



Minutes

Board of Commissioners
Retreat Meeting - Part II
March 10, 2012
8:30 a.m.

Notice: A complete audio recording of this meeting can be heard by accessing Fayette County's Website at www.fayettecountyga.gov. Click on "Board of Commissioners", then "County Commission Meetings", and follow the instructions. The entire meeting or a single topic can be heard.

The Board of Commissioners of Fayette County, Georgia, met in Official Session on Saturday, March 10, 2012, at 8:30 a.m. in the Commissioners' Conference Room of the Fayette County Administrative Complex, 140 Stonewall Avenue, Fayetteville, Georgia.

Commissioners Present:

Herb Frady, Chairman
Robert Horgan, Vice Chairman
Steve Brown
Lee Hearn
Allen McCarty

Staff Present:

Jack Krakeel, County Administrator
Scott Bennett, County Attorney
Carol Chandler, Executive Assistant
Karen Morley, Chief Deputy Clerk
Mary Holland, Chief Financial Officer
Toni Jo Howard, Assistant Chief Financial Officer
Various Department Heads

Chairman Frady called the Board's Retreat Meeting to order at 8:30 a.m.

A. Division of Administrative Services

Administration: County Administrator Jack Krakeel remarked that the Retreat Meeting was designed to identify the critical issues that are facing the County across the broad spectrum of all of the services that are being provided. He said staff would be providing the Board with some strategies and solutions to some of those issues and also to get the Board's direction on how to proceed. He noted that the Board had been presented primarily financial information at the February 1st Retreat regarding the current status of the County. He said staff was projecting that the County would end up somewhere in the area of \$2.2 million decline in the valuation of the digest. He discussed several opportunities for the Board to consider in stabilizing the FY 2013 budget. He discussed several strategies for balancing the FY 2013 budget costs.

There was a consensus of the Board to (1) properly forecast salary projections for next year; (2) utilization of capital item close outs this year to help balance the budget and (3) to offer an early retirement plan to those employees who are eligible. He said this process would begin fairly quickly because of the time that would be involved in getting documentation to the Board. He said this would be done in the next two to three weeks for approval and then communicate that information to the eligible employees under this plan.

Financial Update: Chief Finance Officer Mary Holland gave an overview of the County's financial situation. She strongly believed that staff could balance the year without having to utilize very much of the fund balances if any. She reviewed some of the requests that staff has received from various departments for capital needs projects. She said these included roof repair of the administrative complex building and the historic courthouse, fuel dispenser replacement at the Fleet Maintenance Department, carpet replacement at the library, direction for issues regarding Kenwood Park, Fire and EMS request for a replacement schedule for turnout gear, and replacement of self contained breathing apparatus as well as additional funding for the burn building.

Commissioner Brown exited the meeting at 9:20 a.m. and did not return to the meeting.

Ms. Holland further remarked on Fire and EMS request for a replacement schedule for heart monitors, E-911 request for replacement of several work stations as well as telephone upgrades. Ms. Holland also discussed court surcharges and the amount of revenues coming in from the law library, the jail fund, juvenile supervision, victims assistance and the drug program. She said it was time to negotiate a more equitable agreement regarding jail inmate expenses with the cities.

Assistant Finance Director Toni Jo Howard discussed some of the State and Federal mandates with the Board and Jack Krakeel interjected that the degree of compliance activity continues to escalate every year. Mr. Krakeel further remarked that the auditing standards that the County has to adhere to constantly are being changed and with the current economic environment the degree of financial disclosure required of local governments was changing every single year and this places additional work loads on the finance staff. He commended the Finance staff for all of the work they has this past year even with the reduction of staff positions in the Finance Department.

County Administrator Jack Krakeel discussed consolidation of services with the municipalities. He remarked on the consolidated E-911 system. He noted that all of the municipalities, the County government and the Board of Education all operate off a single set of radio frequencies that was managed out of one central location. He said he has had numerous conversations with the City Manager of the City of Fayetteville and those conversations have dealt with looking at other opportunities for collaboration between the County and the City of Fayetteville specifically in the areas of service delivery. He said the City Manager had received approval from the Fayetteville City Council for staff to begin a dialogue on service delivery between the County and the City of Fayetteville. He said the three principle areas of discussion are (1) looking at a potential consolidation of fire services between the County and the City; (2) looking at service delivery strategy for water services; and (3) looking at service delivery strategy for building inspection services. He asked for the Board's authorization to charge him with the responsibility of working with the Fayetteville City Manager and having

discussions and engaging appropriate staff in those discussions and then based on those discussions bring forth recommendations to the Board of Commissioners with respect to those service delivery strategies.

