

BOARD OF COUNTY COMMISSIONERS

Randy Ognio, Chairman
Charles W. Oddo, Vice Chairman
Edward Gibbons
Eric K. Maxwell
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 May 28, 2020 5:00 p.m.

Welcome to the meeting of your Fayette County Board of Commissioners. Your participation in County government is appreciated. All regularly scheduled Board meetings are open to the public and are held on the 2nd and 4th Thursday of each month at 6:30 p.m.

Call to Order

Chairman Randy Ognio called the May 28, 2020 Board of Commissioners meeting to order at 6:31 p.m. A quorum of the Board was present.

Pledge of Allegiance and Invocation

Chairman Randy Ognio offered the Invocation and led the Board and audience in the Pledge of Allegiance.

Acceptance of Agenda

Vice-Chairman Charles Oddo moved to accept the agenda as written. Commissioner Gibbons seconded. The motion passed 5-0.

BUDGET PRESENTATION:

- 1. County Administrator Steve Rapson and Chief Finance Officer Sheryl Weinmann will provide presentation regarding the proposed Fiscal Year 2021 Budget.**

Chief Finance Officer Sheryl Weinmann presented a PowerPoint presentation with an overview of the 2021 Budget

Economic Outlook

Ms. Weinmann provided the Board the latest statistics regarding employment and governmental practices. She stated that as a result of the current COVID-19 pandemic there was a decline in personal income and outlays. Nationwide, personal income decreased 2.0 % from February of 2020 to March of 2020 and personal consumption expenditures decreased 7.5% for the same period. Ms. Weinmann stated that local businesses closure due to the coronavirus outbreak led to an increase in the Fayette County unemployment rate from 2.4% in December of 2019 to 3.7% in March of 2020. Ms. Weinmann stated that competitive compensation package and recruitment/retention of qualified personnel were ranked highest in importance for state and local governments. Ms. Weinmann stated that State and local governments reported a 41% increase in retirements over last year and that governments reported a 27% teleworking increase as a response to COVID-19.

Budget Principles

Ms. Weinmann outlined several budget principles that were used when preparing the fiscal year 2021. Ms. Weinmann stated that revenues are conservatively projected based on an objective, analytical process of detailed trending. Ms. Weinmann stated that each revenue is reviewed line-by-line to determine how it reacted in the past in relation to environmental factors. Ms. Weinmann stated that one-time revenues were not used to fund current expenditures; thus avoiding pursuing short-term benefits at the risk of creating future funding issues. Ms. Weinmann stated that only current revenues would be used to pay current expenditures so there was not a "built-in increase" for ongoing expenditures. Ms. Weinmann stated that there was a budgetary link between capital and operating budgets to identify and determine if ongoing expenses could be funded through the operating budget before the project was placed into service.

Planning Guidelines

Ms. Weinmann stated that deficit budgeting was not used in preparing the fiscal year 2021 budget- meaning that the unassigned fund balance was not used to balance the budget. Ms. Weinmann stated that Fayette County continues its commitment of delivering outstanding customer service which included no property tax increases. Ms. Weinmann highlighted that cumulatively Fayette County taxpayers had saved over \$29.5M since 2013. Ms. Weinmann stated that the rolling 5-year Capital Improvement Program totals \$6,361,938 and is allocated within the General Fund Balance. Ms. Weinmann stated that the county would maintain employee benefits strengthening medical reserves which included: Medical/Dental/Vision Health Insurance

County Administrator Steve Rapson stated that when discussing balancing the budget with current revenues and current expenditures we have to review the current revenues limited to a no property tax increase; this means that only the growth piece is considered and not the reassessment piece. Mr. Rapson stated that although the digest grew roughly 5.3% this year, there was only a 2% increase in the budget. The remainder was rolled back along with the mileage being rolled back. Mr. Rapson stated that in breaking down the \$29.5M savings, if the 2013 mileage rates had remained intact and continued through current year, taxpayers would, in effect, have paid \$29.5M more. Mr. Rapson stated that this would have made it a lot easier to balance the budget however, it would have been a huge tax increase on the taxpayers. Mr. Rapson stated that in looking at the rolling 5-year Capital Improvement Program, which was to the best of his knowledge unique to Fayette County, this program would provide funding for the entire 5-year projection for the county's capital needs for all departments in the general fund sitting those funds aside.

