



# DeKalb County Government

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

## Draft- Minutes

### OPS-County Operations Committee

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Tuesday, June 1, 2021

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: 1:00pm

Attendees: Commissioner Terry, Patrick, Bradshaw, Rader, Cochran-Johnson

**Present**      3 - Commissioner Ted Terry, Commissioner Steve Bradshaw, and  
Commissioner Robert Patrick

#### I. MINUTES

**2021-2615**      Commission District(s): All Districts  
Minutes for the May 18, 2021 County Operations (OPS)  
Committee Meeting;

**This agenda item was approved**

**Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and  
Commissioner Patrick**

#### II. STATUS UPDATE

PDK Leasing Ordinance

-Attorney Welsh: last week a memorandum was recirculated of a draft amendment to the PDK Ordinance, I believe in September 2020 and we want to bring some of the standard terms we want to see in our leasing agreements forward into ordinance. We looked at other area airports operate and other leasing ordinances outside the metro area. You see additions in the areas of insurance, indemnification, land use, approval of assignment of leases and provisions related to default and bankruptcy. We find it to be best practices to put those requirements on an ordinance so there is less space for negotiation outside of special circumstances.

You will not find, no requirement leases include termination for convenience, I know that was a topic last time this circulated. Draft does include non-discriminatory language, In February the body did increase the number & category of protected classes. If this moved forward we would revive this amendment to match that change to the current code. The September version is based on us looking at other airports are regulated in Georgia and a survey of best practices.

-Attorney Ernstes: for background there is a conversation of whether long term agreements should be subjected to the compensative process as opposed to having this as the one area where counties can have leases beyond a year. The reason the airport is allowed is because we are not acting as a government we are acting as a landlord, legally called our proprietary position and one of the few exceptions to lease requirements. Long term leases usually involved fix based operators or large commercial enterprises.

-TT: when was the last time the leasing ordinance was updated and changed

-Attorney Welsh: November 2006

-Director Evans: We don't have any language for lease termination for Convenience, we do have a lot of investment into leasing that's why they go for 20 years, some other airports to longer, 30-40 years. I'd like to put an option for both sides, that if the tenant wanted to exercise a ten year option they can and we should be able to have an opt-out of that extension at will if something were to come along that we would want to invest in.

-JR: The strategy of migrating property from privately owned to publicly owned increases the scripted income of the airport because they are able to charge rent on more property but it also removes those properties from the tax rolls. And neither jurisdiction can receive taxes. Can we get some sort of comparison on how much more is earned by the airport which the recapture of the capabilities of improvements on a periodic bases versus what taxes would be paid on the privately operated asset if we were allow those to remain in private hands. How do we know what would be the best public interest.

-Director Evans: I can make a note to look into airport revenue versus taxable revenue. You are correct that the first 20 years the tenant is paying taxes on the property and that stops once it reverts back to the county. I can get with our budget analyst to get a breakdown for review. I can also work with Mr. Hicks in that discussion.

-JR: It would also be useful to that computed on the other subdivisions of the state that levy taxes at the airport, Chamblee and the school board to see their impact as well

-Director Evans: The school board receives 55% of the property tax revenue, City of Chamblee receives 16% the County receives 29%.

-Attorney Welsh: One thing to consider is the effect of the property of the new lease. So for the first 20 years of the lease the property is worth x but once those improvements are rolled in any extended period the property is now with X plus. My understanding is at least some portion of the lease hold is taxable to the tenant, so there should be an increase of revenue to the county when those improvements are rolled to the lease hold value. The existing lease hold does require an assessment and appraisal at every renewal term.

-TT: with our conversation with Mr. Hicks we can flush out some more practical examples and scenarios of what might be changing to help capture the complexities. I think we need to dive a little deeper in terms of appraisal and lease agreement and how that works in terms of property taxes and other fees.

-RP: I'm intrigued by Commissioner Rader's idea, do we have a way to calculate impact on smaller operators versus larger ones

-Director Evans: The smaller outfits that are here are usually in an office building so they are not paying property tax. Large outfit are leasing the hangers which is triggering the analysis and appraisal.

-TT: so if a new hanger is built and that is airport of a 20 year lease are we saying that aside from the building and infrastructure any personal property like a jet would not be taxed

-Director Evans: It is taxed

-JR: in the first term it is a taxable asset and at the end of the lease if they want to continue to occupy it then the property improvements reverts to the county the tax bill essentially goes away and then the lease is re executed we do get a partial return of tax revenue because of the tax assessor but now it is public property.