There was a consensus of the Board for County Administrator Jack Krakeel to engage in these negotiations with the City of Fayetteville for these service delivery strategies.

Mr. Krakeel discussed LOST negotiations with the Board. He said there were statutory requirements associated with Local Option Sales Tax and it is the fundamental responsibility of the County to issue a call for negotiations by notifying the affected municipalities and the State Department of Revenue in writing. He asked for direction by the Board as to when they would like to issue the call for negotiations and pointed out that this must be done by July 1st. He said because of the potential ramifications involved with this issue, he recommended that the Board begin this process no later than April 1st and the Board agreed with his recommendation.

Mr. Krakeel discussed public Sunday sales of alcohol. He said it was his recommendation that the Board hold off on making that decision until such a time as this issue could be incorporated into a General Election so that a Special Election would not have to be held and incur the costs associated with a Special Election for just one item to be on a ballot. He said it was his recommendation should the Board want to move forward to utilize the General Primary election as the vehicle to place this issue on the ballot for referendum in July of this year. He said the Elections Department would need to be notified to begin the appropriate paper work to the language established and incorporated into the ballot for the July General Primary.

There was a consensus of the Board for the issue of public Sunday sales of alcohol be placed on the General Primary ballot for the July General Primary.

Chairman Frady called for a short recess at 10:00 a.m. Chairman Frady called the meeting back to open session at 10:10 a.m. He noted that Commissioner Brown was absent from the meeting.

Mr. Krakeel discussed reorganization of County departments. He noted that the most recent of those occurred approximately four and one half years ago when he was asked to be the County Administrator at which time he had made recommendations to the Board on creating and fully implementing a divisional structure of government. He said that process had worked well for the County, however, because of various financial constraints there have been several areas that were not addressed. He said the County Administrator current span of control is over 13 departments that are direct reports to him. He said another 15 or so that are secondary reports in addition to the Constitutional Officers and all of the various boards and committees. He said the current structure is a six divisional structure consisting of community development and the director of that division is Pete Frisina who has specific responsibilities for Planning and Zoning and Permits and Inspections. He noted there is a Community Services Division with no identified head of that division. He said there are four departments that fall underneath the Community Services Program including the Library, Parks and Recreation, Tax Assessor's Office and Elections Office and these are direct reports to him. He said there is also a Public Safety Division which Chief Allen McCullough is the Director and it encompasses Fire Services, Emergency Services, Emergency Management, the Marshal's Office, E-911 and Animal Control. He said there is an Administrative Services Division that directly reports to him and this included the Finance Department,

Information Systems, Purchasing Department and Human Resources. He said the Public Works Division has Phil Mallon as the Director and this includes the Engineering Department, Roads Department, Fleet Maintenance Department, County's SPLOST program and the Building and Grounds Maintenance Department. He said there is also a Utility Services Division and the Director of the Water System Tony Parrott is the over the functions of the Water System, Community Septic, Stormwater Management and also the Solid Waste Program which includes the Landfill and all of the associated activities. He said in light of reducing the span of control that the County Administrator is currently responsible for, he recommended that two divisions be consolidated and that was the Community Services Division and the Community Development Division with Pete Frisina as the Director as well as placing underneath that division the responsibility of Planning and Zoning, Permits and Inspections, Library Services and Parks and Recreation. He said the office of the County Clerk as well as the Elections Office and the Tax Assessor's Office, because of their unique reporting relationships between boards that are appointed and help to oversee the activities of those departments and the County Clerk with responsibilities to the Board of Commissioners with direct reports to the County Administrator. He remarked that the County Administrator's span of control will now go from 13 individuals to 8 individuals with 5 division directors and then the Elections, Tax Assessor's Office and the County Clerk. He felt this would provide for more of a straight line approach.

