

BOARD OF COUNTY COMMISSIONERS

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FAYETTE COUNTY, GEORGIA

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Marlena Edwards, Deputy County Clerk

140 Stonewall Avenue West
Public Meeting Room
Fayetteville, GA 30214

MINUTES Special Called

May 27, 2021
5:30 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.

BUDGET PRESENTATION:

- 1. County Administrator Steve Rapson and Chief Finance Officer Sheryl Weinmann will provide presentation regarding the proposed Fiscal Year 2022 Budget.**

Chief Finance Officer Sheryl Weinmann presented a PowerPoint presentation with an overview of the Fiscal Year 2022 Budget.

Economic Outlook

Ms. Weinman stated that personal income increased by 21.1% in March 2021 and there was also an increase in disposable personal income. Ms. Weinman stated that the Fayette County unemployment rate dropped from 10.3% in April 2020 to 3.0% in March of 2021. She added that although teleworking reached its peak during the early months of pandemic, nearly 1 in 4 people continue to work remotely.

Budget Principles

Ms. Weinmann outlined several budget principles that were used when preparing the fiscal year 2022 budget. Ms. Weinmann stated that revenues are conservatively projected based on an objective, analytical process of detailed trending. One-time revenues were not used to fund current expenditures thus, avoiding pursuing short-term benefits at the risk of creating future funding issues and 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 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 2022 budget- meaning that the unassigned fund balance was not used to balance the budget. 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 \$39.7M since 2013. The rolling 5-year Capital Improvement Program totaled \$9,362,597 and was allocated within the General Fund Balance. Ms. Weinmann stated that the county would maintain employee benefits strengthening medical reserves which included: Medical, Dental, and Vision health insurances.

Benefit Highlights

Ms. Weinmann stated that the County would continue to offer two (2) choices for medical plan coverage which included the traditional Open Access Point of Service Plan (POS) serviced by the CIGNA LocalPlus Network with an added Health Reimbursement Arrangement (HRA); and the High Deductible Health Plan (HDHP) with a Health Savings Account (HSA) serviced by the CIGNA OAP Network of which the County had increased its funded portion by \$250. The funding was as follows: \$1,000 for employee only plans; \$1,250 for employee/spouse or child(ren) plans; and \$1,500 for family plans.

Ms. Weinmann stated that there would be no premium increase this year for the employees, however there was an increase of 3.5% that the County would absorb. Ms. Weinmann stated that the deductible for the Open Access Point of Service Plan (POS) had increased. Individual plans increased from \$3,300 to \$5,000 and family plans increased from \$5,000 to \$10,000 per calendar year for the deductible. She continued that for the High Deductible Health Plan (HDHP) (HSA) the deductible will remain at \$2,800 for individual plans per calendar year and family plans had no change and would remain at \$5,000 per calendar year.

Ms. Weinman stated that the Out-of-Pocket maximum was \$5,000 for individual plans and \$10,000 for family plans for both the Open Access Point of Service Plan (POS) and the High Deductible Health Plan (HDHP) (HSA), she noted that the Out-of-Pocket maximum was not the deductible but was a cap, or limit, on the amount of money a plan member would have to pay for covered health care services in a plan year.

Ms. Weinmann stated 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. She stated that the vision benefit would increase this year from a \$300 to a \$400 reimbursement.

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. 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. Use 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.

Ms. Weinman stated that there were some new items being added this year related to benefits: 98point6- Primary Care Physician, Roche, and Medicare Transition Services. She continued stating that 98point6- Primary Care Physician would be available to employees and any dependents enrolled in a medical plan through Fayette County. She stated that 98point6 would deliver care 24/7/365 and was text-based primary care. The service would treat common conditions like cough and cold flu-like symptoms, muscle sprains / strains, stomach problems / flu, itchy or sore throat, etc. The cost would be \$0 per visit through the end of December 2021, with a \$5 copay per visit thereafter. Ms. Weinman stated that Roche was a Diabetes Health Connection which would offer diabetes support and free access to diabetes coaching from highly trained certified diabetes educators right through the mySugr app. She stated that Fayette County would also be partnering with Medicare Transition Services to help guide employees and any dependents enrolled in a medical plan through the various parts of Medicare.

