

## BOARD OF COUNTY COMMISSIONERS

Eric K. Maxwell, Chairman  
Randy Ognio, Vice Chairman  
Steve Brown  
Charles W. Oddo  
Charles D. Rousseau



## FAYETTE COUNTY, GEORGIA

Steve Rapson, County Administrator  
Dennis A. Davenport, County Attorney  
Tameca P. White, County Clerk  
Marlena Edwards, Deputy County Clerk

140 Stonewall Avenue West  
Public Meeting Room  
Fayetteville, GA 30214

# MINUTES

## Special Called Budget Workshop

May 25, 2017  
5:00 p.m.

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### 1. Call to Order

Chairman Eric Maxwell called to order the May 25, 2017 Special Called Budget Workshop. A quorum was present. Commissioner Charles Rousseau arrived at 5:16 p.m.

### 2. Acceptance of Agenda

Vice Chairman Ognio moved to accept the agenda as presented. Commissioner Brown seconded. The motion passed 4-0-1. Commissioner Rousseau was absent.

### 3. County Administrator Steve Rapson and Chief Finance Officer Mary Parrott will provide update regarding the proposed Fiscal Year 2018 Budget.

A copy of the PowerPoint presentations, identified as "Attachment 1", follows these minutes and is made an official part thereof.

Chief Finance Officer Mary Parrott presented the fiscal year 2018 budget PowerPoint presentation to the Board which included:

- Economic Outlook
- Budget Principles
- Planning Assumptions
  - No deficit budgeting (no use of unassigned fund balance)
- Benefit Highlights
  - Continue to offer two choices for medical plan coverages
  - A 6.8% net increase to premiums was being absorbed by the County, no impact to employees for the 5<sup>th</sup> consecutive year.
  - Basic Life, Accidental Death & Disability, and long-term disability plan at no cost to employees
  - Employee Benefit Summary detailing healthcare and retirement benefits.
  - Non-Tobacco User Discounts; Wellness Initiatives and Spousal Surcharge \$75 per pay period
  - Enhancements to medical plan.
- General Fund Balance Financial Projection-FY2017
- FY2018 Budget Summary
- General Fund Revenues
- General Fund Expenditures
- General Fund Personnel Costs
- 911 Fund Revenues

- 911 Fund Expenditures
- 911 Fund Personnel Costs
- Fire Fund Revenues
- Fire Fund Expenditures
- Fire Fund Personnel Costs
- EMS Fund Revenues
- EMS Fund Expenditures
- EMS Fund Personnel Costs
- Personnel Changes
  - Parks & Recreation, Building Safety, Environmental Management and Finance with one new position each.
  - Roads, Tax Assessor and Water System with two new positions each.
  - Personnel job reclassifications
    - Animal Control
    - 911
    - Environmental Management
    - Water System
- Pay & Classification Study
  - Classification title changes
  - Classification proposed enhancements
    - Forty-one Employees would move to a higher pay grade at \$87,300.
    - No pay adjustments in Fire, Emergency Medical Services (EMS) or 911.
    - Three grades were impacted for the Water System at \$7,041

Mr. Rapson stated that one of the positions specifically discussed at the retreat was the advanced EMT position in the Fire department. He stated that a grade was created for an advanced EMT. A tuition reimbursement program was also included in both the Fire and EMS budget. Employees who take advantage of the program would agree to stay with the County for a minimum of three years. The cost associated with the 24 employees in the fire fund was \$46,911 and in EMS there were 10 employees impacted at \$19,546. The recommendation for 911 was to take the starting salary of the Communications Officer and move it up two steps for 16 employees for a total of \$55,300.

Commissioner Brown asked how competitive would the two step change in salary be in comparison to neighboring jurisdictions. Mr. Rapson stated that it would place the County in the two highest jurisdiction for starting pay for 911 operator. He stated that the County operators are different from other jurisdictions because they take and dispatch calls. The recommendation from UGA regarding the increased pay grade was based on the job duties and skill set of that position for the County. Commissioner Brown stated that does not make it the highest paid position because the one County employee was doing the job of two positions while other jurisdictions have two different individuals doing the jobs. Mr. Rapson stated that it was not two positions blended into one, but two set of skills blended into one. Commissioner Brown stated that his point was that if staff says that the position had been elevated to the highest pay grade in the state he would receive calls from citizens asking why the County was the highest in the state. He stated that if the increase was because they are doing more work than that needed to be the reason stated. He stated that he would add an asterisk next to the departments that say no changes have been recommended for those who have had pay and

classification changes in the past years so that it does not look like nothing had been done for those departments.

