Schwartz postponed the action item until the next board meeting in March since she was not present at the December board meeting.

Madeleine Henner recommended that Leigh Cottage be rented for office spaces at the following rates: the upstairs offices' rent be set at \$16/sf for exclusive space, \$15/sf for downstairs offices, and shared space leased at a rate proportional to the amount of exclusive total space. Staff recommended the storage spaces leased at \$13/sf. With the incoming public restrooms and increasing demand for nonprofit office space, staff recommends that Leigh shift from an event venue into an office space. Mark Arnold asked if we have a specific tenant in mind and Madeleine mentioned that we have had some tours and recommendations, but nothing confirmed yet. The Board inquired about the approval process for tenant contracts. Madeleine answered that the proposed tenants will come before the Master Plan Committee. Madeleine clarified that Legacy Decatur leases have followed the same pricing model since 2021 with an annual 3% rent increase. Madeleine agreed that the Master Plan Committee needs additional clarity and policy. Andrea Arnold asked if we are losing event space revenue. Staff shared that Leigh Cottage is our least booked venue and agreed it would be best as office spaces for recurring revenue instead of sporadic event bookings. The Board also discussed competitive rates, and Madeleine clarified that the rates are still below market rates for Decatur, however, the offices would be more expensive than the Admin building due to Leigh Cottage's attractive amenities. Peggy Merriss made a motion to approve pricing for Leigh Cottage office space with a second from Ed Bowen, and all present members voted aye.

Madeleine Henner recommended that the Board approve a three-month rent waiver for Sambell Cottage and the lease pricing as \$10.93/sf for exclusive space and shared space leased at a rate proportional to the amount of exclusive total space. Sambell Cottage will soon be renovated to be a shared office space. Sambell is identified in the Master Plan to be part of the North Housing Village. Given that the North Housing Village will not begin for several years, it was recommended to occupy the building as nonprofit offices in the short-term. Because there is no possibility for long-term office leasing, staff recommends three months rather than the standard two months of waived rent to offset the sweat equity and financial burden of moving. The Board inquired about the typical rent waiver. Madeleine explained that although the standard individual building rent waiver covers two months, with the additional cosmetic improvements needed, staff recommended providing one extra month due to the additional sweat equity the tenant would provide. The Board inquired about the North Housing Village timeline. Andrea Arnold answered that the City of Decatur will need to see how the property is being used with the track, visitors, and tenants, and the timeline could easily be 3-5 years. For a number of reasons, the North Housing Village will be years out in the future. The Board asked about the renovation timeline, and Madeleine confirmed a March timeframe for completion. Brian Smith made a motion to approve Sambell Cottage lease pricing with a second from Andrea Arnold, and all present members voted aye.

Madeleine Henner recommended that the Board authorize the Master Plan Committee to approve a partial lease of Sambell Cottage by Paint Love following the three-year standard individual building lease and the pricing set by the full Board. Paint Love has been a Legacy Park tenant since 2021 and in an individual building since 2022. Their partial lease of Hyatt Cottage ends on March 31, 2025. Sambell would give them space to expand programming. A lease ready by March 1, 2025, would give Paint Love a month to move their items out of Hyatt and into the new space. Because the next Legacy Decatur Board Meeting isn't until the end of March, the Master Plan Committee would need to approve their lease. Peggy Merriss made a motion to authorize the Master Plan Committee to approve a partial lease of Sambell Cottage by Paint Love with a second from Mark Arnold, and all present members voted aye.

Madeleine Henner and Dymond Fogg discussed additional business including project updates on the track and field, track and field grand opening, and the Creative Village.

The meeting was adjourned by Vice Chair Laurie Schwartz.

**R-20-012025
RESOLUTION**

WHEREAS, Decatur Legacy Board entered into an executive session on December 5, 2024 as allowed by O.C.G.A. §50-14-4 for the purpose of discussing personnel matters; and,

WHEREAS, at the close of discussion of each subject, the Decatur Legacy Board did vote to close the executive session and begin open session; and,

WHEREAS, the board members present were: Tony Powers, Mark Arnold, Ed Bowen, Mark Ethun, Patti Garrett, Peggy Merriss, and Paul Mitchell.

WHEREAS, the board members voting for closure were: Tony Powers, Mark Arnold, Ed Bowen, Mark Ethun, Patti Garrett, Peggy Merriss, and Paul Mitchell.

