

OPERATING AND CAPITAL BUDGET

FISCAL YEAR ENDED JUNE 30, 2013

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FAYETTE COUNTY, GEORGIA

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The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to Fayette County for its annual budget for the fiscal year beginning July 1, 2011.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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Fayette County GEORGIA

Where Quality Is A Lifestyle

Fiscal Year 2013
Budget Message

June 28, 2012

The Honorable Herbert E. Frady, Chairman
The Honorable Members of the Fayette County Board of Commissioners
The Citizens of Fayette County, Georgia

INTRODUCTION

It is our pleasure to present the fiscal year 2013 budget for Fayette County Georgia as adopted by the Board of Commissioners on June 28, 2012. The adopted budget covers the period beginning **July 1, 2012 and ending June 30, 2013**.

The budget includes **expenditures** of **$79,767,785** and **transfers** of **$4,801,284** for **total appropriations** of **$84,569,069**. This budget is representative of the County's long-standing tradition of providing historic levels of service to the citizens of Fayette County while maintaining fiscal and managerial conservatism. The Board of Commissioners and its staff continue to work diligently in identifying and allocating scarce resources during the current economic environment. The Board's prudent leadership and direction allows the organization to deliver services in a manner that most effectively, efficiently, and economically meets the dynamic needs of a growing Metropolitan Atlanta suburban community with a current estimated population of 107,784 as of July, 2011.

Major components of the approved expenditures include **$60,100,803** for **operating Governmental Funds** activities, **$14,598,310** for **operating Enterprise Funds** activities, **$3,714,252** for **Capital/CIP projects**, **$450,000** for **Enterprise projects**, and **$904,420** for **Internal Service** activities.

BUDGET IN BRIEF

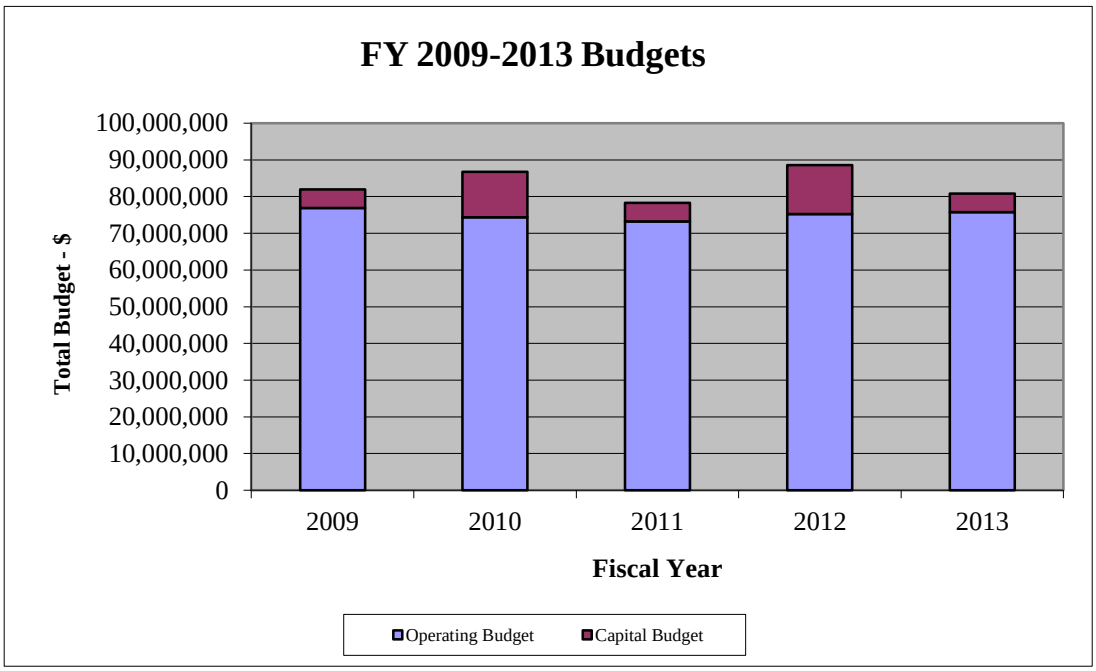
The adopted **operating budget** for FY 2013 totals **$75,786,145**. This year's operating budget increased slightly by **$507,855** from the previous year's operating budget and represents a **0.7%** increase from the FY 2012 operating budget. The FY 2013 adopted **capital budget** is **$8.26 million** less than the previous year. This represents a decrease of **62.0%**. The total adopted

budget for FY 2013 is **$7.75 million** less than the previous year. This represents an overall decrease of **8.8%** from prior year's budgeted expenditures.

For FY 2013 operating expenditures were kept flat and the capital budget includes only projects that were identified as strictly necessary in FY 2013.

Fayette County - FY 2009 to 2013 Budgets

Fiscal Year	Operating Budget	% Change	Capital Budget	% Change	Total Budget	% Change
2009	76,932,870	2.7	5,005,755	(51.9)	81,938,625	(4.0)
2010	74,345,240	(3.4)	12,446,075	148.6	86,791,315	5.9
2011	73,222,735	(1.5)	5,087,300	(59.1)	78,310,035	(9.8)
2012	75,278,290	2.8	13,329,776	162.0	88,608,066	13.2
2013	75,786,145	0.7	5,068,672	(62.0)	80,854,817	(8.8)



SIGNIFICANT ITEMS FOR CURRENT FY 2012 AND BUDGET FY 2013

1. **Current Capital Improvement Program (CIP)** – the five-year CIP plan was updated to reflect a focus on identifying *critical* needs and the availability of funding within the major funds: the General Fund, the Fire Fund, and the EMS Fund. For FY 2013, twenty projects were approved for a total of $3.4 million: $3.0 million for Governmental funds and $0.4 million for Enterprise funds. For the remaining four years, 2014-2017, the CIP plan includes projects with an estimated total cost of $14.1 million: $8.8 million for Governmental funds and $5.3 million for Enterprise funds. Projects included in the CIP plan for future years (2018 and beyond) have an estimated cost of $16.4 million: $8.4 for Governmental funds and $8.0 million for Enterprise funds. In total, the CIP plan includes projects with an estimated cost of $33.9 million: $20.2 million for Governmental funds and $13.7 million for Enterprise funds.

2. **Additional Capital and CIP Projects** – in FY 2013 fifteen projects were approved for a total of $727,452. These projects, as the projects included in the current CIP, were approved based on critical needs. These projects will be funded with transfers from the General Fund, E911 Fund, Fire Services Fund, and the Emergency Medical Services (EMS) Fund.

3. **Vehicle/Equipment Replacement** – for FY 2013, twenty vehicles and two pieces of equipment were approved to be replaced for a total of $904,420. The vehicles and equipment approved will be funded with Vehicle/Equipment fund balance. A vehicle and equipment replacement schedule was prepared to determine on an annual basis the funding needed for the systematic and timely replacement of the County's fleet of vehicles and equipment.

4. **Series 2012A and Series 2012B Water System Revenue Bonds** – in April of 2012, Fayette County issued $8.1 million Series 2012A and $15.6 million Series 2012B Water System revenue bonds for the purpose of refunding part of the Series 2002 revenue bonds and financing the costs of making additions, extensions, and improvements to the County's water system. The bond agreement calls for installment payments on principal, premiums, and interest; payable solely from and secured by a pledge of and lien on revenues derived by the County from their ownership and operation of the Water System.

5. **Millage Rates** – the millage rates (Maintenance & Operations, 5.645 mills; Fire Services, 2.500 mills; Emergency Medical Services, 0.450 mills; and E911 Services, 0.207 mills) were used in preparing the FY 2013 budget. Due to a shrinking tax digest, a proposal to increase the Fire Services millage rate for tax year 2012 will be presented to the Board of Commissioners in the month of August of 2012. If the proposal to increase the Fire Services millage rate is adopted, budget amendments to recognize the change in revenue level for FY 2013 will be processed.

6. **Early Retirement Incentive Program (ERIP)** – On March 22, 2012, the Board of Commissioners approved an early retirement incentive program for employees that have attained a minimum age of 55 and have completed a minimum of 20 years of vesting service with the County. Of 44 employees eligible, 32 employees elected to take the ERIP. At the same time, some of the non-critical positions that will be vacated will not be replaced. Through this combination, the county will be able to attain significant cost savings in salaries and benefits of

non-critical positions that would not be replaced and salary differentials for positions that would be replaced.

7. **Stormwater Utility** – the stormwater utility was adopted on September 22, 2011, to establish a source in the form of user fees to fund stormwater infrastructure. Stormwater activities will be accounted for in the newly created Stormwater Management fund, an enterprise fund. Previously stormwater management activities were accounted for in the General Fund.

8. **Closing Projects** – as part of the FY 2012 year-end process, a proposal will be presented to the Board to close current projects that have been completed or that are no longer necessary. If approved, the closing of these projects will allow the transfer of approximately $0.5 million back to fund balance. These additional funds would then be available for other uses.

BUDGET SUMMARY

OPERATING BUDGET FY 2013 TO FY 2012 COMPARISON - BY FUND			
FUND	**FY 2013**	**FY 2012**	**% CHANGE**
General Fund	$ 45,200,684	$ 46,088,688	(1.9)
Special Revenue Funds			
Law Library	$ 67,160	$ 67,160	-
Confiscated Property-State	76,500	75,400	1.5
Emergency Phone E-911	3,589,216	2,671,297	34.4
Jail Construction	447,942	447,942	-
Juvenile Supervision	30,330	30,630	(1.0)
Victims Assistance	186,416	184,411	1.1
Drug Abuse and Treatment	60,500	59,450	1.8
Fire Services Fund	7,382,275	7,569,180	(2.5)
Street Lights	304,246	297,818	2.2
EMS Fund	3,043,852	3,098,355	(1.8)
Enterprise Funds			
Solid Waste	215,582	209,859	2.7
Stormwater Management	427,805		N/A
Water System	14,753,637	14,478,100	1.9
Total Operating Budget	**$ 75,786,145**	**$ 75,278,290**	**0.7**

CONCLUSION

As expected, the downturn in economic conditions has continued to negatively impact revenue streams. Over the last three years, the County's tax digest, as a result of reduced property reassessments and the lack of new growth, has declined $1.16 billion or 21.2%. To offset the resulting reduction in revenues over this period, even with rising costs in energy and healthcare expenses, the Board of Commissioners directed departments to keep their operating budgets at the same level or lower than the previous year. Departments have complied and for FY 2013, the operating budget for the General Fund is projected 1.9% lower than in FY 2012. The overall operating budget for the county is projected to increase just 0.7%; the capital budget for the county is projected to decrease 62.0%; and the total operating and capital budget for the county is projected to decrease 8.8%. This represents a reduction of $7.8 million in the total budget for Fayette County.

The use of fund reserves has been kept to a minimum allowing the county to still have a healthy fund balance. Measures have been taken to identify savings opportunities. The stormwater utility was established, the Early Retirement Incentive Program was implemented, funds have been made available with the closing of completed capital projects; and discussions have taken place to identify savings opportunities through the consolidation of services.

Elected Officials and County staff are committed to ensuring expenditures are maintained at minimum levels. In approving the FY 2013 Budget, the Fayette County's Board of Commissioners has continued to maintain a fiscally conservative position while ensuring that local government services will be provided to the taxpayers of Fayette County at historic levels. Through their actions this year and in prior years, Fayette County Government has met the fiscal challenges of the recession and continues to be positioned to lead the Metropolitan Atlanta Area in local government innovation, fiscal conservatism, and quality of life for its citizens.

Respectfully,

Jack J. Krakeel
Interim County Administrator

Mary S. Holland
Finance Director/CFO

SERVICES PROVIDED BY THE COUNTY



The County provides a full range of services to its citizens. These services include police and fire protection, emergency medical services, court systems, library services, the construction and maintenance of roadways and infrastructure, tax assessment and collection, planning and zoning, recreational activities and cultural events, and inherent administrative and support activities. The County provides the majority of these services since fiscal responsibility has been affixed at the local level by State statues. However, in keeping with the terms of their individual charters, the cities and towns within Fayette County have chosen to provide some of the above services to their citizens as part of their municipal government operations.

The County also operates a potable water distribution system and a solid waste management system. The Fayette County Water System was established in 1966 and serves over 27,000 customers in the unincorporated areas of the County and through the County-owned distribution systems of the City of Peachtree City and the Towns of Tyrone and Woolsey. The Water System also wholesales water to the City of Fayetteville and the Town of Brooks pursuant to wholesale water contracts, which expire in 2034 and 2026, respectively.

PROFILE OF THE COUNTY

History

Fayette County, established in 1821, is a "political subdivision" organized and existing under the Constitution and laws of the State of Georgia. Fayette County was the 49th county created in the state and was formed from parts of the Creek Indian Territory. The County and the City of Fayetteville, the county seat, were named for the Marquis De LaFayette, one of General George Washington's lieutenants in the Revolutionary War.

Demographics

Fayette County is bordered on the north by Fulton County with Atlanta as its county seat, on the east by Clayton County with Jonesboro as its county seat, on the south by Spalding County with Griffin as its county seat, and on the west by Coweta County with Newnan as its county seat. Incorporated communities located within the County include Fayetteville, which is the County seat; Brooks; Peachtree City; Tyrone and Woolsey.

Encompassing about 199 square miles (197 square miles of land area), it is one of the smaller counties in the State in area. It is located in the northwestern part of Georgia, situated about 15 miles south of the Atlanta city limits and is considered an integral part of the Metro Atlanta area.

From a long-range planning and services coordination standpoint, Fayette County is a member of the Atlanta Regional Commission.

In looking at its demographic statistics, Fayette County is considered for the most part to be a suburban community. About 54.3 percent of its residents live in incorporated cities and towns. Fayette is the Atlanta region's second least densely populated county, with 0.84 people living per acre of land. The average household size is 2.88 and nearly 93.3 percent of housing is defined as occupied.

Fayette County exhibits some excellent physical characteristics, in terms of climate and geography. Average rainfall for the immediate area is 48.61 inches per year, and average temperatures range from a high of 87 degrees in the summer to a low of 34 degrees in the winter, with a year round average temperature of 61.4 degrees. The area is decorated with dogwoods and azaleas blooming in the spring and a colorful change of leaves in the fall. The general terrain of the area is characteristic of the Piedmont region of Georgia, with hills with broad ridges, sloping uplands and relatively narrow valleys. Land elevations within the County range from a low of 720 to a high of 1,005 feet above sea level.

Transportation

Another important attribute of Fayette County is its location in relationship to major transportation modes, with ready access to several different methods of conveyance. The County is strategically located in proximity to three major interstate highway systems, I-75, I-285 and I-85. In addition, several principal arterial roadways, such as State Highways 54, 74, 85, 92, 279 and 314, pass directly through the County. Citizens also have fairly easy access to the public transportation systems, which serve the immediate Atlanta area. From terminals located in the southern part of Fulton County, travelers can take advantage of the trains and buses operated by the Metropolitan Atlanta Rapid Transit Authority (MARTA). For a very reasonable fare, MARTA offers residents the alternative of an easy, quick commute to Downtown Atlanta or to the various sports venues. And from the private sector, the Greyhound Bus Lines operates a local terminal in nearby Hapeville.

Hartsfield-Jackson Atlanta International Airport, the world's busiest passenger airport, is located only about 15 miles to the north and Falcon Field Airport which is located on the western fringes of the County serves as a local public airport for light aircraft including small jets.

Diverse Lifestyles

In spite of its relatively small size in terms of area, Fayette County offers its residents a diverse menu of lifestyles, amenities and opportunities.

Peachtree City, a planned community situated in the western part of the County, is widely known as a family-oriented locale. This City features three golf courses, two large lakes, 90 miles of golf cart paths, a 2,500 seat amphitheater, a state-of-the-art championship tennis center, an indoor swimming complex and numerous other recreational facilities. The majority of industry in the County is located in a nearby industrial park.

Fayetteville, the County seat, boasts of its Main Street Program aimed at recognizing the rich history of the City's downtown area and ensuring that much of the small town flavor and architectural designs of the past are maintained. With street names like Stonewall, Beauregard, Lee and Jeff Davis and buildings such as the Doc Holliday House, one can't help but feel surrounded by history. The Southern Ground Amphitheater, located on Lafayette Avenue, offers a series of concerts throughout the year.

For those in search of a more pastoral environment, the Towns of Brooks and Woolsey, located in the southern portion of the County, generally require a minimum residential lot size of five-acres. In Fayette County, one can find a high-tech industrial complex and an airport located just a few minutes drive from cattle farms, woodlands full of deer and turkey, and a historic water mill.

GOVERNMENTAL STRUCTURE



The governing authority of Fayette County is a **Board of Commissioners** consisting of five elected members. The commissioners serve on a part-time basis and are elected to staggered terms of four years. While all five commissioners are elected at large, three must reside in different "districts" within the County. At their first meeting each calendar year, the Commission Chair and Vice-Chair are selected by the Board.

In their policy-making capacity, the Board of Commissioners is authorized to perform the following functions:

1) levy taxes;
2) direct and control all property of the County;
3) establish, alter or abolish roads and bridges;
4) fill vacancies in County offices unless others are empowered to do so;
5) examine, settle and allow claims against the County;
6) examine and audit the accounts of all officers having the care, management, keeping, collection or disbursement of money belonging to the County;
7) establish the costs of licenses; and
8) make such rules and regulations as necessary for the protection and preservation of health, safety, welfare and morals.

The Board of Commissioners appoints the County Administrator who serves as the County's Chief Administrative Officer. The County Administrator is responsible for the daily operations of all County functions in accordance with the policies of the Board of Commissioners.

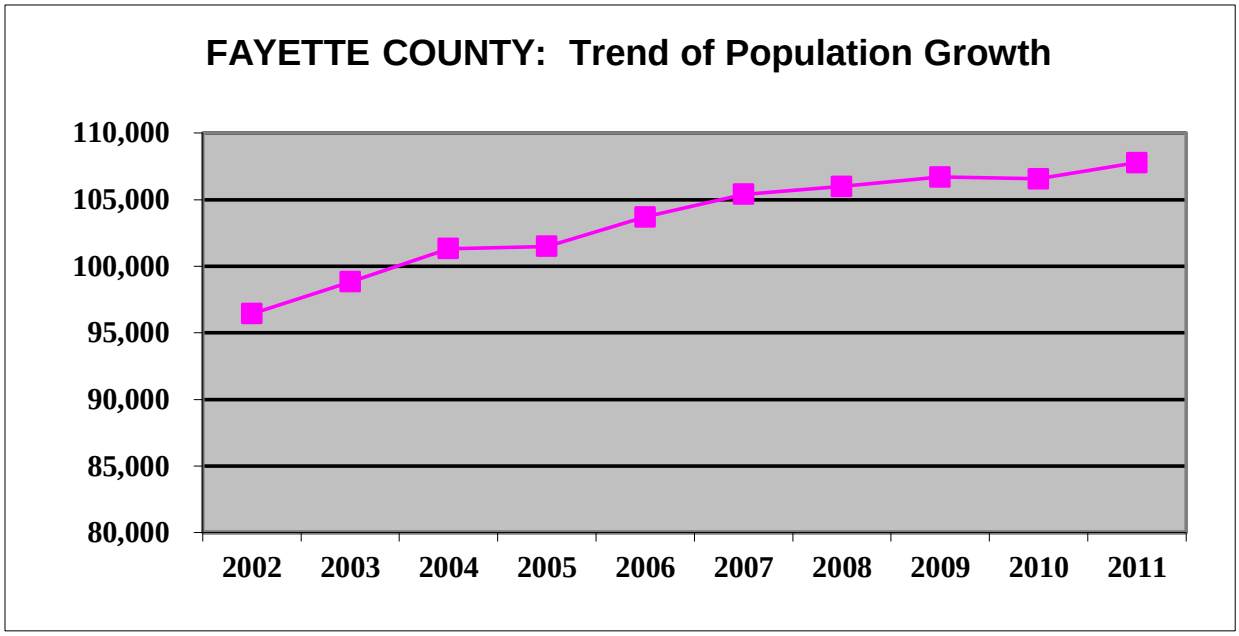
LOCAL ECONOMIC CONDITIONS AND OUTLOOK

Fayette County continues to benefit economically by being an integral part of one of the top growth areas in the United States. The Metropolitan Atlanta region represents one of the nation's primary transportation and distribution centers as well as being a major financial and consumer services leader. For those counties located on the south side of the Metro Area, Hartsfield-Jackson Atlanta International Airport is considered to be one of the more important economic engines. The total annual regional economic impact of the airport is more than $32.6 billion. Georgia's geographically central location for domestic distribution, excellent surface transportation system, telecommunications infrastructure and proximity to major consumer markets make the state an excellent base for air cargo operations.

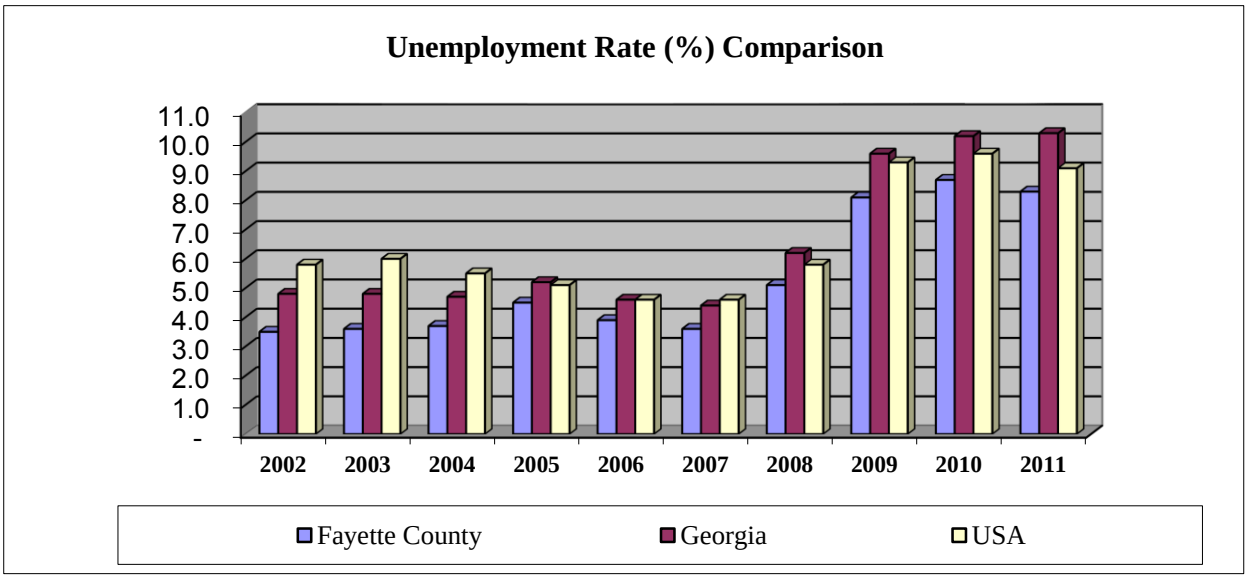
The quality and quantity of services provided by the County to its residents are second to none. The Fayette County Board of Education reported that all 29 schools met Georgia's Adequate Yearly Progress testing criteria and no school will have to offer parents the option of transferring students to other school. The "Adequate Yearly Progress Requirements" is part of the No Child Left Behind law that requires states to set goals based on student achievement data. Also in Fayette County, one will find one of the lowest crime rates in the Metro-Atlanta area, and an efficient County government with one of the lowest millage rates and service costs per capita in the State. Each of these quality-of-life factors combine to make Fayette County an extremely attractive place in which to reside.

More recently, the County has become well known, not only regionally, but nationally, as an ideal place in which to live and to work. Fayette County is considered by many to be the "crown jewel" of metropolitan Atlanta's many fine communities and it indeed offers a quality of life that equals or surpasses any metro area in the United States. The City of Peachtree City is an award winning "master plan" community. It has been named on the list of "10 Best Places to Live" by Money magazine and CNN/MONEY.

According to the 1980 census figures, Fayette County had 29,043 residents and was the forty-third most populous county in the State of Georgia. For the 2010 census the population is 106,567. It is the twenty-second most populous county. Even though the population growth will not continue at the same unprecedented rate of the 1980's and 1990's, the Atlanta region will continue to be one of the fastest growing metropolitan areas in the Country.

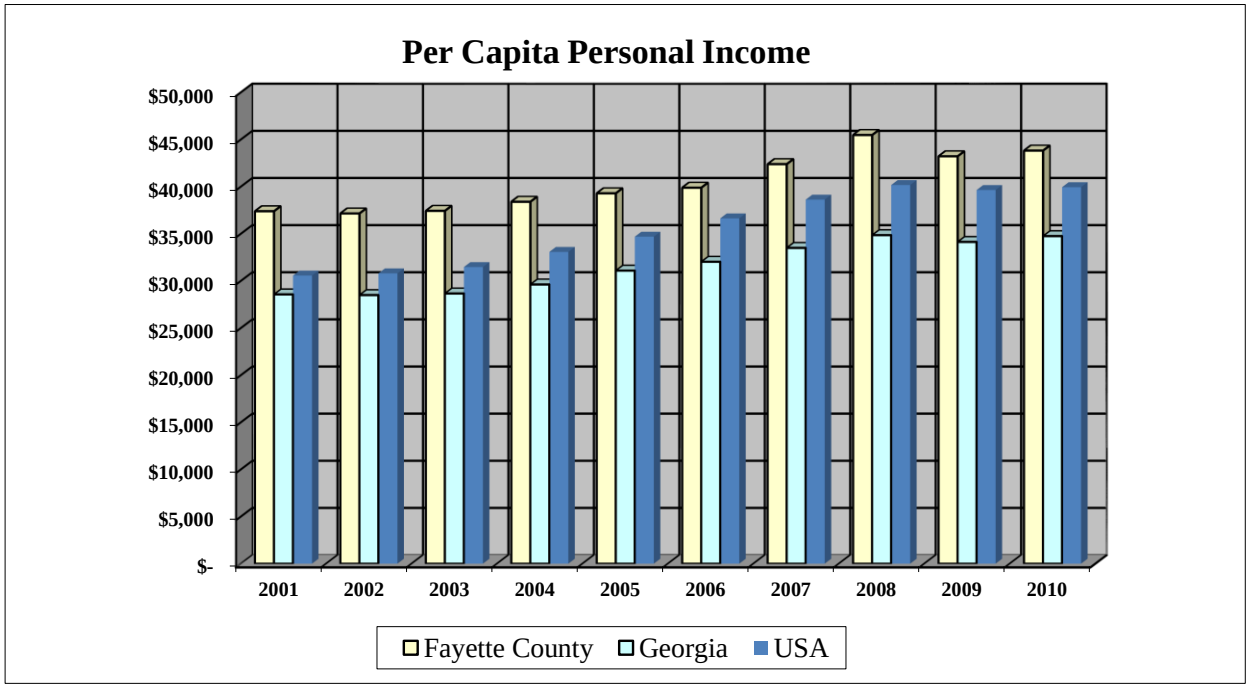


In terms of productivity, Fayette County is extremely blessed to have a labor force that is well trained and has many marketable skills. Approximately 62.1 percent of our current residents age 18 to 65+ have attended some college, attained a 2-year or a 4-year college degree, or have post-graduate studies. The average SAT/ACT scores at local high schools are well above the state and national averages. Fayette's average SAT scores are 95 points above the state and 46 points over the national average. The superior quality of our workforce is reflected in our low unemployment rate. Fayette County's unemployment rate is consistently lower than both the state and national unemployment rates. The chart below shows unemployment trends for the last ten years.



The residents of Fayette County are among the most affluent in the country. More than half of its residents 18 and older have college education. The county's unemployment rate is lower than the

state and the national unemployment rates. Fayette County's work force is generally employed in the following areas: management, business, and finance; science, engineering, and computer science; sales; administrative support; service; and other professional areas. These are typically high paying fields. Fayette County is among the counties with the highest Per Capita Personal Income at both the state level and the national level. The graph below compares the Per Capita Personal Income of the residents of Fayette County with those of Georgia and the rest of the nation for a period of ten years.



As the population and number of skilled workers have continued to grow over the years, the demographics are now such that businesses are being attracted to the area in increasing numbers. It is also important to note that the business climate in Fayette County is conducive to sustained quality growth. The Fayette County Development Authority has formed a partnership with six other adjacent counties-Metro South- for the specific purpose of promoting regional development.

Another very important attribute to the immediate area is that Atlanta's industrial diversity insulates the region against upheavals in a single market or decisions by a few major employers. Even with the increasing pre-eminence of the services sector of the economy, no single sector accounts for as much as 30 percent of the region's employment. Added benefits of recent growth include the availability of more high-quality products, services and talent. A critical mass of skilled workers in a variety of technical fields encourages innovations and entrepreneurship.

MAJOR INITIATIVES FOR FISCAL YEAR 2013 AND THE FUTURE



For the Year: In preparing the 2013 fiscal year budget, the County was faced with the challenges of determining the proper balance between service delivery to the taxpayers and maintaining financial stability during a period of economic downturn. The prolonged slow economy was taken into consideration in determining the future allocation of resources.

The Board of Commissioners approved to start the budget development process in mid-February 2012 to allow for additional time to process the departments' requests. County departments were instructed to keep their FY 2013 budget requests at the same level, or lower than, their FY 2012 budgets. The next-year budget level would depend largely on current year revenue streams and current year expenditure levels. Differences in departments' requests with current year budget amounts were identified and additional justification for these were requested from the departments. Capital projects, CIP projects, and Vehicle/Equipment replacement for FY 2013 were assessed and aligned with critical needs.

Projected operating expenditures for FY 2013 increased by only $0.51 million or 0.7%. Capital and CIP projects appropriations decreased by $8.26 million. The total budget decreased by $7.75 million or 8.8%.

The parameters that guided the development of the FY 2013 budget will enable the achievement of these important goals:

- Maintaining a stable property tax rate that supports the maintenance and operations of the county,
- Funding the continued expansion of the Water System,
- Continuing the replacement of county vehicles and equipment,
- Improving the County's roadways,
- Enhancements in the Public Safety area,
- Projecting the funding needs of the Capital Improvements Program,
- Maintaining the fiscal ability to provide for service level increases in response to service demand,
- Optimizing the use of new technologies and training, and
- Minimizing the "cost of government" to the citizens while continuing to be responsive to their needs.

Issues and Strategies: It has been said that several of the factors which influence an individual's choice to reside in a particular place include the availability of services in the area, quality of life, and community identity or image. The County is taking a proactive stance in addressing each of these three considerations. Enhancing the existing quality of life, creating a positive image for the County and engendering pride in the Fayette community continue to be a large part of the strategic plan of the Board of Commissioners.

Issue: **General Fund** – even though operating expenses have been kept constant since FY 2008, revenue has decreased approximately 6%. Fund balance in FY 2012 decreased $2.9 million. It is forecasted that for FY 2013, fund balance will decrease again.
Strategies:

1. Utilize money made available from General Fund capital projects that are closed for the purpose of balancing the budget.
2. Early Retirement Incentive Program – an early retirement plan was offered and several General Fund employees retired as of June 30, 2012. The positions that will not be replaced and the salary differential of the positions that will be replaced will generate annual savings that will be used to balance the budget.
3. Continue discussions with the cities and municipalities regarding consolidation of operations that could bring savings in the delivery of services, ex. building inspection services.
4. The FY 2013 payment of the E911 Radio System Debt was moved from the General Fund to the E911 fund. This will save approximately $1.0 million.

Issue: **Fire Services Fund** –Increases in the millage rate were adopted for tax years 2011 and 2012 to generate additional revenues. This additional revenue was still not sufficient to cover expenditures. As of the end of FY 2012, fund balance decreased for the second consecutive year. For FY 2013, fund balance is projected to decrease again.
Strategies:

1. Move to future years projects in the CIP Plan. This should allow the fund balance to build up sufficient reserves that could be used to fund these projects in future years.
2. Additional funding needed to upgrade positions to FF/Paramedic to be funded from the Emergency Medical Services (EMS) fund.

Issue: **The Jail Construction Surcharge Fund and the Victims Assistance Surcharge Fund** – these funds frequently don't collect enough revenue to cover expenditures incurred during the year. Fund balance on these funds is projected to be negative by the end of FY 2013.
Strategies:

1. As a short term solution, a transfer from the General Fund will be needed in FY 2013.
2. As a long term solution, negotiations between Fayette County and the cities of Fayetteville, Peachtree City, and Tyrone need to occur to negotiate a more equitable agreement regarding jail inmate expenses.

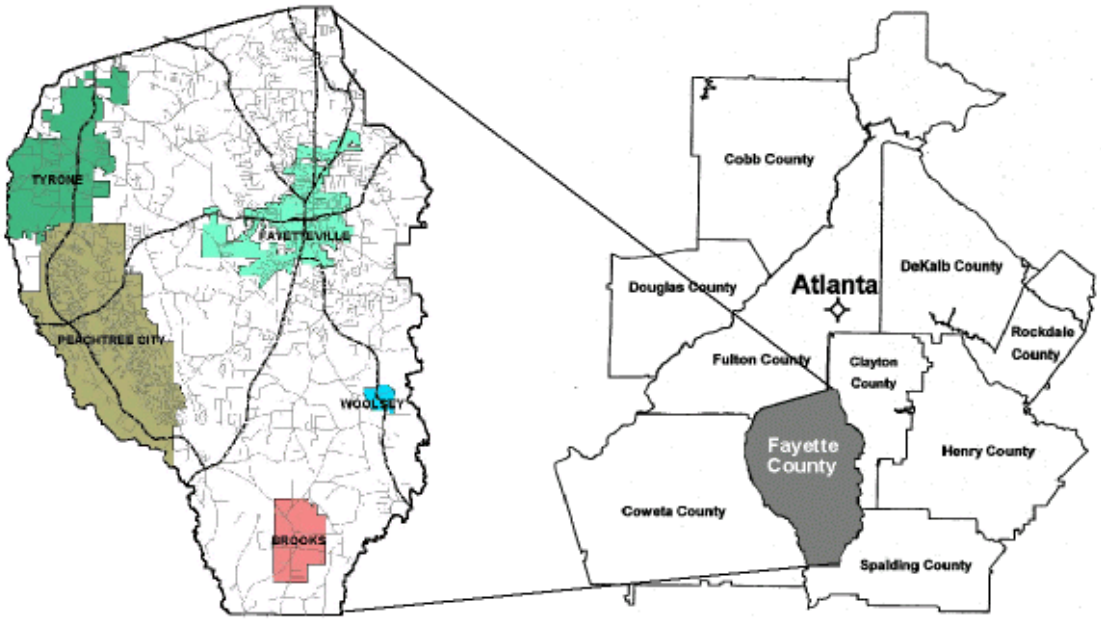
Issue: **Property and Casualty Insurance Costs,** FY 2013 cost $482,800 – currently the County uses the RFP process for its annual insurance. Since there are only a small number of carriers who would underwrite governments, this limits the effectiveness of the traditional RFP.
Strategies:

1. Analyze the possibility of using a broker approach methodology. Going to a three year term and using the broker to competitively price the county's insurance could yield the most competitive price.

Issue: **Addressing Stormwater Infrastructure Needs and Compliance with Environmental Mandates** – the current funding of stormwater related needs and regulations could not be properly maintained in the General Fund.
Strategies:

1. The establishment of a Stormwater Utility was adopted by the Board of Commissioners on September 22, 2011; this new utility to be funded by user-fees.
2. The four stormwater projects included in FY 2013 to be funded by a transfer from the General Fund.

Fayette County, Georgia: Municipalities and Proximity to Metropolitan Atlanta Area



Fayette County spans 199 acres and has 5 incorporated municipalities within its boundaries. There are 106,567 people (per the 2010 census) calling Fayette County home today. Atlanta, with its world of shopping, dining, cultural opportunities, and major league sports, is just 30 minutes away.

Municipalities

Fayetteville – Fayetteville is the county seat of Fayette County and was named for Marquis de Lafayette, one of General George Washington's commanders in the Revolutionary War. The City was incorporated on December 20, 1823. The original size of town was a half mile circle from the courthouse. The Southern Railroad came through in 1888 and was removed in 1928. The population is 15,945 per the 2010 census.

Peachtree City – Peachtree City was created in 1959 and includes the communities of Kedron, Aberdeen, Glenloch, Wilksmoor, and Braelinn. The city now features three golf courses, two lakes, an amphitheater, a tennis center, an indoor swimming complex, and 90 miles of pedestrian and golf-cart pathways connecting all parts of the city. The population is 34,364 per the 2010 census.

Brooks – The town of Brooks was first known as Haistentown after some of the original settlers. The community became known as Sharon Grove in the 1840's. When the railroad came through in 1871, Hillery Brooks gave the property for the train station that was known as Brooks Station. In December 1905, the town became known as Brooks. The population is 524 per the 2010 census.

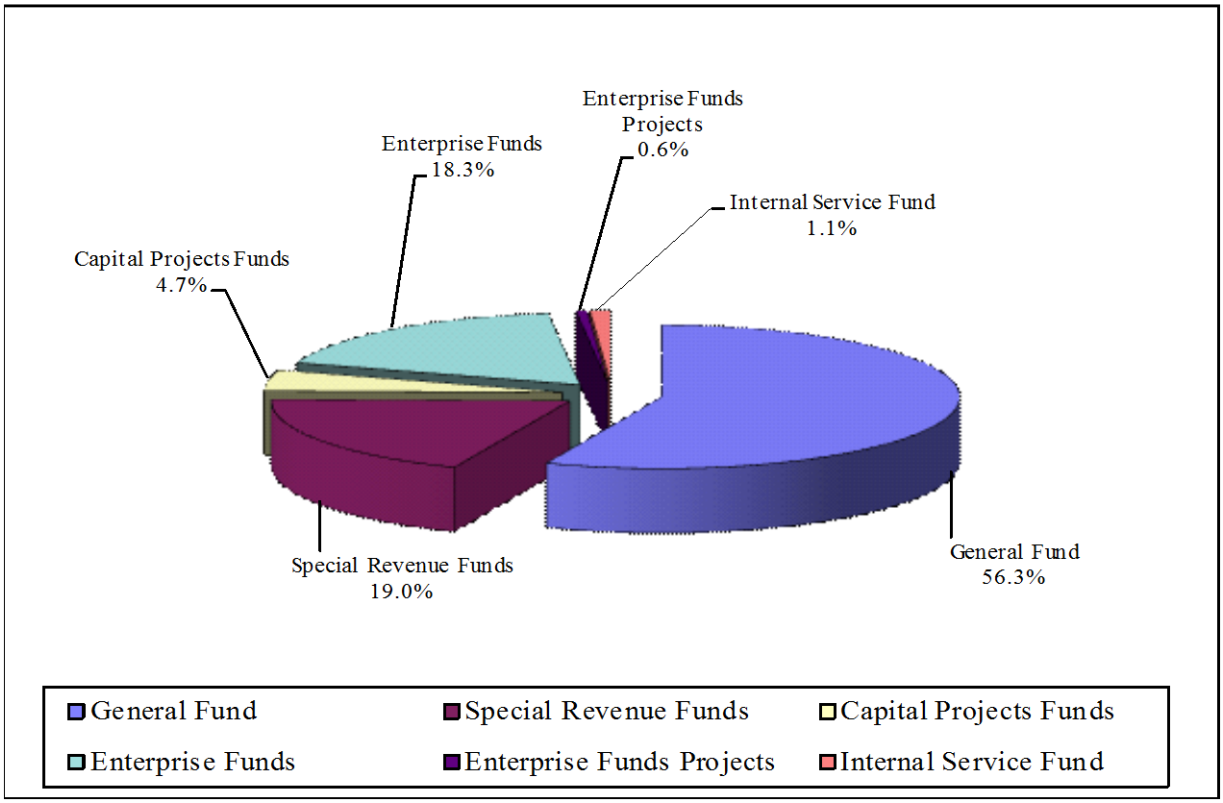
Woolsey – The Southern Railroad came through the area that became Woolsey in 1888. Woolsey was incorporated in 1893. It was named for Dr. I.G. Woolsey, who was the town's largest landowner. Dr. Woolsey was a Civil War surgeon and a minister. The population is 158 per the 2010 census.

Tyrone - Tyrone was settled by Irish farmers and the town first known as Hopewell. The town was incorporated in 1911 by railroad builders who were mainly Scotch and Irish. They named the town Tyrone because they thought the area reminded them of their home area around County Tyrone in Ireland. Tyrone got its first pave street in 1948. The population is 6,879 per the 2010 census.

FAYETTE COUNTY, GEORGIA
FY 2013 BUDGET
ALL BUDGETED FUNDS
TOTAL EXPENDITURES*

General Fund	$	44,941,467
Special Revenue Funds		15,159,336
Capital Projects Funds		3,714,252
Enterprise Funds		14,598,310
Enterprise Funds Projects		450,000
Internal Service Funds		904,420
Total	**$**	**79,767,785**

*Does not include transfers to other funds of $4,801,284 for total appropriations of $84,569,069.

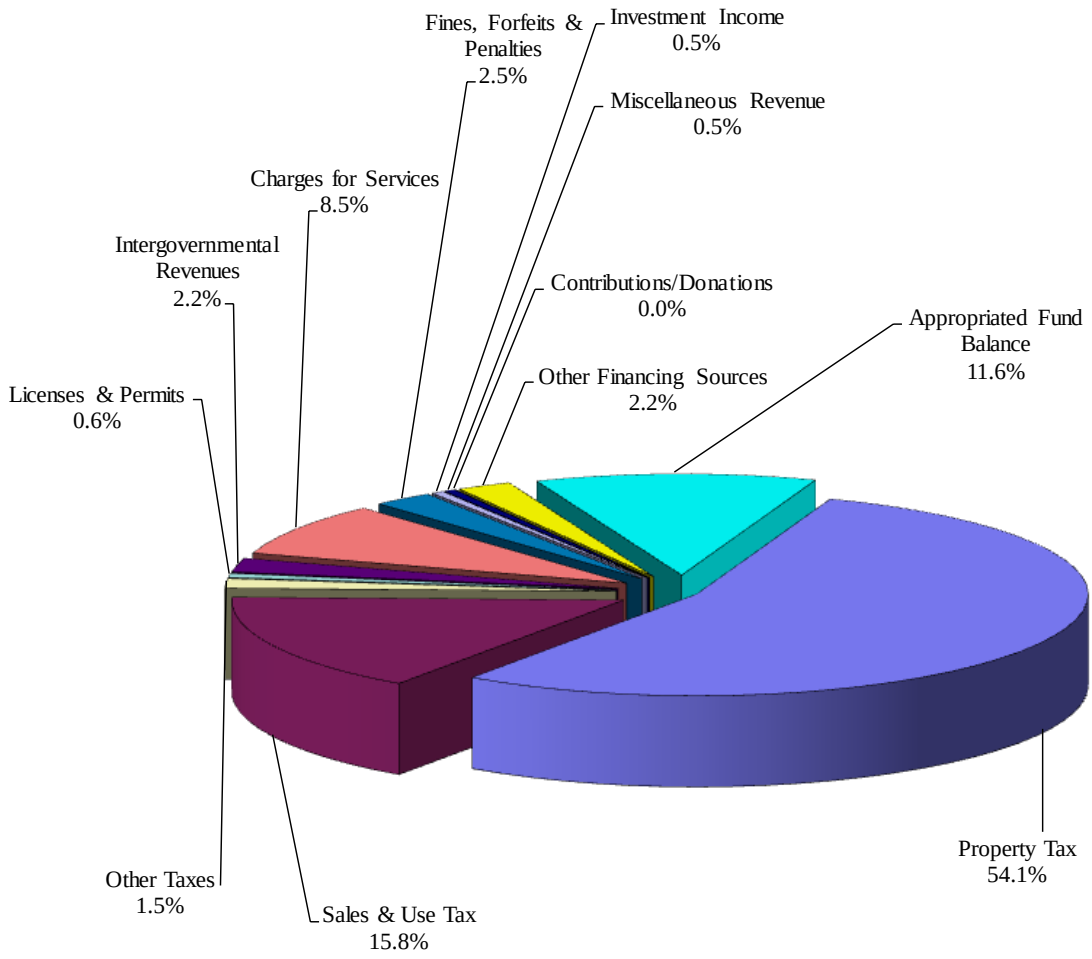


SUMMARY OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES
GOVERNMENTAL TYPE FUNDS
COMPARISON OF THREE MOST RECENT FISCAL YEARS

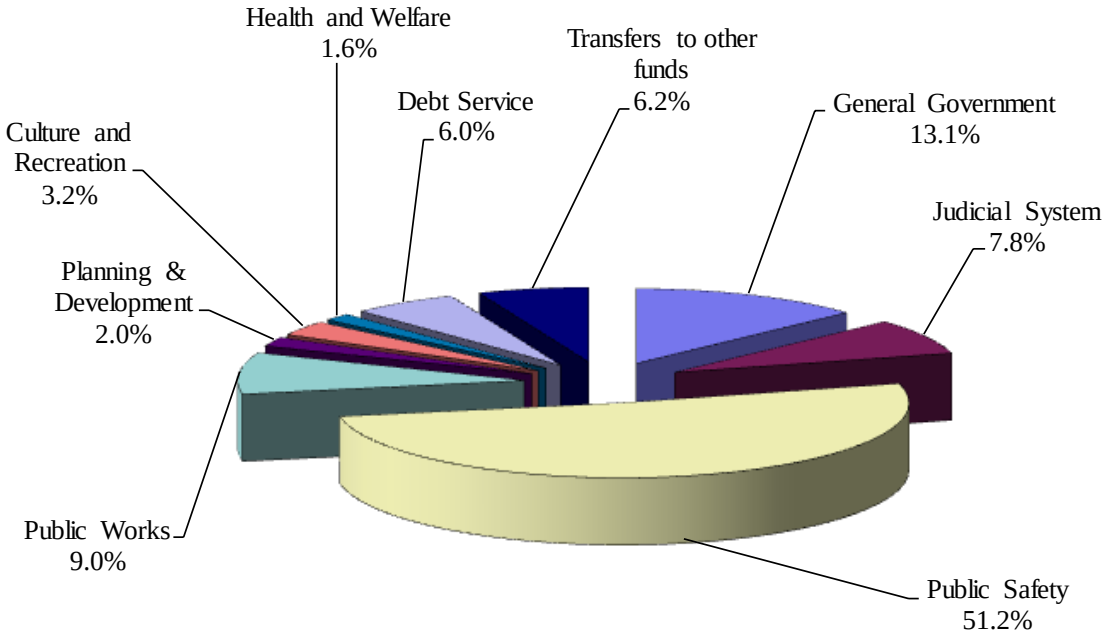
	GENERAL FUND			SPECIAL REVENUE FUNDS			TOTAL GOVERNMENTAL FUNDS		
BUDGETED FUNDS	FY 2011 ACTUAL	FY 2012 ACTUAL*	FY 2013 BUDGET	FY 2011 ACTUAL	FY 2012 ACTUAL*	FY 2013 BUDGET	FY 2011 ACTUAL	FY 2012 ACTUAL*	FY 2013 BUDGET
REVENUES									
Property Tax	$ 27,911,133	$ 27,651,084	$ 25,245,700	$ 9,136,446	$ 10,317,232	$ 9,455,700	$ 37,047,579	$ 37,968,316	$ 34,701,400
Sales & Use Tax	9,572,548	9,836,955	10,100,000	-	-	-	9,572,548	9,836,955	10,100,000
Other Taxes	1,311,971	939,718	966,500	-	-	-	1,311,971	939,718	966,500
Licenses & Permits	451,172	407,671	414,500	-	-	-	451,172	407,671	414,500
Intergovernmental Revenue	589,296	643,988	741,697	967,046	737,638	666,710	1,556,342	1,381,626	1,408,407
Charges for Services	1,918,207	1,911,130	1,823,000	3,714,993	3,633,363	3,603,500	5,633,200	5,544,493	5,426,500
Fines, Forfeits & Penalties	1,435,496	1,351,058	1,335,000	2,962,794	860,998	256,000	4,398,290	2,212,056	1,591,000
Investment Income	255,993	244,685	300,000	18,253	16,652	22,100	274,246	261,337	322,100
Miscellaneous Revenue	543,735	368,883	249,600	492,276	134,626	48,900	1,036,011	503,509	298,500
Contributions/Donations	25,641	15,795	5,000	2,936	1,920	-	28,577	17,715	5,000
Total Revenues	44,015,192	43,370,967	41,180,997	17,294,744	15,702,429	14,052,910	61,309,936	59,073,396	55,233,907
OTHER FINANCING SOURCES									
Sale of Gen Fixed Asset	16,329	34,772	-	-	225,526	-	16,329	260,298	-
Transfers from other funds	2,792,934	741,511	1,177,815	299,389	284,217	259,217	3,092,323	1,025,728	1,437,032
Total Revenues and Other Financing Sources	$ 46,824,455	$ 44,147,250	$ 42,358,812	$ 17,594,133	$ 16,212,172	$ 14,312,127	$ 64,418,588	$ 60,359,422	$ 56,670,939
EXPENDITURES									
General Government	$ 8,100,987	$ 8,312,712	$ 8,397,258	$ 19,549	$ -	$ -	$ 8,120,536	$ 8,312,712	$ 8,397,258
Judicial System	4,825,107	4,975,486	4,871,177	277,149	202,362	97,490	5,102,256	5,177,848	4,968,667
Public Safety	18,732,441	19,737,946	19,298,822	16,989,644	15,133,767	13,531,068	35,722,085	34,871,713	32,829,890
Public Works	5,097,070	4,299,149	5,449,592	286,158	294,968	290,100	5,383,228	4,594,117	5,739,692
Planning & Development	1,271,548	1,297,616	1,287,295	-	-	-	1,271,548	1,297,616	1,287,295
Culture and Recreation	1,804,315	2,005,596	2,053,062	469,524	513,485	-	2,273,839	2,519,081	2,053,062
Health and Welfare	761,169	764,853	754,060	221,936	242,374	246,916	983,105	1,007,227	1,000,976
Debt Service	2,171,200	2,825,759	2,830,201	-	993,762	993,762	2,171,200	3,819,521	3,823,963
	42,763,837	44,219,117	44,941,467	18,263,960	17,380,718	15,159,336	61,027,797	61,599,835	60,100,803
OTHER FINANCING USES									
Loss on Disposition of Assets	-	-	-	-	-	-	-	-	-
Transfers to other funds	1,780,977	3,627,329	2,390,989	47,655	282,891	1,611,581	1,828,632	3,910,220	4,002,570
Total Expenditures and Other Financing Uses	$ 44,544,814	$ 47,846,446	$ 47,332,456	$ 18,311,615	$ 17,663,609	$ 16,770,917	$ 62,856,429	$ 65,510,055	$ 64,103,373
Net Increase (Decrease) In Fund Balance	2,279,641	(3,699,196)	(4,973,644)	(717,482)	(1,451,437)	(2,458,790)	1,562,159	(5,150,633)	(7,432,434)
FUND BALANCE JULY 1	$ 34,993,703	$ 37,273,344	$ 33,574,148	$ 9,182,652	$ 8,465,170	$ 7,013,733	$ 44,176,355	$ 45,738,514	$ 40,587,881
FUND BALANCE JUNE 30	$ 37,273,344	$ 33,574,148	$ 28,600,504	$ 8,465,170	$ 7,013,733	$ 4,554,943	$ 45,738,514	$ 40,587,881	$ 33,155,447

*Year-end estimate.

