

Fayette COUNTY

"WHERE QUALITY IS A LIFESTYLE"

OPERATING AND CAPITAL BUDGET

FISCAL YEAR ENDED JUNE 30, 2014

Prepared By:
Steve Rapson, County Administrator
Mary S. Parrott, Chief Financial Officer
Sergio Acevedo, Budget Officer

FAYETTE COUNTY, GEORGIA

BOARD OF COMMISSIONERS

Steve Brown, Chairman
Charles Oddo, Vice Chair
David Barlow
Randy Ognio
Allen McCarty

Steve Rapson, County Administrator
Office of Administration
140 Stonewall Avenue, West
Suite 100
Fayetteville, GA 30214
Telephone: (770) 305-5400

Mary S. Parrott, Chief Financial Officer
Finance Department
140 Stonewall Avenue, West
Suite 101
Fayetteville, GA 30214
Telephone: (770) 305-5235



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, 2012.

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 document continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

FAYETTE COUNTY, GEORGIA
TABLE OF CONTENTS
FISCAL YEAR ENDED JUNE 30, 2014

	PAGE
Table of Contents	i
INTRODUCTION	
FY 2013 Budget Message	1
Services Provided By the County	7
Profile of the County	7
Governmental Structure	9
Local Economic Conditions and Outlook	10
Map of the County: Municipalities and Proximity to Metropolitan Atlanta Area	13
Major Initiatives for FY 2013 and the Future	15
Issues and Strategies	16
Long Term Strategy	17
BUDGET SUMMARY	
Summary of Total Expenditures - All Budgeted Funds	18
Summary of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds	19
Chart: Revenue and Other Sources - % Contribution by Source	20
Chart: Expenditures and Other Uses - % Contribution by Function	21
Chart: Total Revenue - 5 Year Trend	22
Chart: Total Expenditures - 5 Year Trend	22
Chart: Revenue vs. Expenditures - 5 Year Trend	23
Chart: 5 Highest Revenue Categories - 5 Year Trend	23
Summary of Revenues, Expenditures and Changes in Fund Balances - Enterprise Funds	24
Chart: Revenue and Other Sources - % Contribution by Source	25
Chart: Expenditures and Other Uses - % Contribution by Category	25
Summary of Revenues, Expenditures and Changes in Fund Balances - Internal Service Funds	26
Summary of Revenues, Expenditures and Other Financing Sources and Uses - All Funds	27
Budget Summary Information	28
Comparison of Next Year's Adopted Budget With the Current Year's Budget	29
Analysis of Major Revenue Sources and Trends	32
General Fund	33
Other Funds	35
All Funds	40
Analysis of the Fund Balance of Each Individual Fund	41
General Fund	42
Special Revenue Funds	43
Enterprise Funds	47
Internal Service Funds	48
Overview of Fund Balances	49
PLAN, POLICIES, AND PROCEDURES	
Mission Statement	50
Strategic Goals and Objectives	50
The Plan	50
Adopted Fiscal Policies	53

FAYETTE COUNTY, GEORGIA
TABLE OF CONTENTS
FISCAL YEAR ENDED JUNE 30, 2014

	PAGE
Budget Policy	53
Budget Parameters	59
Budget Calendar	60
Reserve Fund Policy	61
Investment Policy	61
Debt Management Policy	63
Purchasing Card Policy	66
Replacement of Vehicles, Heavy Equipment, and Other Assets	68
Accounting, Auditing, and Financial Reporting	74
Measurement basis	75
Basis of Accounting	75
Basis of Budgeting	75
Basis of Accounting and Basis of Budgeting - Differences	75
Budget Amendments	76
Budgeted Funds	77
Fund Types	78
Fund Types, Funds, Functional Areas and Departments	80
CAPITAL BUDGET	
Policies and Procedures	82
Capital Expenditures - Definition	82
Classification of Projects	83
Funding of Capital/CIP Projects	83
Funds	83
Financial Impact on the Operating Budget	84
Major Capital/CIP Projects for FY 2014	84
Capital Budget - Expenditures and Funding	86
Chart: Capital Budget - Expenditures by Capital Fund	87
Chart: Capital Budget - Funding by Source	88
Chart: Capital Budget - Expenditures by Function	89
Capital Projects - Projects By Function	90
Capital Improvement Program (CIP): Aggregate Project Summary - Cost/Funding	92
Capital Improvement Program (CIP): Cost Summaries by Department	93
Capital Improvement Program (CIP): Projects by Fiscal Year	96
Impact of FY 2014-2018 CIP projects on Operating Budgets	98
ORGANIZATION	
Organizational Chart	99
Fayette County, Georgia - Contact Information	100
Summary of Personnel - Full-Time Equivalents (FTE)	102
Chart: Total Personnel (FTE) - 5 Year Trend	103
Chart: % of Personnel by Function	103
FY 2014 Budget - Personnel Notes	104
Matrix linking departments with Fayette County Goals and Objectives	105
Cost Center Sheets - County Departments/Outside Agencies	
Function: General Government	
Administration	107
Building & Grounds	109
County Commission	111

FAYETTE COUNTY, GEORGIA
TABLE OF CONTENTS
FISCAL YEAR ENDED JUNE 30, 2014

	PAGE
Elections	113
Engineering	115
Finance	116
Human Resources	118
Information Systems	120
Law Department	122
Non-Departmental General Government	123
Purchasing	124
Tax Assessor	126
Tax Commissioner	128
Function: Judicial	
Clerk of State Court	129
Clerk of Superior Court	131
District Attorney	134
Judges, Court Reporter	135
Juvenile Court	136
Juvenile Supervision	138
Law Library	140
Magistrate Court	141
Non-Departmental Judicial	143
Probate Court	144
Public Defender	146
State Court Judge	147
State Court Solicitor	149
Function: Public Safety	
Animal Control	151
Confiscated Property - Federal	153
Confiscated Property - State	154
Confiscated Property - US Customs	155
County Coroner	156
Emergency 911	157
Fire and Emergency Services	160
Emergency Management	161
Emergency Medical Services	162
Fire Services	163
Jail Surcharge	164
Marshal's Office	165
Non-Departmental Public Safety	166
Sheriff's Office - All Divisions	167
Sheriff - Administrative Services	168
Sheriff - Criminal Investigations	170

FAYETTE COUNTY, GEORGIA
TABLE OF CONTENTS
FISCAL YEAR ENDED JUNE 30, 2014

	PAGE
Sheriff - Field Operations	174
Sheriff - Jail Operations	176
Function: Public Works	
Fleet Maintenance	178
Public Works Administration	180
Road Department	181
Solid Waste Management	183
Stormwater Management - 50840320	185
Stormwater Management - 10040320	187
Street Lights	188
Water System	189
Function: Health & Welfare	
Dept. Family & Children Services	191
Drug Abuse & Treatment	192
Fayette Community Options	193
Fayette Counseling Center	194
Public Health	195
Senior Citizen Services	196
Victims Assistance	197
Youth Protection	199
Function: Culture & Recreation	
Library	200
Library - SPLOST	202
Recreation	203
Function: Planning & Development	
County Extension	205
Development Authority	207
GA Forestry Commission	208
Permits and Inspections	209
Planning and Zoning	211
Code Enforcement Section	214
Function: Debt Service	
Criminal Justice Center Debt	215
APPENDIX	
Legal Debt Margin - General Obligation Debt	216
Long-Term Debt	218
Bonds	218
GEFA loans	219
Leases	220
Salary Ranges for Classified Positions - Effective July 1, 2011	221
Glossary of Budgetary and Financial Terminology	226

Fayette County
"Where Quality Is a Lifestyle"
140 Stonewall Avenue West, Ste 100
Fayetteville, Georgia 30214
Phone: 770-305-5200
www.fayettecountyga.gov

Fiscal Year 2014
Budget Message

June 27, 2013

The Honorable Steve Brown, 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 2014 budget for Fayette County Georgia as adopted by the Board of Commissioners on June 27, 2013. The adopted budget covers the period beginning **July 1, 2013 and ending June 30, 2014**.

The budget includes **expenditures** of **$74,721,112** and **transfers** of **$1,725,909** for **total appropriations** of **$76,447,021**. 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 108,200 as of April 1, 2013.

Major components of the approved expenditures include **$58,355,969** for **operating Governmental Funds** activities, **$14,833,622** for **operating Enterprise Funds** activities, **$1,397,825** for **Capital/CIP projects**, and **$133,696** for **Internal Service** activities.

