New Business #7

COUNTY AGENDA REQUEST

Department:	Board of Commissioners	Presenter(s):	Selection Committee
Meeting Date:	Thursday, July 24, 2014	Type of Request:	New Business

Wording for the Agenda:

Consideration of the Selection Committee's recommendation to appoint Mr. Don Wellman, County Administrator Steve Rapson, and Commissioner Randy Ognio to the Fayette County Public Facilities Authority for one-year terms beginning immediately and expiring July 23, 2015.

Background/History/Details:

The Fayette County Public Facilities Authority is comprised of three individuals who serve for one-year terms each. Currently, all the terms for all three members on the Public Facilities Authority have expired.

The positions for the Public Facilities Authority were advertised for two months beginning in April. Four Fayette County citizens applied for consideration to the authority.

The Selection Committee, comprised of Chairman Steve Brown and Commissioner Charles Oddo, interviewed each applicant and have nominated Mr. Don Wellman, County Administrator Steve Rapson, and Commissioner Randy Ognio for the available positions.

Copies of applications are submitted as supporting documentation for these recommendations.

What action are you seeking from the Board of Commissioners?

Approval of the Selection Committee's recommendation to appoint Mr. Don Wellman, County Administrator Steve Rapson, and Commissioner Randy Ognio to the Fayette County Public Facilities Authority for one-year terms beginning immediately and expiring July 23, 2015.

If this item requires funding, please describe:

Not Applicable.

Has this request been considered within the past two years?	No	If so, when?	
Is Audio-Visual Equipment Required for this Request?*	No	Backup Provided with Request?	Yes

**** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.***

Approved by Finance	Not Applicable	Reviewed by Legal	
Approved by Purchasing	Not Applicable	County Clerk's Approval	Yes
Administrator's Approval			

Staff Notes:

The outgoing member of the Public Facilities Authority is Ms. Letitia "Tish" Naghise whose term expired May 22, 2014. County Administrator Steve Rapson and Commissioner Randy Ognio were appointed to the Public Facilities Authority in May 2013, and are recommended for re-appointment with this request.

July 15
2:30pm

APPLICATION FOR APPOINTMENT
Fayette County Public Facilities Authority

Thank you for your interest in being considered for appointment to the Public Facilities Authority.

Applicants must be a legal resident of the State of Georgia and have been a resident of Fayette County for at least six months prior to the date an application is submitted.

The Public Facilities Authority is comprised of three members appointed to one-year terms. Meetings are held on an as-needed basis, and generally not more than once a year. Said meetings take place at the Fayette County Administrative Complex, 140 Stonewall Avenue West, Fayetteville, Georgia. Please do not apply if you will be unable to attend a minimum of eighty percent (80%) of all meetings. **Applicants are encouraged to attend as many Public Facilities Authority meetings as possible in an effort to become familiar with the responsibilities of the post.**

Please take a few minutes to complete the form and answer the questions on the reverse side of this form and return it with a resume, if available, to Floyd Jones, County Clerk, 140 Stonewall Avenue, West, Suite 100, Fayetteville, GA 30214 no later than 5:00 p.m. on April 18, 2014.

If you have any questions, please call (770) 305-5102.

NOTE: Information provided on this form is subject to disclosure as a public record under Georgia Open Records Law.

NAME Don Wellman

ADDRESS [redacted]

TELEPHONE (day) [redacted]

(evening)

(email address) [redacted]

Don J. Wellman

Signature

4/15/2014

Date

1. How long have you been a resident of Fayette County?

   13 years

2. Why are you interested in serving on the Public Facilities Authority?

   Would like to contribute in assisting the county to be very competitive in attracting new businesses and new homeowners, which will increase tax revenue.

3. What qualifications and experience do you possess that should be considered for appointment to the Public Facilities Authority?

   I sat on the Planning & Zoning Board and Facilities Board in Hennepin County, MN. I also have been an Asset/Portfolio Director for my firm over the past 5 years.

4. List your recent employment experiences to include name of company and position.

   I am currently the Director, Leasing & Operations for Vision Development Services, Inc. I have served in this capacity for the past 5 years.

5. Do you have any past experience related to this position? If so, please describe.

   I currently manage the acquisition, leasing, maintenance, operations and disposition of my firms portfolio, which includes various types of real estate property.

6. Are you currently serving on a commission/board/authority or in and elected capacity with any government?

   No, only on 1 private board.

7. Have you attended any Public Facilities Authority meetings in the past two years and, if so, how many?

   Would like to contribute in assisting the county to be very competitive in attracting new businesses and new homeowners, which will increase tax revenue.

8. Are you willing to attend seminars or continuing education classes at county expense?

   Yes.