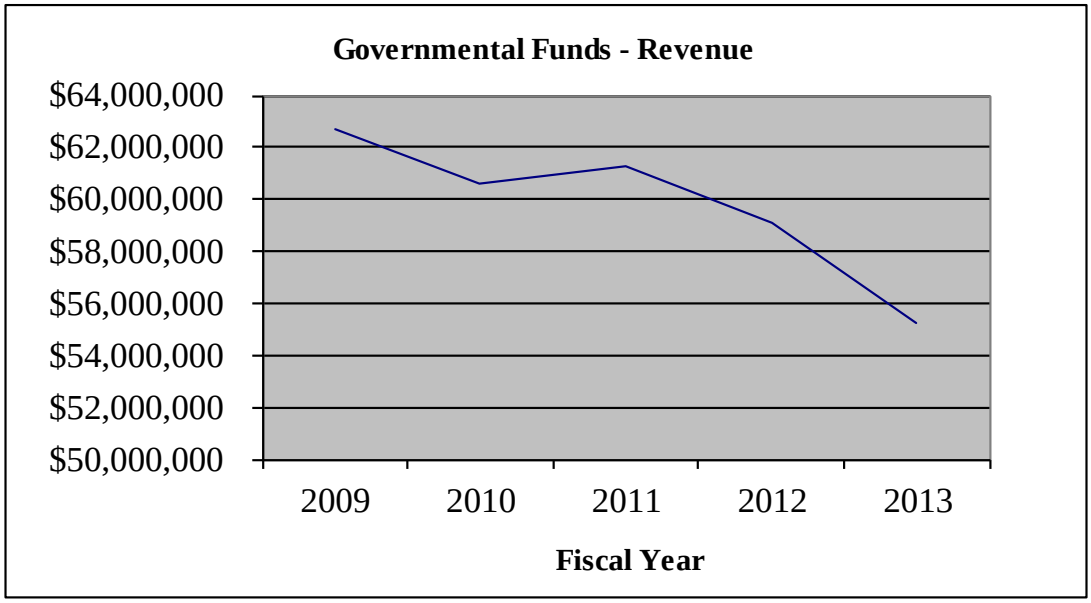
FAYETTE COUNTY, GEORGIA
FY 2013 BUDGET
GOVERNMENTAL TYPE FUNDS
ESTIMATED REVENUE AND OTHER SOURCES

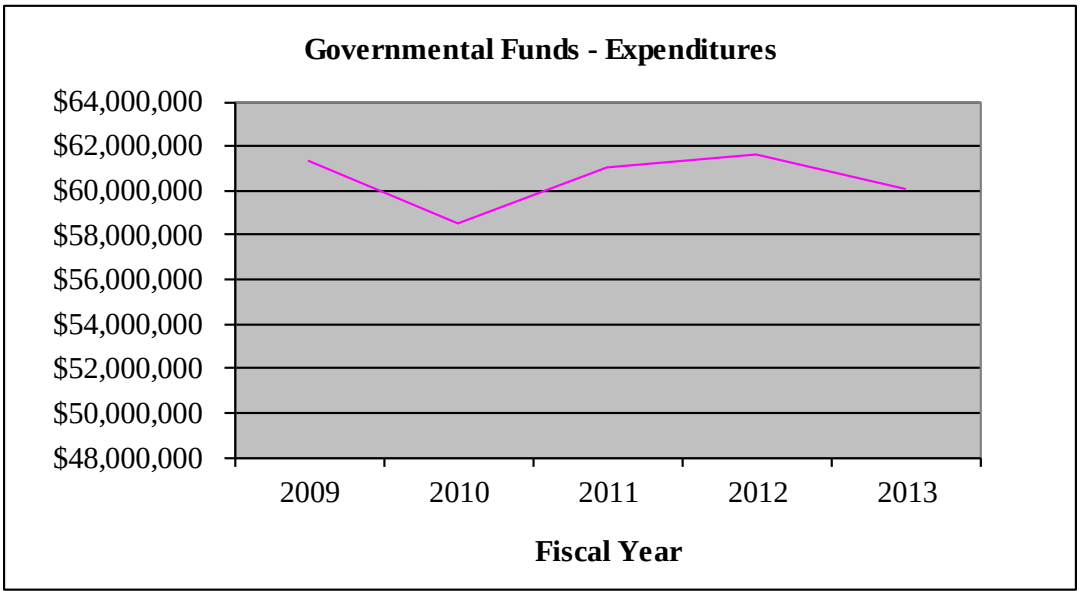


FAYETTE COUNTY, GEORGIA
FY 2013 BUDGET
GOVERNMENTAL TYPE FUNDS
ESTIMATED EXPENDITURES AND OTHER USES

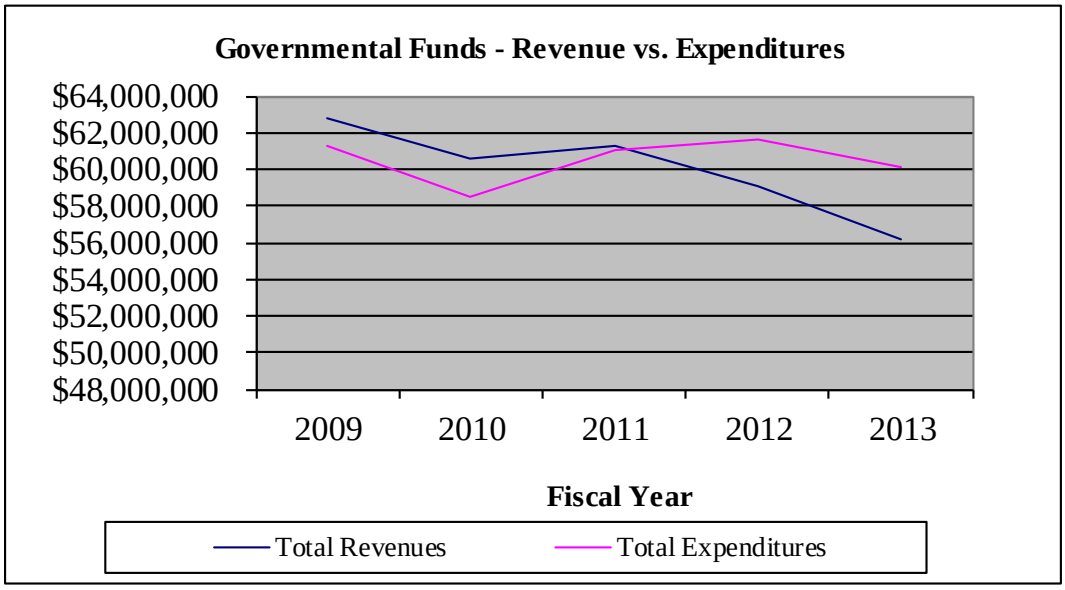


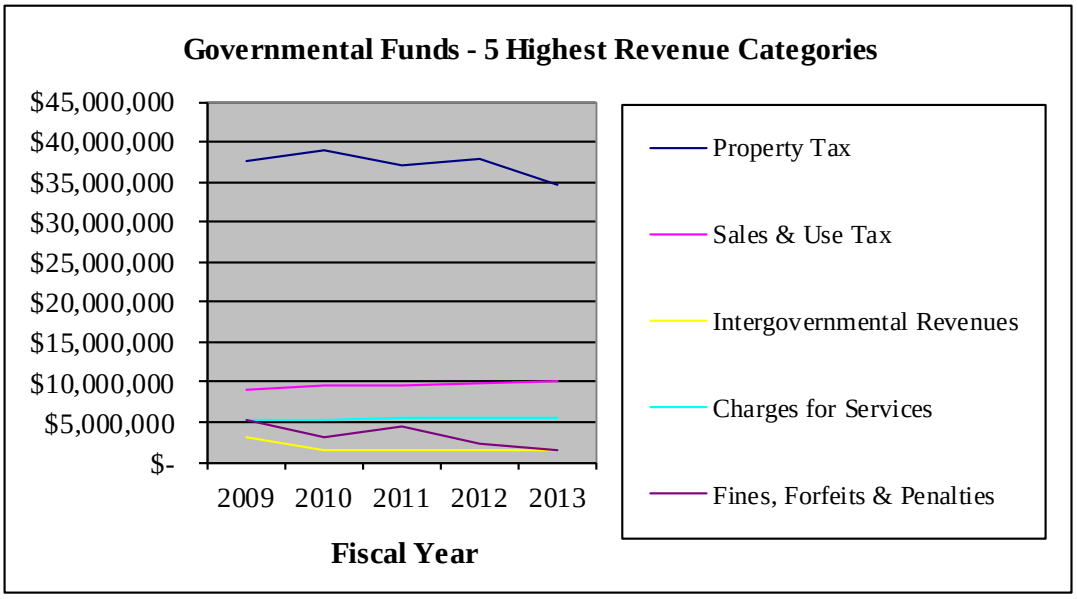
FAYETTE COUNTY, GEORGIA
GOVERNMENTAL TYPE FUNDS
FIVE YEAR TREND





FAYETTE COUNTY, GEORGIA
GOVERNMENTAL TYPE FUNDS
FIVE YEAR TREND





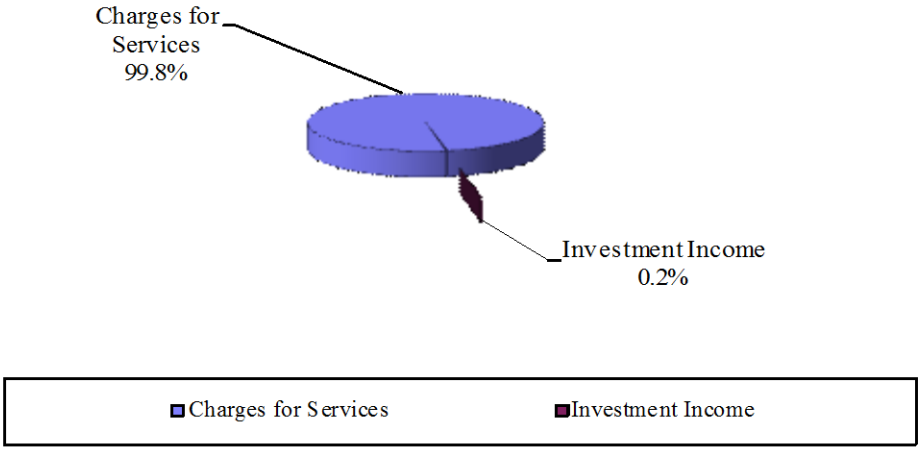
FAYETTE COUNTY, GEORGIA
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
ENTERPRISE TYPE FUNDS
COMPARISON OF THREE MOST RECENT FISCAL YEARS

	SOLID WASTE FUND			STORMWATER MGT FUND			WATER SYSTEM FUND			TOTAL ENTERPRISE FUNDS		
	FY 2011	FY 2012	FY 2013	FY 2011	FY 2012	FY 2013	FY 2011	FY 2012	FY 2013	FY 2011	FY 2012	FY 2013
BUDGETED FUNDS	ACTUAL	ACTUAL*	BUDGET	ACTUAL	ACTUAL*	BUDGET	ACTUAL	ACTUAL*	BUDGET	ACTUAL	ACTUAL*	BUDGET
REVENUES												
Property Tax	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Sales & Use Tax	-	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	131,452	132,095	140,000	-	-	573,350	14,377,337	14,585,149	14,721,577	14,508,789	14,717,244	15,434,927
Fines, Forfeits & Penalties	-	-	-	-	-	-	-	-	-	-	-	-
Investment Income	1,804	190	-	-	-	-	3,748	10,372	32,060	5,552	10,562	32,060
Miscellaneous Revenue	8,929	-	-	-	-	-	-	-	-	8,929	-	-
Contributions/Donations	-	-	-	-	25,576	-	-	-	-	-	25,576	-
Total Revenues	142,185	132,285	140,000	-	25,576	573,350	14,381,085	14,595,521	14,753,637	14,523,270	14,753,382	15,466,987
OTHER FINANCING SOURCES												
Sale of Gen Fixed Asset/Timber	-	2,402	-	-	-	-	-	1,368	-	-	3,770	-
Transfers from other funds	-	-	-	-	166,407	-	-	-	-	-	166,407	-
Total Revenues and Other Financing Sources	$ 142,185	$ 134,687	$ 140,000	$ -	$ 191,983	$ 573,350	$ 14,381,085	$ 14,596,889	$ 14,753,637	$ 14,523,270	$ 14,923,559	$ 15,466,987
EXPENDITURES												
Personal Services	$ 40,763	$ 47,426	$ 44,651	$ -	$ 171,963	$ 121,299	$ 3,316,388	$ 3,377,261	$ 3,331,376	$ 3,357,151	$ 3,596,650	$ 3,497,326
Operating Expenses	113,522	269,293	161,081	-	7,503	306,506	3,122,985	3,565,451	4,290,652	3,236,507	3,842,247	4,758,239
Capital Outlay	-	139,678	-	-	835	-	26,852	12,009	-	26,852	152,522	-
Debt Service	-	-	-	-	-	-	2,453,213	2,379,525	5,322,094	2,453,213	2,379,525	5,322,094
Other Costs	9,522	13,708	-	-	2,369	-	4,461,395	4,423,509	-	4,470,917	4,439,586	-
Interfund Charges	-	-	-	-	-	-	-	-	1,020,651	-	-	1,020,651
	163,807	470,105	205,732	-	182,670	427,805	13,380,833	13,757,755	13,964,773	13,544,640	14,410,530	14,598,310
OTHER FINANCING USES												
Loss on Disposition of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Transfers to other funds	5,272	5,272	9,850	-	-	-	700,785	700,785	788,864	706,057	706,057	798,714
Total Expenditures and Other Financing Uses	$ 169,079	$ 475,377	$ 215,582	$ -	$ 182,670	$ 427,805	$ 14,081,618	$ 14,458,540	$ 14,753,637	$ 14,250,697	$ 15,116,587	$ 15,397,024
Net Increase (Decrease) In Fund Balance	(26,894)	(340,690)	(75,582)	-	9,313	145,545	299,467	138,349	-	272,573	(193,028)	69,963
FUND BALANCE JULY 1	$ 1,309,731	$ 1,282,837	$ 942,147	$ -	$ -	$ 9,313	$ 76,962,025	$ 77,261,492	$ 77,399,841	$ 78,271,756	$ 78,544,329	$ 78,351,301
FUND BALANCE JUNE 30	$ 1,282,837	$ 942,147	$ 866,565	$ -	$ 9,313	$ 154,858	$ 77,261,492	$ 77,399,841	$ 77,399,841	$ 78,544,329	$ 78,351,301	$ 78,421,264

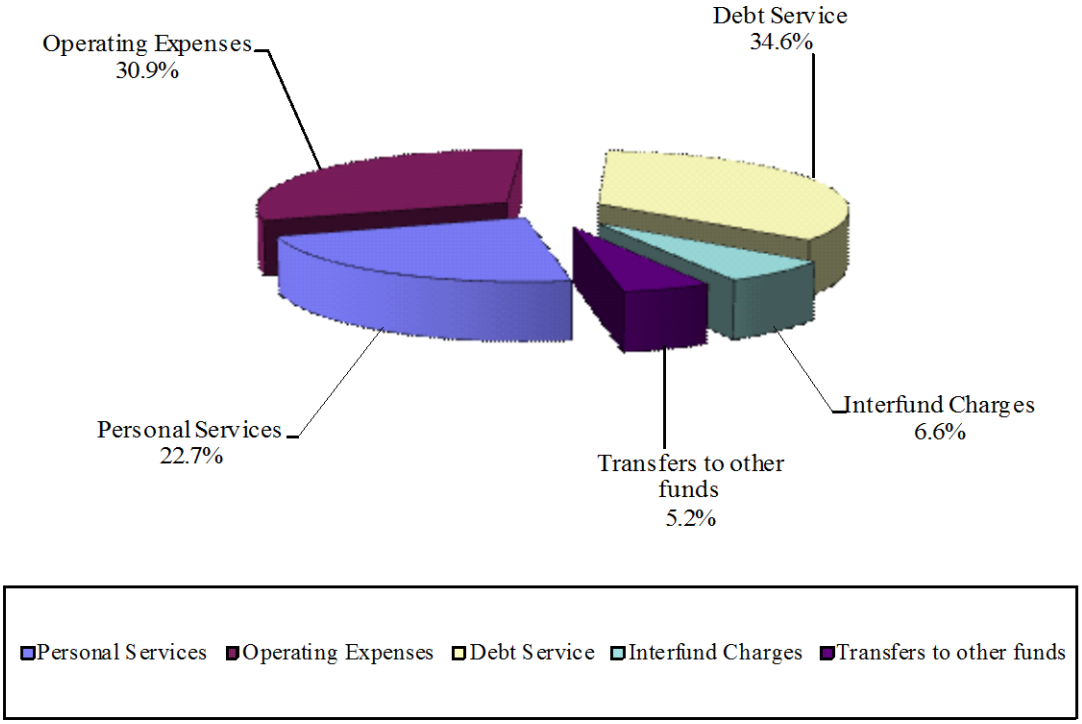
*Year-end estimate.

FAYETTE COUNTY, GEORGIA
FY 2013 BUDGET
ENTERPRISE TYPE FUNDS

ESTIMATED REVENUE AND OTHER SOURCES



ESTIMATED EXPENDITURES AND OTHER USES



FAYETTE COUNTY, GEORGIA
SUMMARY OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES
INTERNAL SERVICE TYPE FUNDS
COMPARISON OF THREE MOST RECENT FISCAL YEARS

	VEHICLE/EQUIPMENT FUND		
BUDGETED FUNDS	FY 2011 ACTUAL	FY 2012 ACTUAL*	FY 2013 BUDGET
REVENUES			
Investment Income	$ 82,171	$ 628,918	$ -
Other Revenues	-	-	-
Total Revenues	82,171	628,918	-
OTHER FINANCING SOURCES			
Sale of Gen Fixed Asset/Timber	-	-	-
Transfers from other funds	73,924	-	-
Total Revenues and Other Financing Sources	**$ 156,095**	**$ 628,918**	**$ -**
EXPENDITURES			
Personal Services	$ -	$ -	$ -
Operating Expenses	-	21	-
Capital Outlay	89,156	416,070	904,420
Debt Service	15,314	73,897	-
Other Costs	920,649	936,656	-
	1,025,119	1,426,644	904,420
OTHER FINANCING USES			
Loss on Disposition of Assets	-	-	-
Transfers to other funds	-	-	-
Total Expenditures and Other Financing Uses	**$ 1,025,119**	**$ 1,426,644**	**$ 904,420**
Net Increase (Decrease) In Fund Balance	(869,024)	(797,726)	(904,420)
FUND BALANCE JULY 1	**$ 8,827,673**	**$ 7,958,649**	**$ 7,160,923**
FUND BALANCE JUNE 30	**$ 7,958,649**	**$ 7,160,923**	**$ 6,256,503**

***Year-end estimate.**

FAYETTE COUNTY, GEORGIA
SUMMARY OF REVENUES, EXPENDITURES, AND OTHER FINANCING SOURCES AND USES
ALL BUDGETED FUNDS
FISCAL YEAR ENDED JUNE 30, 2013

	TOTAL	GENERAL FUND	SPECIAL REVENUE FUNDS	CAPITAL/CIP PROJECTS FUNDS	WATER SYSTEM FUND	STORMWATER MGT FUND	SOLID WASTE FUND	ENTERPRISE PROJECTS FUNDS	INTERNAL SERVICE FUNDS
REVENUES									
Property Tax	$ 34,701,400	$ 25,245,700	$ 9,455,700	$ -	$ -	$ -	$ -	$ -	$ -
Sales & Use Tax	10,100,000	10,100,000	-	-	-	-	-	-	-
Other Taxes	966,500	966,500	-	-	-	-	-	-	-
License & Permits	414,500	414,500	-	-	-	-	-	-	-
Intergovernmental Revenues	1,408,407	741,697	666,710	-	-	-	-	-	-
Charges for Services	20,861,427	1,823,000	3,603,500	-	14,721,577	573,350	140,000	-	-
Fines, Forfeits & Penalities	1,591,000	1,335,000	256,000	-	-	-	-	-	-
Investment Income	354,160	300,000	22,100	-	32,060	-	-	-	-
Miscellaneous Revenue	298,500	249,600	48,900	-	-	-	-	-	-
Contributions/Donations	5,000	5,000	-	-	-	-	-	-	-
Total Revenues	**$ 70,700,894**	**$ 41,180,997**	**$ 14,052,910**	**$ -**	**$ 14,753,637**	**$ 573,350**	**$ 140,000**	**$ -**	**$ -**
OTHER FINANCING SOURCES									
Sale of Gen Fixed Assets	-	-	-	-	-	-	-	-	-
Transfers from other funds	5,151,284	1,177,815	259,217	3,714,252	-	-	-	-	-
Appropriated Fund Balance	8,716,891	4,973,644	2,458,790	-	-	(145,545)	75,582	450,000	904,420
Total Revenues and Other Financing Sources	**$ 84,569,069**	**$ 47,332,456**	**$ 16,770,917**	**$ 3,714,252**	**$ 14,753,637**	**$ 427,805**	**$ 215,582**	**$ 450,000**	**$ 904,420**
EXPENDITURES									
Personal Services	$ 44,510,206	$ 29,439,676	$ 11,387,997	$ -	$ 3,331,376	$ 306,506	$ 44,651	$ -	$ -
Operating Expenses	20,135,123	11,856,830	2,701,174	1,059,025	4,238,464	121,299	158,331	-	-
Capital Outlay	4,189,725	67,937	57,203	2,655,227	52,188	-	2,750	450,000	904,420
Debt Service	9,146,057	2,830,201	993,762	-	5,322,094	-	-	-	-
Other Costs	766,023	746,823	19,200	-	-	-	-	-	-
Interfund Charges	1,020,651	-	-	-	1,020,651	-	-	-	-
Total Expenditures	**$ 79,767,785**	**$ 44,941,467**	**$ 15,159,336**	**$ 3,714,252**	**$ 13,964,773**	**$ 427,805**	**$ 205,732**	**$ 450,000**	**$ 904,420**
OTHER FINANCING USES									
Loss on Disposition of Assets	-	-	-	-	-	-	-	-	-
Transfers to other funds	4,801,284	2,390,989	1,611,581	-	788,864	-	9,850	-	-
Total Expenditures and Other Financing Uses	**$ 84,569,069**	**$ 47,332,456**	**$ 16,770,917**	**$ 3,714,252**	**$ 14,753,637**	**$ 427,805**	**$ 215,582**	**$ 450,000**	**$ 904,420**

FAYETTE COUNTY, GEORGIA
BUDGET SUMMARY INFORMATION
BUDGETED APPROPRIATIONS
COMPARISON OF FY 2013 ADOPTED BUDGET WITH PRIOR YEAR'S BUDGET

The Budget Summary Information contained on the following three pages compares the 2013 fiscal year budgeted appropriations with that of the 2012 fiscal year. The FY 2012 budget data is presented at two different points: as originally adopted and as it was adjusted during the year. As a means of providing additional detail to the preceding set of consolidated reports, this comparison of appropriations is provided at the function level for the General Fund. For an even more detailed breakdown of budget by departments, please refer to the Organization tab shown later in this document. This tab includes a section that presents data on individual cost centers (departments).

The two columns of information for FY 2012 demonstrate the dynamics of an annual budget. The first column is the original budget as it was adopted by the Board of Commissioners, effective July 1st. This is the best estimate as to what it should cost to operate each of the various functions of the County during the fiscal year. The second column is the revised budget. It shows how the original estimated amounts have been changed during the year to adjust for unanticipated revenues and/or expenditures, changes in funding levels or priorities, the elimination of current programs, or the initiation of new programs. The Revised Budget is shown just before the fiscal year is closed. Shortly, the fiscal year will be closed and audited.

The % Comparison is the percentage of the FY 2013 budget amount when compared to the FY 2012 revised budget amount.

FAYETTE COUNTY, GEORGIA
EXPENDITURES AND OTHER FINANCING USES
COMPARISON OF FY 2013 BUDGET TO FY 2012 REVISED BUDGET

	FY 2012 Budget		FY 2013 Budget	%
	Adopted	Revised*	Adopted	Comparison
GENERAL FUND				
General Government				
Non-Departmental	$ 482,559	$ 482,559	$ 448,730	93.0
Commissioners	567,012	602,012	564,258	93.7
Administration	331,139	331,139	321,781	97.2
Elections	488,410	488,410	756,125	154.8
Finance	1,063,395	1,062,947	1,023,610	96.3
Purchasing	226,885	226,885	200,819	88.5
Law Department	181,452	181,452	172,202	94.9
Information Systems	753,188	753,188	710,242	94.3
Human Resources	432,515	434,143	423,397	97.5
Tax Commissioner	1,015,915	1,015,915	1,025,448	100.9
Tax Assessor	816,247	816,300	802,327	98.3
Building & Grounds Maintenance	1,679,935	1,684,266	1,629,284	96.7
Engineering Office	274,935	274,935	319,035	116.0
Total General Government	**$ 8,313,587**	**$ 8,354,151**	**$ 8,397,258**	**100.5**
Judicial System				
Non-Departmental	223,956	224,268	221,857	98.9
Judges, Court Reporters	339,645	339,645	340,285	100.2
Clerk of Superior Court	1,322,316	1,323,461	1,259,467	95.2
District Attorney	330,573	330,573	330,052	99.8
Clerk of State Court	295,102	295,102	280,704	95.1
State Court Solicitor	503,910	503,910	488,609	97.0
State Court Judge	331,047	331,047	338,751	102.3
Magistrate Court	493,955	493,955	466,960	94.5
Probate Court	361,621	361,621	342,768	94.8
Juvenile Court	326,477	326,477	316,924	97.1
Public Defender	484,806	484,806	484,800	100.0
Total Judicial System	**$ 5,013,408**	**$ 5,014,865**	**$ 4,871,177**	**97.1**
Public Safety				
Non-Departmental	890,166	890,166	1,103,136	123.9
Marshal's Office	722,171	722,441	713,678	98.8
Sheriff's Office	16,789,299	16,849,348	16,624,037	98.7
County Coroner	74,698	74,698	79,371	106.3
Animal Control	325,740	333,740	317,663	95.2
Public Safety & EMA	480,631	490,796	460,937	93.9
Total Public Safety	**$ 19,282,705**	**$ 19,361,189**	**$ 19,298,822**	**99.7**

* Revised budget amounts - prior to closing the fiscal-year.

FAYETTE COUNTY, GEORGIA
EXPENDITURES AND OTHER FINANCING USES
COMPARISON OF FY 2013 BUDGET TO FY 2012 REVISED BUDGET

	FY 2012 Budget		FY 2013 Budget	%
	Adopted	Revised*	Adopted	Comparison
Public Works				
Public Works Administration	189,910	189,910	181,808	95.7
Road Department	4,201,573	4,504,259	4,757,364	105.6
Stormwater Management	329,845	183,873	-	-
Fleet Maintenance	519,857	519,857	510,420	98.2
Total Public Works	**$ 5,241,185**	**$ 5,397,899**	**$ 5,449,592**	**101.0**
Planning & Development				
County Extension	129,564	127,030	125,860	99.1
Georgia Forestry Commission	3,422	3,422	3,422	100.0
Permits and Inspections	447,931	448,124	439,730	98.1
Planning & Zoning	432,222	432,222	421,454	97.5
Development Authority	303,348	303,348	296,829	97.9
Total Planning and Development	**$ 1,316,487**	**$ 1,314,146**	**$ 1,287,295**	**98.0**
Culture and Recreation				
Recreation	1,103,960	1,116,608	1,097,382	98.3
Library	873,435	919,139	955,680	104.0
Total Culture and Recreation	**$ 1,977,395**	**$ 2,035,747**	**$ 2,053,062**	**100.9**
Health and Welfare				
Public Health	336,211	336,211	336,181	100.0
Fayette Counseling Center	127,939	127,939	125,380	98.0
Dept of Family & Children Services	40,128	40,128	39,325	98.0
Fayette Community Options	60,480	60,480	59,270	98.0
Senior Citizens Center	174,556	174,556	174,556	100.0
Youth Protection	19,743	19,743	19,348	98.0
Total Health and Welfare	**$ 759,057**	**$ 759,057**	**$ 754,060**	**99.3**
Debt Service				
Criminal Justice Center	2,826,763	2,826,763	2,830,201	100.1
E-911 821 Mhz Radio System	993,761	-	-	n/a
Total Debt Service	**$ 3,820,524**	**$ 2,826,763**	**$ 2,830,201**	**100.1**
Transfer to Emergency Phone E911	364,340	364,340	259,217	71.1
Transfer to Jail Surcharge	-	25,000	-	-
Transfer to Early Warning Sirens	45,000	45,000	45,000	100.0
Transfer to Capital/CIP Projects	3,113,094	3,131,705	2,086,772	66.6
Transfer to Stormwater Mgt Fund	-	166,407	-	-
Total Transfer to Other Funds	**$ 3,522,434**	**$ 3,732,452**	**$ 2,390,989**	**64.1**
TOTAL GENERAL FUND	**$ 49,246,782**	**$ 48,796,269**	**$ 47,332,456**	**97.0**

* Revised budget amounts - prior to closing the fiscal-year.

FAYETTE COUNTY, GEORGIA
EXPENDITURES AND OTHER FINANCING USES
COMPARISON OF FY 2013 BUDGET TO FY 2012 REVISED BUDGET

	FY 2012 Budget		FY 2013 Budget	%
	Adopted	Revised*	Adopted	Comparison
SPECIAL REVENUE FUNDS				
Law Library	67,160	67,160	67,160	100.0
Confiscated Property-State	75,400	76,589	76,500	99.9
Emergency Phone E-911	2,656,342	3,650,103	3,574,261	97.9
Jail Construction	447,942	447,942	447,942	100.0
Juvenile Supervision	30,630	30,630	30,330	99.0
Victims Assistance	184,411	184,411	186,416	101.1
Drug Abuse and Treatment	59,450	59,450	60,500	101.8
Grants	-	4,449	-	-
Juvenile Offenders Grant Fund	-	7,500	-	-
Fire Services	7,569,180	7,587,629	7,382,275	97.3
Street Lights	293,818	293,818	290,100	98.7
Emergency Medical Services	3,098,355	3,098,591	3,043,852	98.2
S.P.L.O.S.T. - Library	-	631,695	-	-
Transfer to Other Funds				
Transfer to General Fund	18,955	18,955	29,101	153.5
Transfer to Capital/CIP Projects	263,936	263,936	1,582,480	599.6
Total Transfer to Other Funds	**$ 282,891**	**$ 282,891**	**$ 1,611,581**	**569.7**
TOTAL SPECIAL REVENUE FUNDS	**$ 14,765,579**	**$ 16,422,858**	**$ 16,770,917**	**102.1**
CAPITAL/CIP FUNDS				
Early Warning Sirens	45,000	152,088	45,000	29.6
Capital Projects	351,814	322,667	313,611	97.2
Capital Improvement Program	3,377,030	3,423,913	3,355,641	98.0
Transfers to Other Funds	50,000	1,472,517	-	-
TOTAL CAPITAL/CIP FUNDS	**$ 3,823,844**	**$ 5,371,185**	**$ 3,714,252**	**69.2**
ENTERPRISE FUNDS				
Solid Waste Fund	$ 204,587	$ 392,805	$ 205,732	52.4
Stormwater Management Fund	-	166,407	427,805	257.1
Water System Fund	13,777,315	13,914,761	13,964,773	100.4
Transfer to Other Funds				
Transfer to General Fund	706,057	706,057	798,714	113.1
TOTAL ENTERPRISE FUNDS	**$ 14,687,959**	**$ 15,180,030**	**$ 15,397,024**	**101.4**
ENTERPRISE FUNDS PROJECTS	**$ 9,175,000**	**$ 9,166,782**	**$ 450,000**	**4.9**
INTERNAL SERVICE FUNDS				
Vehicle/Equipment Fund	**$ 380,932**	**$ 464,192**	**$ 904,420**	**194.8**
TOTAL OF ALL BUDGETED FUNDS	**$ 92,080,096**	**$ 95,401,316**	**$ 84,569,069**	**88.6**

* Revised budget amounts - prior to closing the fiscal-year.

ANALYSIS OF MAJOR REVENUE SOURCES AND TRENDS

Strategies Utilized In Budgeting Revenues

As an unwritten but general guiding operating policy employed by Finance and Administrative staff, projected revenues for the ensuing fiscal year are estimated on the side of conservatism. The reason for this conservative approach to estimating cash inflows is to help ensure that the County avoids, if at all possible, any significant revenue shortfalls that might occur due to unanticipated fluctuations in the local or national economy, or an unexpected downturn in the rate of construction activity occurring in the immediate area. But should the economy remain strong in the short-term, it is further anticipated that these additional revenues that are generated will be programmed into the County's fund balance to be used for capital projects or projects in the Capital Improvement Program. As our principal operating revenue projection strategy for any given fiscal year, the County prepares its annual operating budget with the expectation that it will collect more revenues during the period than are actually budgeted.

As an integral first step in the FY 2013 revenue projection process, total revenue collections through the 2012 fiscal year are estimated. As actual monthly activity is recorded, original estimated FY 2012 revenue numbers are updated throughout the budget preparation process. These most recent fiscal year estimates plus the actual revenue numbers for the previous two fiscal years are used to identify trends and collection patterns from the various sources.

This historical revenue information is then framed in the context of what budget staff believes will be the most probable local economic conditions over the next twelve to twenty-four months. Elasticity of revenue sources, increasing user fees or charges, changes in service delivery, and the anticipated impact of any new State or Federal legislation are also factored into the projections. The desired end result of this process is revenue estimates that one would reasonably expect to be met during the upcoming fiscal year given the information available at the time.

GENERAL FUND

The General Fund is the principal operating fund for the County and the revenues it uses to provide a number of services to our citizens are derived from a variety of sources. The tabular information shown on the next page indicates the relative composition of the major revenue sources. The accompanying pie chart clearly shows how dependent the County is on taxes as the major revenue source. Property Tax and Sales & Use Tax are the major revenue sources used to pay for the operations of the General Fund. This dependency has increased in the last ten years. These two sources of revenue accounted for 70 percent of total revenues in 2004; 76 percent of total revenues in 2008; and for the last three years it has been around 85 percent. For FY 2013, it is projected that these two sources of revenue will account for approximately 86 percent of General Fund total revenues. No other individual revenue sources are equal to at least five percent of total revenues.

In comparison with FY 2012 estimated actual amounts, it is projected that General Fund total revenue for the 2013 fiscal year will decrease by approximately 5.0 %. Projections for all revenue sources have been estimated on the side of conservatism.

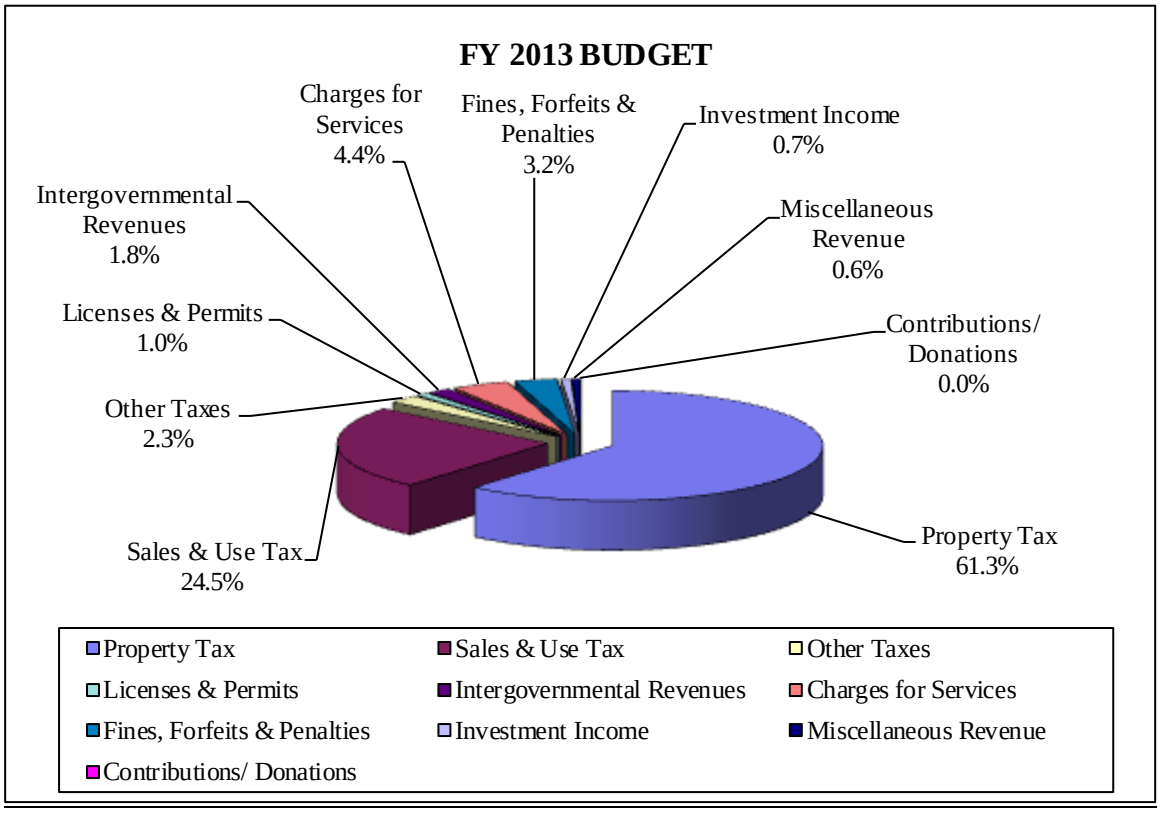
General Fund

Three Year Comparison of Principal Revenue Sources

REVENUE	FY 2011 ACTUAL	FY 2012 BUDGET	FY 2012 ACTUAL*	FY 2013 BUDGET
Property Tax	$ 27,911,133	$ 26,298,500	$ 27,651,084	$ 25,245,700
Sales & Use Tax	9,572,548	9,700,000	9,836,955	10,100,000
Other Taxes	1,311,971	1,043,900	939,718	966,500
Licenses & Permits	451,172	444,000	407,671	414,500
Intergovernmental Revenues	589,296	739,470	643,988	741,697
Charges for Services	1,918,207	1,879,440	1,911,130	1,823,000
Fines, Forfeits & Penalties	1,435,496	1,466,000	1,351,058	1,335,000
Investment Income	255,993	125,000	244,685	300,000
Miscellaneous Revenue	543,735	198,500	368,883	249,600
Contributions/Donations	25,641	5,000	15,795	5,000
Total Revenues	**$ 44,015,192**	**$ 41,899,810**	**$ 43,370,967**	**$ 41,180,997**

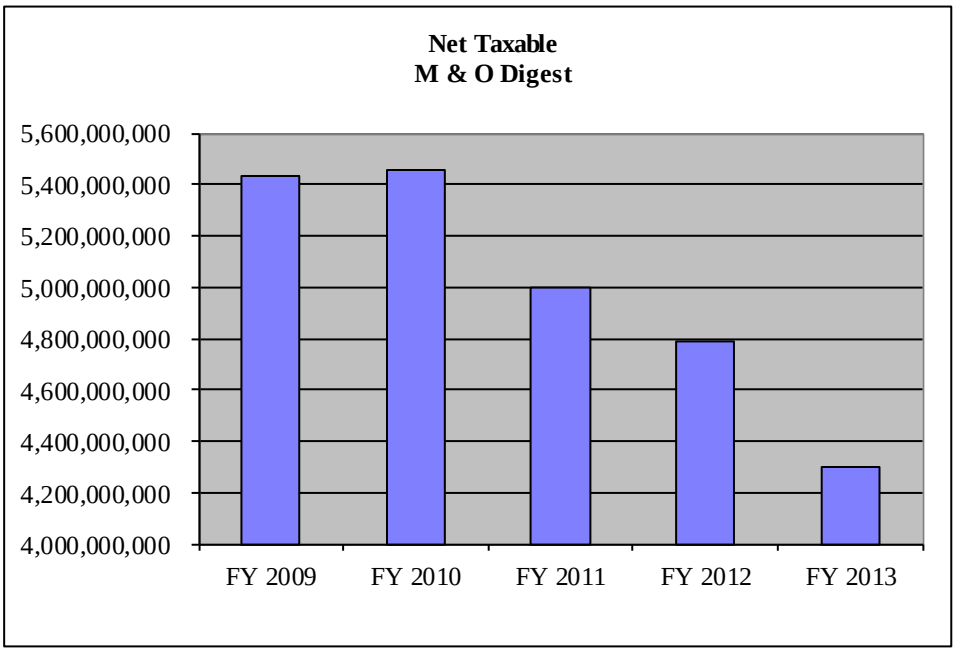
***Year-end estimate.**

Percentage Contribution of Revenue Sources

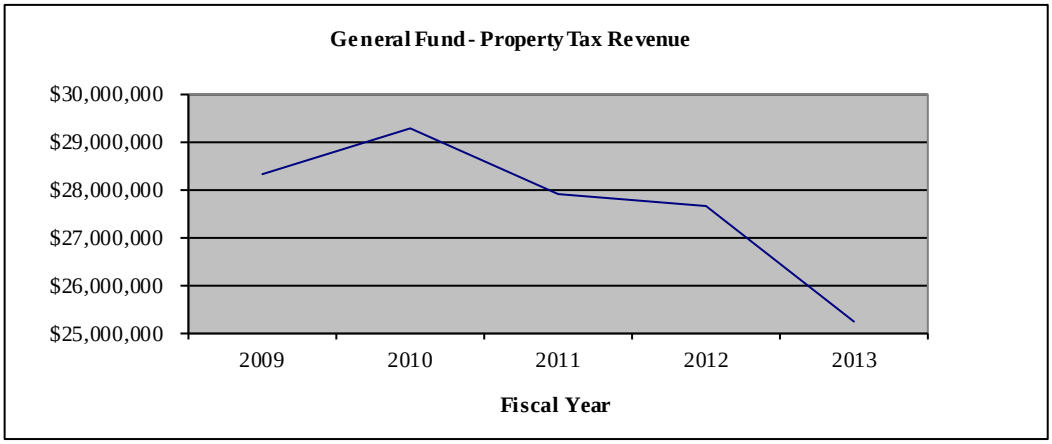


Property Tax

Property Tax is the biggest source of revenue for Fayette County. For FY 2013, it is projected to represent approximately 61% of total revenue. The amount of property tax revenue generated is an arithmetic function of the millage rate and the net taxable digest. The charts and table below summarize some relevant net taxable digest, millage rate, and property tax revenue data over the most recent five-year period.

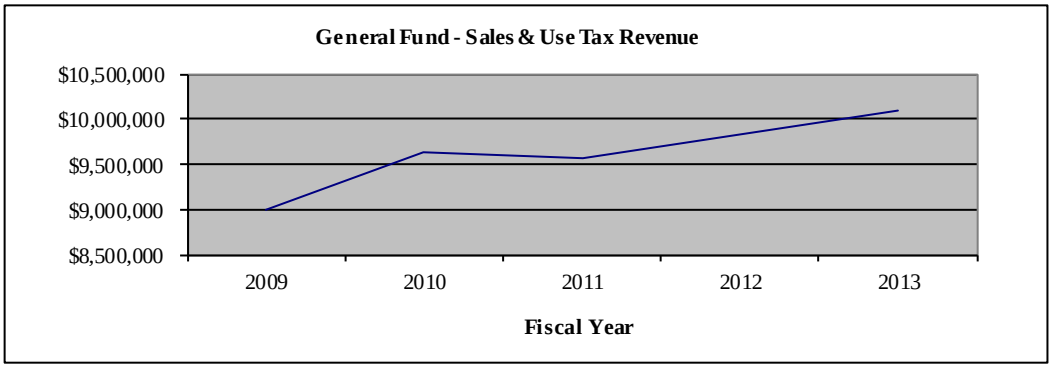


Digest Information	Fiscal Year	Net taxable M&O Digest	Digest Growth	Millage Rate	Change in Millage
2008 Tax Year (Actual)	FY 2009	5,431,100,479	3.6%	5.400	-0.6%
2009 Tax Year (Actual)	FY 2010	5,457,605,221	0.5%	5.400	0.0%
2010 Tax Year (Actual)	FY 2011	4,999,419,677	-8.4%	5.400	0.0%
2011 Tax Year (Actual)	FY 2012	4,789,562,720	-4.2%	5.645	4.5%
2012 Tax Year (estimate)	FY 2013	4,301,271,416	-10.2%	5.645	0.0%



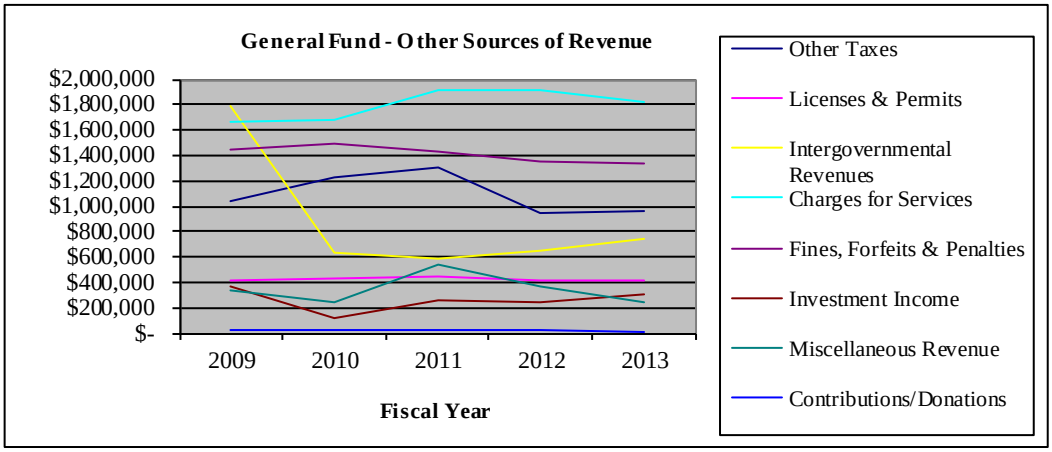
Sales and Use Tax

The Sales and Use Tax (also referred to as a one-percent Local Option Sales Tax or L.O.S.T.) represents approximately 24.5% of total budgeted revenue. In contrast to the property tax, one benefit of this revenue source is that the cash flow it generates is fairly consistent. On the downside, this revenue source is considered to be extremely elastic with collections being heavily dependent on the prevailing local economic conditions. After a low in FY 2009, sales and use tax revenue has increased to levels comparable to pre economic downturn levels.



Other Sources of Revenue

Other sources of revenue are Other Taxes ($0.97 million), Licenses & Permits ($0.41 million), Intergovernmental Revenues ($0.74 million), Charges for Services ($1.823 million), Fines, Forfeits & Penalties ($1.34 million), Investment Income ($0.30 million), and Miscellaneous Revenues ($0.25 million). The economic downturn has specially impacted Intergovernmental Revenue levels.



Other Financing Sources are transfers from other funds totaling $1.18 million. To balance the FY 2013budget for the General Fund, $4.97 million has been appropriated from fund balance; of these $2.84 million to fund operations and $2.13 million to fund capital and CIP projects.

OTHER FUNDS

In addition to the General Fund, four other funds have historically provided significant revenue for County operations. These are the Fire Services - Special Revenue Fund, Emergency 911 - Special Revenue Fund, the Emergency Medical Services (EMS) – Special Revenue Fund, and the Water System – Enterprise Fund.

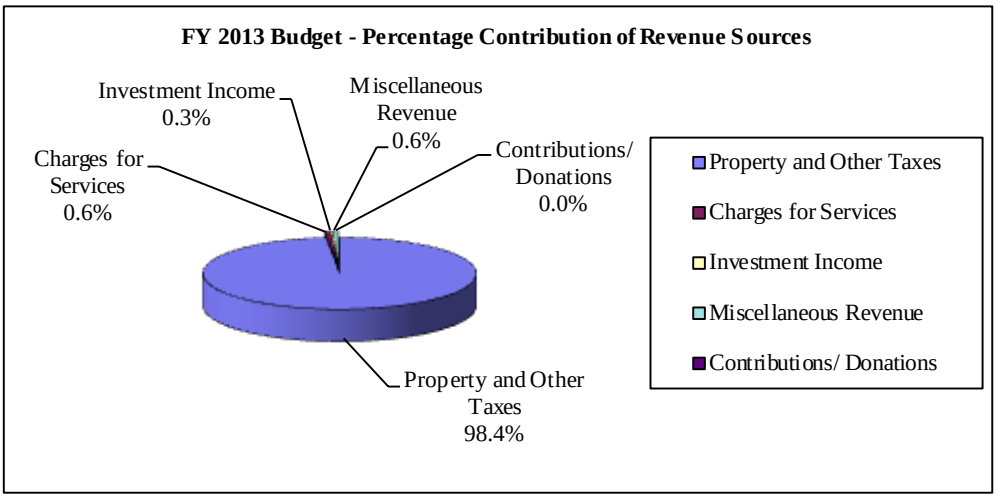
Fire Services - Special Revenue Fund

The Fire Services Special Revenue Fund provides funding for fire prevention and suppression activities for all areas of the County except for the cities of Fayetteville and Peachtree City, which maintain their own fire departments. To provide a funding mechanism that will ensure that only those individuals living in the area receiving these fire services pay for the services, a special tax district was created several years ago.

Approximately 98.4% of the total revenue for this fund is generated from the taxation of property. This clearly demonstrates the fund's dependence on property taxes to pay for the delivery of services. During FY 2012, tax revenue was adjusted to reflect an increase on the millage rate for fire protection services. Other sources of revenue for this fund are Charges for Services, Miscellaneous Revenue (Radio Tower Rental), and Investment Income.

Three Year Comparison of Principal Revenue Sources

REVENUE	FY 2011 ACTUAL	FY 2012 BUDGET	FY 2012 ACTUAL*	FY 2013 BUDGET
Property and Other Taxes	$ 7,012,646	$ 6,653,100	$ 7,663,428	$ 6,994,900
Charges for Services	49,658	47,500	46,467	45,500
Investment Income	16,281	7,000	15,318	22,000
Miscellaneous Revenue	33,941	33,500	107,721	45,000
Contributions/ Donations	2,026	-	1,920	-
Total Revenues	**$ 7,114,552**	**$ 6,741,100**	**$ 7,834,854**	**$ 7,107,400**
*Year-end estimate.				



Emergency 911 - Special Revenue Fund

Property and Other Taxes –a county-wide special tax district was approved on July 28, 2011, to fund E911 operations. Millage rates, including the new E911 millage rate, were approved on August 25, 2011. The FY 2012 original budget was adjusted to include the additional revenue generated by the new tax district.

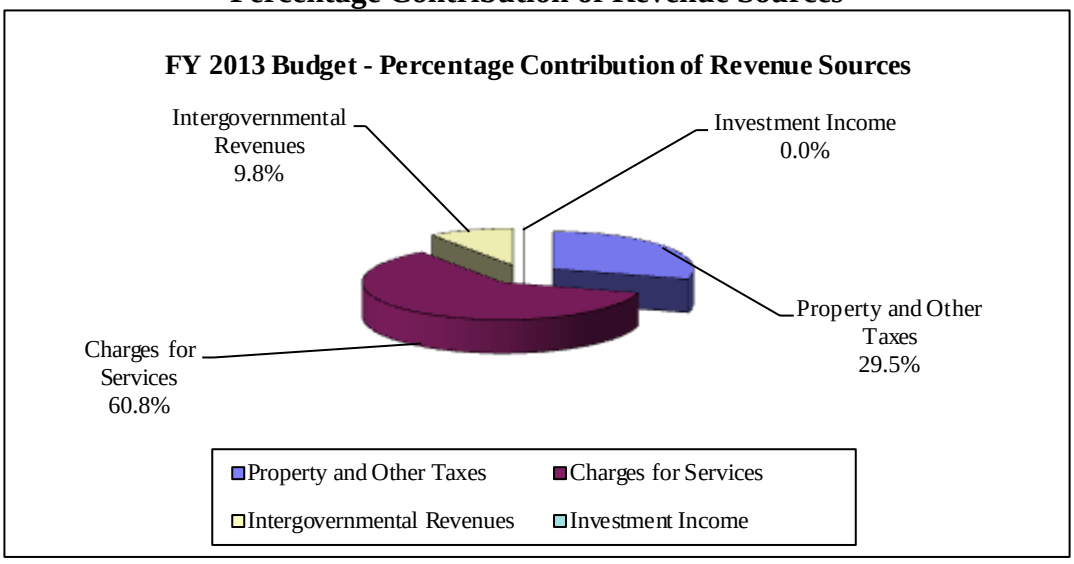
Charges for Services - state law provides for a governmental entity to adopt up to a $1.50 monthly surcharge for E911 services for each telephone receiving service in the County. Also, there is a monthly surcharge of $1.00 on each cellular telephone. By law, the proceeds from these surcharges can only be spent for the provision of 911 services within the jurisdiction.

Intergovernmental Revenues - the County and cities have an agreement to contribute on a pro rata basis (i.e., based on the estimated annual population) any funds necessary to cover shortfalls between the revenue generated from the surcharge and the operating budget. With the creation of the E911 special tax district, the agreement calls for the pro rata contributions to cease at the end of September of 2013.

Three Year Comparison of Principal Revenue Sources

REVENUE	FY 2011 ACTUAL	FY 2012 BUDGET	FY 2012 ACTUAL*	FY 2013 BUDGET
Property and Other Taxes	$ -	$ -	$ 937,896	$ 904,000
Charges for Services	1,863,871	1,885,000	1,796,555	1,865,000
Intergovernmental Revenues	254,280	421,957	300,211	300,210
Investment Income	136	-	62	100
Total Revenues	**$ 2,118,287**	**$ 2,306,957**	**$ 3,034,724**	**$ 3,069,310**
*Year-end estimate.				

Percentage Contribution of Revenue Sources



Emergency Medical Services (EMS) - Special Revenue Fund

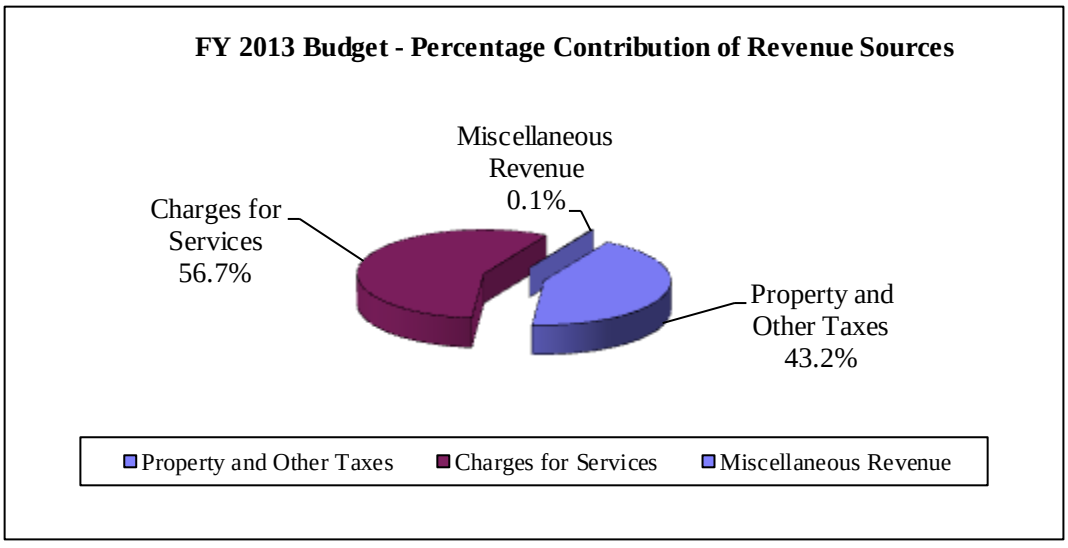
On August 9, 2007, the Board of Commissioners approved a new Emergency Medical Services tax district. The special revenue tax district encompasses the entire county, with the exception of the City of Peachtree City. Peachtree City provides emergency medical services to its citizens. A new EMS fund was created to account exclusively for activities (revenues and expenditures) related to emergency medical services. Before the new tax district was created, EMS activities were accounted for in the General Fund.

In August 2011, the Board of Commissioners approved a decrease of the EMS millage rate. Any shortfalls in revenue resulting from this decrease would be covered with fund balance which has increased steadily.

The main revenue sources for this fund are Property Taxes and Charges for Services. Total revenue is estimated to decrease by approximately 8.2% due mainly to less property tax revenue as a result of a decrease in the millage rate.

Three Year Comparison of Principal Revenue Sources

REVENUE	FY 2011 ACTUAL	FY 2012 BUDGET	FY 2012 ACTUAL*	FY 2013 BUDGET
Property and Other Taxes	$ 1,814,263	$ 1,699,500	$ 1,402,060	$ 1,241,800
Charges for Services	1,738,282	1,700,000	1,729,232	1,630,000
Investment Income	-	-	551	-
Miscellaneous Revenue	209	-	219	3,900
Contributions/ Donations	100	-	-	-
Total Revenues	**$ 3,552,854**	**$ 3,399,500**	**$ 3,132,062**	**$ 2,875,700**
*Year-end estimate.				



Water System Fund

The primary mission of the Water System Fund is to serve as a funding mechanism for the provision of potable water to the residents of the County. To cover the costs of building reservoirs, treating raw water, and distributing the finished product through miles of pipe, service fees are charged. These charges are based on the size of a customer's water meter plus a volume charge applied to the monthly water consumption. In addition, connection fees varying by water meter size are charged to new customers connecting to the system.

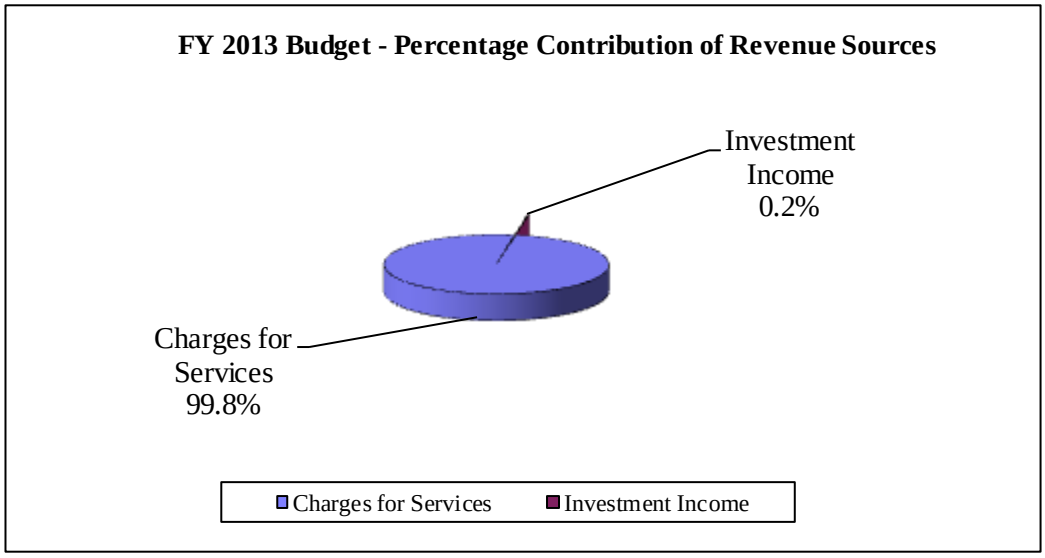
In March 2009, the County implemented a two-step rate increase for the system. The first step was a 10% rate increase that took effect in March 2009 and the second step was a 5% rate increase that took effect in January 2010. Prior to implementing this increase, the County had not adjusted its water service rate schedules since 1991.

The major revenue source for the Water System Fund is derived from Charges for Services. For FY 2013, it is estimated at 99.8% of total revenue. Charges for Services in FY 2013 are projected higher than in FY 2012 due to a 1.5% increase in water sales.

Three Year Comparison of Principal Revenue Sources

REVENUE	FY 2011 ACTUAL	FY 2012 BUDGET	FY 2012 ACTUAL*	FY 2013 BUDGET
Charges for Services	$ 14,377,337	$ 14,472,100	$ 14,585,149	$ 14,721,577
Investment Income	3,748	6,000	10,372	32,060
Total Revenues	$ 14,381,085	$ 14,478,100	$ 14,595,521	$ 14,753,637
*Year-end estimate.				

Percentage Contribution of Revenue Sources



ANALYSIS OF MAJOR REVENUE SOURCES AND TRENDS

All Funds

The table below provides a consolidated look at the revenue comparisons for all funds with the exception of the SPLOST Roads funds.

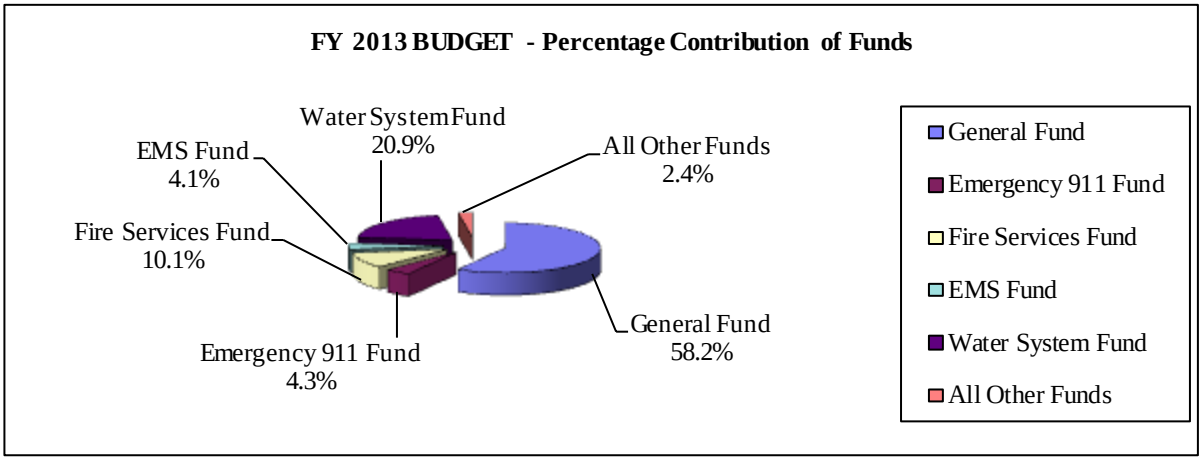
The General Fund, the Fire Services fund, and the EMS fund have been affected by a decrease in the net taxable digest over the past two years that results in lower property tax revenues. The E911 fund increases its revenue with the creation of a new tax district. The Water System fund projects to increase its revenue as a result of increased water sales.

Three Year Comparison of Funds Revenues

REVENUE	FY 2011 ACTUAL	FY 2012 BUDGET	FY 2012 ACTUAL*	FY 2013 BUDGET
General Fund	$ 44,015,192	$ 41,899,810	$ 43,370,967	$ 41,180,997
Emergency 911 Fund	2,118,287	2,306,957	3,034,724	3,069,310
Fire Services Fund	7,114,552	6,741,100	7,834,854	7,107,400
EMS Fund	3,552,854	3,399,500	3,132,062	2,875,700
Water System Fund	14,381,085	14,478,100	14,595,521	14,753,637
All Other Funds	4,733,407	1,270,508	2,487,568	1,713,850
Total Revenues	**$75,915,377**	**$70,095,975**	**$74,455,696**	**$70,700,894**

*Year-end estimate.

Percentage Contribution of Funds Revenues



ANALYSIS OF FUND BALANCE OF EACH INDIVIDUAL FUND

Discussion of Fund Balance

The 2001 edition of Governmental Accounting, Auditing and Financial Reporting (GAAFR) published by the Government Finance Officers Association (GFOA) defines the term *fund balance* as "the difference between assets and liabilities reported in a governmental fund". In simple terms, the fund balance is the excess of current assets over current liabilities utilizing the flow of current financial resources measurement focus and the modified accrual basis of accounting. To express in layman's terms, it might best be described as funds or idle cash that can serve as a financial safety net in the event of a "rainy day" or unexpected expenditures, can be used to liquidate existing long-term liabilities, or can be utilized to pay for expenditures incurred in future periods.

The size of this balance in relationship to budgeted appropriations provides some insight into the level of current financial resources that are available to meet the financial obligations of future periods. By having sufficient cash reserves available, it ensures a great deal of flexibility in carrying out the County's annual expenditure plan as well as providing the fiscal capacity to meet most unanticipated needs. For these reasons, maintaining an adequate fund balance level is an important element in the long-range financial plan for Fayette County.

Of primary importance in funding the County's normal day-to-day operations, the fund balance is used to provide needed cash reserves prior to the collection of taxes. With the fiscal year beginning on the first day of July and the majority of property taxes not being collected until the middle of December, expenditures or cash outflows significantly exceed revenues or cash inflows over the first five months of the fiscal year. Having sufficient cash reserves prevents the County from having to do short-term borrowing to meet those financial obligations incurred early in the year. Also on the positive side, these funds generate additional interest income that in effect reduces the tax burden on the citizens.

And as a vital component in our pay-as-you-go Capital Improvements Program, the County frequently uses part of the fund balance to pay for large one-time capital non-operating expenditures, including capital projects, rather than incur long-term debt. One approach started in FY 2008 is to close projects that have been already completed or that are no longer necessary. Any available funds from these projects are transferred back to the fund balance of the originating fund. These monies then become available to fund future projects.

The fund balance provides a financial cushion that can be used to reduce the impact of a significant economic downturn or uninsured catastrophic loss. In situations such as these, the fund balance provides financial resources that can be used to replace lost revenues or fund unanticipated expenditures without having to raise taxes or incur new debt.

Until FY 2009, the economy remained consistently strong. Since then, economic conditions have been in a weakened state. For the FY 2013 budget, it is projected that total fund balance for all funds combined will decrease by approximately 5.8%, less than the projected decrease of 6.0% for the FY 2012 budget.

GENERAL FUND

The following table provides a comparison of the fund balance for the General Fund over a four-year period.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
General Fund	34,993,703	$ 37,273,344	33,574,149	28,600,505

At the end of the 2012 fiscal year, it is determined that the estimated fund balance is $33.6 million. This level of cash reserves places Fayette County in the position of having sufficient monies available to meet any cash flow shortfall during the early part of the fiscal cycle and still be able to pay for capital improvement projects. Adhering to policies of fiscal conservatism is part of the reason that the County's bond rating was upgraded in calendar year 2010 from Aa2 to Aa1 by Moody's Investors Service. The rating of Aa1 is the highest level within the "high quality" category. In March 2011, the Refunding Revenue Bonds series 2011 got an Aa1 rating by Moody's and an AA+ rating from Standard & Poor's. These ratings reflect a very strong capacity to meet financial commitments.

But more importantly from a strategic standpoint of funding needed services, this size fund balance provides the County with budgetary flexibility. In the event of a significant economic downturn, these financial resources are available to cover or offset any unfavorable budget-to-actual revenue variances in the short term.

The following tabular information provides detail on the projected fund balance as of June 30, 2013. The Board of Commissioners has adopted as a fiscal policy that the County maintain a working capital or cash reserve equal to three months of budgeted expenditures. This reserve is projected to be $11,833,114 for FY 2013. The County also maintains a reserve equal to $2,000,000 for emergencies.

Fund Balance, June 30, 2012 - Estimated		$ 33,574,148
FY 2013 Budget		
Revenue	$ 41,180,997	
Expenditures	44,941,467	(3,760,470)
		29,813,678
Other Financing Sources	1,177,815	
Other Financing Uses	2,390,989	(1,213,174)
Fund Balance, June 30, 2013- Projected		$ 28,600,504

Based on this projection, an estimated $4.97 million will be needed from fund balance to balance the FY 2013 budget. For the FY 2012 budget, it was projected that $6.5 million was needed to balance the budget. Again, the General Fund reserves will be able to absorb the FY 2013 projected budget overage and still maintain adequate reserves.