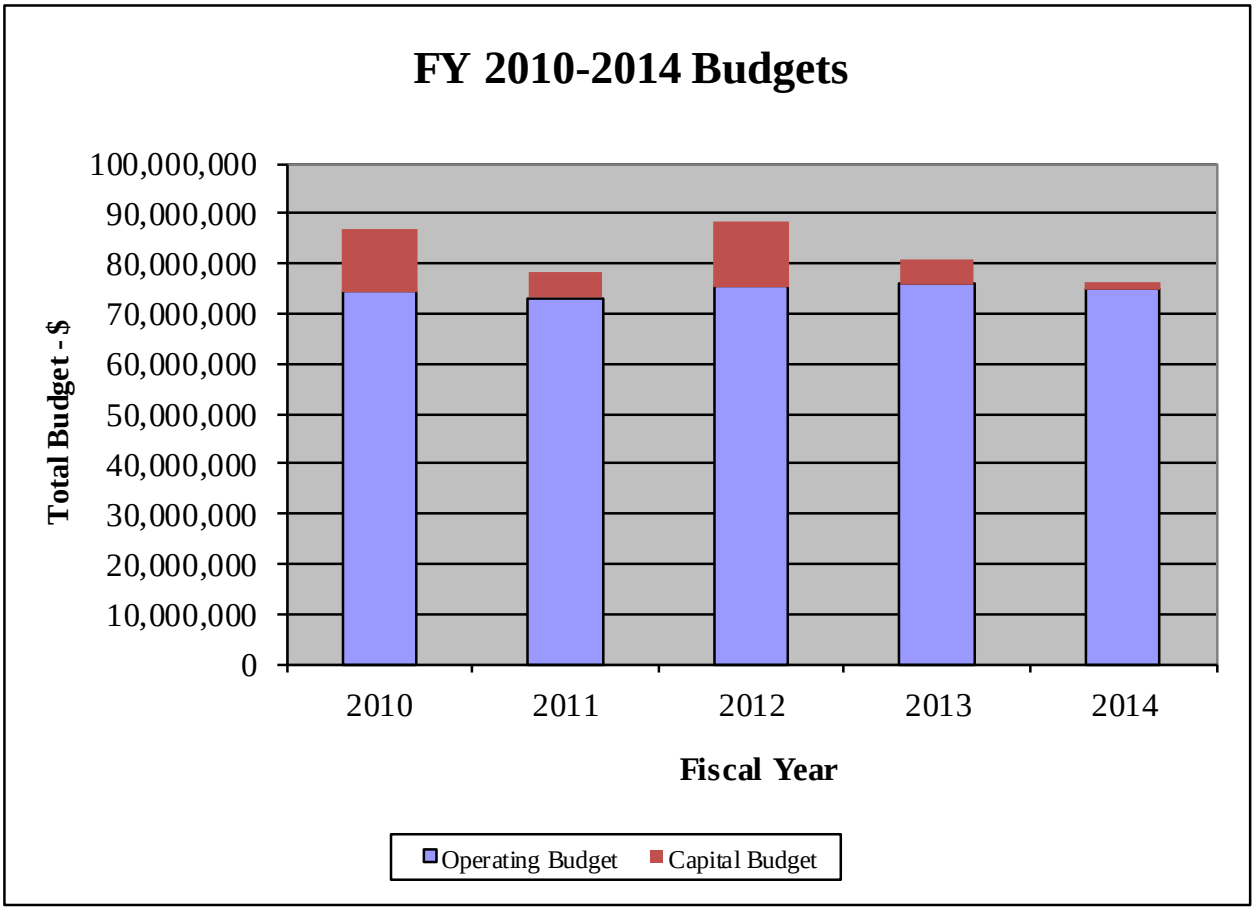
BUDGET IN BRIEF

The adopted **operating budget** for FY 2014 totals **$74,781,275**. This year's operating budget decreased by **$1.0 million** from the previous year's operating budget and represents a **1.3%**

decrease from the FY 2013 operating budget. The FY 2014 adopted **capital budget** is **$3.54 million** less than the previous year. This represents a decrease of **69.8%**. The total adopted budget for FY 2014 is **$4.54 million** less than the previous year. This represents an overall decrease of **5.6%** from prior year's budgeted expenditures.

Fayette County Georgia - FY 2010 to 2014 Budgets

Fiscal Year	Operating Budget	% Change	Capital Budget	% Change	Total Budget	% Change
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)
2014	74,781,275	(1.3)	1,531,521	(69.8)	76,312,796	(5.6)



SIGNIFICANT ITEMS FOR CURRENT FY 2013 AND BUDGET FY 2014

1. Capital Projects and the Capital Improvement Program (CIP) – the CIP plan was updated reflecting a focus on establishing *critical* needs for the upcoming five-year period and the departments identifying funding available from current projects that could be used to fund the 5-year CIP plan. As an example, the Recreation department received approval for seven projects in FY 2014 to be fully funded from monies available from previously approved projects. If no specific current project was identified as a funding source, existing fund balance in the Capital and CIP funds is to be used to fund the projects. As a result, only $97,000 from the General Fund and $37,225 from the Fire Services Fund is projected to be used to fund the FY 2014 projects. Funding within the Capital and CIP funds has been appropriated and designated as Contingency from existing residual funding for additional projects approved during the fiscal year.

2. **Personnel Changes** – the early retirement incentive program (ERIP) was implemented in FY 2013 and was advertised as saving $2 million dollars based on these employees retiring. However, while 32 county employees elected to take the ERIP, all positions were left in the existing budget with 22 ERIP positions being rehired by the first of this year, negating most or all of the purported savings. The FY 2014 Budget reconciled the financial impact to recapture the ERIP savings presented and resulted in abolishing 21 positions, 10 of which were directly associated with the ERIP, and eliminating nine existing vacancies resulting, in total, to the same per dollar impact as what the ERIP had promised. These abolished positions, along with positions which were backfilled within the department but at a lower salary, were implemented and lowered the FY2014 Budget for salaries and benefits approximately $2 million, the same associated savings as what the ERIP on its own was supposed to deliver. The Environmental Management staff of five (5) was transferred from Stormwater Utility along with one (1) position from Victim's Assistance Special Revenue Fund to the General Fund.

3. **The Defined Benefit Plan** – amendments to the Defined Benefit Plan for county employees were approved by the Board of Commissioners during FY 2013. Most of the benefits amended apply to new county employees. Among the amendments: a reduction of the benefit multiplier (1.5% to 1.25%), normal retirement age from 65 to 67 years, and the retirement benefit vesting period from 5 to 10 years. Even with these amendments, Fayette County will still be providing benefits to its employees that are comparable to other neighboring jurisdictions. At the same time, these amendments are projected to reduce future annual operating costs an average of $493,000. As an example: the actuarial impact of savings in year 2020 is projected at $ 571,842.

4. **Defined Benefit Overfunding** – for the FY 2014 budget, the Board of Commissioners approved not funding the annual contribution to the Defined Benefit Plan. The purpose is to recapture part of the existing overfunding of the plan. Per the Actuarial Valuation of the Fayette County Benefit Plan prepared by the GEB Corp, as of January 1, 2013, the plan's funding ratio is 143.4%. The ACCG's targeted funding ratio is 125%. The decision of not funding the plan in FY 2014 translates to savings of approximately $1.18 million in this budget and recaptures a portion of the $2.88 million prefunding during the FY 2013 Budget.

5. **Health Insurance Coverage** – the Board of Commissioners approved changes in the Medical Plan Benefits for Employees. Two choices were offered including the traditional open access

POS Plan and a new choice for a Health Savings Account (HSA). Incentives were paid to those employees electing a HSA. Healthcare employee rates were held the same as last year with continued basic life, accidental death & disability and long-term disability plan at no cost to employees. Employees were provided with Health Statements detailing deductibles, claims, and out-of-pocket expenses. A non-tobacco user discount was implemented. For FY 2014, health insurance rates were increasing approximately 30%. By implementing these changes the County's cost was kept at previous year's level, saving approximately $1.5 million.

6. Incentive of 2% salary one-time payment – included in the FY2014 budget approved by the Board of Commissioners is funding for a one-time salary payment of 2%. This payment would be eligible to employees contingent upon meeting budget expectations as an award for providing the same level of service with fewer employees.

7. Vehicles and Equipment Replacement – in the FY 2014 budget, the replacement of vehicles and equipment amount to approximately $181,300. Of this, $133,700 funded with monies available in the Vehicle/Equipment fund and $47,600 funded by the Water System fund. The criteria for replacement of vehicles and equipment contained in the Vehicle and Equipment Replacement Policy (see Plan, Policies, and Procedures section) is being revised by the department of Fleet Maintenance. The criteria for age and mileage of the units, plus the criteria of unit hours will be adjusted. Also, the composition of the current county fleet of vehicles and equipment is being assessed to determine if it is in synch with the long-term needs of the county.

8. **Emergency 911 Radio System** – on December 27, 2002, the county entered into a ten-year lease-purchase agreement with Motorola, Inc., for an 841 MHz radio system with six satellites and one prime site. The total purchase price was $7.76 million. Under the terms, the lease payments required by the county were $993,761 annually. In December of 2012, the county made the final payment under the lease-purchase agreement.

9. **Fayette County's Bond Rating** – in June 2013, Moody's Investors Services affirmed the county's rating of **Aa1 with a positive outlook** on its $39 million in outstanding revenue bonds issued through the Fayette County Public Facilities Authority. The positive outlook is based on the expectance that the county's finances will remain healthy given its conservative budgeting policies and robust reserves. The current Board's commitment to depart from deficit budgeting, plus the expected recovery in property values, should steer the county in the direction of a future higher bond rating. A higher bond rating translates in lower borrowing costs and savings to taxpayers.

10. **Neutral Millage Rate** – the FY 2014 budget approved by the Board of Commissioners allowed the county to maintain neutral millage rates this year resulting in no tax increase for Fayette County citizens. Last year's millage rates were adjusted to recapture the small dollar amount of negative reassessments experienced and are shown in the following charts:

Millage Rates

Fund	2012	2013	Millage	Percent
General Fund	5.645	5.714	0.069	1.2%
Fire Fund	3.030	3.070	0.040	1.3%
EMS Fund	0.450	0.456	0.006	1.3%
E911 Fund	0.207	0.210	0.003	1.4%

No Change Millage Rate

Fund	2012	2013	Estimated	Budget	Variance	Percent
General Fund	5.645	5.645	$24,397,185	$24,350,600	$46,585	0.2%
Fire Fund	3.030	3.030	$5,896,235	$5,798,000	$98,235	1.7%
EMS Fund	0.450	0.450	$1,180,006	$1,194,500	($14,494)	-1.2%
E911 Fund	0.207	0.207	$894,635	$888,700	$5,935	0.7%

Revenue-Neutral Millage Rate

Fund	2012	2013	Estimated	Budget	Variance	Percent
General Fund	5.645	5.714	$24,695,397	$24,350,600	$344,797	1.4%
Fire Fund	3.030	3.070	$5,974,073	$5,798,000	$176,073	2.9%
EMS Fund	0.450	0.456	$1,195,739	$1,194,500	$1,239	0.1%
E911 Fund	0.207	0.210	$907,601	$888,700	$18,901	2.1%

BUDGET SUMMARY

OPERATING BUDGET FY 2014 TO FY 2013 COMPARISON - BY FUND			
FUND	**FY 2014**	**FY 2013**	**% CHANGE**
General Fund	43,886,938	$ 45,200,684	(2.9)
Special Revenue Funds			
Law Library	62,160	$ 67,160	(7.4)
Confiscated Property-State	17,900	76,500	(76.6)
Emergency Phone E-911	2,911,158	3,589,216	(18.9)
Jail Construction	395,000	447,942	(11.8)
Juvenile Supervision	24,971	30,330	(17.7)
Victims Assistance	129,395	186,416	(30.6)
Drug Abuse and Treatment	110,000	60,500	81.8
Fire Services Fund	8,237,995	7,382,275	11.6
Street Lights	304,166	304,246	(0.0)
EMS Fund	3,291,432	3,043,852	8.1
Enterprise Funds			
Solid Waste	195,894	215,582	(9.1)
Stormwater Management	500,000	427,805	16.9
Water System	14,714,266	14,753,637	(0.3)
Total Operating Budget	**$ 74,781,275**	**$ 75,786,145**	**(1.3)**

CONCLUSION

The Board of Commissioners provided staff with direction to discontinue deficit budgeting, continue the County's commitment to offer outstanding customer service, propose reductions that would not impact service delivery while maintaining no increase in property taxes. The FY 2014 adopted budget meets all of these expectations. For FY 2014 the projected impact of the budget on the fund balance for the General Fund is an increase of $290k and for the Special Revenue Funds an increase of $273k. The original adopted operating budget for FYs 2013 and 2012 included a significant use of fund balance, the General Fund in the amount of ($2.8M) and ($3.4M), in the Special Revenue Funds of ($876K) and (570K). This year's budget reflects what can be achieved by the County's respective Elected Officials, Constitutional Officers, and Department Heads with a collaborative approach.