Purchasing: Purchasing Director Ted Burgess discussed property and casualty insurance. He discussed how the County applies for its annual insurance policy as well as automobile liability insurance. He remarked that the RFP process had not worked well for staff. He noted that there was only a small number of carriers who would underwrite governments. He said this could limit the effectiveness of a traditional RFP.

Mr. Krakeel remarked that he felt the broker approach was an appropriate methodology to use. He said the county would have the expertise of the broker every single year. He suggested going to a three year term and utilize a broker to competitively price the County's property and casualty insurance in order to receive the most competitive price. He said staff would be making a recommendation to the Board for approval and Mr. Burgess would begin working on this process.

Mr. Burgess discussed automobile liability insurance coverage. He said there was \$500,000 maximum liability for injury or death of one person in one accident or one occurrence or \$700,000 maximum liability for injury or death of two or more persons in one occurrence plus \$50,000 maximum liability for property damage per occurrence. He said it was his recommendation that the County continue to pay the premium to cover up to the legal liability of \$750,000 but for the cases where sovereign immunity does not apply have a maximum of \$1 million rather than the current \$2 million. He said this should save the County some money.

There was consensus by the Board that this was a reasonable recommendation.

B. Division of Public Works: Public Works Director Phil Mallon discussed several issues with the Board including S.P.L.O.S.T., the East Fayetteville By-Pass, Transportation Investment Act, gravel roads prioritization and current work being done on County roads. Mr. Mallon remarked on the 320 Fund and the 321 Fund. He said three intersection projects were completed and the majority of the money was spent on five years of resurfacing. He said there was one project for the intersection of Corinth Road and SR 54 that was ready for construction and there was another project with 90% of the design being complete and that was the

intersection of Inman Road/ Goza Road and SR 92 in the Southern portion of the County. He estimated that there would be an excess of approximately \$500,000 in the 320 fund after these two outstanding projects were completed. He said he would like Board direction. He said in his opinion two options were (1) use these funds for resurfacing in the latter half of 2013 or (2) the intersection of Antioch Road and SR 92. He said there were some opportunities to work with the Georgia Department of Transportation for possible funding. He said this would need to be coordinated with the outcome of the transportation referendum vote coming up in July.

Mr. Mallon further remarked that to date nine projects have been completed with one of the biggest projects still under construction and that was the West Fayetteville Bypass Phase II. He said there were three bridge projects underway with one being ready for construction at Westbridge Road and two that were still under design. He said there the last project on the books and the biggest one of all was the East Fayetteville Bypass. He said currently unless there is new direction from the Board the projects that will exhaust the 70% are the bridge projects, Phase II of the West Fayetteville Bypass and the East Fayetteville Bypass. He said after these projects were complete the County would have \$25.5 million remaining on the books.

Chairman Frady said the Board would then go to construction of the East Fayetteville Bypass with those funds. He said the West Fayetteville Bypass would take traffic off the SR 92 Highway, SR 85 Highway, and Redwine Road. He said the East Fayetteville Bypass would only take traffic off SR 92 Highway.

Mr. Krakeel remarked that there were also matching revenues available for the East Fayetteville Bypass. He said the \$25 million would be left in the SPLOST funding but did not take into consideration possible Federal funding that might be available. Mr. Mallon interjected there was currently approximately \$13 million Federal funding.

Commissioner McCarty asked how much Federal funding there was for the West Fayetteville Bypass and Mr. Mallon replied zero money for Phase I and Phase II and Phase III has some money long range. Mr. Mallon pointed out that Phase III of the West Fayetteville Bypass has \$12.8 million Federal funding allocated in long range to some time 2018, 2020 or 2030.

Mr. Krakeel said he felt there needed to be a clarification made between the two pots of Federal money and these are the Transportation Improvement Plan and the other is the Regional Transportation Plan. He noted that the funding that was in the TIP was funding that has been acquired and allocated to a project and it is available when that project is beginning development. He said funding in the RTP was not funding that was currently available and was a projection of future funding that will be applied for to the Federal government for that project when that project becomes a reality. He said this did not mean that the project would be funded at that level or the funds provided by the Federal government. He said this would be a planned expenditure in the future. He remarked that the only money that was planned at the Atlanta Regional Commission for the East Fayetteville Bypass was approximately \$13 million with \$7 million of that being TIP money.