Benefit Highlights

Ms. Weinmann stated that the County would continue to offer two (2) choices for Medical plan coverage these included the traditional Open Access Point of Service Plan (POS) serviced by the CIGNA LocalPlus Network and the High Deductible Health Plan (HDHP) with a Health Savings Account (HSA) serviced by the CIGNA OAP Network of which the County would fund: \$750 for employee only plans; \$1,000 for employee/spouse or child(ren) plans; and \$1,250 for family plans.

Ms. Weinmann stated that this would be the first premium increase in 8 years for Fayette County. Ms. Weinmann provided a breakdown of how the increase would affect the different plans. Ms. Weinmann stated that the Open Access Point of Service Plan (POS) cost would increase 20% across the board. Ms. Weinmann stated that for the High Deductible Health Plan (HDHP) (HSA): cost increase would be \$5 for employee only plans which was a 20% increase, \$10 for employee + spouse plans which was an 11% increase, \$10 for employee + children plans which was a 15% increase, and \$15 for family plans which was a 12% increase. Ms. Weinmann stated that the deductible changed slightly for the Open Access Point of Service Plan (POS); individual plans changed from \$2,700 to \$3,000 and family plans changed from \$5,000 to \$6,000 per calendar year. For the High Deductible Health Plan (HDHP) (HSA), individual plans changed from \$2,700 to \$2,800 per calendar year but family plans had no change and would remain at \$5,000 per calendar year.

Mr. Rapson stated that from an employee perspective this was the first time in 8 years that the premiums had increased. Mr. Rapson stated that one of the benchmarks he used in comparing Fayette County to other counties in regards to premiums was what percentage the County was paying versus the employee, Mr. Rapson stated that in looking at neighboring counties the

employee portion is much higher. Mr. Rapson stated that for the Open Access Point of Service Plan (POS) the County pays between 79%-83% and for the High Deductible Health Plan (HDHP) (HSA) the County pays between 86%-91%. Mr. Rapson stated that part of the idea for the higher contribution towards the High Deductible Health Plan (HDHP) (HSA) was to entice more employee enrollment. Mr. Rapson stated that this plan allows employees to save money in a health saving account (HSA) that could be used for future retirement, employees also have a broader network when enrolled in this plan, and employees typically manage the health savings account (HSA) more efficiently. Mr. Rapson stated that although the 20% increase seems like a lot to put it into perspective, the increase for healthcare was about \$1.2M of which the County would pay the bulk about \$850K-\$900k. Mr. Rapson stated that in comparison to other counties the employee portion was much more.

Ms. Weinmann stated that the dental and vision coverages remained the same and that the per pay period surcharges to include the non-tobacco user discount surcharge, wellness initiatives, preventative care surcharge, and spousal surcharge remained the same. Ms. Weinmann stated that the County would continue its enhanced partnership with Piedmont Hospital and Cigna providing an on-site Health Coach (RN) for one-on-one and face-to-face coaching at designated Fayette County locations, Ms. Weinmann stated that Nurse Roberts had been an asset to County staff and was greatly appreciated. Ms. Weinmann stated that the Employee Wellness Program would continue via CIGNA providing a \$50,000 credit which would be used by Human Resource to fund various Health Wellness Initiatives. Ms. Weinmann stated that utilization of the digital lifestyle app, Omada, would continue which helped employees get healthier by losing weight and incorporating healthy lifestyle activities. Ms. Weinmann stated that the Pharmaceutical Cigna 90Now program would continue, which would require maintenance medications to be filled with a 90-day supply for a greater cost savings for both the employee and employer.