-TT: can we bring this back in the next month

Director Evans: Yes we will shoot for a month from today to work on the request and analysis. I will defiantly let the committee know if we cannot do that before a month.

### III. AGENDA ITEM

#### *New Agenda Items*

[2021-2421](#)

Commission District(s): ALL  
CO - Change Order No. 4 to Contract No. 1070633 for the Purchase of New Computers, Laptops, Scanners, and Accessories: for use by the Department of Innovation and Technology (IT). Consists of piggybacking off the Statewide Contract (SWC) No. 99999-SPD-SPD000161-004 to purchase new computers, laptops, scanners and accessories utilized by all County departments. Awarded to Dell Marketing, L.P. Amount Not To Exceed: \$1,500,000.00.

**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 6/8/2021. The motion carried by the following vote:**

**Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick**

*-Director Matelski: This particular change order is being done by purchasing in timing with the state contract. This request for additional funding is for the county to continue to go through planning for return to work scenarios. As we go through mid-year budgeting it is clear that all areas are in need for additional devices to keep us connected at home and in office*

*-TT: is this part of CARES Act or normal funding*

*-Director Matelski: most of this has been and will be CARES Act funding*

*-JR: Has anyone proposed or undertaking an analysis of a work place hybrid or our need for physical space. One of the goals I have when we invest in technology is that we get some sort of benefit, whether in productivity or reduction in physical infrastructure needs.*

*-TT: That is a great point, the clerk office is an example of being mostly remote and productive, it leads into other questions like when are we going to come back to the Maloof Building. And brings up questions like if folks choose not to get vaccinated will these always be remote or wear a mask. It makes me wonder what the next few years will look like*

*-COO Williams: to Rader's question, yes we are working on what the population will look like once that happens. Sam Street is a good example of this conversation. Likely will look like people working remotely and in these offices simultaneously*

*-JR: are we doing a plan of restacking our workplace plan? It seems like we have a lot of empty offices*

*-TT: is the idea here this is going to continue to support remote work*

*-Director Matelski: Absolutely, support remote work and on site, where they can have a dock and home and at work and ensure that type of mobility*

*-TT: is the intent with this item moving forward to continue to have hybrid work in perpetuity. Could within the facilities is this an opportunity for us to have a discussion about reopening, is that something we can do through operations?*

*COO Williams: I think OPS would be appropriate once the CEO and his team have had time to make terminations and propose a plan*

2021-2468

Commission District(s): All

CA - Safety Shoes (Cooperative Agreement): for use by all County departments. This contract consists of the purchase of various styles, types, and sizes of safety shoes and boots for County employees. Awarded to Saf-Gard Safety Shoe Co. Amount Not To Exceed: \$472,000.00.

**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 6/8/2021. The motion carried by the following vote:**

**Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick**

*-CPO Horner: This particular cooperative agreement provides us with a \$26 discount off each pair of shoes and accessories, another advantage being they have local stores so employees can do in and order shoes instead of trying to do something like mail order*

*-TT: So whenever an employee needs new work shoes they can just go in as needed order shoes and it draws from this account basically*

*-CPO: pretty much, the department will make a purchase order then the employee will go in and make sure the shoes fit*

*-TT: I'm assuming this is mostly for public works*

*-CPO: That is correct, this is primarily used for watershed, sanitization, roads and drainage and Recreation & Parks*

2021-2551

Commission District(s): ALL

CO - Change Order No. 1 to CPA 1171242 for Implementation of Cityworks Asset Management Platform (Annual Contract 2nd Renewal of 2 Options to Renew). for use by the Department of Innovation and Technology (IT): for use by Public Works - Roads and Drainage (R&D) and the Department of Facilities Management (FM). Consists of providing implementation services for Cityworks Asset Management software. Awarded to Woolpert, Inc. Amount Not To Exceed: \$24,125.00.