SPECIAL REVENUE FUNDS

Law Library

The main revenue source is Superior Court Fees. Expenditures are mainly incurred for Data Processing Services and Subscriptions, Books & Magazines. Expenditures are projected at the same level as in FY 2012. Revenue is projected approximately 4.5% lower. Fund balance data for this special revenue fund is shown in the following tabular information.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Law Library	38,221	46,033	46,295	42,135

State Confiscated Property

Fund balance information for the State Confiscated Property Special Revenue Fund is provided in the table below. As these funds are forfeited through the judicial court system, they are almost immediately put to work as part of the Sheriff's Office's efforts to combat crime and enhance their law enforcement effort within the county. The FY 2013 budget projects that expenditures will greatly exceed revenues for this fund. During the fiscal year this projected shortfall will be addressed and an adjustment to the original budget will be processed to avoid a negative fund balance.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Confiscated Property-State	78,009	46,158	26,548	(49,952)

U. S. Customs Fund

This fund is the latest law enforcement confiscated monies account created and represents funds forfeited through the Department of Treasury. All revenues collected will be used to enhance the law enforcement efforts within the county. Due to the uncertainty of revenues this fund is not budgeted.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
U.S.Customs Fund	1,260,354	804,428	336,349	336,349

Federal Confiscated Property

This fund is not budgeted. The Federal Confiscated Property Special Revenue Fund follows the same general guidelines as the State Confiscated Property Fund. The monies received into this fund are from the Department of Justice with the main difference between the Federal and State fund being the relative size of the amount of funds that are taken. The war against drugs is often a hit-or-miss proposition resulting in a great variance of funds received from one year to the next.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Confiscated Property-Federal	829,111	648,953	604,593	604,593

Emergency Phone E-911

Until FY 2012, the main revenue sources were Charges for Services and contributions from the cities and county. With the creation of the new E911 tax district during FY 2012, the original budget was adjusted to reflect additional revenue from Property Taxes and a reduction of the contributions from the cities and county. Revenue & Other Sources for FY 2013 are projected to increase by approximately 25% due mainly to the additional revenue generated from property taxes. Expenditures & Other Uses are projected to increase by approximately 35% due mainly to the transfer of the Radio System Debt from the General Fund to the E911 fund.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Emergency Phone E-911	1,122,744	989,559	627,799	164,269

Jail Construction Surcharge

The main source of revenue is the 10% surcharge collected by the various courts on traffic and criminal fines. Fund balance in this fund decreased rapidly through FY 2011. For FY 2012, Prisoners Medical Expenses were moved to be funded entirely from the General Fund.

The FY 2013 budget projects that expenditures will exceed revenues by 18% for this fund. During the fiscal year the projected shortfall will be addressed and an adjustment to the original budget will be processed to avoid a negative fund balance.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Jail Construction	143,280	91,133	8,722	(59,220)

Juvenile Supervision

The Juvenile Supervision Special Revenue Fund derives revenue from the collection of surcharges on Juvenile Court fines and fees. The main expenditure is the payment of supervisors for the juvenile delinquents while doing community work. For FY 2013, fund balance is projected to remain flat when compared to the estimated FY 2012 fund balance.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Juvenile Supervision	84,328	91,037	93,069	92,739

Victims Assistance

This program is funded by a 5% surcharge on all fines and grant monies designed to help the victims of misdemeanor crimes. Starting in FY 2004, fund balance started decreasing due to the addition of new programs and additional personnel expenditures. For FY 2010, the Board of Commissioners approved to transfer three of the four employees funded from the Victims Assistance fund to the General Fund. The FY 2013 budget projects that expenditures will exceed revenues by 22% for this fund. During the fiscal year the projected shortfall will be addressed and an adjustment to the original budget will be processed to avoid a negative fund balance.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Victims Assistance	13,100	55,869	15,320	(18,596)

Drug Abuse and Treatment

This special revenue fund accounts for the collection of the 50% surcharge on fines for drug related offenses that is used to fund drug education programs and the court drug division. In FY 2010, this fund included three programs. For FY 2011, it was determined to not include funding for programs that do not meet eligibility requirements for funding (per OCGA 15-21-101). Currently only the Griffin Judicial Circuit Drug Court is being funded. For the FY 2013 budget, revenues and expenditures are projected at the same level. Fund balance should decrease slightly (0.4%) from FY 2012.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Drug Abuse and Treatment	77,545	115,362	127,524	127,024

Grants

The Grants fund is not budgeted because there is uncertainty as to future grant opportunities.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Grants	10,838	17,870	5,751	5,751

Juvenile Offenders Grant Fund

The Juvenile Offenders Grant Fund is not budgeted because of the uncertainty of the expenditures to be incurred to enhance the juvenile court services that would be reimbursed.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Juvenile Offenders Grant Fund	4,628	4,628	4,665	4,665

Fire Services

The net tax digest for Fire Services has decreased $720 million or 26% since tax year 2009. A lower tax digest, without an increase of the millage rate, generates lower property tax revenue. For tax year 2011 (FY 2012), the millage rate was increased to generate the revenue necessary to cover expenditures. The tax digest shrunk again for tax year 2012. Revenue will not cover expenditures for FY 2013. Fund balance is projected to decrease 15.6%. There is a recommendation to increase the millage rate by 0.530 mills. This recommendation will be presented to the Board of Commissioners in August of 2012. If approved, the budgeted revenue will be adjusted to reflect the additional revenue to be generated.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Fire Services	2,990,810	2,765,809	2,771,635	2,339,667

Street Lights

Fayette County has a street light program whereby residents of subdivisions can voluntarily request to be part of a street light district. The Street Light Special Revenue Fund is purposed to be self-supporting.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Street Lights	35,505	54,898	69,779	80,533

Emergency Medical Services (EMS)

Fund created for the new EMS tax district approved by the Board of Commissioners in FY 2008. This fund accounts exclusively for activities related to emergency medical services. Before FY 2008, revenue and expenditures related to EMS activities were included in the General Fund.

Since fund balance had been increasing steadily, a decrease of the millage rate was approved for tax year 2011 (FY 2012). During FY 2012, the budget for revenues was adjusted to reflect the decrease in Property Tax revenue. For tax year 2012 (FY 2013) the tax digest shrunk 13.1%. Due to lower property tax revenue, fund balance will be used to balance the budget for this fund.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Emergency Medical Services	1,340,787	2,049,164	2,104,700	1,664,002

Library - Special Purpose Local Option Sales Tax (SPLOST)

The fund balance represents the balance of the unspent proceeds generated by the Special Purpose Local Option Sales Tax plus the interest income that has been earned to date. The funds are restricted to the purchase of resource materials and equipment and enhancements to the library. All revenues originally approved have been already collected and the only influx of funds is interest income earned.

In FY 2010, a CIP project with an estimated cost of $1.02 million was approved for the expansion of the library building and for the purchase of additional furniture and equipment. Monies for the project will come from fund balance. Fund balance should be enough to cover the library expansion.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
SPLOST - Library	1,153,393	684,269	170,985	170,985

Water System

In March of 2009, the Board approved a two-step rate increase for the system. The first step took effect in March 2009 and the second step took effect in January 2010. This will generate necessary additional revenue to cover operating expenses and continue to improve water system infrastructure. For FY 2013, fund balance is projected to remain the same as the Water System budgets revenues and expenses to be at the same level.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Water System	76,962,025	77,261,492	77,399,840	77,399,840

Stormwater Management

This new enterprise fund is created as a result of the establishment during FY 2012 of a Stormwater Utility to be funded by user fees. Previously stormwater management activities were accounted for in the General Fund. The revenue generated by the new utility should be sufficient to fund the mounting maintenance and replacement needs of infrastructure and increasing state and federal unfunded mandates. Effective January 1, 2012, the original budget was revised and the budget for the last six months of FY 2012 was moved to the new enterprise fund.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Stormwater Management	-	-	9,313	154,858

Solid Waste

For the last three years expenditures have been consistently higher than revenue. Fund balance has been decreasing. At the end of FY 2013, fund balance is projected to still be strong at $0.9 million.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Solid Waste	1,309,731	1,282,839	942,149	866,567

INTERNAL SERVICE FUND

Vehicle/Equipment Fund

This fund accounts for the acquisition of vehicles, heavy equipment, and other similar assets. The revenue sources for this fund are interest income earned and transfers from other funds. A replacement schedule is being prepared to identify the annual amounts that each fund should contribute to the fund for the timely replacement of the county fleet of vehicles and equipment.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
Vehicle/Equipment Fund	8,827,673	7,958,649	7,160,923	6,256,503

OVERVIEW OF FUND BALANCES

The tabular information that is provided below is a consolidated overview of the fund balance information for all funds as of June 30. This table is useful to the reader in that it provides general trend information on the government as a whole. The data indicates that Fayette County has accumulated in the majority of its funds sufficient current financial resources to meet its immediate service needs. Going into the future, there is a small group of funds that will need to be closely monitored.

As of June 30	FY 2010 ACTUAL	FY 2011 ACTUAL	FY 2012 ESTIMATED	FY 2013 PROJECTED
General Fund	34,993,703	37,273,344	33,574,149	28,600,505
Special Revenue Funds:				
Law Library	38,221	46,033	46,295	42,135
Confiscated Property-State	78,009	46,158	26,548	(49,952)
U.S.Customs Fund	1,260,354	804,428	336,349	336,349
Confiscated Property-Federal	829,111	648,953	604,593	604,593
Emergency Phone E-911	1,122,744	989,559	627,799	164,269
Jail Construction	143,280	91,133	8,722	(59,220)
Juvenile Supervision	84,328	91,037	93,069	92,739
Victims Assistance	13,100	55,869	15,320	(18,596)
Drug Abuse and Treatment	77,545	115,362	127,524	127,024
Grants	10,838	17,870	5,751	5,751
Juvenile Offenders Grant Fund	4,628	4,628	4,665	4,665
Fire Services	2,990,810	2,765,809	2,771,635	2,339,667
Street Lights	35,505	54,898	69,779	80,533
Emergency Medical Services	1,340,787	2,049,164	2,104,700	1,664,002
SPLOST - Library	1,153,393	684,269	170,985	170,985
Total Special Revenue Funds	9,182,653	8,465,170	7,013,734	5,504,944
Enterprise Funds				
Solid Waste	1,309,731	1,282,839	942,149	866,567
Stormwater Management	-	-	9,313	154,858
Water System	76,962,025	77,261,492	77,399,840	77,399,840
Total Enterprise Funds	78,271,756	78,544,331	78,351,302	78,421,265
Internal Service Funds				
Vehicle/Equipment Fund	8,827,673	7,958,649	7,160,923	6,256,503
Total All Funds	**$ 131,275,785**	**$ 132,241,494**	**$ 126,100,108**	**$ 118,783,217**

PLAN, POLICIES, AND PROCEDURES

I. Mission Statement

The Board of Commissioners has adopted the following mission statement:

The Mission of Fayette County Government is to provide critical services to protect and enhance the health, safety and welfare of its citizens in a manner that is efficient, fiscally and environmentally responsible, and which perpetuates a quality lifestyle for future generations.

The County departments will continue the development of departmental mission statements linked to the mission statement of the overall organization.

II. Strategic Goals and Objectives

In the form of a vision for Fayette County's operations in the future, the Board of Commissioners has espoused the broad-based goals of expanding services, making operations more efficient, recognizing and rewarding the efforts of our employees, reducing the tax burden on property owners, and maintaining our capital assets and infrastructure.

Each year, the Board of Commissioners, the County Administrator and other key staff members get together for a planning retreat. This annual meeting is held at various locations within the County to ensure that everyone who would like to has the opportunity to attend. At this public forum, the long-term goals and objectives of the Board of Commissioners are discussed and strategies for implementation are agreed upon. Critical issues that the county is facing are presented, alternative solutions are discussed, and recommendations on how to address these issues are made. The following strategic plan is a product of various annual retreats. The strategies represent the methods and philosophies that have been chosen for facing future growth and maintaining the highest standard of living.

III. The Plan

A. FINANCIAL STRENGTH THROUGH FISCAL CONSERVATISM

· Maximize the amount of interest income earned on idle cash balances through prudent investment practices.

· Identify opportunities where the amount of local taxes paid is supplanted by a reduction in taxes assessed by other units of government.

B. MAINTENANCE OF THE PHYSICAL PLANT AND INFRASTRUCTURE

Ensure the existence of an adequate physical plant and infrastructure to meet the County's future operating needs.

· Develop and adopt a five-year Capital Improvements Program to include future funding needs of the various projects.

· Follow required accounting and reporting procedures to be in compliance with the Governmental Accounting Standards Board (GASB) Statement Number 34.

· Update the transportation plan based on current needs and growth corridors.

Maintain a safe and serviceable fleet of vehicles that meets the operational needs of the various County Departments.

· Continue the Vehicle Replacement Program that was initially approved in 2003. The vehicle replacement procedures were updated to also include procedures for the replacement of other assets. The policy is to also include an approved color scheme for various types of vehicles. The revised policy was adopted on September 3, 2008.

· Incorporate the purchase of alternative fuel vehicles into the replacement schedule in order to meet current federal requirements.

C. EFFICIENCY THROUGH TECHNOLOGICAL IMPROVEMENTS

Utilize available technological advances to make operations as efficient as possible.

· Continue to replace computers and computer equipment as needed.

· Encourage training on the MUNIS system and other software applications to improve the efficiency of operations.

D. SATISFYING THE INTERNAL AND EXTERNAL CUSTOMERS

Ensure that the citizens' needs are being properly addressed.

· As part of the agenda for each Commission meeting, time will be designated for public comment on any subject.

· Abide by the Georgia Open Records Act. The act establishes procedures to follow when responding to open records requests.

Ensure that employee contact with the citizens is helpful and courteous.

· Provide classes to county employees on customer service.

· Make improvements to the telephone menu system that will reduce the amount of time it takes for customers to receive the necessary assistance.

E. MAXIMIZING OUR VALUABLE HUMAN RESOURCES

Recognize and reward employees for their efforts.

· Fund Class and Compensation Studies to update employee job descriptions, employee classifications, and pay grades.

· When possible, provide "cost-of-living allowance" adjustments to the pay plan to ensure that employees maintain their current buying power.

F. MANAGING AND PLANNING FOR GROWTH

Ensure that Fayette County has a voice in the direction that local government is taking.

· Commissioners will become more involved in the activities of the Association County Commissioners Georgia (ACCG).

· Commissioners will meet periodically with the governing bodies of the cities, towns, and school system to discuss related issues.

· Staff will track new State Legislation having an impact on County operations and offer input to our local legislative delegation.

Facilitate the financial planning for future fiscal years, project expenditure needs and expected results of operations over a longer period of time.

· Department Heads are to continue to prepare issue papers for the Board which identifies any future requirements, legislation or topics that are expected to have a significant impact on the operations of the County.
· The Board will consider, review, and adopt a five-year Capital Improvements Plan.
· Staff will present a Capital Budget, which is intended to include the first year of the five-year Capital Improvements Program.

FAYETTE COUNTY, GEORGIA
ADOPTED FISCAL POLICIES

STATEMENT OF INTENT

The following policy statements, as adopted by the Board of Commissioners, are intended to provide a broad framework as to how the various financial responsibilities associated with the operation of Fayette County are to be carried out. These policies provide general direction to staff, serve as a blueprint for financial operations, establish operational objectives, and promote continuity in fiscal decision making.

There are several distinct advantages to having fiscal policies for Fayette County in place. For one, they promote long-term financial stability for the County. For example, the budget and reserve fund policies encourage the level of fiscal responsibility needed to prepare the County for financial emergencies and abrupt adverse economic conditions. And the debt policies limit those scenarios where the County will pay for current services and projects with future revenues. Secondly, the adoption of long-range financial policies ameliorates some of the drawbacks of governmental accounting and budgeting which tends to focus only on short-term operations, generally one year. The Capital Budgeting Policies address the common pitfall of governments failing to provide for capital maintenance. Having a financial plan allows the Board of Commissioners to view their present approach to financial management from an overall, long-term vantage point. Current financial decisions are easier to make when long-term benchmarks are already established.

Lastly, these policies elevate the credibility of the governing body and promote public confidence in the financial decisions it makes. The policies call for complete disclosure of financial matters and provide a forum, the Comprehensive Annual Financial Report, to inform the citizens about the total financial condition of the County.

I. BUDGET POLICY

PURPOSE

One of the more important responsibilities of the Fayette County Board of Commissioners to its citizens is the faithful stewardship of public money. It is the Board's duty to ensure that this money is expended prudently.

The budget serves as the primary vehicle for directing resources to meet current and capital expenditures for the upcoming fiscal year and plan for anticipated outlays for the next five fiscal years.

POLICY

There shall be a consistent and uniform process for adopting and operating under an annual balanced budget for each fund and operating under a project-length balanced budget for each capital project fund of Fayette County government.

PROCEDURES

1. The Fayette County annual balanced budget will be divided into two major components: Capital and Capital Improvement Program (CIP) and Operating.

2. A formal budget calendar shall be developed and presented to the BOC for approval, then disseminated to the County Administration, Department Heads, Constitutional Officers, the Judicial Circuit, and Outside Agencies. The budget calendar shall consist of dates for the distribution of budget materials, due dates for the submission of budget requests, dates for budget workshops with staff and the BOC, and dates for the public hearings on the proposed budget, to include the date of the adoption of the budget.

I. Capital Budget/Capital Improvement Program (CIP):

A. Fayette County will undertake capital projects for the construction and improvement of infrastructure and public facilities, and for the orderly replacement of existing assets to achieve the following goals:

1. Promote economic development;
2. Enhance the quality of life;
3. Improve the delivery of services; and
4. Preserve community and historical assets.

B. For budgeting purposes, a capital project is generally defined as the acquisition of any asset or construction project with an anticipated cost of $5,000 to $49,999 and an estimated useful life of three or more years.

C. For budgeting purposes, a CIP project is generally defined as a major capital project with an anticipated cost of at least $50,000 and an estimated useful life of more than three years.

D. Fayette County will develop a five-year Capital Improvements Program (CIP) plan for all CIP projects. The first year of the CIP plan will be part of the annual budget.

E. The CIP plan will be updated annually to direct the financing of and appropriations for new projects and updates to existing projects.

F. Fayette County will estimate the impact on operations of capital and CIP projects and will include these operating costs in future operating budgets.

G. Fayette County will utilize a fund named Capital Projects to account for capital projects.

H. Fayette County will utilize a fund named Capital Improvement Program to account for CIP projects.

I. Fayette County will utilize an internal service fund named Vehicle/Equipment Fund to account for the acquisition of vehicles and other motorized equipment.

J. Operating transfers from the various operating funds will be made annually, as needed to the Capital Projects fund, Capital Improvements Program fund, and the Vehicle/Equipment fund.

K. Fayette County will aggressively seek public and private grants, contracts and other outside sources of revenue to fund projects included in the Capital Improvements Program.

L. A project-length budget will be adopted for each capital project. The balances of appropriations for capital projects at year end is understood as being designated by management and re-appropriated in the following years until the project is completed.

II. Operating Budget:

A. Fayette County will finance all current expenditures with current revenues. The County will avoid budgetary procedures that fund current expenditures through the obligation of

future resources. Fayette County will not use short-term borrowing to meet operating budget requirements.

B. The operating budget will provide for adequate maintenance of capital equipment and facilities, as well as for their orderly replacement.

C. All Governmental Funds under the control of the Board of Commissioners are subject to the annual budget process. Flexible or cash flow budgets will be prepared for Proprietary Funds (Enterprise and Internal Service) to establish fees and charges and to control expenses.

D. The annual operating budget must be balanced for all budgeted funds. Total anticipated revenues and other resources available must be at least equal to estimated expenditures for each fund.

E. All budgets will be adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP). Pursuant to Governmental GAAP, revenues are budgeted when they become measurable and available. Likewise, expenditures are charged against the budget when they become measurable, a liability has been incurred, and the liability will be liquidated with current resources.

F. All unencumbered operating budget appropriations will lapse at year-end. Encumbered balances will be reserved on the year ending balance sheet and re-appropriated in the following fiscal period in accordance with Generally Accepted Accounting Principles.

G. Each operating fund budget will be adopted at the total fund level. In looking at compliance with State law, total expenditures for each fund may not exceed the total budget amount. Internal administrative procedures will be adopted to ensure that each individual department or cost center does not exceed their allotted appropriation amount.

H. Fayette County will strive to include an amount in the General Fund (i.e., a line item for contingencies) to cover unforeseen operating expenditures of an emergency type. The amount of the contingency reserve will be no more than 5% of the total operating budget.

I. Fayette County will integrate performance measurement and objectives, and productivity indicators within the budget.

J. The County will maintain a budgetary control system to ensure adherence to the budget and will prepare timely financial reports comparing actual revenues, and expenditures and encumbrances with budgeted amounts.

K. The operating budget shall be developed to control both the direct and indirect costs of programs and services whenever practical.

L. Fayette County shall comply with all State laws applicable to budget hearings, public notices, public inspections, and budget adoption.

M. Enterprise and Internal Service Funds budgets shall be self-supporting whenever possible. Excess revenues of Enterprise Funds shall not be transferred to other funds unless authorized in the Annual Budget.

3. The budget is divided into two major components: Capital and Capital Improvement Program (CIP) and Operating.

The Operating component of the budget is further divided into tracks: Track 1 - Staffing and Track 2 – Other Operating.
The budget is developed by levels: budget requests from the departments, budget

recommendations from Staff, budget recommendations from the BOC, budget proposal, and final adjustments and approval of the budget by the BOC.

A budget calendar for the next fiscal year is developed and presented to the Board of Commissioners for approval.

A budget kickoff meeting is scheduled for the county departments, at which time the departments receive instructions on the budget process and all the budget forms necessary to complete their next year budget requests. Any new procedures are specifically clarified.

Letters are sent to the Judicial Circuit and the outside agencies to inform them of the start of the budget process and to provide them with the budget calendar.

Requests for funding are received from the Fayette County departments, the Judicial Circuit, and other outside agencies.

Capital and Capital Improvement Program (CIP):

The departments receive instructions and all budget forms necessary to complete their capital budgets, including forms necessary to provide updates to current capital and CIP projects. Classes are scheduled for staff members who are new to the process of next year budget entry.

Departments submit requests for new capital and CIP projects. Requests for projects detail funding sources and expenditures by line-item within the projects. The departments also provide updates on the status of capital projects and CIP projects from previous fiscal years.

New project numbers are created by the Finance Department. Budget line- items are assigned to each project. Projects are setup to be included in either the Capital Projects fund, the Capital Improvements Program fund, the Vehicle/Equipment fund, or any other special capital projects fund. The project numbers are then provided to the departments for them to do the budget entry.

By a predetermined deadline date, the departments submit all budget documentation on capital projects to the Finance Department. Budget entry for capital projects beyond this point is done only by the Finance Department. All requests of funding for capital projects are finalized.

The Finance Department prepares the capital budget reports to provide to the County Administrator. The County Administrator meets with the departments to discuss their new capital projects requests and updates on their current capital projects. The County Administrator makes recommendations and the capital budget is adjusted accordingly. The adjustments are finalized and the recommended capital budget is provided to the BOC. The departments are also provided with their recommended capital budgets.

The Board of Commissioners conducts budget workshops with the departments. New capital projects are discussed. The departments provide the BOC with updates of their current capital projects. The BOC makes recommendations. The capital budget is adjusted accordingly. The

BOC recommended capital budget and CIP plan are finalized.

Operating Budget:

Track 1 – Staffing: budgeted salaries and benefits for current approved positions, current vacancies, and requests for new positions and promotions. The county departments are required to include detailed justification with their requests for new positions and promotions. The county departments are also responsible for providing a list of the budget contacts and the personnel who will be responsible for their budget entry.

The county departments are required to return all budget documentation by a deadline date. This is to allow sufficient time for the Finance Department and the Human Resources Department to complete the staffing budget process. Requests for positions with a new job title need to be submitted directly to Human Resources. These requests need to include a Job Content Questionnaire. Human Resources will establish the new job class and the corresponding pay grade for these new job titles.

The cost-of-living adjustment (COLA) is determined based on the CPI-W (Consumer Price Index for Urban Wage Earners and Clerical Workers) three month average of July-September of the preceding calendar year and provided by the HR Department. The COLA is factored into the current year salaries for all County approved positions. The COLA adjusted salaries will be the salaries used in the next fiscal year budget. If the BOC decides not to incorporate the COLA, the salaries will be reverted back to the current year salaries.

Increases in salary and supplements for constitutional officers that are mandated by law are determined by the HR department and factored in to determine the salaries to be used in the next year budget. The Human Resources Department also determines any changes to benefits premiums and payroll deductions to be effective for the next year budget.

Increases for COLA, salary increases for constitutional officers, new positions, promotions, and changes in premiums/deductions are entered into the payroll system. Salary and Benefits projections and personnel (FTE) counts are prepared for each department.

Staff (County Administrator, Finance, and Human Resources) meet to discuss the staffing projections and to make recommendations regarding the requests for new positions and promotions. As necessary, the County Administrator meets with the departments that requested new positions and promotions to inform them of the recommendations by Staff.

Staffing requests and recommendations are provided to the BOC. Budget workshops are held between the BOC and the departments to discuss staffing. The BOC makes recommendations on requests for new positions and promotions.

This is an important step in the budget process because the departments will base the remainder of their operating budget requests on their current year positions and the associated costs of new positions and promotions recommended by the BOC. Printouts of staffing budgets are provided

to each of the departments.

Also during **Track 1** of the operating budget, the Assistant Director/Controller prepares the estimated revenue projections for all funds except the Water System who prepares their own. The revenue projections are reviewed by the County Administrator and the CFO and later presented to the BOC.

Track 2 – Other Operating:
The departments receive instructions and all the budget forms necessary to complete track 2 of the budget. The departments are provided data on actual expenditures for the previous two fiscal years, current year adjusted budget, and year-to-date actual expenditures by line-item to aid them in projecting their next year budget requirements.

Department Heads are instructed to be conservative in their budget projections. The departments enter their budgets in the system. Refresher classes are scheduled for staff members on the process of next year budget entry.

Funding requests from the Judicial Circuit and other outside agencies are received by the deadline date. These budgets are entered by the Finance Department.

At a predetermined deadline date, budget entry beyond this point is done only by the Finance Department. Any changes or adjustments from the departments need to be submitted directly to the Budget Officer and agreed on by the CFO.

All requests for operating funding are finalized. The Finance Department prepares the reports to provide to the County Administrator. The County Administrator meets with the departments to discuss their operating budget requests. The County Administrator makes recommendations and the operating budget is adjusted accordingly.

The recommendations are finalized and the recommended operating budget is provided to the BOC. The departments are also provided with their recommended operating budgets. The Board of Commissioners conducts budget workshops with the departments. The BOC makes recommendations.

The budget is adjusted according to the BOC recommendations to produce a balanced budget proposal. The proposed budget is advertised one week prior to the first public meeting. Two public meetings are conducted to allow the citizens an opportunity to speak with the Board regarding the budget proposal.

The Board of Commissioners takes official action to adopt the budget. The budget is adopted by resolution and it becomes effective with the start of the new fiscal year, July 1st.

The Board of Commissioners establishes specific budget parameters that comprise the budget policy that guides the budget process. For FY 2013, these parameters took into consideration current FY 2012 revenue levels that are projected to be lower than expected. The FY 2013 Budget Policy follows:

FY 2013 BUDGET POLICY
**** BOC Approved 2/9/12 ****

1 - The FY 2013 budget process will start one month earlier, February rather than March, to allow additional time for analytic review.

2 - The FY 2013 departmental budget requests should be developed at the same level, or lower, than their FY 2012 approved operating budgets.

3 - Current FY 2012 personnel levels should be maintained. Requests for new positions should be delayed to future years.

4 - The 5-Year CIP plan will be re-assessed and aligned with critical needs.

5 - Replacement of Vehicles/Heavy Equipment will be recommended based on operational condition.

6 - Any deviations from these parameters need to be presented by the departments to the County Administrator. Upon recommendation by the County Administrator, the departments will need to provide the required budget documents for processing.

7 - The FY 2013 budget development process will take place between mid-February and the third week of May 2012. Public hearings will be held during the month of June 2012.

FAYETTE COUNTY GEORGIA
FY 2013 BUDGET CALENDAR

2012 DATE		RESPONSIBLE PARTY	BUDGET ACTIVITY TO OCCUR
Operating Budget			
Feb 13, 2012	Mon	Departments Finance Department	Budget Meeting - budget packages distributed to departments.
Mar 9, 2012	Fri	Departments Finance Department	Budget submissions due from departments.
April 5, 2012	Thu	County Administrator Finance Department	Budget workshop to discuss department budgets and the County Admin recommendations
April 6, 2012	Fri	Departments Finance Department	Finance Department sent Admin recommended budget to departments
Apr 10-11, 2012	Tues-Wed	Departments Staff	Budget workshops as necessary between departments, County Administrator, and Finance.
May 2, 2012	Wed	Finance Department Commissioners	Deliver FY 2013 recommended budget to Board of Commissioners.
May 12, 2012	Sat	Commissioners Departments Staff	Conduct budget workshops of departments with the Board of Commissioners.
Jun 6, 2012	Wed	Finance Department Commissioners	Submit budget proposal to the BOC.
Jun 14, 2012	Thu	Commissioners Staff	Hold first Public Hearing on the FY 2013 budget.
Jun 28, 2012	Thu	Commissioners Staff	Hold second Public Hearing on the FY 2013 budget (Adopt the FY 2013 Budget).

II. RESERVE FUND POLICY

PURPOSE
The county will maintain a sufficient working capital reserve in the general, fire, EMS, and E911 funds to help offset economic downturns, provide sufficient working capital, and provide for sufficient cash flow for current financial needs. In addition, the county will maintain an emergency fund reserve in the general fund.

POLICY
There shall be a consistent and uniform process for maintaining working capital and emergency fund reserves for Fayette County.

PROCEDURES
The county will maintain a working reserve equal to at least three months of the fund appropriations budget for the general, fire, EMS, and E911 funds. This amount will be maintained as stabilization funds in the committed fund classification, except for E911 which will be maintained within the restricted fund classification. These reserves shall be created and maintained to provide the capacity to:

1. Offset significant economic downturn and the revision of any general government activity;
2. Provide sufficient working capital; and
3. Provide a sufficient cash flow for current financial needs at all times without short-term borrowing.

To be able to use funds that are committed for stabilization, the Board of Commissioners must take formal action to release funds. This type of action will only be taken when failure to take such action would result in a negative position for the unassigned fund balance.

In addition to the working capital reserves, the county will also maintain a $2 million emergency funding in the assigned fund classification. The emergency funding will only be used for a declared state of natural disaster. The funds will not be released without formal action of the Board of Commissioners.

The county will also maintain reserves in compliance with all debt service requirements to maintain bond ratings and the marketability of bonds. The county will develop capital reserves to provide for normal replacement of existing capital plant and additional capital improvements financed on a pay-as-you-go basis.

III. INVESTMENT POLICY

PURPOSE
The purpose of this policy is to provide guidelines for the investment of funds that are not needed immediately to pay current obligations.

This policy will be used so that funds not needed for immediate cash will be invested in a way that (1) safeguards the principal, (2) provides the liquidity required to meet financial obligations in a timely manner, and given these two goals, (3) provides the best return on investment.

POLICY

There shall be a consistent and uniform process for the investment of Fayette County funds not needed for immediate cash.

PROCEDURES

The first and foremost consideration in choosing investments is security. To reduce the risk of loss because of the failure of any financial institution, depository, broker, or dealer the county will 'pre-qualify' these entities prior to investing funds with them. Qualification will include, as appropriate, an audited financial statement demonstrating compliance with state and federal capital adequacy guidelines, proof of certification by a recognized association, proof of state registration, and evidence of adequate insurance coverage. The investment portfolio will be diversified in order to reduce the impact of potential loss from any one type of security or individual issuer. Risk of interest loss will be reduced by assuring that security maturity dates coincide with anticipated cash requirements, and by investing operating funds primarily in short-term securities.

The investments chosen will provide adequate liquidity to meet upcoming cash-flow requirements that may be reasonably anticipated. The investment portfolio will be structured so that investment securities mature concurrent with cash needs. In order to respond to unanticipated cash needs, investments will include securities with good resale markets, such as the local government investment pool.

While taking care to assure that security and liquidity needs are met, investments will be made in a way that can be expected to produce a reasonable return on investment. Meeting all three of these goals at once will mean that the majority of investments are in relatively low-risk securities, which will earn a fair return relative to the risk assumed. Investments will be diversified by maturity, issuer, and class of security in order to help meet these goals.

In compliance with Georgia Code Section 36-82-7, the county will invest bond issue proceeds only in the following:

1. The local government investment pool.
2. Bonds or other obligations of the State of Georgia, or any county municipal corporation, or other political subdivision of the state.
3. Bonds or other obligations of the United States, or subsidiary corporations which are fully guaranteed by the government.
4. Obligations of agencies of the United States government which are issued by the Federal Land Bank, the Federal Home Loan Bank, the Federal Intermediate Credit Bank, for the Central Bank for Cooperatives.
5. Bonds or other obligations issued by any public housing agency or municipal corporation in the United States, if they are fully secured as to the payment of both principal and interest under an annual contributions contract with the United States government.

6. Project notes issued by a public housing agency, urban renewal agency, or municipal corporation which are fully secured by agreement with the United States government.
7. Certificates of deposit of national or state banks located within the State of Georgia, and which have deposits insured by the Federal Deposit Insurance Corporation.
8. Certificates of deposit of federal savings and loan associations, state savings and loan associations, or state building and loan associations located within the State of Georgia, and which have deposits insured by the Savings Association Insurance Fund of the Federal Deposit Insurance Corporation or the Georgia Credit Union Deposit Insurance Corporation.
9. Securities or other interests in any no-load, open-end management type investment company or investment trust registered under the Investment Company Act of 1940.
10. A common trust fund maintained by any bank or trust company, so long as:

(a) Their portfolio is limited to bonds or other obligations of the U.S. government or subsidiary corporations of the U.S. government, which are fully guaranteed by the government,

(b) The company takes delivery of collateral either directly or through an authorized custodian,

(c) The company is managed in such a way as to maintain its shares at a constant net asset value, and

(d) Securities in the company are purchased and redeemed only through the use of national or state banks having corporate trust powers and located within Georgia.

As authorized by Georgia Code 36-83-4, the county may invest any money within its control (other than bond issue proceeds) in any of the following, in order to achieve the goals of security, liquidity, and return on investment:

(a) The local government investment pool.
(b) Obligations of this or other states.
(c) Obligations issued by the United States government.
(d) Obligations fully insured or guaranteed by a U.S. government agency.
(e) Obligations of any corporation of the U.S. government.
(f) Prime bankers' acceptances.
(g) Repurchase agreements
(h) Obligations of other political subdivisions of the state.

The Finance Department will prepare a quarterly investment report to be submitted to the County Administrator and the Board of Commissioners. The report will include a list of individual securities held at the end of the quarter, average weighted yield-to-maturity on investments, maturity dates of investments, and the percent of the portfolio which each type of investment represents.

IV. DEBT MANAGEMENT POLICY

PURPOSE

The purpose of this policy is to provide guidelines for issuing debt for the county. This policy will be used as a framework to ensure the county will meet its obligations in a timely manner, for public policy development, and for managing the capital improvement program.

POLICY
There shall be a uniform and consistent process in debt issuance for Fayette County.

PROCEDURES
Fayette County's debt management policy is designed to be fiscally conservative enough to safeguard the resources entrusted to it, yet flexible enough to use the most appropriate financing mechanisms as conditions and needs change.
In issuing, managing, and retiring debt, the county will abide by relevant provisions in the Georgia Constitution and codified law. As used in the state constitution, the term 'debt' means a fiscal liability not to be discharged by taxes levied within the year in which the liability is undertaken (Attorney General Opinion 75-19). Before incurring any bonded indebtedness, an analysis will be completed that shows anticipated annual tax collections will be sufficient to pay the principal and interest within 30 years.

To facilitate use of this policy in financial administration and management, it is divided into sections pertaining to: debt limit, debt structure, debt issuance, and debt management.

1. Debt Limit - Article IX of the state constitution sets legal limits on the maximum allowable amount of debt. In compliance, the county's total debt will not exceed 10% of the assessed value of all taxable property within the county.

Any proposed debt will be coordinated with the multi-year comprehensive plan and capital improvement program, and will reflect the priorities identified in the plans.

The county will use voter-approved general obligation debt to fund general purpose public improvements which cannot be financed from existing funding streams. Long-term debt will not be used to pay for on-going costs. Analysis of the feasibility of issuing debt for a capital project will consider ability to fund future operating, support, and maintenance costs.

A major consideration in issuing debt is affordability. To develop an indication of county residents' ability to absorb additional debt, the following ratios will be considered:

a. Current debt per capita for the county
b. Per-capita debt as a percent of per-capita income
c. Debt service as a percent of current general fund revenues
d. The ratio of debt to taxable property value

An analysis of revenue and expense trends will also be completed to provide an indication of the county's ability to repay the debt into the future.
2. Debt Structure - Debt will be financed for a period not to exceed the useful life of the capital improvements or other benefits derived, but in no event shall it exceed 30 years.

Debt will not be used when pay-as-you-go funding is available. If the direct users of a county service can be readily identified, consideration should be given to their paying for the services they receive through fees, assessments, or other appropriate charges.

Revenue bonds will be used to finance enterprise systems or other undertakings where appropriate. Since revenue-bond debt is paid out of revenue derived from the undertaking, and is not considered a debt of the county in state law, care will be taken to assure that anticipated revenues will meet principal and interest payments as they come due. In compliance with the state constitution, the county will not exercise the power of taxation for paying any part of the principal or interest of revenue bonds, nor will it pay revenue bond obligations out of general revenues or with revenue sharing funds.

The county will operate in a fiscally conservative way that best preserves and safeguards it citizens' resources. Toward this objective, the favored type of debt instrument will normally use fixed rates of interest.

Debt with variable-rate interest payments should not be used unless it can be clearly documented that it will provide the best alternative for debt financing, taking care to consider the total cost of issuing, monitoring and managing this type of debt. If used, the county's variable-rate debt will not exceed 20% of total debt, unless benefit to the county's taxpayers is clearly documented.

The county will not use derivatives or other alternative financing for speculative purposes. Alternative financing products will be used only with approval of the Board of Commissioners, and only for appropriate objectives, such as debt savings due to market conditions, better management of assets and liabilities, reduced interest rate risk, or improved cash flow. Any consideration of using derivatives will include an analysis of all known or anticipated costs, and all risks such as basis risk, tax risk, counter-party risk, termination risk, liquidity renewal risk, remarketing risk, and credit risk. It should also include an analysis of the county's ability to perform adequate risk management over the life of the obligation. Inasmuch as variable rate debt will not be the prevalent form of financing, the need for alternative financing products like derivatives should be minimal.

In the event that an investment introduces the possibility of an arbitrage rebate liability, the Finance Department will monitor the investment closely. Outside expertise will be acquired to assist with the calculation and determination of rebates due to the Internal Revenue Service, inasmuch as the regulations and calculations are very complex, and any errors could result in significant settlement payments by the county.

Conduit debt involves certain limited-obligation revenue bonds, certificates of participation, or similar debt instruments issued by a county government specifically to provide capital financing for an independent third party, such as a development authority. This does not obligate the county financially. However, the county reserves the right to approve or disapprove a conduit debt issue based on the third-party borrower's creditworthiness, credit rating, or other circumstances that it may deem of significance. The county may also consider how the use of the proposed debt would fit into existing public policy and long-range plans.

3. Debt Issuance - Standard practice will be to sell bond issues through the competitive bid process. There may be times, however, when conditions indicate that a negotiated bid will be more favorable; for instance, if an issue is unusually small, unusually large, or contains complex

or innovative features. An evaluation of the method of sale will be done for each bond issue, including an assessment of the different risks associated with each method. Thorough records will be kept that document the process to demonstrate that it was equitable and defensible.

If a negotiated bid is to be used for a bond issue, the competitive process will be used to select an underwriter, in order to ensure that multiple proposals are considered.
Outstanding debt will be reviewed on a routine basis. When there is a demonstrated economic or other benefit, the county should consider initiation of fixed-rate refunding or alternative financing products. In compliance with the Georgia Constitution, refunding debt (other than revenue bonds) will not extend the maturity date beyond the original debt being refunded, and will not increase the original interest rate, without voter approval.

4. Debt Management - The county will ensure that adequate internal controls exist to provide compliance with relevant federal, state or other laws, rules, regulations, and covenants associated with outstanding debt.

For revenue bonds supported by enterprise funds, an annual analysis will be completed to ensure fees, rates, or other enterprise revenue are sufficient to meet debt service requirements.

Note: For guidance on investment of bond proceeds, please see the Fayette County investment policy.

V. PURCHASING CARD POLICY

PURPOSE
The purpose of this policy is to provide guidelines by which Fayette County employees can participate in purchasing card program as an efficient and cost effective means to purchase job-related goods and services.

POLICY
This policy will apply to all employees participating in the purchasing card program and is intended to provide flexibility to make small dollar purchases as well as travel arrangements and seminar/conference reservations when needed. The purchasing card program is intended to reduce the use of petty cash and small dollar purchase orders. Goods requiring solicitation of bids should de directed to the Purchasing Department.

PROCEDURES
Purchasing cards will be issued to employees only by direction of their Department Head. Elected Officials may request cards for themselves. Each card will have set limits as agreed upon by the Department Head or Elected Official and Chief Financial Officer for the following with a not to exceed amount as indicated. Any exceptions to these limits must be approved by the County Administrator:

- Dollar limit per transaction * – not to exceed $500
- Number of transactions per day – not to exceed ten (10)
- Billing cycle dollar limit – not to exceed $5,000

- Annual credit limit – not to exceed $20,000

* Transactions for seminars and hotel stays covering multiple days may exceed $500.00.

Purchases shall not be split to stay within limits established. Splitting charges will be considered an abuse of the program which in addressed in the Violations section.
The purchasing card can be used for the following transactions only within limits of the department's budget:

- Emergency purchases
- Employee training / seminars & dues
- Medical supplies and pharmaceuticals
- Misc other supplies/services up to a maximum unit cost of $250, such as
    - Building supplies;
    - Cleaning supplies;
    - Parts for
        - Computers / printers repair
        - Vehicle repairs;
    - Safety supplies;
    - Shipping services;
- Office supplies;
- Travel related expenditures.

The purchasing card can NOT be used for:

- Cash advances
- Gifts
- Legal services
- Medical services
- Personal items
- Unbudgeted items

Responsibilities

The ***Department/Division Heads/Elected Officials*** are responsible for determining which employees will be issued a card, coordinating with Finance on establishing spending limits, approving and signing off on each billing statement for their department's purchasing card transactions and ensuring that funds are available in the department's budget. In addition, any suspected abuse should be reported to the CFO or the Assistant CFO/Controller immediately.

The ***Cardholder or Department Designee*** as appointed by the Department Head will be responsible for reconciling purchasing cards billing statements. The completed billing cycle reconciliation must be signed by both the cardholder or department designee and the department head, and submitted to the Finance Department by the scheduled due date. The reconciliation shall contain proper sales receipts equaling the total amount billed as authorization for payment of the statement balance. A proper sales receipt must contain an itemized list of items or services purchased rather than a credit

card slip. Lack of such receipt will be considered an abuse of the program and is addressed in the Violations section. Each cardholder is responsible for buying only job-related goods or services, obtaining a detail receipt for each transaction, ensuring sales tax is not charged (exception – meals), completing a transaction log and submitting to Finance no later than the due date, and complying with all county purchasing policies and procedures. Failure to comply with these responsibilities will be considered a violation of the policy and is addressed in the Violations section.

The ***Finance Department Accounting Analysts*** will serve as purchasing card administrators for their assigned departments coordinating the issuance of cards, monitoring the receipt of the billing cycle reconciliations from the departments, verifying the account code assigned within the vendor's system is accurate, recording the accounting, and cancelling cards and maintaining card limits as necessary. Additional responsibilities include coordination with the Assistant CFO/Controller for annual publication of the scheduled due dates for completed transaction logs, timely payment of the balances due. Monthly audits to verify the monthly spending activity relative to the established guidelines, will be conducted on 10% of the number of cards utilized during that period, no less than two cards, (Example, 30 cards had activity during the month of July. Three cards will be selected for audit.) Additionally, the purchasing card administrators will coordinate with the Assistant CFO/Controller in maintaining the program policy and procedures, provide training as needed and handle other tasks as may be required by management.

Training

Training for the reconciliation of the purchasing cards billing statements utilizing the transaction log form will be provided by the Finance accounting analysts.

Violations

Failure to comply with policy will be considered a violation of the program with the following actions and/or employee disciplinary action as appropriate.

1st violation	verbal reminder
2nd violation	written warning and 30 day card suspension
3rd violation	removal from the purchasing card program

VI. REPLACEMENT OF VEHICLES, HEAVY EQUIPMENT, AND OTHER ASSETS

PURPOSE

Fayette County owns and uses vehicles, road-construction and other heavy equipment, tractors, trailers, and similar assets in conducting county business. This policy and procedures section is designed to produce the desired outcomes of:

- Predictability in establishing annual budgets for asset replacement.
- Predictability for the Departments in planning replacement and use of assets.
- Minimized wait times between identifying the need to replace an asset and receipt of the new asset.
- Conservation of tax dollars by achieving optimum useful life from each asset.
- Enabling employees to conduct county business by providing appropriate equipment.

POLICY

Vehicles, heavy equipment, tractors, and similar assets will be purchased, maintained, used, and retired in a manner that provides the best return on investment. The policy for replacement of these classes of assets is designed to accomplish this goal, while assuring that appropriate equipment is available to effectively conduct county business.

Note: Except as otherwise noted, this policy does not pertain to assets acquired with federal or state seizure funds, property obtained through the Georgia Emergency Management Agency's 1033 Excess Property Program, or other non-county resources. Assets used by Water System and Solid Waste will be replaced with enterprise funds, but will follow the process set forth in this policy.

PROCEDURES

A. <u>Funding for Asset Replacement</u> - A sinking fund shall be established and maintained for the systematic, timely replacement of vehicles, road machinery, tractors, trailers, and similar assets. This will be a reserve account, with the fund balance carried forward each fiscal year.

As part of the annual budget process, the Finance Department will recommend an estimated amount to be added to the fund. Proposed amounts will be based on an annuity that will enable relatively consistent amounts to be added to the sinking fund each year.

The fund will consist of two amounts:

1) The annuity balance designated to replace vehicles and other assets, as approved by the Board of Commissioners during the annual budget process.

2) An amount to be used for unexpected or infrequent events, such as damaged or wrecked vehicles. This portion of the fund can be used to compensate departments for actual losses sustained, such as insurance deductibles or repairs that insurance has not covered, upon approval of the Board of Commissioners.

B. <u>Criteria for Replacement</u> - County departments should use assets until it is no longer advantageous to keep them, due to economic, obsolescence or other reasons. Guidelines as to expected useful life of assets have been established using age, mileage or both as criteria, as appropriate. The guidelines assume proper maintenance and repair of the assets.

Guidelines for replacement of vehicles are based on mileage and age, as follows:

1)	Emergency / pursuit sedans, trucks, & SUV's	100,000 miles or 5 years
2)	Other sedans and sport-utility vehicles	150,000 miles or 7 years
3)	Pickup trucks, vans	150,000 miles or 10 years
4)	Dump trucks	120,000 miles or 10 years
5)	Ambulances	250,000 miles or 10 years
6)	Fire apparatus (front-line service)	15 years
7)	Fire apparatus (reserve – after 15 years front-line)	5 years
8)	Brush units / BFP units	10 years
9)	Rescue Units	15 years

Guidelines for other assets covered under this policy are:

10) Backhoes, bush hogs, compactors, drum rollers, hay blowers, loaders, rollers, sand & salt spreaders, tack distributors, track hoes, large tractors, and similar equipment	15 years
11) Dozers, graders, pan scrapers, skid steer loaders, soil compactors, and similar equipment.	20 years
12) Trailers	15 years
13) Grounds equipment, mowers, tractors, attachments	7 years

Replacement guidelines for other assets that do not fit these descriptions will be established on a case-by-case basis as needed.

Assets included in Categories 1-11 above will be placed on consent agendas after consideration and approval by the Vehicle Replacement Committee, as described in Part E below. Assets included in Categories 12-13 will not need to go through the Vehicle Replacement Committee for replacement; instead, they can be replaced as approved in the budget development and approval process.

C. Maintenance and Care of Assets - The department head who is custodian for an asset will be responsible for maintaining it in good repair and working condition until it is replaced. Records should be kept by each department to document regular maintenance and reasonable care that preserve the utility of each asset.

The county's Fleet Maintenance operation is available for most maintenance and many types of repairs. The Sheriff's Department is invited to use this service, especially in instance when they will realize an economic or other benefit. Other departments and offices are to use Fleet Maintenance to repair, maintain and preserve their vehicles or heavy equipment.

D. Authorized vehicle colors - The color of a county vehicle helps citizens to quickly identify its official purpose. All newly acquired vehicles will be white, with the official logo of the acquiring department, with the following exceptions:

1) The Sheriff has authority to determine the color(s) of the vehicles used by the Sheriff's Office.
2) Vehicles used by the Marshal's Office will be black.
3) Fire and Emergency Medical Services vehicles will be red, or red with white.
4) The vehicle used by the Constable will be beige or a similar color.

Any other color exceptions must be approved by the County Administrator prior to acquisition of the vehicle. When a vehicle is transferred from one department to another, if it is not the authorized color for the receiving department, it must be painted the authorized color.

E. Replacement Planning - The Finance Department will coordinate development of an annual projection of assets that will meet the guideline criteria for the upcoming fiscal year. The Finance Department will prepare a spread sheet that identifies, based on available information

within the asset inventory system, all of the assets that will meet replacement guidelines at the beginning of the upcoming fiscal year. The Finance Department will forward the draft document to other departments, who will update mileage or other data as needed, and return it to the Finance Department. The finished document will be used for planning and budget purposes, to increase the level of predictability in establishing annual contributions to the sinking fund, and to assist departments in planning for asset replacement.

Timeframes and deadlines for this document will be established by the Finance Department each year in order to include the information in the overall budget development process.

F. <u>Replacement Process</u> - After an asset meets the guideline criteria for replacement, or when it is expected to do so in the upcoming quarter, the department to which the vehicle is assigned will be responsible for obtaining an inspection by Fleet Maintenance. The Director of Fleet Maintenance will determine if the asset can be economically repaired and returned to duty, or if it should be retired from its present use for safety, economic, or other concerns. If the asset can no longer be appropriately used in its present capacity, the Director of Fleet Maintenance will recommend whether the county should retire the asset, or use it in another capacity. The recommendation will consider the estimated remaining useful life, cost to maintain, anticipated downtime, or any other pertinent facts.

A standing Vehicle Replacement Committee shall consist of:

- the Finance Director or designee(s)
- the Fleet Maintenance Director
- the Chief Marshal
- a representative of the Sheriff's Department
- any other person(s) as decided by the County Administrator

The Committee shall be chaired by the Finance Director or designee. Its primary purpose will be to recommend replacement, re-assignment, or other disposition of vehicles, heavy equipment, tractors, trailers, and similar assets, as requested by department heads.

The Chair of the Vehicle Replacement Committee will schedule quarterly meetings to consider recommendations for asset replacement. Assets will be considered (1) which have met the criteria for replacement, or are anticipated to do so in the upcoming quarter and (2) which have been inspected by Fleet Maintenance prior to the meeting date. The Committee Chair will consider proposals from the Sheriff's Department, Fleet Maintenance, or others regarding the scheduling of meetings to take advantage of manufacturers' production or delivery schedules, urgency of replacing the vehicles, or other considerations.

The Fleet Maintenance Director will bring documentation to Committee meetings that will facilitate the process of developing recommendations for vehicle replacement. The documentation will include the results of the Fleet Maintenance inspection, plus any other observations or information that will be needed to make a good recommendation. Documentation should also note any attachments or components that can economically be removed from the old asset and reassigned to a new one.

The head of the department that owns the asset, or his / her designee, will be a participant in the called meeting, and will provide information as needed by the Committee. The department's representative will provide a list of proposed purchases to replace the asset(s), including any additional components, attachments, or other add-on equipment.
NOTE: The following distinctions are provided to clarify what types of items should be included in an asset replacement proposal, and what types of items should be a separate purchase decision. For this purpose, two categories of property are considered:

1) **Attachment** – tangible property that is usually actually attached to the "parent" asset (e.g. automobile or truck), and they function as one piece of equipment. In general, an attachment should:

a. Have the same person responsible for the parent asset and the attached item.
b. Be financially depreciated in the accounting records with the parent asset.
c. Plan to be disposed of with the parent asset or removed and transferred to a different parent asset later.

Examples of attachments would include decals, light bars, push bumpers, headlight flashers, or prisoner cages. Although some of these items are often used in more than one vehicle, it is not administratively or financially advantageous to tag, inventory, depreciate and track these items separately.

2) **Component** – tangible property that is related to, but not an integral part of, another asset. Generally, a component will:

a. Be able to function away from the parent asset, either as a stand-alone unit or with another parent.
b. Be financially depreciated (if applicable) separately from the parent asset.
c. Be inventoried and tracked separately from the parent asset.
d. Ordinarily be disposed of separately from the parent asset.

Examples of components include 800 MHz radios, digital video cameras, or shotguns.

The department head should request any attachment items along with a new "parent" asset. Component items will be part of a separate purchasing decision process and, in general, should be considered as part of the annual budget development process, apart from vehicle or other "parent" asset replacement.

After the Vehicle Replacement Committee has voted to recommend replacement of an asset, the Finance Department will prepare a consent agenda request for the Board of Commissioners' consideration. The request will include the proposed type and cost of the replacement vehicle or other asset, as well as any attachments or other proposed expenditures that are not part of the requesting department's existing Maintenance and Operating budget.

In order to assure that insurance, asset security, and overall accountability are maintained, acquisition or retirement of assets will be addressed by the Board of Commissioners through the consent agenda process as follows:

1. Acquisition of assets:

(a) The Board of Commissioners will give prior approval to the acquisition of any asset that falls within the scope of this policy, whether purchased with county funds, or with enterprise funds such as water system or solid waste disposal revenues.

(b) Assets that are available as a result of federal or state seizure or similar program may be acquired through the court process. To assure that assets are properly insured, registered and titled within timeframes allowed, the Finance Department will need to be notified within two weeks of acquisition.

(c) For the reasons enumerated in (b) above, the Sheriff's Department will need to notify the Finance Department of assets purchased through use of resources derived from sources such as federal or state seizure programs (e.g. cash or trade-ins) within two weeks of acquisition. This will enable the Finance Department to assure that vehicles are properly insured, registered and titled within time frames allowed.

2. Disposal of assets:

(a) The Board of Commissioners will give prior approval to the disposal of any asset that falls within the scope of this policy, and which was purchased with county funds or enterprise funds.

(b) The Board of Commissioners must authorize the Finance Department to take necessary actions associated with the disposal of assets acquired through federal seizure, state seizure, or similar programs. This includes, but is not limited to, such steps as transfer of confidential license tags from an old vehicle to a new one, removing as asset from the county's inventory records, or properly recording financial transactions (e.g. monthly depreciation schedules). So that the county can properly execute these types of transactions, the Sheriff's Department agrees to notify the Finance Department of disposal of federal seizure, state seizure, or similar assets within two weeks of such disposal.

FAYETTE COUNTY, GEORGIA
ACCOUNTING, AUDITING, AND FINANCIAL REPORTING

1. An independent audit in compliance with Generally Accepted Audit Standards will be performed annually by a qualified external auditor in accordance with Georgia Code Section 36-81-7 and Section 14 of Article II of the Fayette County Code.

2. Fayette County will prepare a Comprehensive Annual Financial Report (CAFR) in accordance with Generally Accepted Accounting Principles (GAAP) for governmental entities. The County will strive to prepare the Comprehensive Annual Financial Report to meet the standards of the GFOA Certificate of Achievement for Excellence in Financial Reporting Program.

3. Fayette County will establish and maintain a high degree of accounting practices. Accounting records and systems will conform to Generally Accepted Accounting Principles.

4. Fayette County will maintain accurate records of all assets to ensure a high degree of stewardship of public property.

5. Fayette County will develop an ongoing system of financial reporting to meet the needs of the Board of Commissioners, the County Administrator, Department Heads, and the general public. Reporting systems will monitor the costs of providing services wherever possible. The reporting systems will also promote budgetary control and comparative analysis.

6. Fayette County will follow a policy of full disclosure on its Financial Reports.

FAYETTE COUNTY, GEORGIA
MEASUREMENT BASIS

Basis of Accounting - used in the Comprehensive Annual Financial Report (CAFR)

The term "***basis of accounting****"* refers to that point in time when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the particular measurement focus being applied.

Governmental Funds are used to account for the County's general government activities. Governmental funds use the **modified accrual basis of accounting**. Revenues are recognized when susceptible to accrual (i.e. when they are "measurable and available"). "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period. Expenditures are recorded when the related liability is incurred.

Proprietary Funds use the **accrual basis of accounting**. Revenues are recorded when earned and expenses are recorded when the related liability is incurred. Proprietary funds distinguish operating revenues and expenses from non-operating items.

Fiduciary Funds account for assets held by the County in a **trustee capacity** or **as an agent** on behalf of others. These funds are custodial in nature and do not present results of operations or have a measurement focus.

Basis of Budgeting

Governmental Funds use the **modified accrual basis of accounting**. Revenues are recognized when susceptible to accrual (i.e. when they are "measurable and available").

Proprietary Funds use the **cash basis of accounting**. Revenues are recorded when received and expenses are recorded when paid. There is no distinction between operating and non-operating items.

Fiduciary Funds are not included in the budget.

Basis of Accounting and Basis of Budgeting – Differences

1. All funds are included in the CAFR. Not all funds are included in the budget. Budgets are not prepared for fiduciary funds and internal service funds, except for the Vehicle/Equipment fund.
2. Depreciation and amortization expense for proprietary funds are included in the CAFR. These are not included in the budget.
3. Enterprise funds use the accrual basis of accounting in the CAFR and use the cash basis in the budget.
4. The results of operations of component units are included in the CAFR. These are not included in the budget.

FAYETTE COUNTY, GEORGIA
BUDGET AMENDMENTS

Each year, an annual budget is formulated which represents the County's plan for expending its anticipated revenues during the upcoming fiscal period. When the budget is adopted at the end of June each year, it is at that point in time, management's best estimate as to the most efficient allocation of financial resources to meet the service needs of the community. Even then it is recognized that amounts originally adopted can be affected by the occurrence of unanticipated revenues and/or expenditures or the need to transfer appropriations among funds or among departments. Original appropriations are then amended by transferring funds. This will bring line-items within a new "Revised" budget amount.

There are two classes of budget adjustments: ***amendments*** that need to be approved by the Board of Commissioners and ***transfers*** between line-items that only need approval by county management.

Budget Amendments need to be approved by the Board of Commissioners:

1. Changes in appropriations at the legal level of control (department level), whether accomplished through a change in anticipated revenues in any fund or through a transfer of appropriations among departments, shall require the approval of the Board of Commissioners.
2. Changes in appropriations of capital projects shall require the approval of the Board of Commissioners.
3. Any transfer of appropriations from/to salary, benefits and or contingency line-items (if used) shall require the approval of the Board of Commissioners.

