



**Development Authority of DeKalb County, Georgia**  
**d.b.a.**  
**Decide DeKalb Development Authority**

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**Decide DeKalb Development Authority**  
**Finance and Audit Committee Meeting Minutes**

**Board Members**  
**Officers**

Mr. Don Bolia  
Chair of the Authority  
President  
Peachtree Government  
Relations

Mr. Kevin Gooch, Esq.  
Vice-Chair of the Authority  
Partner  
Alston & Bird LLP

Ms. Miranda Mack McKenzie  
Secretary of the Authority

Mr. Sai Reddy  
Treasurer of the Authority

Mr. Andrew Greenberg  
Board Member of the Authority  
Executive Director  
Georgia Game Developers  
Association

Ms. Kimberly Adams  
Board Member of the Authority  
Director at Cox Automotive,  
Inc.

Rebekah Coblentz  
Board Member of the Authority  
Senior Property Manager  
NAI Brannen Goddard

Mr. James P. Monacell, Esq.  
Counsel to the Authority  
Smith, Gambrell & Russell,  
LLP

**Date:** Tuesday, September 10, 2019  
**Time:** 9:30 am  
**Location:** Conference Call

**Finance and Audit Committee Members Present:**

Mr. Sai Reddy, Chair  
Ms. Rebekah Coblentz, Finance and Audit Committee Member  
Mr. Don Bolia, Finance and Audit Committee Member

**Staff Members Present:**

Mr. Dorian DeBarr, Interim President

## Finance and Audit Committee Meeting Minutes September 10, 2019

The September 10, 2019 meeting of the Finance and Audit Committee of the Decide DeKalb Development Authority was called to order at 9:30 a.m. on Tuesday, September 10, 2019 via phone conference.

### **I. CALL TO ORDER**

Sai Reddy presided and called the meeting to order.

### **II. ITEMS FOR DECISION**

#### **A. Minutes:**

##### June 16, 2019 Minutes

Mr. Bolia made a motion to approve the July 16, 2019 Finance and Audit Committee meeting minutes of the Decide DeKalb Development Authority. Ms. Coblenz seconded the motion, which was unanimously approved.

### **III. ITEMS FOR APPROVAL**

#### **a. Decide DeKalb August 2019 Financial Statements**

Mr. DeBarr presented the August 2019 Decide DeKalb financial statements for the period ending August 31, 2019. Mr. DeBarr noted total revenue of \$1.1M and total expenses of 1.09M, resulting in net income of \$9K for the period.

Mr. Bolia made a motion to approve the August 2019 Decide DeKalb financial statements. Ms. Coblenz seconded the motion, which was unanimously approved.

#### **b. Decide DeKalb 2019 Financial Audit**

Mr. DeBarr presented the results of the 2019 Decide DeKalb financial statement audit. Mr. DeBarr noted that the Authority received an unqualified opinion. The Authority received one audit finding, related to segregation of duties due to limited staff at the Authority. Mr. DeBarr informed the committee that the Auditors would present to the full board during our October board meeting.

Mr. Bolia made a motion to approve the Decide DeKalb 2019 Financial audit. Ms. Coblenz seconded the motion, which was unanimously approved.

#### **c. WorkSource DeKalb Contract**

Mr. DeBarr presented the WorkSource Dekalb contract. This contract formalizes the relationship between Decide DeKalb, WorkSource DeKalb and Advance Dekalb for the Business Relations Specialist. The contract also provides the framework for the position as well as identifies that the source of funding will be entirely from Advance DeKalb.

Mr. Bolia made a motion to approve the WorkSource Dekalb Contract. Ms. Coblenz seconded the motion, which was unanimously approved.

#### **d. Qualtrics Contract**

Mr. DeBarr presented the Qualtrics contract to the committee for review. The contract will allow for the Authority to conduct a business survey of DeKalb County businesses. This contract is entirely funded by Advance DeKalb.

Mr. Bolia made a motion to approve the Qualtrics Contract. Ms. Coblenz seconded the motion, which was unanimously approved.

**IV. ITEMS FOR DISCUSSION**

**a. Office Relocation**

Mr. Reddy moved to adjourn the September 10, 2019 Finance Audit Committee meeting. The meeting adjourned at 9:58 a.m.