



# DeKalb County Government

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

## Minutes - Draft

### FAB-Finance, Audit & Budget Committee

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Tuesday, March 14, 2023

3:30 PM

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Meeting Started At: 3:31 PM

Attendees: Commissioners Bradshaw, Patrick, Cochran-Johnson, Terry

**Present**      3 - Steve Bradshaw, Robert Patrick, and Lorraine Cochran-Johnson

#### I. MINUTES

**2023-0167**      Commission District(s): ALL  
Minutes for the February 16, 2023, Special Called Finance, Audit,  
and Budget Committee  
**MOTION was made by Robert Patrick, seconded by Steve  
Bradshaw, that this agenda item be approved. The motion  
carried by the following vote:**

**Yes: 2 - Bradshaw, and Patrick**

**Not Present: 1 - Cochran-Johnson**

**2023-0166**      Commission District(s): ALL  
Minutes for the February 23, 2023 Special Called Finance, Audit, and  
Budget Committee  
**MOTION was made by Robert Patrick, seconded by Steve  
Bradshaw, that this agenda item be approved. The motion carried  
by the following vote:**

**Yes: 2 - Bradshaw, and Patrick**

**Not Present: 1 - Cochran-Johnson**

**2023-0168** Commission District(s): ALL  
Minutes for the February 27, 2023, Special Called Finance, Audit, and Budget Committee

**MOTION was made by Robert Patrick, seconded by Steve Bradshaw, that this agenda item be approved. The motion carried by the following vote:**

**Yes:** 2 - Bradshaw, and Patrick

**Not Present:** 1 - Cochran-Johnson

## II. AGENDA ITEM

### *New Agenda Items:*

[2023-0209](#) Commission District(s): ALL  
CO - Change Order No. 3 to Contract No. 1144683 Utility Billing Software Maintenance and Support (Sole Source): for use by the Department of Finance. This contract consists of maintenance and support of the software system (CPAK) utilized to process utility billing for various County departments. This request seeks to ratify a previously provided ninety (90) day contract term increase as well as increase contract funds and term through December 31, 2023.

Awarded to AdaptToSolve, Inc. Amount Not To Exceed: \$700,000.00.

**MOTION was made by Robert Patrick, seconded by Lorraine Cochran-Johnson, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 3/28/2023. The motion carried by the following vote:**

**Yes:** 3 - Bradshaw, Patrick, and Cochran-Johnson

*-information provided by Director McNabb*

*-Question RP: does this also cover the online fees?*

*D McNabb: that was a separate item that you already approved. Additional information provided by Director McNabb*

*-Question RP: regarding water billing, will we be removing those fees?*

*D McNabb: we will be removing those fees*

*-Question TT: is the intention in the future regarding reminders, will we be able to send texts to residents to pay bills through the system?*

*D McNabb: we will have to check*

*-Commissioner Patrick requests discussion on reserve funds and what other jurisdictions utilize regarding that.*

*-Question SB: Ms. McNabb is that something that we could bring forward*

*-D McNabb: yes, could I have about 30 days?*

*-SB: that will work. Central Staff please work with Ms. McNabb on adding to the agenda*

2023-0211

Commission District(s): ALL

REN - Contract No. 1193275 Development of Cost Allocation Plans for DeKalb County (Annual Contract - 3rd Renewal of 4 Options to Renew): for use by the Office of Management & Budget (OMB). This contract consists of providing professional services for overhead and administrative cost studies for all County programs. This request is to exercise the 3rd renewal option through March 31, 2024. Awarded to MGT of America, Inc. dba MGT Consulting Group. Amount Not To Exceed: \$117,000.00.

**MOTION was made by Lorraine Cochran-Johnson, seconded by Robert Patrick, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 3/28/2023. The motion carried by the following vote:**

**Yes: 3 - Bradshaw, Patrick, and Cochran-Johnson**

*-information provided by Director Sigler*

Meeting Ended At: 3:39PM

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

**Yes: 3 - Bradshaw, Patrick, and Cochran-Johnson**

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Barbara H. Sanders-Norwood CCC, CMC