> Procedure for amendments – the requesting department will prepare a Consent Agenda Item to be presented to the Board of Commissioners for approval. After approval by the Board of Commissioners, the Finance Department will enter the budget amendment in the financial system.

Budget transfers need only approval by county management:

1. Reassignment of resources among line-item expenditures (except salary, benefits, and contingency) within a department's approved budget requires only approval by the Department Head. This should be a reassignment of funds that does not change the department's total approved appropriations.

> Procedure for transfers – the Finance Department submits to the departments YTD Budget reports identifying line-item expenditures that are over budget. The Department Head then submits a *Request to Transfer Funds* form to the Finance Department listing the line-item(s) from where the funds will be transferred to bring these line-items within budget. The transfer(s) are entered in the financial system by the Finance Department.

Budget amendments and transfers change original line-item appropriations. The net effect of increases and decreases is shown as an adjustment that results on a new "Revised" budget amount.

FAYETTE COUNTY, GEORGIA
BUDGETED FUNDS

Governmental Funds

100 - General Fund

Special Revenue Funds
- 205 - Law Library Surcharge
- 210 - State Confiscated Property
- 215 - Emergency 911
- 216 - Jail Surcharge
- 217 - Juvenile Supervision Surcharge
- 218 - Victims Assistance Surcharge
- 219 - Drug Abuse & Treatment
- 270 - Fire Services
- 271 - Street Lights
- 272 - Emergency Medical Services
- 290 - SPLOST Library

Capital Projects Funds
- 342 - Early Warning Siren Construction
- 356 - Kenwood Park Construction
- 361 - Criminal Justice Center Construction
- 372 - Capital Projects
- 375 - Capital Improvement Program

Enterprise Funds

505 - Water System
508 – Stormwater Management
509 – Stormwater Projects
540 - Solid Waste

Internal Service Funds

610 - Vehicle/Equipment

FAYETTE COUNTY, GEORGIA
FUND TYPES

Governmental funds are used to account for all or most of a government's general activities, including the collection and disbursement of earmarked monies (i.e., special revenue funds). Governmental funds are accounted for using a current financial resources measurement focus. All governmental fund types use the modified accrual basis of accounting. Governmental funds include the ***General Fund***, ***Special Revenue Funds***, and ***Capital Projects Funds***.

1. ***General Fund*** is the County's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund. Principal sources of revenue are property taxes, sales & use taxes, and charges for services. Primary expenditures are for public safety, general government, judicial system, and public works.

2. ***Special Revenue Funds*** account for resources legally restricted to expenditures for specified current operating purposes. The focus of Special Revenue Fund accounting is on sources and uses of "available spendable resources" rather than on costs of services. They are accounted for on a spending measurement focus using the modified accrual basis of accounting. The following are Special Revenue Funds are used by the County:

a) ***Emergency 911*** – to account for revenues generated by a telephone usage surcharge used to operate and maintain an emergency 911 telephone communications and dispatch center.

b) ***Emergency Medical Services*** – to account for emergency services provided within the EMS tax district. Financing is derived principally from a special tax levy against property owners.

c) ***Fire Services*** – to account for fire protection provided within the fire district. Financing is derived principally from a special tax levy against property owners.

d) Other Special Revenue Funds derive their revenue from fine surcharges that are broken down into various specific County functions including ***Juvenile Supervision***, ***Victims Assistance***, ***Drug Abuse and Treatment***, ***Law Library*** and ***Jail Construction***.

e) ***Law Enforcement Confiscated Monies (L.E.C.M.)*** – to account for monies confiscated under Federal and Georgia law by Fayette law enforcement officers related to controlled substance offenses. The Federal monies come from both the Department of Justice and Department of the Treasury. This money is restricted and must be used to enhance law enforcement efforts such as to defray the costs of complex investigations, to purchase equipment and to fund training for staff of the Sheriff's department.

f) ***Library – S.P.L.O.S.T.*** – to account for monies from a Special Purpose Local Option Sales Tax approved by voter referendum for a one percent sales tax to build the library building and purchase materials and equipment to be used to provide library service in Fayette County.

g) ***Street Lights*** – to account for revenues generated by user charges for maintaining street lights.

3. ***Capital Projects Funds*** – to account for the acquisition of fixed assets or construction of capital projects not being financed by proprietary fund types. These are discussed in detail in the Capital Budget section of this document.

Proprietary funds are used to account for activities similar to those found in the private sector. Proprietary funds use the accrual basis of accounting. There are two types of proprietary funds: ***enterprise funds*** and ***internal service funds***.

1. ***Enterprise Funds*** are used to account for operations that are financed and operated in a manner similar to private business enterprises – where the intent of the government is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. Fayette County uses the following Enterprise Funds:

a) ***Water System Fund*** – The County uses a Water System Enterprise Fund to account for the provision of water services to the residents of the County. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, financing and debt service, and billing and collection.

b) ***Solid Waste*** – The Georgia Comprehensive Solid Waste Management Act requires the County to report to the Department of Community Affairs the total cost of providing solid waste management services and to disclose this information to the public. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations, maintenance, and landfill charges.

c) ***Stormwater Management*** – a new fund implemented in January 2012 to account for expenditures incurred in the compliance with environmental regulations and the performance of effective operation, maintenance, and replacement of drainage systems in the unincorporated county; and revenues derived from fees charged to users based on the amount of impervious surface of a property.

d) ***Stormwater Projects*** – a new fund to account for projects managed by the Stormwater Management department.

2. ***Internal Service Funds*** are used to account for operations that provide services to other departments or agencies of the County, or to other governments, on a cost-reimbursement basis. Fayette County uses the following Internal Service Funds:

a) ***Vehicle/Equipment Fund*** – used to account for the acquisition of vehicles, heavy equipment, and similar assets.

b) ***Worker's Compensation Self-Insurance*** – used to provide resources for payment of workers' compensation claims of County employees.

c) ***Dental/Vision Self-Insurance*** – used to provide resources for payment of employee dental/vision claims.

d) ***Medical Self- Insurance*** – used to provide resources for the payment of medical claims, the cost of the Employee Assistance Program (EAP), and the annual flu shots.

Budgeted - Fund Types, Funds, Functional Areas, and Departments

Fund Type	Fund	Function	Department
Governmental Fund	100 - General Fund	General Government	ADMINISTRATION
			BUILDINGS & GROUNDS MAINT
			COMMISSIONERS
			ELECTIONS
			ENGINEERING OFFICE
			FINANCE
			HUMAN RESOURCES
			INFORMATION SYSTEMS
			LAW DEPARTMENT
			NON-DEPARTMENTAL
			PURCHASING
			TAX ASSESSOR
			TAX COMMISSIONER
Governmental Fund	100 - General Fund	Judicial System	CLERK OF STATE COURT
			CLERK OF SUPERIOR COURT
			DISTRICT ATTORNEY
			JUDGES, COURT REPORTER
			JUVENILE COURT
			MAGISTRATE COURT
			NON-DEPARTMENTAL
			PROBATE COURT
			PUBLIC DEFENDER
			STATE COURT JUDGE
			STATE COURT SOLICITOR
Governmental Fund	100 - General Fund	Public Safety	ANIMAL CONTROL
			COUNTY CORONER
			CRIMINAL INVESTIGATION
			FIELD OPERATIONS
			JAIL OPERATIONS
			LAW ENFORCEMENT ADMIN
			MARSHAL
			NON-DEPARTMENTAL
			PUBLIC SAFETY & EMERGENCY MGT
Governmental Fund	100 - General Fund	Public Works	FLEET MAINTENANCE
			PUBLIC WORKS ADMINISTRATION
			ROAD DEPARTMENT
Governmental Fund	100 - General Fund	Health and Welfare	DEPT OF FAMILY & CHILDREN
			FAYETTE COMMUNITY OPTIONS
			FAYETTE COUNSELING CENTER
			PUBLIC HEALTH
			SENIOR CITIZENS CENTER
			YOUTH PROTECTION
Governmental Fund	100 - General Fund	Culture & Recreation	LIBRARIES
			RECREATION
Governmental Fund	100 - General Fund	Planning & Development	COUNTY EXTENSION
			DEVELOPMENT AUTHORITY
			GA FORESTRY COMMISSION
			PERMITS & INSPECTIONS
			PLANNING & ZONING
Governmental Fund	100 - General Fund	Debt Service	CRIMINAL JUSTICE CENTER DEBT

Budgeted - Fund Types, Funds, Functional Areas, and Departments

Fund Type	Fund	Function	Department
Governmental Fund	205 - Law Library	Judicial System	LAW LIBRARY
	210 - Confiscated Property - State	Public Safety	CONFISCATED PROPERTY
	215 - Emergency 911	Public Safety	EMERGENCY 911
		Debt Service	E911 821MHZ RADIO SYSTEM DEBT
	216 - Jail Construction Surcharge	Public Safety	JAIL CONSTRUCTION SURCHARGE
	217 - Juvenile Supervision	Judicial System	JUVENILE SUPERVISION
	218 - Victims' Assistance	Health and Welfare	VICTIM'S ASSISTANCE
	219 - Drug Abuse & Treatment	Health and Welfare	DRUG ABUSE & TREATMENT
	270 - Fire Services	Public Safety	FIRE SERVICES
	271 - Street Lights	Public Works	STREET LIGHTS
	272 - Emergency Medical Services	Public Safety	EMERGENCY MEDICAL SERVICES
	290 - SPLOST Library	Culture & Recreation	SPLOST LIBRARY
Capital Fund	342 - Early Warning Siren Construc	Various functions	VARIOUS DEPARTMENTS
	356 - Kenwood Park Construction	Various functions	VARIOUS DEPARTMENTS
	361 - Criminal Justice Center Construc	Various functions	VARIOUS DEPARTMENTS
	372 - Capital Projects	Various functions	VARIOUS DEPARTMENTS
	375 - Capital Improvement Program	Various functions	VARIOUS DEPARTMENTS
Enterprise Fund	505 - Water System	Water System	ADMINISTRATIVE - DEBT/FA
			CONSTRUCTION INSPECTION
			CONSTRUCTION INSPECTION OPS
			CROSSTOWN MAINTENANCE
			CROSSTOWN OPERATORS
			CROSSTOWN WATER PLANT
			CUSTOMER SERVICES
			DISTRIBUTION
			METER READERS
			PURCHASES - WATER
			SO FAYETTE MAINTENANCE
			SO FAYETTE OPERATORS
			SO FAYETTE WATER PLANT
			UTILITY BILLING
			WATER ADMIN
			WATER PLANT LAB STAFF
			WP LABORATORY
Enterprise Fund	508 - Stormwater Management	Stormwater Management	STORMWATER MANAGEMENT
Enterprise Funds Projects	509 - Stormwater Projects	Stormwater Management	STORMWATER MANAGEMENT
Enterprise Fund	540 - Solid Waste Fund	Solid Waste Management	SOLID WASTE & RECYCLING
Internal Service Fund	610 - Vehicle/Equipment	Various functions	VARIOUS DEPARTMENTS

FAYETTE COUNTY, GEORGIA
CAPITAL BUDGET

Policies and Procedures

The **Capital Budget** is part of the Fayette County annual budget and serves as a guide for efficiently and effectively undertaking capital projects for the construction and improvement of infrastructure and public facilities, and for the orderly replacement of existing assets.

As part of the Capital Budget process, Fayette County prepares a **Capital Improvement Program (CIP) Plan**. The CIP plan is a five-year schedule of major capital projects. It includes the funds required for the completion of the projects and the sources for funding these projects. The Capital Improvement Program (CIP) was adopted to assist the county in complying with the Georgia Code. Georgia Code 36-81-3 (b) (2) states that:

> Each unit of local government shall adopt and operate under a **project-length balanced budget** for each capital projects fund in use by the government. The project-length balanced budget shall be adopted by ordinance or resolution in the year that the project initially begins and shall be administered in accordance with this article. The project-length balanced budget shall appropriate total expenditures for the duration of the capital project.

The first year of the Capital Improvement Program (CIP) is part of the Capital Budget. Once the Capital Budget is adopted, the approved appropriation for each capital project is retained, from fiscal year to fiscal year, until the appropriation is expended, the project is completed, or the Board of Commissioners amends the appropriation and approves to transfer the funding to another project(s) or to fund balance. Projects in the remaining four years of the five-year CIP plan are for planning purposes only and are authorized, but not budgeted, until included in an adopted Capital Budget. The five-year Capital Improvement Program (CIP) plan is revised annually to include new projects and revisions to existing projects.

The Capital Budget is part of the annual balanced budget that is adopted by the Board of Commissioners by resolution and becomes effective with the start of the new fiscal year on July 1st.

Capital Expenditures - definition

Capital expenditures are defined as ***outlays of at least $5,000 that result in the acquisition of, construction of, or addition to a capital asset*.** Capital assets include different types of property that are owned and used in the operations of the County. Capital expenditures are **assigned *unique project numbers*** and/or **accounted in a separate fund** to insure accurate reporting of funding and expenditures for each individual capital outlay.

Classification of Projects

Capital project – the acquisition of any asset or construction project with an anticipated cost of $5,000 to $49,999 and an estimated useful life of three years or more. Capital projects usually do not require multi-year funding. If a construction project, construction is usually completed during the fiscal year when it was approved.

CIP project – is a major capital project with an anticipated cost of at least $50,000 and a long estimated useful life. Projects that require multi-year funding are classified as CIP projects. If a construction project, its completion usually takes more than one year.

Funding of Capital/CIP Projects

Fayette County usually funds capital/CIP projects in three ways:

1) **Pay-as-you-go** philosophy that often results in transfers of monies from operating funds as needed on an annual basis
2) **use of debt** such as bonds, certificates of participation, or lease purchase agreements
3) **use of a specific source of revenue other than general revenues** such as grants impact fees, donations, or the Special Purpose Local Option Sales Tax (S.P.L.O.S.T.)

For the past few years, due to decreasing revenue streams as a result of the downturn in the economy, Fayette County has begun to fund new projects from capital and CIP fund balance or from monies made available from previously approved projects that have been already completed.

Funds

Fayette County utilizes separate funds to account for capital/CIP projects. These funds are multi-year funds were appropriations are approved for the length of each project. Operating transfers from the various operating funds are made annually, as needed, to these funds. The following are the funds that are used to account for capital/CIP projects:

Capital Projects Fund – used to account for approved **capital projects**. Each project is assigned a unique project number.

Capital Improvement Program – used to account for approved **CIP projects.** Each project is assigned a unique project number.

Other Capital Projects funds – these funds are also multi-year funds used to account for expenditures incurred for a specific purpose: **Early Warning Siren Construction** fund, **Kenwood Park Construction** fund, and **Criminal Justice Center Construction** fund.

Other Funds – Water System projects are accounted for in the **Water System Fund** and Solid Waste projects are accounted for in the **Solid Waste Fund**. Stormwater Management projects are accounted for in the **Stormwater Projects** fund. The Water System, Solid Waste, and

Stormwater Management are enterprise funds that generate their own revenues and fund their own projects. The **Vehicle/Equipment Fund**, an internal service fund, accounts for the acquisition of vehicles and certain types of equipment that are assigned a project number. The project number serves as a "cost center" to properly account for all expenditures incurred in acquiring and getting the vehicle or the piece of equipment ready for its intended use.

Financial Impact on the Operating Budget

The potential operating impact of capital projects is carefully considered during the Capital Budget process. Requests for capital and CIP projects from the departments should include the estimated impact that these projects will have, if any, on current and future operating budgets. The initial acquisition cost of the project plus any operating expenditures to be incurred over the lifetime of the facility or equipment are reviewed and taken into consideration during the process of budget recommendations, budget proposal, and final budget approval by the Board of Commissioners.

Capital projects that are intended for repairs and/or minor improvements of existing facilities or equipment usually do not carry significant operating impacts. Major capital and CIP projects that are intended for the construction of new facilities, major renovation projects, or the acquisition of expensive equipment, may require additional maintenance and operating expenses, the hiring of new personnel, or the issuance and repayment of debt.

The impact on operations (net of measurable savings) of approved capital and CIP projects was included by the county departments in their operating budget requests and the final FY 2013 approved operating budget (see pages 101-102 for detail impact).

Major Capital/CIP Projects Approved in FY 2013

The projects that fall under the **General Government** function, six projects, total of $511,000 in FY 2013. The following is the major project approved: **Strategic Technology Plan (STP) Initiative**, five projects, total of $366,000 in FY 2013. This initiative entails a 5-year plan for future technology initiatives and recommendations to reduce risks associated with information technology. The plan includes the following projects in FY 2013: addition of an intrusion detection system, replacement of approximately 25% of all computers/laptops/printers, replacement of servers, replacement of data storage units, and the standardization for all Microsoft products. The total cost of the STP Initiative, including FY 2012 the first year of the plan's implementation, is approximately $1.2 million.

There is one project that falls under the **Judicial** function: the **Criminal Justice Center/ Completion of the 3rd Floor**, $250,000 in FY 2013. This project calls for appropriations over the next 6 years of $3.0 million. The scope and estimated cost of the construction are unknown at this time. These amounts will be appropriated annually until a final estimate is presented and approved by the Board of Commissioners.

The projects that fall under the **Public Safety** function, twenty projects, total $2.496 million in FY 2013. The major projects are the following:

1. **Vehicle Replacements**, five projects, total of $579,420 in FY 2013. These projects are for the replacement of twenty public safety vehicles for the Fire Services Department, the Marshal's Office, and the Sheriff's Office.

2. **Vesta Pallas Upgrade and Workstation Replacements/Call Taker Station Additions**, two projects, total of $202,841. These two projects include hardware and software replacement to upgrade the call taking system to keep it functional past the year 2014; and the replacement of six workstations and addition of two call taker stations within the radio room.

3. **Construction of the HQ/EOC Building**, project total $1,275,000 in FY 2013. This project is for the construction and relocation of the Fire, EMS, and Public Safety & Emergency Management administrative headquarters. This building will also house the Emergency Operations Center capable of conducting multi-agency emergency management functions. Appropriations over the next six years total $3.0 million. The scope and estimated cost of the construction are unknown at this time. These amounts will be appropriated annually until a final estimate is presented and approved by the Board of Commissioners.

The projects that fall under the **Public Works** function, five projects, total $799,500 in FY 2013. The following are the major projects approved:

1. **Road Construction**, these projects coordinated by the Road Department are for the construction of Kelly Road ($325,000) and the construction of Trickum Creek Road ($130,000).

2. **Replacement of Gradall Excavator,** project total of $300,000. The old unit, a Gradall Excavator XL4100 purchased in 2002, to be used as trade-in.

The projects that fall under the **Culture and Recreation** function, six projects, total $561,800 in FY 2013. The major projects approved are the following:

1. **Kenwood Park Enhancements**, one project, total $100,000. This project includes general enhancements to the park and a parking lot.

2. **McCurry Park Enhancements**, one project, total $265,800. This project is intended to address deficient lighting systems at the softball, football, and soccer fields.

3. **Security System**, one project, total $50,000. This project is for the installation of security cameras at the parks to monitor and document all activity.

4. **Carpet Replacement**, one project, $50,000. Project is intended to remove and replace the worn out carpet that was installed in the Fayette County Library back in 1997.

There are four projects under the newly created Stormwater Projects fund. These projects total $450,000 in FY 2013. These projects are for drainage improvements at four different locations: Callaway Road, Coastline Rd @ Whitewater, Cross Creek Trail @ Gay Creek, and Old Senoia Rd @ Perry Creek. The repairs to be performed will extend the useful life of the pipe systems significantly.

Capital Budget
Expenditures and Funding
FY 2011 – FY 2013

The Capital Budget includes the following: Capital projects, CIP projects in the first year of the five-year CIP plan, projects for the acquisition of vehicles and certain types of equipment, Water System projects, Solid Waste projects, and Stormwater Management projects.

--Expenditures by Capital Fund--

Capital Fund	Approved FY 2011	Approved FY 2012	Approved FY 2013
Early Warning Siren Construction Fund	$ -	$ 45,000	$ 45,000
Capital Projects Funds	87,300	351,814	313,611
Capital Improvement Program Fund	-	3,377,030	3,355,641
Water System Fund	5,000,000	9,000,000	-
Stormwater Projects Fund	-	-	450,000
Solid Waste Fund	-	175,000	-
Vehicle/Equipment Fund	-	380,932	904,420
Total Capital Budget	**$ 5,087,300**	**$ 13,329,776**	**$ 5,068,672**

--Funding by Source--

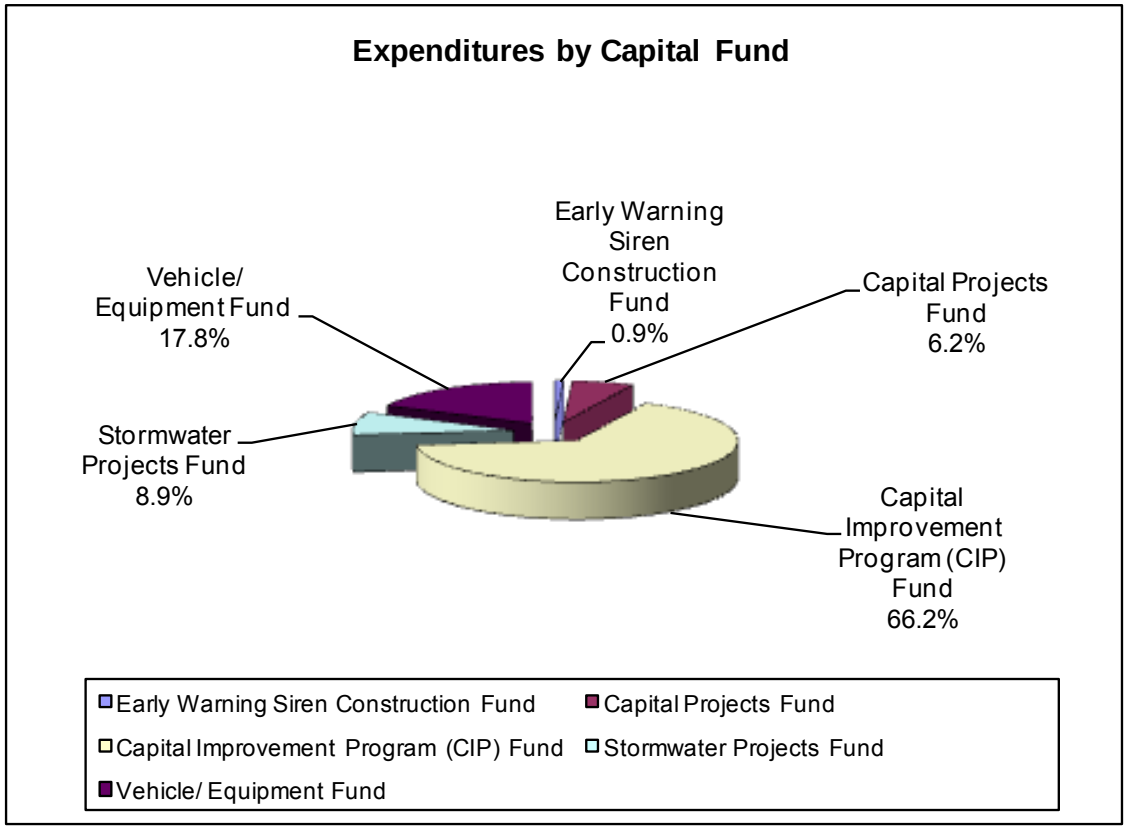
Funding Source	Approved FY 2011	Approved FY 2012	Approved FY 2013
General Fund	$ -	$ 3,158,094	$ 2,131,772
Emergency 911 Fund	-	122,500	202,841
Fire Services Fund	-	101,329	157,093
Emergency Medical Services	-	40,107	272,546
Grants	-	-	950,000
Capital/CIP Projects Fund	87,300	351,814	-
Water System Fund	5,000,000	9,000,000	-
Stormwater Management Fund	-	-	450,000
Solid Waste Fund	-	175,000	-
Vehicle/Equipment Fund	-	380,932	904,420
Total Capital Budget	**$ 5,087,300**	**$ 13,329,776**	**$ 5,068,672**

--Expenditures by Function—

Function	Approved FY 2011	Approved FY 2012	Approved FY 2013
General Government	$ 87,300	$ 663,709	$ 511,000
Judicial	-	500,000	250,000
Public Safety	-	734,395	2,496,372
Public Works	-	1,416,092	799,500
Culture and Recreation	-	821,500	561,800
Planning & Development	-	19,080	-
Water System	5,000,000	9,000,000	-
Stormwater Management	-	-	450,000
Solid Waste	-	175,000	-
Total Capital Budget	**$ 5,087,300**	**$ 13,329,776**	**$ 5,068,672**

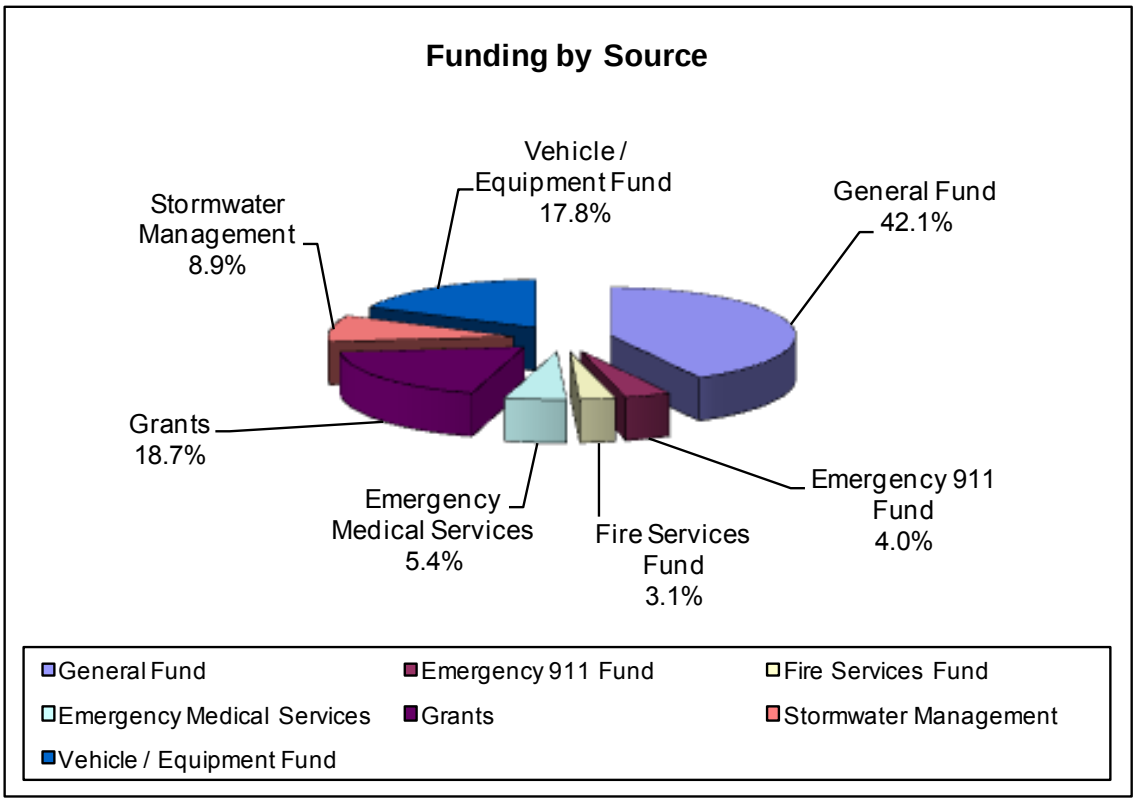
Capital Budget
Fiscal Year 2013
Expenditures by Capital Fund
Total - $ 5,068,672

Expenditures by Capital Fund		Amount	%
Early Warning Siren Construction Fund	$	45,000	0.9
Capital Projects Fund		313,611	6.2
Capital Improvement Program (CIP) Fund		3,355,641	66.2
Stormwater Projects Fund		450,000	8.9
Vehicle/ Equipment Fund		904,420	17.8
Total Capital Budget	**$**	**5,068,672**	



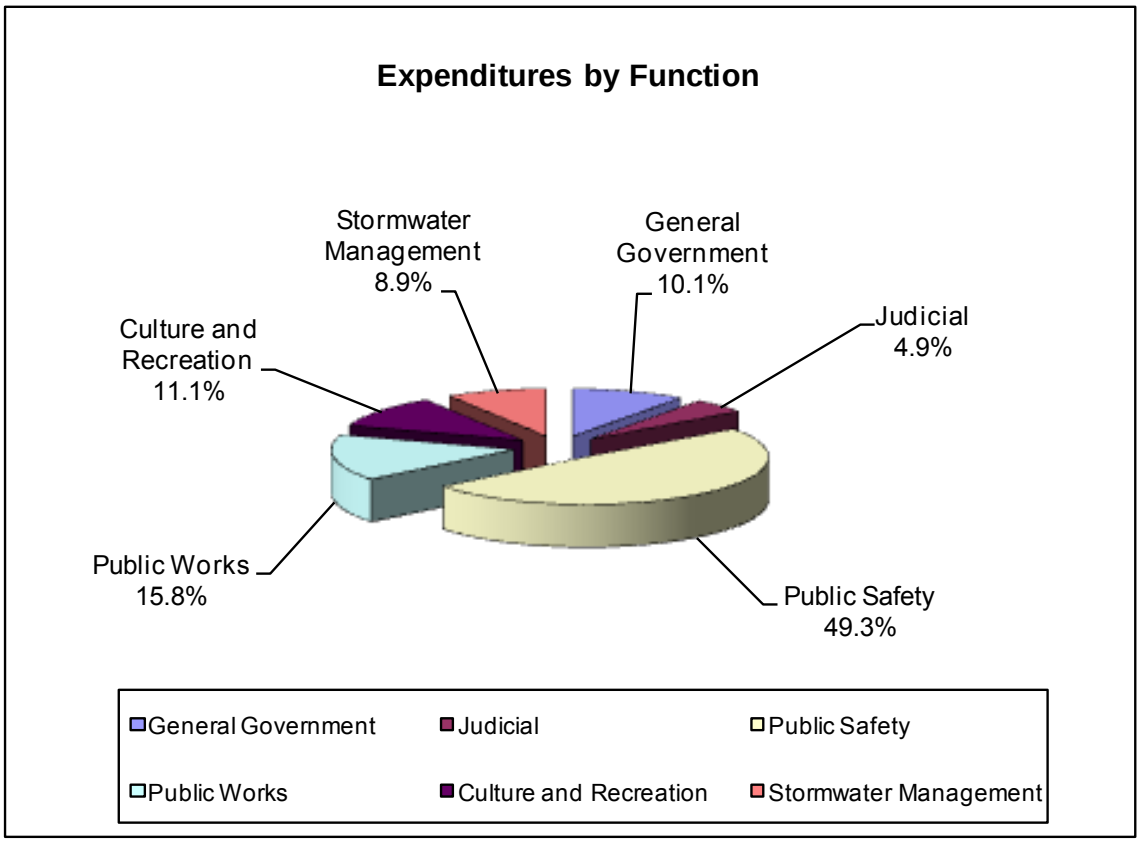
Capital Budget
Fiscal Year 2013
Funding by Source
Total - $ 5,068,672

Funding by Source	Amount	%
General Fund	$ 2,131,772	42.1
Emergency 911 Fund	202,841	4.0
Fire Services Fund	157,093	3.1
Emergency Medical Services	272,546	5.4
Grants	950,000	18.7
Stormwater Management	450,000	8.9
Vehicle / Equipment Fund	904,420	17.8



Capital Budget
Fiscal Year 2013
Expenditures by Function
Total - $ 5,068,672

Expenditures by Function		Amount	%
General Government	$	511,000	10.1
Judicial		250,000	4.9
Public Safety		2,496,372	49.3
Public Works		799,500	15.8
Culture and Recreation		561,800	11.1
Stormwater Management		450,000	8.9
Total Capital Budget	**$**	**5,068,672**	



Capital Budget
Fiscal Year 2013
Projects by Function
Total - $ 5,068,672

Function: General Government

Department	Project #	Project Title		Amount
Building & Grounds	3565A	Roof Repair for Administration Building	**$**	**145,000**
Information Systems	3535A	Intrusion Detection System	$	20,000
	3535B	Microsoft Enterprise Agreement		77,000
	3535C	Replacement - Computer Equipment		132,000
	3535D	Replacement - Network Equipment		80,000
	3535E	Replacement - Server/Data Storage		57,000
		Total	**$**	**366,000**
		TOTAL GENERAL GOVERNMENT	**$**	**511,000**

Function: Judicial

Department	Project #	Project Title		Amount
Non-Departmental Judicial	3090A	CJC / Completion of 3rd Floor	$	250,000
		TOTAL JUDICIAL	**$**	**250,000**

Function: Public Safety

Department	Project #	Project Title		Amount
Emergency 911	3215A	VESTA PALLAS Upgrade	$	52,841
	3215B	Workstation replacements/Call Taker Station Additions		150,000
		Total	**$**	**202,841**
Emergency Medical Services	3272A	Bariatric Cot Augmentation and Loading System	$	6,500
	3272B	Heart Monitors (2) Replacement Schedule		51,000
	3272C	LUCAS Chest Compression System (1)		15,046
			$	**72,546**
Fire Services	3270A	Burn Building (ConEx boxes)	$	65,000
	3270B	Firefighter Turnout Gear (Replacement Schedule)		37,225
	3270C	High Band Radios (in conjunction with PS & EMA)		54,868
	3270D	Fire/Vehicle Replacement		35,300
		Total	**$**	**192,393**
Fire/EMS/PS & EMA	3270E	Construction of HQ/EOC Building	**$**	**1,275,000**
Marshal	3290A	Laptops for Vehicles	$	20,712
	3290B	Marshal/Vehicle Replacements (2)		43,800
			$	**64,512**
Public Safety & EMA	3930A	High Band Radios (in conjunction with Fire Services)	$	4,865
	3930B	Severe Weather warning Siren		45,000
		Total	**$**	**49,865**
Sheriff's Office	3321A	CID/ Vehicle Replacements (4)	$	124,500
	3323A	Fld Ops/ Vehicle Replacements (12)		346,590
	3323B	Additional Video Surveillance Locations @ JC		95,000
	3323C	Enhancement of Ingress control @ Justice Center		10,000
	3326A	Addition of PTZ Cameras to Exterior of Jail		33,895
	3326B	Jail/Vehicle Replacement (1)		29,230
		Total	**$**	**639,215**
		TOTAL PUBLIC SAFETY	**$**	**2,496,372**

Function: Public Works

Department	Project #	Project Title		Amount
Fleet Maintenance	3900A	Fuel Dispenser Replacement (2)	**$**	**19,500**
Road Department	3220A	Kelly Road Construction	$	325,000
	3220B	Trickum Creek Road Construction		130,000
	3220C	Road/Gradall Replacement		300,000
	3220D	Road/Kubota L-320 Tractor w/attachments		25,000
		Total	**$**	**780,000**
		TOTAL PUBLIC WORKS	**$**	**799,500**

Function: Culture and Recreation

Department	Project #	Project Title		Amount
Library	3500A	Library Carpet Replacement	**$**	**50,000**
Recreation Department	3110A	Kenwood Park Enhancements	$	100,000
	3110B	Kiwanis Park Enhancements		75,000
	3110C	McCurry Park Enhancements		265,800
	3110D	Recreation Needs Assessment Study		21,000
	3110E	Security System		50,000
		Total	**$**	**511,800**
		TOTAL CULTURE & RECREATION	**$**	**561,800**

Function: Stormwater Management

Department	Project #	Project Title		Amount
Stormwater Management	3509A	Drainage Improvements - Callaway Road	$	80,000
	3509B	Drainage Improvements - Coastline Rd @ Whitewater	$	150,000
	3509C	Drainage Improvements - Cross Creek Trail @ Gay Ck	$	130,000
	3509D	Drainage Improvements - Old Senoia Rd @ Perry Creek	$	90,000
		TOTAL WATER SYSTEM	**$**	**450,000**

Capital Improvement Program (CIP)
Fiscal Year 2013 – Fiscal Year 2017
Aggregate Project Summary

The Capital Improvement Program (CIP) plan includes a five-year schedule of major capital projects. It also includes future potential projects beyond the five-year period that are also being considered. Projects in FY 2013, the first year of the CIP plan, are included in the capital budget that is approved as part of the annual adopted budget. Projects in years FY 2014 to FY 2017 and future potential projects are for planning purposes.

Aggregate Project Cost Summary

Department	Total Project(s) Cost	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Total FY 2013 - FY 2017	Future Project(s)
Criminal Justice Center	**$ 3,000,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 1,250,000**	**$ 1,750,000**
Public Safety -	3,471,475	-	-	-	825,000	-	825,000	2,646,475
Fire, EMS, and EMA	1,042,050	200,000	200,000	200,000	200,000	100,000	900,000	142,050
	531,750	170,000	170,000	45,000	45,000	-	430,000	101,750
	950,000	950,000	-	-	-	-	950,000	-
	$ 5,995,275	**$ 1,320,000**	**$ 370,000**	**$ 245,000**	**$ 1,070,000**	**$ 100,000**	**3,105,000**	**$ 2,890,275**
Information Systems	**$ 2,914,500**	**366,000**	**740,500**	**390,500**	**393,500**	**269,000**	**2,159,500**	**755,000**
Marshal	**86,025**	**-**	**-**	**-**	**-**	**-**	**-**	**86,025**
Recreation	**3,190,800**	**490,800**	**400,000**	**375,000**	**400,000**	**100,000**	**1,765,800**	**1,425,000**
Road Department	**1,326,100**	**455,000**	**239,600**	**410,600**	**220,900**	**-**	**1,326,100**	**-**
Sheriff's Office	**680,000**	**105,000**	**115,000**	**-**	**-**	**-**	**220,000**	**460,000**
Vehicle Replacement	**3,000,000**	**-**	**500,000**	**500,000**	**500,000**	**500,000**	**2,000,000**	**1,000,000**
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Governmental Funds	**20,192,700**	**2,986,800**	**2,615,100**	**2,171,100**	**2,834,400**	**1,219,000**	**11,826,400**	**8,366,300**
Stormwater Utility	**450,000**	**450,000**	**-**	**-**	**-**	**-**	**450,000**	**-**
Water System	**13,250,000**	**-**	**-**	**2,250,000**	**3,000,000**	**-**	**5,250,000**	**8,000,000**
Enterprise Funds	**13,700,000**	**450,000**	**-**	**2,250,000**	**3,000,000**	**-**	**5,700,000**	**8,000,000**
Total Funds	**$ 33,892,700**	**$ 3,436,800**	**$ 2,615,100**	**$ 4,421,100**	**$ 5,834,400**	**$ 1,219,000**	**$ 17,526,400**	**$ 16,366,300**

Aggregate Project Funding Summary

Source of Funding	Total	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Total	Future
General Fund	$ 14,729,175	$ 1,836,800	$ 2,415,100	$ 1,971,100	$ 1,809,400	$ 1,119,000	$ 9,151,400	$ 5,577,775
Grant	950,000	950,000	-	-	-	-	950,000	-
Fire Fund	3,471,475	-	-	-	825,000	-	825,000	2,646,475
EMS Fund	1,042,050	200,000	200,000	200,000	200,000	100,000	900,000	142,050
Stormwater Utility	450,000	450,000	-	-	-	-	450,000	-
Water System Fund	13,250,000	-	-	2,250,000	3,000,000	-	5,250,000	8,000,000
Total - All Funds	**$ 33,892,700**	**$ 3,436,800**	**$ 2,615,100**	**$ 4,421,100**	**$ 5,834,400**	**$ 1,219,000**	**$ 17,526,400**	**$ 16,366,300**

Capital Improvement Program (CIP)
Fiscal Year 2013 – Fiscal Year 2017
Cost Summaries by Department

Criminal Justice Center Project Cost Summary

Project Title	Funding Source	Total Project Cost	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Total FY 2013 - FY 2017	Future Projects
Completion of CJC 3rd Floor	General Fund	$ 3,000,000	$ 500,000	$ 500,000	$ 500,000	$ 500,000	$ 500,000	$ 2,500,000	$ 500,000
Recommended change - move portion to future		-	***(250,000)***	***(250,000)***	***(250,000)***	***(250,000)***	***(250,000)***	***(1,250,000)***	***1,250,000***
Total:		$ 3,000,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 1,250,000	$ 1,750,000

Fire Services, EMS, and Emergency Management Project Cost Summaries

Project Title	Funding Source	Total Project Cost	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Total FY 2013 - FY 2017	Future Projects
Severe Weather Warning Sirens - ***NO CHANGE***	General Fund	**$ 180,000**	**$ 45,000**	**$ 45,000**	**$ 45,000**	**$ 45,000**	**$ -**	**$ 180,000**	**$ -**
Reconstruction of Fire Station #2 - ***NO CHANGE***	Fire Fund	**1,300,000**	**-**	**-**	**-**	**-**	**-**	**-**	**1,300,000**
Construction of HQ/EOC	Fire/EMS/ES	2,250,000	-	-	-	-	-	-	**$ 2,250,000**
Recommended changes	Fire/EMS/ES	**(2,250,000)**	-	-	-	-	-	-	**(2,250,000)**
Recommended changes	Fire Fund	**900,000**	-	-	-	-	-	-	**900,000**
Recommended changes	EMS	**900,000**	**200,000**	**200,000**	**200,000**	**200,000**	**100,000**	**900,000**	-
Recommended changes	General Fund	**250,000**	**125,000**	**125,000**	-	-	-	**250,000**	-
Recommended changes	Grant	**950,000**	**950,000**	-	-	-	-	**950,000**	-
		3,000,000	**1,275,000**	**325,000**	**200,000**	**200,000**	**100,000**	**2,100,000**	**900,000**
SCBA-Breathing Apparatus - ***NO CHANGE***	Fire Fund	**825,000**	**-**	**-**	**-**	**825,000**	**-**	**825,000**	**-**
Addition/Renovation of FS # 8 - ***NO CHANGE***	Fire Fund	**300,000**	**-**	**-**	**-**	**-**	**-**	**-**	**300,000**
Mobile & Portable Radios-Fire	Fire Fund	146,475	-	-	-	-	-	-	146,475
Mobile & Portable Radios-EMS	EMS	142,050	-	-	-	-	-	-	142,050
Mobile & Portable Radios-Public Safety & EMA	General Fund	101,750	-	-	-	-	-	-	101,750
Total Mobile & Portable Radios - ***NO CHANGE***		**390,275**	**-**	**-**	**-**	**-**	**-**	**-**	**390,275**
Total:		**$ 5,995,275**	**$ 1,320,000**	**$ 370,000**	**$ 245,000**	**$ 1,070,000**	**$ 100,000**	**$ 3,105,000**	**$ 2,890,275**

Information Systems Project Cost Summaries

Project Title			Funding Source	Total Project Cost	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Total FY 2013 - FY 2017	Future Projects
Aerial Photography			General Fund	$ 220,000	$ -	$ 220,000	$ -	$ -	$ -	$ 220,000	$ -
Strategic Technology Plan			General Fund	594,500	97,000	251,500	121,500	124,500	-	594,500	-
Equipment Refresh - DeskTops			General Fund	1,110,000	185,000	185,000	185,000	185,000	185,000	925,000	185,000
Recommended Change - 7 yr in lieu of 5 yr				-	*(53,000)*	*(53,000)*	*(53,000)*	*(53,000)*	*(53,000)*	*(265,000)*	*265,000*
				1,110,000	***132,000***	***132,000***	***132,000***	***132,000***	***132,000***	***660,000***	***450,000***
Equipment Refresh - Network			General Fund	510,000	85,000	85,000	85,000	85,000	85,000	425,000	85,000
Recommended Change - 7 yr in lieu of 5 yr				-	*(5,000)*	*(5,000)*	*(5,000)*	*(5,000)*	*(5,000)*	*(25,000)*	*25,000*
				510,000	***80,000***	***80,000***	***80,000***	***80,000***	***80,000***	***400,000***	***110,000***
Equipment Refresh - Server/Data Storage			General Fund	480,000	80,000	80,000	80,000	80,000	80,000	400,000	80,000
Recommended Change - 7 yr in lieu of 5 yr			General Fund	-	*(23,000)*	*(23,000)*	*(23,000)*	*(23,000)*	*(23,000)*	*(115,000)*	*115,000*
				480,000	***57,000***	***57,000***	***57,000***	***57,000***	***57,000***	***285,000***	***195,000***
Total:				$ 2,914,500	$ 366,000	$ 740,500	$ 390,500	$ 393,500	$ 269,000	$ 2,159,500	$ 755,000

Strategic Technology Plan	**STP Initiative**		**2013**	**2014**	**2015**	**2016**	**2017**	**TOTAL**	**Recurring**
One-Time Costs									
	IN7	**Intrusion Detection System (IDS/IPS)**	$ 20,000					**20,000**	**YES**
	GO7	**IS Metrics (Network Monitoring Software)**		$ 20,000				**20,000**	**YES**
	AP1	**Expand Energov Software Programs**		110,000				**110,000**	**YES**
	SD6	**Microsoft Enterprise (pay over 5 years)**	77,000	116,000	$ 116,000	$ 116,000		**425,000**	**YES**
	IN4	**Install 8-Foot Generator Fence**				3,000		**3,000**	**NO**
	AP2,GO9,SD5,SD4	**GIS Technician Associated Costs**	-	5,500	5,500	5,500		**16,500**	**NO**
Total One-Time Costs			**$ 97,000**	**$ 251,500**	**$ 121,500**	**$ 124,500**	**$ -**	**$ 594,500**	
Annual Costs - Hardware/Software									
		Intrusion Detection System (IDS/IPS)		***3,000***	***3,000***	***3,000***	***3,000***		***3,000***
		IS Metrics (Network Monitoring Software)			***3,000***	***3,000***	***3,000***		***3,000***
		Expand Energov Software Programs			***20,000***	***20,000***	***20,000***		***20,000***
		Microsoft Enterprise Agreement					***90,000***		***90,000***
		Implement Desktop Virtualization (VDI)				***2,400***	***2,400***		***2,400***
			$ -	***$ 3,000***	***$ 26,000***	***$ 28,400***	***$ 118,400***		***$ 118,400***
Annual Personnel Costs									
		GIS Technician (approved FY 2012)	*86,500*	*86,500*	*86,500*	*86,500*	*86,500*		*86,500*
		Information Security Officer		*75,000*	*75,000*	*75,000*	*75,000*		*75,000*
		Project Manager			*86,500*	*86,500*	*86,500*		*86,500*
		Application Specialist				*86,500*	*86,500*		*86,500*
			$ 86,500	***$ 161,500***	***$ 248,000***	***$ 334,500***	***$ 334,500***		***$ 334,500***
Total Annual Costs			***$ 86,500***	***$ 164,500***	***$ 274,000***	***$ 362,900***	***$ 452,900***		***$ 452,900***

Marshal Project Cost Summaries

Project Title	Funding Source	Total Project Cost	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Total FY 2013 - FY 2017	Future Projects
Mobile & Portable Radios - ***NO CHANGE***	General Fund	$ 86,025	$ -	$ -	$ -	$ -	$ -	$ -	$ 86,025
Total:		$ 86,025	$ -	$ -	$ -	$ -	$ -	$ -	$ 86,025

Recreation Project Cost Summaries

Project Title	Funding Source	Total Project Cost	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Total FY 2013 - FY 2017	Future Projects
Kenwood Park Enhancements-Construction		$ 1,200,000	$ 300,000	$ 300,000	$ 300,000	$ 300,000	$ -	$ 1,200,000	$ -
Kenwood Parking		50,000	50,000					50,000	
Recommended change - move to future		***250,000***	***(250,000)***	***(200,000)***	***(200,000)***	***(200,000)***	***100,000***	***(750,000)***	***1,000,000***
Net Kenwood Park	General Fund	1,500,000	100,000	100,000	100,000	100,000	100,000	500,000	1,000,000
Kiwanis Park Enhancements									
Athletic field lighting refurbishment		325,000	75,000	100,000	75,000	75,000	-	325,000	
Recommended change in cost estimate		***(25,000)***	-	***(25,000)***	-	-	-	***(25,000)***	-
Net Kiwanis Park	General Fund	300,000	75,000	75,000	75,000	75,000	-	300,000	-
McCurry Park Enhancements									
Athletic field lighting refurbishment at Softball		250,000	125,000	125,000				250,000	-
Recommended change in cost estimate		***(20,000)***	***(20,000)***	-	-	-	-	***(20,000)***	-
Athletic field lighting refurbishment at Football		100,000	100,000					100,000	-
Recommended change in cost estimate		***(39,200)***	***(39,200)***	-	-	-	-	***(39,200)***	-
Athletic field lighting refurbishment at Soccer		300,000	100,000	100,000	100,000			300,000	-
Athletic field light installation for multipurpose fields		250,000			100,000			100,000	150,000
Athletic field lighting refurbishment at Football/Soccer		225,000				225,000		225,000	-
Re-crowning of soccer field		225,000	75,000	75,000	75,000			225,000	-
Recommended change - move to future		-	***(75,000)***	***(75,000)***	***(75,000)***	-	-	***(225,000)***	***225,000***
Net McCurry Park	General Fund	1,290,800	265,800	225,000	200,000	225,000	-	915,800	375,000
McCurry Park Multi-Purpose Field - ***NO CHANGE***	General Fund	50,000	-	-	-	-	-	-	50,000
Security System - ***NO CHANGE***	General Fund	50,000	50,000	-	-	-	-	50,000	-
Total:		$ 3,190,800	$ 490,800	$ 400,000	$ 375,000	$ 400,000	$ 100,000	$ 1,765,800	$ 1,425,000

Road Department Project Cost Summaries

Project Title	Funding Source	Total Project Cost	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Total FY 2013 - FY 2017	Future Projects
ROADS									
Swanson Road- Engineering/Construction - ***NO CHANGE***	General Fund	391,900	-	-	171,000	220,900	-	391,900	-
Kelly Road - Engineering/Construction - ***NO CHANGE***	General Fund	804,200	325,000	239,600	239,600	-	-	804,200	-
Trickum Creek Road - Construction* - ***NO CHANGE***	General Fund	130,000	130,000	-	-	-	-	130,000	-
Total:		$ 1,326,100	$ 455,000	$ 239,600	$ 410,600	$ 220,900	$ -	$ 1,326,100	$ -

Sheriff's Office Project Cost Summaries

Project Title	Funding Source	Total Project Cost	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Total FY 2013 - FY 2017	Future Projects
Placement of additional video surveillance locations	General Fund	95,000	95,000	-	-	-	-	95,000	-
Enhancement of ingress control to sensitive areas	General Fund	10,000	10,000	-	-	-	-	10,000	-
Relocation of the existing Security Control Office	General Fund	115,000	-	115,000	-	-	-	115,000	-
Justice Center Enhancements		$ 220,000	$ 105,000	$ 115,000	$ -	$ -	$ -	$ 220,000	$ -
Consolidated Public Safety Training Facility	TBD	$ 460,000	-	-	-	-	-	-	460,000
Total:		$ 680,000	$ 105,000	$ 115,000	$ -	$ -	$ -	$ 220,000	$ 460,000

Stormwater Management Project Cost Summaries

Project Title	Funding Source	Total Project Cost	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Total FY 2013 - FY 2017	Future Projects
Floodplain Mapping* (Funded by General Fund)		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Drainage Improvements - Coastline Rd @ Whitewater Creek	Stormwater Utility	150,000	150,000	-	-	-	-	150,000	-
Drainage Improvements - Cross Creek Trail @ Gay Creek		130,000	130,000	-	-	-	-	130,000	-
Drainage Improvements - Old Senoia Rd @ Perry Creek		90,000	90,000	-	-	-	-	90,000	-
Drainage Improvements - Callaway Road		80,000	80,000	-	-	-	-	80,000	-
Total		***$ 450,000***	***$ 450,000***	***$ -***	***$ -***	***$ -***	***$ -***	***$ 450,000***	***$ -***

Water System Project Cost Summaries

Project Title	Project Number	Funding Source[1]	Total Project Cost	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Total FY 2013 - FY 2017	Future Projects
Lake McIntosh Construction		Bonds	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Horseman's Water Tank		GEFA	2,000,000	-	-	1,000,000	1,000,000	-	2,000,000	-
Porter Road Line Extension		GEFA	2,000,000	-	-	-	2,000,000	-	2,000,000	-
Porter Road Water Tank		GEFA	2,000,000	-	-	-	-	-	-	2,000,000
South Fayette Plant Expansion		Bonds	6,000,000	-	-	-	-	-	-	6,000,000
Highway 74 Pressure Improve		GEFA	1,250,000	-	-	1,250,000	-	-	1,250,000	-
Total:			$ 13,250,000	$ -	$ -	$ 2,250,000	$ 3,000,000	$ -	$ 5,250,000	$ 8,000,000

Capital Improvement Program Plan
Fiscal Year 2013–2017 and Future
CIP Projects by Fiscal Year
Total - $33,892,700

Funding funds: Bonds (B), Capital Funds (Cap), E911, EMS Fund (EMS), Fire Services Fund (Fire), GEFA, General Fund (GF), Grants (G), Solid Waste (SW), SPLOST, Stormwater (Storm), Water System Fund (W), and Vehicle/ Equipment Fund (V).