The adopted FY 2014 budget highlights include reductions that do not impact existing service delivery, a fundamental correction to balance current year revenue with current year expenses, provides adequate funding for healthcare costs while maintaining health insurance options and retirement plans benefits for its employees. This budget does not call for a property tax increase by bringing expenses back in line with revenues.

Elected Officials, Constitutional Officers, and County staff are committed to ensuring expenditures are maintained at minimum levels. In approving the FY 2014 Budget, the Fayette County's Board of Commissioners has taken a stand for 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, Fayette County Government has met the fiscal challenge faced by governments 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,

Steve Rapson
County Administrator

Mary S. Parrott
Chief Financial Officer

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.

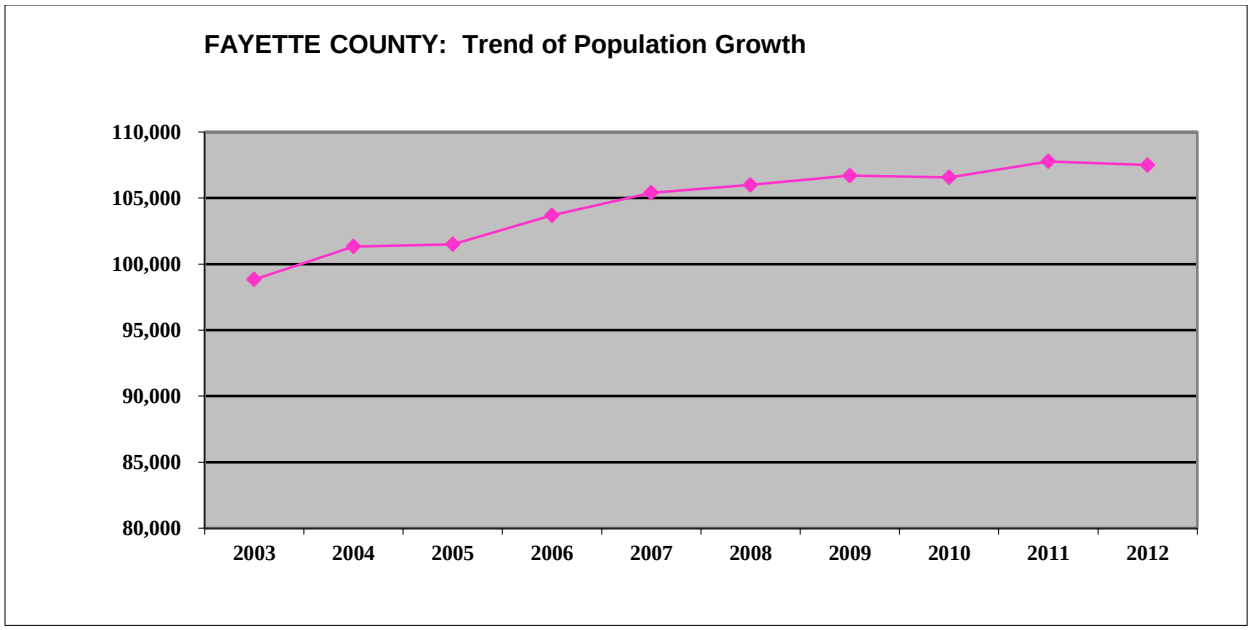
LOCAL ECONOMIC CONDITIONS AND OUTLOOK

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.

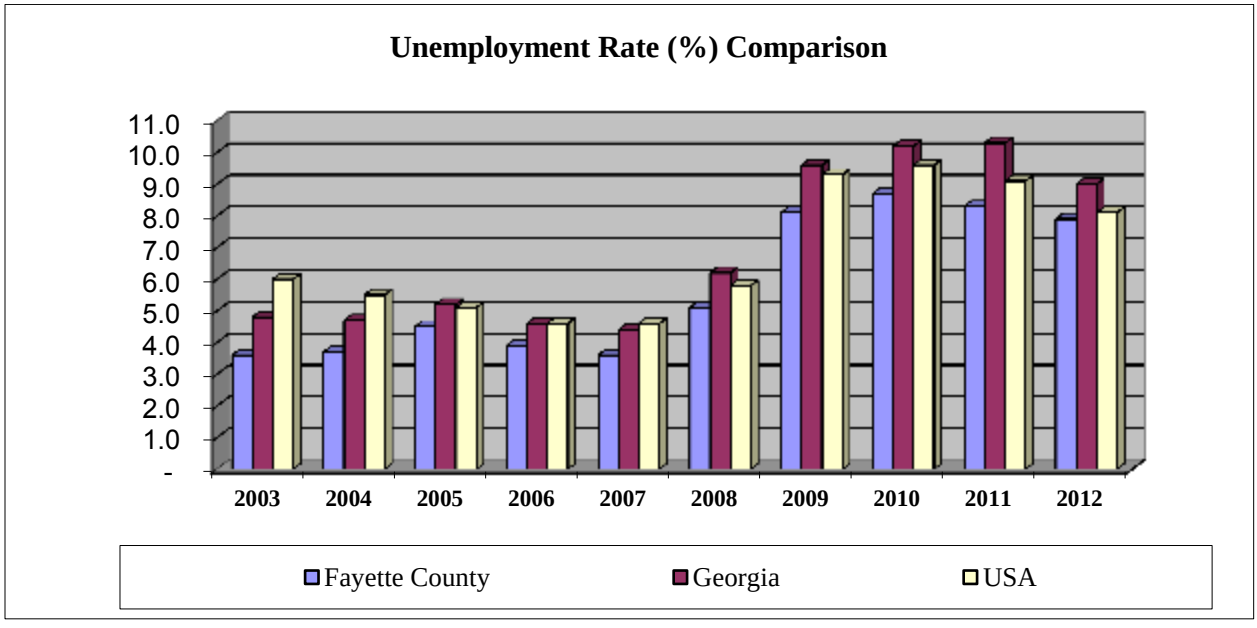
The quality and quantity of services provided by the County to its residents are second to none. The Fayette County Board of Education reported that all 25 schools met Georgia's Adequate Yearly Progress testing criteria and no school will have to offer parents the option of transferring students to other 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.

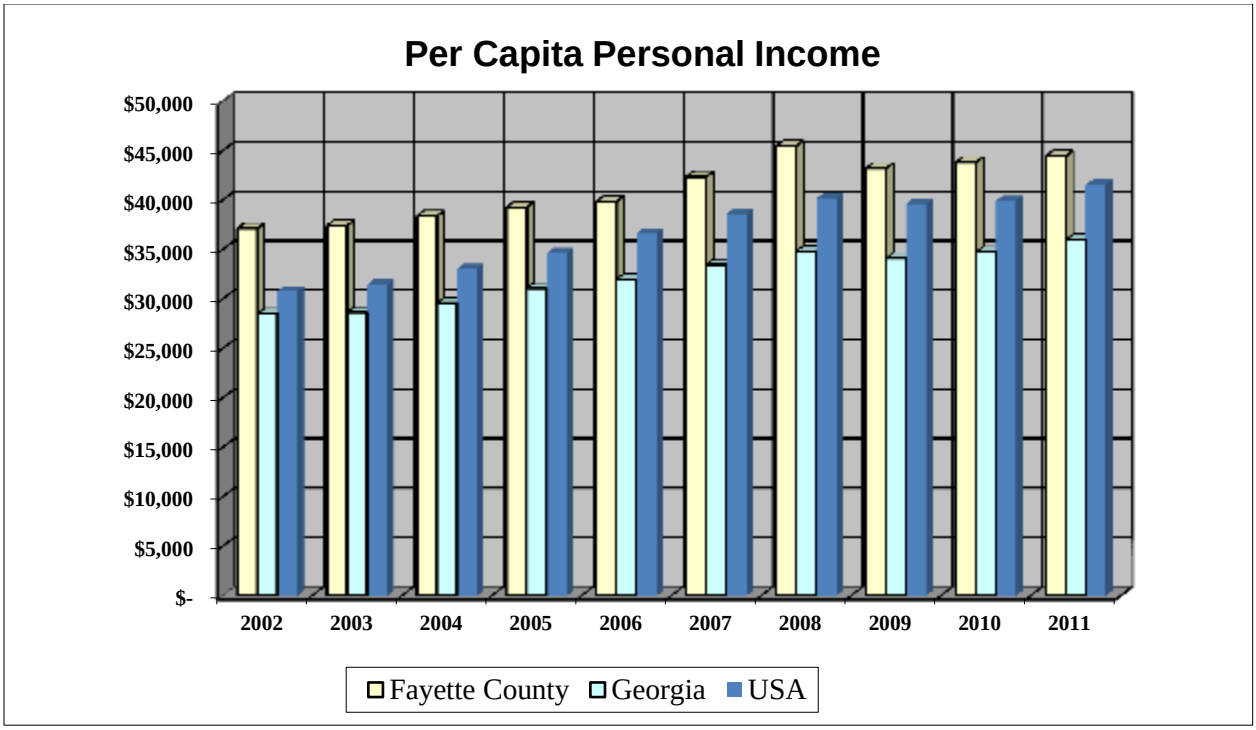
According to the 1980 census figures, Fayette County had 29,043 residents and was the forty-third most populous county in the State of Georgia. For the 2010 census the population is 106,567. It is the twenty-second most populous county. Even though the population growth will not continue at the same 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.



