



DeKalb County Government

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

Minutes - Draft

FAB-Finance, Audit & Budget Committee

Tuesday, November 14, 2023

3:30 PM

Meeting Started At: 3:42 PM

Attendees: Commissioners Bradshaw, Patrick, Cochran Johnson, Terry

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

I. MINUTES

2023-1394

Commission District(s): ALL

Minutes for the October 24, 2023 Finance, Audit, and Budget Committee

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

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

II. AGENDA ITEM

Finance

2023-1035

Commission District(s): ALL

CO - Change Order No. 4 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 is to increase the contract funds and term through December 31, 2024. Awarded to AdaptToSolve, Inc. Amount Not To Exceed: \$752,000.00.

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 12/12/2023. The motion carried by the following vote:

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

-information provided by Michelle Butler, COO Williams

-comments provided by Commissioner Cochran-Johnson

-RP: was there an original cost projection when this began and are we within that?

-response provided by COO Williams

-Question TT: this is the billing system but also the public interface for people to pay their fees?

Z Williams: correct

-Question TT: when will the new system come on line?

Z Williams: this gives us a cushion; early to mid-summer it is slated to come on line

-comments provided by Commissioner Terry

-Question TT: will the new system be able to alert customers when there are spikes in usage?

-response provided by CFO McNabb

2023-1068

Commission District(s): ALL

SWC - Statewide Contract No. 99999-SPD0000100-0002 Office, Computer, and Education Furniture: for use by Finance - Utility Customer Operations (UCO). This contract consists of the purchase of office cubicles to provide better spacing and COVID protection for the UCO call center staff. Awarded to: Affordable Interior Systems, Inc. (AIS). Amount Not To Exceed: \$243,600.76.

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 12/12/2023. The motion carried by the following vote:

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

-information provided by CFO McNabb

-Question TT: are we using ARP funds for this?

D McNabb: it is operating funds

2023-1285

Commission District(s): ALL
CO - Change Order No. 4 to Contract No. 1136419 Inventory of Capital Assets: for use by the Department of Finance (Finance). This contract consists of the inventory appraisal, tagging and valuation of County Assets. This request is to increase contract funds and term through December 31, 2026. Awarded to HCA Asset Management, LLC. Amount Not To Exceed: \$210,000.00.

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 12/12/2023. The motion carried by the following vote:

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

-information provided by CFO McNabb

-comments provided by Commissioner Terry

-RP: when they are identifying everything the county owns, is that the beginning of an asset management system?

D McNabb: it is for the accounting side, not yet for the maintenance side; additional comments provided by CFO McNabb

OMB2023-1298

Commission District(s): All
SWC - Statewide Contract (SWC) No. 99999-SPD-T20190814-0001 Cloud Solutions and Services: for use by Finance - Office of Management & Budget (OMB). Consists of piggybacking off the competitively let SWC to purchase OpenGov software to use for budget development, management, reporting, and transparency. Awarded to Carahsoft Technology Corp. Amount Not To Exceed: \$1,303,272.00.

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 12/12/2023. The motion carried by the following vote:

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

-information provided by Director Sigler

-comments provided by Commissioner Terry

-additional information on the system provided by Director Sigler

III. DISCUSSION

FY24 Annual Budget Process

*-information provided by Director Sigler
-comments provided by Commissioner Terry*

ARP Fund Report

*-information provided by CFO McNab
-Question SB: what's our deadline for expending funds?
D McNabb: we have to have everything expended by December 2026; but we are planning to have everything committed by the end of 2024 so that we have 2 years to expend
-comments provided by Commissioner Terry
-Question TT: is there anything left with CARES funds?
D McNabb: let me double check what is available; if there is any money left it is committed
-TT: next time we have this please bring back CARES report
-additional comments provided by Commissioner Terry
-TT: could we let the customers know the advertising or marketing for financial assistance?
-response provided by CFO McNabb
-Question TT: did we already approve the stormwater ARP projects?
-response provided by COO Williams*

Meeting Ended At: 4:32PM

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

Barbara H. Sanders-Norwood CCC, CMC