- Performance Pay Distribution
  - Who is eligible?
  - Ineligible

Mr. Rapson stated that based on comments from Commissioner Brown, staff included those who received an increase through the pay and classification study to also be eligible to receive a merit increase. Commissioner Oddo stated that the Board would have to approve an increase for the County Administrator and he would like for him to be included in the merit pay.

- Maintenance & Operations
  - Property/Casualty Insurance
  - Vehicle/Heavy Equipment Replacement
  - Road Department
  - County Website Enhancements

Commissioner Rousseau expressed concerns regarding department owned content for the website. Mr. Rapson explained how the website approvals would be processed. Commissioner Brown would like to see more forms available on the website.

- SAGES Software Automation Improvements
- Risk Management Software
- GIS Services; Consolidation of GIS into one department
- Paramedic Training Program
- Employee Wellness
- Outside Agency budget; \$31,000 increase for the Senior Center
- Capital Improvement Program (CIP); Capital Expenditures; Vehicles / Equipment
  - Roof replacements

Commissioner Brown urged staff to strongly critic the language for any roof contract so that the county would not be faced with the same issues as in previous contracts.

- Links property firing range
- Message Boards
- Refurbishment of Kenwood Park track

Commissioner Brown inquired if all the recreation projects had been thoroughly discussed with the Recreation Commission. Mr. Rapson stated yes.

Commissioner Rousseau asked about the private water systems and if funds had been set aside to acquire the private water systems. Mr. Rapson stated that there was a place holder for future years. He stated that there are 15 systems throughout the county. Commissioner Rousseau stated that he wants to ensure that the most critical are addressed first.

- Vehicles

Vice Chairman Ognio wanted to ensure that staff was looking across the board at vehicles to be sure that the County was getting the best deals. Mr. Rapson stated that he would Fleet Director Bill Lackey send the Board a memo explaining how the vehicles are chosen.

- General Fund Trends
- Millage Rate Comparison
- FY2018 Budget Highlights
  - General Fund impact from maintenance & operations is positive.
  - Proposed budget increase to General Fund balance \$656,897
  - No property tax increase while maintaining superior service delivery
  - Millage Rate Rollback savings \$2,443,113
  - Includes rolling 5 year CIP of \$4,616,773
  - Changes in personnel levels protect the existing outstanding service delivery to citizens
  - Budget continues to maintain the commitment to balance current year revenues with current year expenses. No use of unassigned fund balance.
  - Funding for Comp & Class Study and Merit Pay.
  - Incorporates Defined Benefit Plan funding over required levels.
  - Maintains employee benefits-Medical/Dental/Vision & Defined Contribution
  - County-wide departmental cooperation continues to yield positive results.

There were no votes taken regarding these items.

#### **4. Questions & Answers**

The first public hearing for public comments will be held on Tuesday, June 6, 2017 and the second hearing to be held on June 22, 2017 with the Board final adoption of the budget. Mr. Rapson stated that there are two areas that will require additional Board direction; salary supplements for the Superior Court Judge and other Constitutional Officers and a request from Fayette Factor for \$7,000 to cover the cost of rent increase and the other non-profits that Commissioner Rousseau asked staff to review regarding what funding was provided.

#### **5. Closing Comments**

Mr. Steven (last name inaudible) stated that he wanted to ask the Board to consider the increase of \$7,000 for Fayette Factor to cover the increase in rent.

#### **6. Adjournment**

Commissioner Steve Brown moved to adjourn the May 25, 2017 Special Called Budget Workshop. Vice Chairman Ognio seconded. The motion passed 5-0.

The May 25, 2017 Special Called Budget Workshop adjourned at 6:41 p.m.

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Tameca P. White, County Clerk

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Eric K. Maxwell, Chairman

The foregoing minutes were duly approved at an official meeting of the Board of Commissioners of Fayette County, Georgia, held on the 6<sup>th</sup> day of June 2017. Referenced attachments are available upon request at the County Clerk's Office.

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Tameca P. White, County Clerk