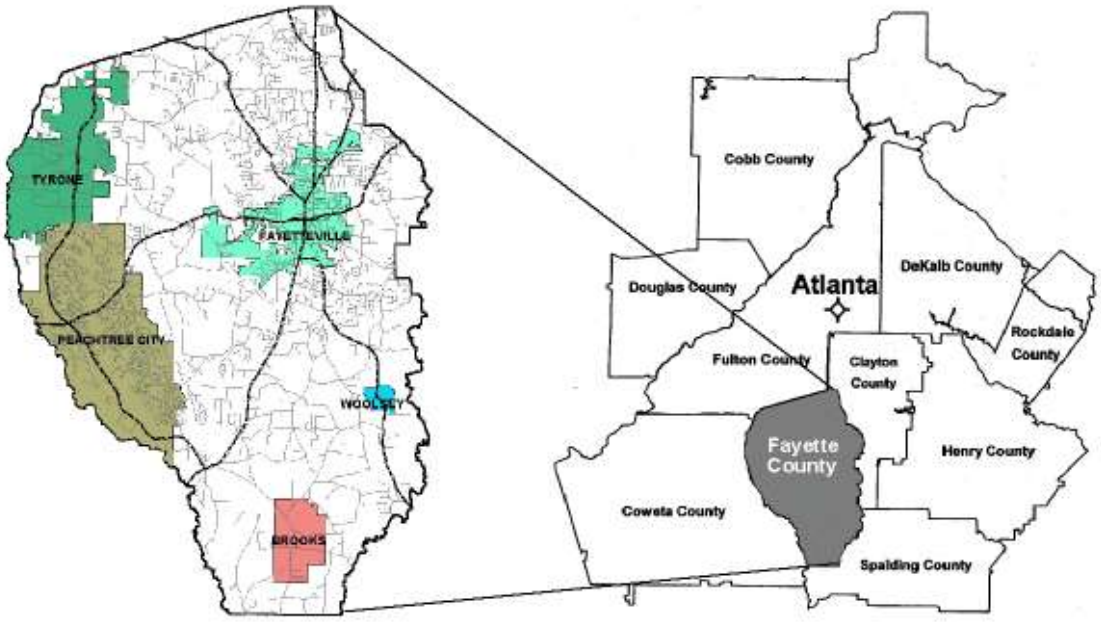
The residents of Fayette County are among the most affluent in the country. More than half of its residents 18 and older have college education. The county's unemployment rate is lower than the state and the national unemployment rates. Fayette County's work force is generally employed in the following 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.

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 16,206 per the 2012 census estimate.

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 34,662 per the 2012 census estimate.

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 6,976 per the 2012 census estimate.

MAJOR INITIATIVES FOR FISCAL YEAR 2013 AND THE FUTURE



For the Year: In preparing the 2014 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 2013 to allow for additional time to process the departments' requests. County departments were instructed to keep their FY 2014 budget requests at the same level, or lower than, their FY 2013 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 2014 were assessed and aligned with critical needs.

Projected operating expenditures for FY 2014 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 2014 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 2013 decreased $2.9 million. The FY 2014 budget, as projected, avoids fund balance to decrease as in previous years.
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.

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 2013, fund balance decreased for the second consecutive year. The FY 2014 budget, as projected, avoids fund balance to decrease as in FY 2013.
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. The FY 2014 budget, as projected, avoids fund balance to decrease as in FY 2013.
Strategies:

1. As a short term solution, a transfer from the General Fund will be needed in FY 2014.
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 2014 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.

Long Term Strategy

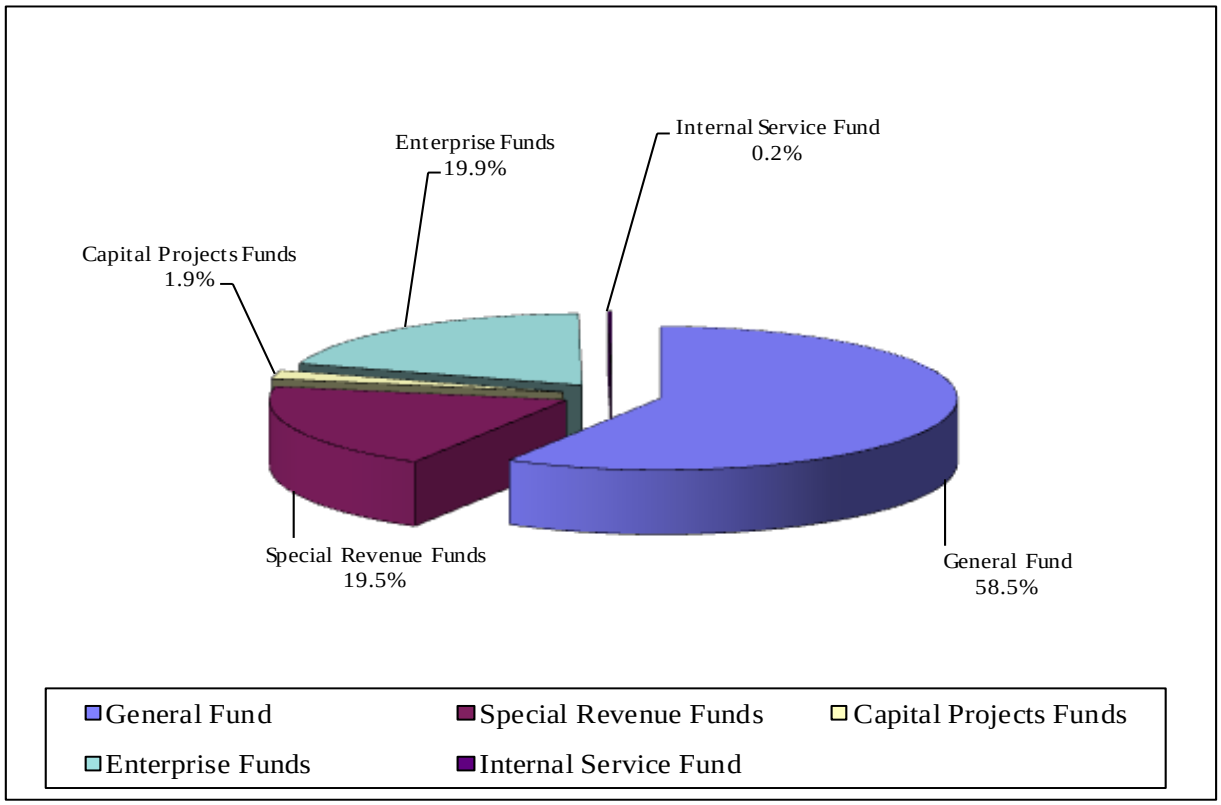
The expected **long term effects** of the strategies placed in action with the FY 2014 budget are the following:

1. Cutting costs as much as possible without affecting service levels to the citizens of Fayette County.
2. Fund current expenditures with current revenues to stop deficit budgeting and avoid the use of fund balance.
3. Fund capital and CIP projects utilizing funds available from previous years' projects that have been completed or that are deemed non-essential.
4. Reward, if possible, county employees that are expected to do more with less as personnel levels decrease.
5. By aligning expenditures with current revenue levels, as the economy improves and the tax base increases, Fayette County will start building up cash reserves.

FY 2014 BUDGET
ALL BUDGETED FUNDS
TOTAL EXPENDITURES*

General Fund	$	43,792,938
Special Revenue Funds		14,563,031
Capital Projects Funds		1,397,825
Enterprise Funds		14,833,622
Internal Service Funds		133,696
Total	**$**	**74,721,112**

*Does not include transfers to other funds of $1,725,909 for total appropriations of $76,447,021.

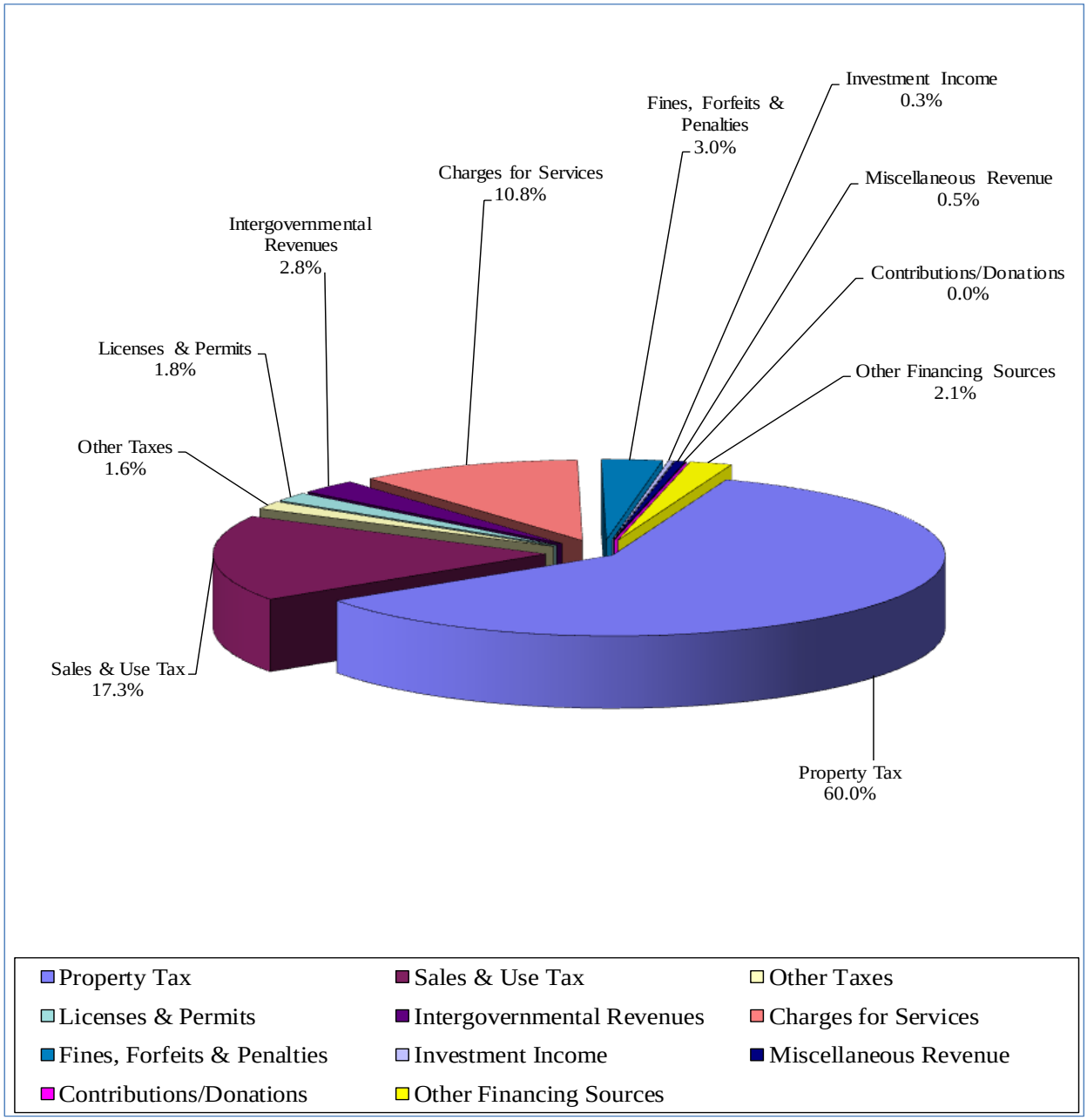


SUMMARY OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES
GOVERNMENTAL TYPE FUNDS
COMPARISON OF THREE MOST RECENT FISCAL YEARS

