



DeKalb County Government

Manuel J. Maloof Center
1300 Commerce Drive
Decatur, Georgia 30030

Minutes

FAB-Finance, Audit & Budget Committee

Tuesday, December 14, 2021

3:30 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: 3:36 PM

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

Present 3 - Commissioner Larry Johnson, Commissioner Jeff Rader, and
Commissioner Lorraine Cochran-Johnson

I. MINUTES

2021-3401 Commission District(s): ALL
Minutes for the November 9, 2021 Finance, Audit, and Budget
Committee
**MOTION was made by Lorraine Cochran-Johnson, seconded
by Larry Johnson, that this agenda item be approved. The
motion carried by the following vote:**

**Yes: 3 - Commissioner Johnson, Commissioner Rader, and
Commissioner Cochran-Johnson**

II. STATUS UPDATE

Financial Statements

-information provided by CFO McNabb

-JR: At what degree do you estimate Registrar and Elections exceeding their budget?

D McNabb: They are currently at 99.74%, this is primarily due to salaries and benefits. They may exceed their budget by 10%but I will reach out if it is higher

Question JR: If they reach their budget capacity how will salaries and expenses be covered till the end of the year?

D McNabb: We would ask for Mr. Williams to give the authorization to go beyond that however salaries and benefits will not be stop.

-Question JR: This wouldn't require amendment by the BOC?

Z Williams: It is rare that this happens. it may be brought forward in an omnibus amendment

JR: Okay, but it would seem like if our budget is going to be a constraining document you need to have authorization before you exceeded the budget. I'd like you to look into that and see if this is something we'd need to entertain at the next meeting Z Williams:

Absolutely

D McNabb: Outside of that our total expenditures are at 73% of budget.

Question JR: Why didn't Debt Services hit the number last year?

D McNabb: It was probably due to timing of a payment, we try to make payments not due on January 1st because in order to pay on time we have to pay in the prior year and can cause changes to our budget numbers.

-Question LJ: The funds we received from the federal government, is that included in one of these slides?

D McNabb: I believe it is but let me get back to you on that; it wouldn't be in there at the end of the year because it would show as a liability but during the year it would be shown under financial resources or governmental revenue. We have part of it already under WIFIA; I can confirm exactly how much that is and report back.

Question JR: Regarding the Sanitation fund, we have a net operating loss, I'm wondering what we are doing to address that?Z Williams: We have been meeting regarding that; we made a presentation probably 90 days ago to PWI with respect to raising fees.

Question JR: I'm aware of the proposed tipping fees as a means to address that but it appears are exceeding our budget loss. Z Williams: We are anticipating an increase in some operating expenses out of the landfill

-Question LCJ: Regarding tipping fees, where will we see the raise in the fees that were discussed? The numbers we were looking at don't at this time reflect the \$10M loan.

Z Williams: I believe the stipulation of the Board vote is that we didn't begin spending those fees until we were able to show a repayment process and provided a loan document. All those things are in process. Over the last few months we have discussed what the fee structure would look like in certain areas. I would imagine in the first quarter of 2022 we would bring something forward to the Board.

-LCJ: I don't understand why we're waiting to implement those fees. I believe Ms. Hutchinson did a good job of laying out what needed to be done in a previous PWI meeting this year regarding repayment of the loan.

Z Williams: we have not yet begun to spend that; you're right, Ms. Hutchinson did a fine job and we have made some modifications. We anticipate the first quarter of 2022.

-Question LJ: For Ms. McNabb, have you used the NACO's lost revenue calculator?

Z Williams: My understanding of how it works, is with the original allocation of funds, the first 73.5 Million, we had the opportunity to do loss recovery to augment the budget; we chose not to do that at that time, and we would allocate spending toward other areas. That's not to say that we may want to look at that when the next ARP tranche comes, roughly 75 million in the spring; we have allocated all but \$6M in the first tranche.

-Question JR: Regarding the commitment of our federal funds, we made an appropriation for stormwater improvements. I've asked for a POETA number so RPCA can start the design process. Can you issue that number so the work can begin?

Z Williams: I have not seen that request but I can make it happen tomorrow

-JR: Thank you and please follow up letting us know you have done that

III. DISCUSSION

Comprehensive Annual Financial Report

*-Question JR: We had scheduled a report on your findings on the CAFR could you provide a schedule of when this would be available?
D McNabb: We could have this available at the next FAB meeting
-JR: regarding this, please forward documentation ahead of time to Central Staff. We want to know what your plans are for implementation and when we should expect those implementations to occur.*

IV. AGENDA ITEM

New Agenda Items:

2021-3195

Commission District(s): ALL
CO - Change Order No. 1 to Contract 1236388 for Retail Image Lockbox Services for use by the Department of Finance. This contract consists of the provision of lockbox services. Awarded to: Deluxe Corporation dba REMITCO LLC. Amount Not To Exceed: \$125,000.00.