Commissioner Horgan asked how much it was going to cost to complete the West Fayetteville Bypass which is Phase III and Mr. Mallon replied that the estimates range from \$7 million to \$13 million depending on the alignment.

Commissioner Hearn felt the alignment of the East Fayetteville Bypass needed to be looked at as well as the cost for that. He said it comes down to deciding if Phase III of the West Fayetteville Bypass will be constructed or doing Phase I of the East Fayetteville Bypass.

Mr. Mallon discussed a detailed summary of the funding history of the East Fayetteville Bypass as well as all of the County's projects in the TIP and RTP. A copy of the summary, identified as "Attachment No. 1", follows these minutes and is made an official part hereof. He remarked that in reviewing the documents, the East Fayetteville Bypass was first mentioned as far back as 1990 with more discussion in 1997 at which point it had a cost estimate of \$36 million. He said it was not until the 2003 transportation plan that it was at a cost of the figures currently discussed. He noted that the important difference was that in the 2003 plan where Phase I was referred to, it did not mean from Jeff Davis to SR 54. He said Phase I in the 2003 plan meant design and right-of-way and Phase II meant construction of the entire project. He remarked that the current cost estimate was approximately \$48 million to complete the East Fayetteville Bypass. He then reviewed several maps with the Board and discussed options regarding the East Fayetteville Bypass.

Mr. Mallon discussed gravel roads in the County and remarked that there were 51.8 miles of gravel road in the County. He said of those 51 miles, 21 roads have petitions wanting improvements with some of those petitions being only one or two years old and others as old as ten years. He said staff had created a gravel road paving policy which states if property owners want a road paved, they have to be willing to donate 80% of that road. He said after the petition was received, staff would prepare cost estimates and then report to the Board to determine if this could be done. He pointed out that the roads listed for possible paving were Kelly Road, Quarters Road specifically the segment coming off Ebenezer Road, and Swanson Road. He said there were also some other roads at the top of the list including Massengil, Friendship, and Trickum Creek. He asked if the Board wanted to keep the amount of money that was currently in the CIP for roads and if so, what roads would the work be done on.

Commissioner Hearn asked for the amount of money currently in the CIP for paving of dirt roads. Mr. Mallon replied that he did not have that information in front of him and Chief Finance Officer Mary Holland reviewed some of these figures with the Board.

Director of the Road Department Andy Adams discussed a handout regarding asphalt prices, asphalt paving for spring 2012, and asphalt paving for FY2013. A copy of the handout, identified as "Attachment No. 2" follows these minutes and is made an official part hereof. He discussed all road work being done on county roads and the funds budgeted for this road work.

Commissioner Hearn felt it would be prudent for this Board to allocate \$250,000 in additional funding out of the reserve fund to help with the cost of materials in order to get these roads paved. Mr. Mallon interjected that this was the time of year for paving to be done and in order to get the paving done, it would require additional funding.

Mr. Krakeel said the Board would need to make a decision regarding paving no later than the first week in April. Chief Finance Officer Mary Holland remarked that this would require Board action and it was her recommendation that Mr. Adams put this item on a Commission Agenda for consideration.

Chairman Frady called for a short recess at 12:30 p.m. for lunch. He reconvened the meeting at 1:00 p.m.

C. Division of Public Safety: Public Safety Director Allen McCullough and Chief Tom Bartlett discussed fire station 3 (Tyrone) disposition and operational and capital needs including ambulances, heart monitors and turnout gear. Mr. McCullough also discussed the RFP that was sent out for fire station 3 for architectural services and noted that there had been 24 respondents. He said it was staff's goal to bring a recommendation to the Board in April for awarding the bid for the RFP. The Board also discussed the value of the fire station with the failed septic system. Mr. Krakeel questioned if there might be deed restrictions on the property since it was built by volunteers. County Attorney Scott Bennett said he would check this issue as well as options for disposal and what the County can and cannot do. Mr. Krakeel said the Tyrone Town Manager had inquired about this issue and he wanted to be able to respond.

