



# DeKalb County Government

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

## Minutes - Draft

### OPS-County Operations Committee

*Commissioner Mereda Davis Johnson*  
*Commissioner Michelle Long Spears*  
*Commissioner Ted Terry*

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Tuesday, October 1, 2024

1:00 PM

Manuel J. Maloof Auditorium

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Meeting Started At: 1:05 PM

Attendees: Commissioners Davis Johnson, Terry, Long Spears, and Patrick

**Present**      3 - Commissioner Mereda Davis Johnson, Commissioner Michelle Long Spears, and Commissioner Ted Terry

#### I. MINUTES

**2024-1171**      Commission District(s): All Districts  
Minutes for the September 17, 2024 County Operations (OPS) Committee Meeting;  
**MOTION was made by Michelle Long Spears, seconded by Ted Terry, that this agenda item be approved. The motion carried by the following vote:**

**Yes:** 3 - Commissioner Davis Johnson, Commissioner Long Spears, and Commissioner Terry

#### II. AGENDA ITEM

*Previously Heard Items*

**Innovation & Technology (IT)**

2024-1078

Commission District(s): All  
CO - Change Order No. 1 to Contract No. 1365939 enQuesta Annual Hosting, Maintenance, and Support (Sole Source): for use by the Department of Innovation and Technology (DoIT). This contract consists of the annual hosting, maintenance, and support of a state-of-the-art Customer Information System (CIS) solution for the County's customer billing system integration. This request seeks to add the Department of Watershed Management (DWM) to the contract and increase the contract scope of work and funding. Awarded to Systems and Software, Inc. Amount Not To Exceed: \$5,674,248.85.

**MOTION was made by Michelle Long Spears, seconded by Ted Terry, that this agenda item be recommended for approval to the Board of Commissioners, due back on 10/8/2024. The motion carried by the following vote:**

**Yes: 3 - Commissioner Davis Johnson, Commissioner Long Spears, and Commissioner Terry**

*MDJ: Has this come back from audit?*

*DM: Yes, audit noted that this change order is for 1 year and the other vendor contract is through 2028, we expect to bring back another CO next year for fees.*

*When the County moved to the enquesta system, the County absorbed the convenience fees for electronic fund transfers and credit card payments.*

*The County has added several payment methods and has seen a 700% increase in credit card processing and a 200% increase in EFT.*

*MDJ: How much do we pay in fees yearly?*

*DM: we estimate that the County will pay ~\$4 million in fees per year.*

*MDJ: is this worth it?*

*DM: Yes, we believe it is a service to our customers.*

*MLS: Audit noted that 7 invoices for \$2 million were billed without a change order or Board approval, can you please explain?*

*DM: Yes, the implementation of enquesta was managed by the IT department and operations is handled by the UCO and Finance. When the County changed the version of enquesta that was being implemented, the vendor changed the payment platform. IT was aware of the change but Finance wasn't, it took the period of time of 7 invoices to negotiate a new change order.*

*RP: Requests data on the payment data from the time of implementation.*

*TT: Do commercial accounts pay in a different manner? Do they still have to pay a fee? Can we make a distinction for residential vs. commercial customers?*

*MDJ: Concerns about delineating using residential vs commercial due to small businesses.*

*DM: We are trying to make a distinction based on meter size.*

*TT: What is the distribution of payment type ie CC vs PP vs EFT?*

*Committee requests that the discussion of processing fees for residential vs commercial come back as a presentation at the 10/15 ?QPS/PWT?*

**Board of Commissioners - District 2**

[2024-0190](#) Commission District(s): All Commission Districts  
An Ordinance for Companion Animal Litter Permit and Transfer and Sale of Dogs and Cats in DeKalb County, Georgia  
**MOTION was made by Michelle Long Spears, seconded by Ted Terry, that this agenda item be recommended for deferral to the Board of Commissioners, due back on 10/8/2024. The motion carried by the following vote:**