General Fund Balance Financial Projection

Ms. Weinmann stated that the estimated fund balance projection for FY2021 was \$37,172,598 based on information through March 2021. She stated that stormwater advance loans 1 and 2 were paid off this year, and the \$2,383,706 (noted in the budget PowerPoint presentation) remained for stormwater advance loans 3 and 4. Ms. Weinman continued stating that the stabilization fund increased to \$14,965,330 and represented three months of General Fund expenses. She stated that the Local Maintenance & Improvement Grant (LMIG) represented the LMIG 2020 and LMIG 2021 which would be carried over into 2022 along with the offset revenue and expense. She continued that the District Attorney Fund was a restricted amount set aside in the fund balance comprised of any saving they accumulate and would be available when needed. She stated that the Department of Public Health Building fund was listed at \$0, because the \$2M was taken out and placed into the Capital Improvement Project fund (CIP). Ms. Weinman stated that next year's Capital Improvement Project fund would have \$9,362,597 and based on staff's model there would be a positive hit to the fund balance of \$5.3M.

FY2021 Budget Summary

Ms. Weinmann highlighted fiscal year (FY) 2022 budget and pointed out various operating funds that are tax generated. She stated that there would be a positive impact to Fund Balance of \$75,036 stating that the revenues and expenses were close.

Mr. Rapson stated that the budget summary sheet showed the 911 Fund, Fire Fund, and the Emergency Management Services Fund all having healthy balances which was primarily reflective of those milage rates not being rolled back. He continued that in the General Fund we have to rollback and call it a tax increase. Mr. Rapson stated that the \$75K left in the General Fund would be discussed further in the presentation and could be available for use for various items not imbedded in the proposed budget but requested by some of the constitutional officers without causing a tax increase.

Mr. Rapson stated that the \$9.3M in the 5-Year Capital Improvement Plan was very rare for a county to do. He stated that typically a county would allocate a cumulative specified dollar amount for Capital Improvements and each department would have to fight for those funds for priority projects. Fayette County was on a five-year rolling window funding the entire five-year plan which was why it showed as a reservation of the fund balance, so the \$9.3M would fund the entire five years. He stated that the \$3.4M shown under Capital Improvements on the budget summary represented part of the \$9.3M that would be funded as a part of the approved fiscal year 2022 budget. Mr. Rapson advised the Board that the format for Capital had changed a little which would help show what was currently budgeted and what would be budgeted in the five-year window. This change would provide more information helping the Board make more informed decisions as it related to the Capital Improvement Plan.

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

General Fund

Revenue: \$60,954,857

Expenditures: \$60,870,821

Ms. Weinman's stated that Property taxes are, of course, the county's largest source of revenues at 47.7% followed by Sales Tax and Other Taxes which included the Title Ad Valorem Tax (TAVT). She stated that as a part of the property taxes the county estimated a total digest increase of 8.0%, however the County could only use 1.5% in the budget projections because that was the growth amount. She continued that if the county rolled back the millage rate it would be taking advantage of the 1.5% but if the County decided not to rollback, it could take advantage of the 8%.

Ms. Weinmann stated that in discussing the expenditures within the General Fund for the County by function the largest function expenses were Public Safety at 38.1%, Public Works at 17.0%, and General Government at 18.6%. She added that the transfers referred to the vehicle transfers and the expenditures that would be transferred to Solid Waste and the Jail surcharge fund. Ms. Weinmann continued stated that in discussing the expenditures within the General Fund for the County by type, Personnel cost and Service were the largest expenditures.

911 Fund

Revenue: \$4,618,700

Expenditures: \$3,960,364

Ms. Weinmann stated that 67.1% of the 911 Fund revenue was received from charges for services which included the wireless, landline, and prepaid surcharges/fees and 32.9% of the 911 Fund revenue was received from Property Taxes. She stated that the 911 Funds expenditures were primarily derived from its Personnel Costs which made up 62.4%, followed by Services at 30.3%.