Mr. McCullough commented on the operational and capital needs of the department. He pointed out that there had only been one fire station added in Fayette County in 25 years. He noted that the City of Fayetteville had doubled their stations from 1 to 2 stations and Peachtree City doubled from 2 to 4 stations. He remarked on the ISO report that the County had recently received, it was recommended that Fayette County actually needs 4 additional fire stations below S.R. 54. He also discussed adding a few more paramedics and this was just for an upgrade and not new positions. He said his department averages 22 calls per day and this past week the calls hit a surge at 30 calls per day. He said there are times when all 5 ambulances are out on calls. He also commented that currently there are only 2 individuals on a fire truck responding to calls. He remarked that there was approximately \$620,000 remaining in the fire reserve undesignated fund balance and approximately \$1.2 million in the EMS reserve fund. He remarked that there were some major capital items that were really needed funded in EMS and he would discuss these during the budget process. He discussed a handout with the Board regarding his department's needs. A copy of the handout, identified as "Attachment No. 3" follows these minutes and is made an official part hereof.

Mr. McCullough remarked on the safety turnout gear and said coming into this budget year his department would need approximately \$37,000 over the next few years to be able to continue to replace the structural firefighting turnout gear. Chief Tom Bartlett remarked that the turnout gear was the line of defense and was one of the critical items that was necessary. Mr. McCullough discussed the issue of heart monitors and the replacement of some of that equipment. He noted that the \$51,000 would help his department over the next two or three years to replace all of the heart monitors.

Chairman Frady asked how much money was currently available for the Emergency Center and Mr. McCullough replied there was currently \$1 million and \$1.3 million for fire station #4 that might be used for the new center. Mr. Krakeel said he felt by the time the Board reaches the budget process discussions, he would have a better idea of how discussions are going with the City of Fayetteville regarding possible consolidation of fire services. He said if that were to come to fruition, then it certainly would reduce the financial impact on the fire fund to be able to support the construction of the headquarters facility. He felt it would come close to funding the entire cost with maybe a small amount coming from unassigned fund balance. Chief Finance Officer Mary Holland pointed out that the costs to operate the new center would have to be identified because that would impact the operating budget as well. Assistant Finance Director Toni Jo Howard asked if there was

a consensus of the Board to add \$59,733 to capital for a radio upgrade to a minimum narrowband 12.5kHz efficiency and the Board agreed.

Director of Communication Cheryl Rogers discussed E-911 issues. She remarked on the 911 consoles and pointed out that the current furniture was purchased in 1996 and used constantly every hour of every day. She said this furniture had gotten to the point where it might cause injury to employees. She remarked that eight of the consoles will cost \$150,000. She said it was staff's recommendation to consider funding for eight consoles and noted that this would be a capital project for E-911. She said funding had been set aside for rebanding. Assistant Finance Director Toni Jo Howard interjected that E-911 currently has \$179,000 in their unassigned fund for E-911. Ms. Howard said the project that Mr. Rogers is referring to has already been funded and this money could be allocated by the Board to be used for this purpose. County Administrator Jack Krakeel said staff would present this information to the Board during budget discussions. He noted that this current meeting is only for informational purposes.

Ms. Rogers commented on the second critical issue which is also part of the capital fund was the Vesta Pallas upgrade including software and hardware which is the E-911 telephone system. She said this system was purchased and put in place in 2004. She said the current company had notified her that they will no longer support the equipment. She said in lieu of purchasing an entirely new 911 system at this point, the current system could be upgraded. She said the two options are (1) would provide a basic software upgrade and cost approximately \$11,133 and would only take the system to 2014 at which time a new 911 system would have to be purchased; or option (2) would be to replace several hardware components but would cost considerably more money in the amount of \$52,841 and would take the department through the obsolescence of this program which is 2018.

Ms. Rogers further commented on one item that was not listed in the capital projects but has been included. She asked for direction from the Board. She said the Communications Board had requested that the E-911 center achieve E-911 center accreditation through the Commission for Law Enforcement Agencies. She said the center currently meets these standards already but this was for public safety communications as opposed to law enforcement thus requiring more standards that would have to be met. She said part of the cost for this would have to be paid up front with the initial cost being in the amount of \$5,200. She said once the self-assessment was completed, there would be an audit and granted accreditation status. She noted that there would also be an annual fee in the amount of \$3,235 to keep accreditation up to date. County Administration Jack Krakeel said staff would have a recommendation for the Board during the upcoming budget discussions with respect to this request.