Department	Proj #	Project Title	Funding Source	FY 2013
Fire/EMS/PS & EMA	3270E	Construction of HQ/EOC Building	GF/EMS/G	1,275,000
Information Systems	3535A	Intrusion Detection System	GF	20,000
Information Systems	3535B	Microsoft Enterprise Agreement	GF	77,000
Information Systems	3535C	Replacement - Computer Equipment	GF	132,000
Information Systems	3535D	Replacement - Network Equipment	GF	80,000
Information Systems	3535E	Replacement - Server/Data Storage	GF	57,000
Non-Departmental Judicial	3090A	CJC / Completion of 3rd Floor	GF	250,000
Public Safety & EMA	3930B	Severe Weather Warning Siren	GF	45,000
Recreation Department	3110A	Kenwood Park Enhancements	GF	100,000
Recreation Department	3110B	Kiwanis Park Enhancements	GF	75,000
Recreation Department	3110C	McCurry Park Enhancements	GF	265,800
Recreation Department	3110E	Security System	GF	50,000
Road Department	3220A	Kelly Road Construction	GF	325,000
Road Department	3220B	Trickum Creek Road Construction	GF	130,000
Sheriff's Office	3323B	Additional Video Surveillance Locations @ JC	GF	95,000
Sheriff's Office	3323C	Enhancement of Ingress control @ Justice Center	GF	10,000
Stormwater Management	3509A	Drainage Improvements - Callaway Road	STORM	80,000
Stormwater Management	3509B	Drainage Improvements - Coastline Rd @ Whitewater	STORM	150,000
Stormwater Management	3509C	Drainage Improvements - Cross Creek Trail @ Gay Ck	STORM	130,000
Stormwater Management	3509D	Drainage Improvements - Old Senoia Rd @ Perry Creek	STORM	90,000
			Total	**$ 3,436,800**

Department	Proj #	Project Title	Funding Source	FY 2014
Fire/EMS/PS & EMA		Construction of HQ/EOC Building	GF/EMS	$ 325,000
Information Systems		Aerial Photography	GF	220,000
Information Systems		Equipment Refresh - Desktops	GF	132,000
Information Systems		Equipment Refresh - Network	GF	80,000
Information Systems		Equipment Refresh - Server/Data Storage	GF	57,000
Information Systems		Expand Energov Software Programs	GF	110,000
Information Systems		IS Metrics (Network Monitoring Software)	GF	20,000
Information Systems		IS New Positions Associated Costs	GF	5,500
Information Systems		Microsoft Enterprise Agreement	GF	116,000
Non-Departmental Judicial		CJC / Completion of 3rd Floor	GF	250,000
Public Safety & Emergency Mgt		Early Warning Siren	GF	45,000
Recreation Department		Kenwood Park/ Enhancements	GF	100,000
Recreation Department		Kiwanis Park/ Enhancements	GF	75,000
Recreation Department		McCurry Park/ Enhancements	GF	225,000
Road Department		Kelly Road - Engineering/Construction	GF	239,600
Sheriff's Office		Relocation of the Existing Security Control Office	GF	115,000
Vehicle/ Equipment Replacement		Replacement of Fleet of Vehicles & Equipment	GF	500,000
			Total	**$ 2,615,100**

Department	Proj #	Project Title	Funding Source	FY 2015
Fire/EMS/PS & EMA		Construction of HQ/EOC Building	EMS	$ 200,000
Information Systems		Equipment Refresh - Desktops	GF	132,000
Information Systems		Equipment Refresh - Network	GF	80,000
Information Systems		Equipment Refresh - Server/Data Storage	GF	57,000
Information Systems		IS New Positions Associated Costs	GF	5,500
Information Systems		Microsoft Enterprise Agreement	GF	116,000
Non-Departmental Judicial		CJC / Completion of 3rd Floor	GF	250,000
Public Safety & Emergency Mgt		Early Warning Siren	GF	45,000
Recreation Department		Kenwood Park/ Enhancements	GF	100,000
Recreation Department		Kiwanis Park/ Enhancements	GF	75,000
Recreation Department		McCurry Park/ Enhancements	GF	200,000
Road Department		Kelly Road - Engineering/Construction	GF	239,600
Road Department		Swanson Road - Engineering/Construction	GF	171,000
Vehicle/ Equipment Replacement		Replacement of Fleet of Vehicles & Equipment	GF	500,000
Water System	-	Highway 74 Pressure Improvement	GEFA	1,250,000
Water System		Horseman's Water Tank	GEFA	1,000,000
			Total	**$ 4,421,100**

Department	Proj #	Project Title	Funding Source	FY 2016
Fire Services		SCBA-Breathing Apparatus	Fire	825,000
Fire/EMS/PS & EMA		Construction of HQ/EOC Building	EMS	$ 200,000
Information Systems		Equipment Refresh - Desktops	GF	132,000
Information Systems		Equipment Refresh - Network	GF	80,000
Information Systems		Equipment Refresh - Server/Data Storage	GF	57,000
Information Systems		Install 8-foot Generator Fence	GF	3,000
Information Systems		IS New Positions Associated Costs	GF	5,500
Information Systems		Microsoft Enterprise Agreement	GF	116,000
Non-Departmental Judicial		CJC / Completion of 3rd Floor	GF	250,000
Public Safety & Emergency Mgt		Early Warning Siren	GF	45,000
Recreation Department		Kenwood Park/ Enhancements	GF	100,000
Recreation Department		Kiwanis Park/ Enhancements	GF	75,000
Recreation Department		McCurry Park/ Enhancements	GF	225,000
Road Department		Swanson Road - Engineering/Construction	GF	220,900
Vehicle/ Equipment Replacement		Replacement of Fleet of Vehicles & Equipment	GF	500,000
Water System		Horseman's Water Tank	GEFA	1,000,000
Water System		Porter Road Line extension	GEFA	2,000,000
			Total	**$ 5,834,400**

Department	Proj #	Project Title	Funding Source	FY 2017
Fire/EMS/PS & EMA		Construction of HQ/EOC Building	EMS	$ 100,000
Information Systems		Equipment Refresh - Desktops	GF	132,000
Information Systems		Equipment Refresh - Network	GF	80,000
Information Systems		Equipment Refresh - Server/Data Storage	GF	57,000
Non-Departmental Judicial		CJC / Completion of 3rd Floor	GF	250,000
Recreation Department		Kenwood Park/ Enhancements	GF	100,000
Vehicle/ Equipment Replacement		Replacement of Fleet of Vehicles & Equipment	GF	500,000
			Total	**$ 1,219,000**

Department	Proj #	Project Title	Funding Source	Future
Emergency Medical Services		Mobile & Portable Radios	EMS	$ 142,050
Fire Services		Reconstruction - Fire Station #2	Fire	1,300,000
Fire Services		Mobile & Portable Radios	Fire	146,475
Fire Services		Addition/Renovation of Fire Station #8	Fire	300,000
Fire/EMS/PS & Emergency Mgt		Construction of Headquarters/EOC	Fire	900,000
Information Systems		Equipment Refresh - Desktops	GF	450,000
Information Systems		Equipment Refresh - Network	GF	110,000
Information Systems		Equipment Refresh - Server/Data Storage	GF	195,000
Marshal		Mobile & Portable Radios	GF	86,025
Non-Departmental Judicial		CJC / Completion of 3rd Floor	GF	1,750,000
Public Safety & Emergency Mgt		Mobile & Portable Radios	GF	101,750
Recreation Department		Kenwood Park/ Enhancements	GF	1,000,000
Recreation Department		McCurry Park/ Multipurpose Field Completion	GF	50,000
Recreation Department		McCurry Park/ Enhancements	GF	375,000
Sheriff's Office/Fire/EMS		Consolidated Public Safety Training Facility	TBD	460,000
Vehicle/ Equipment Replacement		Replacement of Fleet of Vehicles & Equipment	GF	1,000,000
Water System		Porter Road Water Tank	GEFA	2,000,000
Water System		South Fayette Plant Expansion	Bonds	6,000,000
			Total	**$ 16,366,300**

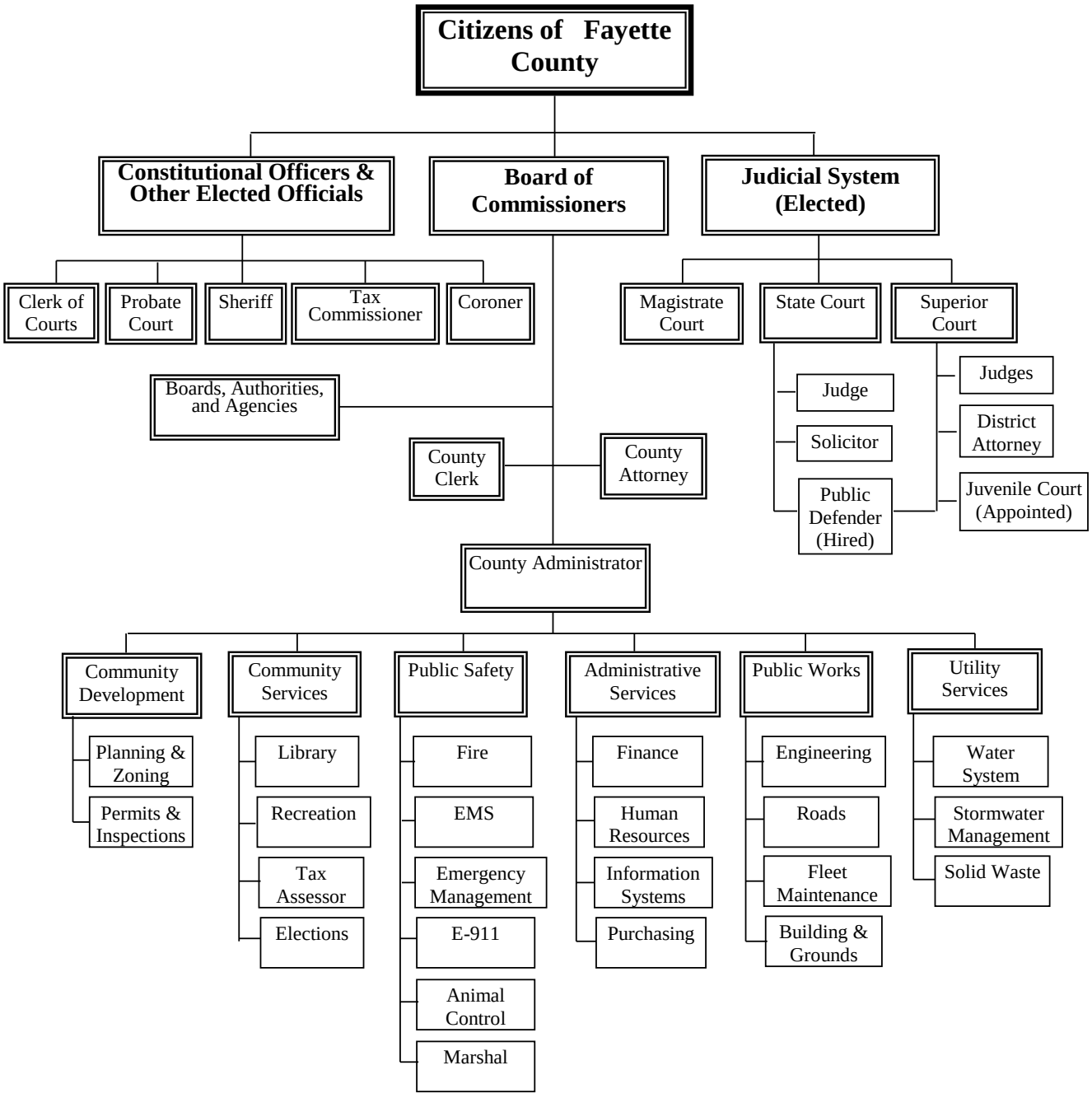
Impact of FY 2013-2017 CIP projects on Operating Budgets

Dept	Project Description		Operating Budget - FY 2013	2014	2015	2016	2017
Judicial Non-Dept	Completion of Criminal Justice Center 3rd floor	Estimated cost	250,000	250,000	250,000	250,000	250,000
	These are annual appropriations to set aside funds	Effect on Oper. Budget	-	-	-	-	-
	for future construction - no effect on operations	Expense category					
Fire, EMS, EMA	Severe Weather Warning Sirens	Estimated cost	45,000	45,000	45,000	45,000	-
	Additional sirens (one per year) will increase	Effect on Oper. Budget	1,200	2,400	3,600	4,800	4,800
	maintenance and utilities costs	Expense category	utilities/ maintenance	utilities/ maintenance	utilities/ maintenance	utilities/ maintenance	utilities/ maintenance
	Construction of HQ/EOC Building	Estimated cost	1,275,000	325,000	200,000	200,000	100,000
	These are annual appropriations to set aside funds	Effect on Oper. Budget	-	-	-	-	-
	for future construction - no effect on the operating budget	Expense category					
Info Systems	Aerial Photography	Estimated cost	-	220,000	-	-	-
	Strategic Technology Plan - including equipment refresh	Estimated cost	366,000	520,500	390,500	393,500	269,000
	Strategic Technology Plan includes salary and benefits costs	Effect on Oper. Budget	7,000	156,500	292,500	329,500	329,500
	associated to four positions to be added between FY 2012-2016	Expense category	personnel/ maintenance	personnel/ maintenance/ supplies	personnel/ maintenance/ supplies	personnel/ maintenance/ supplies	personnel/ maintenance/ supplies
	and annual contracts for hardware/software maintenance.						
Recreation	Park Enhancements - Kenwood/Kiwanis/McCurry	Estimated cost	440,800	400,000	375,000	400,000	100,000
	Security System for various parks	Estimated cost	50,000				
	Additional lights will increase utilities costs and	Effect on Oper. Budget	2,400	3,000	3,600	4,200	4,800
	additional fields will increase maintenance costs. Security System		utilities/	utilities/	utilities/	utilities/	utilities/
	will increase utilities and supplies costs.	Expense category	supplies	supplies	supplies	supplies	supplies
Road Department	Roads Construction - Swanson/Kelly/Trickum Creek	Estimated cost	455,000	239,600	410,600	220,900	-
	These roads will be completed by the end of the CIP	Effect on Oper. Budget	-	-	-	-	-
	5-year cycle. There should be no additional identifiable	Expense category					
	operating costs included FY 2013-2017.						
Sheriff's Office	Justice Center Enhancements	Estimated cost	105,000	115,000	-	-	-
	These projects to be completed between FY 2013-2014	Effect on Oper. Budget	-	-	-	-	-
	should have minimal impact on the operating budget.	Expense category					

Impact of FY 2013-2017 CIP projects on Operating Budgets

Dept	Project Description		Operating Budget - FY 2013	2014	2015	2016	2017
Stormwater Mgt	Drainage Improvements - various sites	Estimated cost	450,000				
	These projects should have minimal impact on the operating budget.	Effect on Oper. Budget	-	-	-	-	-
		Expense category					
Water System	Horseman's Water Tank	Estimated cost			1,000,000	1,000,000	
	Porter Road Line Extension	Estimated cost				2,000,000	
	Highway 74 Pressure Improvement	Estimated cost			1,250,000		
	These projects to be finance with revenue bonds, part of them refunding higher interest old debt. Debt service, utilities, and maintenance would be impacted on the operating budget.	Effect on Oper. Budget			67,500	201,000	327,000
		Expense category	debt service/ utilities/ maintenance	debt service/ utilities/ maintenance	debt service/ utilities/ maintenance	debt service/ utilities/ maintenance	debt service/ utilities/ maintenance
Vehicle/Equipment	Vehicle and Heavy Equipment Replacement Schedule	Estimated cost		500,000	500,000	500,000	500,000
	Vehicles & Equipment Replaced		904,420				
		Effect on Oper. Budget	7,500	12,500	17,500	22,500	27,500
	Lower maintenance costs of the new units versus old vehicles, additional fuel expenses for units added.	Expense category	insurance	fuel/ maint./ insurance	fuel/ maint./ insurance	fuel/ maint./ insurance	fuel/ maint./ insurance
		Capital Improvement Program - Total Estimated cost	$ 4,341,220	$ 2,615,100	$ 4,421,100	$ 5,009,400	$ 1,219,000
		Total effect on operating budget	$ 18,100	$ 174,400	$ 384,700	$ 562,000	$ 693,600
	Impact on Operating Budget by Fund	General Fund	$ 17,800	$ 173,900	$ 316,500	$ 360,100	$ 365,500
		Fire Services Fund	$ 300	$ 500	$ 700	$ 900	$ 1,100
		Water System Fund	$ -	$ -	$ 67,500	$ 201,000	$ 327,000

FAYETTE COUNTY, GEORGIA
ORGANIZATIONAL CHART



FAYETTE COUNTY, GEORGIA

Elected Officials

Board of Commissioners – 770.305.5200
Herbert E. Frady, Chairman
Robert Horgan, Vice Chair
Lee Hearn
Steve Brown
Allen McCarty

Clerk of Courts – Sheila Studdard, 770.716.4290
Coroner – C.J. Mowell, 770.461.7641
District Attorney - Scott A. Ballard, 770.716.4250
Griffin Judicial Circuit Court – William T. Simmons, Administrator, 770.898.7623
Magistrate Court Judges – 770.716.4230
Robert A. Ruppenthal, Chief
James White
Jason Thompson
Kathy Brown-Valencia

Probate Court Judge - Ann S. Jackson, 770.716.4220
Sheriff – Wayne Hannah, 770.461.6353
State Court Judge – Carla W. McMillian, 770.716.4270
State Court Solicitor - Jamie Inagawa, 770.716.4260
Superior Court Judges – 770.716.4280
Chris Edwards, Chief
Tommy Hankinson
W. Fletcher Sams
Robert M. Crawford

Tax Commissioner – George Wingo, 770.461.3611

Judicially Appointed Officials

Juvenile Court Judges – 770.716.4210
Ben Miller, Jr.
Karen Calloway

Public Defender – W. Allen Adams, 770.716.4340

Fayette County Administration

County Administrator – Jack J. Krakeel, Interimt, 770.305.5400
County Attorney – Scott Bennett, 770.305.5200

Main County Number: 770.305.5400

Division Directors/Department Heads

Administrative Services Division
Finance – Mary Holland, 770.305.5189
Human Resources – Lewis Patterson, 770.305.5381
Information Systems – Russell Prince, 770.305.5406
Purchasing – Ted Burgess, 770.305.5420

Community Development Division – Pete Frisina, Director, 770.305.5421
Permits & Inspections – Joe Scarborough, 770.305.5403
Planning & Zoning– Pete Frisina, 770.305.5421

Community Services Division
Elections – Tom Sawyer, 770.305.5408
Library – Chris Snell, 770.461.8841
Recreation – Anita Godbee, 770.716.4320
Tax Assessor – Joel Benton, 770.305.5402

Public Safety Division – Allen McCullough, Director, 770.305.5414
Emergency 911 – Cheryl Rogers, 770.461.4357
Animal Control – Fred Sisson, 770.631.7210
Fire & Emergency Services – Allen McCullough, 770.305.5414
Marshal – Edward Collins, 770.305.5417

Public Works Division – Phil Mallon, Director, 770.461.3142
Building & Grounds – Greg Ownby, 770.461.3342
Engineering – Phil Mallon, 770.461.3142
Fleet Maintenance – Bill Lackey, 770.461.3142
Road Department – Andy Adams, 770.461.3142

Utility Services Division - Tony Parrott, Director, 770.320.6016
Solid Waste & Recycling Transfer Station – Vanessa Birrell, 770.305.5410
Stormwater Management – Vanessa Birrell, 770.305.5410
Water System – Tony Parrott, 770.461.1146

Outside Agencies

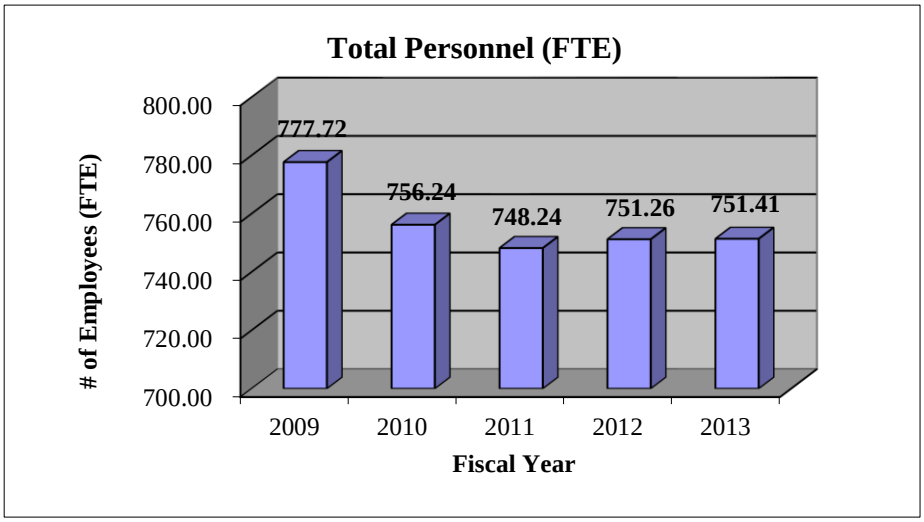
County Extension –770.305.5412
Development Authority – Matt Forshee, 770.461.5253
Domestic Violence (Promise Place) – Vanessa Mottley, 770.460.1604
Family & Children's Services – Susan R. Boggs, 770.460.2555
Georgia Forestry Commission – Dan Gary, 478.751.3500
Fayette Community Options (McIntosh Trail) – Wendell Jordan, 770.358.8273
Fayette Counseling Center (McIntosh Trail) – Wendell Jordan, 770.358.8266

Health Department: Physical Health – Merle Crowe, 770.305.5416
Environmental Health – Rick Fehr, 770.305.5415
Senior Citizens Center – Debbie Britt, 770.461.0813
Youth Protection Home - Becky Davenport, 770.461.7020

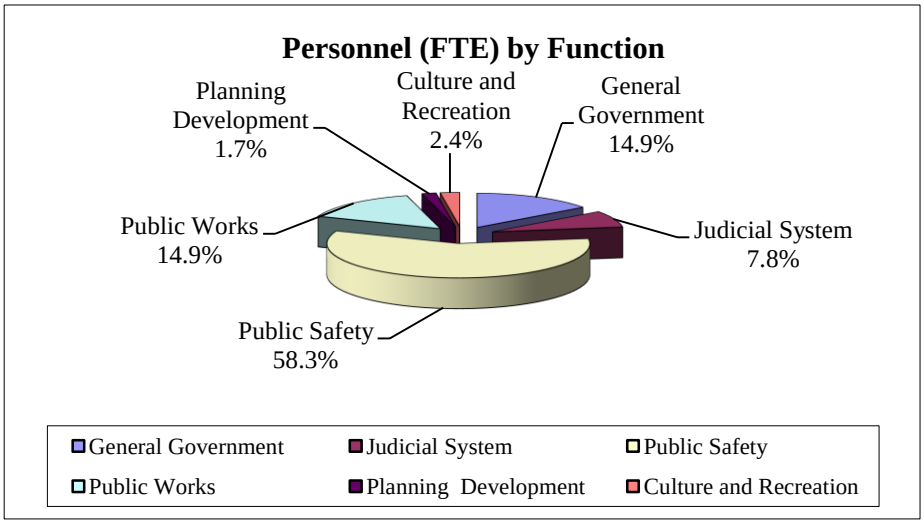
SUMMARY OF PERSONNEL - FULL-TIME EQUIVALENTS (FTE)

Function	FY 2008 BUDGET	FY 2009 BUDGET	FY 2010 BUDGET	FY 2011 BUDGET	FY 2012 BUDGET	FY 2013 BUDGET	FTE CHANGE
General Government							
Administration	2.000	2.000	2.000	2.000	2.000	2.000	-
Buildings and Grounds Maintenance	35.010	35.010	33.600	31.600	31.600	31.600	-
Commissioners	8.000	8.000	8.000	8.000	8.000	8.000	-
Elections	5.600	5.600	4.500	4.500	4.500	4.500	-
Engineering	7.000	7.000	2.000	4.000	4.000	4.000	-
Finance	14.000	14.000	13.000	14.000	14.000	14.000	-
Human Resources	6.000	6.000	6.000	5.000	5.000	5.000	-
Information Systems	9.000	9.000	9.000	8.000	9.000	9.000	-
Law Department	1.000	1.000	1.000	1.000	1.000	1.000	-
Purchasing	3.000	3.000	3.000	3.000	3.000	3.000	-
Tax Assessor	14.450	14.450	13.450	12.450	12.450	12.450	-
Tax Commissioner	19.000	19.000	17.500	17.500	17.500	17.500	-
Total General Government	**124.060**	**124.060**	**113.050**	**111.050**	**112.050**	**112.050**	**-**
Judicial System							
Clerk of State Court	4.625	5.000	5.000	5.000	5.000	5.000	-
Clerk of Superior Court	22.290	22.284	20.559	20.559	21.284	21.434	0.150
Juvenile Court	5.000	5.000	5.000	5.000	5.000	5.000	-
Magistrate Court	10.000	10.000	10.000	10.000	10.000	10.000	-
Probate Court	4.725	5.000	4.725	4.725	6.000	6.000	-
State Court Judge	3.000	3.000	3.000	3.000	3.000	3.000	-
State Court Solicitor	4.625	4.725	7.125	7.125	7.125	7.125	-
Victims Assistance	4.000	4.000	1.000	1.000	1.000	1.000	-
Total Judicial System	**58.265**	**59.009**	**56.409**	**56.409**	**58.409**	**58.559**	**0.150**
Public Safety							
Animal Control	6.225	6.500	6.500	5.500	5.500	5.500	-
County Coroner	3.000	3.000	3.000	3.000	3.000	3.000	-
Emergency 911	36.250	36.250	36.250	36.250	36.250	36.250	-
EMS	43.000	43.000	43.000	43.000	43.000	43.000	-
Fire Services	105.000	105.000	105.000	105.000	105.000	105.000	-
Marshal's Office	12.000	12.000	11.000	11.000	11.000	11.000	-
Public Safety & Emergency Management	4.000	4.000	4.000	4.000	4.000	4.000	-
Sheriff's Office - Administration	14.000	13.000	13.000	13.475	13.475	13.475	-
Sheriff's Office - CID	39.000	40.000	33.000	33.000	33.000	33.000	-
Sheriff's Office - Jail Operations	97.725	97.725	97.725	97.725	97.725	97.725	-
Sheriff's Office - Field Operations	63.000	63.000	86.000	86.000	86.000	86.000	-
Sheriff's Office - Traffic Control	16.000	16.000	-	-	-	-	-
Sheriff's Office - Total	**229.725**	**229.725**	**229.725**	**230.200**	**230.200**	**230.200**	**-**
Total Public Safety	**439.200**	**439.475**	**438.475**	**437.950**	**437.950**	**437.950**	**-**
Public Works							
Fleet Maintenance	8.725	9.000	9.000	9.000	9.000	9.000	-
Public Works Administration	2.000	2.000	2.000	2.000	2.000	2.000	-
Road Department	39.000	40.000	37.000	34.000	34.000	34.000	-
Solid Waste Management	1.000	1.000	1.000	1.000	1.000	1.000	-
Stormwater Management	-	-	5.000	5.000	5.000	5.000	-
Water System	62.000	63.000	62.000	61.000	61.000	61.000	-
Total Public Works	**112.725**	**115.000**	**116.000**	**112.000**	**112.000**	**112.000**	**-**
Planning Development							
County Extension	2.675	2.675	2.400	1.925	0.950	0.950	-
Permits and Inspections	12.000	12.000	7.000	7.000	7.000	7.000	-
Planning & Zoning Department	6.000	6.000	5.000	5.000	5.000	5.000	-
Total Planning Development	**20.675**	**20.675**	**14.400**	**13.925**	**12.950**	**12.950**	**-**
Culture and Recreation							
Recreation	7.000	7.000	6.000	6.000	6.000	6.000	-
Library	12.230	12.505	11.905	10.905	11.905	11.905	-
Total Culture and Recreation	**19.230**	**19.505**	**17.905**	**16.905**	**17.905**	**17.905**	**-**
Total Personnel	**774.155**	**777.724**	**756.239**	**748.239**	**751.264**	**751.414**	**0.150**

FAYETTE COUNTY, GEORGIA
TOTAL PERSONNEL (FTE) - APPROVED



FY 2013 BUDGET - PERSONNEL (FTE)
BY FUNCTION



FTE (Full-Time Equivalent) – Uniform basis used to measure approved positions. The number of positions is determined based on the total average weekly hours worked in relation to the total work hours in a full work week. Example: a position that works 20 hours per week is equivalent to 0.50 FTE (20 hours worked divided by 40 hours for a full work week).

FAYETTE COUNTY, GEORGIA
FY 2013 BUDGET
PERSONNEL

The downturn in the economy has resulted in a reduction of revenue streams that started in FY 2010. For the FY 2010-2012 budgets, the Board of Commissioners instituted specific budget parameters directing County departments to maintain current personnel levels. For FY 2013, the Board of Commissioners again instructed County Departments to maintain current personnel levels.

New Positions

For FY 2013, there are no new positions. Additional part-time hours were approved for the Clerk of Superior Court that is equivalent to 0.15 FTE.

FY 2013 BUDGET - POSITIONS (FTE)

FUNCTION	ADDED
GENERAL GOVERNMENT	-
JUDICIAL	0.150
PUBLIC SAFETY	-
PUBLIC WORKS	-
CULTURE & RECREATION	-
PLANNING & DEVELOPMENT	-
TOTAL	**0.150**

Promotions

A total of **twenty-one promotions** were approved for FY 2013. Two employees were promoted in the Tax Assessors' Office and three employees were promoted in Fire Services. There were ten positions in Fire Services and EMS that were upgraded from EMT to Paramedic to bring the Paramedic positions in the budget to the currently authorized level of thirty.

Also, six additional positions in EMS were upgraded from EMT to Paramedic to increase to thirty-six the number of authorized Paramedic positions in Fire Services and EMS.

The total additional cost in salaries and benefits for these promotions is approximately $130,000.

Matrix linking departments with Fayette County Goals and Objectives

Departments	Protection of citizens	Protection of County property	Efficient\ cost effective operations	Citizens quality of life	Citizens Health/ Welfare	Reward efforts of employees	Maintain assets and Infrastructure	Fiscal responsibility	Environmental Responsibility
Administration			x			x		x	
Animal Control	x				x				
Building & Grounds							x		
County Commission				x					
County Extension				x	x				x
Dept. Family & Children Services*	x				x				
Drug Abuse & Treatment	x				x				
Emergency 911	x				x				
Engineering							x		
Community Options/Counseling Ctr*					x				
Finance			x					x	
Fire and Emergency Services	x				x				
Fleet Maintenance							x		x
Human Resources						x			
Information Systems			x				x		
Judicial System	x								
Library				x					
Marshal's Office	x	x							
Public Health*					x				x
Public Safety & Emergency Mgt	x				x				
Public Works Administration			x				x		x
Purchasing			x					x	
Recreation				x	x		x		
Road Department							x		
Senior Citizen Services*				x	x				
Sheriff's Office	x				x				
Solid Waste Management				x					x
Stormwater Management							x		x
Tax Assessor								x	
Tax Commissioner								x	

Matrix linking departments with Fayette County Goals and Objectives

Departments	Protection of citizens	Protection of County property	Efficient\ cost effective operations	Citizens quality of life	Citizens Health/ Welfare	Reward efforts of employees	Maintain assets and Infrastructure	Fiscal responsibility	Environmental Responsibility
Victims Assistance	x				x				
Water System			x	x			x		x
Youth Protection*	x				x				

*Outside Agencies that provide services to the citizens of Fayette County and that are partially funded by the County.

Department:	Administration	Cost Center:	10010320
Function:	General Government	Fund:	General

Mission Statement

Provide cost effective and efficient management of county government operations.

Major Department Functions

◊ Implement policies set by the Board of Commissioners and ensure organizational compliance.
◊ Maintain effective communication and working relationships with Constitutional Officers.
◊ Responsible for the development of the annual operating budget and capital budget program.
◊ Provide administrative oversight of the non-statutory departments.

Major FY 2013 Goals

◊ Implement Commissioners' annual planning initiatives.
◊ Continue the process of transitioning to an E-government environment.
◊ Ensure effective communication between all county departments.
◊ Research the feasibility of the development and implementation of performance measures throughout the organization.
◊ Monitor the impact of state and federal mandates on local level funding and program requirements.
◊ Initiate comprehensive review of information system and technology. Develop strategy plan for the improvement of technology information and programs.

Significant Expenditure and Staffing Changes

◊ No significant changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 325,197	$ 331,139	$ 388,080	$ 321,781
APPROPRIATIONS				
Personal Services	$ 273,062	$ 273,139	$ 338,678	$ 265,181
Operating	52,135	58,000	48,910	56,600
Capital Outlay	-	-	492	-
Total Appropriations	$ 325,197	$ 331,139	$ 388,080	$ 321,781

Department:	Administration	Cost Center:	10010320
Function:	General Government	Fund:	General

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	2.00	2.00	2.00	2.00

WORKLOAD INDICATORS	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
County Work Force*	756.239	748.239	751.239	751.414
Meetings	34	34	35	35
General Fund Operating Budget:				
Revenues	$ 46,710,489	$45,873,455	$ 42,700,799	$ 42,358,812
Expenditures	$ 44,670,125	$44,408,108	$ 49,246,782	$ 47,332,456
*Includes all Elected Officials (FTEs)				

PERFORMANCE MEASURES	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimated	FY 2013 Projected
Citizen complaint response time. Goal: Within 8 hours.	100%	100%	100%	100%
Employee issue response time. Goal: Within 8 hours.	100%	100%	100%	100%
Inquiries resolved within 2 weeks. Goal: 100%.	98%	98%	99%	100%
Meet with department directors monthly to discuss issues of concern, policy changes, and maintain open lines of communication.	100%	100%	100%	100%
24 hour turnaround time on changes to website	100%	100%	100%	100%

Department:	Buildings and Grounds Maintenance	Cost Center:	10010565
Function:	General Government	Fund:	General

Mission Statement

The mission of the Buildings and Grounds Department is to create a better work environment by keeping all County facilities in a condition that is acceptable, safe, and comfortable to County employees, County residents and visitors. It is our job to ensure the buildings, and our parks, are compliant with all local and state regulations and to keep them in a condition that is acceptable to both employees and the general public.

Major Department Functions

Building & Grounds Maintenance provides support for all departments within the County Government. It is the responsibility of Maintenance to insure the working enviornment and the County assets are maintained in a functional and safe manor.

Major Goals

Department goals are comprised of long range and short range to better accommodate the maximum results.

Long range goals consist of the development of training programs that are directly related to the department functions, including computer training for key employees to maximize tracking of projects and their related costs. Long range goals will be ongoing, with visible results measure in project reporting.

Short range goals for the department consist of assigned projects for various county departments. The internal projects are assigned a time frame for each task necessary to complete the project including cost estimates and expense tracking.

Other goals include the on going beautification and maintenance of our County Buildings and Grounds. Scheduling of each task will insure completion. The satisfaction of involved sports associations and Fayette citizens will be the ultimate tracking of successful goals.

Significant Expenditure and Staffing Changes

◊ A capital project for roof repairs/replacement for the Adiminstartion Building was approved (cost: $145,000).

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	4GTRBDF	$ 1,679,935	$ 1,652,060	$ 1,629,284
APPROPRIATIONS				
Personal Services	$ 1,457,633	$ 1,503,387	$ 1,473,523	$ 1,452,126
Operating	164,286	174,036	172,919	172,589
Capital Outlay	20,870	2,512	5,618	4,569
Total Appropriations	$ 1,642,789	$ 1,679,935	$ 1,652,060	$ 1,629,284

Department:	Buildings and Grounds Maintenance	Cost Center:	10010565
Function:	General Government	Fund:	General

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	33.600	31.600	31.600	31.600

WORKLOAD INDICATORS	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate
Number of work orders	1,139	1,753	2,140	2,150
Number of athletic fields	43	43	43	43
Total acreage including ball fields	753	925	925	925
Square footage paved parking lots	2,749,566	2,749,566	2,749,566	2,778,896
Square footage of buildings*	675,277	675,277	675,277	675,277
*Does not include Water System Area				

Department:	County Commission	Cost Center:	10010110
Function:	General Government	Fund:	General

Mission Statement

Our mission is to provide all who need our services with prompt and accurate information about Fayette County government's services in general and the actions, decisions, and activities of the board of County Commissioners in particular.

Major Department Functions

- ◊ Prepare the Board of Commissioners for open, public business meetings, through the use of a formal agenda.
- ◊ Ensure the public's awareness/notification of meetings of the Board of Commissioners, in accordance with Georgia's "Open Meetings Act".
- ◊ Provide the members of the board of Commissioners with information and research to assist them in making sound decisions.
- ◊ Provide the members of the Board of Commissioners with information and assistance with responding to, meeting with, or other interaction with the public and others.
- ◊ Create, disseminate and maintain complete and accurate records from meetings and activities of the Board of Commissioners.
- ◊ Comply with all deadlines and requirements of Georgia's "Open Records Act".
- ◊ Official custodian of all records, including but not limited to correspondence, contracts, agreements and other documents related to the decisions, actions and activities of the Board of Commissioners.
- ◊ Assist all Departments and Elected Officials with information in a timely manner, including but not limited to dissemination of information immediately following Board meetings.
- ◊ Assist members of the Board of Commissioners with issues and relationships with other governments and officials at every level.
- ◊ Assist members of the Board of Commissioners with training and educational opportunities and requirements and ensure appropriate training for the Department's staff.

Major Goals

- ◊ Continue the process of identifying and converting old files to the Content Manager System. Since these records are not generated by our computers, this will be an arduous task.
- ◊ Take information to the next level by providing some information via video streaming. Thus far, the dissemination of information to the public on the County's website has been via text or audio only.
- ◊ Continue the process of amending, updating, and republishing the County Code of Ordinances. This will require tremendous work by the County Attorney and user departments.

Department:	County Commission	Cost Center:	10010110
Function:	General Government	Fund:	General

Significant Expenditure and Staffing Changes

◊ There are no significant expenditure or staffing changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 564,837	$ 567,012	$ 636,203	$ 564,258
APPROPRIATIONS				
Personal Services	$ 398,751	$ 405,937	$ 430,579	$ 395,108
Operating	165,417	158,575	205,026	168,150
Capital Outlay	669	2,500	598	1,000
Total Appropriations	$ 564,837	$ 567,012	$ 636,203	$ 564,258

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	8.00	8.00	8.00	8.00

WORKLOAD INDICATORS	FY 2008 Estimate	FY 2009 Estimate	FY 2010 Actual*	FY 2011 Estimate
Population	105,933	106,398	106,567	107,100
Commission Meetings	40	33	34	34

*2010 Census

Department:	Elections	Cost Center:	10010400
Function:	General Government	Fund:	General

Mission Statement

The Fayette County Board of Elections and Voter Registration commits to conducting fair and impartial federal, state and local elections and to register citizens to vote. We ensure the electoral process will be conducted professionally and consistently, by demonstrating neutrality and non-partisan decision-making based upon a thorough knowledge of and compliance with all election laws. We are dedicated to providing excellent customer service to candidates, media and voters by following and helping the public to follow current federal, state and local election laws.

Major Department Functions

- ◊ Register qualified Fayette County residents and maintain current voter registration records.
- ◊ Conduct general and run-off (local, state and national), primary, special and municipal elections.
- ◊ Provide information to the Georgia Secretary of State and U.S. Department of Justice.
- ◊ Enforce voter registration and election laws.
- ◊ Conduct Advance Voting in the Elections Office for one-week prior to each election and up to three additional satellite locations beginning 21 days prior to each election.
- ◊ Conduct Absentee Voting out of the Elections Office for 45 days prior to each election for civilians, military personnel, the elderly and disabled, and other county citizens. Applications for ballots can be received up to 180 days prior to each election.
- ◊ Process voter registration applications received from Department of Public Safety, public libraries, Department of Human Services sites, Armed Forces Recruiting facilities and through the mail.
- ◊ Maintain the accuracy and integrity of the Statewide voter registration database by keeping current with name and address changes, deaths and felony convictions.
- ◊ Prepare DRE - touch screen, Express Polls, and OptiScan units for use in conducting elections.
- ◊ Recruit and train 250 to 450 poll officers for each election.
- ◊ Conduct Deputy Registrar training.
- ◊ Assess and ensure polling place are in compliance with ADA and other disability laws.
- ◊ Act as Qualifying Officer for Fayette County under the Georgia Government Transparency & Campaign Finance Commission.
- ◊ Participate in State-mandated election official certification program and continuing education programs.

Major Goals

Goal 1 : Conduct uncontested elections to be the best of our ability.
Goal 2: Maintain public confidence by running the office in an efficient manner.
Goal 3: Recruit, train, and maintain quality poll officers to manager polling precincts.
Goal 4: Fully implement the scanning/indexing project AxS
Goal 5: Hopefully if funding is approved for the EASY VOTE software/equipment, this will make the Advanced Voting operate more efficiently and accurately. With 52% of active voters voting early in the 2008 Presidential Election, this is a project which we feel is greatly needed.

Department:	Elections	Cost Center:	10010400
Function:	General Government	Fund:	General

Significant Expenditure and Staffing Changes

◊ FY 2013 is another election intense year. Proposed personal services costs and operation costs have been increased due to additional elections to be held during the year.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Municipal Handling Fees (reimbursement from cities/towns)	$ -	$ 94,690	$ 40,193	$ -
General Fund Contribution	593,369	393,720	396,530	756,125
Total Funding Sources	$ 593,369	$ 488,410	$ 436,723	$ 756,125
APPROPRIATIONS				
Personal Services	$ 518,667	$ 434,959	$ 393,113	$ 671,146
Operating	61,461	53,451	42,922	84,979
Capital Outlay	13,241	-	688	-
Total Approriations	$ 593,369	$ 488,410	$ 436,723	$ 756,125

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	4.500	4.500	4.500	4.500

WORKLOAD INDICATORS	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate
Total Registered Voters (Active & Inactive)	74,246	75,448	76,980	78,000
Number of Precincts	40	40	40	40
Number of Elections Held (Including Municipal Elections)	4	4	4	4
Number of Votes	44,403	122,562	33,122	66,000
Applications Processed - TOTAL	12,644	12,575	6,781	9,425
New Registered Voters	4,631	3,567	2,656	3,200
Duplicate Applications	3,478	3,792	1,281	3,150
Transfers	2,264	2,575	1,437	1,550
Name/Address/Both Changes	2,271	2,641	1,407	1,525
Number of Absentee/Early/Advance Voting	8,266	80,877	7,165	12,000

Department:	Engineering	Cost Center:	10010575
Function:	General Government	Fund:	General

Mission Statement

The mission of the Engineering Department is to provide for a safe and efficient transportation system within Fayette County through planning, design, review, and construction oversight of transportation-related projects. This includes implementation of the County's current transportation SPLOST.

Major FY 2013 Goals and Objectives

- ◊ Develop policies for traffic calming.
- ◊ Complete Phase 2 of the West Fayetteville Bypass.
- ◊ Continue implementation of SPLOST transportation projects, per the 2003 Comprehensive Transportation Plan.

Major Department Functions

The Engineering Department Implements the County's Transportation Special Purpose Local Option Sales Tax (SPLOST) program, interprets and enforces several Articles within the County's Development Regualtions, provides in-house design services, and oversees infrastructure design and construction within the County.

Performance Measures and Workload Indicators

- ◊ Implement SPLOST project per the implementation schedule.
- ◊ Track SPLOST expenditures on monthly basis against projections.
- ◊ Review site plans and plats for new developments within 2-weeks of receipt.

Significant Expenditure and Staffing Changes

- ◊ No significant changes for FY 2013.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Disturbed Acre Fees*	$ 840	$ 750	$ 180	$ -
General Fund Contribution	256,846	274,185	356,149	319,035
Total Funding Sources	$ 257,686	$ 274,935	$ 356,329	$ 319,035
APPROPRIATIONS				
Personal Services	$ 252,149	$ 269,006	$ 351,343	$ 312,882
Operating	5,215	5,929	4,786	6,153
Capital Outlay	322	-	200	-
Total Appropriations	$ 257,686	$ 274,935	$ 356,329	$ 319,035

*Starting FY 2010, Disturbed Acre Fees revenue will be included in the new Stormwater Management Department.

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	2.00	4.00	4.00	4.00

Department:	Finance	Cost Center:	10010510
Function:	General Government	Fund:	General

Mission Statement

The mission of the Finance Department is to provide timely, accurate, relevant, and accessible financial data, services, analysis, and guidance to our customers and to promote confidence in these products as sound foundations for effective management of County resources.

Vision Statement

The Finance Department will transition Fayette County into a more efficient Government by enhancing business financial reporting and budget analysis, converting to automated financial systems, increasing efficiency, measuring performance, and intergrating financial systems into daily operations.

Major Department Functions

◊ **Accounting:** record activity to general ledger for revenues collected, receivables billed, payables processed, and occupational tax certificates issued.

◊ **Annual Audit:** perform fiscal year end close of the accounting records conforming to Generally Accepted Accounting Principles (GAAP) and create work papers with supporting documentation for the annual audit.

◊ **Budget:** prepare balanced annual Operating and Capital budgets in accordance with management parameters and administer adopted budgets in accordance with the budgetary laws of the State of Georgia.

◊ **Financial Reporting:** prepare and submit monthly reports of financial results and the Comprehensive Annual Financial Report (CAFR), which clearly and accurately articulates the county's financial position.

◊ **Investments:** maintain bank reconciliations and meet disbursement obligations while maximizing interest earnings.

◊ **Payroll:** transmit direct deposits, report liabilities to apprpriate agency, and file W-2's, 1099's, and IRS returns.

◊ **Property Insurance:** secure adequate insurance coverage for county assets, maintain up to date asset listing including controls for tracking ownership, replacement schedules and financing.

◊ **Purchasing Card:** oversee the county's program and monitor activity for compliance with adopted policy.

◊ **Special Projects:** complete research and analysis to address questions raised by the Board of Commissioners and the general public.

Department:	Finance	Cost Center:	10010510
Function:	General Government	Fund:	General

Major FY 2013 Goals

◊ Conduct analysis of Vehicle Replacement Fund providing recommendation to the County Administrator for the funding of replacing County vehicles and heavy equipment.
◊ Prepare for the annual independent audit on fiscal year ended June 30, 2012 and receive an unqualified opinion. Prepare the Comprehensive Annual Financial Report (CAFR) in accordance with accounting standards and submit to the GFOA and obtain the Certificate of Achievement for Excellence in Financial Reporting.
◊ Create a high quality budget document which articulates the County's revenue and expenditures adopted plan for fiscal year beginning July 1, 2012. Submit the budget document to GFOA and obtain the Distinguished Budget Presentation Award.
◊ Develop a balanced budget for fiscal year beginning July 1, 2013 providing recommendations for cost savings to make up potential continued decline in revenues.

Significant Expenditure and Staffing Changes

◊ No significant changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 1,042,460	$ 1,063,395	$ 994,506	$ 1,023,610
APPROPRIATIONS				
Personal Services	$ 962,346	$ 979,382	$ 919,313	$ 942,603
Operating	75,713	83,713	71,159	80,507
Capital Outlay	4,401	300	4,034	500
Total Appropriations	$ 1,042,460	$ 1,063,395	$ 994,506	$ 1,023,610

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	14.000	13.000	14.000	14.000

Department:	Finance	Cost Center:	10010510
Function:	General Government	Fund:	General

WORKLOAD MEASURES	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate	FY 2012 Estimate
County Work Force	777.724	756.239	748.239	751.264
Accounts payable checks processed	8,061	7,691	7,828	8,187
Accounts payable invoices	14,647	14,241	14,057	13,937
ACH - Utility payments*	2,691	3,385	3,390	3,818
Budget Amendments/Transfers	167	328	387	306
New Occupational Tax Certificates**	1,898	1,922	1,952	1,796
G/L Journals	1,955	3,173	3,755	3,634
Travel requests processed**	151	23	69	94
Travel reservations**	73	53	30	17
P-Card Transactions***	989	2,016	2,433	2,573
Receipts****	2,504	3,813	4,295	4,192

* There were no ACH utility payments prior to FY 2008.
** Statistics were not kept prior to FY 2008.
*** Revised P-Card program reinstated in FY 2008.
**** Starting in FY 2008, receipting of ambulance billings was contracted to an outside vendor.

RESULTS MEASURES	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate
Bond Credit rating:				
Standard & Poors	AA	AA	AA+	AA+
Moody's	Aa2	Aa1	Aa1 positive	Aa1 positive
Investment ROI as a percent of the Local Govt Investment Pool	98.00%	123.90%	143.03%	143.03%
(Pool = 100%)				
M&O millage rate	5.40	5.40	5.40	5.40
Total revenues generated through OTC issuance	$ 190,062	$ 194,628	$ 223,337	$ 223,337

Department:	Human Resources	Cost Center:	10010540
Function:	General Government	Fund:	General

Mission Statement

The mission of Human Resources is to provide timely, accurate, relevant, and easily accessible human resource data, services, analysis, and guidance to our customers and to promote confidence in these products as sound foundations for effective management of County Human Resources.

Major Goals

◊ Maintain Employee Self Service - Online Enrollment, Employee Utilization
◊ Implement MUNIS Workflow
◊ Utilize TCM
◊ Refine Metrics Crucial to Oglethorpe Process

Major Departmental Functions

◊ Provide administrative and technical assistance to employees in the areas of policy development and compliance; recruitment and selection; classification and compensation; employee development; employee relations, employee recognition and employee performance appraisal.
◊ Administer a comprehensive employee benefits program including health, dental and vision reimbursement plans, wellness, retirement, life insurance, workers' compensation, deferred compensation, deferred compensation and disability.
◊ Payroll administration.
◊ Maintain employee master files.

Goal	Performance Measurement	Condition	Degree
Maintain Employee Self Service – Online Enrollment, Employee Utilization	Continue to update pertinent employee and applicant information, continue to promote employee comfort level with system utilization	Data entry by employee, implemented by HR	Ongoing
Implement Munis Workflow	Transition HR related processes from paper to electronic format such as personnel requisitions and employee evaluations	Implemented by Human Resources	March 1, 2012
Utilize TCM	Use with Munis Workflow implementation to begin converting file storage from paper to electronic media	Implemented by Human Resources	May 1, 2012
Refine Metrics Crucial to Oglethorpe Process	Continue to identify, refine and utilize metrics that will support the organization’s Oglethorpe Process Goals	Supported by Human Resources	Ongoing

Department:	Human Resources	Cost Center:	10010540
Function:	General Government	Fund:	General

Significant Expenditure and Staffing Changes

◊ No significant changes for FY 2013.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 419,461	$ 432,515	$ 452,373	$ 423,397
APPROPRIATIONS				
Personal Services	$ 361,355	$ 369,185	$ 394,959	$ 359,930
Operating	56,456	63,330	57,288	63,467
Capital Outlay	1,650	-	125	-
Total Appropriations	$ 419,461	$ 432,515	$ 452,373	$ 423,397

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	6.00	5.00	5.00	5.00

WORKLOAD MEASURES	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimate
Job Requisitions	34	62	30	30
Job Applications	1,392	980	1,200	1,100
Interviews	61	49	50	50
On-site Training Programs	72	48	50	50
Health Claims	n/a	n/a	n/a	n/a
Dental Claims	1,581	1,671	1,700	1,700
Rx Claims	n/a	n/a	n/a	n/a
Workers Comp Claims	118	95	100	100
RESULTS MEASURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate
Employee Turnover rate				
Fayette County	9.80%	10.68%	11.90%	10.80%
All Govts (US BLS)	15.70%	15.80%	19.10%	16.86%
Avg. length of service years				
Fayette County	8.68	9.19	9.47	9.65
All Govts (US BLS)	7.10	n/a	n/a	n/a
Hrs/Employee (total training hours / Total headcount)	0.25	0.24	0.37	0.30
Training cost per employee	$ 134.28	$ 284.48	$ 154.59	$ 86.56
Sick time hours taken	51,247	49,673	54,481	51,800
Short-term disability claims	4	11	5	6
Long-term disability claims	1	1	2	1
Workers compensation - compensable claims	52	69	$ 61	$ 60
Workers compensation - total direct expenses	$ 245,000	$ 395,000	$ 430,000	$ 356,000

Department:	Information Systems	Cost Center:	10010535
Function:	General Government	Fund:	General

Mission Statement

The Mission of Information Systems is to provide Strategic Vision, Leadership, and Enterprise solutions to County leaders and staff so they can meet their goals and deliver results to the public.

Major Department Functions

◊ Provide installation and support services for Desktop and Laptop Computers, Servers, and Peripherals such as Printers, Scanners, and Plotters.
◊ Install and provide support services for desktop software programs such as Microsoft Word, Excel, PowerPoint, Publisher, and other similar programs.
◊ Provide support services for various third party software applications such as CARS, OMS, Visa-craft, ICON, E-911 CAD system, and MUNIS.
◊ Establish and support the County's access to the State of Georgia Crime Information Center (GCIC).
◊ Provide Leadership Enhancements and Support Services for the development of the County's Geographic Information System (GIS).
◊ Provide installation and support services for the County's Networking Equipment including Routers, Switches, Firewalls, and VPN Devices.
◊ Provide support for the County's Cable Television equipment such as Cabling, Amplifiers, and Splitters.
◊ Provide installation and support of the County's Network infrastructure including WAN and LAN fiber optic and Copper cabling, Equipment racks, Patch panels, and Jacks.
◊ Maintain the County's Internet presence including maintenance and support of our Web-Server, E-mail Servers, Domain Name Server, and the Firewall and Security Devices.
◊ Provide routine Backup and Archival of the Countie's data in accordance with the County's Continuity of Operations Plan (COOP).

Major FY 2013 Goals

◊ Continue to expand the County's GIS system by assisting with the development of new GIS layers such as an accurate Street Numbering layer.
◊ Expand the use of new technologies such as VMware Server Virtualization to create "Virtual Servers" to increase failover capabilities and maximize utilization of hardware resources.
◊ Move older physical servers with aging hardware over to the County's Blade Center and Virtual Server environment.
◊ Increase the capacity of the County's SAN (Storage Area Network) and expand it across multiple sites to physically disperse the County's data and provide redundancy and resiliency.
◊ Expand the County's Tivoli Storage Management System to provide increased cross-site replication of the County's data.
◊ Improve the conditions of the County's Network Telecommunication Rooms by providing increased cooling, monitoring, and security.

Department:	Information Systems	Cost Center:	10010535
Function:	General Government	Fund:	General

FY 2013 Significant Expenditure and Staffing Changes

◊ Four capital/CIP projects were approved totaling $366,000.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 659,357	$ 753,188	$ 676,287	$ 710,242
APPROPRIATIONS				
Personal Services	$ 564,271	$ 660,571	$ 589,676	$ 615,231
Operating	79,644	91,617	85,970	95,011
Capital Outlay	15,442	1,000	641	-
Total Appropriations	$ 659,357	$ 753,188	$ 676,287	$ 710,242

WORKLOAD INDICATORS	FY 2006 Actual	FY 2007 Actual	FY 2008 Estimate	FY 2009 Estimate
Hardware Work Orders / PCs[3]	421	339	199	209
Internet Work Orders	50[1]	40	72	76
Software Work Orders	322	431	231	243
Other Work Orders / General[3]	533	329	677	711
Phone, Security, Alarm Work Orders / Communications[3]	13[2]	61[2]	119	125
Alarm Systems[3]			27	28
Building Access[3]			20	21
E-Mail[3]			92	97
Network[3]			63	66
Peripherals[3]			133	140
User Adds, Changes & Deletions			143	150
TOTAL	**1,339**	**1,200**	**1,776**	**1,866**

[1] Internet work orders related to the County's web site are now forwarded to a third-party vendor. Only work orders related to Internet Access are included.

[2] Phone, security, and alarm work orders are handled by the Program Analyst who was move to the Purchasing Department in FY 2005. That position was moved back to the IS Department in FY 2008.

[3] The IS Department purchased new work order software and the categories were redefined.

Department:	Information Systems	Cost Center:	10010535
Function:	General Government	Fund:	General

PERFORMANCE MEASURES	FY 2006 Actual	FY 2007 Actual	FY 2008 Estimate	FY 2009 Estimate
Goal: To increase the average number of work orders closed per day in all categories				
Total Work Orders	**1,339**	**1,200**	**1,776**	**1,866**
Hardware:				
Work Days (260 days less vacation and holidays)	240	240	240	240
Closed Work Orders	421	339	199	209
Average Closed Per Day	1.8	1.4	0.8	0.9
Percent of Total Work Orders	31.44%	28.25%	11.20%	11.20%
Software:				
Work Days	240	240	240	240
Closed Work Orders	322	431	231	243
Average Closed Per Day	1.3	1.8	1.0	1.0
Percent of Total Work Orders	24.05%	35.92%	13.01%	13.02%
Phones, Security Systems, Alarms:				
Work Days	240	240	240	240
Closed Work Orders	13	61	119	125
Average Closed Per Day	0.1	0.3	0.5	0.5
Percent of Total Work Orders	0.97%	5.08%	6.70%	6.70%
Internet:				
Work Days	240	240	240	240
Closed Work Orders	50	40	72	76
Average Closed Per Day	0.2	0.2	0.3	0.3
Percent of Total Work Orders	3.73%	3.33%	4.05%	4.07%

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	9.000	8.000	9.000	9.000

Department:	Law Department	Cost Center:	10010530
Function:	General Government	Fund:	General

Mission Statement

During FY 2008, the Board of Commissioners approved hiring a Staff Attorney to handle legal matters for the County. The Law Department was created to account for payroll and other operating expenditures related to these legal services.

Significant Expenditure and Staffing Changes

◊ Legal services in FY 2012 were $44,840 and decreased to $10,000 for FY 2013.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 194,038	$ 181,452	$ 209,293	$ 172,202
APPROPRIATIONS				
Personal Services	$ 158,373	$ 169,052	$ 165,957	$ 159,802
Operating	35,665	12,400	43,336	12,400
Capital Outlay	-	-	-	-
Total Appropriations	$ 194,038	$ 181,452	$ 209,293	$ 172,202

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	1.000	1.000	1.000	1.000

Department:	Non-Departmental	Cost Center:	10010090
Function:	General Government	Fund:	General

Major Department Functions

This is a cost center used to account for expenditures not allocated to individual General Government departments.

Significant Expenditure Changes

◊ No significant expenditure changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 461,475	$ 482,559	$ 482,200	$ 448,730
APPROPRIATIONS				
Operating	$ 461,475	$ 482,559	$ 482,200	$ 448,730
Capital Outlay	-	-	-	-
Total Appropriations	$ 461,475	$ 482,559	$ 482,200	$ 448,730

Department:	Purchasing	Cost Center:	10010517
Function:	General Government	Fund:	General

Mission Statement

To partner with county departments, vendors, and stakeholders in order to aquire the most appropriate goods and services a the best price.

Major Department Functions

◊ Procure materials, supplies, and services on the open market for purchases within the authority assigned to the Director of Purchasing.

◊ Procure materials, supplies, and services through the competitive sealed bid or sealed proposal for transactions in which prior approval rests with the Board of Commissioners.

◊ Enable equal access by vendors to county business through maintenance of a bidders' list, adequate advertising of bid or poposal opportunities, and transparent processes.

◊ Provide finanicial savings through development of contracts for goods or services used by multiple departments, in cases which benefit the county.

◊ Dispose of surplus county property through public auction, internet, or othe approved methods.

Major FY 2013 Goals

◊ Develop and administer an internet customer service survey.

◊ Determine feasibility of conducting reverse auctions; pilot if deemed feasible.

Significant Expenditure and Staffing Changes

◊ No significant expenditures or staffing changes planned for FY 2013.

Department:	Purchasing	Cost Center:	10010517
Function:	General Government	Fund:	General

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 203,011	$ 226,885	$ 186,387	$ 200,819
APPROPRIATIONS				
Personal Services	$ 178,540	$ 203,720	$ 165,969	$ 175,394
Operating	22,161	23,165	20,418	25,425
Capital Outlay	2,311	-	-	-
Total Appropriations	$ 203,011	$ 226,885	$ 186,387	$ 200,819

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	3.000	3.000	3.000	3.000

WORKLOAD MEASURES	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimate
Purchase requisitions received	-	-	-	-
Purchase Orders Issued	1,201	1,136	1,224	1,240
IFB's & RFP's solicited	45	23	36	30
Items/lots of surplus sold	72	138	140	150
Emergency requisitions received	15	10	10	10
RESULTS MEASURES	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimate
Avg. # of days to process open-market requisitions	n/a	n/a	n/a	n/a
Avg. # of days to process sealed bids & RFP's	57	68	125.0	125.0
Amount of revenue from sale of surplus	65,856	14,236	$ 259,053	$ 75,000
% of emergency requisitions processed in no more than 1 day	n/a	n/a	n/a	n/a
General Fund Budget:				
Expenditures	$ 48,277,022	$ 45,074,862	$ 44,670,125	$ 44,408,108

Department:	Tax Assessor	Cost Center:	10010550
Function:	General Government	Fund:	General

Mission Statement

The mission of the Fayette County Board of Assessors is to secure a just valuation for ad valorem tax purposes of all real and personal property, provide for uniform assessment of these properties and administer exemptions pursuant to Georgia law.

Major Department Functions

◊ Ensure that all taxable property within the County is returned and assessed for taxes at its fair market value and that each taxpayer shall pay only his proportionate share of taxes.
◊ Maintain all tax records and maps for the County including, but not limited to, the mapping, platting, cataloging, and indexing of all real and personal property in the County.

Major FY 2013 Goals & Objectives

◊ Discover, research, and assess all real property in Fayette County.
◊ Discover, research, and assess all tangible personal property in Fayette County including business furniture, fixtures, machinery, equipment and inventory, golf carts, boats, airplanes, heavy duty equipment and mobile homes.
◊ Administer Homestead Exemption, verifying qualifications and approving or disapproving exemptions based on Georgia statute.
◊ Administer Current Use Covenant assessments, verifying qualifications and approving or disapproving exemptions based on Georgia statute.
◊ Administer Freeport Exemption and Pollution Control Equipment Exemption, verifying qualifications and approving or disapproving exemptions based on Georgia statute.
◊ Send notices to all property owners and implement review/appeal process.
◊ Conduct individual assessment review for Value, Taxability, Uniformity and Denial of exemption, presenting a preponderance of evidence to the Board of Equalization and Superior Court.
◊ Continue working on the GIS base layers.

Significant Expenditure and Staffing Changes

◊ No significant expenditures or staffing changes planned for FY 2013.

Department:	Tax Assessor	Cost Center:	10010550
Function:	General Government	Fund:	General

WORKLOAD MEASURES	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate
◊ Deeds & PT-61 (Real Estate Transfer Declaration) forms researched and entered in database	3,500	3,816	3,856	4,000
◊ Real Estate Parcels mapped	200	60	48	50
◊ Real Estate Parcels assessed	42,021	42,069	42,125	42,200
◊ Personal Property Accounts assessed	5,393	5,344	5,276	5,275
◊ Mobile Homes assessed	1,238	1,208	1,166	1,150
◊ Homestead Exemptions reviewed & placed on digest	29,506	29,618	29,520	29,700
◊ Current Use Assessments reviewed & placed on digest	524	544	556	575
◊ Freeport Exemptions reviewed & assessed	70	79	81	85
◊ Pollution Control Exemptions reviewed & assessed	2	1	-	1
◊ Assessment Notices generated & mailed for Real Estate Parcels	1,906	36,455	42,125	42,300
◊ Assessment Notices generated & mailed for Personal Property Accounts	763	565	812	820

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 791,727	$ 816,247	$ 808,815	$ 802,327
APPROPRIATIONS				
Personal Services	$ 685,329	$ 714,352	$ 719,045	$ 701,102
Operating	105,727	101,895	89,771	101,225
Capital Outlay	672	-	-	-
Total Appropriations	$ 791,727	$ 816,247	$ 808,815	$ 802,327

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	13.450	12.450	12.450	12.450

Department:	Tax Commissioner	Cost Center:	10010545
Function:	General Government	Fund:	General

Major Department Functions

◊ Administer the ad valorem tax collection function for the County.
◊ Disburse tax collections to governing authorities of the state, county, school system and municipalities.

Major FY 2013 Goals

◊ Collect at a minimum 98 percent of the property taxes levied in the upcoming year.
◊ Continue the efforts to reduce the amount of delinquent property taxes outstanding.
◊ Implement on line payment system for auto registration and property tax.

Significant Expenditure and Staffing Changes

◊ No significant expenditure or staffing changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Emission Testing Rebate	72,245	72,000	56,341	72,000
Postage Fees	20,531	21,000	21,256	21,500
Commissions on Tax Collections	309,345	260,000	324,250	300,000
Reinstatement Fees - Auto Insurance	14,340	14,000	14,080	14,000
General Fund Contribution	529,118	648,915	594,917	617,948
Total Funding Sources	$ 945,579	$ 1,015,915	$ 1,010,844	$ 1,025,448
APPROPRIATIONS				
Personal Services	$ 782,827	$ 830,165	$ 840,923	$ 854,518
Operating	160,272	182,750	167,518	167,930
Capital Outlay	2,480	3,000	2,403	3,000
Total Appropriations	$ 945,579	$ 1,015,915	$ 1,010,844	$ 1,025,448

Department:	Tax Commissioner	Cost Center:	10010545
Function:	General Government	Fund:	General

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	17.500	17.500	17.500	17.500

WORKLOAD INDICATORS	2007 Actual	2008 Actual	2009 Actual	2010 Actual
Number of tax bills	46,173	46,779	47,414	45,289
Number of tags sold	126,673	120,925	116,580	117,510
Percentage of tax bills collected	98.7%	97.0%	97.3%	98.5%
Taxes levied	$ 155,095,514	$ 165,838,079	$ 157,090,181	$ 158,374,079

Department:	Clerk of State Court	Cost Center:	10020310
Function:	Judicial	Fund:	General

Mission Statement

The mission of the Clerk of State Court is to be responsive, innovative and efficient when providing citizens a true and correct comprehensive permanent court record and other official court documents. In an expedient approach through the automation and computerization of indices and digitized legal documents and web application, the mission of the State Court Clerk's Office is to offer a more modern technological interaction with the community.
The Clerk's Office is commited to strengthen and uphold our participation in the Judicial Process by ensuring compliance with statutes and to facilitate interaction between the Jurors, Judges, Attorneys and other governmental agencies.

