



# DeKalb County Government

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

## Minutes - Draft

### FAB-Finance, Audit & Budget Committee

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Tuesday, May 23, 2023

3:30 PM

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Meeting Started At: 3:31PM

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

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

#### I. MINUTES

**2023-0603**      Commission District(s): ALL  
Minutes for the May 9, 2023 Finance, Audit, and Budget  
Committee

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

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

#### II. DISCUSSION

Fund Balance Reserve Policy

-presentation provided by CFO McNabb, Elise Lomel of PFM

-Question TT: if we were to do a 3 month reserve, it seems that may take a while to get to. Is there contemplation of adoption of a policy, with an aspirational goal based on economic criteria?

E Lomel: many of the policies we reviewed had a minimum fund and a goal level as well

-Question TT: are there projections on what it would take to get above two months?

CFO McNabb: we don't have projections at this point in time; the gradual step up could be set as goals. Also what needs to be included in that policy, is that if there needs to be a draw on that fund balance, exactly how it will be replenished over a number of years. Additional comments provided by CFO McNabb

-Question TT: regarding Cobb, Fayette, Forsyth, and Gwinnett, you mentioned they are AAA rated. Did you highlight them because rating agencies appreciate that?

E Lomel: I think the rating agencies appreciate the thought that went into those policies, which are comprehensive and take into account all the funds across the counties. Additional information provided by Ms. Lomel

-additional comments provided by CFO McNabb

-Question TT: we approved our Stormwater utility fund rates this morning. There is the goal to get to \$10.5M reserve balance in that fund. What does that represent if we get to that goal of operating in the time period?

D McNabb: that would be more like 4 month; additional comments provided by CFO McNabb

-comments provided by Commissioner Patrick

-Question LCJ: what is our current surplus fund balance?

TJ Sigler: for the 2023 budget, the ending fund balance for tax funds is \$148 million. I believe that is 2.1 months

-Question LCJ: those that had AAA rating all had 3 months correct?

D McNabb: correct that was their policy, many of them higher than that

-LCJ: someone should be in charge of the plan to get us to 3 months; in the words of CEO Thurmond we've taken the training wheels off the bike. I would like to see what it would take to get us to the 3+ month fund balance to be in line with those who are AAA rated, and for you COO Williams to report back on the action that is necessary

-comments provided by COO Williams

-TT: I would like to do a follow up meeting with you CFO McNabb and PFM for my additional questions

-Question TT: maybe this is the time to formalize the 2 months reserve policy; I wonder that by just adopting where we already are could be a positive mark for where we will be in the following years. As we work on an aspirational goal in that direction I would be inclined to further discuss how the other fund amounts play into the goal of AAA bond rating. I would also be interested to see how the EHOST reserves fit into this

-comments provided by Director Sigler

### III. AGENDA ITEM

*New Agenda Items:*

2023-0425

Commission District(s): ALL

RA - Ratification of Purchase Order No. 1326928 DeKalb County State Court Full Technology Repair for Two State Courtrooms (Emergency): for use by the DeKalb County State Court (State Court). This request seeks to ratify needed emergency repairs for State Court courtrooms. Awarded to: BIS (Business Information Systems) Digital, Inc. Amount Not To Exceed: \$154,672.11.

**MOTION was made by Lorraine Cochran-Johnson, seconded by Robert Patrick, that this agenda item be recommended for approval upon receipt of additional information to the Board of Commissioners, due back on 6/13/2023. The motion carried by the following vote:**

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

*-information provided by COO Williams*

*Z Williams: a substitute will be forthcoming to fully articulate more clarification for auditing purposes*

2023-0447

Commission District(s): All

RFP - Request for Proposals No. 22-500613 Electronic Jury Management System (Multi-Year): for use by the DeKalb County Superior Court (Superior Court). Consists of providing web-based or cloud-based professional services, hardware, maintenance, and support for an electronic jury management system. Recommend award to the highest scoring proposer: ICON Software Corp. Amount Not To Exceed: \$601,445.30.

**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 6/13/2023. The motion carried by the following vote:**

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

*-Information provided by Superior Court Administrator Lenora Hawkins-Ponzo*

#### IV. STATUS UPDATE

Public Defender Update

-presentation provided Claudia Saari, DeKalb Public Defender

-Question RP: is there a service that links from what police body cameras are to your office to the DA's office to where a link can be sent, rather than the data being downloaded? Is there a secure storage place?

-response provided by Public Defender Saari

-Question RP: if there's any physical documents produced, are you able to scan those electronically and dispose of the hard copies?

C Saari: yes in 2019 we began storing client files electronically. Additional information provided by Ms. Saari

-Question RP: you have how many pending homicides?

C Saari: currently 270 pending homicides; that is due primarily to the COVID-19 pandemic and the courts backlog

-Question TT: in terms of the trends, are those trends holding where you are having more open than closed from the last 5 months? So the load is getting larger?

C Saari: yes that's correct

-Question TT: how are you doing regarding your vacancies and filling of positions?

C Saari: that is helping tremendously; we don't have any vacancies at this particular time. DeKalb pay scale is not as large as Fulton County's and that is our largest competitor

-Question TT: regarding the quality of work environment, do you have any feedback from your employees regarding non-salary related benefits that make working in DeKalb a more attractive place?

C Saari: a hybrid work policy is very valued by employees; the other feedback that we get is professional development and the opportunity to grow

-Question TT: does your office take advantage of tuition reimbursement?

C Saari: no because it has to be within our budget; it would have to be added within our budget

-Question TT: COO Williams could you provide more information on the storage of the data?

-response provided by COO Williams

-Question SB: what has kept you here 36 years?

-responses provided by Public Defender Saari

-Question SB: what is the size of your operating budget?

C Saari: \$16.1M

-Question SB: you mentioned winning a case before the US Supreme Court? Can you elaborate on that?

-responses provided by Public Defender Saari

## Financial Statements

-discussion not heard in committee

Meeting Ended At: 4:37PM

**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, Cochran-Johnson, and Patrick**

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Barbara H. Sanders-Norwood CCC, CMC