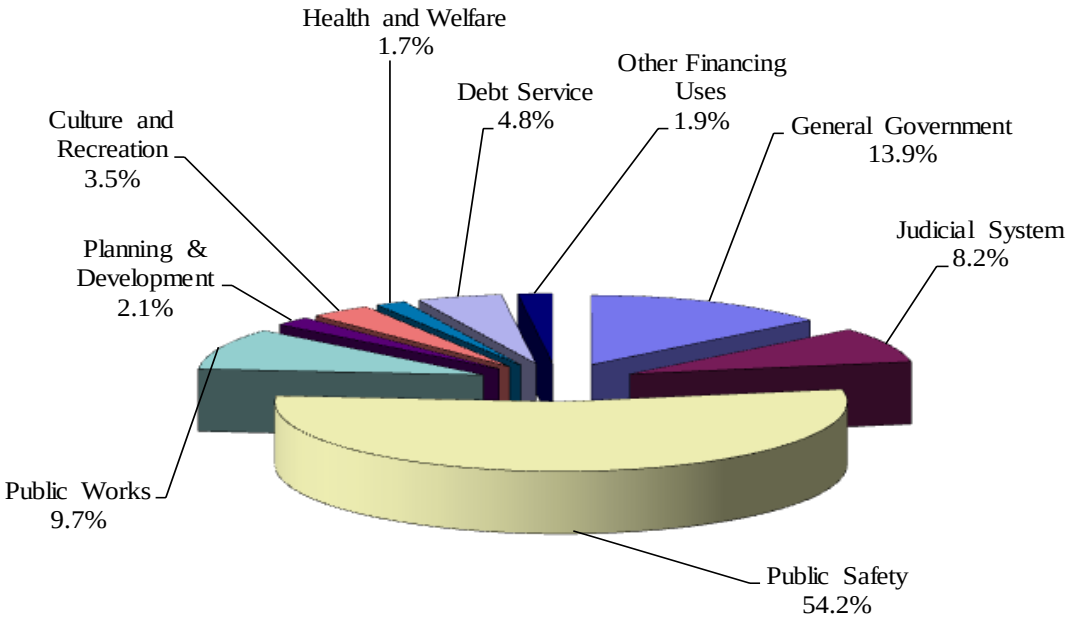
	GENERAL FUND			SPECIAL REVENUE FUNDS			TOTAL GOVERNMENTAL FUNDS		
BUDGETED FUNDS	FY 2012 ACTUAL	FY 2013 ACTUAL*	FY 2014 BUDGET	FY 2012 ACTUAL	FY 2013 ACTUAL*	FY 2014 BUDGET	FY 2012 ACTUAL	FY 2013 ACTUAL*	FY 2014 BUDGET
REVENUES									
Property Tax	$ 28,228,776	$ 25,948,409	$ 25,458,400	$ 8,304,063	$ 10,549,104	$ 10,553,400	$ 36,532,839	$ 36,497,513	$ 36,011,800
Sales & Use Tax	10,011,105	9,807,730	10,370,000	-	-	-	10,011,105	9,807,730	10,370,000
Other Taxes	1,173,004	768,596	939,250	2,074,595	-	-	3,247,599	768,596	939,250
Licenses & Permits	215,512	983,248	1,077,500	-	-	-	215,512	983,248	1,077,500
Intergovernmental Revenue	661,205	397,513	1,454,869	748,339	896,280	251,000	1,409,544	1,293,793	1,705,869
Charges for Services	1,911,227	1,874,190	2,013,382	3,577,135	3,946,624	4,468,000	5,488,362	5,820,814	6,481,382
Fines, Forfeits & Penalties	1,351,058	1,495,554	1,420,000	922,107	727,637	355,900	2,273,165	2,223,191	1,775,900
Investment Income	244,443	46,312	150,000	16,651	5,653	10,535	261,094	51,965	160,535
Miscellaneous Revenue	364,915	272,549	237,938	134,626	63,810	60,000	499,541	336,359	297,938
Contributions/Donations	15,795	11,533	5,000	1,920	1,742	1,500	17,715	13,275	6,500
Total Revenues	44,177,040	41,605,634	43,126,339	15,779,436	16,190,850	15,700,335	59,956,476	57,796,484	58,826,674
OTHER FINANCING SOURCES									
Sale of Gen Fixed Asset	34,772	29,169	-	225,526	4,735	-	260,298	33,904	-
Transfers from other funds	1,281,714	990,328	1,147,684	290,111	483,060	94,000	1,571,825	1,473,388	1,241,684
Total Revenues and Other Financing Sources	$ 45,493,526	$ 42,625,131	$ 44,274,023	$ 16,295,073	$ 16,678,645	$ 15,794,335	$ 61,788,599	$ 59,303,776	$ 60,068,358
EXPENDITURES									
General Government	$ 8,624,978	$ 8,792,195	$ 8,272,906	$ -	$ -	$ -	$ 8,624,978	$ 8,792,195	$ 8,272,906
Judicial System	5,037,664	5,231,726	4,817,271	202,362	130,900	87,131	5,240,026	5,362,626	4,904,402
Public Safety	19,795,579	20,698,901	18,333,708	15,383,308	14,825,690	13,937,489	35,178,887	35,524,591	32,271,197
Public Works	4,353,329	3,779,453	5,458,260	294,968	294,778	299,016	4,648,297	4,074,231	5,757,276
Planning & Development	1,317,126	1,280,354	1,233,852	-	-	-	1,317,126	1,280,354	1,233,852
Culture and Recreation	2,019,104	2,042,148	2,075,620	514,029	170,522	-	2,533,133	2,212,670	2,075,620
Health and Welfare	759,057	754,331	769,120	243,813	402,066	239,395	1,002,870	1,156,397	1,008,515
Debt Service	2,825,759	2,829,973	2,832,201	993,762	993,762	-	3,819,521	3,823,735	2,832,201
	44,732,596	45,409,082	43,792,938	17,632,242	16,817,717	14,563,031	62,364,838	62,226,799	58,355,969
OTHER FINANCING USES									
Loss on Disposition of Assets	-	-	-	-	-	-	-	-	-
Transfers to other funds	3,628,289	2,581,989	191,000	282,891	1,164,081	958,371	3,911,180	3,746,070	1,149,371
Total Expenditures and Other Financing Uses	$ 48,360,885	$ 47,991,071	$ 43,983,938	$ 17,915,133	$ 17,981,798	$ 15,521,402	$ 66,276,018	$ 65,972,869	$ 59,505,340
Net Increase (Decrease) In Fund Balance	(2,867,359)	(5,365,940)	290,085	(1,620,060)	(1,303,153)	272,933	(4,487,419)	(6,669,093)	563,018
FUND BALANCE JULY 1	$ 37,273,344	$ 34,405,985	$ 29,040,045	$ 8,465,170	$ 6,845,110	$ 5,541,957	$ 45,738,514	$ 41,251,095	$ 34,582,002
FUND BALANCE JUNE 30	$ 34,405,985	$ 29,040,045	$ 29,330,130	$ 6,845,110	$ 5,541,957	$ 5,814,890	$ 41,251,095	$ 34,582,002	$ 35,145,020

*Year-To-Date before closing the year.

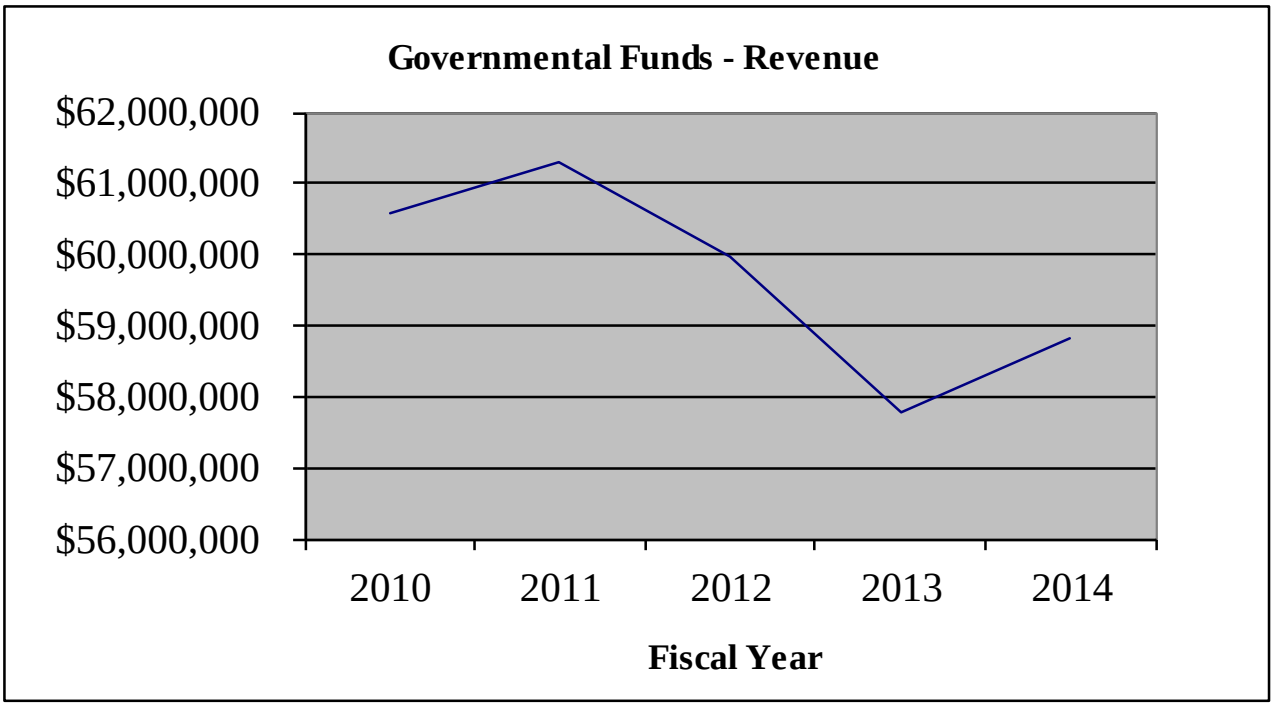
FAYETTE COUNTY, GEORGIA
FY 2014 BUDGET
GOVERNMENTAL TYPE FUNDS
ESTIMATED REVENUE AND OTHER SOURCES