D. Division of Utility Service: Water System Director Tony Parrott discussed issues in the Water System including the Lake McIntosh project. He pointed out that the two water plants were projected to handle almost 23 million gallons of water per day and the County was currently averaging less than 9 million gallons

Stormwater Management and Solid Waste: Director of Stormwater Management Vanessa Birrell updated the Board on the status of the stormwater utility and the Solid Waste Plan. A copy of her handout, identified as "Attachment No.4", follows these minutes and is made an official part hereof. County Administrator Jack Krakeel commented on the connector road between First Manassas Mile and SR 54 which the Board had

decided as high importance. He said staff had also been working on an analysis of that priority as it relates to the solid waste program.

Ms. Birrell remarked that she handles most everything regarding environmental for the County as well as handling development regulations, oversees the transfer station including managing the waste management contract and works with the contractors to ensure that the County is in compliance with all of the solid waste information. She said she also works with Water System Director Tony Parrott on the street lights. She remarked that she also is responsible for all stormwater issues. Said she had prepared a very conservative estimate on what she could predict comfortably with this road closure. She said with the closing of this road, the County may be able to avoid some compliance remediation. She said the amount of \$360,000 was a very conservative cost that she felt the County could save if the road was closed. Mr. Krakeel felt the Board should take the closure of First Manassas Mile Road into serious consideration and then put in a new road from Highway 54 on property that the County owns and tie that into the end segment of First Manassas.

Ms. Birrell provided an update of the stormwater utility. She said this basically involved two phases and working on raising revenue, doing the billing and also doing the inventory. The said the billing was broken down into three parts and staff was ready to turn that information over to Munis. She said as the Board previously directed her, staff had started the inventory process. She said staff had prioritized going from the oldest subdivisions to the newest in the County and had completed the training to the meet the national standards.

The Board called for a short recess at 2:20 p.m. Chairman Frady called the meeting back to open session at 2:30 p.m.

E. Division of Community Development: County Administrator Jack Krakeel commented that this issue has come up at the request of the City of Fayetteville. He said the City held their retreat yesterday and the City Manager discussed this specific issue with the Council since it was originally an initiative that began several years ago in 2006 in which the Board did approve the formation of a task force to study the SR 54 corridor in the area of the Piedmont Fayette Community Hospital with respect to how that should be developed on a future basis. He said the City Manager had asked that Mr. Frisina to present the Board with the work that had been done in the past on this issue. He said more than likely in the next several months the City would be asking the Board for some direction.

Director of Community Development Pete Frisina commented on the hospital overlay zone. He said the City Manager said there would be an upcoming event either through the Chamber of Commerce or the Development Authority where they will have a discussion about this. He said in 2006 was when the County and the City started the joint initiative to study that area. He said that was a reaction to two things (1) the Del Webb proposal that came before the Board asking approval for six units per two acres for a project consisting of 1,000 acres; and (2) the City and the County started getting inquiries about this area of the hospital to build another Fayette Pavilion. He said because of these two issues, the City and the County were not in favor of the request and decided to meet and discuss this area. He said about 2009 the City and the Development Authority were the ones who funded hiring local architectural firm who drafted a more detailed master plan for the area. He said it was still conceptual in terms of character, looks and layout. He said this is the plan that

needs to be vetted by both jurisdictions to see if this is the concept that both the County and the City agree to. He noted that the Development Authority is the marketing arm for this concept.

Chairman Frady remarked that this was a great plan. Commissioner Horgan agreed and remarked that area was the next great economic area of Fayette County and he was very much in favor of it.

Building Department: County Administrator Jack Krakeel remarked that in preparing for this upcoming budget he had asked all of the County Departments to take a look at their fees and whether or not their fees were in line with not only the cost of providing a particular service but how they compared with other jurisdictions. Director of Permits and Inspections Joe Scarborough discussed fees and operating costs for the Building Department. A copy of his handout, identified as "Attachment No. 5", follows these minutes and is made an official part hereof. He remarked that Fayette County's fees were significantly below all of the surrounding jurisdictions. He said he wanted to bring this information to the Board's attention and to ask for direction from the Board to allow him to meet with Finance Department staff to draft a detailed analysis of the current fees and operating costs in order to come up with a proposed fee increase that would be presented to the Board at a later date for consideration. He said staff certainly understands the difficult economic times across the board. He noted that he has the complete support from the Home Builders Association of Midwest Georgia and this letter was included with his backup information that he provided the Board and Commissioner Hearn and Commissioner Horgan said they also agreed.

