

MINUTES OF THE MEETING OF THE BOARD
OF ROWAN COUNTY COMMISSIONERS
1993 BUDGET PLANNING RETREAT
MID-PINES RESORT, SOUTHERN PINES, NC

The Rowan County Board of Commissioners met for their Annual Budget Planning Retreat, on Friday - Sunday, March 12, 13, & 14, 1993, at the Mid-Pines Resort, Southern Pines, NC.

PRESENT: J. Newton Cohen, Chairman
Thomas M. Webb, Vice-Chairman
Jamima P. DeMarcus, Member
Charles H. Welch, Member
Steven Todd Arey, Member

The County Manager and Clerk to the Board were also in attendance.

Rankings of Priority are proposed as follows:

- 1-A: Top Priority due to state/federal mandated requirements: resources to be identified including additional taxes.
- 1-B: Top Priority: funding to be identified even though new resources must be obtained including new taxes.
- 1-C: Top Priority: funding to be identified through user fees and other non-county tax resources only.
- 1-D: Top Priority if funding can be identified or service dollars can be shifted: no tax increase will be considered.
- 2-A: Medium priority: while issue is important, county should consider it if all Priority #1's are funded and funding can be identified.
- 3-A: Low priority: issue is not priority at this time.

Chairman Cohen suggested that the Employee Benefits Program be considered as Top Priority. Commissioner DeMarcus also suggested conversation regarding interpersonal relations between Board members, and Board/Staff.

TOP PRIORITIES:

The Board each listed their "top priority items" to be considered:

- (Webb): GIS Mapping System
- (Cohen): Office Space (Post Office/Animal Shelter/Maintenance Building-Garage)
- (Welch): R.C.C.C. Adjustment (\$33,511)
- (Welch): Revenue Enhancements
- (Arey): Economic Development Strategy
- (DeMarcus): Infrastructure (Post Office)
- (DeMarcus): Communications
- (DeMarcus): South Rowan Area Services
- (Arey): "Pick-Pocket" Tax for Mandates
- (DeMarcus): Composting
- (All): Tri-County Funding
- (All): Improved Public Relations

REVENUE ENHANCEMENTS:

The following were listed as possible revenue enhancements:

- * Telephone Surcharge (\$1/month).....\$ 640,000
- * Cat Tax.....60,000
- * Register of Deeds (copies: 50 cents to \$1)....15,241
(marriage license).....4,020
- * Data Processing Mailer.....25,000
- * Janitorial Services.....94,000
- * Overtime (dispatchers).....?
- * 1/2-cent sales tax reversion.....?
- * Environmental Fees.....?

* Child Support Enforcement.....?

* Reserve of Dog/Cat Tax for Shelter.....?

DISCUSSION OF PRIORITY ITEMS:

Tri-County:

Rating: None

The Board reviewed written information regarding budgetary requests, as attached to these Minutes.

- (1) Joint Strategy w/3 counties
- (2) State Equalization w/local incentive to match
- (3) Joint resolution supporting use of medicaid windfall funds for improving local mental health programs
- (4) Meet w/Raleigh delegation on Sunday, March 28th.

Employee Benefit Package:

Rating: 1-C

- (1) Merit System Funded
- (2) Cost-of-Living-Adjustment
- (3) Reclassification/Adjustment to average pay/classification (to be studied)
- (4) Longevity
- (5) 401-K

Office Space:

Rating: 1B/1C

- (1) Post Office (administration) (1-B/1-C)
- (2) Infrastructure Study for South Rowan Service Area
- (3) Animal Shelter (1-D)
- (4) Health Department (1-B/1-C)
- (5) DSS (1-B/1-C)

(6) Maintenance/Garage (1-B/1-C)

(7) Parking (402 N. Main; 130 W. Innes) - deferred until more information from City.

R.C.C.C.:

Rating: 1-C

The Board reviewed written information regarding budgetary requests, as attached to these Minutes.