Major Department Functions

◊ Attend sessions of court ensuring compliance of all jury management and court records.
◊ Record and maintain a complete and accurate record of all court cases and proceedings.
◊ Civil Division: Ensure compliance of civil documents; assess and collect costs; issue summons and subpoenas; administer the Jury selection process.
◊ Criminal Division: To maintain criminal files; collect fines and forfeitures; prepare final disposition; electronically transmit to Georgia Crime Information Center and Department of Public Safety.
◊ Traffic Division: Ensure filing of all traffic citations; ensure court forms are filed within mandates; collect fines and forfeitures on citations; electronically transmit to Department of Public Safety; and ensure the filing of all ordinance cases.
◊ Administrative Division: To accurately and timely balance reports; make deposits and disperse monies. Ensure confidentiality of personnel records and payroll. Prepare budget and reconcile expenditures.

Major FY 2013 Goals

◊ To maintain a balanced budget.
◊ To support citizen needs by expanding services of the Clerk's Office to web based formats.
◊ To monitor legislation on efiling and prepare the Clerk's Office for the implementation of electronically filed documents.
◊ Support the implementation of E-tickets.
◊ Implement Criminal Judicial Data Exchange circuit-wide.

Significant Expenditure and Staffing Changes

◊ No significant expenditure or staffing changes.

Department:	Clerk of State Court	Cost Center:	10020310
Function:	Judicial	Fund:	General

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 271,855	$ 295,102	$ 306,859	$ 280,704
APPROPRIATIONS				
Personal Services	$ 244,207	$ 266,810	$ 271,948	$ 254,549
Operating	22,748	28,292	34,401	26,155
Capital Outlay	4,901	-	509	-
Total Appropriations	$ 271,855	$ 295,102	$ 306,859	$ 280,704

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	5.000	5.000	5.000	5.000

WORKLOAD INDICATORS	2009 Actual	2010 Actual	2011 Actual	2012 Estimate
Civil Cases processed	1,536	1,217	738	950
Criminal Cases processed	2,129	2,200	1,067	1,000
Traffic Cases processed	4,497	4,500	3,233	3,300
Ordinances Cases processed	334	355	458	450
Revocation Cases processed	1,298	932	848	850
DPS Case Notices processed	487	583	192	250
Total Cases Filed	**10,281**	**9,787**	**6,536**	**6,800**
Total GCIC Transmissions	**3,556**	**3,381**	**3,029**	**3,100**
Total DPS Transmissions	**5,067**	**4,731**	**4,104**	**4,200**
Civil Proceedings	9,652	9,556	6,117	6,500
Criminal Proceedings	19,066	21,280	18,904	18,500
Traffic Proceedings	13,526	12,682	8,674	9,000
Ordinance Proceedings	1,318	1,403	1,583	1,600
Total Number of Proceedings	**43,562**	**44,921**	**35,278**	**35,600**
Civil Scanned Pages	30,800	44,306	24,520	25,000
Criminal Scanned Pages	34,471	38,086	32,184	33,000
Traffic Scanned Pages	23,235	21,039	13,725	13,500
Ordinance Scanned Pages	2,725	2,536	2,257	2,300
Total Number of Scanned Pages	**91,231**	**105,967**	**72,686**	**73,800**
Total Minute Book Pages Recorded	**5,345**	**4,513**	**3,779**	**3,800**
Total Final Minutes Pages	**96,576**	**110,480**	**76,465**	**77,600**
Calendars generated	**603**	**420**	**516**	**525**
Court days scheduled	**206**	**201**	**210**	**220**
Civil Hearings and Trials Schedules	544	1,917	1,131	1,225
Criminal Hearings and Trial Scheduled	6,655	5,385	7,341	7,500
Traffic Hearings and Trials Scheduled	4,745	5,122	2,688	2,700
Special Set Hearings	1,298	932	848	890
Ordinance Hearings and Trials Scheduled	581	553	453	460
Drug Screening Hearings	256	273	286	296
Alternative Language Hearings (started 07-01-08)	387	217	79	85
Total Scheduling	**14,466**	**14,399**	**12,826**	**13,156**

Department:	Clerk of Superior Court	Cost Center:	10020180
Function:	Judicial	Fund:	General

Mission Statement

The mission of the Clerk of Superior Court is to effectively provide citizens a true and correct comprehensive permanent record of real property and other official court records in an expedient approach through the automation and computerization of indexes and scanned legal documents. The Clerk's office is committed to strengthen and uphold our participation in the Judicial Process by ensuring compliance with statutes and to facilitate interaction between the Jurors, Judges, Attorneys and other governmental agencies.

Major Department Functions

◊ Attend sessions of court ensuring compliance of all jury management and court records.
◊ Record and maintain a complete and accurate records of all court cases and proceedings.
◊ Civil Division: Ensure compliance of civil documents; assess, collect and disburse all fees; approve applications and issue notary public certificates; process adoptions; issue summons and subpoenas; administer the Jury selection process; and to file and transmit financing statements.
◊ Criminal Division: To maintain criminal files; collect fines and forfeitures; report felony convictions to the Secretary of State; prepare final dispositions; electronically transmit to Georgia Crime Information Center and Departmnet of Public Safety and disburse monies according to Georgia Statute.
◊ Real Estate Division: Preserve and index all deeds, mortgages, plats, liens and other real estate documents mandated by law that deals with property ownership and to transmit timely to the Clerk's Authority.
◊ Administrative Division: To accurately and timely balance reports; make deposits; and disburse monies. Ensure confidentiality of personnel records and payroll. Prepare budget and reconcile expenditures.

Major FY 2013 Goals

◊ To effectively manage the Clerk's Office on a reduced budget.
◊ Web development of the Board of Equalization site.
◊ Implement an e-commerce solution to Real Estate.
◊ Fully implement e-filing in Real Estate.
◊ Implement Criminal Judicial Data Exchange circuit-wide.

Significant Expenditure and Staffing Changes

◊ No significant expenditure or staffing changes.

Department:	Clerk of Superior Court	Cost Center:	10020180
Function:	Judicial	Fund:	General

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Legal Recording Fees	$ 446,120	$ 415,000	$ 463,122	$ 450,000
Superior Court Fines	235,466	225,000	209,291	225,000
General Fund Contribution	530,355	682,316	599,210	584,467
Total Funding Sources	$ 1,211,941	$ 1,322,316	$ 1,271,623	$ 1,259,467

APPROPRIATIONS				
Personal Services	$ 945,822	$ 1,041,568	$ 984,146	$ 989,113
Operating	250,595	273,848	283,145	270,354
Capital Outlay	15,525	6,900	4,332	-
Total Appropriations	$ 1,211,941	$ 1,322,316	$ 1,271,623	$ 1,259,467

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	20.559	20.559	21.284	21.434

WORKLOAD INDICATORS	2009 Actual	2010 Actual	2011 Actual	2012 Estimate
TOTAL CIVIL AND DOMESTIC ACTIONS	2,294	2,070	1,897	1,900
TOTAL NUMBER OF PROCEEDING ENTRIES	20,769	19,959	19,571	19,600
TOTAL NUMBER OF PAGES SCANNED	93,405	81,629	83,000	85,000
TOTAL CIVIL MINUTE BOOK PAGES RECORDED	2,297	2,063	9,110	8,000
TOTAL NUMBER OF ADOPTIONS FILED	38	39	30	30
Applications for Trade Names Processed	144	127	116	120
Notary Public Applications Processed	517	369	490	500
Military Discharges Processed	7	12	10	20
TOTAL APPLICATIONS PROCESSED	**668**	**508**	**616**	**640**
TOTAL APPLICATION PAGES RECORDED	1,336	1,016	1,232	1,280
TOTAL FINANCING STATEMENTS	1,373	1,726	1,921	2,100
TOTAL STATEMENT PAGES SCANNED	1,879	2,534	2,882	3,000
TOTAL REAL ESTATE INSTRUMENTS	18,800	24,254	16,236	17,000
TOTAL HOSPITAL LIENS (Separated from GED in 2004)	741	954	916	1,000
TOTAL GENERAL EXECUTION INSTRUMENTS	5,682	7,383	9,600	9,900
TOTAL REAL ESTATE PLATS	64	78	36	40
TOTAL REAL ESTATE PAGES SCANNED	111,162	94,313	103,519	98,000
TOTAL NUMBER OF GRANTORS INDEXED	43,530	40,902	55,685	56,000
TOTAL NUMBER OF GRANTEES INDEXED	42,662	39,546	52,511	53,000
TOTAL INTANGIBLE TAX FORMS PROCESSED	4,168	3,171	3,265	3,500
TOTAL TRANSER TAX FORMS	3,626	3,563	3,712	3,900

Department:	Clerk of Superior Court	Cost Center:	10020180
Function:	Judicial	Fund:	General

WORKLOAD INDICATORS - CONTINUED	2009 Actual	2010 Actual	2011 Actual	2012 Estimate
TOTAL NUMBER OF CRIMINAL CASES	887	871	513	600
TOTAL NUMBER OF PROCEEDING ENTRIES	9,883	10,561	8,290	9,000
TOTAL NUMBER OF PAGES SCANNED	18,873	20,615	21,924	22,000
TOTAL CRIMINAL MINUTE BOOK PAGES RECORDED	3,065	1,463	2,237	2,300
TOTAL NUMBER OF DRUG COURT HEARINGS	51	25	25	35
TOTAL NUMBER OF DRUG COURT CASES	10	9	9	12
GEORGIA CRIME INFORMATION TRANSMITTALS	1,945	2,298	2,419	2,500
GEORGIA DEPT OF MOTOR VEHICLE SERVICE FORMS	187	145	139	145
SECRETARY OF STATE FELONY CONVICTIONS	n/a	357	n/a	n/a
NOTICES OF APPEAL FILED	27	33	35	40
TOTAL NUMBER OF CALENDARS GENERATED	215	83	245	300
TOTAL COURT DAYS SCHEDULED (FOUR JUDGES)	283	442	556	500
TOTAL CIVIL CASES FOR HEARINGS AND TRIALS	1,820	1,940	2,745	2,900
TOTAL CRIMINAL CASES FOR HEARINGS AND TRIALS	1,589	2,497	2,687	2,800
TOTAL SPECIAL SET CASES	143	156	154	175
TOTAL NUMBER OF JURORS SUMMONED	7,465	7,070	9,968	10,100

TOTAL NUMBER OF BOE CASES	N/A	N/A	149	160
TOTAL NUMBER OF BOE CASES PROCESSED	N/A	N/A	296	310
TOTAL SCANNED PROCEEDINGS	N/A	N/A	866	950
TOTAL SCANNED PAGES	N/A	N/A	1,229	1,400
TOTAL NUMBER OF BOE CALENDARS	N/A	N/A	17	21
TOATL NUMBER OF BOE HEARINGS	N/A	N/A	125	150

Department:	District Attorney	Cost Center:	10020200
Function:	Judicial	Fund:	General

Mission Statement / Major Functions

To successfully prosecute all those defendants brought to trial in a timely manner. To protect and assist victims of crime. To reduce the amount of time between the date of the offense and the date of the disposition of the case thereby reducing jail populations. To provide residents of each of the four counties we serve with the most efficient and effective legal services possible.

The District Attorney is the chief prosecuting officer for the State of Georgia within each of the State's 49 judicial circuits, which consist of one to eight counties. Each District Attorney is an elected constitutional officer, who is part of the judicial branch of Georgia state government. The District Attorney represents the State of Georgia in the trial and appeal of criminal cases in the Superior Court and delinquency cases in the juvenile courts.

The District Attorney within the Griffin Judicial Circuit serves the following counties: Fayette, Pike, Spalding, and Upson.

The County funds the portion of the circuit-wide expenses that are attributable to Fayette County.

Significant Expenditure Changes

◊ No significant expenditure changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 330,865	$ 330,573	$ 330,573	$ 330,052
APPROPRIATIONS				
DA Contract Services	$ 324,480	$ 324,480	$ 324,480	$ 324,480
Operating	6,385	6,093	6,093	5,572
Capital Outlay	-	-	-	-
Total Appropriations	$ 330,865	$ 330,573	$ 330,573	$ 330,052

WORKLOAD INDICATORS	2007 Actual	2008 Actual	2009 Actual	2010 Actual
SUPERIOR COURT:				
Cases Filed:				
Felony counts	802	950	1,246	1,190
Misdemeanor counts	597	675	877	366
Cases Disposed:				
Felony counts	940	1,050	1,105	1,097
Misdemeanor counts	719	643	556	427
Indictment/Accusations Filed	442	658	497	495
Juvenile Court Cases Handled	1,453	1,957	1,186	897

Department:	Judges, Court Reporter	Cost Center:	10020160
Function:	Judicial	Fund:	General

The Judges, Court Reporter cost center includes the Fayette County's allocation of the Griffin Judicial Circuit Superior Courts' expenditures and expenditures of the Fayette County's local Superior Court.

Major Department Functions

◊ Serve as the highest ranking local court, having jurisdiction over all criminal felony cases, major civil cases, and cases involving Fayette County.
◊ Court resolves cases involving child custody, criminal cases with and without a jury, and issues fines, and/or sentences upon conviction.
◊ Responsibilities include the determination of a defendant's competence to stand trial, the admissibility of a confession, and the legality of a written document.

Major Goals

◊ Maintain a low crime rate level by administering justice to criminals in a timely manner.
◊ Keep the cost of the court system to a minimum.

Significant Expenditure Changes

◊ No significant changes in expenditures.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 371,247	$ 339,645	$ 348,491	$ 340,285
APPROPRIATIONS				
Personal Services*	$ 17,062	$ 7,209	$ 16,578	$ 11,499
Circuit Court Contract Services	268,057	261,596	261,596	261,596
Operating	86,128	70,840	70,317	67,190
Capital Outlay	-	-	-	-
Total Appropriations	$ 371,247	$ 339,645	$ 348,491	$ 340,285

* Contracted personnel

WORKLOAD INDICATORS	2007 Actual	2008 Actual	2009 Actual	2010 Actual
Fayette County - Criminal and civil filings	2,285	2,854	3,018	2,612
Fayette County - % of total Circuit filings	28.2	31.5	31.1	28.9

Department:	Juvenile Court	Cost Center:	10020600
Function:	Judicial	Fund:	General

Mission Statement

The mission of the Juvenile Court of Fayette County is as follows:

- ◊ To interpret and enforce existing statutes in a way that provides due process, fair treatment and justice to all persons appearing before this court.
- ◊ To provide or arrange for appropriate services for those persons appearing before the court.
- ◊ To create and maintain a feeling of respect for and in the court system on the part of the citizens that it serves to that they support and assist the court in its efforts.
- ◊ To maximize, to the extent possible, the development and job satisfaction of court employees so that the court is able to attract, secure and retain the commitment of the kinds and numbers of people necessary to accomplish the court's mission and goals.
- ◊ To create and maintain a feeling of confidence in and support for the court on the part of the other organizations with which it comes in contact, particularly those organizations that are a part of the total criminal justice system.
- ◊ To insure that the taxpayers of Fayette County receive the greatest benefits for the dollars expended for court services.

Major Department Functions

- ◊ To docket and set calendars for cases concerning allegations of deprivation, delinquency, unruly conduct and traffic offenses involving children within our jurisdiction. Parameters of mandated time frames will be the standard. Guidelines and operating procedures set by judges will be utilized on each individual case incorporating applicable Official Codes of Georgia Annotated.
- ◊ To liason with the State of Georgia's Department of Human Resources, i.e.: Department of Family and Children Services and Department of Juvenile Justice to insure that the mandates under which the court *must* operate are compatible with the policies of these two departments.
- ◊ To insure the rights of victims and offenders are protected under the law as well as court preparation, including scheduling of cases, investigation, conducting trials, preparation of court orders, collection of fees and fines, filing of documents and record retention.
- ◊ To seek treatment and rehabilitation of delinquent children.
- ◊ To seek reunification with parents and children who are separated by judicial intervention.
- ◊ To cooperate and work closely with the law enforcement agencies to insure citizens rights are protected as well as the rights of delinquents.

Department:	Juvenile Court	Cost Center:	10020600
Function:	Judicial	Fund:	General

Major FY 2013 Goals

◊ Maintain proactive initiative on office space and futere needs of Juvenile Court.
◊ To initiate a study with DJJ, as Griffin RYDC is now closed, on the viability of locating a detention facility in our conty utilizing space in the old jail facility, and further to study if including DJJ's offices would be a viable option for anticipated build out of the Judicial Complex.
◊ To assign, train, and delineate duties for the staff to maximize efficiency.
◊ To continue to author with the input from the judges and other agencies a more complete operating procedures manual
◊ Secure grants for programs appropriate to Juvenile Court for delinquency prevention and enhance training of personnel for applications process for these awards.
◊ To continue to advocate use of advanced technology with JCATS, which will assist the courts in the tracking of delinquents within the circuit and state, and further to assist Griffin Judicial Circuit in compiling statistics for caseload management.
◊ To manage increasing caseload efficiently and continue with working with law enforcement agencies to enhance the rehabilitations of children and protect the citizens.
◊ To work with the Public Defender's Office to ensure the rights of citizens and juvenile offenders are protected under the new statues governing appointment of counsel for any qualified clients involved in our Court.
◊ To assist and support the DART program for drug and alcohol rehabilitations of children.

Major FY 2012 Goals Accomplished

◊ Enhance development of the CASA program so that assistance via mentoring can be accomplished for families who have case plans with DFACS for reunification.
◊ Implementing initial spreadsheets on statistical data for circuit.

Significant Expenditure and Staffing Changes

◊ No significant expenditures or staffing changes.

Department:	Juvenile Court	Cost Center:	10020600
Function:	Judicial	Fund:	General

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Juvenile Court Fines	$ 51,159	$ 55,000	$ 44,795	$ 50,000
General Fund Contribution	266,797	271,477	298,102	266,924
Total Funding Sources	$ 317,956	$ 326,477	$ 342,897	$ 316,924
APPROPRIATIONS				
Personal Services	$ 283,023	$ 287,352	$ 308,525	$ 280,799
Operating	32,779	39,125	34,372	36,125
Capital Outlay	2,153	-	-	-
Total Appropriations	$ 317,956	$ 326,477	$ 342,897	$ 316,924

WORKLOAD INDICATORS	2010 Actual	2011 Actual	2012 Estimate	2013 Projected
New juvenile cases docketed/filed	1,509	1,108	1,200	1,200
Judges in Fayette Court (two needed ocassionally on same day)	123	125	125	125
EFFICIENCY MEASURES	2010 Actual	2011 Actual	2012 Estimate	2013 Projected
New juvenile cases docketed and closed	97.0%	96.0%	97.0%	97.0%
Mandated time frames met	99.0%	99.0%	99.0%	99.0%
Fines Collected	98.0%	98.0%	98.0%	98.0%
Restitution Collected	95.0%	95.0%	95.0%	95.0%
Supervision fees collected (unless waived by Judge)	98.0%	98.0%	98.0%	98.0%
EFFECTIVENESS MEASURES	2010 Actual	2011 Actual	2012 Estimate	2013 Projected
Juvenile Cases closed	1,389	1,100	1,200	1,250
Days calendared	123	125	125	125
Fines/Fees/Restitution disbursed to outside agencies	$ 19,721	$ 21,585	$ 16,000	$ 1,600
Orders written/filed	1,394	1,222	1,250	1,250
Supervision fees collected/disbursed to 217-20610	$ 34,411	$ 39,542	$ 33,000	$ 33,000
PRODUCTIVITY MEASURES	2010 Actual	2011 Actual	2012 Estimate	2013 Projected
New juvenile cases docketed/filed	1,379	1,180	1,200	1,200
Session in Court (2 Judges are needed occasionally on a single day)	123	125	125	125
Summons/subpoenas served	4,550	3,900	3,900	3,900
Public Safety Documents	625	630	630	630
Fines Collected (Traffic/DUI/Drugs/Etc.)	$ 103,209	$ 71,067	$ 81,000	$ 81,000
Restitution Collected	$ 9,486	$ 6,641	$ 11,000	$ 11,000
Other documents	2,960	2,775	2,880	2,880
Orders prepared	1,590	1,480	1,480	1,480

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	5.000	5.000	5.000	5.000

Department:	Juvenile Supervision	Cost Center:	21720610
Function:	Judicial	Fund:	Special Revenue

Mission Statement

The Mission of the Juvenile Court Supervision Services is as follows:

◊ To promote a safe and secure community, the Juvenile Court of Fayette County will utilize prevention and treatment services in collaboration with families and other organizations to encourage the physical emotional, psychological, educational, and moral well-being of children throughout the County to prevent and treat delinquency and unruly behavior.

◊ The prevention programs offered will be funded under the guidelines of the official Code of Georgia 15-11-71, the Juvenile Proceedings Codes and the parameters described therein.

◊ Further this court will diligently seek and implement grants offered for delinquency prevention and treatment through Federal funding as well as corporate partners.

Major Department Functions

◊ To allocate funding collected to provide supervision and rehabilitation services for those juveniles in the court system.

◊ To enhance the training of all court personnel, law enforcement, educators, and helping agencies to focus on the rehabilitation of juveniles through awareness of the problems of delinquent children and related issues.

◊ To present seminars to various agencies focusing on rehabilitation utilizing funding available through court imposed fees.

◊ Expand programs on delinquency utilizing court fees which are collected under 15-11-71 and are funded without tax dollars or expenditures from the operating budget of the Court.

Major FY 2013 Goals

◊ To seek new innovative programs focusing on rehabilitation through government grants and funding through collection of supervision fees under OCGA 15-11-71.

◊ To identify and enhance programs such as the MRT, Breaking the Chains, Vista and Tomorrow's Man court ordered to rehabilitate Fayette County delinquents and incorporate scholarship awards to children who meet financial hardship criteria for these programs.

◊ Allocate funds for teaching seminars to be given to appropriate local agencies with appropriate themes.

◊ Assist and support the DART program for drug and alcohol rehabilitation of children.

◊ Allocate funds for psychological evaluations under collected supervision fees with indigent guidelines to be used for qualification.

Significant Expenditure Changes

◊ There are no significant expenditure or staffing changes.

Department:	Juvenile Supervision	Cost Center:	21720610
Function:	Judicial	Fund:	Special Revenue

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Juvenile Fine Surcharge	$ 29,938	$ 30,000	$ 26,736	$ 30,000
Appropriated Fund Balance	(6,709)	630	(2,032)	330
Total Funding Sources	$ 23,229	$ 30,630	$ 24,704	$ 30,330
APPROPRIATIONS				
Personal Services	$ 7,420	$ 21,530	$ 16,699	$ 21,530
Technical Services	15,810	9,100	8,005	8,800
Other Operating		-	-	-
Capital Outlay	-	-	-	-
Total Appropriations	$ 23,229	$ 30,630	$ 24,704	$ 30,330

WORKLOAD INDICATORS	2010 Actual	2011 Actual	2012 Estimate	2013 Projected
Juveniles placed on probation/informal adjustment/abeyances/short term program	593	392	425	425
EFFICIENCY MEASURES	2010 Actual	2011 Actual	2012 Estimate	2013 Projected
Juveniles Referred to Program	88.0%	88.0%	88.0%	88.0%
Supervision Fees collected (unless waived by Judge)	97.5%	97.0%	98.0%	98.0%
EFFECTIVENESS MEASURES	2010 Actual	2011 Actual	2012 Estimate	2013 Projected
Work Sites	9	9	9	9
Recidivism rates	22.0%	22.0%	22.0%	22.0%
PRODUCTIVITY MEASURES	2010 Actual	2011 Actual	2012 Estimate	2013 Projected
Work performed at government and non-profit sites such as Kiwanis Field, Board of Education, Recreation fields, Churches by delinquents in community service. Number of offenders	561	423	450	450
Hours Worked in Program	2,420	2,400	2,400	2,400

Department:	Law Library	Cost Center:	20520750
Function:	Judicial	Fund:	Special Revenue

Mission Statement

The mission of the Law Library is to effectively provide citizens with access to the most current legislation through hardback legal texts and internet access services.

Major Department Functions

◊ Acquire and maintain materials for the County law library by utilizing monies collected from a surcharge on all cases.
◊ To provide Fayette County citizens an atmosphere that is conductive to legal research.

Major FY 2013 Goals

◊ Provide the Fayette County general public with the most current legislation. Access will be provided in hardback legal texts and up-to-the-minute on-line services.
◊ To improve efficiency with additional computers and printers to maximize access to on-line services for citizens.

Significant Expenditure Changes

◊ There are no significant expenditure changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Charges for Services	$ 63,183	$ 66,000	$ 61,109	$ 63,000
Investment Income	-	-	-	-
Appropriated Fund Balance	(7,812)	1,160	(262)	4,160
Total Funding Sources	$ 55,371	$ 67,160	$ 60,847	$ 67,160
APPROPRIATIONS				
Personal Services	$ -	$ -	$ -	$ -
Operating	55,371	67,160	60,847	67,160
Capital Outlay	-	-	-	-
Total Appropriations	$ 55,371	$ 67,160	$ 60,847	$ 67,160

WORKLOAD INDICATORS	2007 Actual	2008 Actual	2009 Actual	2010 Estimate
Probate Court Cases	631	598	620	625
State and Superior Civil Cases	3,493	3,885	3,830	3,900
State and Superior Criminal/Traffic Cases	9,702	8,705	9,145	9,200
Juvenile Court Cases (effective 7/1/04)	501	372	378	400
Magistrate Court Cases (effective 7/1/07)	1,464	2,858	2,940	3,000

Department:	Magistrate Court	Cost Center:	10020400
Function:	Judicial	Fund:	General

Mission Statement

Our Court is set up to interpret and enforce existing laws in a manner that provides due process, equal treatment and justice for all parties appearing before the Court for both civil and criminal cases. Our goal is to provide the taxpayers of Fayette County with just, efficient and cost effective service. We will deliver this service in a courteous manner.

Major Department Functions

◊ Serve its constitutionally required role as a court of inquiry with the primary responsibility to determine the sufficiency of evidence for the issuance of arrest warrants, search warrants and probable cause.
◊ Conduct court for civil claims and garnishments up to jurisdictional limit, abandoned vehicles and dispossessories, including evictions with an unlimited amount.
◊ Process and prosecute misdemeanor deposit account fraud checks.
◊ Process all other misdemeanor and felony warrants, including bond hearings and ppreliminary hearings as Peachtree City and Fayetteville Municipal Judges only conduct hearings that may be prosecuted exclusively in city court.
◊ Conduct misdemeanore deposit account fraud check court along with preliminary hearings on Tuesday, pre-issue warrant hearings on Wednesday and civil cases on Thursday due to time required to process and render decisions due to increased caseload. On occasion, Thursday civil court carries over to Friday. First appearance/bond hearings are conductes six days a week with the exception of Sunday, and as needed at all other times.
◊ Liaison with county and state officials to ensure mandates, under which the court operates, are maintained.
◊ Receive and review all requests for issuance of arrest warrants and search warrants for Fayette County Sheriff Dept., Peachtree City Police Dept., Fayetteville Police Dept. and private citizens. Also, conduct hearings as needed or appropriate.
◊ Process and manage post civil judgment issues including post-judgment discovery, garnishments of wages, garnishments of accounts, traverses to such effects, hearings for relief and contempt.
◊ Process and manage all writs of Dispossessory and the conduct and supervision of all physicial dispossessories throughout the county and all cities within the country.
◊ Provide efficient and effective services of process for all court's civil processes.
◊ Process and manage vehicle foreclsures.
◊ Judges serve as needed for Superior court to consider fmily violence Temporary Protective Order petitions and sign orders and restrictions as the judge deems appropriate.

Department:	Magistrate Court	Cost Center:	10020400
Function:	Judicial	Fund:	General

Major FY 2013 Goals

◊ Operate a cost effective court and administrative office.
◊ Handle projected increase in workload as efficiently as possible.
◊ Enhance program for reporting and disbursement of fines and fees to appropriate agencies to include the Superior Court Clerks Authority, County and State.
◊ Perfect ongoing enhancements to the ICON Case Management software program to receive improved performance measure reports.

Significant Expenditure and Staffing Changes

◊ There are no significant changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Magistrate Court Fines/Fees	$ 250,406	$ 250,000	$ 265,085	$ 250,000
General Fund Contribution	212,393	243,955	222,498	216,960
Total Funding Sources	$ 462,799	$ 493,955	$ 487,583	$ 466,960
APPROPRIATIONS				
Personal Services	$ 434,038	$ 462,413	$ 454,363	$ 435,626
Operating	26,608	31,542	31,608	31,334
Capital Outlay	2,153	-	1,613	-
Total Appropriations	$ 462,799	$ 493,955	$ 487,583	$ 466,960

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	10.000	10.000	10.000	10.000

WORKLOAD INDICATORS	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate	FY 2013 Projected
Civil Cases processed	3,062	3,424	3,400	3,600
Claims filed/disposition	3,127	3,307	3,400	3,500
Dispossessories filed/disposition	2,764	2,561	3,200	3,200
Garnishments filed/disposition	382	482	600	600
Abandoned motor vehicles filed/disposition	426	480	500	500
Criminal Cases processed	2,535	2,482	2,700	2,600
Felony warrants	1,151	1,450	1,600	1,500
Misdemeanor warrants	1,251	1,005	1,400	1,200
Deposit account fraud warrants	143	27	225	100
TOTAL CASES FILED	**14,841**	**15,218**	**17,025**	**16,800**

Department:	Magistrate Court	Cost Center:	10020400
Function:	Judicial	Fund:	General

Constable Service - Civil Papers (Sept. 2006 - present)	**3,287**	**4,270**	**4,500**	**4,800**
Constable Evictions	**283**	**322**	**400**	**400**
Number of civil proceedings	17,985	18,810	18,500	19,000
Number of criminal proceedings	6,378	6,246	6,800	6,800
TOTAL NUMBER OF PROCEEDINGS	**24,363**	**25,056**	**25,300**	**25,800**
Number of civil scanned pages	25,204	29,391	27,000	30,000
Number of criminal scanned pages	12,196	14,500	14,000	15,000
TOTAL NUMBER OF SCANNED PAGES	**37,400**	**43,891**	**41,000**	**45,000**
Court days scheduled	**492**	**502**	**492**	**500**
Calendars generated	**196**	**206**	**196**	**200**

Civil hearings and trials scheduled	1,772	2,277	1,900	2,200
Criminal hearings and trials scheduled				
First appearance hearings	2,907	2,952	3,300	3,300
Commitment/Preliminary hearings	341	349	400	400
Pre-issuance warrant hearings	133	154	250	250
Deposit account fraud hearings/trials	307	326	300	350
TOTAL SCHEDULING	**5,460**	**6,058**	**6,150**	**6,500**

Department:	Non-Departmental	Cost Center:	10020090
Function:	Judicial	Fund:	General

Major Department Functions

This is a cost center used to account for expenditures not allocated to individual Judicial System departments.

Significant Expenditure Changes

◊ One Capital/CIP project approved for the completion of CJC 3rd Floor totaling $250,000.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 240,490	$ 223,956	$ 216,183	$ 221,857
APPROPRIATIONS				
Operating	$ 240,490	$ 223,956	$ 216,183	$ 221,857
Capital Outlay	-	-	-	-
Total Appropriations	$ 240,490	$ 223,956	$ 216,183	$ 221,857

Department:	Probate Court	Cost Center:	10020450
Function:	Judicial	Fund:	General

Mission Statement

To provide Probate Court services to the public as mandated by Georgia law and the Georgia Constitution.

Major Department Functions

◊ Decendent's estates, guardianships and conservatorships of minors and adults, issuance of marriage licenses, issuance of orders for involuntary evaluation due to mental illness, drug use or alcohol use, issuance of weapons carry licenses, issuance of fireworks display permits, issuance of certificates of residence, issuance of birth and death certificates for GA Dept. of Vital Records, acceptance of passport application for US Dept of State and other miscellaneous duties as required by Georgia Law.

Major Goals

◊ To provide thorough, competent, efficient service to the citizens of Fayette County.

Significant Expenditure and Staffing Changes

◊ For FY 2013, there are no significant expenditure or staffing changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Probate Court Fees	$ 327,308	$ 300,000	$ 325,471	$ 330,000
General Fund Contribution	(16,148)	61,621	25,784	12,768
Total Funding Sources	$ 311,160	$ 361,621	$ 351,255	$ 342,768
APPROPRIATIONS				
Personal Services	$ 270,184	$ 333,776	$ 322,969	$ 315,988
Operating	27,130	24,245	23,806	26,580
Capital Outlay	13,847	3,600	4,480	200
Total Appropriations	$ 311,160	$ 361,621	$ 351,255	$ 342,768

Department:	Probate Court	Cost Center:	10020450
Function:	Judicial	Fund:	General

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	4.725	4.725	6.000	6.000

WORKLOAD INDICATORS	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Actual
Marriage licenses	633	661	641	618
Firearms licenses	838	937	1,866	2,074
Passports	261	505	665	492
Administrations	63	112	136	69
Probates	239	270	234	205
Minor/Adult guardianships	112	137	152	218
Annual returns filed	111	203	198	204
Year's support petitions	45	37	33	48
Certificate of Residency	30	52	41	43
Safewills	24	34	25	28
Extradition	18	17	18	22
Order to Aprehend	11	12	11	19

Department:	Public Defender	Cost Center:	10020800
Function:	Judicial	Fund:	General

Major Department Functions

◊ The State of Georgia passed the Georgia Indigent Defense Act of 2003. The provision of this act were implemented beginning July 1, 2004 with the hiring of a Public Defender for each Judicial Circuit of Georgia. The office became fully operational on January 1, 2005.
◊ The contract with the Public Defenders Office and Fayette County is for handling Superior Court and Juvenile Court delinquency cases.
◊ The County additionally has contracted with this office to handle State Court and Juvenile Court deprivation cases.

Significant Expenditure Changes

◊ No significant expenditure changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Public Defender Application Fees	$ 1,250	$ 1,000	$ 300	$ 1,000
General Fund Contribution	483,548	483,806	484,506	483,800
Total Funding Sources	$ 484,798	$ 484,806	$ 484,806	$ 484,800
APPROPRIATIONS				
Circuit Wide Contract Service	$ 275,428	$ 302,937	$ 302,937	$ 302,937
Lower Court Contract Fees	209,084	181,575	181,575	181,575
Other Operating	286	294	294	288
Total Appropriations	$ 484,798	$ 484,806	$ 484,806	$ 484,800

WORKLOAD INDICATORS	2010	2011	2012	2013
Public Defender - Fayette County % allocation of Circuit's budget				
Superior Court's allocation	29.3%	26.0%	27.8%	27.8%
Lower Courts allocation	63.4%	60.7%	55.6%	55.6%

Department:	State Court Judge	Cost Center:	10020330
Function:	Judicial	Fund:	General

Mission Statement

The mission of the State Court of Fayette County is to:

◊ Uphold and defend the Constitution and laws of the State of Georgia and these United States, as well as the ordinances duly passed by the Fayette County Commission;
◊ Treat with fairness and dignity all persons coming before the Court, no matter their station or circumstances in life;
◊ Administer justice uniformly and impartially, without prejudice or favor to any party;
◊ Provide an open forum for the redress of grievances, both public and private;
◊ Maintain the highest standards of judicial ethics and conduct;
◊ Efficiently and effectively dispose of all cases on the State Court's civil and criminal dockets in a timely manner and in accordance with the law.

Major Department Functions

◊ The State Court has jurisdiction, within the territorial limits of the county, over all criminal matters below the grade of felony, including misdemeanors, traffic violations, and county ordinance violations.
◊ The State Court has jurisdiction over all civil matters, without regard to the amount in controversy, concurrent with the Superior Courts, unless the Superior Courts have exclusive jurisdiction (i.e. disputes concerning title to land, divorce, child custody, etc.).
◊ The State Court also has jurisdiction over the review of decisions of other courts as provided by law.

Major FY 2013 Goals

◊ Significantly expedite the handling of civil cases in Fayette County by providing an alternative to Superior Court for filing these actions.
◊ Effectively administrate traffic violation cases, which is anticipated to increase due to the adoption of an electronic citation program by the Sheriff's Department.
◊ Improve the efficiency of the State Court through the use of technology, (i.e. calendaring and docketing, electronic communication with the publice)

Significant Expenditure and Staffing Changes

◊ It is anitcipated that the Staff Attorney will take an eight week unpaid maternity leave in September 2012. A portion of that leave will be covered by accrued leave time. As the Staff Attorney is an essential member of the State Court Office, the State Court is seeking additional funds in the amount of $11,000.00 to pay for a temporary Staff Attorney, which includes social secuirty and other mandatory payments but no benefits, at the rate of $26.48 per hour. A candidate has been identified who will be willing to train for two weeks without pay.

Department:	State Court Judge	Cost Center:	10020330
Function:	Judicial	Fund:	General

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
State Court Fees	$ 145,913	$ 150,000	$ 100,283	$ 120,000
State Court Fines	$ 860,147	$ 900,000	$ 795,775	$ 775,000
General Fund Contribution	(677,620)	(718,953)	(575,755)	(556,249)
Total Funding Sources	$ 328,440	$ 331,047	$ 320,303	$ 338,751
APPROPRIATIONS				
Personal Services	$ 275,977	$ 264,447	$ 267,565	$ 277,111
Operating	51,424	66,600	52,430	61,640
Capital Outlay	1,039	-	309	-
Total Appropriations	$ 328,440	$ 331,047	$ 320,303	$ 338,751

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	3.00	3.00	3.00	3.00

WORKLOAD INDICATORS	2008 Actual	2009 Actual	2010 Actual	2011 Estimate
Civil Cases processed	1,544	1,536	1,217	1,300
Criminal Cases processed	2,112	2,129	2,211	2,200
Traffic Cases processed	4,565	4,497	4,488	4,450
Ordinances Cases processed	463	334	352	325
Revocation Cases processed	693	1,298	932	1,000
DPS Case Notices processed	526	487	583	600
Total Cases Filed	**9,903**	**10,281**	**9,783**	**9,875**

Department:	State Court Solicitor	Cost Center:	10020320
Function:	Judicial	Fund:	General

Mission Statement

The mission of the Office of the Solicitor General of the State Court of Fayette County is to investigate, charge, and prosecute misdemeanor violations of Georgia Statues and County Ordinances that occur in Fayette County. The Solicitor General is charged with ensuring that all misdemeanor cases occurring in Fayette County are handled in a manner that guarantees an efficient and equitable administration of justice. The Solicitor General ensures that all persons involved in the criminal process are treated in a courteous and professional manner.

Major Department Functions

◊ The State Court Solicitor-General serves as the prosecutor in misdemeanor, traffic and ordinance cases in Fayette County State Court.
◊ The State Court Solicitor-General aids in ALS Hearings and attends motion hearings.
◊ The State Court Solicitor-General serves as the prosecutor in Magistrate Court.
◊ The State Court Solicitor-General aids Juvenile Court when requested.

Major FY 2013 Goals

◊ Ensure that all misdemeanor cases occurring in Fayette County are handled in a manner that administers justice efficiently and equitably.
◊ Efficiently handle traffic and ordinance cases.
◊ To make sure that all persons involved in the criminal process are treated in a courteous and professional manner.
◊ To continue our assistance in Magistrate Court and with ALS hearings.
◊ To inform County and municipal law enforcement agencies on changes in the law and to aid them with interpretation.
◊ To provide the citizens of Fayette County with information on crime prevention.
◊ Aid in Juvenile Court when requested.

Significant Expenditure and Staffing Changes

◊ No significant expenditure or staffing changes.

Department:	State Court Solicitor	Cost Center:	10020320
Function:	Judicial	Fund:	General

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 493,553	$ 503,910	$ 514,912	$ 488,609
APPROPRIATIONS				
Personal Services	$ 468,788	$ 478,732	$ 476,491	$ 464,792
Operating	24,366	25,178	38,421	23,817
Capital Outlay	399	-	-	-
Total Appropriations	$ 493,553	$ 503,910	$ 514,912	$ 488,609

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	7.125	7.125	7.125	7.125

PERFORMANCE MEASURES	2008 Actual	2009 Actual	2010 Actual	2011 Actual
State Court Criminal	**1,030**	**1,104**	**1,178**	**1,067**
State Court Traffic	**4,505**	**4,622**	**4,508**	**3,233**
State Court Ordinance	**450**	**434**	**427**	**458**
State Court - Pre-Accusation Pre-Trial Intervention	38	30	50	42
State Court Revocations, Special Set Pleas, PTI's & Drug Ct. (calendar)	1,746	1,549	1,725	1,856
State Court Bench Trials (calendar)	526	641	668	435
State Court Jury Trials (Calendar Count)	657	709	911	1,069
State Court Ordinance (1st Appearance, Arraignment, Bench Trials)	612	528	574	623
Arraignment (Calendar Count)	962	1,061	1,145	1,089
Arraignment (Traffic Calendar Count)	4,982	4,487	4,606	3,369
Alternative Language	231	373	211	98
Miscellaneous Hearings and Bench Warrants (Calendar Count)	123	261	299	277
ALS Hearings (Calendar Count)	186	149	149	180
Special Appointments	1	2	2	-
Phone Calls, Appointments, Walk-Ins (estimate for the year)	18,500	18,500	18,500	18,500
Magistrate Court Pre-Accusation PTI's	24	23	10	6
Magistrate Court First Appearance / calendar count	76	90	25	20
Magistrate Court Arraingment / calendar count	21	74	30	18
Magistrate Court Pre-Issuance / calendar count	-	12	10	10
Magistrate Court Revocations / calendar count	15	8	8	6
Magistrate Court Trials / calendar count	8	9	9	-
Magistrate Court Misc Hearings / calendar count	1	5	10	8

Department:	Animal Control	Cost Center:	10030910
Function:	Public Safety	Fund:	General

Mission Statement

Stands as a functional department of the Fayette County Public Safety Division. The department is charged by the State of Georgia and the Fayette County Commissioners to uphold and enforce laws pertaining to animals, including but not limited to: Animal Cruelty, Local Ordinances, and Zoning Codes. Such services are dedicated to promote healthy relationships between the citizens of Fayette County, companion animals and wildlife.

Major Department Functions

◊ Enforce local and State animal control rules, laws and ordinances.
◊ Educate the citizens of the County with respect to responsible pet ownership and practices.
◊ Provide for the sheltering and care of homeless animals.
◊ Creates opportunities for pet adoption through shelter care and management, as well as cooperative relations with the Fayette County Humane Society and other animal rescue organizations.
◊ Provides for the humane destruction of animals when no other alternatives are available.
◊ Monitor the community for disease outbreaks, providing appropriate quarantine and testing of animals when indicated.

Major Goals

◊ Continue cooperation with the Fayette County Humane Society in joint efforts to educate the public by creating educational programs that encourage spaying and neutering of pets and Humane care.

◊ Continue to offer information and resources to our citizens addressing their growing concerns about human-wildlife and pet-wildlife conflicts. Fayette County has joined with other Animal Control agencies in our District 4 to discuss Rabies prophylaxis, Vectors of Rabies species in Georgia and the need need for continuity in reporting to public health animal bite statistics in an effort to improve public awareness.

◊ Finalize purchase of new Cat cages for shelters Cat room. Funds are nearly in place due to a substancial earmarked donation. The Shelter would like to purchase cages that offer durabitity, ease of disinfection , aesthetically pleasing and at a price we can afford.

Significant Expenditure and Staffing Changes

◊ No significant expenditure changes.

Department:	Animal Control	Cost Center:	10030910
Function:	Public Safety	Fund:	General

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Animal Control & Shelter Fees	$ 21,193	$ 22,000	$ 21,529	$ 22,000
Donations/Animal Shelter	4,684	5,000	6,715	5,000
General Fund Contribution	298,957	298,740	296,343	290,663
Total Funding Sources	$ 324,834	$ 325,740	$ 324,587	$ 317,663
APPROPRIATIONS				
Personal Services	$ 276,828	$ 275,816	$ 273,885	$ 269,768
Operating	47,046	49,924	47,487	47,895
Capital Outlay	960	-	3,215	-
Total Appropriations	$ 324,834	$ 325,740	$ 324,587	$ 317,663

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	6.50	5.50	5.50	5.50

WORKLOAD MEASURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate
Animals impounded	2,235	2,528	2,415	2,632
Complaint calls received	2,605	2,989	2,792	3,215
Stray animals calls received	1,520	1,755	1,638	1,883
Vicious or biting animals calls received	19	30	32	29
Animals quarantined or tested	118	158	142	153
RESULTS MEASURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate
Complaint calls resolved	2,605	2,989	2,792	3,215
Animals brought to shelter	1,520	1,755	1,638	1,638
Rabies tests	19	30	32	29
Animals quarantined for 10 days	99	128	110	124
Animals handled	2,235	2,528	2,415	2,632
Animals adopted	646	643	525	605
Revenue collected for adoptions and reclaim fees	$ 35,975	$ 44,413	$ 27,984	$ 36,124

Department:	Confiscated Property - Federal	Cost Center:	21230390
Function:	Public Safety	Fund:	Special Revenue

Major Department Functions

◊ Funds received from federal forfeitures that by law are to be used for the enhancement of law enforcement. Due to the uncertainty of the collection of funds no budget is prepared.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Forfeiture Income	$ 309,247	$ -	$ 245,522	$ -
Interest Income	332	-	349	$ -
Donations/Miscellaneous	810	-	-	$ -
Other/Miscellaneous	297,495	-	2,081	$ -
Overtime Reimbursements	84,845	-	-	$ -
Appropriated Fund Balance	180,158	-	269,886	-
Total Funding Sources	$ 872,887	$ -	$ 517,838	$ -
APPROPRIATIONS				
Personal Services	$ -	$ -	$ -	$ -
Operating	766,025	-	388,996	-
Capital Outlay	106,862	-	128,842	-
Total Appropriations	$ 872,887	$ -	$ 517,838	$ -

Department:	Confiscated Property - State	Cost Center:	21030390
Function:	Public Safety	Fund:	Special Revenue

Major Department Functions

◊ Funds received from state forfeitures that by law are to be used for the enhancement of law enforcement. The budget for this cost center is prepared by the Sheriff's Office.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Forfeiture Income	$ 36,937	$ 20,000	$ 2,365	$ -
Interest Income	-	-	-	-
Appropriated Fund Balance	31,851	55,400	19,610	76,500
Total Funding Sources	$ 68,788	$ 75,400	$ 21,975	$ 76,500
APPROPRIATIONS				
Personal Services	$ -	$ -	$ -	$ -
Operating	35,267	47,100	18,556	47,700
Capital Outlay	33,521	28,300	3,419	28,800
Total Appropriations	$ 68,788	$ 75,400	$ 21,975	$ 76,500

Department:	Confiscated Property – U.S. Customs	Cost Center:	21130390
Function:	Public Safety	Fund:	Special Revenue

Major Department Functions

◊ Funds received from US Customs forfeitures that by law are to be used for the enhancement of law enforcement. Due to the uncertainty of the collection of funds no budget is prepared.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Forfeiture Income	$ 2,333,211	$ -	$ 359,348	$ -
Interest Income	1,103		171	
Other/Miscellaneous	75,772		24,605	
Appropriated Fund Balance	455,927	-	468,079	-
Total Funding Sources	$ 2,866,013	$ -	$ 852,203	$ -
APPROPRIATIONS				
Personal Services	$ -	$ -	$ -	$ -
Operating	278,900	-	204,705	-
Capital Outlay	2,587,112	-	647,499	-
Total Appropriations	$ 2,866,013	$ -	$ 852,203	$ -

Department:	Coroner	Cost Center:	10030700
Function:	Public Safety	Fund:	General

Major Department Functions

- ◊ The County Coroner investigates and establishes the cause of death for situations involving external violence, unattended death, contagious disease, sudden death or industrial accident.
- ◊ The County Coroner is responsible for issuing death certificates.
- ◊ The Coroner is compensated according to Option II of the Georgia Law section 45-16-27. Compensation is on a fee basis at a rate of $175 per case for non jury death investigations and $250 per case for jury death investigations.

BUDGET SUMMARY	FY 201 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 74,153	$ 74,698	$ 79,356	$ 79,371
APPROPRIATIONS				
Personal Services	$ 65,693	$ 66,851	$ 72,330	$ 71,524
Operating	8,460	7,847	7,026	7,847
Capital Outlay	-	-	-	-
Total Appropriations	$ 74,153	$ 74,698	$ 79,356	$ 79,371

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	3.00	3.00	3.00	3.00

WORKLOAD INDICATORS	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimated	FY 2012 Projected
Number of cases	155	173	196	192

Department:	Emergency Phone System Special Revenue	Cost Center:	21530800
Function:	Public Safety	Fund:	Special Revenue

Mission Statement

The Fayette County E-911 Communications Center is the relay point for the dissemination of information to public safety field units from the general public and between public safety field units and agencies. The relay of this information is of vital importance in the protection of life and property. The Fayette County E-911 Communications Center is committed to providing effective, efficient public safety communications to the agencies it serves. The Center promotes positive relations with each of the agencies it serves as well as continuing to educate the community about Enhanced 911.

Major Department Functions

◊ Promote the public health, safety and welfare by relay of emergency and non-emergency information between Public Safety agencies and the communities they serve.
◊ Provide continuous radio, telephone and teletype communication of both an emergency and routine nature for all the Public Safety agencies in Fayette county, 24 hours a day, seven days a week.
◊ Protect and maintain the confidential nature of the work conducted in the Communications center.
◊ Maintain Center Equipment
◊ Achieve compliance with mandated certifications.

Major Goals

◊ Purchase, install and train E-9-1-1 personnel in new Computer Aided Dispatch (AED).

◊ Complete 800 MHz Rebanding process.

◊ Research, develop and implement mentoring program for 9-1-1 Center personnel. Rebanding).

Significant Revenue, Expenditure and Staffing Changes

◊ There are two captial/CIP projects approved totaling $202,841.

Department:	Emergency Phone System Special Revenue	Cost Center:	21530800
Function:	Public Safety	Fund:	Special Revenue

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Intergovernmental - Phone Surcharges	$ 254,280	$ 421,957	$ 300,211	$ 300,210
Charges for Services	1,863,871	1,885,000	1,796,556	1,865,000
Investment Income	136	-	62	100
Contributions & Donations	-	-	-	-
Other Financing Scs	225,689	364,340	259,217	259,217
Appropriated Fund Balance	118,229	(14,955)	168,439	1,149,734
Total Funding Sources	$ 2,462,205	$ 2,656,342	$ 2,524,485	$ 3,574,261
APPROPRIATIONS				
Personal Services	$ 1,628,534	$ 1,777,524	$ 1,658,593	$ 1,703,252
Operating	831,513	876,318	863,007	872,747
Capital Outlay	2,159	2,500	2,885	4,500
Debt Services	-	-	-	993,762
Total Appropriations	$ 2,462,205	$ 2,656,342	$ 2,524,485	$ 3,574,261

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	36.25	36.25	36.25	36.25

WORKLOAD MEASURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate
Law Enforcement dispatches	45,150	47,003	46,236	45,419
Law Enforcement pullovers	33,352	36,992	40,550	38,754
911 calls answered	52,305	53,901	53,198	52,965
Administrative calls answered	123,262	121,550	111,417	110,123
Fire calls answered/dispatched	3,031	2,875	2,768	3,320
EMS calls answered/dispatched	9,056	9,327	10,186	10,557

RESULTS MEASURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate
Avg seconds from initial ring to answer	3.00	2.45	2.45	2.45
Avg response time (minutes) - Law Enforcement				
Fayette County - Marshal's Office	2:53	2:23	2:11	2:12
Fayette County - Sheriff's Office	2:32	2:13	1:56	1:57
Fayetteville Police Dept	2:02	1:46	1:40	1:42
Peachtree City Police Dept	2:29	2:04	1:50	1:50
Tyrone Police Dept	2:03	1:50	1:42	1:43
Benchmark	2:00	2:00	2:00	2:00
Avg response time (minutes) - Fire/EMS				
Fayette County - Fire/EMS	0:55	0:52	0:50	0:49
Fayetteville - Fire	0:56	0:53	0:52	0:52
Peachtree City - Fire/EMS	0:55	0:52	0:50	0:50

Department:	Fire and Emergency Medical Services	Cost Center:	
Function:	Public Safety	Fund:	

Mission Statement

The Fayette County Department of Fire and Emergency Services is dedicated to the protection of Life, Property and the Environment through the delivery of Quality, Cost Effective and Professional Services to the citizens of Fayette County.
The department is composed of the Fire Services division and the Emergency Medical Services division.

Please refer to the departmental/division individual sheets.

PERSONNEL - (FTE)	FY 2009 Budget	FY 2010 Budget	FY 2011 Budget	FY 2012 Adopted
Emergency Medical Services	43.00	43.00	43.00	43.00
Fire Services	105.00	105.00	105.00	105.00
Total Personnel - Fire and EMS	148.00	148.00	148.00	148.00

WORKLOAD MEASURES	2008 Actual	2009 Actual	2010 Actual	2011 Estimate
Fires	205	201	222	250
Service calls	327	378	511	600
Good intent calls	488	484	499	525
Inspections	1,442	1,556	1,780	1,850
Pre-plans completed	1,312	1,412	1,624	1,650
Hydrants serviced	2,984	3,852	4,047	4,100
Investigations	36	34	57	47
Safety programs	87	101	137	157
Rescue/medical incidents	4,995	5,639	5,726	5,800
Fire loss	$2,541,500	$2,744,170	$3,309,709	$3,500,000

RESULTS MEASURES	2008 Actual	2009 Actual	2010 Actual	2011 Estimate
Avg response time - Fire units	5:18	5:21	5:17	5:25
NFPA standard	6:00	6:00	6:00	6:00
Avg response time - Ambulance	7:29	8:05	7:58	8:00
NFPA standard	9:20	9:20	9:20	9:20
EMS transport customers' satisfaction rate	n/a	n/a	92%	90%
Cardiac survival rate - Fayette County	n/a	n/a	38%	40%
Cardiac survival rate - National	n/a	n/a	17%	17%

Department:	Emergency Medical Services	Cost Center:	27230600
Function:	Public Safety	Fund:	Special Revenue

Emergency Medical Services is a division of the Fire and Emergency Medical Services department. With the approval of a new Emergency Medical Services tax district on August 9, 2007, a new EMS fund was created to account exclusively for activities (revenues and expenditures) related to emergency medical services. Before the new EMS fund was created EMS activities were accounted for in the General Fund.

Major Department Functions

◊ Provide Emergency Medical Services to 160 square miles of unincorporated areas of Fayette County and the towns of Brooks, Tyrone, and Woolsey.
These services are provided through:
Advanced Life Support First Responder Fire Apparatus staffed with Paramedic/EMT Firefighters
Advanced Life Support Transport Ambulances staffed with Paramedic/ EMT Firefighters
Critical Care Transport Services staffed with Critical Care Paramedics

◊ Provide comprehensive community education and illness recognition through the use of modern techniques and standards as established by the American Heart Association and other leaders in the area of emergency medical practices. This education and recognition takes place through:
* Community AED / CPR courses
* Community First Aid Course
* Heart Attack/ Stroke Awareness
* Partnering with community medical providers

Major Goals

◊ Review and compare current EMS billing charges to national standards for possible adjustments
◊ Critical Care training for Paramedics
◊ Transition of existing Intermediate EMT'S to Advanced EMT consistent with National Standards and State Requirements
◊ Paramedic Coverage for all ALS Apparatus

Significant Expenditure and Staffing Changes

◊ Three Captial/CIP projects approved - total $72,546.

Department:	Emergency Medical Services	Cost Center:	27230600
Function:	Public Safety	Fund:	Special Revenue

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Taxes	$ 1,814,262	$ 1,699,500	$ 1,402,059	$ 1,241,800
Intergovernmental	-	-	-	-
Charges for Services	1,738,282	1,700,000	1,729,232	1,630,000
Investment Income	-	-	551	-
Other Revenues	209	-	219	-
Other Financing Sources	-	-	-	-
Appropriated Fund Balance	(712,477)	(301,145)	(95,643)	172,052
Total Funding Sources	$ 2,840,276	$ 3,098,355	$ 3,036,418	$ 3,043,852
APPROPRIATIONS				
Personal Services	$ 2,435,879	$ 2,664,479	$ 2,573,623	$ 2,617,738
Operating	401,689	410,126	446,007	411,414
Capital Outlay	2,708	23,750	16,788	14,700
Operating Transfers Out	-	-	-	-
Total Appropriations	$ 2,840,276	$ 3,098,355	$ 3,036,418	$ 3,043,852

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	43.00	43.00	43.00	43.00

Department:	Fire Services	Cost Center:	27030550
Function:	Public Safety	Fund:	Special Revenue

Major Department Functions

◊ Provide fire and life safety services to 160 square miles of unincorporated areas of Fayette County and the towns of Brooks, Tyrone, and Woolsey. These services are provided through:

- Fire Suppression
- Rescue
- Extrication
- Hazardous materials response
- Other calls for service

◊ Provide comprehensive fire prevention and community education through the use of modern techniques and industry recognized alternatives such as:

- Building and site plan reviews
- Comprehensive fire investigations
- Community preparedness
- Fire safety education in County schools - 3rd grade
- Fire safety alternative education

Major Goals

- Begin work with architect on final design and bid documents for Fire Station 3 reconstruction.
- Bidding and construction of Fire Station 3.
- Start mobile data program for CAD field implementation.
- Develop options for Fire Station 4 reconstruction.
- Explore the cost shared and billing process for EMS/Fire budgets cost sharing.
- Explore additional services for Fire and EMS billing purposes.

Significant Expenditure and Staffing Changes

◊ Four Capital/CIP projects were approved - total $192,393.
◊ Construction of HQ/EOC was approved totaling $1,275,000.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Taxes	$ 7,012,646	$ 6,653,100	$ 7,663,427	$ 6,994,900
Charges for Services	49,658	47,500	46,467	45,500
Investment Income	16,281	7,000	15,318	22,000
Other Revenues	33,940	33,500	107,721	45,000
Other Financing Sources	-	-	-	-
Appropriated Fund Balance	202,527	828,080	(105,234)	274,875
Total Funding Sources	$ 7,315,052	$ 7,569,180	$ 7,727,699	$ 7,382,275
APPROPRIATIONS				
Personal Services	$ 6,869,108	$ 7,122,095	$ 7,249,169	$ 6,992,101
Operating	436,952	436,617	465,153	380,971
Capital Outlay	8,993	10,468	13,377	9,203
Contingency	-	-	-	-
Other Financing Use	-	-	-	-
Total Appropriations	$ 7,315,052	$ 7,569,180	$ 7,727,699	$ 7,382,275

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	105.00	105.00	105.00	105.00

Department:	Jail Construction Surcharge	Cost Center:	21630355
Function:	Public Safety	Fund:	Special Revenue

Major Department Functions

◊ Accumulate sufficient funds from a surcharge on fines and forfeitures collected by the cities and the County courts to provide funding to offset the cost of prisoners medical expenses not covered in the base contract and the cost of prisoners meals.