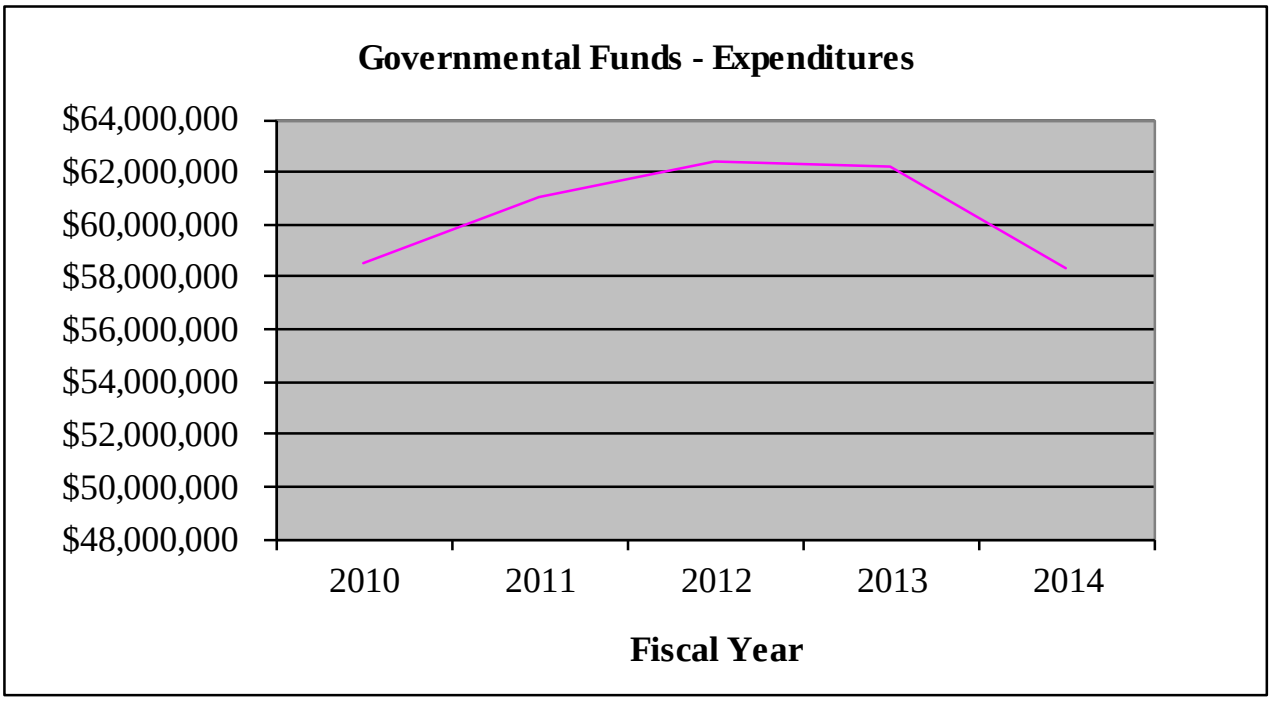


FAYETTE COUNTY, GEORGIA
FY 2014 BUDGET
GOVERNMENTAL TYPE FUNDS
ESTIMATED EXPENDITURES AND OTHER USES

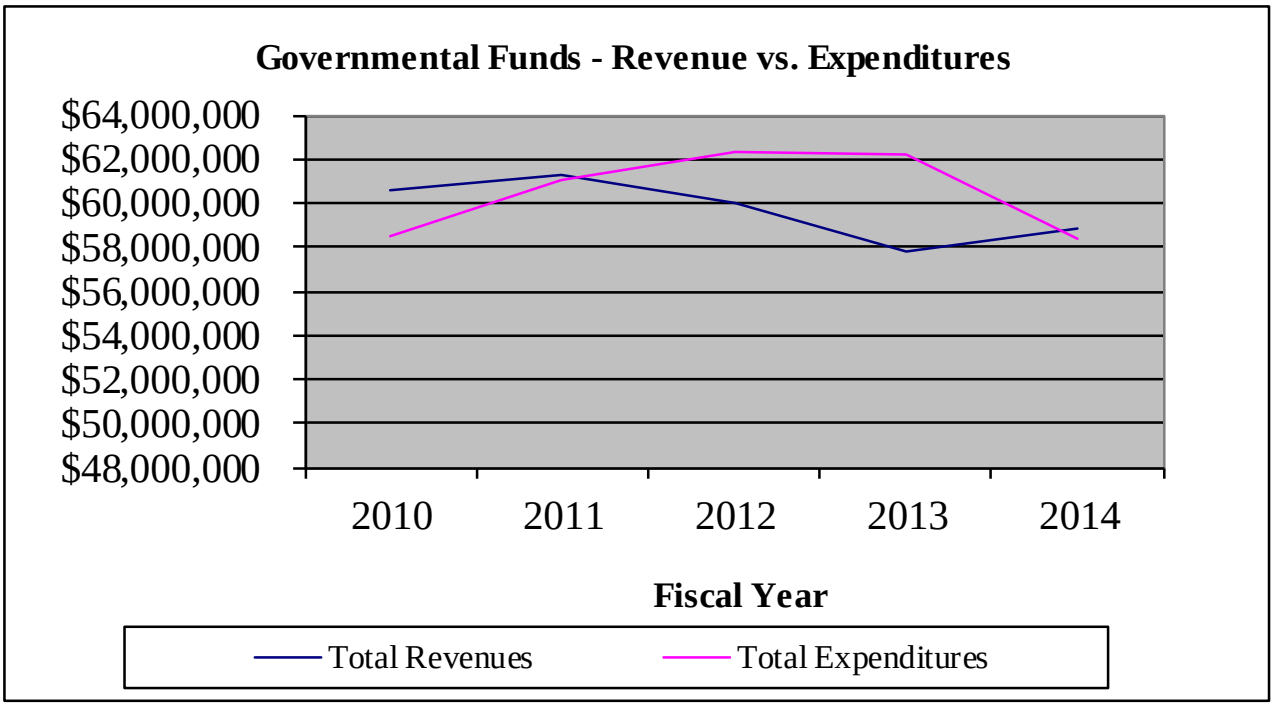


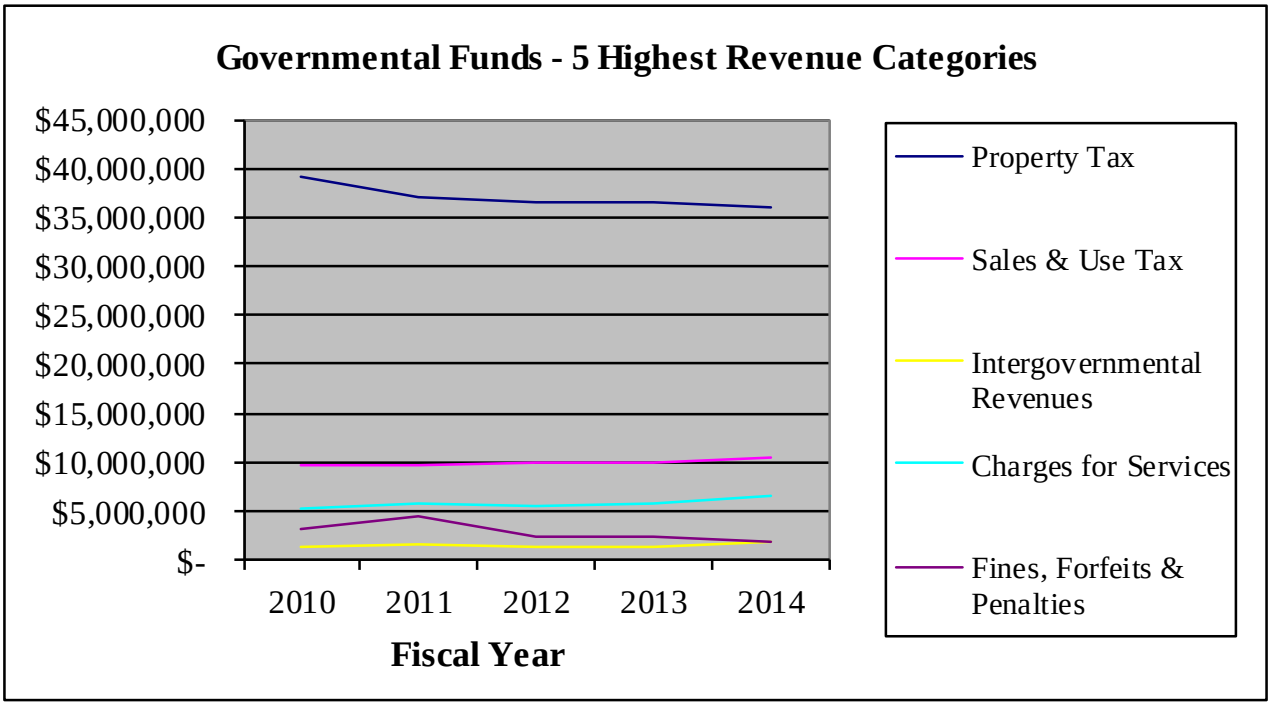
FAYETTE COUNTY, GEORGIA
GOVERNMENTAL TYPE FUNDS
FIVE YEAR TREND





FAYETTE COUNTY, GEORGIA
GOVERNMENTAL TYPE FUNDS
FIVE YEAR TREND





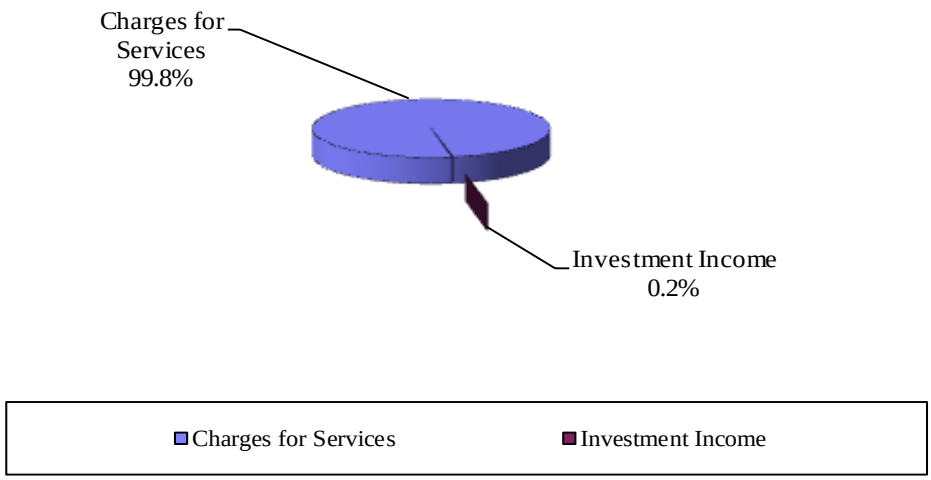
FAYETTE COUNTY, GEORGIA
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
ENTERPRISE TYPE FUNDS
COMPARISON OF THREE MOST RECENT FISCAL YEARS