General Fund Balance Financial Projection

Ms. Weinmann stated that the estimated fund balance of \$30,146,648 was based on information through March 2020. Mr. Rapson stated that part of what contributes to making Fayette County AAA rated is the fact that the County has a healthy fund balance with sit aside restricted, assigned, and unassigned fund balances. Mr. Rapson stated that in analyzing the unassigned fund balance the almost \$3.4M would increase to about \$3.8M with the addition of the bond savings as well as the \$1.6M which is actually the residual loan left over from stormwater advance. Mr. Rapson stated that collectively the unassigned fund balance was about \$5.4M. Mr. Rapson stated that when discussing the Department of Health Building this is where those funds would be pulled from.

Commissioner Gibbons asked Ms. Weinmann what LMIG was. Ms. Weinmann stated that LMIG was the Local Maintenance & Improvement Grant (LMIG) through Georgia Department of Transportation, which was developed in cooperation with ACCG, GMA, and others to assist with transportation and the local road system.

FY2021 Budget Summary

Ms. Weinmann highlighted fiscal year (FY) 2021 budget and pointed out various operating funds that are tax generated:

General Fund: Revenues: \$56,259,920; Expenditures: \$54,994,787; Impact to Fund Balance: \$405,133

911 Fund: Revenues: \$4,524,050; Expenditures: \$3,744,257; Impact to Fund Balance: \$ 779,793

Fire Fund: Revenues: \$ 13,235,450; Expenditures: \$10,869,442; Impact to Fund Balance: \$1,716,008

EMS Fund: Revenues: \$3,903,350; Expenditures: \$3,347,663; Impact to Fund Balance: \$205,687

Mr. Rapson stated that both the revenues and expenditure are budgeted very conservatively, which allow for additional flexibility throughout the course of the year. Mr. Rapson stated that in reviewing the fiscal year 2021 Budget Summary, the total operating budget was at \$3,272,660 and only include new projected revenue and expenditures, however all the remaining funds below that

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point would be considered savings. Mr. Rapson noted that the Budget Summary for 2021 showed various funds that depicted true deficit budgeting. These funds included Juvenile Supervision, Victims Assistance and Street Lights.

General Fund: Revenues: 56,259,920

Ms. Weinmann stated that Property Tax was the biggest source of revenue in the General Fund at 51.3%. Ms. Weinmann stated that the estimated 2.26% growth rate would be added to the property tax digest for next year. Ms. Weinmann stated that Sales Tax make up the second largest source of revenue at 21.5%, she continued stating that those projections were about 10% less in anticipation of any unknowns due to the effects of the COVID-19 pandemic on the economy.

Mr. Rapson stated that it was important to note why the County's budget would look vastly different than some of our neighboring cities' budgets. Mr. Rapson stated that Peachtree City for example has about \$1.8M in hotel/motel tax, whereas the County has no hotels and as a result has no hotel/motel tax. Mr. Rapson continued stating that due to the COVID-19 pandemic the revenue projections for hotel/motel tax for Peachtree City would have a huge deficit. Mr. Rapson stated that both the County and Peachtree City were anticipating a decrease in sales tax revenue. Mr. Rapson stated that for the County that projected 10.5% decrease would amount to about \$1.4M. Mr. Rapson stated that in analyzing sales tax revenue you also have to consider Auto Tax and Title Ad Valorem Tax (TAVT). He stated that there was a huge change via the State regarding the Title Ad Valorem Tax (TAVT); the State changed the County's allocation percentage from 42% to 65%. The budgeted Title Ad Valorem Tax (TAVT) was \$2.5M, however with the change, the County would receive closer to \$5M in revenue. Mr. Rapson stated that although the County would have a shortfall regarding the sales tax, the TAVT would make up for it. Mr. Rapson stated that there were several contributing factors that would afford Fayette County a different outlook than surrounding governments who would potentially be battling a financial crisis: these factors included no hotel/motel tax, an increase in Title Ad Valorem Tax (TAVT), the fact that Fayette County had set aside funds for vehicle/equipment replacement, as well as the rolling 5-year capital plan.