MOTION was made by Larry Johnson, seconded by Lorraine Cochran-Johnson, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 12/21/2021. The motion carried by the following vote:

Yes: 3 - Commissioner Johnson, Commissioner Rader, and Commissioner Cochran-Johnson

-information provided by CPO Horner

-Question JR: was the extension anticipated in the original contract?

C Horner: This is unanticipated is due to this being affected by the implementation of enQuesta

J Matelski: We are aware and share the concerns that have been levied against our current banking vendor however we are in the final stages of implementing our utility billing system so we cannot move away from them until we go live, having a new vendor at this time would cause more delays.

2021-3153

Commission District(s): ALL
CO - Change Order No. 4 to Contract No. 13-902703 for Banking and Financial Services: for use by the Department of Finance. This contract consists of providing all banking and financial services and earnings on cash accounts. Awarded to Wells Fargo Bank, N.A., Inc. Amount Not To Exceed: \$300,000.00.

MOTION was made by Larry Johnson, seconded by Lorraine Cochran-Johnson, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 12/21/2021. The motion carried by the following vote:

Yes: 3 - Commissioner Johnson, Commissioner Rader, and Commissioner Cochran-Johnson

-Question JR: when is the go-live for enQuesta?

J Matelski: December of 2022; as we move into the new year, prior to that we will have a RFP we go through Purchasing. We will go live in January 2023. I would anticipate going month-to-month rather than an annual renewal

-CPO Horner: we are asking for an extension through December 2022

2021-3154

Commission District(s): ALL

CO - Change Order No. 2 to Contract No. 1136419, Inventory of Capital Assets: for use by the Department of Finance. This contract consists of the inventory, appraisal, tagging and valuation of County Assets. Awarded to: HCA Asset Management LLC. CONTRACT TERM EXTENSION ONLY.

MOTION was made by Larry Johnson, seconded by Lorraine Cochran-Johnson, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 12/21/2021. The motion carried by the following vote:

Yes: 3 - Commissioner Johnson, Commissioner Rader, and Commissioner Cochran-Johnson

-information provided by CPO Horner

Question JR: So we anticipate coming in on budget, this is a term only renewal, what was the date through?

C Horner: December 2022

Question JR: Will it take that long to go through?

D McNabb: yes we are waiting on the final delivery of the project, everything is done but we are asking Malden and Jenkins to come and confirm everything has been accounted for and that we will be ready for the audit, this shouldn't change the amount or take long to complete.

-LJ: Motion to approve until a date certain

2021-3359

Commission District(s): ALL

SS - Odyssey SoftCode (Sole Source): for the State Court for use by the Marshal's Office. Consists of providing electronic real time updates by sending real time data to the case management system. Awarded to Tyler Technologies Inc. Amount Not To Exceed: \$307,748.00

MOTION was made by Larry Johnson, seconded by Lorraine Cochran-Johnson, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 12/21/2021. The motion carried by the following vote:

Yes: 3 - Commissioner Johnson, Commissioner Rader, and Commissioner Cochran-Johnson

-information provided by Director Matelski

[2021-3454](#)

Commission District(s): All Commission Districts
Request for Grant Award Acceptance in the amount of \$ 425,000 from the Office of the Juvenile Justice and Delinquency Prevention (OJJDP)

MOTION was made by Larry Johnson, seconded by Lorraine Cochran-Johnson, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 12/21/2021. The motion carried by the following vote:

Yes: 3 - Commissioner Johnson, Commissioner Rader, and Commissioner Cochran-Johnson

-information provided by Colet Odenigbo, Keisha Jones

-Question LJ: this is a great grant and opportunity. Do you have something at the Juvenile Court - how do we help the environment to ensure these girls stay successful? Are you teaming with other departments?

K Jones: yes we have. We have also worked with the CHIPS program that parents and children work through. In addition we have a parent support group for parents of children who have come through the juvenile system, as well as jobs.

-Question LJ: when they leave their house, many times the neighborhood may be high crime or lack resources; the temptation to repeat is tempting; how are you working with other entities to help change their environment?

K Jones: that is part of what is going on with the resources we provide with the parents as well, regarding jobs, training, resume-writing to make it a holistic approach. We will be working with other departments that the Court has going on as well.

-LJ: right; the goal is that if we can change the environment they are around, you can do so through collaboration as a tool.

-Question JR: regarding staff members, will those be time-limited positions? How will you go beyond 2024?

K Jones: at this time we do not anticipate going beyond 2024; we are continually looking at other funding sources; we are currently using grant funds

Meeting Ended At: 4:29 PM

MOTION was made by Larry Johnson, seconded by Lorraine Cochran-Johnson, that this agenda item be adjourned meeting. The motion carried by the following vote:

Yes: 3 - Commissioner Johnson, Commissioner Rader, and Commissioner Cochran-Johnson

Barbara H. Sanders-Norwood CCC, CMC