Fire Fund:

Revenue: \$14,273,950

Expenditures: \$11,914,233

Ms. Weinmann stated that the Fire Funds revenues are almost completely based on Property Taxes at 98.4%. She added that charges for services was at 1.0%. Under Fire Services expenditures, the primary cost was derived from its Personnel Costs which made up 83.2%. The 5.5% transferred were a transfer to the vehicle/equipment replacement fund.

EMS Fund:

Revenue: \$4,135,550
Expenditures: \$3,902,777

Ms. Weinmann stated that the EMS Funds revenue had 49.9% deriving from Property Taxes and 50.1% deriving from charges for services specifically ambulance transports to the hospital. She continued that the personnel costs equated to 71.6% of the expenses.

Water Fund:

Revenue: \$18,479,625
Expenditures: \$18,479,625

Ms. Weinmann stated that the Water System Fund was an enterprise fund and operated on sales and that water sales equated to 88.7% of the funds revenue. The leak protection service charge was 5.4% of the Water Fund revenue.

Ms. Weinmann continued by breaking down the Water System Funds expenditures by function. She stated that the biggest expenses that the Water System had was the transfer which was 20.6% and its Bond Debt at 16.3%. She continued that the Water Fund was allocating \$1.8M toward R&E and \$2M towards its Capital Improvement project for the upcoming year.

Mr. Rapson stated that as an enterprise fund the Water Fund runs like a business and the R&E would be representative of its Fund Balance. He continued that unlike the General Fund which had a rolling 5-year Capital Improvement Projects (CIP) window, the Water Systems pays for its Capital upfront in that respective year.

Ms. Weinmann stated that Bond Debt accounted for 16.3% of expenditures, Personnel Cost equated for 28.3% of the expenditure budget, 17.6% deriving from Services.

Personnel Changes

Ms. Weinmann stated that the proposal was to increase to 754 full-time employees countywide and 36 part-time employees, which was a net increase of 2,875 from 2021. Ms. Weinmann stated that there were four new positions being requested one in each: Public Works (Transportation Engineer), Finance (AP Specialist), Fire Services (FF/AEMT) and the Water System (Field Operations Director). Ms. Weinmann stated that there were also three part-time position requests: one for Probate Court (Deputy Clerk) and two for 911 (Communications Officers).

Mr. Rapson stated that the Public Works Transportation Engineer request was reflective of comments from the Board over the past year to move forward with some of the Special Purpose Local Option Sales Tax (SPLOST) projects as well as Public Works projects and would be funded via Special Purpose Local Option Sales Tax (SPLOST). He continued stated that the remaining full-time position requests would be funded from the General Fund, Fire Fund, and Water Fund respectively.

Ms. Weinman stated that there would be three abolished full-time positions in Finance (Financial Analyst); 911 (Communications Coordinator); and Water System (Utility Service Technician). She continued that the Road Department would be receiving two seasonal position and the Water would receive one intern position, however seasonal and intern positions do not count toward the full-time positions.

Mr. Rapson added that there had been several complaints regarding the Waste/transfer Station and one of the requested Roads positions would be stationed at the Waste/transfer station to help elevate some of those issue.

As an overview Mr. Rapson stated that the total impact to the General Fund for all of the positions would be an increase of about \$132K, the impact to the 911 Fund would be an actual reduction of about \$6,500, an increase to the Emergency Management Services Fund of about \$12K, an increase to the Fire Fund of \$79K, and an increase of about \$136K in the Water System. He noted that within the Water System there was the addition of positions, a reorganization of various positions, and a few internal promotions, and some abolished positions.

Ms. Weinman stated that the Water System reorganization would not affect the full-time employee count because they were internal promotions. These positions were outlined as:

- Water Distribution Maintenance Worker to Infrastructure Maintenance Foreman
- Water Distribution Crew Leader to Utility Locate Foreman
- Water Distribution Maintenance Worker to Field Operations Tech III
- (2) Worker Distribution Maintenance Worker to (2) Field Operations Tech II
- (2) Utility Service Tech to (2) Field Operations Tech II
- (2) Customer Service Representative to (2) Lead Customer Service Representative

Ms. Weinman stated that there were also personnel changes related to operations span of control which were internal promotion and would not affect the full-time employee count. These changes were in Fleet, Finance, Fire, and Emergency Management Services. She added there were also internal downgrades in the Water System.