	SOLID WASTE FUND			STORMWATER MGT FUND			WATER SYSTEM FUND			TOTAL ENTERPRISE FUNDS		
BUDGETED FUNDS	FY 2012 ACTUAL	FY 2013 ACTUAL*	FY 2014 BUDGET	FY 2012 ACTUAL	FY 2013 ACTUAL*	FY 2014 BUDGET	FY 2012 ACTUAL	FY 2013 ACTUAL*	FY 2014 BUDGET	FY 2012 ACTUAL	FY 2013 ACTUAL*	FY 2014 BUDGET
REVENUES												
Property Tax	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Sales & Use Tax	-	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-	-	-	-	-	-	-	-
Charges for Services	132,095	115,337	82,000	300,333	132,624	500,000	14,570,866	14,445,368	14,682,206	15,003,294	14,693,329	15,264,206
Fines, Forfeits & Penalties	-	-	-	-	-	-	-	-	-	-	-	-
Investment Income	190	178	150	-	-	-	10,372	14,911	32,060	10,561	15,089	32,210
Miscellaneous Revenue	-	1,248	-	-	-	-	-	-	-	-	1,248	-
Contributions/Donations	-	-	-	25,576	-	-	91,344	-	-	116,920	-	-
Total Revenues	132,285	116,763	82,150	325,909	132,624	500,000	14,672,582	14,460,279	14,714,266	15,130,776	14,709,666	15,296,416
OTHER FINANCING SOURCES												
Sale of Gen Fixed Asset/Timber	2,402	-	-	-	-	-	1,368	19,620	-	3,770	19,620	-
Transfers from other funds	-	-	-	166,407	-	-	-	-	-	166,407	-	-
Total Revenues and Other Financing Sources	$ 134,687	$ 116,763	$ 82,150	$ 492,316	$ 132,624	$ 500,000	$ 14,673,950	$ 14,479,899	$ 14,714,266	$ 15,300,952	$ 14,729,286	$ 15,296,416
EXPENDITURES												
Personal Services	$ 51,656	$ 51,899	$ 48,105	$ 176,409	$ 330,634	$ -	$ 3,516,774	$ 3,652,695	$ 3,683,068	$ 3,744,839	$ 4,035,228	$ 3,731,173
Operating Expenses	269,293	167,680	137,650	7,503	46,991	493,537	3,826,995	2,628,592	3,198,393	4,103,791	2,843,262	3,829,580
Capital Outlay	218	15,506	1,463	835	9,200	6,463	12,009	22,219	147,174	13,062	46,924	155,100
Debt Service	-	-	-	-	-	-	2,487,638	2,408,508	5,198,869	2,487,638	2,408,508	5,198,869
Other Costs	13,708	17,341	-	2,369	6,820	-	4,544,760	4,324,621	-	4,560,837	4,348,781	-
Interfund Charges	-	-	-	-	-	-	-	-	1,918,900	-	-	1,918,900
	334,874	252,425	187,218	187,116	393,644	500,000	14,388,177	13,036,634	14,146,404	14,910,168	13,682,703	14,833,622
OTHER FINANCING USES												
Loss on Disposition of Assets	-	-	-	-	-	-	-	-	-	-	-	-
Transfers to other funds	5,272	9,850	8,676	-	-	-	700,785	788,864	567,862	706,057	798,714	576,538
Total Expenditures and Other Financing Uses	$ 340,146	$ 262,275	$ 195,894	$ 187,116	$ 393,644	$ 500,000	$ 15,088,962	$ 13,825,498	$ 14,714,266	$ 15,616,225	$ 14,481,417	$ 15,410,160
Net Increase (Decrease) In Fund Balance	(205,460)	(145,512)	(113,744)	305,200	(261,020)	-	(415,012)	654,401	-	(315,272)	247,869	(113,744)
TOTAL NET ASSETS JULY 1	$ 1,282,839	$ 1,077,379	$ 931,867	$ -	$ 305,200	$ 44,179	$ 78,527,675	$ 78,112,663	$ 78,767,064	$ 79,810,514	$ 79,495,242	$ 79,743,111
TOTAL NET ASSETS JUNE 30	$ 1,077,379	$ 931,867	$ 818,123	$ 305,200	$ 44,179	$ 44,179	$ 78,112,663	$ 78,767,064	$ 78,767,064	$ 79,495,242	$ 79,743,111	$ 79,629,367

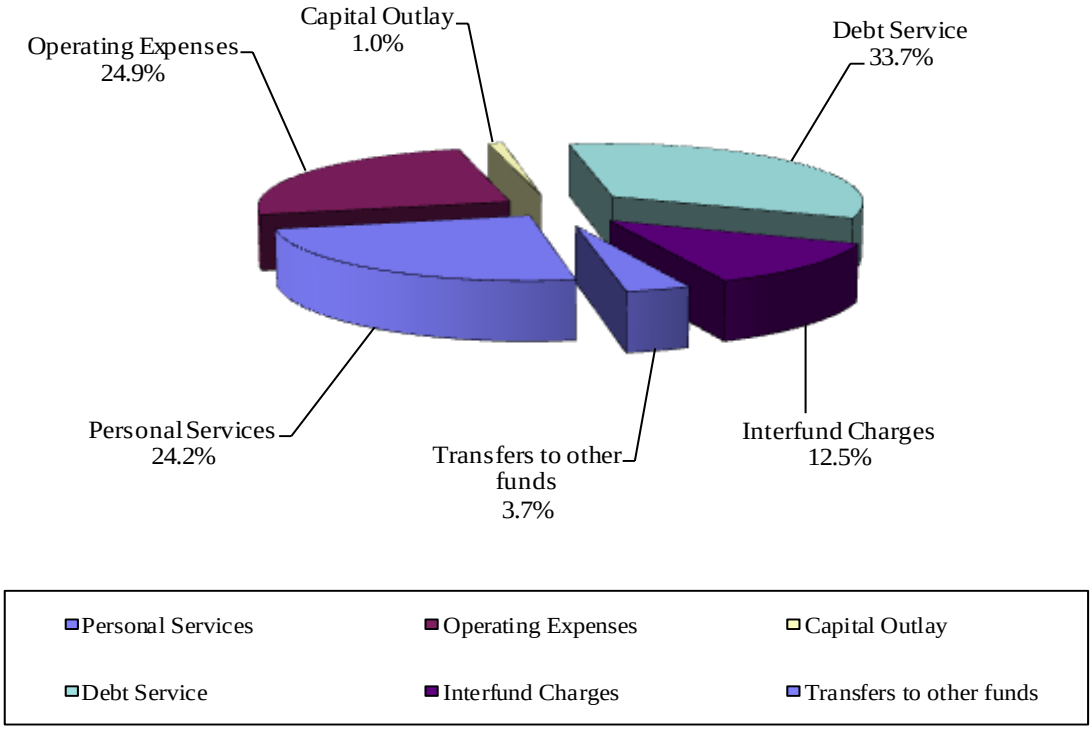
*Year-To-Date before closing the year.

FAYETTE COUNTY, GEORGIA
FY 2014 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 2012 ACTUAL	FY 2013 ACTUAL*	FY 2014 BUDGET
REVENUES			
Investment Income	$ 628,013	$ 39,165	$ -
Other Revenues	-	-	-
Total Revenues	628,013	39,165	-
OTHER FINANCING SOURCES			
Sale of Gen Fixed Assets	(12,937)	9,201	-
Transfers from other funds	-	352,200	350,000
Total Revenues and Other Financing Sources	**$ 615,076**	**$ 400,566**	**$ 350,000**
EXPENDITURES			
Personal Services	$ -	$ -	$ -
Operating Expenses	21	-	-
Capital Outlay	(21)	593,276	133,696
Debt Service	73,897	5,470	-
Other Costs	937,500	902,882	-
	1,011,397	1,501,628	133,696
OTHER FINANCING USES			
Loss on Disposition of Assets	-	-	-
Transfers to other funds	-	-	-
Total Expenditures and Other Financing Uses	**$ 1,011,397**	**$ 1,501,628**	**$ 133,696**
Net Increase (Decrease) In Fund Balance	(396,321)	(1,101,062)	216,304
TOTAL NET ASSETS JULY 1	**$ 8,241,454**	**$ 7,845,133**	**$ 6,744,071**
TOTAL NET ASSETS JUNE 30	**$ 7,845,133**	**$ 6,744,071**	**$ 6,960,375**

*Year-To-Date before closing the year.

FAYETTE COUNTY, GEORGIA
SUMMARY OF REVENUES, EXPENDITURES, AND OTHER FINANCING SOURCES AND USES
ALL BUDGETED FUNDS
FISCAL YEAR ENDED JUNE 30, 2014

	TOTAL	GENERAL FUND	SPECIAL REVENUE FUNDS	CAPITAL/CIP PROJECTS FUNDS	WATER SYSTEM FUND	STORMWATER MGT FUND	SOLID WASTE FUND	INTERNAL SERVICE FUNDS
REVENUES								
Property Tax	$ 36,011,800	$ 25,458,400	$ 10,553,400	$ -	$ -	$ -	$ -	$ -
Sales & Use Tax	10,370,000	10,370,000	-	-	-	-	-	-
Other Taxes	939,250	939,250	-	-	-	-	-	-
License & Permits	1,077,500	1,077,500	-	-	-	-	-	-
Intergovernmental Revenues	1,705,869	1,454,869	251,000	-	-	-	-	-
Charges for Services	21,745,588	2,013,382	4,468,000	-	14,682,206	500,000	82,000	-
Fines, Forfeits & Penalities	1,775,900	1,420,000	355,900	-	-	-	-	-
Investment Income	192,745	150,000	10,535	-	32,060	-	150	-
Miscellaneous Revenue	297,938	237,938	60,000	-	-	-	-	-
Contributions/Donations	6,500	5,000	1,500	-	-	-	-	-
Total Revenues	**$ 74,123,090**	**$ 43,126,339**	**$ 15,700,335**	**$ -**	**$ 14,714,266**	**$ 500,000**	**$ 82,150**	**$ -**
OTHER FINANCING SOURCES								
Sale of Gen Fixed Assets	-	-	-	-	-	-	-	-
Transfers from other funds	2,479,509	1,147,684	94,000	887,825	-	-	-	350,000
Appropriated Fund Balance	-	-	-	-	-	-	-	-
Total Revenues and Other Financing Sources	**$ 76,602,599**	**$ 44,274,023**	**$ 15,794,335**	**$ 887,825**	**$ 14,714,266**	**$ 500,000**	**$ 82,150**	**$ 350,000**
EXPENDITURES								
Personal Services	$ 43,964,001	$ 28,523,145	$ 11,709,683	$ -	$ 3,683,068	$ -	$ 48,105	$ -
Operating Expenses	19,407,921	11,624,961	2,816,555	1,136,825	3,198,393	493,537	137,650	-
Capital Outlay	633,197	65,808	17,593	261,000	147,174	6,463	1,463	133,696
Debt Service	8,031,070	2,832,201	-	-	5,198,869	-	-	-
Other Costs	766,023	746,823	19,200	-	-	-	-	-
Interfund Charges	1,918,900	-	-	-	1,918,900	-	-	-
Total Expenditures	**$ 74,721,112**	**$ 43,792,938**	**$ 14,563,031**	**$ 1,397,825**	**$ 14,146,404**	**$ 500,000**	**$ 187,218**	**$ 133,696**
OTHER FINANCING USES								
Loss on Disposition of Assets	-	-	-	-	-	-	-	-
Transfers to other funds	1,725,909	191,000	958,371	-	567,862	-	8,676	-
Total Expenditures and Other Financing Uses	**$ 76,447,021**	**$ 43,983,938**	**$ 15,521,402**	**$ 1,397,825**	**$ 14,714,266**	**$ 500,000**	**$ 195,894**	**$ 133,696**

