

By policy, minutes are not official until approved by the Board at a future regular meeting.

**CHEROKEE COUNTY**  
**BOARD OF COMMISSIONERS**

**Work Session**

**March 20, 2012**

**3:00 p.m.**

**Cherokee Hall**

**MINUTES**

The Chairman began at **3:06 p.m.** with all members of the Board present by giving an overview of the upcoming Regional Transportation Referendum coming up for vote on July 31, 2012. Chairman Ahrens presented a PowerPoint presentation prepared by the Atlanta Regional Commission (ARC). He also announced two public information meetings regarding the RTR – April 12, 2012 at 7:30 AM here at the Bluffs and then a second at 6:00 PM in the Chambers at Woodstock City Center. Both meetings are being hosted by Cherokee Bank. Members of the ARC will be there to give a presentation. Geoff Morton presented a PowerPoint with the impacts to Cherokee County of the upcoming RTR. He gave an overview of the 15% local distribution of funds and plans and projects that Cherokee County has programmed with the funds should the RTR be approved in July.

The Chairman then called Janelle Funk forward to present the 2011-2012 year-end financials. She said the results were materially accurate, but have not been audited yet, so they should be considered preliminary. She explained the difference between the terms Revenues, Other Financing Sources, and Total funding Sources. Revenues reflect Externally Generated Recurring sources to sustain operations-and that is the greatest focus since it is the best assessment of the county's long term viability. For 2011, Total County Revenues were \$4.7M better than budget; General Fund was \$2.1M better than budget. She said the county had collected 96% of 2011 General Fund property taxes by the end of the fiscal year. Cash had increased as compared to prior year, but she said it was mainly due to timing, not a true permanent increase in cash. She confirmed the General Fund did not hit negative cash in 2011 but could dip as low as \$200K in Q3

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2012. The total County spent 97% of the operating expenditure budget in 2011; the General Fund spent 98.3%. The three organizations in the General Fund providing the most significant positive variance to budget were: Sheriff's Office, Tax Commissioner, and Clerk of Court. She covered insurance and benefits costs. Results were better than budget due to fewer enrollees and lower claims, resulting in \$0.8 available fund balance. This represents 12% of claims costs, 16-20% is recommended. The Transportation Fund was reviewed by program. The county provides \$79K to support the Canton route, \$98K to support the rural route, and \$22K for the Van Pool. She explained FTA requires the county to provide some access to transportation in the rural route, so it could not simply be eliminated. Commissioner Bosch expressed concern over the cost per rider for the Canton route which is \$2.90. Commissioner Bosch suggested the County ask local businesses to help support this route since most riders were using it for shopping and doctors' appointments. Jerry Cooper commented that there were several factors to consider, but agreed there might be options to reduce the cost of the Canton route.

#### 1. Discussion of Regular Agenda Items.

Mr. Cooper went over the **Consent Agenda**:

- Consider approval to surplus exercise equipment left at the City Club Building by previous owner and to obtain sealed bids/quotes for sale of equipment. (If no bids received, requesting permission to dispose of accordingly.)

Commissioner Johnston asked where the equipment was located and if there would be an opportunity for people to go by and see it. Mr. Cooper said they had the equipment stored in containers at the City Club.

- Consider approval of budget amendments to EMS Fund and General Fund from insurance recovery in the amounts of \$36,340.43 to EMS Fund and \$17,950.69 to the General Fund (Sheriff's Office).
- Consider approval to surplus radio equipment for Fire-ES for appropriate disposition, e.g., electronics recycling day.
- Consider approval to surplus property (bookcase) for Cherokee Recreation and Parks Agency. Item is no longer needed and has no monetary value; a local lodge has offered to pick it up.

Mr. Cooper then went over the items under the **County Manager's** portion:

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- Consider adoption of County Grant Fiscal Management Policy, including a revision to the revenue recognition policy for grant revenue, effective for Fiscal Year 2011 and later.
- Consider approval of 2011 Year end budget adjustment for a total amount of \$1,403,521.00 to correct budget overages caused by extraordinary events, \$236,005.00 related to severance/insurance payments for ISRP; \$358,084.00 for purchases made from Confiscated Assets and Forfeiture accounts; \$171,702.00 related to Clerk of Court technology purchases; \$294,867.00 to Transportation Fund required by GASB to offset future anticipated negative balance.
- Consider approval to purchase Holmatro Hydraulic Rescue Tools to upgrade rescue tools and enhance the level of service at Fire Station 6, Clayton Community, in the amount of \$25,160.40. Impact to County is \$5,160.40 with Clayton Volunteer Fire Department contributing \$20,000.00.
- Consider approval of 2011 Consolidated Annual Performance and Evaluation Report (CAPER) for submission to HUD as required as a recipient of CDBG (Community Development Block Grant) in the amount of \$788,374.00.
- Consider approval of Amendment One, which is the first one-year renewal of the July 5, 2011 agreement, to the Professional Services Agreement with Carrier Commercial Services for the Justice Center Chiller Plant in the amount of \$33,576.00, extending the agreement to February 2013. (Original agreement allows for two (2) one-year renewals.)
- Consider approval of Amendment One, a one-year renewal, to Professional Services Agreement with Tri Scapes, Inc. in the amount of \$94,249.00. Agreement also formally adds four (4) sites. Impact to County is \$77,045.00 with BridgeMill POA contributing \$17,204.00 for the Sixes/Bells Ferry Road Corridor maintenance and herbiciding.
- Consider approval of budget amendment from Reserves to 2012 Parks Budget in the amount of \$31,735.00 due to Youth Basketball spanning two fiscal years, 2011-2012. Cost saving measures by Parks to achieve a balanced budget with the lower reserves includes a proposal to delay filling vacancies, reduced costs for Volunteer Banquet and facility use services handled in-house.
- Consider proposed Development Code section on Home-Based Businesses, designed to address on-going issues such as use of accessory structures, outside storage and employees/vehicles.

Mr. Cooper stated that Planning and Zoning needed more time with this and asked that it be postponed until the next meeting.

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The Chairman asked if there was anything else. Hearing none, Commissioner Hubbard made a motion to adjourn to Executive Session at 4:46 p.m. to discuss personnel issues, pending litigation and property acquisition. Commissioner Bosch seconded and the motion carried unanimously.

Executive Session to Follow