Reclassifications

Ms. Weinmann stated that there were personnel job reclassifications that are related to promotions based on certifications these included six (6) promotions in Building Safety and nine (9) promotions one in the Water Systems which included:

Building Safety (6)

- (2) Inspector II to Inspector III
- (2) Inspector I to Inspector II
- (2) Permit Technician Certification

Water System (9)

- (1) Plant Operator II to Plant Operator I
- (3) Plant Operator III to Plant Operator II
- (3) Plant Maintenance Worker to Plant Maintenance Tech II
- (2) Utility Svc Tech to Field Operations Tech II

Ms. Weinmann stated that there were also University of Georgia (UGA) Grade reclassifications which were grade changes for the listed positions:

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|---|----------------|
| Commissioners – County Clerk | Grade 21 to 22 |
| Animal Control – Animal Control Director | Grade 21 to 22 |
| Elections – Elections Director | Grade 21 to 23 |
| Human Resources – HR Generalist | Grade 12 to 13 |
| Water System – Financial & Business Manager | Grade 20 to 21 |

Mr. Rapson stated that based on comments from some of the Commissioners asking for various position to be re-evaluated the University of Georgia (UGA) position grade reclassifications was a result of that analysis.

Forced Merit

Mr. Rapson stated the same Forced Merit Performance format from last year was being recommended. He added that staff proposed using a Forced Bell Curve of 15-35-35-15. 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. Mr. Rapson stated that the weighted percentage required to implement a forced ranking merit-based system would be 3.31% of total county payroll of eligible employees. Majority of employees would fall into average performers of 1.25%-3.75% with top performers receiving 6.25%.

Mr. Rapson stated that there were eligibility requirements. All regular full-time and part-time employees who are in good standing, not subject to a Performance Improvement Plan, and are employed as of December 31, 2020. 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 December 31, 2020 will receive a one-time performance payment in lieu of merit. Mr. Rapson stated that ineligible employees would be employees who were currently subject to a Performance Improvement Plan; elected officials, board members, seasonal or temporary workers (including temporary election clerks and poll workers); employees in grant funded positions; employees in positions funded through the Griffin Judicial Circuit, and employees who are no longer employed at time of distribution.

Maintenance & Operations (M&O) Significant Operational Budget Considerations

Ms. Weinman stated that the Significant Operational Budget Considerations included: Road Resurfacing of \$1.3M which was the Maintenance & Operations Road Resurfacing Allocation; the Local Maintenance & Improvement Grant (LMIG22) in the amount of \$1.2M for State Road Resurfacing Allocation; Inmate Medical – \$1M Contract & Specialty Care; \$140k Inmate Medical Claims; the Defined Benefit allocation would increase by \$500k; the Local Maintenance & Improvement Grant (LMIG20/21) of \$490k for the State Road Resurfacing Allocation; the Atlanta Regional Commission (ARC) \$133k membership fees; the Atlanta Regional Commission (ARC) would provide \$649k towards Fayette County senior services; the Courthouse Task Force in the amount of \$125k for Architectural design for 3rd floor layout; GIS Services of \$120k to augment GIS systems analysis and architecture design; and Recreation in the amount of \$100k for Self-Directed Recreation Programs, Recreation Subsidy Payments of \$150k to PTC, \$60k Fayette County Board of Education, \$18k to the Town of Tyrone, and \$100k toward the Fayette County Hot Air Balloon Festival.

Ms. Weinmann stated that there was a \$1,725,000 transfer to Vehicle/Heavy Equipment Replacement Program to ensure future funding was available to replace vehicle and equipment. She continued that of this amount the General Fund would contribute \$725,000, Fire would contribute \$650,000, and Emergency Management Services would contribute \$350,000. Ms. Weinmann stated that the transfers for Post Landfill Closure Expenses would increase to \$172,500 from General Fund to Solid Waste. The Jail Surcharge would include a \$112k transfer from General Fund to Jail Surcharge. This surcharge is for inmate meals.