General Fund: Expenditures: \$54,994,787

Ms. Weinmann stated that in discussing the expenditures within the General Fund for the County by function, its priority was Public Safety. She added that Public Safety made up 39.6% of the expenditures which was more than double the next largest expense which was General Government at 19.0%, followed by Public Works at 13.5%. Ms. Weinmann stated that in reviewing expenditures within the General Fund for the County by type, the largest cost was personnel at 64.6%, followed by Services at 18.4%. Ms. Weinmann stated that Debt Services accounted for 5.6% of the General Fund expenditures which was for the Criminal Justice Center via the Public Facilities Authority bonds; of which an advance refund was facilitated in November 2019 allowing the County to receive a \$3.4M savings.

911 Fund: Revenue: \$4,524,050

Ms. Weinmann stated that 69.0% of the 911 Fund revenue was received from phone surcharges which included the wireless, landline, and prepaid surcharges. 31.0% of the 911 Fund revenue was received from property taxes.

911 Fund: Expenditures: \$3,744,257

Ms. Weinmann stated that the 911 Funds expenditures were primarily derived from its Personnel Costs which made up 62.5%, followed by Services, which were related to the 911 radio system at 29.8.2%.

Fire Fund: Revenue: \$13,235,450

Ms. Weinmann stated that the Fire Funds revenues are almost completely based on Property Taxes at 97.7%. Ms. Weinmann stated that charges for services at 1.9% included fire impact fees and fire inspections.

Fire Fund: Expenditures \$10,869,442

Ms. Weinmann stated that for Fire Services expenses, the primary cost was derived from its Personnel Costs which made up 83.1%. The 5.6% transferred were a transfer to the vehicle/equipment replacement fund, which increased from \$500,000 to \$650,000 in anticipation of replacing certain equipment in coming years.

EMS Fund: Revenue: \$3,903,350

The EMS Funds revenue had 46.8% deriving from Property Taxes and 53.2% deriving from charges for services specifically ambulance transports to the hospital.

EMS Fund: Expenditures: \$3,347,663

The personnel costs equated to 71.2% of the expenses. The 7.4% toward supplies were for medical and fuel type charges. Ms. Weinmann stated the 7.2% in Services represented repair and maintenance for equipment, the 9.5% in transfers related to vehicles/equipment that would be updated/replaced. The 4.0% in administrative cost were the indirect cost that is paid to the General Fund.

Water Fund: Revenue: \$18,424,900

Ms. Weinmann stated that the Water System Fund was an enterprise fund and operated on sales and that water sales equated to 87.9% of the Funds revenue. The leak protection service charge was 5.2% of the Water Fund revenue.

Water Fund: Expenditures: \$16,461,650

Ms. Weinmann continued by breaking down the Water System Funds expenditures by function. Ms. Weinmann stated that the biggest expense that the Water System had was the Bond Debt which was 28.1% of its expenditures. The Water System Fund expenditures were broken down by the various services provided at the Crosstown Plant at 11.9%, through billing at 1.9%, via customer service at 2.2%, or transfers at 12.5% which was designated to go to the Capital Improvement Projects (CIP). The 11.7% in administrative cost was the indirect cost that was paid to the General Fund.

Mr. Rapson stated that as an enterprise fund the Water Fund runs like a business, there is no rolling 5-year Capital Improvement Projects (CIP). All the projects were from the same bucket which was why the capital cost were so much.

Ms. Weinmann stated that Bond Debt accounted for 28.0% of expenditures, Personnel Cost equated for 26.7% of the expenditure budget, 16.2% deriving from Service, and 10.5% accounted via Supplies which are for the required chemicals.

Personnel Changes

Ms. Weinmann stated that the Full-Time Employee count was up 0.065% a net total of 0.5 from 2020. Ms. Weinmann stated that there were two new positions being requested, one in Finance and one in the Water System. Ms. Weinmann stated that Finance would be giving up 1.625 positions and Information Technology was giving up a position also.

Mr. Rapson stated that the Fire Operations Span of Control Enhancement would create three (3) new Fire Captain positions. With these position creations, three (3) Fire fighter/EMT positions would be given up. Mr. Rapson added that the head count would remain the same. As a part of this enhancement there would be a promotional ripple impact that would affect four (4) Fire Services positions: two (2) Lieutenant to Caption positions and two (2) Advanced Emergency Medical Technician (AEMT) to Fire Apparatus Operator (FAO) positions; and four (4) EMS positions: one (1) Lieutenant to Caption, two (2) FAO to Lieutenant positions and one (1) Paramedic to Lieutenant position.

