



# DeKalb County Government

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

## Minutes

### OPS-County Operations Committee

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Tuesday, September 6, 2022

1:00 PM

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*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: 1:01 PM

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

**Present**      3 - Commissioner Mereda Davis Johnson, Commissioner Steve Bradshaw, and Commissioner Robert Patrick

#### I. MINUTES

**2022-2063**      Commission District(s): All Districts  
Minutes for the August 16, 2022, County Operations (OPS) Committee Meeting;  
**MOTION was made by Robert Patrick, seconded by Steve Bradshaw, that this agenda item be approved. The motion carried by the following vote:**

**Yes:** 3 - Commissioner Davis Johnson, Commissioner Bradshaw, and Commissioner Patrick

#### II. AGENDA ITEM

*New Agenda Items:*

**2022-2153** Commission District(s): All  
To Appropriate \$4,400,184 to Voter Registration & Elections  
**MOTION was made by Robert Patrick, seconded by Steve Bradshaw, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 9/13/2022. The motion carried by the following vote:**

**Yes: 3 - Commissioner Davis Johnson, Commissioner Bradshaw, and Commissioner Patrick**

*-information provided by COO Williams, VRE Director Keisha Smith*

*-Question MDJ: what languages are being translated currently?*

*K Smith: today Spanish and Korean*

*-Question TT: I understand the limitations of having the ballots translated currently. The ordinance discussed would be for future elections 2023 and beyond. Do we feel that the current contract with Profile Marketing can respond to additional language requests or local community groups that may ask for additional documentation?*

*K Smith: yes, we can work with Profile PR who can work with their subcontractor in that regard. Additional information provided by Director Smith*

*-Question TT: regarding the community organizations that are engaged, I think we have most of those organizations identified. Do we have capability in the current budget to partner with community organizations to recruit bilingual poll workers and provide additional support for the elections?*

*K Smith: yes and that is definitely the plan to leverage local organizations that are working in those areas. That is budgeted to do that community engagement*

*-Question TT: regarding a poll worker pay chart, could you remind me what the pay increases were?*

*K Smith: we brought everyone up to what would average \$15/HR for election day for those workers. That is part of the \$2.8M we budgeted for that level of pay for the election and runoff if there is one*

*-Question MDJ: I would assume for early voting as well?*

*K Smith: yes; they were already at \$15 for early voting, and that is budgeted*

*-Question LCJ: has the ship already sailed for increasing translation services in 2022?*

*-response provided by Director Smith*

*-Question LCJ: are you still in the process of recruiting? If so please send marketing materials to the commissioners so that we can assist*

*K Smith: we are in the process of updating a one pager for these communications; we are still in the process of recruiting, and training will begin September 19th*

**2022-2154** Commission District(s): All  
Proposed approval of a lease form for certain property located at 2994 Turner Hill Road, Stonecrest, Georgia 30038, consisting of approximately 141,000 square feet of space, tax parcel identification number 16 183 01 006, for use as a warehouse and office space to facilitate County voter registrations and elections operations and/or other essential County activities. The lease form is for an eight-month lease, with an option to renew for one twelve-month period, between the City of Stonecrest as lessor and DeKalb County as lessee.  
**MOTION was made by Steve Bradshaw, seconded by Robert Patrick, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 9/13/2022. The motion carried by the following vote:**

**Yes: 3 - Commissioner Davis Johnson, Commissioner Bradshaw, and Commissioner Patrick**

*-information provided by COO Williams*

*-Question MDJ: would this building be utilized for early voting as well?*

*K Smith: yes; that will help us to use that site for early voting and a training facility for our poll workers*

*-Question MDJ: is the amount for the rental in this request?*

*Z Williams: no the \$4.4M is the budget enhancement for VRE. That money would allow them to conduct elections and other operations through the end of the year. Additional information provided by COO Williams*

*-Question MDJ: so you're asking for \$30,000 per month for a minimum of 12 months?*

*Z Williams: we would like it for a minimum of 8 months. What we need it right now is for this election in November*