Significant Expenditure Changes

◊ There are no significant expenditure or staffing changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES	$ 427,718	$ 423,000	$ 334,872	$ 380,000
Fines & Forfeitures	$ 115,637	$ 115,000	$ 108,830	$ 115,000
Intergovernmental Revenue	312,081	308,000	226,042	265,000
Appropriated Fund Balance	52,146	24,942	107,409	67,942
Total Funding Sources	$ 479,864	$ 447,942	$ 442,281	$ 447,942
APPROPRIATIONS				
Prisoners Medical Expenses	$ 96,412	$ -	$ -	$ -
Prisoners Meals	383,452	447,942	442,281	447,942
Total Appropriations	$ 479,864	$ 447,942	$ 442,281	$ 447,942

WORKLOAD INDICATORS	2007 Actual	2008 Actual	2009 Actual	2010 Actual
Inmates - Average daily population	246	261	255	295
Inmates - Average length of stay in days	17.50	17.50	17.17	21.17

Department:	Marshal's Office	Cost Center:	10030290
Function:	Public Safety	Fund:	General

Mission Statement

Ensure the health, safety, and welfare of the citizens of Fayette County through proactive enforcement and effectively adjudicating all complaints from citizens and other departments regarding alleged ordinance violations without bias and serve as an educator and liason between the county government and the general public to explain and effectively defend the ideas embodied in the ordinances of the county.

Major Department Functions

Enforcement:

The primary responsibility of the Marshal's Office is the investigation and enforcement of county ordinances, zoning regulations, sign regulations, littering regulations, building codes, beer/wine ordinances and business license regulations. Enforcement and issuance of personal care home, coin operated machines and solicitor business licenses.

Investigations:

Responsible for internal criminal and policy violation investigations. Conduct background investigations for new employees, volunteers and business licenses. All motor vehicle accidents involving county vehicles and workman compenstation claims are investigated by the Marshal's Office and provided to the county wide Safety and Accident Review Committee.

Risk Management:

The Marshal's Office was instrumental in developing a Loss Control and Safety manual for county employees to utilize in maintaining a safe and accident free workplace for employees and visitors. We administer the Drug/Alcohol testing program to ensure a drug free workplace and schedule or instruct mandatory training for county employees including defensive driving, flagging and commercial licensing classes. We also process and negotiate insurance claims against the county.

Security:

Provides security of county facilities and properties. Enforces boating safety regulations on the county reservoirs along with the enforcement of hunting, fishing and wildlife management regulations. Patrol of county recreation facilities. Provide security during special events located on county properties.

Department:	Marshal's Office	Cost Center:	10030290
Function:	Public Safety	Fund:	General

Major Goals

- Request additional personnel to cover the recreational facilities. Provide security for the patrons participating and serve as a crime deterrent.
- Restructuring of departmental functions.
- Research the need and resources to provide 24 hour operations.
- Development of new policy and procedures for the department.
- Evaluate administrative staff positions regarding functional goals, duties and responsibilities to remain contemporary with increases in service demands to assure the greatest degree of efficiency and effectiveness in program delivery.
- Continue to provide 40 hours of law enforcement training for certification maintenance.
- Continue to provide monthly in-service training programs. Develop and implement programs to support in-house training programs.
- Achieve resolution of ordinance violations to a maximum of 10 days.

Significant Expenditure and Staffing Changes

◊ Three Capital/CIP projects were approved - total: $64,512

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Reimbursement from Water System Fund	$ 124,337	$ 124,337	$ 124,337	$ 125,587
General Fund Contribution	603,829	597,834	587,903	588,091
Total Funding Sources	$ 728,166	$ 722,171	$ 712,240	$ 713,678
APPROPRIATIONS				
Personal Services	$ 649,282	$ 651,040	$ 634,794	$ 626,798
Operating	77,398	68,531	76,982	86,180
Capital Outlay	1,485	2,600	464	700
Total Appropriations	$ 728,166	$ 722,171	$ 712,240	$ 713,678

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	11.00	11.00	11.00	11.00

Department:	Marshal's Office	Cost Center:	10030290
Function:	Public Safety	Fund:	General

WORKLOAD INDICATORS	2006 Actual	FY 2007 Actual	2008 Actual	FY 2009 Actual
County Ordinance Violations	972	821	697	709
Sign Violations	1,056	1,856	2,690	2,380
Citations Logged/Served	588	534	571	475
Asset Protection	6,937	10,150	10,888	13,637
Accidents	82	88	46	62
Damage to property investigations	76	67	112	105
Bad check/theft investigations	123	164	117	112
Suspicious person/vehicle	367	242	215	204
Person injured investigation	96	78	53	67
Assist motorist/citizen	178	208	144	155
Traffic violations	179	17	95	84
Alarm calls	135	109	78	66
Parking Citations Issued - Lake Horton	180	78	66	44
Safety Training - number of employees trained	129	129	122	97

EFFECTIVENESS MEASURES	FY 2006 Actual	FY 2007 Actual	FY 2008 Actual	FY 2009 Actual
1. Number of county ordinance cases investigated.	972	821	697	709
Percent of compliance.	100%	100%	100%	100%

Department:	Non-Departmental	Cost Center:	10030090
Function:	Public Safety	Fund:	General

Major Department Functions

This is a cost center used to account for expenditures that are not allocated to individual Public Safety departments.

Significant Expenditure Changes

◊ No significant expenditure changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 907,298	$ 890,166	$ 998,826	$ 1,103,136
APPROPRIATIONS				
Operating	$ 907,298	$ 890,166	$ 998,826	$ 1,103,136
Capital Outlay	-	-	-	-
Total Appropriations	$ 907,298	$ 890,166	$ 998,826	$ 1,103,136

Department:	Public Safety & Emergency Management	Cost Center:	10030930
Function:	Public Safety	Fund:	General

Mission Statement

With the creation of the new EMS tax district in FY 2008, there was a reorganization of the Public Safety function that resulted in merging the Public Safety Administration and the Emergency Management departments.
The new Public Safety & Emergency Management department's mission is to provide administrative direction and coordination to the following departments: Animal Control, Emergency 911, Emergency Medical Services (EMS), Fire Services, and Marshal.

Major Department Functions - Emergency Management

Coordinate and interface with State Emergency Management for the County and all municipalities.

Lead the county hazard mitigation and preparedness program.

Partner with community and industry leaders to achieve a common goal for local emergency planning.

Assist with any recovery due to minor / major event.

Major Department Functions - Public Safety

Provide for administration of functions of Fire, EMS, Marshal, Emergency 911, Animal Control, and Emergency Management.

Develop common philosophy for internal / external customer service.

Major Goals

◊ Develop a comprehensive offering of all public relations offerings.

◊ Explore additions to department section of web site for "New Look" options.

◊ Continue with community preparedness for local disaster response.

◊ Start field CAD use by Marshal's and Animal Control.

◊ Develop architectural plans for EOC/HQ, to include bid and construction process.

Significant Expenditure and Staffing Changes

◊ An Early Warning Siren was approved - $45,000.
◊ High Band Radios were approved (project in conjunction with Fire Services) - $4,865.

Department:	Public Safety & Emergency Management	Cost Center:	10030930
Function:	Public Safety	Fund:	General

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 465,092	$ 480,631	$ 486,341	$ 460,937
APPROPRIATIONS				
Personal Services	$ 417,014	$ 423,344	$ 428,782	$ 405,752
Operating	45,328	54,787	46,119	54,235
Capital Outlay	2,750	2,500	11,440	950
Total Appropriations	$ 465,092	$ 480,631	$ 486,341	$ 460,937

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	4.000	4.000	4.000	4.000

WORKLOAD INDICATORS	FY 2009	FY 2010	FY 2011	FY 2012
Number of Departments Supervised	5	5	5	5
Number of Personnel (FTE) Supervised	202.75	201.75	200.75	200.75

Department:	Sheriff's Office – All Divisions	Cost Center:	100303__
Function:	Public Safety	Fund:	General

Mission Statement

The Fayette County Sheriff's Office is a professional, full-service Law Enforcement agency dedicated to serving the needs of the citizens of Fayette County.

Until FY 2009, there were five divisions within the Fayette County Sheriff's Office: Administrative Services, Criminal Investigations, Field Operations, Technical Services (Jail), and Traffic & Training.

In FY 2010, the Sheriff's Office was reorganized. The Traffic & Training division was merged with the Field Operations division. There are now four divisions: Administrative Services, Criminal Investigations, Field Operations, and Jail Operations.

BUDGET SUMMARY - ALL DIVISIONS	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
BOE Resource Officer	$ 132,000	$ 132,000	$ 132,000	$ 132,000
Overtime Reimbursements-Sheriff	91,050	-	67,400	-
Sherrif's Fees	340,930	350,000	327,719	300,000
General Fund Contribution	15,668,920	16,307,299	16,609,478	16,192,037
Total Funding Sources	$ 16,232,900	$ 16,789,299	$ 17,136,597	$ 16,624,037
APPROPRIATIONS				
Personal Services	$ 13,863,828	$ 14,423,958	$ 14,497,213	$ 14,067,061
Operating	2,337,282	2,304,976	2,551,600	2,517,503
Capital Outlay	31,790	60,365	87,783	39,473
Total Appropriations	$ 16,232,900	$ 16,789,299	$ 17,136,597	$ 16,624,037

PERSONNEL - (FTE)	FY 2009 Budget	FY 2010 Budget	FY 2011 Budget	FY 2012 Adopted
Administrative Services	13.000	13.475	13.475	13.475
Criminal Investigations	33.000	33.000	33.000	33.000
Field Operations	86.000	86.000	86.000	86.000
Technical Services	97.725	97.725	97.725	97.725
Traffic and Training	0.000	0.000	0.000	0.000
Total Personnel	229.725	230.200	230.200	230.200

Department:	Sheriff's Office – Administrative Services	Cost Center:	10030310
Function:	Public Safety	Fund:	General

Mission Statement

It is the mission of the Administrative Services Division of the Fayette County Sheriff's Office to provide the highest level of service to the Sheriff, the staff of the Office of the Sheriff, and the citizens of Fayette County. This Division will always conduct business in a professional and timely manner in order to meet the needs of the citizens of Fayette County and the legal obligations imposed by the State of Georgia and the United States Government.

Major Goals

- ◊ Assist the citizens of Fayette County by providing them with the highest level of service.
- ◊ Ascertain through research and training, how to best improve the assistance provided to the Sheriff and the other Divisions of the Sheriff's Office.
- ◊ Fully utilize updated software to accurately and efficiently provide Sheriff's Office staff, as well as other agencies, with reports, statistics and other pertinent information.
- ◊ Continue to provide to the citizens of Fayette County quality assistance with background checks for individuals, employers and various non-profit organizations within the County.
- ◊ Decisively meet the challenges of maintaining a balanced budget and assuring the citizens that their tax monies are being well spent.
- ◊ Professionally meet all legal obligations required of the Sheriff's Office as legislated by the State of Georgia and the United States Government.

Significant Expenditure and Staffing Changes

- ◊ There are no significant expenditure or staffing changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
APPROPRIATIONS				
Personal Services	$ 876,673	$ 910,163	$ 961,923	$ 874,014
Operating	71,887	81,332	71,764	79,028
Capital Outlay	40	45	506	45
Total Appropriations	$ 948,600	$ 991,540	$ 1,034,193	$ 953,087

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	13.000	13.475	13.475	13.475

Department:	Sheriff's Office – Administrative Services	Cost Center:	10030310
Function:	Public Safety	Fund:	General

WORKLOAD INDICATORS	2010 Actual	2011 Actual	2012 Actual	2013 Estimate
Incident Reports	2,583	2,725	2,861	2,946
Civil Papers/Returns	4,021	3,116	3,272	3,370
Criminal Histories	5,248	5,822	6,113	6,296
GCIC Entries	55,865	66,555	69,883	71,979
Employee Status Changes	993	689	723	745
Workers Compensation Cases	45	34	36	37
FMLA Benefits Processed	1	3	4	5
Applicants Processed	412	475	499	514
Applicants Tested	186	75	79	81

Department:	Sheriff's Office – Criminal Investigations	Cost Center:	10030321
Function:	Public Safety	Fund:	General

Mission Statement

It is the mission of the Criminal Investigations Division to serve all people within our jurisdiction with respect, fairness and compassion. We are committed to the protection of life and property. We will enforce county, state, and federal laws in a fair and impartial manner. We will strive to improve the quality of life in our county by seeking the truth, while protecting the individual rights of each of our citizens, and maintaining respect for human dignity. We will combat crime by conducting prompt and diligent investigations. We strive to use all technological resources combined with traditional investigative methods to solve crimes, arrest suspects and their accomplices, locate fugitives and missing persons as well as recovering stolen property.

Major Department Functions

◊ Provide intensive follow-up investigations to criminal cases, which are not resolved during the initial response to the call for service.

◊ Provide extra support to the Field Operations Division when necessary for perimeter containment.

◊ To conduct detailed investigations into the flow of illegal drugs into Fayette County and to successfully prosecute the distributors, manufacturers and users of these drugs.

◊ To conduct the following investigations: Crimes Against the Person (Violent), Drug or Drug related Crimes, Property Crimes, White Collar Crimes, Internal Affairs, and the Identification and Recovery of Evidence.

◊ To serve Warrants for Arrest as well as execute Search and Seizure Warrants.

◊ To maintain the Sex Offender registry of Fayette County which entails updating the Offender Watch Website, posting the list in the Sheriff's Office, other main government buildings as well as providing the complete list to every school (both public and private) in Fayette County.

◊ To support the activities of all other Divisions of the Sheriff's Office to provide the citizens of the county with instructions as to crime prevention and assisting in Neighborhood Watch programs.

◊ To maintain complete thorough records of evidence both physical and photographic to be used in the prosecution of cases.

◊ To provide the citizens of Fayette County and other Law Enforcement Agencies or Divisions with specialized support units such as the Crime Scene Unit, the Tactical Narcotics Team (TNT), Special Weapons and Tactics Unit (SWAT), Crisis Negotiations Unit, Internal Affairs Unit, Aviation Unit, Customs/Homeland Security investigations, fugitive investigations conducted by the Southeast Regional Fugitive Task Force, and in participation with the David Wilhelm Organized Crime Drug Enforcement Task Force (OCDETF) program and the newly formed Atlanta Tactical Diversion Task Force (ATDTF).

Department:	Sheriff's Office – Criminal Investigations	Cost Center:	10030321
Function:	Public Safety	Fund:	General

Major Goals and Objectives

- ◊ To maintain the current low crime rate enjoyed by the Citizens of Fayette County.
- ◊ Through training and by working closely with other local, state and federal agencies to continue the proactive fight against illegal narcotics flowing into, being distributed to, being manufactured by and used by citizens of Fayette County.
- ◊ To thoroughly work investigations of crimes committed against Juveniles and crimes committed by Juveniles. Juvenile investigations will continue to be conducted with compassion and fairness for all parties involved.
- ◊ The Juvenile Investigators will continue to maintain the Sex Offender Registry and ensure that all Sex Offenders are compliant with the law.
- ◊ Ensured that the final two Deputy Sheriff's within the Crime Scene Unit received their certification as Crime Scene Investigators.
- ◊ Update the Automated Fingerprinting Information System (AFIS) to conduct criminal history checks through both, the Georgia Bureau of Investigations (GBI) and the FBI databases.
- ◊ The Crime Scene Unit will also continue with its goal to arm every parent of Fayette County with the tools and information needed to identify their child in case of an emergency.
- ◊ To receive the most up to date specialized training for investigations within the rapidly changing crimes committed through the Internet, of identity theft and financial fraud.
- ◊ To continue the acquisition of the best and most up to date data bases that provide investigators with the most accurate information available.
- ◊ To compile the most accurate and thorough inventory of items utilized by the Sheriff's Office. To establish a working schedule for coordinating the accounting of inventory between the Sheriff's Office and Fayette County.
- ◊ To provide the citizens of Fayette County with the highest level of community oriented law enforcement.
- ◊ To continue the use of computer based programs such as Nixle and Offender Watch.

Significant Expenditure and Staffing Changes

- ◊ The replacement of four vehicles was approved - $124,500.

Department:	Sheriff's Office – Criminal Investigations	Cost Center:	10030321
Function:	Public Safety	Fund:	General

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
APPROPRIATIONS				
Personal Services	$ 2,509,616	$ 2,553,613	$ 2,614,860	$ 2,496,599
Operating	239,574	237,919	266,837	266,181
Capital Outlay	5,951	-	135	-
Total Appropriations	$ 2,755,141	$ 2,791,532	$ 2,881,832	$ 2,762,780

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	33.000	33.000	33.000	33.000

WORKLOAD INDICATORS	2010 Actual	2011 Actual	2012 Actual	2013 Estimate
Criminal Investigations				
General Investigations/Murder, Burglary, Theft & Fraud	1,114	1,043	1,036	1,036
Juvenile Investigations	48	49	50	50
Department of Family & Children Services - Referrals	273	423	425	430
Arrests	179	183	188	193
Consent Searches	93	155	175	180
Search Warrants Executed	67	89	110	136
Internal Affair Investigations	59	80	100	126
Open Records Requests processed	60	60	60	60
Raffle permits	13	12	13	14
Crime Scene Unit				
Persons Fingerprinted	1,978	2,282	2,578	2,913
Crime Scenes Processed -				
Accidents	35	34	35	35
Crimes against persons	79	65	65	65
Crimes against property	233	245	257	270
Miscellaneous scenes	233	3	5	5
AFIS runs	63	51	57	65
GCIC validations	1,050	927	927	927
Evidence Handling and Testing				
Items processed in-house	157	302	374	464
Marijuana tested	244	265	286	309
Items processed into evidence	1,097	1,142	1,187	1,235
Items transferred to GBI Crime Laboratory	231	265	302	344
Items of evidence destroyed	1,500	2,037	2,500	3,000
Assisting other Agencies	40	73	109	164
Tactical Narcotics Team				
Investigations - which include Search Warrants Executed, Drug Transactions and Vice Operations	130	139	148	159
Arrests	142	159	178	199
Weapons Seized	35	15	28	28
Public Drug Complaints Received	173	148	165	170
Narcotics Seized				
Marijuana, Cocaine, Methamphetamine and Heroin (lbs)	3,293	787	2,228	2,228
Various Pills (du)	1,187	882	1,102	1,378
Marijuana Plants	91	143	178	223
Methamphetamine Laboratories	-	-	1	1

Department:	Sheriff's Office – Criminal Investigations	Cost Center:	10030321
Function:	Public Safety	Fund:	General

Fugitive Investigations				
Arrests - which includes execution of all felony arrest warrants	376	228	279	279
Customs/Homeland Security Investigations (ICE)				
Investigations - which includes cases of National Security/				
terrorism, money laundering, and smuggling	45	64	90	129
Aviation Unit				
Patrol/Training/Assisting Drug Task Force and other agencies/				
In progress calls (hours)	193.2	340.8	340.0	340.0
SWAT Team				.
Call Outs	3	13	7	7

Department:	Sheriff's Office – Field Operations	Cost Center:	10030323
Function:	Public Safety	Fund:	General

Mission Statement

The mission of the Fayette County Sheriff's Office, Field Operations Division, is to provide the highest level of safety, service, and security for the people of Fayette County. We ensure that sense of safety, service, and security by embracing the tradition of law enforcement community involvement. Our commitment to the community is evidenced by our personnel being active in not only enforcement measures, but proactive on non-enforcement measures as well.

The Sheriff's Office was reorganized in FY 2009. As a result, the Traffic Control/Training Division was eliminated. For FY 2010, its functions were integrated to the Field Operations Division. Field Operations now consists of the following subordinate sections and units:

- Court Services section
- Traffic Enforcement section
- Uniform Patrol section
- Warrant Services section
- Youth Services section
- K-9 Unit

Major Goals and Objectives

◊ **Prevent Loss of Life, Injuries, and Property Damage** - to minimize the loss of life, personal injury, and property damage resulting from criminal activity and traffic crashes through proactive enforcement, education, and a comprehensive system of problem solving.

◊ **Fair and Impartial Enforcement of the Law** - to enforce the provisions of the Official Code of Georgia and other laws and ordinances to prevent and deter crime.

◊ **Maximize Service to the Public and Assistance to Allied Agencies** - to maximize service to the public in need of aid or information, and to assist other public agencies when appropriate.

◊ **Manage Traffic and Emergency Incidents** - to promote the safe and efficient movement of people and goods throughout Fayette County, and to minimize exposure of the public to unsafe conditions resulting from emergency incidents and highway impediments.

◊ **Protect Public and County Property** - to protect the public, their property, Fayette County employees, and Fayette County's infrastructure. To collaborate with municipal, county, state, and federal public safety agencies to protect Fayette County.

◊ **Improve Fiscal Efficiency** - continue to work toward improving monitoring and assessment of fiscal expenditures with additional emphasis on conservative spending.

◊ **Improve Divisional Efficiency** - to continuously look for ways to increase the efficiency and/or effectiveness of the Field Operations Division.

◊ **Improve Individual Efficiency** - to evaluate personnel and personnel schedules to obtain maximum utilization of our human resources to meet identified needs.

◊ **Maintain proactive posture and flexibility** - to evaluate operational strategies concerning our areas of responsibility to ensure that we maintain a proactive response posture and can confront the changing needs of our community.

◊ **Maintain and Expand Partnerships and Collaborative Efforts** - to evaluate and maintain partnerships and collaborative efforts that assist us in accomplishing our mission and addressing issues and concerns.

◊ **Conduct Judicial Security Review** - conduct a comprehensive review of the Fayette County Justice Center Security Plan and develop an implementation plan to address any deficiencies.

Department:	Sheriff's Office – Field Operations	Cost Center:	10030323
Function:	Public Safety	Fund:	General

Significant Expenditure and Staffing Changes

◊ The replacement of twelve vehicles was approved - $346,590.
◊ Two CIP projects were approved for the Justice Center - $105,000.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
APPROPRIATIONS				
Personal Services	$ 5,689,164	$ 5,928,780	$ 5,916,108	$ 5,675,083
Operating	588,343	583,066	679,773	763,375
Capital Outlay	6,414	12,650	20,392	10,450
Total Appropriations*	$ 6,283,921	$ 6,524,496	$ 6,616,272	$ 6,448,908

*Starting in FY 2010, the Traffic Control/Training Division has been integrated to Field Operations.

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel*	86.000	86.000	86.000	86.000

*Starting in FY 2010, the Traffic Control/Training Division has been integrated to Field Operations.

WORKLOAD INDICATORS	FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Estimate
Calls for Service Volume per Zone				
Calls - Zone # 1	6,144	6,389	5,725	6,205
Calls - Zone # 2	5,987	6,592	5,817	6,804
Calls - Zone # 3	7,604	7,604	8,060	8,194
Calls - Zone # 4	7,435	7,949	6,943	6,943
Calls - Zone # 5	18,633	19,006	17,207	18,422
Calls - Outside Jurisdiction	1,657	1,839	2,127	2,604
Total Calls	**47,460**	**49,379**	**45,879**	**49,172**
Average Response Times (in minutes)	11:20	11:31	11:50	11:50
Uniform Traffic Citations issued	7,930	7,671	10,609	11,505
Motor Vehicle Collisions investigations	1,437	1,367	1,389	1,392

Department:	Sheriff's Office – Jail Operations	Cost Center:	10030326
Function:	Public Safety	Fund:	General

Mission Statement

The mission of the Fayette County Jail is to safely and securely confine, in a manner, which recognizes recognizes individual dignity and rights, persons lawfully charged with a criminal offense, pending formal release from custody.

The Jail is operated under the direction of the Sheriff of Fayette County, in accordance with the collective best interest of the County's taxpayers. The Jail is a full-service detention facility that houses inmates arrested by any law enforcement agency in Fayette County. In addition to housing local inmates, the Jail accepts individuals wanted by other county and state law enforcement agencies.

The primary function of the Jail is to confine inmates for the communities of Fayette County, including both male and female, pretrial and sentenced inmates. The philosophy of the Jail is to ensure that inmates leave the facility no worse physically, emotionally, or psychologically than when they entered. Inmates will be housed in a humane, dignified and constitutional manner until promptly adjudicated or released. Inmates will not be subject to the infliction of punishment other than loss of freedom.

Supervision consistent with the applicable Georgia Sheriff's Association and the American Correctional Association standards will be provided. The Jail will maintain a high degree of staff professionalism through training and education.

Major Goals and Objectives

It is the intention of the Jail Division to provide a safe and secure jail facility/environment for both inmates, pre-trial and sentenced, and Jail staff. We currently have ninety-eight (98) approved staff positions, which include administrative staff, supervisors, line officers (Detention Officers and Deputy Sheriff's).

To that end, our goal is to maintain this facility to the highest degree with adequate staff requesting additional staff only when absolutely necessary, so as to lessen the impact on Fayette County taxpayers for each fiscal year.

Significant Expenditure and Staffing Changes

◊ Two Captial/CIP projects were approved totaling $63,125.

Department:	Sheriff's Office – Jail Operations	Cost Center:	10030326
Function:	Public Safety	Fund:	General

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
APPROPRIATIONS				
Personal Services	$ 4,788,375	$ 5,031,402	$ 5,004,322	$ 5,021,365
Operating	1,437,478	1,402,659	1,533,226	1,408,919
Capital Outlay	19,385	47,670	66,751	28,978
Total Appropriations	$ 6,245,238	$ 6,481,731	$ 6,604,300	$ 6,459,262

WORKLOAD INDICATORS	2008 Actual	2009 Actual	2010 Actual	2011 Actual
Inmates Admitted	4,987	5,451	5,063	4,633
Average Daily Inmate Population	261	255	295	292
Inmates - Average length of stay in days	17.50	17.17	21.17	23.41

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	97.725	97.725	97.725	97.725

Performance Measures

With the loss of twenty-seven (27) Detention Officers in calendar year 2011 due to resignations, transfers & terminations, factored with vacation, sick leave and required departmental training, remaining staff have been forced to work numerous overtime hours.

An added burden on this situation is the fact that Georgia law requires Detention Officers attend and successfully complete the "Basic Jailor" course within six months of being hired. Each time a Detention Officer leaves employment, a new Detention Officer must be hired and this process starts all over.

These Basic Jailor courses are only offered periodically at the various Academies available to us, thus several officers must attend these courses at the same time. This creates staff shortages, temporarily, but due to the legal time constraint, there is no other option.

Department:	Fleet Maintenance	Cost Center:	10040900
Function:	Public Works	Fund:	General

Mission Statement

The mission of the Fleet Maintenance Department is to ensure that the County's fleet of equipment, vehicles, and small engines are maintained in a safe and dependable working condition using a preventive maintenance program, environmentally-sustainable practices and cost-efficient operations.

Major Department Functions

◊ Provide preventive maintenance and repair servies for County vehicles and equipment.
◊ Maintain inventory for fueling facilities at public Works and the Sheriffs Office.
◊ Ensure that the County is in compliance with applicable regulations as related to Fleet operations.

Major FY 2013 Goals

◊ Continue to provide an aggressive preventive maintenance program for the County's Fleet Vehicles & Equipment.
◊ Continue call back procedures to notify departments/customers when maintenance/repairs are complete on vehicles/equiptment.
◊ Continue processing invoices and monthly reports in a timely fashion.
◊ Manage the County's Fleet in the most efficient and cost-effective manner.
◊ Strive to develop new methods and strategies that lower overall operating cost of the Fleet.
◊ Help to ensure safe and proficient utilization of County Vehicles and Equipment.
◊ Retrofit emission control devices on eight Road Department tandem axle dump trucks through fully funded grant.
◊ Continue scheduling road service calls with fuel truck in a manner that reduces fuel consumption.
◊ Complete Upgrades aon Fleet Manitenance sotware and implement the utilization of VMRS (Vehicle Maintenance Reporting Standards) system codes.
◊ Continue utilization of the GovDeals web site for disposal of used tires and other assets. This methodof disposal for used tires has reduced scrap tire fees for the department.

Significant Expenditure and Staffing Changes

◊ Fuel dispenser replacement was approved totaling $19,500.

Department:	Fleet Maintenance	Cost Center:	10040900
Function:	Public Works	Fund:	General

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Labor Charges - Vehicle Maintenance	$ 6,562	$ 6,000	$ 6,461	$ 6,000
General Fund Contribution	477,599	513,857	523,684	504,420
Total Funding Sources	$ 484,161	$ 519,857	$ 530,145	$ 510,420
APPROPRIATIONS				
Personal Services	$ 471,750	$ 484,247	$ 482,129	$ 475,130
Operating	11,748	35,610	47,400	35,290
Capital Outlay	664	-	615	-
Total Appropriations	$ 484,161	$ 519,857	$ 530,145	$ 510,420

WORKLOAD MEASURES	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual
Number of vehicles serviced	336	343	348	348
Other pieces of equipment serviced	148	148	150	150
Total vehicles and equipment serviced	484	491	498	498

RESULTS MEASURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual
Fleet Operating Cost per Mile	$ 0.105	$ 0.079	$ 0.097	$ 0.104
Life Operating Cost per Mile	$ 0.105	$ 0.098	$ 0.098	$ 0.098

PRODUCTIVITY MEASURES	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate
Number of Work Orders Processed	2,992	3,123	3,361	2,142

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	9.00	9.00	9.00	9.00

Department:	Public Works Administration	Cost Center:	10040100
Function:	Public Works	Fund:	General

Mission Statement

The mission of Public Works is to assist in the management, coordination and long-term planning and budgeting of the Road, Fleet, Building and Grounds, and Engineering Departments. These Departments shall operate efficiently and in a manner than serves the existing and future needs of our citizens and other County Departments.

Major Department Functions

◊ The Division of Public Works is the umbrella organization that oversees the Departments of Buildings and Grounds Maintenance, Engineering, Fleet Maintenance, and Roads. Public Works also assists with implementation of the County's Transportation SPLOST program.

◊ Another Departmen function is to repsesent Fayette County at the Atlanta Regional Commission's Transportation Coordinating Committee. This work helps ensure Fayette County transportation projects are included in the region's Transportation Improvement Program (TIP) and that the County remains competitive in seeking State and Federal aid for transportation and projects.

Major FY 2013 Goals and Objectives

◊ Implement transporation projects in accordance with the Comprehensive Transportation Plan for Fayette County.

◊ Work with the Engineering Department to implement SPLOST transportation projects.

◊ Represent Fayette County at the Atlanta Regional Commission and coordinate transportation projects with regional plans and funding opportunities, including the Transportation Investement Act.

◊ Continually review and modify Development Regulations, internal policies and Transportation Plans to meet existing and future needs of Fayette County.

Significant Expenditure and Staffing Changes

◊ There are no significant expenditure or staffing changes.

Department:	Public Works Administration	Cost Center:	10040100
Function:	Public Works	Fund:	General

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 178,694	$ 189,910	$ 176,613	$ 181,808
APPROPRIATIONS				
Personal Services	$ 169,546	$ 172,891	$ 162,837	$ 169,520
Operating	8,278	15,519	12,276	11,972
Capital Outlay	870	1,500	1,500	316
Total Appropriations	$ 178,694	$ 189,910	$ 176,613	$ 181,808

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	2.000	2.000	2.000	2.000

WORKLOAD INDICATORS	FY 2009 Budget	FY 2010 Budget*	FY 2011 Budget	FY 2011 Adopted
# of Public Works Division employees being supervised**	56.000	81.600	78.600	78.600

*For FY 2010, Building and Grounds was moved to the Public Works Division.

**These changes are "administrative" in nature and do not affect individual expenditure budgets.

Department:	Road Department	Cost Center:	10040220
Function:	Public Works	Fund:	General

Mission Statement

The mission of the Road Department is to construct and maintain a safe and efficient transportation network, and to do so in a manner with minimal impact to County residents and the environment. We strive to perform this work with cost-effective means and workmanship that exceeds expectations.

Major Department Functions

Construction: construction of new roads, intersection improvements, and widening and paving of existing gravel roads.

Maintenance: resurfacing existing roads; patching potholes; road shoulder rehabilitation; right-of way grass cutting, liter pickup, and dead animal pickup; maintaining proper roadway drainage; smoothing and scraping gravel roads.

Traffic Control Devices: installation and maintenance of traffic controls signs, pavement markings, and traffic signals.

Major FY 2013 Goals and Objectives

◊ Resurface 25 miles of County roads.

◊ Mow vegitation within County right-of-way at least three times per calendar year.

◊ Complete work orders as received from public and Stormwater Utility.

◊ Continue programs of dust control on gravel roads.

◊ Repair/maintain bridges per inspection report from the Georgia Department of Transportation

◊ Complete Valleywood Road improvements for Town of Tyrone

◊ Continue support of SPLOST transportation projects.

Department:	Road Department	Cost Center:	10040220
Function:	Public Works	Fund:	General

Significant Expenditure and Staffing Changes

◊ Four Capital/CIP projects were approved totaling $780,000.
◊ Asphalt and Tag expenditures increased 75% from FY 2012 to 2013.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Roads and Bridges - State and Cities	$ 352,354	$ 502,773	$ 422,951	$ 505,000
Pipe Sales	-	-	-	-
General Fund Contribution	3,758,005	3,698,800	2,999,535	4,252,364
Total Funding Sources	$ 4,110,359	$ 4,201,573	$ 3,422,486	$ 4,757,364
APPROPRIATIONS				
Personal Services	$ 1,629,079	$ 1,746,087	$ 1,579,329	$ 1,613,340
Operating	2,460,850	2,431,686	1,828,176	3,131,445
Capital Outlay	20,429	23,800	14,981	12,579
Total Appropriations	$ 4,110,359	$ 4,201,573	$ 3,422,486	$ 4,757,364

Transportation Engineer	0.00	1.00	1.00	1.00
Total Personnel	40.000	37.000	34.000	34.000
PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	37.000	34.000	34.000	34.000

WORKLOAD INDICATORS	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate
Resurfacing roads (miles)	26.20	25.00	25.00	25.00
Number of full mowing rounds	3.00	4.00	4.00	4.00

Effectiveness / Efficiency & Performance Measures

- Maintain paving budget on a dollar/mile basis and compare to private-sector rates.
- Track linear miles of right-of-way mowed against schedule and budget.
- Provide written response to 100 percent of Work Orders, complete 90 percent of Work Orders within promised completion date.

Department:	Solid Waste Management	Cost Center:	54040500
Function:	Public Works	Fund:	Solid Waste

Mission Statement

The Solid Waste Department provides County citizens with a reliable, cost-competitive, and environmentally compliant option for disposing and/or recycling residential solid waste and yard waste. This service is provided through an enterprise fund and thus operating costs are paid by fees collected at the County's Transfer Station.

Major Goals

◊ Assess environmental compliance measures needed to reduce costs associated with closure permit compliance operations.
◊ Maintain a safe, clean and environmentally-compliant Transfer Station.
◊ Assess environmental compliance measures to redue methance exceedances noted in EPDs Notice of Violation.

Significant Expenditure and Staffing Changes

◊ Significant expediture decreases from FY 2012 to 2013 occurred as follows:

FY 2012 Closure/Post Closure Expense	$194,463
	80,000
	$114,393
FY 2012 purchase of equipment	$139,460
	$253,853

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
User Fees and Charges	$ 131,452	$ 148,508	$ 132,095	$ 140,000
Interest	1,804	2,000	190	-
Misc Revenue	8,473	-	-	-
Other Financing Sources	-	-	2,402	-
Fund Balance Appropriation	27,349	59,351	340,690	75,582
Total Funding Sources	$ 169,078	$ 209,859	$ 475,377	$ 215,582
APPROPRIATIONS				
Personal Services	$ 40,763	$ 45,581	$ 47,426	$ 44,651
Operating	113,522	158,006	269,293	158,331
Capital Outlay	-	1,000	139,678	2,750
Depreciation & Amortization	9,522	-	13,708	
Operating Transfers Out	5,272	5,272	5,272	9,850
Total Appropriations	$ 169,078	$ 209,859	$ 475,377	$ 215,582
PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Landfill Operator	1.00	1.00	1.00	1.00
Total Personnel	1.00	1.00	1.00	1.00

Department:	Solid Waste Management	Cost Center:	54040500
Function:	Public Works	Fund:	Solid Waste

Acres of ground cover to maintain	139.00	139.00	139.00	139.00
Tons of Waste processed	51,000.00	52,000.00	52,000.00	52,000.00
Solid Waste Tons received	39,203	38,309	48,214	69,436
Single Stream Recycling	230	1,455,426	590,240	418,752
Electronic Recycling	23,139	51,761	52,390	56,329
Commercial Yard Waste	188	966	1,424	1,316
Residential Yard Waste	14,065	12,458	12,458	12,593
Road Kill	48,000	48,000	48,000	48,000
Waste Management Payments	$ 85,380	$ 109,122	$ 120,708	$ 145,986

WORKLOAD MEASURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate
Trash revenue generated through tipping fees	$ 85,380	$ 109,122	$ 120,708	$ 108,388
Yard-waste revenue generated	$ 46,063	$ 66,620	$ 70,349	$ 65,627
Recycled trash (pounds)	23,369	1,518,801	642,630	481,587

RESULTS MEASURES MEASURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate
% of solid waste expenditures covered by tipping fees	53%	66%	73%	68%
% of yard-waste expenditures reimbursed by disposal fees	64%	86%	83%	104%
% increase of recycled trash	n/a	65%	-58%	-25%
EDP notification of compliance deficiencies	0	1	0	0

Department:	Stormwater Management	Cost Center:	10040320
Function:	Public Works	Fund:	General

Mission Statement

The Fayette County Stormwater Department is charged to protect public health and safety and the environment by providing fair and consistent implementation of the applicable County, State and Federal regulations. Stormwater Management strives to improve Fayette County through careful supervision of these concerns and analyzing the future impacts of current decisions.

Major Goals and Objectives

- **Inventory at least 1/3 of the stormwater structures within unicorporated Fayette County.**
- **Stormwater Funding -** Send out initial Stormwater Utility Bills.
- **Utilize inventory assessment and stormwater utility collections to create long range plans for infrastructure repair.**
- **Training and Education** - NPDES Permit Requirement
  - E&SC Classes, level 1-A and Level 1-B Certification and Recertification.
  - IDDE Classes - Educational programs for Fayette County Employees.
  - Earth Day - Community Clean Up, Improvement, and Education.
  - Rivers Alive - Community Clean Up, Improvement, and Eduaction.
- **Geographic Information System** - Continue enhancement of software by integrating existing data into the GIS program for improved analysis of the current state of Fayette County's stormwater.
- **Annual NPDES Compliance** - Stormwater Management submits documentation of year-long compliance measures taken required by the NPDES Ms4 Permit. These measures include implementation of a new BMP for septic tank maintenance, continued IDDE and Stormwater Infrastructure inspections.
- **Electronic Archiving** - Complete digital archiving for Residential Development files. Continue digital archiving for Nonresidential Development and digital submittal requirements to remediate paper usage and storage and to speed document recovery.

Significant Expenditure and Staffing Changes

- No significant expenditure changes.
- On September 22, 2011, the Board of Commissioners approved to establish a stormwater untility to be funded by user fees. Effective January 1, 2012, an enterprise fund was created to account for all revenue and expenditures related to stormwater management.

Department:	Stormwater Management	Cost Center:	10040320
Function:	Public Works	Fund:	General

BUDGET SUMMARY*	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Disturbed Acre Fees	$ 750	$ 750	$ 840	$ -
General Fund Contribution	323,106	329,095	169,066	-
Total Funding Sources	$ 323,856	$ 329,845	$ 169,906	$ -
APPROPRIATIONS				
Personal Services	$ 307,487	$ 312,328	$ 143,062	$ -
Operating	11,796	16,817	5,693	-
Capital Outlay	4,573	700	21,151	-
Deprec & Amort			-	
Total Appropriations	$ 323,856	$ 329,845	$ 169,906	$ -

*The Stormwater Management department was transferred to a new fund 508, effective 1/1/12.

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel*	5.00	5.00	5.00	

*The Stormwater Management department was transferred to a new fund 508, effective 1/1/12.

WORKLOAD INDICATORS*	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate
Plan Review				
Initial Review / Resubmittal				
Preliminary Plats	0 / 0	0 / 0	0/0	
Final Plats	3 / 26	4 / 19	2/19	
Non-Residential Site Plans	9 / 39	9 / 23	18/13	
Subdivision Construction Plans	3 / 2	0 / 0	0/0	
Erosion Control Plans	24	19	14	
Hydrology Studies	34	9	7	
Rezoning Requests / Zoning Appeals	10	6	12	
Annexation Requests	4	5	-	
Land Disturbance Permits	163	50	45	
Stormwater Inspections	21	16	19	
Field Inspectors				
Customer Service Requests	209	296	165	
E&SC Inspections	1,698	1,548	983	
Notice of Violations	98	34	8	
Stop Work Orders	63	12	3	
Preconstruction meetings	10	6	3	
Final Inspections	5	5	17	
Effectiveness Measures				
Disturbed Area Approved	57.1	52.5	57.6	
Linear Feet of New Road	-	-	-	

*The Stormwater Management department was transferred to a new fund 508, effective 1/1/12.

Department:	Stormwater Management	Cost Center:	50840320
Function:	Public Works	Fund:	General

Mission Statement

The Fayette County Stormwater Department is charged to protect public health and safety and the environment by providing fair and consistent implementation of the applicable County, State and Federal regulations. Stormwater Management strives to improve Fayette County through careful supervision of these concerns and analyzing the future impacts of current decisions.

Major Goals and Objectives

- **Inventory at least 1/3 of the stormwater structures within unicorporated Fayette County.**
- **Stormwater Funding -** Send out initial Stormwater Utility Bills.
- **Utilize inventory assessment and stormwater utility collections to create long range plans for infrastructure repair.**
- **Training and Education** - NPDES Permit Requirement
  - E&SC Classes, level 1-A and Level 1-B Certification and Recertification.
  - IDDE Classes - Educational programs for Fayette County Employees.
  - Earth Day - Community Clean Up, Improvement, and Education.
  - Rivers Alive - Community Clean Up, Improvement, and Eduaction.
- **Geographic Information System** - Continue enhancement of software by integrating existing data into the GIS program for improved analysis of the current state of Fayette County's stormwater.
- **Annual NPDES Compliance** - Stormwater Management submits documentation of year-long compliance measures taken required by the NPDES Ms4 Permit. These measures include implementation of a new BMP for septic tank maintenance, continued IDDE and Stormwater Infrastructure inspections.
- **Electronic Archiving** - Complete digital archiving for Residential Development files. Continue digital archiving for Nonresidential Development and digital submittal requirements to remediate paper usage and storage and to speed document recovery.

Significant Expenditure and Staffing Changes

- Four Capital/CIP projects were approved totaling $450,000.
- On September 22, 2011, the Board of Commissioners approved to establish a stormwater untility to be funded by user fees. Effective January 1, 2012, an enterprise fund was created to account for all revenue and expenditures related to stormwater management.

Department:	Stormwater Management	Cost Center:	50840320
Function:	Public Works	Fund:	General

BUDGET SUMMARY*	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Disturbed Acre Fees	$ -	$ -	$ 840	$ 750
General Fund Contribution	-	-	181,830	427,055
Total Funding Sources	$ -	$ -	$ 182,670	$ 427,805
APPROPRIATIONS				
Personal Services	$ -	$ -	$ 171,963	$ 306,506
Operating	-	-	7,503	121,299
Capital Outlay	-	-	835	-
Deprec & Amort			2,369	
Total Appropriations	$ -	$ -	$ 182,670	$ 427,805

*The Stormwater Management department was transferred to a new fund 508, effective 1/1/12.

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel*				5.00

*The Stormwater Management department was transferred to a new fund 508, effective 1/1/12.

WORKLOAD INDICATORS*	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2012 Estimate
Plan Review				
Initial Review / Resubmittal				
Preliminary Plats				0/0
Final Plats				1/16
Non-Residential Site Plans				10/20
Subdivision Construction Plans				0/0
Erosion Control Plans				13
Hydrology Studies				
Rezoning Requests / Zoning Appeals				6
Annexation Requests				17
Land Disturbance Permits				-
Stormwater Inspections				24
Field Inspectors				
Customer Service Requests				150
E&SC Inspections				1,043
Notice of Violations				9
Stop Work Orders				3
Preconstruction meetings				6
Final Inspections				16
Effectiveness Measures				
Disturbed Area Approved				40.6
Linear Feet of New Road		-	-	-

*The Stormwater Management department was transferred to a new fund 508, effective 1/1/12.

Department:	Street Lights	Cost Center:	27140260
Function:	Public Works	Fund:	Special Revenue

Mission Statement

The mission of the Fayette County Street Light program is to illuminate the streets of participating subdivisions in accordance with standards of the American National Standard for Roadway Lighting.

Major Goals

Maintain the implemented program of street light assessment based upon actual community expenses.

Significant Expenditure and Staffing Changes

◊ No significant expenditure changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Street Light Tax	$ 309,537	$ 315,000	$ 313,849	$ 315,000
Miscellaneous Revenue	14	-	-	-
Appropriated Fund Balance	(23,393)	(21,182)	(18,881)	(24,900)
Total Funding Sources	$ 286,158	$ 293,818	$ 294,968	$ 290,100
APPROPRIATIONS				
Personal Services	$ -	$ -	$ -	$ -
Operating	286,158	293,818	294,968	290,100
Capital Outlay	-	-	-	-
Other Financing Use	-	-	-	-
Total	$ 286,158	$ 293,818	$ 294,968	$ 290,100

Department:	Water System	Cost Center:	505
Function:	Public Works	Fund:	Water

Mission Statement

The mission statement of the Fayette County Water System is to provide excellent water service to Fayette County while providing superior customer service and protecting the environment.

Major Department Functions

◊ Provide potable water to citizens of the County.
◊ Plan for the construction and maintenance of raw water sources, treatment plants, storage facilities, and distribution lines to meet the needs for drinking water in the County.

Goals for the Water System - Adopted by the Board of Commissioners

◊ To provide safe and adequate water for drinking for the customers of the Water System.
◊ Design of a distribution system that will supply a residential fire flows at 1,000 gallons per minute (G.P.M.) with 20 pounds per square inch (psi) pressure.
◊ A total elevated storage capacity for an average day of water use.
◊ A total storage capacity for maximum day of water use. (Current storage is 16.25 MG)
◊ To complete the County Loop water line. (Completed)
◊ To design and build the South Fayette Water Treatment Plant for six million gallons per day (MGD) production. (Completed)
◊ To build Lake McIntosh, which is a 650 –acre reservoir, on Line Creek between Fayette and Coweta Counties. Lake McIntosh will have a reliable yield of 10.4 MGD. We broke ground on the project on January 20, 2010. The project should be completed by June, 2012.

Major Goals of the Water System

◊ Continue to work on Lake McIntosh
◊ Fully use the billings system's capabilities
◊ Continuew the Orion meter change out
◊ Install MIEX to solve our problem with Total Organic Carbon (TOC) compliance

Significant Expenditure and Staffing Changes

◊ There are no significant expenditures or staffing changes.

Department:	Water System	Cost Center:	505
Function:	Public Works	Fund:	Water

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Charges for Services	$ 14,377,337	$ 14,472,100	$ 14,585,149	$ 14,721,577
Interest Erarnings	3,748	6,000	10,372	32,060
Other Financing Sources	-	-	1,368	-
Appropriated Fund Balance	(299,467)	-	(138,348)	-
Total Funding Sources	$ 14,081,618	$ 14,478,100	$ 14,458,541	$ 14,753,637
APPROPRIATIONS				
Personal Services	$ 3,316,388	$ 3,416,503	$ 3,377,261	$ 3,331,376
Operating Expenses	3,122,985	3,818,208	3,565,451	4,238,464
Capital Outlays	26,852	127,630	12,009	52,188
Depreciation/Amortization	4,461,395	-	4,423,509	-
Other Costs		-	-	-
Debt Service	2,453,213	5,322,094	2,379,525	5,322,094
Interfund Charges	-	592,880		1,020,651
Other Financing Uses	700,785	1,200,785	700,785	788,864
Total Appropriations	$ 14,081,618	$ 14,478,100	$ 14,458,541	$ 14,753,637

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	62.000	61.000	61.000	61.000

WORKLOAD INDICATORS	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate	FY 2012 Projected
Water production (Avg. in MGD)	7.8	8.7	8.7	8.9
Meter sales	143	75	100	110
Active services	27,345	27,443	27,436	27,636
Waster Loss (%)	7.9%	10.1%	7.8%	8.0%
Misread Meters (Calendar year)	2	2	4	4

WORKLOAD MEASURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate
Gallons of water produced	3,107	2,997	3,158	3,077
Gallons consumption	2,994	2,760	2,838	2,956
Dollars of sales	$ 11,938,823	$ 12,163,599	$ 12,999,361	$ 14,506,599
Bad debt write-off	$ 27,976	$ 37,229	$ 16,233	$ 27,146

RESULTS MEASURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate
Total organic carbon (% of DNR standard)-South Fayette plant	0.95	1.01	1.15	n/a
Total organic carbon (% of DNR standard)-Crosstown plant	1.05	1.02	1.05	n/a
Non-revenue water	3.70%	7.90%	10.10%	8.00%
Collection rates	0.23%	0.31%	0.12%	0.19%
Cut-off for non-payment	4,670	4,298	4,639	4,536
Revenues generated	$ 143,318	$ 144,005	$ 144,573	$ 145,053

Department:	Dept of Family and Children (DFCS)	Cost Center:	10050112
Function:	Health and Welfare	Fund:	General

Major Department Functions

◊ The Department of Family and Children Services (DFCS) offers financial assistance and social services to protect children and strengthen families in the County.
◊ Their mission is to help individuals become as independent and productive as possible while enabling them to retain a sense of dignity and a decent quality of life by helping themselves.

Major Goals

◊ Provide funding to assist the Department of Family and Children Services in supporting the Foster Care Program and operating the Emergency Assistance Program. Monies are also included to assist with some of the operating expenses of the organization.

Significant Expenditure and Staffing Changes

◊ No significant expenditures changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 40,128	$ 40,128	$ 40,128	$ 39,325
APPROPRIATIONS				
DFCS Services	$ 40,128	$ 40,128	$ 40,128	$ 39,325
Total Appropriations	$ 40,128	$ 40,128	$ 40,128	$ 39,325

WORKLOAD INDICATORS	FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual
Food Stamp Cases - per month	1,149	1,204	1,630	2,227
Temporary Assistance for Needy Families (TANF) - per month	85	93	144	202
Medicaid Recipients - annual	2,069	2,107	2,637	2,906
Children in Child Care - per month	202	296	299	391
Abuse/Neglect Investigations	711	172	140	660
Foster Care Placements	59	64	37	33

Department:	Drug Abuse & Treatment	Cost Center:	21950610
Function:	Health & Welfare	Fund:	Special Revenue

Major functions

Collection of fines that are imposed as an additional penalty of 50 percent of the original fine for offenses that are related to certain activities regarding marijuana, controlled substances , and noncontrolled substances. Moneys collected in the County Drug Abuse and Treatment and Education fund shall be expended solely and exclusively for drug abuse treatment and education programs relating to controlled substances and marijuana; and to fund the expenses for salaries, equipment, services, and supplies incurred in the implementation of the Drug Court division.

Significant Expenditure and Staffing Changes

◊ No significant expenditures changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Fine Surcharges	$ 63,481	$ 53,000	$ 78,998	$ 85,000
Appropriated Fund Balance	(22,300)	6,450	(22,171)	(24,500)
Total Funding Sources	$ 41,181	$ 59,450	$ 56,828	$ 60,500
APPROPRIATIONS				
Drug Abuse Resistance Education/Fayette County Sheriff's Office	$ -	$ -	$ -	$ -
Safe and Drug Free Schools/FCBOE Programs	5,120	-	-	-
Drug Court	36,061	59,450	56,828	60,500
Total Appropriations	$ 41,181	$ 59,450	$ 56,828	$ 60,500

Department:	Fayette Community Options	Cost Center:	10050114
Function:	Health & Welfare	Fund:	General

Mission Statement

The mission of McIntosh Trail CSB (Fayette Community Options) is to offer health, hope and healing by providing quality behavioral health services and community presence, participation and support.

Major Functions

◊ Services include day programs, job placement and supported employment, specialized work program, case management, community involvement and skill building.
◊ Provide services to consumers with an IQ of 69 or below who were diagnosed with a developmental disability before the age of 18.

Major Goals

◊ To increase the number of individuals served from 10 to 15 individuals under the Community Access Individual Service.
◊ To increase the visibility in the community of the individuals served by providing active support and direct assistance.
◊ Increase participation of individuals served in social skills and recreational and leisure activities by promoting volunteer services and utilizing community resources.

Significant Expenditure Changes

◊ No significant expenditures changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 60,480	$ 60,480	$ 60,480	$ 59,270
APPROPRIATIONS				
Mental Health Services	$ 60,480	$ 60,480	$ 60,480	$ 59,270
Total Appropriations	$ 60,480	$ 60,480	$ 60,480	$ 59,270

WORKLOAD INDICATORS	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate
Average Census - Service Center	32	30	30	24
Number of hours consumers received services	23,022	38,532	25,659	19,882
Number of hours consumers worked in the community.	4,781	3,780	2,163	3,063
Amount of wages earned by consumers	$ 36,815	$ 29,642	$ 57,836	$ 31,090
Number of hours spent in non-work community settings - volunteering/utilizing community resources	2,648	2,648	2,648	1,822
Number of community work hours by a day support consumer	127	127	378	352

Department:	Fayette Counseling Center	Cost Center:	10050111
Function:	Health & Welfare	Fund:	General

Mission Statement

The Fayette Counseling Center is one of many sites operated by the McIntosh Trail Community Services Board in a seven-county area. Community Service Boards are legal entities whose mission is to provide public mental health, developmental disabilities, and addictive diseases (MH/DD/AD) services.

Major Department Functions

◊ Fayette Counseling Center provides crisis intervention, physician/nursing assessments, individual or group counseling, skill-building services, and treatment programs for adults with mental health and/or substance abuse problems.

Major Goals

◊ To provide a "safety net" of crisis and referral services to all citizens in need of mental health or addictive disease services. To prevent the utilization of more expensive criminal justice and hospital resources by intervening at the earliest point in a crisis.
◊ To provide a full array of on-site and off-site behavioral services needed by Fayette County citizens.
◊ To increase substance abuse specialty programming through increased marketing and advertising, which also generates revenues to help pay for indigent treatment.
◊ To meet the mandates of funding and regulatory entities, including Medicaid, Regional Board, JCAHO, State of Georgia Office of Regulatory Service, etc.

Significant Expenditure Changes

◊ No significant expenditures changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 127,939	$ 127,939	$ 127,939	$ 125,980
APPROPRIATIONS				
Mental Health Services	$ 127,939	$ 127,939	$ 127,939	$ 125,980
Total Appropriations	$ 127,939	$ 127,939	$ 127,939	$ 125,980

WORKLOAD INDICATORS	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate
Average Census - Counseling Center	718	483	729	898

Department:	Public Health	Cost Center:	10050110
Function:	Health & Welfare	Fund:	General

Major Department Functions

◊ Promote and encourage healthy behaviors by providing education and counseling.
◊ Physical Health provides preventative health care and educational services to the general public. These services include, but are not limited to, monitoring and treating communicable diseases, immunizations, family planning, cancer screening, physical assessments, administering the WIC program, chronic diseases such as diabetes and hypertension, child health, and refugee services. Since September 11, 2001, all staff members are on call 24/7/365 for response to any disaster, natural or man-made.
◊ Environmental Health monitors and ensures the health and safety of the general public. These services include, but are not limited to, monitoring water supplies, food services, on-site sewage disposal, tourist accommodations, injury prevention, care homes, and inspections of pools. Environmental Health also administers the program in Fayette County dealing with the West Nile Virus and staff members teach correct child seat installation in vehicles.

Major Goals

◊ Increase client awareness and wellness through community outreach projects and partnerships with established community services.
◊ Promote health and well-being of families and children with service providers of Fayette County through Fayette FACTOR Collaborative.
◊ Promote Homeland Security and safety of all Fayette citizens by working with Emergency Services staff in planning response to any emergency, including Bioterroristic Events.

Significant Expenditure and Staffing Changes

◊ No significant expenditures changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 338,322	$ 336,211	$ 342,007	$ 336,181
APPROPRIATIONS				
Operating	$ 9,379	$ 7,267	$ 13,063	$ 7,237
Public Health Services	328,943	328,944	328,944	328,944
Total Appropriations	$ 338,322	$ 336,211	$ 342,007	$ 336,181

WORKLOAD INDICATORS	2007 Actual	2008 Actual	2009 Actual	2010 Actual
Physical Health - Patient encounters	33,673	37,441	40,918	42,827
Environmental Health - Client contacts*	13,318	11,651	14,181	12,670

*It only includes contacts with the department's Environmentalists. Client contacts with department Secretaries are not included.

Department:	Senior Citizens Services	Cost Center:	10050520
Function:	Health and Welfare	Fund:	General

Mission Statement

Fayette Senior Services, Inc., a non-profit organization, promotes the emotional, social and physical well-being of adults 50 and better. Programs are supported by a combination of federal, state, and local funding resources.

Major Department Functions

◊ Assist senior citizens to remain independent as long as possible by providing a variety of services such as: Case Management, Information and Referal, Voucher and Community Transportation, Adult Day Services, Congregate and Home Delivered Meals, In-Home Services and Respite Care, and Kinship Caregivers Support.

Major Goals

◊ Continue to offer a variety of programs and services to meet the increasing and diverse needs of our county's senior population.

Significant Expenditure and Staffing Changes

◊ No significant expenditure changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 174,556	$ 105,631	$ 105,631	$ 174,556

APPROPRIATIONS				
Senior Citizens Services	$ 174,556	$ 174,556	$ 174,556	$ 174,556
Operating Transfers	-	-	-	-
Total Appropriations	$ 174,556	$ 174,556	$ 174,556	$ 174,556

WORKLOAD INDICATORS	FY 2007 Actual	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual
Total Number of Meals Provided	48,498	45,277	47,130	51,843
Contracted County Meals	27,944	28,720	29,312	27,500
Percentage of Total Meals for Fayette County	56.5%	63.4%	62.2%	53.0%
Fayette County Contribution	$ 105,631	$ 110,000	$ 117,246	$ 112,556
Fayette County Participants	290	325	306	337

Department:	Victims Assistance	Cost Center:	21850553
Function:	Health & Welfare	Fund:	Special Revenue

Major Functions

The Victims Assistance program is divided into three separate components:

State Court Solicitor - Victim Advocacy Program

◊ Aid victims of misdemeanor crimes.
◊ Provide crisis intervention and court accompaniment.
◊ Provide criminal justice information and notification of hearings and outcomes of hearings.
◊ Assist victims in obtaining services from other community agencies.

District Attorney Circuit Services - Victims Assistance Program

◊ Victims assistance services to residents of Fayette County.
◊ Funding is also received from VOCA/VAWA grants, and a contribution from the county government.