9. What is your vision of the county's future related to the duties of the Public Facilities Authority?

10. Would there be any possible conflict of interest between your employment or your family and you serving on the Public Facilities Authority?

    No.

11. Are you in any way related to a County Elected Official or County employee? If so, please describe.

    No.

12. Describe your current community involvement.

    I currently coach Baseball and Football for Fayette County Blue Devils and volunteer at my kids elementary schools.

13. Have been given a copy of the county's Ethics Ordinance?

    Yes.

14. Is there any reason you would not be able to comply with the ordinance?

    No.

1. How long have you been a resident of Fayette County?

   20+ years

2. Why are you interested in serving on the Public Facilities Authority?

   I feel the need for an elected official to be on this board because of the financial issues dealt with

3. What qualifications and experience do you possess that should be considered for appointment to the Public Facilities Authority? As a bussiness owner I will bring financial accountability to this board

4. List your recent employment experiences to include name of company and position.

   President B+O Electric
   President A.G. Construction County Commissioner

5. Do you have any past experience related to this position? If so, please describe.

   Was on the board this past term

6. Are you currently serving on a commission/board/authority or in and elected capacity with any government? Yes

7. Have you attended any Public Facilities Authority meetings in the past two years and, if so, how many? No

8. Are you willing to attend seminars or continuing education classes at county expense?

   yes

9. What is your vision of the county's future related to the duties of the Public Facilities Authority? Improve facilities when needed and not beyond the anticipated needs

10. Would there be any possible conflict of interest between your employment or your family and you serving on the Public Facilities Authority?

    No

11. Are you in any way related to a County Elected Official or County employee? If so, please describe. Yes, I am one

12. Describe your current community involvement.

    County Commissioner

13. Have been given a copy of the county's Ethics Ordinance?

    yes

14. Is there any reason you would not be able to comply with the ordinance?

    No

APPLICATION FOR APPOINTMENT
Fayette County Public Facilities Authority

Thank you for your interest in being considered for appointment to the Public Facilities Authority.

Applicants must be a legal resident of the State of Georgia and have been a resident of Fayette County for at least six months prior to the date an application is submitted.

The Public Facilities Authority is comprised of three members appointed to one-year terms. Meetings are held on an as-needed basis, and generally not more than once a year. Said meetings take place at the Fayette County Administrative Complex, 140 Stonewall Avenue West, Fayetteville, Georgia. Please do not apply if you will be unable to attend a minimum of eighty percent (80%) of all meetings. **Applicants are encouraged to attend as many Public Facilities Authority meetings as possible in an effort to become familiar with the responsibilities of the post.**

Please take a few minutes to complete the form and answer the questions on the reverse side of this form and return it with a resume, if available, to Floyd Jones, County Clerk, 140 Stonewall Avenue, West, Suite 100, Fayetteville, GA 30214 no later than 5:00 p.m. on June 13, 2014.

If you have any questions, please call (770) 305-5102.

NOTE: Information provided on this form is subject to disclosure as a public record under Georgia Open Records Law.

NAME [redacted]

ADDRESS [redacted]

[redacted]

TELEPHONE (day) [redacted]

(evening) [redacted]

(email address) [redacted]

Signature

5/23/14
Date

1. How long have you been a resident of Fayette County?

   25+ years

2. Why are you interested in serving on the Public Facilities Authority?

   County Mgr. – finance background.

3. What qualifications and experience do you possess that should be considered for appointment to the Public Facilities Authority?

   CPA, 20+ YR Exp. County/City

4. List your recent employment experiences to include name of company and position.

   (See Resume)

5. Do you have any past experience related to this position? If so, please describe.

   Yes (Resume')

6. Are you currently serving on a commission/board/authority or in and elected capacity with any government?

   No

7. Have you attended any Public Facilities Authority meetings in the past two years and, if so, how many?

   N/A

8. Are you willing to attend seminars or continuing education classes at county expense?

   Yes

9. What is your vision of the county's future related to the duties of the Public Facilities Authority?

   Financing Mech.

10. Would there be any possible conflict of interest between your employment or your family and you serving on the Public Facilities Authority?

    No

11. Are you in any way related to a County Elected Official or County employee? If so, please describe.

    No

12. Describe your current community involvement.

    Golf / Treasurer Fay. Sp. Olympics

13. Have been given a copy of the county's Ethics Ordinance?

    Yes

14. Is there any reason you would not be able to comply with the ordinance?

    No

Steven A. Ranson

[redacted]

Experienced Government Administrator

Leadership - Consensus Builder - Financial Expert

Seasoned, public administrator with demonstrated ability to lead projects and programs that is highly sensitive, political or controversial. Exceptional experience in cultivating and maintaining relationships with government officials, boards of directors, senior-level staff, media, and a diverse range of individuals and community organizations.