*-Question SB: is this item for the \$30,000 a month a separate agenda item?*

*-MDJ: this is for agenda item 2154*

*-Z Williams: the preference would be for 8 months*

*-Question JR: so the action before you is consideration of entering into the lease agreement. Is there an expectation of capital improvements needed to occupy the building?*

*-TT: regarding the voting opportunity and equity ordinance, what is the expectation in relation to the funding? Is that captured in the current budget request?*

*MDJ: that will be one of the items we will be hearing today*

2022-2083

Commission District(s): 1 and 6

Resolution to Accept Revised GDOT Federal (\$5,023,411.65) and State (\$5,810,818.13) Funding Assistance Associated with the Runway 16-34 Safety Area Improvements and Rehabilitation at DeKalb Peachtree Airport. There is a matching cost to the County of \$2,034,512.41.

**MOTION was made by Steve Bradshaw, seconded by Robert Patrick, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 9/13/2022. The motion carried by the following vote:**

**Yes: 3 - Commissioner Davis Johnson, Commissioner Bradshaw, and Commissioner Patrick**

*-information provided by PDK Director Evans*

*-Question SB: what's the plan for all that money?*

*-response provided by Director Evans*

*-Question RP : when will construction begin*

*M Evans: the spring of 2023; the contractor hasn't been awarded just yet; we had to get the money approved first. We would probably get this project in October/November. We have 3 years to spend this money from the FAA. We will start in the Spring*

*-Question MDJ: from that point how long will it take to complete?*

*M Evans: 180 days*

2022-2033

Commission District(s): ALL  
REN-Red Dyed Diesel Fuel (Annual with 2 Options to Renew): for Public Works-Fleet Management. Consists of piggybacking off the competitively let Omnia Partners Cooperative Agreement No. 53315 (Motor and Aviation Fuels & Related Services) for the purchase of red dyed diesel fuel used to fuel off-road County equipment. Awarded to Mansfield Oil Company of Gainesville, Inc. Amount Not To Exceed: \$900,000.00.

**MOTION was made by Robert Patrick, seconded by Steve Bradshaw, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 9/13/2022. The motion carried by the following vote:**

**Yes: 3 - Commissioner Davis Johnson, Commissioner Bradshaw, and Commissioner Patrick**

*-information provided by Fleet Director Gordon*

2022-1982

Commission District(s): ALL  
CO - Change Order No. 1 to Contract Nos.: 1297570 and 1297560 for On-Call Plumbing Services (Annual Contract with 2 Options to Renew): for use by the Departments of Facilities Management (FM), Recreation, Parks and Cultural Affairs (RPCA), and Fire Rescue (FR). These contracts consist of the repair, replacement, maintenance and installation of plumbing fixtures at County-owned facilities. Awarded to B&W Mechanical Contractors, Inc. and J2 Connect, Inc. Total Amount Not To Exceed: \$100,000.00.

**MOTION was made by Steve Bradshaw, seconded by Robert Patrick, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 9/13/2022. The motion carried by the following vote:**

**Yes: 3 - Commissioner Davis Johnson, Commissioner Bradshaw, and Commissioner Patrick**

*-information provided by Facilities Deputy Director Buford*

*-Question MDJ: the contract's expiration is July 31, 2023. this \$100,000 will be sufficient to meet the needs?K Buford: we believe so; we have estimates in hand for the work that is to be done*

*Previously Heard Items:*

2022-1826

Commission District(s): All  
CO - Change Order No. 1 to Contract No.: 1116360 for Special Purpose Local Option Sales Tax (SPLOST) Program Management Services: for use by the Chief Executive Officer (CEO). This contract consists of providing program management services for projects funded by SPLOST. Awarded to Atlas Technical Consultants LLC. Inc., for an Amount Not to Exceed: \$2,764,502.36.