(1) Adjustment (C.O.L.A.) - 3.5% increase (\$33,511)

Economic Development Strategy:

Rating: 1-D

The Board reviewed written information regarding budgetary requests, as attached to these Minutes.

(1) Industrial Park by County (1-D)

(2) ILS for Airport

(3) Carolina Partnership

(4) 100% participation from municipalities

(5) County participation in relations to total EDC budget (higher funding)

(6) Tourism Program

(7) Land Quarter Management

Composting:

Rating: 1-C

(1) Test or Pilot Project - 5 tons/day

(2) Revenue From tipping fees (\$2-\$3/ton)

Communications:

Rating: 1-D

(1) Equipment Acquisition (lease-purchase) - 5 yrs.; use existing funds.

(2) Consolidation of Dispatching - EOC

(3) Sale of old tower and radios

Schools:

Rating: None

Current Expense:

The Board reviewed written information regarding budget requests, as attached to these Minutes.

- * Funding at State Average - not probable
- * $\frac{\text{Base}}{\text{CPI}} + \frac{\text{Performance}}{?}$ } School Board to develop performance-based plan

Capital Outlay:

The Board reviewed written information regarding budget requests, as attached to these Minutes. Discussion which followed, resulted in the following:

- * 1/2-cents sales tax reversion (deferred)
- * Bond issue vs. COP's vs "Pay-Before-You-Go"
- * Debt financing for school improvement?
- * Are school facility improvements necessary?

By consensus, the Board will invite the School Board to come and discuss projects and financing methods, in the near future.

G.I.S.:

Rating: (4)-1C
DeMarcus(1)-1B

- (1) Mapping of County
- (2) Computer Data Base of Mapping Data
(Users: Tax Assessor, Register of Deeds, Elections, EOC, Realtors, Codes Enforcement, Watershed, Planning)

Plan is to pay for the project by assessing 58-cents/month to the 53,400 local phone bills.

Public Relations:

Rating: None

- (1) Continue 2nd meeting outside Salisbury (?)
- (2) Develop Southern Rowan Service Center

- (3) Educate citizens on county financing
- (4) Educate citizens on mandates
- (5) Appoint more citizens to Advisory Boards
- (6) Send survey for self-examination

- * knowledge of county government
- * ideas for improvements
- * how much the pay is for commissioners
- * how much time commissioners spend on county business

"Pick-Pocket Tax" For Mandates:

Rating: None

- (1) Earmarking tax increases annually for mandates in federal/state programs

(Vote was 2-in favor; 1-against; 2-undecided) Decision was delayed until the budget is completed.

Revenue Enhancements:

Rating: None

The Board discussed proposed Revenue enhancements, as mentioned above:

- * Telephone Surcharge (\$1/month).....\$ 640,000
To pay for G.I.S. Mapping system.
- * Cat Tax.....60,000
Proposed to be earmarked for the animal shelter.
- * Register of Deeds (copies: 50 cents to \$1)....15,241
(marriage license).....4,020
(Earmarked for upgrading IMT-150's to IMT-350's (using the break-even analysis).
- * Data Processing Mailer.....25,000
Proposed savings as listed.
- * Janitorial Services.....94,000
- * Overtime (dispatchers).....?
To be accomplished through consolidation
- * 1/2-cent sales tax reversion.....?

Deferred

- * Environmental Fees.....?
To be returned to the General Fund
- * Child Support Enforcement.....?
Analysis of the two existing positions by
6/30/93.
- * Reserve of Dog/Cat Tax for Shelter.....?