**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 6/8/2021. The motion carried by the following vote:**

**Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick**

*-Director Matelski: This item will allow Roads and Drainage to migrate data to the current system from the legacy system. Once complete they will be able to go live with this application our goal is September of this year. Facilities is looking to go live later this month or July and Traffic engineering will be late July as well. By September we should all these departments fully integrated*

*-RP: Will you be able to provide GIS maps in packets for future projects. Sometimes it's easier to see a visual then read the road names in text.*

*-COO Williams: I think we would be able to provide that but let us take a look on the best way to provide that. Certain contracts will provide an "End Area" over the whole project*

### 2021-2561

Commission District(s): All

SS - Avolve Software Corporation SAAS ProjectDox Electronic Plan Review (Sole Source): for use by the Department of Innovation and Technology (DoIT). Consists of the purchase of ProjectDox Software to be used by Planning and Stainability to allow citizens to submit commercial and residential plans, (i.e. engineering, constructions) electronically for review and approval. Awarded To: Avolve Software Corporation. Amount Not To Exceed: \$671,760.00.

**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 6/8/2021. The motion carried by the following vote:**

**Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick**

*-Director Matelski: this is for planning and review software. We own the software but every year is a repurchase or renew. We are asking for a five year renewal the amount is 134,000 annually and locked in as a five year price commitment. The team is working on developing some online training and remote training*

*-TT: does company provide training or is this in house*

*-Director Matelski: We do get training but our goal is in house because we want to make sure we are training based on our processes but we do get support from the vendar*

*-TT: is the training for applicants?*

*Director Matelski: Absolutely, this is primarily for applicants, we had a lot of this set up but then the pandemic hit.*

*-TT: If the end user is applicants or builders can we get a report back on how that training is going manifest and get that online for them.*

*-COO Williams: We can bring it back to OPS or to PECS where we are having an ongoing conversation on the modifications that are taking place in Planning and Development*

*-TT: This seems primarily for Planning and Sustainability, is the fire marshal involved at all*

*-COO Williams: yes there are a number of units that are involved but this is ongoing conversation in PECS. This system helps to organize all the in house coordination.*

*-TT: We can pick it up in PECS*

*-Director Matelski: there are two programs this one and Hanson, Hanson is part of the discussion it is the overall arching tool that includes this and other systems.*

2021-2562

Commission District(s): All  
CO - Change Order No. 2 to Contract No.: 1135992 for Storage/Back Recovery with NetApp Systems: for use by the Department of Innovation and Technology (IT). Consists of the lease of NetApp data storage equipment to expand the County's data storage capacity. Awarded to ProSys Information Systems. Amount Not To Exceed: \$125,854.02

**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 6/8/2021. The motion carried by the following vote:**

**Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick**

*-Director Matelski: As we move forward to get all our backup systems to the cloud, we still need time. This will give us to the end of this year.*

*-TT: This contract will get us our data storage capacity or do we need more*

*-Director Matelski: This should cover the capacity as well as provide a degree of expansion unless someone comes to us with a large program we were not initially supporting and needs it to move over we may have to come back.*

*-TT: Can you speak about why we need to use this*

*-Director Matelski: We want to make sure that our sole source of data is not sitting in one single place but is backup to a server which provides back up for any potential disaster scenario and provides continuity of operations should anything happen. We are about 70% in the cloud, this will help us get the last of it to the Cloud*

*-TT: This is part of security net*

*-Director Matelski: Absolutely, should we have an incident this should get up back up to operations quickly*

2021-2583

Commission District(s): All  
CO - Change Order No. 1 to Contract No. 1249472 for Maintenance, Repair & Operation (MRO) Products: for use by the Departments of Facilities Management (FM), Watershed Management (DWM), Recreation, Parks and Cultural Affairs (RPCA), Police Services (PS), Property Appraisal & Assessment, Fire Rescue (FR), Public Works - Roads & Drainage (R&D), Sanitation & Beautification, Voter Registration & Elections (VR&E), Sheriff's Office, Fleet Management and Peachtree Airport. Awarded to W.W. Grainger, Inc. Amount Not To Exceed: \$105,000.00.

**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 6/8/2021. The motion carried by the following vote:**

**Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick**

*-CPO Horner: The purpose of this is to add sheriff's office, fleet management and PDK to the previous approved amount.*

*-TT: so repair an operation products are daily use such as drills and hammers*

*-CPO Horner: Basic stuff yes*

*-SB: Out of all the departments who is the largest user and what what amount*

*-CPO Horner: I believe it is watershed, we do not have a breakdown by department*

Meeting Ended At: 2:07 pm

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

**Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick**

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Barbara H. Sanders-Norwood CCC, CMC