Ms. Weinmann outlined other M&O Budget Considerations included requests from the Fire and EMS, 911, and the Water Systems: Bunker Gear Purchase, Paramedic Training, \$23k Firefighter Cancer Insurance Premium, Medical Advisor Services, Motorola Smart Zone/UPS/ITAC Agreement, Carbyne Project fully operational, AT&T/Megalink Landline Agreement, the Cell Tower Leases, Lagoon Dredging, Leak Protection, Engineering Services; Lakes, Reservoirs, and Dams Maintenance, Meters & Water Line Maintenance & Repairs, USGS Water Flow & Stream Monitoring, and Crosstown Clearwell Maintenance & Repairs

Outside Agency budgets

Ms. Weinmann stated that Public Defender had a 3.7% budget increase to \$506k. Senior Services budget increased to \$402k or by 9.2%. As part of that increase, \$30k was for vans and \$4k was for operational program shortfall. She continued that the Department of Public Health had a budget decreased of \$100k (35%) to help offset future building program implementation. She stated that Mental Health Services budget increased to \$210k which was a 5.0% increase. Fayette County Development Authority budget had not change and remained \$238k, with a \$225k Contribution based upon population. Department of Family and Children Services budget remained consent at \$39k; as well as the Cooperative Extension at \$142k; with no change.

Capital Improvement Program as Proposed

Ms. Weinmann highlighted the New & Modern Animal Control Shelter project. She outlined for the Board the rolling 5-Year Capital Improvement Plan allocation format and reviewed how it functioned and reviewed various projects.

Mr. Rapson reiterated the 5-Year rolling Capital Improvement Plan breaking down and explaining each column.

Ms. Weinmann continued highlighting several Capital Improvement projects, vehicle replacements, and heavy equipment replacement to include the County wide SPLOST pipe replacement project, the Station 4 renovation for the Elections Office, and the Systemwide Consolidate/redesign project for the Information Technology Department.

Mr. Weinman stated that the current milage rate for the County was 4.277 and Fayette County was 17th out of 19 regarding the millage rate in relation to surrounding metro counties.

Upcoming public hearings for the budget:

Ms. Weinman stated that the First Public Hearing would be held Thursday, June 10, 2021 at 6:30 p.m. and the Second Public Hearing – Budget Adoption would be held Thursday, June 24, 2021 at 6:30 p.m.

Mr. Rapson stated that the budget presented to the Board was not a tax increase with a full rollback. He added that the budget addressed and included all new positions both full-time and part-time, healthcare and pension, merit adjustment, and the 5-year Capital Plan, however there were a few items that needed Board direction which dealt directly with Constitutional Officers:

1. Superior Court Clerk requests additional supplement for managing the Board of Equalization.
2. Probate Court Judge request an associate/parttime judge (based on workload).
3. State Court Judge request a salary increase from 90% of the Superior Court Judges salary to 95%.
4. Fayette County Solicitor requests uncoupling from State Court and salary increase evaluation.
5. Elected official's longevity pay review (legislative action)

Mr. Rapson stated that these items would be presented in detail to the Board at the next Budget Hearing for consideration and approval.

There were no votes taken.

QUESTION AND ANSWER:

ADJOURNMENT:

Vice Chairman Oddo moved to adjourn the May 27, 2021 Special Called Meeting. Commissioner Gibbons seconded. Motion passed 5-0.

The May 27, 2021 Special Called Meeting adjourned at 6:18 pm.

Marlena M. Edwards, Chief Deputy County Clerk

Lee Hearn, Chairman

The foregoing minutes were duly approved at an official meeting of the Board of Commissioners of Fayette County, Georgia, held on the 10th day of June 2021. Documents are available upon request at the County Clerk's Office.

Marlena M. Edwards, Chief Deputy County Clerk