Part-Time & Reclassifications

Ms. Weinmann stated that there were three (3) part-time position that would become Full-time positions. Ms. Weinmann stated that these positions included the Environmental Management- GIS Technician, Probate Court- Deputy Clerk, and the Elections- Elections Clerk. Ms. Weinmann stated that there two (2) personnel job reclassifications/position promotions: one in Administration; Deputy County Clerk to Chief Deputy County Clerk and one in the Roads Department where the Assistant Road Director would receive the UGA grade increase.

Ms. Weinmann stated that there were also Personnel Job Reclassifications that are related to promotions based on certifications these include: Building Safety (4)- Inspector II to Inspector III, Inspector I to Inspector II, and (2) Permit Technician Certification; Sheriff (35) - (19) move to VIPER Team (5% Incentive Pay), (16) move to SWAT Team (5% Incentive Pay); Water System (7) (4) Plant Operator III to Plant Operator II, Plant Operator II to Plant Operator I, (2) Maintenance Worker to Sr. Maintenance Worker; and Drug Court (2) - (2) Salary Increases (Grant Mandated).

Proposed Merit

Mr. Rapson stated that for staff a Proposed Forced Merit Performance Pay Distribution was recommended. He stated that this merit distribution was allocated based upon performance and performance evaluations and used the same approach for the merit adjustment as used in the past, following our Personnel Policies 408.13 (Performance Pay) and 412.01 (Performance Appraisal), for a distribution of funds for performance pay. Based upon the department employee population, breakpoints within the curve are determined and applied to ascertain employee performance pay. He added that staff proposed using a Forced Bell Curve 15-35-35-15. Mr. Rapson stated that the weighted percentage required to implement a forced ranking merit based system would be 1.875% of total county payroll of eligible employees. Majority of employees would fall into average performers of 1.25%-2.50% with top performers receiving 3.75%. Mr. Rapson stated that department heads would provide recommendation by June 24, 2019, to be presented at the Board Meeting on June 27, 2019; so that it can be effective July 1, 2019 and employees would see it reflected on their paychecks on July 12, 2019.

Mr. Rapson stated that there were eligibility requirements. Regular full-time and part-time employees who are in good standing, not subject to a Performance Improvement Plan, and are employed as of 12/31/2019 and Full-time and part-time employees who are at the maximum step with their respective grade, are in good standing, not subject to a Performance Improvement Plan, and are employed as of 12/31/2019 will receive a one-time performance payment in lieu of merit. Mr. Rapson stated that from the General Fund the overall cost was \$524,286.

FY2021 Maintenance & Operations- Significant Operational Budget Considerations

Ms. Weinmann stated that LMIG20 (Local Maintenance & Improvement Grant) has an expense budget of \$ 1.2M for road resurfacing. Ms. Weinmann stated that there was a contract increase of 2.5% for Inmate Medical bringing the contract cost to \$917k. Ms. Weinmann stated that within Recreation there was a lot related to various self-sustaining programs that are anticipated to begin during the summer for a total \$220K, the Hot Air Balloon Festival which would total \$100K and payments to Peachtree City for \$150k, Fayette County Board of Education at \$60k; and payment to the Town of Tyrone at \$18k. Ms. Weinmann stated that Atlanta Regional Commission (ARC) membership cost was \$133k- with them providing \$493k towards

senior services. Ms. Weinmann stated that there was a GIS Services contract which totaled about \$120k to outsource and augment GIS systems analysis and architecture design services. Ms. Weinmann stated that the Sheriff's Office Flock Camera System- which is a tag reader system would cost \$100k. Mr. Rapson stated that this camera system would be placed in critical locations throughout the County as a tool for the investigative unit and the Sheriff Department. Mr. Rapson added that this was an operating lease and would be a reoccurring expense going forward.