Professional Background

- Experience as an Elected Official, City Manager, Assistant City Manager, Chief Financial Officer and Treasurer South Fulton Regional Jail Authority
- Strong track record in various government scenarios including County, City, and School System
- 17 years as a Certified Public Accountant
- Peachtree City Council Member 2001-2005; Chairman Peachtree City Tourism Association 2004
- Extensive experience with governmental operations and public administration
- Corporate experience in banking, legal, and manufacturing
- Extensive knowledge of Federal, State and Local Laws
- Responsible for hard dollar savings of $4.7 million; and soft dollar savings of over $3.9 million; and grant awards of over $1.8 million within the past three-year period
- Marine Corps Veteran

Public Private Partnership Experience

- Provided startup and transition plans for 92-member police and 91-member fire force
- Evaluated and streamlined workflow, staffing and operations for Police and Fire services, Court, Parks and Recreation, Community Development, Human Resources.
- Completed three full financial system conversions as part of Sandy Springs start-up
- Developed financials policies, ordinances, and standard operational procedures and practices.
- Developed performance measurements for city operations
- Implemented intergovernmental agreements for property tax, business license, alcohol beverage licenses, motor vehicle tax collections, professional and jail services.
- Responsible for execution of Revenue Enhancement Project generating over $2 million within two-year period
- Responsible for public private partnership contract oversight, administration and compliance

PROFESSIONAL EXPERIENCE

2013-present **FAYETTE COUNTY** ***County Administrator***

Responsible for directing the day-to-day operation of the County and delivery of services to citizens. Preparation, monitoring, and execution of the county budget, which includes submitting each year to the Board a proposed budget package with options and recommendations for its consideration and possible approval. Developing long range plans and goals; directing the development of ordinances, resolutions and Commission agendas and providing guidance to the County Commission and elected officials regarding issues of government and public concern. Coordinates activities with other elected constitutional officers. Responsible for public relations, such as meeting with citizens, citizen groups, businesses, and other stakeholder. Serves as a County liaison to regional, state and federal agencies along with local governments both inside and outside the County.

2009-2013 **CITY OF UNION CITY** ***City Manager, Treasurer South Fulton Regional Jail Authority***
Under general policy guidance from the City Council, plans, organizes, integrates, fiscally controls, directs, administers, reviews and evaluates the activities, operations, programs and services; serves as the top appointed executive in the City, responsible for carrying out the policies and programs determined by the elected City Council; ensures development and execution of the municipality's strategic plan and budget; ensures City government operations and functions effectively serve the needs of residents and other stakeholders, while complying with applicable laws and regulations; and performs related duties as assigned by the City Council. Obtained qualified local government status by bringing Comp Plan and Transportation Plan into compliance. Planned and directed the "Comprehensive Annual Financial Report" which received the Government Finance Officers' Certificate of Excellence in Financial Reporting Award (08-11).

2005-2009 **CITY OF SANDY SPRINGS** ***Assistant City Manager, Chief Financial Officer***
Responsible for revenue collection, budgeting, purchasing, contract administration, city administration, information technology, court services, and human resources services. Under general policy guidance from the City Manager and City Council, plans, organizes, integrates, fiscally controls, directs, administers, reviews and evaluates the activities, operations, programs and services of the City of Sandy Springs; serves as the top appointed executive of operations for the City, responsible for carrying out the policies and programs determined by the elected City Council; ensures development and execution of the municipality's strategic plan and capital budget; ensures City government operations and functions effectively serve the needs of Sandy Springs residents and citizens, while complying with applicable laws and regulations; and performs related duties as assigned by the City Manager and City Council. Planned and directed the "Comprehensive Annual Financial Report" which received the Government Finance Officers' Certificate of Excellence in Financial Reporting Award (06-08).

2004-2005 **FULTON COUNTY** ***Chief of Staff, Chairman***
Responsible for administration, supervision, and coordination of the Fulton County Chairman's office's overall goals, objectives, and guidance. Advised Chairman in all manners pertaining to Fulton County. Responsible for conducting financial and statistical analysis, prioritizing work assignments, interpreting and enforcing policies and procedures, coordinating internal and external constituents; constituent complaints, scheduling, developing strategies, reviewing and attending Board of Commissioner meetings, making recommendations on rezoning issues, attending community meetings, managing the flow of people and information, responsible for finance, budget, personnel and State law and regulations, operations and policy development for the office, representing the Chairman at various official functions.