Fayette County Council on Domestic Violence (dba, Promise Place)

◊ Provide *comprehensive services* to victims of domestic violence and their children to empower them to make the best and safest choices in their abusive situations.
◊ Provide *intervention services* including: crisis and individual counseling, a 24-hour crisis number, women's support groups, food pantry, legal advocacy, and the Promise Place, an emergency shelter program which provides safe refuge and case management services for women and their children.
◊ Provide *prevention services* including Teen Dating Violence Prevention for Fayette County high schools and awareness/educational presentations for Fayette County groups and residents.

Major Goals

◊ To reduce the amount of time netween the date of the offense and the date of the disposition.

◊ To better serve Fayette County victims through education, intervention, case status updates, and general assistance with available programs.

◊ Actively support law enforcement personnel in their response to domestic violence calls through awareness programs and purchase of needed investigatory equipment.

Significant Expenditure and Staffing Changes

◊ No significant changes.

Department:	Victims Assistance	Cost Center:	21850553
Function:	Judicial	Fund:	Special Revenue

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Victims Assistance - Intergovernmental Revenue	$ 119,420	$ 105,000	$ 119,697	$ 121,000
Victims Assistance - Fines & Forfeitures	63,474	60,000	58,826	60,000
Transfer from General Fund	-	45,000	45,000	-
Appropriated Fund Balance	(2,140)	(25,589)	(37,976)	5,416
Total Funding Sources	$ 180,754	$ 184,411	$ 185,547	$ 186,416
APPROPRIATIONS				
Personal Services	$ 50,795	$ 51,224	$ 54,796	$ 53,376
Operating	110,759	113,987	111,551	113,840
Other Costs	19,200	19,200	19,200	19,200
Capital Outlays	-	-	-	-
District Attorney/Victims Assistance Programs	-	-	-	-
Domestic Violence Services (Promise Place)	-	-	-	-
Total Appropriations	$ 180,754	$ 184,411	$ 185,547	$ 186,416

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel*	1.000	1.000	1.000	1.000

*Personnel assigned to the State Court Solicitor (Victims Advocacy Team).

WORKLOAD INDICATORS	2009 Actual	2010 Actual	2011 Actual	2012 Estimate
State Court Solicitor - Victim Advocacy Team				
Victims Assisted - Criminal Cases Filed with Victims	590	612	738	603
Victims Assisted - Ordinance estimates	31	28	25	43
Victims Assisted - Traffic estimates	42	45	39	50
Victims Assisted - Magistrate Hearings estimates	135	120	97	100
Speaking Engagements and Victim Impact Panel, Protocol, etc.	26	27	26	26
Victim Non-Case Walk-Ins and Phone Consultations	8,800	8,800	8,720	8,750

WORKLOAD INDICATORS	2009 Actual	2010 Actual	2011 Actual	2012 Estimate
Promise Place				
Number of individuals assisted	1,142	1,146	864	540
Number of Emergency Protective Orders	107	101	201	134
Number of Children Represented	614	617	74	45
Number of Participants in Support Groups	224	229	415	323
Number of children in support groups	74	71	98	-
Number of crisis hotline calls	n/a	n/a	3,821	5,301
Number of Students Dating Violence Classes	1,438	1,438	1,440	1,510
Number of Women housed in Emergency shelter	69	68	104	100
Number of children housed in Emergency shelter	91	89	291	91
Number of Community Awareness Presentations	58	61	71	105
Number of Persons in Attendance	1,673	1,664	2,486	3,421
Total Number of Units of Service - Intervention Services	2,482	2,486	4,832	3,743
Total Number of Units of Service - Prevention Services	2,733	2,741	3,926	3,926

Department:	Youth Protection	Cost Center:	10050550
Function:	Health & Welfare	Fund:	General

Major Department Functions

◊ In the community-based Foster Care Program, *Grace for Children* , arrange placement of children ages birth through 21 into loving private foster care homes.
◊ At the *Friday-Johnson Home* , a residential group home located in Brooks, GA, offer protection and healing to school-age children through a homelike environment and comprehensive services.
◊ At *Gracie's Closet,* children living in foster care in south metro Atlanta shop for clothing, baby gear, books, and school supplies all at the low, low price of nothing.

Major Goals

◊ Provide a full range of residential services (including case management, structured and nurturing environment, individual plans of care, counseling, tutoring and activities) to residents of the Friday-Johnson Home in Brooks.
◊ In addition to the program offered at the Friday-Johnson Home, Fayette Youth Protection Homes will recruit, train, support, and manage a network of private foster care homes in Fayette County. With this new program, FYPH will be able to address the individual needs of Fayette County Children of all ages who have been the victims of abuse or neglect.

Significant Expenditure Changes

◊ No significant expenditures changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 19,743	$ 19,743	$ 19,743	$ 19,348
APPROPRIATIONS				
Community Services	$ 19,743	$ 19,743	$ 19,743	$ 19,348
Total Appropriations	$ 19,743	$ 19,743	$ 19,743	$ 19,348

WORKLOAD INDICATORS	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual
# of Children removed from their homes	83	28	11	17

Department:	Library	Cost Center:	10060500
Function:	Culture & Recreation	Fund:	General

Mission Statement

The Fayette County Public Library provides:

1. Current, high-interest materials and programs
2. Materials and programs for lifelong learning
3. Information-seeking skills training and assistance
4. Awareness of cultural diversity
5. Answers to questions

Major Department Functions

◊ Provide access to over 126,000 volumes of books and other resource materials.
◊ Provide internet access service, reference, and circulation assistance to patrons.
◊ Provide on-site Educational Learning Lab which facilitates computer-assisted instruction for patrons.
◊ Provide access to Distance Learning Lab.

Major Goals

◊ Goal: Fayette County residents have opportunities to develop their personal interests.
Objectives: 1. Use of public access Internet computers will increase by 10% annually.
2. Participation in informational programs will increase by 10% each year.
◊ Goal: Fayette County residents have opportunities to participate in programs on current, high interest topics.
Objectives: 1. Participation i nprograms on current high interest topics will increase by 5% each year.
◊ Goal: Fayette County residents get along and respect each other's cultural background.
Objectives: 1. The number of nonfiction items about the cultures of the world will increase by 10%
2. Participation in programs about cultures represented in Fayette County will increase by 10%.

Significant Expenditure and Staffing Changes

◊ Library Carpet Replacement was approved totaling $50,000.

Department:	Library	Cost Center:	10060500
Function:	Culture & Recreation	Fund:	General

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Library Fees	$ 9,137	$ 8,000	$ 9,122	$ 8,000
Library Fines	38,317	36,000	36,112	35,000
Donations	4,135	-	1,080	-
General Fund Contribution	690,350	829,435	895,486	912,680
Total Funding Sources	$ 741,939	$ 873,435	$ 941,800	$ 955,680
APPROPRIATIONS				
Personal Services	$ 507,954	$ 517,525	$ 572,430	$ 601,091
Technical Services - Flint River Regional Library Services	$ 74,612	$ 74,612	$ 74,612	$ 74,612
Operating	155,017	278,498	$ 293,331	278,977
Capital Outlay	4,355	2,800	1,427	1,000
Total Appropriations	$ 741,939	$ 873,435	$ 941,800	$ 955,680

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	11.905	10.905	11.905	11.905

WORKLOAD MEASURES	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate
Registered library card holders	33,393	36,247	37,231	38,790
People visiting	635,210	741,342	844,500	94,302
Interlibrary loans	18,648	22,664	23,667	25,106
Programs held per month	253	158	71	75
Annual public service hours	3,471	3,415	3,348	3,356
Size of the collection	122,193	124,051	126,876	127,765

RESULTS MEASURES	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate
People using internet	53,416	58,432	62,452	66,223
Items circulated	662,169	654,205	643,217	678,453
Preschool programs attendees	7,698	11,321	14,928	15,634
People completing Life Long Learning courses	13,481	15,371	15,848	16,238
Turnover rate of the collection	5	5	5	5
Blended Heritage events:				
Events held	2	2	2	-
Attendees	374	546	613	743

Department:	Library - SPLOST	Cost Center:	29060500
Function:	Culture & Recreation	Fund:	Special Revenue

Major Department Functions

◊ The Library - SPLOST fund was created as a 1% Special Purpose Local Option Sales Tax for the purpose of constructing the new library and purchasing equipment and additional library materials.
◊ The balance of the money remaining in this fund and the investment income derived from it must be spent for the benefit of the library.

Major FY 2012 Goals

◊ Complete the FY 2010 project to expand the Adult Services Collection area and the Multi-Purpose Meeting area within the approved appropriation of $1.02 million.

Significant Expenditure Changes

◊ There are no significant expenditure or staffing changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Investment Income	$ 401	$ -	$ 201	$ -
Appropriated Fund Balance	469,123	-	513,284	-
Total Funding Sources	$ 469,524	$ -	$ 513,485	$ -
APPROPRIATIONS				
Operating	$ 141,292	$ -	$ 8,786	$ -
Capital Outlays	328,232	-	504,699	-
Total Appropriations	$ 469,524	$ -	$ 513,485	$ -

Department:	Recreation	Cost Center:	10060110
Function:	Culture & Recreation	Fund:	General

Mission Statement

◊ To make visible and maintain quality park facilities and recreation programs that will meet the needs of our citizens regardless of age, sex, race, or national origin including people with disabilities.
◊ To make visible the Fayette County Parks and Recreation Department.
◊ To identify and utilize Human Resources, Physical Resources, and Professional Development Resources.
◊ To provide the department with staff and equipment in four divisions: Administration, Athletics, Programs and Therapeutics.

Major Department Functions

◊ Improve the quality of life for all the citizenry of Fayette County with diverse social, economical, cultural, educational and recreating needs by implementing and maintaining safe year round programs, classes, special events and facility usage.
◊ Provide quality, well maintained facilities for the citizens of Fayette County in an attractive, safe, clean and accessible condition.
◊ Assist local sport associations in carrying out their missions.
◊ Collaborate recreation services through cities, the Board of Education and private organizations.

Major Goals

◊ Continue to make improvements to existing parks as financial resources are made available.
◊ Establish two new partnerships within the community to provide recreation services.
◊ Maintain 20% yearly net income on all Recreation sponsored programs.
◊ Continue to work as a team in order to increase participation numbers in Recreation sponsored programs by 2%.
◊ Establish new picnic reservation fees.

FY 2013 Significant Expenditures

◊ Installed new lighting system at Kiwanis Park Tennis Court
◊ Installed sidewalk and gate to tennis courts from upper parking lot at Kiwanis Park
◊ Installed scorekeeper booths on fields 9, 10, 11 at Kiwanis Park
◊ Renovated infield of field #6 at Kwanis Park
◊ Installed new lighting system at McCurry Park Softball Field #5
◊ Installed new lighting system at McCurry Park Football Field #1
◊ Installed new lighting system at McCurry Park Soccer Field #2 and #3
◊ Replaced pavilion roofs at McCurry Park Softball and North Soccer
◊ Installed new fencing of field 2 and a new backstop on field #1 at Brooks Park
◊ Conducted a Recreation Needs Assessment Survey

Department:	Recreation	Cost Center:	10060110
Function:	Culture & Recreation	Fund:	General

Significant Expenditure and Staffing Changes

◊ Five Capital/CIP projects were approved totaling $511,800.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Recreation Fees	$ 231,073	$ 210,000	$ 195,617	$ 210,000
Donations	-	-	-	-
General Fund Contribution	831,303	893,960	868,180	887,382
Total Funding Sources	$ 1,062,376	$ 1,103,960	$ 1,063,797	$ 1,097,382
APPROPRIATIONS				
Personal Services	$ 360,036	$ 365,705	$ 376,923	$ 357,346
Operating	698,622	738,255	686,874	739,436
Capital Outlay	3,717	-	-	600
Total Appropriations	$ 1,062,376	$ 1,103,960	$ 1,063,797	$ 1,097,382

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	6.00	6.00	6.00	6.00

WORKLOAD INDICATORS	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate
Number of programs and classes offered	497	497	549	575
Number of adult athletic leagues offered	23	17	17	20
Reservations - Parks, Fields, and Indoor Facilities	212	363	420	400
Number of Background Checks Processed	722	720	785	800
Number of Coaches CPR/AED Certified	11	45	8	10
Number of Association Meetings Attended	51	56	66	70
Number of Volunteer Hours Contributed to Maintaining Parks	-	-	671	675

WORKLOAD MEASURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate
County residents enrolled in programs, classes and events	5,068	4,771	4,480	4,500
Net income for revenue-based programs	$ 43,039	$ 40,903	$ 44,640	$ 45,000
Facility reservations to outside groups	208	212	363	300
Youth association contracts administered and maintained	7	8	6	6
Background checks for certifications conducted	961	722	720	750
Parks maintained	4	4	4	4
Park improvements	13	5	14	7
Volunteer hours to maintain parks and facilities	n/a	n/a	393	416

RESULTS MEASURES	FY 2008 Actual	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate
% of residents enrolled in programs, classes and events	8%	8%	7%	7%
Program cost recovered	25%	25%	27%	25%
% of participants that rate programs as excellent or good	n/a	98%	96%	96%
Operating cost for parks and facilities per county resident	$10.75	$10.53	$10.24	$10.00

Department:	County Extension	Cost Center:	10070130
Function:	Planning and Development	Fund:	General

Mission Statement

The mission of the Fayette County Cooperative Extension office is to extend lifelong learning to the people of Fayette County through unbiased, research-based education in agriculture, the environment, communities youth, and families. We respond to people's needs and interests through outreach programs including siminars, workshops, demonstrations, and youth development. Fayette County Extension is a collaboration between the University of Georgia, Fayette County, and the United States Department of Agriculture for providing educational programs, information, and assistance to the citizens of Fayette County.

Major Department Functions:

The Fayette County Cooperative Extension, backed by the resources of Fayette County, the University of Georgia, Fort Valley State University and the Department of Agriculture provides educational programs, information, materials, and actual assistance to citizens of the County. Education and information is also provided to citizens by telephone consultation, site visits, newsletters, news articles, radio and collaboration with other community agencies. Publications, website and laboratory services are other delivery methods for safe - education and information to citizens. The basic goal of Fayette County Extension is to provide information that will contribute to learning for life, which in turn, helps citizens make informed decisions with unbiased, research-based information - this improving quality of life. We are also Fayette County's gateway to the University of Georgia and all the resources associated therein.

Major Goals

◊ Develop an active and efficient Agricultural Leadership System, made up of adults ,community leaders, and Master Gardener Extension Volunteers to aid in direction and focus for future program efforts and ideas to increase our programming scope and outreach.
◊ Increase awareness of the Cooperative Extension office and the mission to the University of Georgia by serving the county through outreach via educational programs for sustainability.
◊ Continue the organization and utilization of our Master Gardeners through educational programs and plant clinics allowing them to share their knowledge and passions to the people of the County.
◊ Increase our presence in schools to assist in promoting science-based learning.
◊ Plan, coordinate and offer seasonal and timely programs on landscape management, garden utilization, water and soil conservation, and horticulture education to meet the growing demands.
◊ Develop a 4-H Advisory Board consisting of youth, community leaders, parents, and interested citizens to promote positive youth development in the most effective way.
◊ Increase certified and active volunteers in the youth programs by 10%.
◊ Increase youth participation in our 4-H Youth Development programs.
◊ Increase the number of educational newsletters and articles produced to help educate citizens.

Department:	County Extension	Cost Center:	10070130
Function:	Planning and Development	Fund:	General

Significant Expenditure and Staffing Changes

◊ There are no significant expenditure or staffing changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 100,117	$ 129,564	$ 105,388	$ 125,860
APPROPRIATIONS				
Personal Services	$ 60,294	$ 60,092	$ 42,065	$ 28,824
Contract for Services/University of Georgia	30,129	59,879	55,916	88,633
Operating	9,469	8,893	7,407	8,403
Capital Outlay	224	700	-	-
Total Appropriations	$ 100,117	$ 129,564	$ 105,388	$ 125,860

PERSONNEL - (FTE)*	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	2.400	1.925	0.950	0.950

*Other Extension office positions are fully covered by a Contract executed between Fayette County and the University of Georgia Cooperative Extension Service. They are not included in the Fayette County FTE employee counts.

WORKLOAD INDICATORS	FY 2008 Estimate	FY 2009 Actual	FY 2010 Actual	FY 2011 Estimate
Phone calls answered	13,151	14,692	14,742	17,865
Contacts programming efforts	111,486	111,994	112,106	105,888
Volunteer hours	9,359	9,784	9,963	10,167
4-H enrollment	2,389	1,778	1,635	1,384
Leadership Training participants	-	377	420	372
Publications distributed	109,562	109,201	108,950	106,542
Soil samples performed	455	609	705	397
Water samples	76	65	93	61
Forage samples	1	2	2	-
Microbiology samples	9	10	10	19
Plant Tissue samples	1	1	2	-
Well inspections	2	5	5	5
Pesticide Applicator licenses	10	18	15	43
Water Use Registrants #	55	160	#	#
Home site visits	350	378	385	362
P.A.R. Produce generated (lbs.)	6,417	28,205	31,205	86514@

Water Use Registarnts based from drought restrictions. Further registrants are based on future drought and drought restrictions.

@Numbers include produce from Plant A Row in Fayette County as well as produce gleaned from other farms and distributed by the Master Gardener program.

Department:	Development Authority	Cost Center:	10070510
Function:	Planning and Development	Fund:	General

Mission Statement

The purpose of the Fayette County Development Authority is to assist in the diversification of the County's County's tax base and to create quality career opportunities for Fayette's citizens through the growth and retention of existing businesses and industry and the recruitment of new business and industry.

Major Department Functions

◊ Identify and recruit appropriate new businesses to locate their operations in Fayette County.
◊ Identify problems and growth opportunities within existing companies for retention and expansion.

Major FY 2013 Goals

◊ Identify land for Class A office buildings in order to recruit headquarters operations of Fortune 500 companies.
◊ Continue to successfully build relationships with private and public sector allies for the purposes of attracting positive attention to our community. These allies are active in recruiting major corporations, both domestic and internationally, to the state.
◊ In connection with the Chamber of Commerce and the business community, expand and improve our existing industry programs to better serve the needs and interest of the businesses already in our community.

Significant Expenditure Changes

◊ No significant expenditure changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 304,096	$ 303,348	$ 303,091	$ 296,829
APPROPRIATIONS				
Contract for Services	$ 290,312	$ 290,312	$ 290,312	$ 283,793
Utilities	13,784	13,036	12,779	13,036
Total Appropriations	$ 304,096	$ 303,348	$ 303,091	$ 296,829

Department:	GA Forestry Commission	Cost Center:	10070140
Function:	Planning & Development	Fund:	General

Major Department Functions

Funding provided to the Georgia Forestry Commission in order to participate in forest wildfire protection program. The payment is based on the amount of four cents (10¢) per acre of privately owned timberland in the county. The acreage shall be determined from the most recent U.S. Forest Service Survey for Georgia.

34,219 acres @ $0.10/per acre = $3,422 annually

Significant Expenditure Changes

◊ There are no significant expediture or staffing changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 3,422	$ 3,422	$ 3,422	$ 3,422
APPROPRIATIONS				
Forest Wildfire Protection	$ 3,422	$ 3,422	$ 3,422	$ 3,422
Total Appropriations	$ 3,422	$ 3,422	$ 3,422	$ 3,422

WORKLOAD INDICATORS	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Number of acres of privately owned forestland - Fayette County	34,219	34,219	34,219	34,219

Department:	Permits and Inspections	Cost Center:	10070210
Function:	Planning and Development	Fund:	General

Mission Statement

To deliver a service to the citizens of Fayette County that will verify structures are constructed in accordance with the construction codes and standards for the purposes of safeguarding the safety, health and general welfare of the public from hazards attributed to the built environment.

Major Department Functions

- ◊ **Permitting** - Includes the collection of fees, processing of requests for permits and inspections, and providing information to the public.
- ◊ **Plans examination** - Includes the review of plans and related construction documents for minimum code compliance prior to permit issuance.
- ◊ **Inspection** - Includes verification that structures are built in accordance with the approved plans, minimum construction codes and within the scope of the permit.

Major Goals and Objectives

All goals are to be completed by April 2012.

- ◊ Provide sufficient training and education for our inspectors to attain and maintain national standardized certification programs programs promulgate by the International Code Council. Certifications are valid for a three year period and re-certification is accomplished through continuin education.
- ◊ Provide sufficient training and education for our inspectors to attain additional Certifications which would provide increased efficiency in scheduling inspections as well as providing a better distribution of our daily workload.
- ◊ Continew working towards improving our Department's ISO Rating through additional Inspector Certifications.
- ◊ All vehicles (Ford 150 heavy Duty Pick-Ups) in our fleet are approaching the minimum requirements for replacement consideration. All vehicles average 12-13.8 mpg. The fuel savings associated with replacement, at current cost, will provide an estimated pay-off of 6-6.years. Should fuel contine to increase, the estimated pay-off time could be substantially reduced. Our goal is to replace one vehicle each year until all are replaced with the more efficient vehicles.
- ◊ Completion of Departmental Policies and Procedures Manual as applicable to EnerGov Software.
- ◊ Up-dating all informational handouts and Application Packets explaining newly adopted code requirements.

Significant Expenditure and Staffing Changes

- ◊ There are no significant expenditure or staffing changes.

Department:	Permits and Inspections	Cost Center:	10070210
Function:	Planning and Development	Fund:	General

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Building Permits	$ 201,049	$ 210,000	$ 190,867	$ 200,000
General Fund Contribution	235,886	237,931	259,522	239,730
Total Funding Sources	$ 436,935	$ 447,931	$ 450,389	$ 439,730
APPROPRIATIONS				
Personal Services	$ 411,355	$ 421,213	$ 426,465	$ 411,015
Operating	22,627	26,123	23,680	28,415
Capital Outlay	2,953	595	244	300
Total Appropriations	$ 436,935	$ 447,931	$ 450,389	$ 439,730

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	7.00	7.00	7.00	7.00

WORKLOAD MEASURES	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate
Permitting				
Building permits issued	632	788	777	710
Amount of revenue collected	$ 206,828	$ 234,201	$ 230,535	$ 210,000
Inspections processed	5,914	5,393	6,656	6,645
Permits closed & C.O. issued	n/a	312	300	304
Plan Examination				
Residential & commercial plan cases completed	501	479	491	433
Pre and post site inspections completed	190	169	151	171
Revisions reviewed	56	116	132	119
Inspections				
# of Inspectors	3	3	6	3
Scheduled inspections performed	5,914	5,393	6,656	6,645
Courtesy inspections performed	n/a	353	101	80
% on-time inspections performed	100	100	100	100
Enforcement				
Complaints received	141	84	55	30
Site verifications	315	216	244	255
Notices of violations & stop orders issued	134	92	135	177
Disaster assessments performed	18	20	32	23
Court appearances	22	20	22	25

RESULTS MEASURES	FY 2009 Actual	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate
% of days that "next day" tickets are completed on time	100%	100%	100%	100%
ISO rating for building & code enforcement:				
Fayette County residential	5	3	3	3
Fayette County commercial	5	3	3	3
% in GA with better rating	n/a	0.0%	0.0%	0.0%
% in GA with equal rating	n/a	3.8%	3.8%	1.7%
% in GA with lesser rating	n/a	96.2%	96.2%	98.3%
% code violations resolved via voluntary compliance	n/a	78.0%	84.0%	86.0%

Department:	Planning and Zoning	Cost Center:	10070411
Function:	Planning & Development	Fund:	General

Mission Statement

Planning Functions: To carry out the policies and visions of the Fayette County Comprehensive Plan to to ensure that we maintain and enhance the County's orderly growth, economic prosperity, environmental integrity, fiscal health and quality.
Zoning Functions: To promote the physical and economic development of Fayette County and foster the use and enjoyment of property within the unincorporated areas of the County in a manner consistent with the Comprehensive Plan, regulations and policies, and effective management practices.

Major Department Functions

◊ Prepare, review and maintain the Fayette County Comprehensive Plan, including data collection, mapping, analysis, and goal and policy formulation.
◊ Prepare, review and maintain plans for special study areas and/or topics. Participate in studies, committess, and surveys involved with County-wide and regional planning activities.
◊ Provide public education and information on planning issues, needs and long-range proposals through provisions of demographic information, brochures, annual reports and presentations to local neighborhood and civic groups.
◊ Serve as census coordinator and census depository for Fayette County.
◊ Serve as Solid Waste Management Plan coordinator for Fayette County.
◊ Serve as Impact Fee coordinator for Fayette County.
◊ Process applications for public hearing requests for rezonings, preliminary plats, variances, telecommunication towers, revised final subdivision plats, revised development plans, and new alcoholic beverages coordinate multi-departmental reviews (Technical Review Committee, Annexation Requests), receive comments from departments, and prepare staff reports with analysis and recommendation for public hearing requests.
◊ Administer and interpret the Zoning and Sign Ordinances, and sections of the Subdivision regulations, the Development regulations and the County code.
◊ Provide technical support to the Planning Commission, the Zoning Board of Appeals, and Board of Commissioners in development related matters.
◊ Review/approve nonresidential site plans, landscape plans, final subdivision plats, preliminary plats, and issue Conditional Use Approvals and Certificates of Zoning Compliance.
◊ Coordinate and monitor interdepartmental administrative review of nonresidential site plans, preliminary plats, and final subdivision plats.
◊ Perform administrative review/approval and issuance of permits for signs, temporary trailers, alcoholic beverage licenses, administrative variances and administrative rezonings.
◊ Perform administrative review and approval of residential building permits for compliance with zoning regulations.
◊ Perform batter board and final construction site inspections for compliance with approved site plans for non-residential development.

Department:	Planning and Zoning	Cost Center:	10070411
Function:	Planning & Development	Fund:	General

Major FY 2013 Goals

◊ Continue with Zoning Ordinance amendments.
◊ Work with various County Departments to recommend amendments to the Development Regulations.
◊ Continue with Comprehensive Plan and Zoning Ordinance amendments for the SR 74, SR 54, and Padgett Road Intersection
◊ Continue the SR 54 Corridor Study (Hospital Area) in conjunction with the City of Fayetteville and address in the Comprehensive Plan.
◊ Continue the replacement of the pages in official zoning records.
◊ Continue the mapping of all Zoning Board of Appeals petitions.
◊ Continue the digital archival process for zoning records
◊ Update annually the Short-Term Work Program and Capital Improvement Element of the Fayette County Comprehensive Growth Management Plan for the imposition of Fire Service impact fees. This is a consolidated plan that includes Brooks, Tyrone and Woosley and requires a coordinated effort.

Significant Expenditure and Staffing Changes

◊ No significant expenditures or staffing changes.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
Planning and Zoning Fees	$ 6,516	$ 7,000	$ 5,547	$ 5,500
General Fund Contribution	420,462	425,222	429,779	415,954
Total Funding Sources	$ 426,978	$ 432,222	$ 435,326	$ 421,454
APPROPRIATIONS				
Personal Services	$ 414,886	$ 419,212	$ 425,125	$ 408,007
Operating	12,092	13,010	8,117	10,697
Capital Outlay	-	-	2,084	2,750
Total Appropriations	$ 426,978	$ 432,222	$ 435,326	$ 421,454

PERSONNEL - (FTE)	FY 2010 Budget	FY 2011 Budget	FY 2012 Budget	FY 2013 Adopted
Total Personnel	5.00	5.00	5.00	5.00

Department:	Planning and Zoning	Cost Center:	10070411
Function:	Planning & Development	Fund:	General

WORKLOAD MEASURES	FY 2009 Estimate	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate
Rezoning petitions	7	1	2	3
Site plans	9	9	24	15
Preliminary plats	0	1	0	0
Final Plats	8	6	7	5
Businesses(non-home occupations) per occupation tax records	99	111	123	120
Home occupations per occupation tax records	272	266	252	240

RESULTS MEASURES	FY 2009 Estimate	FY 2010 Actual	FY 2011 Actual	FY 2012 Estimate
Available residential building lots (platted)	1609	1577	1575	1550
Acres zoned for nonresidential use	1249	1265	1280	1300
Acres under conservation esement for permanent protection	487	487	487	500

Department:	Criminal Justice Center	Cost Center:	10080191
Function:	Debt Service	Fund:	General

Major Department Functions

◊ Provide for the annual payment of the debt service on the revenue bonds issued by the Public Facilities Authority for the purpose of constructing the new Criminal Justice Center.

Significant Expenditure Changes

◊ In April of 2011, the Series 2011 revenue bonds were issued for the purpose of refunding all of the Series 2001 revenue bonds.
◊ The first principal payment on the Series 2011 revenue bonds will be in June 2012.
◊ The refunding of the Series 2001 revenue bonds saved the County $1.2 million in interest payments in FY 2011.
◊ The refunding of the Series 2001 revenue bonds saved the County $1.0 million in principal and interest payments in FY 2012.

For additional detail please refer to the Schedule of Debt in the Appendix.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 1,177,439	$ 2,826,763	$ 2,825,759	$ 2,830,201
APPROPRIATIONS				
Principal Payments	$ -	$ 950,000	$ 950,000	$ 1,160,000
Interest Payments	1,176,989	1,875,619	1,875,618	1,669,057
Paying Agent Fees	450	1,144	141	1,144
Total Appropriations	$ 1,177,439	$ 2,826,763	$ 2,825,759	$ 2,830,201

Department:	E911 821 MHZ Radio System Debt	Cost Center:	10080193
Function:	Debt Service	Fund:	General

Major Department Functions

◊ The County entered into an equipment lease-purchase agreement with Motorola, Inc. on December 27, 2002 for an 821 MHz radio system. The total purchase price was $7,760,000. Under the terms of the financing the County is required to make annual lease payments in the amount of $993,761 covering a ten-year term.

◊ With the creation of the E911 tax district during FY 2012, the payment of the radio system was transferred to the E911 fund (fund 215), effective on 1/1/12.

BUDGET SUMMARY	FY 2011 Actual	FY 2012 Budget	FY 2012 Actual	FY 2013 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 993,762	$ 993,761	$ -	$ -
APPROPRIATIONS				
Principal Payments/Lease	$ 864,247	$ 905,425	$ -	$ -
Interest Payments/Lease	129,515	88,336	-	-
Total Appropriations	$ 993,762	$ 993,761	$ -	$ -

LEGAL DEBT MARGIN
GENERAL OBLIGATION DEBT
FOR THE FISCAL YEAR ENDED JUNE 30, 2013

Article 9, Section 5, Paragraph I of the Georgia Constitution establishes the maximum debt limits for counties and other political subdivisions of the State. Under the Constitution, certain types of debt issued by a political subdivision, including counties, cannot exceed an amount which is equal to 10 percent (10%) of the assessed value of all taxable property located within that particular entity.

As indicated by the calculation in the table below, the legal debt margin of Fayette County at the beginning of the 2013 fiscal year is $459,658.458. This is based on the latest tax digest (2012 calendar year).

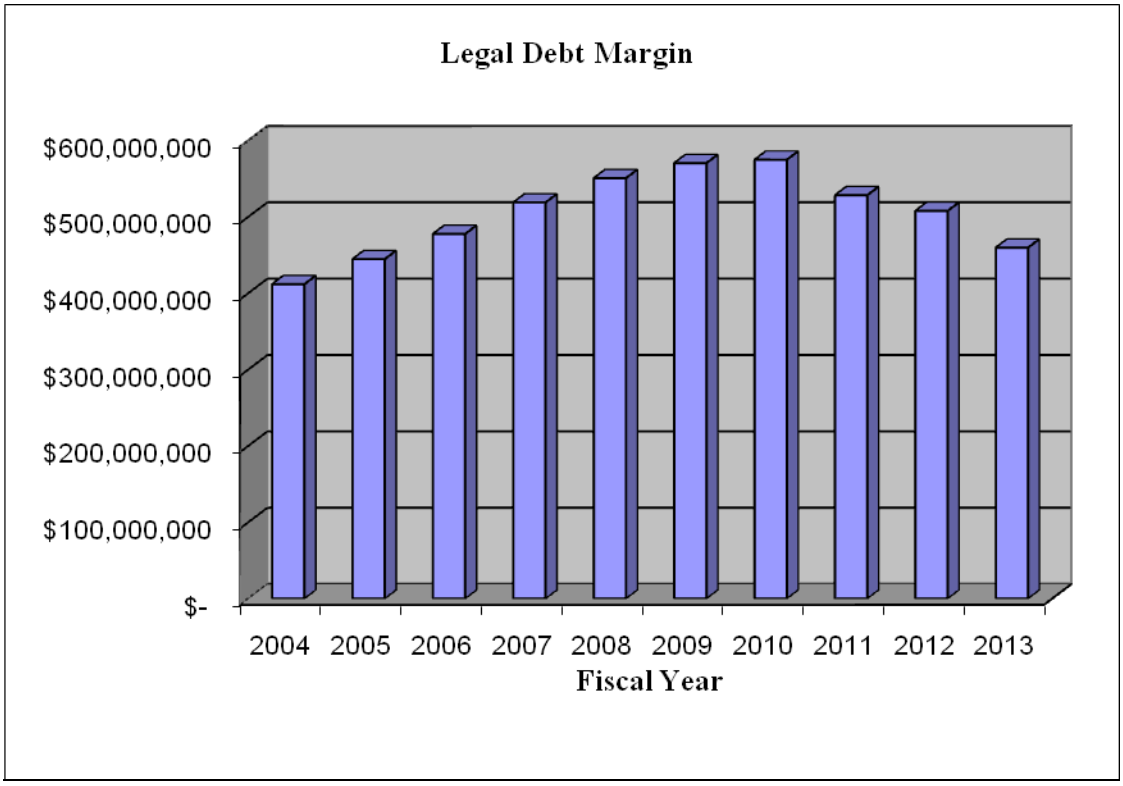
The legal debt margin amount is important in that it represents the net amount of external financing resources that is available to the County through the issuance of general obligation (G.O.) bonds. G.O. bonds are debt instruments issued in the name of the government and whose repayment is guaranteed through a pledge of the full faith and credit of the issuer. In layman's terms, when the majority of voters in a county approve a general obligation bond referendum, they are guaranteeing the purchaser of that bond that they will pay property taxes in an amount that is sufficient to redeem the bond upon maturity and pay the interest earned on the outstanding bonds.

TAX YEAR	ASSESSED VALUE	APPLICABLE PERCENTAGE	DEBT LIMIT	CURRENT G.O. DEBT	LEGAL DEBT MARGIN
2012	$4,596,584,583	10.00%	$459,658,458	$0	$459,658,458

The legal debt margin is calculated at any point in time by deducting the amount of the current outstanding G.O. debt from the statutory debt limit. The reason for performing this calculation is to determine the maximum amount of new debt that could be legally issued should the need arise. This means that Fayette County has no outstanding general obligation bond indebtedness and has the entire 100% percent of its legal debt capacity available. With the annual budgeted appropriations in the General Fund being approximately $47.3 million for FY 2013, there would appear to be more than sufficient debt capacity available to the County.

Fayette County and its component units also issue revenue bonds. As provided by law, the issuance of revenue bonds does not count against the legal debt margin.

STATEMENT OF LEGAL DEBT MARGIN LAST TEN FISCAL YEARS					
Fiscal Year	Assessed Property Values	Percentage	Debt Service Monies Debt Limit	Net Bonded Debt	Legal Debt Margin
2004	$ 4,118,425,304	10.00%	$ 411,842,530	-	$ 411,842,530
2005	$ 4,446,670,984	10.00%	$ 444,667,098	-	$ 444,667,098
2006	$ 4,776,347,705	10.00%	$ 477,634,771	-	$ 477,634,771
2007	$ 5,188,941,242	10.00%	$ 518,894,124	-	$ 518,894,124
2008	$ 5,506,961,516	10.00%	$ 550,696,152	-	$ 550,696,152
2009	$ 5,703,535,572	10.00%	$ 570,353,557	-	$ 570,353,557
2010	$ 5,747,653,235	10.00%	$ 574,765,324	-	$ 574,765,324
2011	$ 5,282,717,969	10.00%	$ 528,271,797	-	$ 528,271,797
2012	$ 5,078,256,754	10.00%	$ 507,825,675	-	$ 507,825,675
2013	$ 4,596,584,583	10.00%	$ 459,658,458	-	$ 459,658,458



LONG-TERM DEBT
AS OF JUNE 30, 2012

General Obligation Bonds – Fayette County could issue general obligation bonds to provide funds for the acquisition and construction of major general government capital facilities. General obligation (G.O.) bonds are direct obligations and thus represent a pledge of the full faith and credit of the government. Fayette County currently has no general obligation bonds outstanding.

Revenue Bonds - The County and its component units also issue bonds where the issuer pledges income derived from the acquired or constructed assets to pay debt service.

Fayette County Public Facilities Authority (a blended component unit) – In April of 2011, the Public Facilities Authority (PFA) issued $40.3 million of Series 2011 Revenue Bonds for the purpose of refunding all of the Series 2001 Refunding Revenue Bonds. The Series 2001 Revenue Bonds had been issued for the purpose of providing funds to pay or to be applied toward the cost of refunding by redemption and payment the Series 2000 Bonds that had been issued for the construction of the Criminal Justice Center. The Series 2011 Bonds are special limited obligations of the issuer (PFA) payable solely from installment payments of purchase price to be made by the County to the issuer pursuant to the agreement. The County's obligation is to make installment payments to the issuer sufficient to enable the issuer to pay the principal of, premium if any, and interest on the Series 2011 Bonds. Interest on the Series 2011 Bonds is payable semiannually on December 1 and June 1. For financial reporting purposes, the Public Facilities Authority is considered to be a component unit of Fayette County and thus the debt is properly reported as being attributable to Fayette County government.

The Fayette County Public Facilities Authority currently outstanding revenue bonds can be described as follows:

$39,350,000 outstanding - Series 2011 Refunding Revenue Bonds, Criminal Justice Center Project; due in annual installments of $1,160,000 to $3,115,000 through June 1, 2030; and interest from 2.0% to 5.0%.

At June 30, 2012, the Fayette County Public Facilities Authority was obligated to make combined payments of principal and interest on its outstanding revenue debt as follows:

Fiscal Year	Principal	Interest	Debt Service
2013	1,160,000	1,669,056	2,829,056
2014	1,220,000	1,611,056	2,831,056
2015	1,710,000	1,552,306	3,262,306
2016-2020	9,485,000	6,815,781	16,300,781
2021-2025	11,515,000	4,781,500	16,296,500
2026-2030	14,260,000	2,040,781	16,300,781
Totals	**$ 39,350,000**	**$ 18,470,481**	**$ 57,820,481**

Fayette County Water System Enterprise Fund – The Water System issues revenue bonds with the purpose of refunding debt and to pay the costs of making additions, extensions, and improvements to the County's water system.

The Fayette County Water System's currently outstanding revenue bonds can be described as follows:

$270,000 outstanding – **Series 1996A**, due in annual installments of $25,000 to $920,000 through October 1, 2020; and an interest from 3.6% to 5.5%

$18,645,000 outstanding – **Series 2002**, due in installments of $50,000 to $2,250,000 through October 1, 2032; and an interest from 3.25% to 5.125%

$33,055,000 outstanding – **Series 2009**, due in installments of $85,000 to $4,415,000 through October 1, 2029; and an interest from 2.00% to 5.0%

$8,070,000 outstanding – Series 2012A, due in installments of $100,000 to $3,660,000 through October 1, 2025; and an interest from 3.00% to 5.0%

At June 30, 2012, the Fayette County Water System Enterprise Fund was obligated to make combined payments of principal and interest on its outstanding revenue debt as follows:

Fiscal Year	Principal	Interest	Payments
2013	3,255,000	2,576,528	5,831,528
2014	3,375,000	2,489,436	5,864,436
2015	3,470,000	2,355,097	5,825,097
2016-2021	23,390,000	10,627,150	34,017,150
2022-2027	21,490,000	3,784,875	25,274,875
2022-2027	5,060,000	526,294	5,586,294
Total	**$ 60,040,000**	**$ 22,359,380**	**$ 82,399,380**

Georgia Environmental Facilities Authority (GEFA) - The Georgia Environmental Facilities Authority is a state agency which offers low interest financing to other political subdivisions of the State of Georgia for their water and sewer capital needs.

As of June 30, 2012, the Water System Enterprise Fund has no GEFA loans outstanding. The seven existing loans were refunded in FY 2010 with proceeds from the Series 2009 revenue bonds.

LEASES
AS OF JUNE 30, 2012

Leases – Fayette County entered into an equipment lease-purchase agreement with Motorola, Inc. on December 27, 2002 for an 841 MHz radio system with six satellites and one prime site. The total purchase price was $7,760,000. Under the terms of the financing the County is required to make annual lease payments in the amount of $993,761 covering a ten-year lease term. The first payment was due on January 1, 2004 and the last payment is due on January 1, 2013.

Fiscal Year	Principal	Interest	Payments
2004	$ 621,902	$ 371,859	$ 993,761
2005	653,656	340,105	993,761
2006	684,800	308,961	993,761
2007	717,428	276,333	993,761
2008	751,612	242,149	993,761
2009	787,423	206,338	993,761
2010	824,941	168,820	993,761
2011	864,247	129,514	993,761
2012	905,425	88,336	993,761
2013	948,566	45,195	993,761
Totals	**$ 7,760,000**	**$ 2,177,610**	**$ 9,937,610**
Balance as of 6/30	**$ 948,566**	**$ 45,195**	**$ 993,761**

SALARY RANGES FOR CLASSIFIED FULL-TIME POSITIONS
Effective July 1, 2012

		Minimum Salary		Maximum Salary	
Grade	**Position**	**Annual**	**Hourly**	**Annual**	**Hourly**
806	CUSTODIAN	$ 24,998	$ 12.02	$ 38,038	$ 18.29
807	RECEPTIONIST	$ 26,264	$ 12.63	$ 39,964	$ 19.21
808	CUSTODIAL CREW LEADER GROUNDS MAINTENANCE WORKER ROAD MAINTENANCE WORKER	$ 27,593	$ 13.27	$ 41,987	$ 20.19
809	APPRAISER AID DEPUTY CLERK I ELECTIONS CLERK FINANCE CLERK LIBRARY ASSISTANT I METER READER PROPERTY TAX CLERK RECORDS CLERK SENIOR GROUNDS MAINT WORKER TAG CLERK	$ 28,990	$ 13.94	$ 44,112	$ 21.21
810	ADMINISTRATIVE CLERK ADMINISTRATIVE SECRETARY ANIMAL CONTROL OFFICER APPRAISAL TECHNICIAN BILLING REPRESENTATIVE CUSTOMER SERVICE REPRESENTATIVE DEPUTY CLERK II DISTRIBUTION MAINTENANCE WORKER EQUIPMENT OPERATOR I HUMAN RESOURCES TECHNICIAN LANDFILL OPERATOR LIBRARY ASSISTANT II SENIOR TAG CLERK SIGN TECHNICIAN WARRANT CLERK WETLANDS CARETAKER	$ 30,458	$ 14.64	$ 46,346	$ 22.28
811	COMMUNICATIONS OFFICER LEAD TAG CLERK SENIOR ANIMAL CONTROL OFFICER SENIOR METER READER WATER PLANT MAINT. WORKER	$ 32,000	$ 15.38	$ 48,692	$ 23.41
812	ACCOUNTING TECHNICIAN ADMINISTRATIVE ASSISTANT BUILDING MAINTENANCE TECHNICIAN CONTROL TERMINAL OPERATOR DELINQUENT TAX OFFICER	$ 33,620	$ 16.16	$ 51,157	$ 24.59

SALARY RANGES FOR CLASSIFIED FULL-TIME POSITIONS
Effective July 1, 2012

		Minimum Salary		Maximum Salary	
Grade	**Position**	**Annual**	**Hourly**	**Annual**	**Hourly**
812	DEPUTY CLERK III	$ 33,620	$ 16.16	$ 51,157	$ 24.59
	DEPUTY COURT CLERK				
	DETENTION OFFICER				
	ELECTIONS OFFICER				
	EMS TECHNICIAN				
	EQUIPMENT OPERATOR II				
	FIELD SERVICE REPRESENTATIVE				
	GROUNDS CREW LEADER				
	HOUSEKEEPING SUPERVISOR				
	MAINTENANCE TECHNICIAN				
	PERMIT TECHNICIAN				
	PLANT OPERATOR III				
	SENIOR BILLING REPRESENTATIVE				
	SENIOR CUSTOMER SERVICE REPRES				
	UTILITY LOCATOR				
	ZONING TECHNICIAN				
813	APPRAISER I - PERSONAL PROPERTY	$ 35,322	$ 16.98	$ 53,747	$ 25.84
	APPRAISER I - REAL PROPERTY				
	CONSTABLE				
	CORPORAL NON-CERTIFIED				
	EQUIPMENT OPERATOR III				
	FUEL LUBE MECHANIC				
	LAB ANALYST				
	MECHANIC				
	METER READER SUPERVISOR				
	PLANT OPERATOR II				
	SENIOR ACCOUNTING TECHNICIAN				
	SENIOR COMMUNICATIONS OPERATOR				
814	ADMINISTRATIVE SPECIALIST	$ 37,110	$ 17.84	$ 56,468	$ 27.15
	BUILDING MAINTENANCE ENGINEER				
	BUYER				
	CREW LEADER I				
	DEPUTY MARSHAL				
	DEPUTY SHERIFF				
	ENGINEERING TECHNICIAN				
	FF/EMT				
	FIRE ADMINISTRATIVE COORDINATOR				
	JUDICIAL ADMINISTRATIVE SPECIALIST				
	OFFICE MANAGER				
	PLANT OPERATOR I				
	REAL PROPERTY APPRAISER II				
	SENIOR DEPUTY CLERK				
	TERMINAL AGENCY COORDINATOR				
	VICTIM ADVOCATE				

SALARY RANGES FOR CLASSIFIED FULL-TIME POSITIONS
Effective July 1, 2012

		Minimum Salary		Maximum Salary	
Grade	**Position**	**Annual**	**Hourly**	**Annual**	**Hourly**
815	APPRAISAL GIS TECHNICIAN CREW LEADER II DISTRIBUTION CREW LEADER ENVIRONMENTAL TECHNICIAN FF/FAO INFORMATION SYSTEM TECHNICIAN REAL PROPERTY APPRAISER III SENIOR PLANT OPERATOR	$ 38,989	$ 18.74	$ 59,326	$ 28.52
816	ANIMAL CONTROL SUPERVISOR ATHLETIC COORDINATOR BILLING OPERATIONS SUPERV WATER BUILDING INSPECTOR I BUILDING MAINTENANCE SUPERVISOR CHIEF DEPUTY COUNTY CLERK COMMUNICATION SHIFT SUPERVISOR CONSTRUCTION INSPECTOR CONTRACT ADMINISTRATOR CORPORAL CUSTOMER SERVICE SUPERVISOR DEPUTY MARSHAL - INVESTIGATOR EXECUTIVE ASSISTANT GROUNDS MAINTENANCE SUPERVISOR HR PAYROLL SPECIALIST INVESTIGATOR INVESTIGATOR - SOLICITOR LIBRARY ASSOCIATE PROGRAM COORDINATOR PROPERTY TAX SUPERVISOR SENIOR ENVIRONMENTAL TECHNICIAN SHOP SUPERVISOR TAG AGENT SUPERVISOR WARRANT SPECIALIST YOUTH SERVICES OFFICER	$ 40,963	$ 19.69	$ 62,330	$ 29.97
817	ACCOUNTING ANALYST ASSISTANT WATER PLANT MANAGER BUILDING INSPECTOR II BUSINESS SYSTEMS ADMINISTRATOR CAD MANAGER COMMUNICATIONS TRAINING OFFICER FF/PARAMEDIC FINANCIAL ANALYST NETWORK ADMINISTRATOR THERAPEUTIC PROGRAM COORDINATOR	$ 43,036	$ 20.69	$ 65,485	$ 31.48

SALARY RANGES FOR CLASSIFIED FULL-TIME POSITIONS
Effective July 1, 2012

		Minimum Salary		Maximum Salary	
Grade	**Position**	**Annual**	**Hourly**	**Annual**	**Hourly**
818	ASSIST BLDG & GROUNDS DIRECTOR BUILDING INSPECTOR III DEPUTY MARSHAL - SGT. HUMAN RESOURCES MGR-SHERIFF LAB MANAGER - WATER LEAD APPRAISER PERSONAL PROPERTY PUBLIC SERVICES LIBRARIAN RESIDENTIAL LEAD APPRAISER RIGHT OF WAY AGENT SERGEANT STAFF SERGEANT	$ 45,215	$ 21.74	$ 68,800	$ 33.08
819	ACCOUNTING SUPERVISOR ADMINISTRATIVE MANAGER ASSISTANT PARKS & REC DIRECTOR ASSISTANT ROAD DIRECTOR CHIEF DEPUTY CLERK-MAGISTRATE CLERK OF JUVENILE COURT CLERK PROBATE COURT ELECTIONS SUPERVISOR GIS ANALYST HR ANALYST HR BENEFITS ADMINISTRATOR PLANS EXAMINER SENIOR BUILDING INSPECTOR SYSTEMS ANALYST ZONING COORDINATOR	$ 47,504	$ 22.84	$ 72,283	$ 34.75
820	ASSIST COMMUNICATIONS DIRECTOR BUDGET OFFICER COMPLIANCE OFFICER DEPUTY MARSHAL - LIEUTENANT EMERGENCY MANAGEMENT SPECIALIST FIRE INSPECTOR/INVESTIGATOR FIRE LIEUTENANT LIEUTENANT LIEUTENANT COMPLIANCE OFFICER	$ 49,909	$ 23.99	$ 75,943	$ 36.51
821	ASSISTANT SOLICITOR GENERAL ASSIST DIRECTOR PERMITS/INSPECT ASSIST INFORMATION SYSTEMS MGR CHIEF DEPUTY CLERK-SUPERIOR CT DEPUTY CHIEF APPRAISER DEPUTY DIRECTOR ADMINISTRATION DEPUTY TAX COMMISSIONER DIRECTOR ANIMAL CONTROL EXEC ASSIST BOARD OF COMMISSION	$ 55,090	$ 26.49	$ 83,826	$ 40.30

SALARY RANGES FOR CLASSIFIED FULL-TIME POSITIONS
Effective July 1, 2012

		Minimum Salary		Maximum Salary	
Grade	**Position**	**Annual**	**Hourly**	**Annual**	**Hourly**
821	FLEET MAINTENANCE MANAGER RISK MANAGER STAFF ATTORNEY WATER DISTRIBUTION MANAGER WATER TREATMENT PLANT MANAGER ZONING ADMINISTRATOR	$ 55,090	$ 26.49	$ 83,826	$ 40.30
822	BUILDING AND GROUNDS DIRECTOR CAPTAIN CHIEF PILOT - CAPTAIN COMMUNICATIONS DIRECTOR COURT ADMINISTRATOR DEVELOPMENT ENGINEER EMA COORDINATOR - CAPTAIN ENVIRONMENTAL ENGINEER FF/CAPTAIN FIRE CAPTAIN - TRAINING TRANSPORTATION ENGINEER	$ 60,809	$ 29.24	$ 92,529	$ 44.48
823	ASSIST WATER SYSTEM DIRECTOR ASSISTANT PLANNING DIRECTOR ASSIST CHIEF FINANCIAL OFFICER ASSIST HR DIRECTOR BATTALION COMMANDER CHIEF MARSHAL COMMANDER-FIRE MARSHAL COMMANDER-FIRE/EMS ADM DIRECTOR OF PURCHASING DIRECTOR PARKS/RECREATION DIRECTOR PERMITS/INSPECTIONS DIRECTOR ROAD DEPARTMENT INFORMATION SYSTEMS MANAGER MAJOR STORMWATER DEVELOP DIRECTOR	$ 67,122	$ 32.27	$ 102,134	$ 49.10
824	CHIEF APPRAISER DEPUTY DIR PUB SAF/DEP FIRE CHIEF FIRE CHIEF LT. COLONEL	$ 74,090	$ 35.62	$ 112,737	$ 54.20
825	CHIEF FINANCIAL OFFICER CHIEF INFORMATION OFFICER COMMUNITY DEVELOPMENT DIRECTOR DIRECTOR OF PUBLIC SAFETY HUMAN RESOURCES DIRECTOR PUBLIC WORKS DIRECTOR WATER SYSTEM DIRECTOR	$ 81,782	$ 39.32	$ 124,441	$ 59.83

GLOSSARY OF BUDGETARY AND FINANCIAL TERMINOLOGY

Accounting System - The total set of records and procedures which are used to record, classify and report information on the financial statements and operations of an entity.

Accrual Basis of Accounting - The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether or not cash disbursements are made at that time).

ADA – Americans with Disabilities Act.

Ad Valorem Property Taxes - Taxes levied on an assessed valuation (40% of market value) of real and personal property, based on a valuation as of January 1 and a millage rate set by the County Commission.

Appropriation - An authorization made by the Board of Commissioners which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one year period.

ARC – Atlanta Regional Commission

Board of Commissioners - The governing authority of the County. It consists of five members that serve on a part-time basis and are elected to staggered terms of four years.

Bond – a debt investment in which an investor loans money to an entity (corporate or governmental) that borrows the funds for a defined period of time at a fixed interest rate.

Read more: http://www.investopedia.com/terms/b/bond.asp#ixzz1aJmudMMl

Budget - A financial plan for a specific period of time that matches all planned revenues and expenditures with various County services.

Budget Amendment - A legal procedure utilized by County staff to revise a budget appropriation. County administration staff has the authorization to adjust line item expenditures within a departmental budget but the County Commission must approve any increase in the total budget for a department.

CAFR – Comprehensive Annual Financial Report

Capital Budget - A component of the annual budget that serves as a guide for efficiently and effectively undertaking capital projects. The capital budget includes the Capital Improvement Program (CIP).

Capital Improvement Program (CIP) - A five-year plan of major capital projects. It includes the funds required for the completion of the projects and the sources for funding these projects.

Capital Project - A capital outlay for the acquisition of any asset or construction project with an anticipated cost of $5,000 to $49,999 and an estimated useful life of three or more years.

Cash basis – the basis of accounting under which revenue is recognized when received and expenditures are recognized when paid.

CIP Project - Is a major capital project with an anticipated cost of at least $50,000 and an estimated useful life of at least three years.

Capital Outlay - Includes expenditures that result in the acquisition of or addition to fixed assets that have an estimated useful life greater than one year.

COLA – Cost of Living Adjustment.

Contingency - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

COOP – Continuity of Operations Plan.

Cost Center - An operating unit within the County for which an annual budget is approved by the County Commission.

Debt Service Fund - A fund used to account for resources intended for the payment of principal, interest, and any service charges on long-term debt.

Department - A major administrative unit of the County with overall management responsibility for an operation or a group of related operations within a functional area.

Encumbrance - Obligations in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation and for which part of the appropriation is reserved. They cease to be encumbrances when paid or when an actual liability is set up.

Enterprise Fund - A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to ensure that revenues are adequate to meet all necessary expenditures.

Expenditure - Decrease in net financial resources. Expenditures include current operating expenses requiring the present and future use of net current assets, debt service, capital outlays and intergovernmental grants, entitlement, and shared revenues.

Fiscal Year - The time period designated by the County signifying the beginning and ending period for recording financial transactions. Fayette County has specified July 1 to June 30 as its fiscal year.

Fiscal Policies – guidelines that provide a framework as to how the financial responsibilities associated to the operation of the County are to be carried out.

Fixed Asset - Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery and furniture.

Full-Time Equivalent (FTE) - Uniform basis used to measure approved positions. The number of positions is determined based on the total average weekly hours worked in relation to the total work hours in a full work week. Example: a position that works 20 hours per week is equivalent to 0.50 FTE (20 hours worked divided by 40 hours for a full work week).

Fund - A fiscal and accounting entity which is comprised of a self-balancing set of accounts which reflect all assets, liabilities, equity, revenue and expenditures (or expenses) necessary to disclose financial position and the results of operations. Funds are established as individual entities in order to segregate financial records for the purpose of legal compliance, different natures of the activities performed, measurement of different objectives, and to facilitate management control.

Fund Balance - Refers to the excess of current assets over current liabilities.

GAAP – Generally Accepted Accounting Principles

GASB – Governmental Accounting Standards Board

GCIC – Georgia Crime Information Center

General Fund - It is the principal operating fund for the County.

General Obligation (G.O.) Bonds - Bonds sold to raise revenue for long-term capital financing needs. These bonds which pledge the full faith and credit of the County must be approved by voter referendum. The cost of financing is spread over the life of the improvement so that future users help to repay the cost of the improvement.

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GFOA – Government Finance Officers Association

Governmental Fund - Used to account for all or most of a government's general activities. The measurement focus is on source and use of resources.

Infrastructure - Basic installations and facilities (e.g., roads, bridges) upon which the continuance and growth of a community depend.

Intergovernmental Revenue - Revenues received from other governmental entities in the form of grants, entitlements, shared revenues or payments in lieu of taxes.

Interest Income - Revenue earned for the use of idle monies.

Interfund Transfer - Contributions and operating transfers of cash made between the various funds of the County.
Internal Service Fund - A fund used to account for operations that provide services to other departments or agencies of the governmental unit on a cost-reimbursement basis.

Lease Purchase - A method of acquiring high cost equipment or property and spreading the payments over a specified period of time.

L.E.C.M. – Law Enforcement Confiscated Monies.

Legal Debt Margin - The net amount of external financing resources that is available to the County through the issuance of general obligation bonds. For Fayette County, it is limited to an amount equal to 10% of the assessed value of all taxable property located within the county, less any current general obligation bond debt.

Liability - Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

Line- Item Budget - A budget that lists each expenditure category separately along with the dollar amount budgeted for each specified category.

Millage Rate - The ad valorem tax rate expressed in terms of the levy per thousand dollars of taxable assessed value.

M&O – Maintenance and Operations

MARTA – Metropolitan Atlanta Rapid Transit Authority

Mill – A tax rate of one *mill* represents a tax liability of one dollar per $1,000 of assessed value.

Millage Rate – The ad valorem tax rate expressed in terms of the levy per thousand dollars of taxable assessed value.

Modified Accrual Basis – The basis of accounting under which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred and revenues are recorded when received in cash except for material and/or other available revenues which should be accrued to reflect properly the taxes levied and revenue earned.

O.C.G.A. – Official Code of Georgia Annotated.

Moody's - a credit rating agency which performs international financial research and analysis on commercial and government entities.

Operating Budget - The portion of the budget pertaining to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, travel, fuel, and capital outlay.

Other Financing Sources – monies transferred-in from other funds.

Other Financing Uses – monies transferred-out to other funds.

Performance Measures - Specific quantitative and qualitative measures of work performed as an objective of the department or cost center.

Personal Per Capita Income – is the total income of all persons living in a community divided by the population of that community.

Property Tax - Revenue generated from the annual levy of taxes on property owners.

Revenue - The term designates an increase to a fund's assets which does not increase a liability, represent a repayment of an expenditure already made, represent a cancellation of certain liabilities or represent an increase in contributed capital.

Revenue Bond – a special type of bond distinguished by its guarantee of repayment solely from revenues generated by a specified revenue-generating entity associated with the purpose of the bonds.

RFP – Request for Proposal

Sales and Use Tax - A percentage tax imposed upon the sale or consumption of goods and/or services.

Special Revenue Fund – A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

S.P.L.O.S.T. – Special Local Option Sales Tax

Standard & Poor's – as a credit-rating agency (CRA), the company issues credit ratings for the debt of public and private corporations.

YTD – Year to Date