**MOTION was made by Robert Patrick, seconded by Steve Bradshaw, that this agenda item be recommended for deferral to the Board of Commissioners, due back on 9/13/2022. The motion carried by the following vote:**

**Yes: 3 - Commissioner Davis Johnson, Commissioner Bradshaw, and Commissioner Patrick**

*-information provided by COO Williams*

*Z Williams: if we could have a 2 week deferral on this item. Mr. Kingsbury is out of town and there are items I would like to hash out  
RP: motion to defer 2 weeks*

2022-1829

Commission District(s): ALL  
CO - Change Order No. 4 to Contract Nos.: 1213631, 1213634, and 1213635 for Commercial Janitorial Services (Multiyear Contract): for use by the Department of Facilities Management. These contracts consist of the development, management and monitoring of high quality commercial janitorial/cleaning/custodial services and Day Porters at various County facilities. Awarded to: Building Maintenance Services (BMS), Cleanstar National, Inc. and A-Action Janitorial Services. Total Amount Not To Exceed: \$4,784,369.29.

**MOTION was made by Steve Bradshaw, seconded by Robert Patrick, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 9/13/2022. The motion carried by the following vote:**

**Yes: 3 - Commissioner Davis Johnson, Commissioner Bradshaw, and Commissioner Patrick**

*-this agenda item has been supported by OIIA audit review*

*-information provided by Deputy Director Buford*

*-Question TT: in the midyear budget letter it would recommended \$1.9M for enhanced janitorial services. What part of that \$1.9M is in this contract? Globally, what is the current protocol for enhanced cleaning services? What does that entail?*

*Z Williams: are we cleaning buildings that are not occupied? All of our buildings are occupied by staff and we are cleaning those.*

*Additional information provided by COO Williams.*

*Z Williams: regarding ARP funding and what portion would come, we can provide that in an itemized illustration. That will continue the work that began in March 2020*

*-Question TT: so the current regimen for buildings that are occupied is once a day?*

*Z Williams: it's more than once a day; Mr. Buford can speak to that as well*

*-additional information provided by Mr. Buford*

*-Question TT: regarding enhanced ventilation upgrades, have they been completed?*

*K Buford: unfortunately in this pandemic world we are seeing long wait times on equipment; but we have done a vast majority of those systems getting changed out. We are staying full speed ahead; all of the large facilities have been done*

*-Question TT: if we could think about any cost saving opportunities to have more funds to put into ventilation improvements that is also helpful. Will future contracts be greater because of this property in the portfolio?*

*-response provided by Mr. Buford*

*-additional information provided by COO Williams*

*-MDJ: in buildings with high-volume traffic it must be cleaned more than once a day*

## 2022-2022

Commission District(s): District 3

The VOTE (Voting Opportunity and Translation Equity) Ordinance

**MOTION was made by Robert Patrick, seconded by Steve Bradshaw, that this agenda item be recommended for approval. to the Board of Commissioners. The motion carried by the following vote:**

**Yes: 3 - Commissioner Davis Johnson, Commissioner Bradshaw, and Commissioner Patrick**

*-information provided by Commissioner Johnson*

*-additional information provided by County Attorney Ernstes on the proposed urging resolution*

*-Question MDJ: the last draft that we received was the draft of the resolution that you spoke of correct?*

*V Ernstes: correct it is the draft dated September 2, 2022. I will resend it so that you have it before you for review*

*-Question SB: are we looking to take action today?*

*MDJ: I am comfortable with it if everyone has had the opportunity to review*

*-Question TT: I reviewed the substitute and everything looks good. My question was what could be done this election cycle, which was addressed earlier. In terms of the aspects of the ordinance that are more geared toward signage and materials for community engagement, is there any reason why outside of the VRE, another entity couldn't fund things that are in the vein of voter education and marketing? Is that prohibited by State law?*

*-response provided by County Attorney Ernstes*

*-RP: I was able to review this and I'm comfortable moving forward with it*

Meeting Ended At: 2:13 PM

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

**Yes: 3 - Commissioner Davis Johnson, Commissioner Bradshaw, and Commissioner Patrick**

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Barbara H. Sanders-Norwood CCC, CMC