**Yes: 3 - Commissioner Davis Johnson, Commissioner Long Spears, and Commissioner Terry**

*Motion to defer to the 11/19/24 BOC*

*OPS 12/3/24*

[2024-0861](#) Commission District(s): All Commission Districts  
An Ordinance to Prohibit Transient and Outdoor Sales of Dogs, Cats, and Domestic Rabbits in DeKalb County, Georgia  
**MOTION was made by Michelle Long Spears, seconded by Ted Terry, that this agenda item be recommended for deferral to the Board of Commissioners, due back on 10/8/2024. The motion carried by the following vote:**

**Yes: 3 - Commissioner Davis Johnson, Commissioner Long Spears, and Commissioner Terry**

*VE: The ordinance in front of you is ready for enactment, however Commissioner Spears has requested a two week deferral to allow for public review.*

*MDJ: if i had a dog that had puppies could I still sell them or give them away from my house?*

*VE: Yes this concerns the transient location of the sales.*

*Defer for two weeks.*

[2024-0842](#) Commission District(s): All Commission Districts  
Resolution to Review and Amend the Board of Commissioners Standing Procedural Rules  
**MOTION was made by Michelle Long Spears, seconded by Ted Terry, that this agenda item be recommended for deferral to the Board of Commissioners, due back on 10/8/2024. The motion carried by the following vote:**

**Yes: 3 - Commissioner Davis Johnson, Commissioner Long Spears, and Commissioner Terry**

*Defer to the 10/24/24 BOC meeting with a stop in OPS 10/15/24*

*New Agenda items*

**Airport (PDK)**

2024-1138 Commission District(s): 1 and 6  
Lease Amendment No. 7 to Contract No. 500676 (formerly Contract No. 79-1971) with Epps Air Service, LLC dba Aero Center Epps Atlanta, LLC (formerly Epps Air Service, Inc.) There is no cost to the County.

*Item moved to Consent Agenda at the 10/1/24 COW.  
TT: What is the revenue generated by this lease?ZLW:  
We will bring that information back by Tuesday.*

**Fleet Management**

2024-1051 Commission District(s): ALL  
CO - Change Order No. 1 to Contract No. 1218284 Auction Services for Disposal of Surplus Properties (Multi-Year Contract): for use by Public Works-Fleet Management. This contract consists of generating revenue through the auctioning of vehicles, trucks, tractors, heavy equipment, office furniture, and various other surplus properties of the County. This request seeks to increase the contract term through December 31, 2025. Awarded to Adesa, Atlanta, LLC. CONTRACT TERM INCREASE ONLY  
**MOTION was made by Michelle Long Spears, seconded by Ted Terry, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 10/8/2024. The motion carried by the following vote:**

**Yes: 3 - Commissioner Davis Johnson, Commissioner Long Spears, and Commissioner Terry**

No additional information requested.

**Elections (VRE)**

[2024-1079](#) Commission District(s): All  
CO - Change Order No. 1 to Contract Nos.: 1361554 and 2000027  
Commercial Movers to Transport Voting Equipment and Materials  
(Emergency): for use by the Department of Voters Registration and  
Elections (VRE). These contracts consist of providing services to  
transport election equipment and materials to polling sites for the  
2024 Primary Election, Run-off Election, and General Election  
cycles. This request seeks to ratify previously provided services and  
seeks approval to continue services through December 31, 2024.  
Awarded to Ryder Transportation Services, Inc. and Atlanta Peach  
Movers, Inc. Total Amount Not To Exceed: \$302,800.00.

**MOTION was made by Ted Terry, seconded by Michelle Long  
Spears, that this agenda item be recommended for approval. to  
the Board of Commissioners, due back on 10/8/2024. The  
motion carried by the following vote:**

**Yes: 3 - Commissioner Davis Johnson, Commissioner Long Spears, and  
Commissioner Terry**

No additional information requested.

#### Facilities Management

[2024-1121](#) Commission District(s): All  
CO - Change Order No. 1 to Contract No. 1379287 Juvenile Justice  
Center Canopy Installation (180 Day Contract): for use by Facilities  
Management. This contract consists of construction services for the  
installation of a canopy over the Judges' parking lot at the DeKalb  
County Juvenile Justice Center. The rescission and re-award request  
was approved without notating a revised contract term. This request  
seeks to increase the contract term through May 31, 2025. Awarded  
to Brad Construction Company II, LLC. CONTRACT TERM  
INCREASE ONLY.