Manager:

<u>Comprehensive Salary/Benefit Plan:</u>	<u>Rating: 1-C</u>
<u>Composting:</u>	<u>Rating: 1-C</u>
<u>New Landfill Cell Permit/Design:</u>	<u>Rating: 1-C</u>
<u>New Jail/Court Facilities:</u>	<u>Rating: 1-B</u>
<u>House Bill 20 Implementation:</u>	no new money
<u>"800" Communication System Equipment Acquisition:</u>	<u>Rating: 1-D</u>
<u>County Self-Insurance Program:</u>	no new money
<u>Development of Master Park Land Acquis.:</u>	<u>Rating: 1-D</u>
<u>Automation of Voting Equipment:</u>	<u>Rating: 3-A</u>
<u>Automation of G.I.S. Mapping System:</u>	<u>Rating: 1-C</u>
<u>Airport Improvement Program:</u>	<u>Rating: 1-B</u>
<u>County Parking Plan:</u>	Deferred
<u>County Motor Pool/Garage:</u>	<u>Rating: 1B/1C</u>
<u>Upgrade Finance/Payroll/Personnel Software:</u>	<u>Rating: 1-D</u>

Social Services:

Major issues included a request for 24 additional employees (with equipment); fax machine; upgraded telephone system;

restructure of Donnelly Home; mandated public assistance programs; contract food distribution program to a non-profit organization.

Health Department:

Major issues included requests for emphasis on the programs for immunization, reduction of heart disease, sexually transmitted diseases, adolescent pregnancy, prenatal services, child service coordination, and WIC. Also, water supply protection and animal control objectives were discussed. Commissioner DeMarcus will furnish additional information on water protection to Board members.

Register of Deeds:

Budget requests included the replacement of four IMT-150's with four IMT-350's.

Parks:

Equipment replacements, and ADA changes were highlighted in budget requests, as well as a requested maintenance building at Sloan Park, and new computer equipment.

Cooperative Extension:

Additional computer equipment, "800" Communication equipment, and continuation of a "Farmland Preservation District " sign program was also discussed.

Soil/Water Conservation:

An additional Technician, Administrative Technician I, and replacement of copier were the requested items.

Tourism & Convention Authority:

Support for continuation of concentrated marketing efforts was the request.

Library:

It was decided to add \$5,000 to the materials costs, as an inflationary factor.

Sheriff's Office/Jail:

Budget requests included a Jail Administrator position; School Resource Liaison/Summer Adolscent Crime Prevention Task Force Project; Transitional plan for new Sheriff's Office/Jail; communications system; complete phase-in of semi-automatic handguns (will receive lump-sum allocation).

Emergency Services/EMS:

Safety equipment, replacement of downtown station, new monitoring equipment, upgrade of EMT-I and assistant shift supervisors were included in the requests.

Emergency Services/Fire/Communications:

Replacement of the MASS unit, four emulation computer boards, and "800" equipment were among requests.

Environmental Services:

Addition of a Clerk Typist III, and computer equipment were requested items.

Landfill:

Composting pilot project, design of 2nd cell, and an increase in reserve for closure were among requests.

Planning:

A Land Use Administrator, office furniture, and equipment were requested to implement the Public Water Supply Watershed Regulations; also, the transfer of Official Road Names/Street Address Program from Emergency Services. More dialogue was requested before making decisions on the Rowan 2003 Plan, Motor Vehicle Grave Yard Ordinance, and County water/Sewer System Study.

Finance:

Procedures for centralized purchasing/accounting, payroll/personnel system and office equipment were among requests.

County Assessor:

A Revaluation Field Appraiser, upgrade of mapping system and Business Personal Property Auditor were requested items.

Board of Elections:

Computer equipment and voting machines were included in requests.

Senior Services:

Support for a new nutrition meal site in the North Kannapolis Area was the major request.

Data Processing:

Support/maintenance/replacement of automation equipment; preparation for mainframe replacement; optimized tax mailing (postcards); replacement of electrical wiring/infrastructure needs.

General Services:

Increased maintenance of parking facilities and 402 N. Main Building; construction of maintenance facility.

Personnel:

Payroll/personnel software package; maintain personnel system equivalent with State; reclassifications; self-insurance programs; ADA procedures.

The Board scheduled another worksession for budgetary planning, on June 14 - 17, 1993, in the Red Room of the Community Building.

There being no other business, the meeting was adjourned.

Respectfully submitted,

Denise B. Daugherty, CMC
Clerk to the Board