Commissioner McCarty said he agreed but felt it should be a little less than everybody else. Commissioner Hearn said staff would really have to take into account what the County's costs were and make sure those were covered. He said he was not in favor of making money but would like the fee to reflect the County breaking even.

Director of Community Development Pete Frisina remarked that traditionally the Building Department had only covered approximately 50% of their costs.

Chairman Frady said he agreed that this has to be done.

County Administrator Jack Krakeel commended Joe Scarborough for the degree of work that he and his staff have done over the last five years. He pointed out that the letter of support from the Home Builders Association of Midwest Georgia reflects that and speaks volumes to the degree of work to create a collaborative working relationship with the builders here in Fayette County.

Mr. Scarborough remarked on the issue of consolidating services and the County being able to takeover those inspections, he said he currently had the inspector workforce right now to take over without missing a step with a planned examiner and himself picking up the inspection tickets. He said there were currently so many qualified outstanding certified inspectors who would love to work for Fayette County, he would have no trouble with filling positions that the increased permit numbers might support.

F. Division of Community Services:

Tax Assessor's Office: Chief Tax Assessor Joel Benton discussed staffing needs for his department. He remarked that there was not enough staff in his office to get the work that has to be done completed. He presented a handout to the Board indicating the real property breakdown and the history of the digest years. A copy of the handout, identified as "Attachment No. 6", follows these minutes and is made an official part hereof. He remarked that he had 14 personnel in his office during 2006 and approximately 6 individuals handling the appeals who were qualified to do so. He said at that time there were approximately 722 appeals during that year and then the market started to decline. He remarked that there were 392 appeals in 2007, and in 2008 there were 299 appeals. He said at that time he lost one residential appraiser and one commercial appraiser. He said at that time the economy was looking bad and there was a hiring freeze and he could not hire additional staff. He said in 2009 there were 1,270 appeals. He said in 2009 the law went into effect that assessment notices had to be sent out to all residents of the County. He remarked that Fayette County had been somewhat delayed as far as catching up with the decline in the market. He said there were over 1,600 appeals in 2010 and also an increase in 2011 with less staff which was the same staff working with the lower number of appeals several years ago. He said currently he has a total of 12 employees in his department instead of 14 and only four of those employees handling those appeals on a full time basis. He said his staff must send out tax notices in May of every year and it was getting to the point where appeals would be overlapping. He said with the current law, notices must be sent out to every resident of Fayette County, as citizens receive their notice, they are filing their appeal.

Mr. Benton said he was aware that this was not a good time for him to ask for additional staff, but the department personnel were really struggling right now to get these appeals worked and finalized. He said there were also a lot of issues involved with commercial/industrial properties. He said his department was down two persons more than last year. He said some of his staff have gone for their certifications and have the knowledge to process appeals but they are not getting paid for what they are certified for. He said he currently has three employees who are certified as an Appraiser II with two of them working full time.

Commissioner Hearn clarified that this request would come to the Board during the budget discussions and Mr. Krakeel remarked that staff would be making recommendations to the Board during the budget discussions.

Elections Office: County Administrator Jack Krakeel noted that there had been a consensus of the Board to put the referendum for Sunday alcohol sales on the July Primary Ballot. He asked Mr. Sawyer to start the necessary procedures to get that in place. Elections Supervisor Tom Sawyer discussed various issues in his office. He said his office was governed by all of the laws through the Secretary of State's Office. He said the early voting was moved back to 21 days and two Saturdays before the election there was available Saturday voting. He said a couple of years ago the Board had approved money for his office for an imaging system that had been implemented. He said this system was going to save his office substantial monies going forward. He discussed the E Z Vote system with the Board and remarked on the time that would be saved by his office staff. He also discussed some of the elections that would be occurring during this year that his staff would be getting ready for.

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County Administrator Jack Krakeel said this concluded staff's presentations to the Board for the FY2013 retreat. Hearing no further business to come before the Board, Commissioner Hearn made a motion to adjourn the meeting at 3:25 p.m. Commissioner Horgan seconded the motion. The motion carried 5-0.

Prepared by:
Karen Morley, Chief Deputy Clerk