1999-2004 **FULTON COUNTY** ***Budget Director***
Responsible for administration, supervision, and coordination of the Fulton County Budget and the Budget Division's overall goals, objectives and guidance. Created, presented and received Board approval of annual $2.1 billion dollar (6,500+ employee workforce) operating and capital budget. Advise the Finance Director and Board of Commissioners in all manners pertaining to the operating and capital budgets. Responsible for conducting financial and statistical analysis across all funds and agencies. Managing the Sounding and Confirmations process. Formally presented Fulton County Budget to Board of Commissioners and general public. Training of elected officials, department head and county staff in the financial system and forecasting models. Responsible for monitoring, resolving budget and funding issues. Assisted in $141M COPS issue and presentation to rating agencies. Planned and directed "Comprehensive Budget Book" which received the Government Finance Officers' Distinguished Budget Presentation Award (99-04).

1998-1999 **FAYETTE COUNTY BOARD OF EDUCATION** ***Purchasing Director/Assistant Comptroller***
Responsible for administration, supervision and coordination of the School Board Purchasing, Risk Management and Inventory Control functions. Serve as the Acting Finance Director in his absence. Accountable for central procurement in accordance with approved policy and state regulations. Created and received Board approval of annual $107M Operating and Capital Budgets for Fayette County School System. Develop bid specifications, notices and instructions for items or services. Approve purchase requisitions, purchase orders and invoices to assure proper procedures are being followed. Negotiate contracts and agreements, regulate change orders and renewals, and monitor same for compliance.

1994-1998 **PEACHTREE CITY** ***Assistant City Manager/Financial Services Director***
Responsible for administration, supervision and coordination of the City's Finance, Accounting, and Computer departments. Created and managed Five-Year Staff Plan and annual $50M Operating and Capital Budgets for Peachtree City and the Water and Sewerage Authority. Implemented conversion of payroll system into an EDI environment. Responsible for implementing changes in employee life, disability, and dental insurance coverage. Taught classes explaining benefits of ACH payroll deposit, deferred 457 compensation and cafeteria plans. Presented formal financial budget workshops, financial reviews and analyses to City Council. Developed and implemented a cash management and investment program. Increased the City's bond rating to an Aa rating during a time of significant infrastructure construction. Chairman of Customer-orientated continuous improvement program for city staff. Planned and directed the "Comprehensive Annual Financial Report," which received the Government Finance Officers' Certificate of Excellence in Financial Reporting Award (95-98).

1994-1994 **FRANKLIN PRODUCTS INCORPORATED** ***Cost Manager/System Administrator***
Supervision of accounting staff. Prepare annual budgets, interim forecast, and P & L analysis. Responsible for Cost of Goods Sold, Finished Goods, Consigned inventory, Backlog schedules. Management of $12.6M Inventory. Implemented fixed asset record retention program and led schedules in conformity with Purchasing policy and GAAP standards. Established and monitored standard activity based product costing. Developed and implemented standard costing procedures for new product lines. Audit cycle counts and physical inventory. Implemented cost controls and maintained expenses within budgeted constraints. Developed and implemented five Local Area Networks and several software conversions.

1990-1994 **WACHOVIA BANK** ***Cost Manager Banking Operations/Senior Financial Analyst***
Supervised Management accounting staff. Prepared Banking Operations operating and cost transfer budgets. Provided timely and accurate general and cost accounting support for Five State Banking operations. Responsible for conducting monthly cost transfer, cost studies, rate reviews and analysis of legal entities. Financial analysis of revenue, capital expenditures, mergers, and acquisitions. Presented formal financial reviews with senior management in multiple sites. Provided internal audit function for Banking Operations.

1989-1990 **LAW FIRM OF THOMAS L. WASHBURN III** ***Controller***
Responsible for all accounting functions, accuracy of financial statements, and maintaining the general ledger. Provided and maintained computer support. Implemented record retention programs for compliance with legal and regulatory requirements.

1988-1989 **OGDEN MATERIAL HANDLING SYSTEMS INC.** ***Assistant Accounting Manager***
Responsible for Accounts Payable, Credit Management and Accounts Receivable. Provided computer support and training. Developed inventory control spreadsheets for tracking and costing inventory. Developed master budgets and costing schedules.

PROFESSIONAL CERTIFICATION

1995 Certified Public Accountant State of Georgia License #016273

EDUCATION

1990 Georgia State University, Atlanta, Georgia. Bachelor Business Administration, Accounting

MILITARY SERVICE

1981-1985 United States Marine Corps. Officer Candidate Instructor, Quantico, Virginia

SKILLS Proficient in HTE SunGuard, Microsoft Excel, Microsoft Word, Microsoft PowerPoint, Incode Financial System, LGFS, AS400, FOCUS, GLM, MicroVax 3, Report Writer, Summit and various other software applications.