**MOTION was made by Ted Terry, seconded by Michelle Long  
Spears, that this agenda item be recommended for approval. to  
the Board of Commissioners, due back on 10/8/2024. The  
motion carried by the following vote:**

**Yes: 3 - Commissioner Davis Johnson, Commissioner Long Spears, and  
Commissioner Terry**

No additional information requested.

### III. DISCUSSION

Charter Review Recommendations

LCJ: I believe that all 33 recommendations made by the Charter Review Commission are firm and well thought out. They were able to reconcile a lot of the discrepancies between the existing Organizational Act and the current State law, and remove ambiguity.

There are two main areas of concern for me, the first is the recommendation in section 9 the powers and duties of the Board of Commissioners and concerns the extension of subpoena powers to the Board of Commissioners. This recommendation causes me some concern. Subpoena powers should not be taken lightly. During my tenure with the Board, I have not seen this right exercised however I believe that this right should remain vested in the office of the CEO. If there is a need for a subpoena and if a Commissioner believes that there should be a need for an individual to come forward for an investigation, that there should be a unilateral decision between the Board and the CEO. I am concerned about automatically extending the right to the Board.

Regarding vacancies to appointed positions, I concur with Commissioner Bradshaw, if a CEO fails to make an appointment for a 13A appointment. I believe that a 60 day period would be sufficient.

MDJ: if an appointment is not filled in 60 days you would recommend that the Board fill it?

LCJ: Absolutely.

LCJ: I would also support an amendment to the Budget schedule. The budget due date would become October 1st.

The Charter Review Commission went to great lengths to ensure the inclusion of the community. I think that the NPU's become a Board conversation because the Board has Community Councils and we do not need multiple vehicles, we just need one that operates properly.

Ensuring that the current Community Council is formatted in a way that maximizes participation is important.

I agree with the need for a Purchasing Ordinance.

My only concern moving forward at this time is that Districts 3 & 7 are vacant. I believe that all Commissioners should have the opportunity to read, review and vote on such a critical document.

I also agree that as of 2029 the County will begin systematic review of the Organizational Act every 8 years.

The only other thing that I would have liked to see is a formal procedure for when a Commissioner should run or qualify for a different seat that is a written matter of law in the Organizational Act of how the department and staff would be handled, so there is clarity.

I also have a concern as it relates to the "for clause" aspect in regards to the County Attorney and the Chief Operating Officer, as it relates to the ability of any administration to choose who serves alongside them. The Board and other constitutional offices have that right and the CEO should as well.

MLS: Regarding the Purchasing ordinance, do you think it could be adopted by the 4/1/25 deadline?

LCJ: I think we can make the deadline.

MLS: Why is this one of the recommendations that you find so important?

LCJ: Because Purchasing and Contracting is where the money resides, and if there are issues that would be where you'd find them. Ensuring that we have best policies and procedures in place, as well as a formal policy that is designed to eliminate any opportunity or perception there of for inappropriate action. Government transparency and accountability starts with the money and the finances.

MLS: Upon entering office will you do any kind of audit for efficiency and processes that the Board could move forward? LCJ:

Yes, I have enlisted 4 organizations to handle the formal transition that will look at a total of 8 departments. They will go into departments to review procedures, job roles and responsibilities to ensure that they align with the delivery of the requirements and job roles of departments to ensure efficiency in service delivery.

*TT: I have some suggestions that I would like to include.*

*TT: Related to the Community Council and Planning Commission appointments, can we create another layer of community input? Expand the Community Councils with more seats as Super Districts only have two seats.*

*TT: Request that the Organizational Act provides clarity for once a CEO is certified, that the transition process can begin in a way where the government can make staff and resources available to the CEO elect.*

*TT: Request that we align the budget with the millage rate instead of it being bifurcated as it is now.*

*TT: Addressing CEO Thurmand's memo, if the County thinks that the substantive recommendations of the Charter Review Commission will not be heard or addressed by the legislature next session, that we prepare a technical updates document and make changes that the County can make at the local level.*

Meeting Ended At: 2:10 PM

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Barbara H. Sanders-Norwood CCC, CMC