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved, by the Decatur Legacy Board that:

- 1) Each member of the Decatur Legacy Board present for the meetings does hereby confirm that to the best of his or her knowledge, the said subject matter of the executive session was devoted to matters within the relevant exception as set forth above; and,
 - 2) That the actions taken in executive session and discussion of the same are hereby ratified; and,
- 3) That the Decatur Legacy Board does hereby authorize and direct the Chair to execute an affidavit in order to comply with O.C.G.A. §50-14-4(b); and,
- 4) That the affidavit be included and filed with the official minutes of the meetings and shall be in a form which substantially complies with the requirements of the statute.

This 27rd day of March, 2025.

Chair

ATTEST: _____
Secretary

MEMORANDUM

TO: LEGACY DECATUR BOARD
FROM: MADELEINE HENNER
RE: TRACK AND FIELD UPDATE
DATE: MARCH 27, 2025

The Legacy Park Track and Field will open to the public in a Ribbon Cutting on Saturday, March 29, 2025 hosted by the City of Decatur and the City Schools of Decatur. The program will begin with opening remarks from select elected officials at 10am, followed by a Legacy Lap and Mascot Race at 11am, and leading to community play at 12pm. Food vendors will sell lunch items to be eaten outside of the Track and Field area.

This is a facility that has long been asked for by City of Decatur residents for community and student athlete use. The civic engagement around the Legacy Park Master Plan echoed the community's desire to build a track and field at Legacy Park.

This project collected public input for design, which incorporated a range of track events and field markings for a football practice field, soccer, lacrosse, flag football, and ultimate frisbee. The stonewall seating and landscaping blend the state of the art facility into the conservation area bordering the area.

In addition to the construction of the track and field, this project improved stormwater management, created ADA entrances to the gym building, and constructed a Field House with concession sale capabilities. The Field House also includes public restrooms to be open from 7am until 30 minutes after sunset.

Public community use, City Schools of Decatur programming, and City Parks and Recreation programming will be the priority for track and field scheduling. Outside events will not be considered for six months to ensure the top three priorities are balanced. The Intergovernmental Agreement between the City and City Schools govern the use and maintenance of the facility. The Shared Use Committee will oversee the ongoing management facility use with two representatives from the City Schools of Decatur, a City Parks and Recreation representative, and a Legacy Decatur representative.

MEMORANDUM

TO: LEGACY DECATUR BOARD
FROM: MADELEINE HENNER
RE: CREATIVE VILLAGE UPDATE
DATE: MARCH 27, 2025

Dekalb County served as the Responsible Entity for the FY2022 Community Project Funding Environmental Review for the FY2022 to fund the repairs in Edwards and Trustees Cottages to repurpose these buildings for affordable artist housing. The footprint for these buildings will not be altered in the renovations. The request for public comment was posted through the Dekalb Champion Newspaper on February 20, 2025. Legacy Decatur and the City of Decatur received and returned the Request for Release of Funds for Legacy Park Creative Village on March 18, 2025. The HUD public comment period is 15 business days not including holidays. It is expected that the HUD public comment will conclude on or about April 11, 2025.

Legacy Decatur will represent the City of Decatur before the City of Decatur's Planning Commission on April 15, 2025 at 7pm in the application for a Conditional Use Permit Edwards, Trustees, and Smith Cottages for residential use. The Planning Commission will recommend approval or denial of the Conditional Use Permit to the City of Decatur Commission, who will make the final decision. Legacy Park is zoned I – Institutional. This Conditional Use Permit will allow residential use in the Edwards, Trustees, and Smith Cottages. Smith Cottage will need repairs before receiving a Certificate of Occupancy for residential use.

Legacy Decatur staff have provided the City of Decatur's Public Works Department with a draft of a Request for Proposal for the repairs needed for Edwards and Trustees Cottages to ensure that the project moves swiftly once the funds are obligated.



TO: LEGACY DECATUR BOARD
FROM: MADELEINE HENNER
RE: KERR COTTAGE DEMOLITION
DATE: MARCH 27, 2025

Although preservation of natural and built environment is a priority in the Legacy Park Master Plan, some buildings were marked for demolition, including those removed prior to the start of the Decatur Housing Authority construction and Kerr Cottage. The space that Kerr Cottage inhabits now is illustrated as additional parking in the Master Plan.

The Decatur City Commission voted to approve a contract with Wrecking Corp of America, LLC for the abatement, demolition, removal and site stabilization of Kerr Cottage on March 3, 2025. It is expected that this work will begin soon after the Track and Field Ribbon Cutting. The Parking and Circulation Plan returned feedback for pervious pavement parking in this space. Legacy Decatur and City of Decatur staff will work together to achieve this vision.

Although the Master Plan did not envision significant parking construction, there were small parking additions to accommodate the park's active use. Legacy Decatur staff will continue to partner with outside organizations for use of neighboring existing parking areas for large events.