Ms. Weinmann stated that there were transfers for Post Landfill Closure Expenses which included \$160k transfer from General Fund to Solid Waste to true up the fund balance; the methane monitoring cost continued to place a burden on the Solid Waste Fund. Ms. Weinmann added that looking 2-3 years into the future it has been determined that the Landfill/ Transfer station would not be able to sustain itself. Ms. Weinmann stated that the Jail Surcharge would include a \$60k transfer from General Fund to Jail Surcharge this surcharge is for inmate meals, which the County typically transfer between \$40k-60k over the past few year to maintain a positive balance. Ms. Weinmann stated that the General Fund would transfer \$725,000 to Vehicle/Heavy Equipment Replacement Program to ensure future funding is available to replace vehicle and equipment; Fire transfer would increase from \$500k to \$650k and EMS transfer amount would increase from \$250k to \$300k. Ms. Weinmann stated that the current net position for Vehicle/Heavy Equipment was \$10,120,513.

Ms. Weinmann stated that there were a few items to note which included: Firefighter Cancer Insurance Premiums at \$25k, Paramedic Training at \$44k, Bunker Gear Purchase at \$62k, and Medical Advisor Services at \$18k; she added stating that for 911 the Motorola Radio Agreement was \$368k, the Carbyne Project was \$192k for continued implementation, and the Megalink Landline Agreement was \$165k.

Ms. Weinmann stated that Water Systems would have Lagoon dredging at South Fayette for \$388k and \$200k at the Crosstown Plant. Ms. Weinmann stated that USGS Compliance was \$192k this funding would provide funding for continued water monitoring of critical points of entry and exit in Fayette County. Ms. Weinmann stated that the Engineer of Record would total \$200k, and that the Leak Protection Expenses would be \$225k.

Outside Agency budgets

Ms. Weinmann stated that there was no change to the Department of Public Health budget, however there would be discussion at the upcoming Board Meeting regarding an allocation that would include a \$275k contribution; as well as a proposed \$200k proposed building program debt service.

Ms. Rapson stated that the Senior Services was allocated \$12.5k from utilities to program services.

Capital Improvement Program as Proposed

Ms. Weinmann highlighted the Sages- Permit Technician Dashboard for Building Safety, Computer Hardware Upgrade for the Clerk of Courts, Broadcasting Upgrade for the Board of Commissioners, Office renovation in Finance, and the ExecuTime Time & attendance for Human Resources which would replace the current Kronos system.

Mr. Rapson highlighted the Country Lake Estates road project rehab which began last year and now the remaining, almost \$875k, is needed to complete the project. Mr. Rapson also highlighted the Links Mater Plan/Phase 1 of the Sheriff Training Center. Mr. Rapson also noted the \$600k allocated to Fire Services for the Links Training Facility Site/Clearing/Grading/Utility/Cistem.

Mr. Rapson stated that for FY 2021 the Capital Improvement Program totaled \$5,794,295 and for the 5-Year Capital Improvement the total was \$19,964,380. The FY2021 Vehicle budget was \$2,241,560 and the Heavy Equipment budget was \$2,511,613. Fayette County was 17 out of 19 regarding the millage rate.

Upcoming public hearings for the budget:

First Public Hearing-Thursdays, June 11, 2020 at 6:30 p.m. Second Public Hearing – Budget Adoption- Thursdays, June 25, 2020 at 6:30 p.m.

Mr. Rapson stated that he received an email from Will Simmons with Superior Court that noted the Judges would not be requesting a supplement increase this fiscal year, but will next year.

There were no votes taken.

QUESTION AND ANSWER:

ADJOURNMENT:

Vice Chairman Oddo moved to adjourn the May 28, 2020 Special Called Meeting. Commissioner Gibbons seconded. Motion passed 5-0.

The May 28, 2020 Special Called Meeting adjourned at 6:00 pm.

Marlena M. Edwards, Deputy County Clerk

Randy C. Ognio, Chairman

The foregoing minutes were duly approved at an official meeting of the Board of Commissioners of Fayette County, Georgia, held on the 11th day of June 2020. Documents are available upon request at the County Clerk's Office.

Marlena M. Edwards, Deputy County Clerk