FAYETTE COUNTY, GEORGIA
BUDGET SUMMARY INFORMATION
BUDGETED APPROPRIATIONS
COMPARISON OF FY 2014 ADOPTED BUDGET WITH PRIOR YEAR'S BUDGET

The Budget Summary Information contained on the following three pages compares the 2014 fiscal year budgeted appropriations with that of the 2013 fiscal year. The FY 2013 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 2013 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 2014 budget amount when compared to the FY 2013 revised budget amount.

FAYETTE COUNTY, GEORGIA
EXPENDITURES AND OTHER FINANCING USES
COMPARISON OF FY 2014 BUDGET TO FY 2013 REVISED BUDGET

	FY 2013 Budget		FY 2014 Budget	%
	Adopted	Revised*	Adopted	Comparison
GENERAL FUND				
General Government				
Non-Departmental	$ 448,730	$ 448,877	$ 596,432	132.9
Commissioners	564,258	680,354	442,173	65.0
Administration	321,781	650,952	334,621	51.4
Elections	756,125	790,840	521,180	65.9
Finance	1,023,610	1,048,653	1,084,175	103.4
Purchasing	200,819	203,477	198,935	97.8
Law Department	172,202	176,593	355,000	201.0
Information Systems	710,242	814,586	658,777	80.9
Human Resources	423,397	486,462	331,833	68.2
Tax Commissioner	1,025,448	1,064,006	1,071,873	100.7
Tax Assessor	802,327	883,872	830,213	93.9
Building & Grounds Maintenance	1,629,284	1,749,631	1,562,477	89.3
Engineering Office	319,035	334,523	285,217	85.3
Total General Government	**$ 8,397,258**	**$ 9,332,826**	**$ 8,272,906**	**88.6**
Judicial System				
Non-Departmental	221,857	223,357	253,572	113.5
Judges, Court Reporters	340,285	340,285	344,698	101.3
Clerk of Superior Court	1,259,467	1,350,587	1,206,373	89.3
District Attorney	330,052	330,052	330,160	100.0
Clerk of State Court	280,704	288,429	277,145	96.1
State Court Solicitor	488,609	651,335	582,106	89.4
State Court Judge	338,751	347,947	343,423	98.7
Magistrate Court	466,960	579,470	420,130	72.5
Probate Court	342,768	348,347	345,190	99.1
Juvenile Court	316,924	421,276	229,674	54.5
Public Defender	484,800	484,800	484,800	100.0
Total Judicial System	**$ 4,871,177**	**$ 5,365,885**	**$ 4,817,271**	**89.8**
Public Safety				
Non-Departmental	1,103,136	1,042,951	1,102,347	105.7
Marshal's Office	713,678	732,817	-	-
Sheriff's Office	16,624,037	17,946,254	16,490,564	91.9
County Coroner	79,371	90,222	81,545	90.4
Animal Control	317,663	335,578	339,155	101.1
Emergency Management	460,937	483,053	320,097	66.3
Total Public Safety	**$ 19,298,822**	**$ 20,630,875**	**$ 18,333,708**	**88.9**

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

FAYETTE COUNTY, GEORGIA
EXPENDITURES AND OTHER FINANCING USES
COMPARISON OF FY 2014 BUDGET TO FY 2013 REVISED BUDGET

	FY 2013 Budget Adopted		FY 2014 Budget Adopted	% Comparison
Public Works				
Public Works Administration	181,808	185,653	200,140	107.8
Road Department	4,757,364	4,629,429	4,371,079	94.4
Environmental Management	-	-	334,443	n/a
Fleet Maintenance	510,420	532,440	552,598	103.8
Total Public Works	**$ 5,449,592**	**$ 5,347,522**	**$ 5,458,260**	**102.1**
Planning & Development				
County Extension	125,860	125,860	128,140	101.8
Georgia Forestry Commission	3,422	3,422	3,336	97.5
Permits and Inspections	439,730	459,814	501,817	109.1
Planning & Zoning	421,454	470,811	218,653	46.4
Code Enforcement Section	-	-	93,870	n/a
Development Authority	296,829	296,829	288,036	97.0
Total Planning and Development	**$ 1,287,295**	**$ 1,356,736**	**$ 1,233,852**	**90.9**
Culture and Recreation				
Recreation	1,097,382	1,208,240	1,096,014	90.7
Library	955,680	976,152	979,606	100.4
Total Culture and Recreation	**$ 2,053,062**	**$ 2,184,392**	**$ 2,075,620**	**95.0**
Health and Welfare				
Public Health	336,181	336,181	336,241	100.0
Fayette Counseling Center	125,380	125,380	125,380	100.0
Dept of Family & Children Services	39,325	39,325	39,325	100.0
Fayette Community Options	59,270	59,270	59,270	100.0
Senior Citizens Center	174,556	174,556	189,556	108.6
Youth Protection	19,348	19,348	19,348	100.0
Total Health and Welfare	**$ 754,060**	**$ 754,060**	**$ 769,120**	**102.0**
Debt Service				
Criminal Justice Center	2,830,201	2,830,201	2,832,201	100.1
E-911 821 Mhz Radio System	-	-		n/a
Total Debt Service	**$ 2,830,201**	**$ 2,830,201**	**$ 2,832,201**	**100.1**
Transfer to Emergency Phone E911	259,217	259,217	-	-
Transfer to Jail Surcharge	-	119,000	94,000	79.0
Transfer to Victims Assistance	-	40,000	-	-
Transfer to Warning Sirens	45,000	45,000	-	-
Transfer to Capital/CIP Projects	2,086,772	2,035,772	97,000	4.8
Transfer to Workers' Comp	-	83,000	-	-
Total Transfer to Other Funds	**$ 2,390,989**	**$ 2,581,989**	**$ 191,000**	**7.4**
TOTAL GENERAL FUND	**$ 47,332,456**	**$ 50,384,486**	**$ 43,983,938**	**87.3**

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

FAYETTE COUNTY, GEORGIA
EXPENDITURES AND OTHER FINANCING USES
COMPARISON OF FY 2013 BUDGET TO FY 2014 REVISED BUDGET

	FY 2013 Budget		FY 2014 Budget	%
	Adopted	Revised*	Adopted	Comparison
SPECIAL REVENUE FUNDS				
Law Library	67,160	67,160	62,160	92.6
Confiscated Property-State	76,500	9,900	17,900	180.8
Emergency Phone E-911	3,574,261	3,620,974	2,787,256	77.0
Jail Construction	447,942	447,942	395,000	88.2
Juvenile Supervision	30,330	30,330	24,971	82.3
Victims Assistance	186,416	189,085	129,395	68.4
Drug Abuse and Treatment	60,500	214,069	110,000	51.4
Grants	-	241,224	-	-
Fire Services	7,382,275	8,267,490	7,571,504	91.6
Street Lights	290,100	290,100	299,016	103.1
Emergency Medical Services	3,043,852	3,189,491	3,165,829	99.3
SPLOST - Library	-	168,954	-	-
Transfer to Other Funds				
Transfer to General Fund	29,101	183,601	571,146	311.1
Transfer to Capital/CIP Projects	1,582,480	1,582,480	37,225	2.4
Transfer to Vehicle/Equipment	-	348,000	350,000	100.6
Total Transfer to Other Funds	**$ 1,611,581**	**$ 2,114,081**	**$ 958,371**	**45.3**
TOTAL SPECIAL REVENUE FUNDS	**$ 16,770,917**	**$ 18,850,800**	**$ 15,521,402**	**82.3**
CAPITAL/CIP FUNDS				
Early Warning Sirens	45,000	38,988	-	-
Capital Projects	313,611	219,486	223,225	101.7
Capital Improvement Program	3,355,641	2,083,222	1,174,600	56.4
Transfers to Other Funds	-	383,072	-	-
TOTAL CAPITAL/CIP FUNDS	**$ 3,714,252**	**$ 2,724,768**	**$ 1,397,825**	**51.3**
ENTERPRISE FUNDS				
Solid Waste Fund	$ 205,732	$ 282,358	$ 187,218	66.3
Stormwater Management Fund	427,805	455,018	500,000	109.9
Water System Fund	13,964,773	14,324,818	14,146,404	98.8
Transfer to Other Funds				
Transfer to General Fund	798,714	798,714	576,538	72.2
TOTAL ENTERPRISE FUNDS	**$ 15,397,024**	**$ 15,860,908**	**$ 15,410,160**	**97.2**
ENTERPRISE FUNDS PROJECTS	**$ 450,000**	**$ 450,000**	**$ -**	**-**
INTERNAL SERVICE FUNDS				
Vehicle/Equipment Fund	**$ 904,420**	**$ 908,620**	**$ 133,696**	**14.7**
TOTAL OF ALL BUDGETED FUNDS	**$ 84,569,069**	**$ 89,179,582**	**$ 76,447,021**	**85.7**

* 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 2014 revenue projection process, total revenue collections through the 2013 fiscal year are estimated. As actual monthly activity is recorded, original estimated FY 2013 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 71 percent of total revenues in 2005. For FY 2014, it is projected that these two sources of revenue will account for approximately 83 percent of General Fund total revenues. No other individual revenue sources are equal to at least five percent of total revenues.

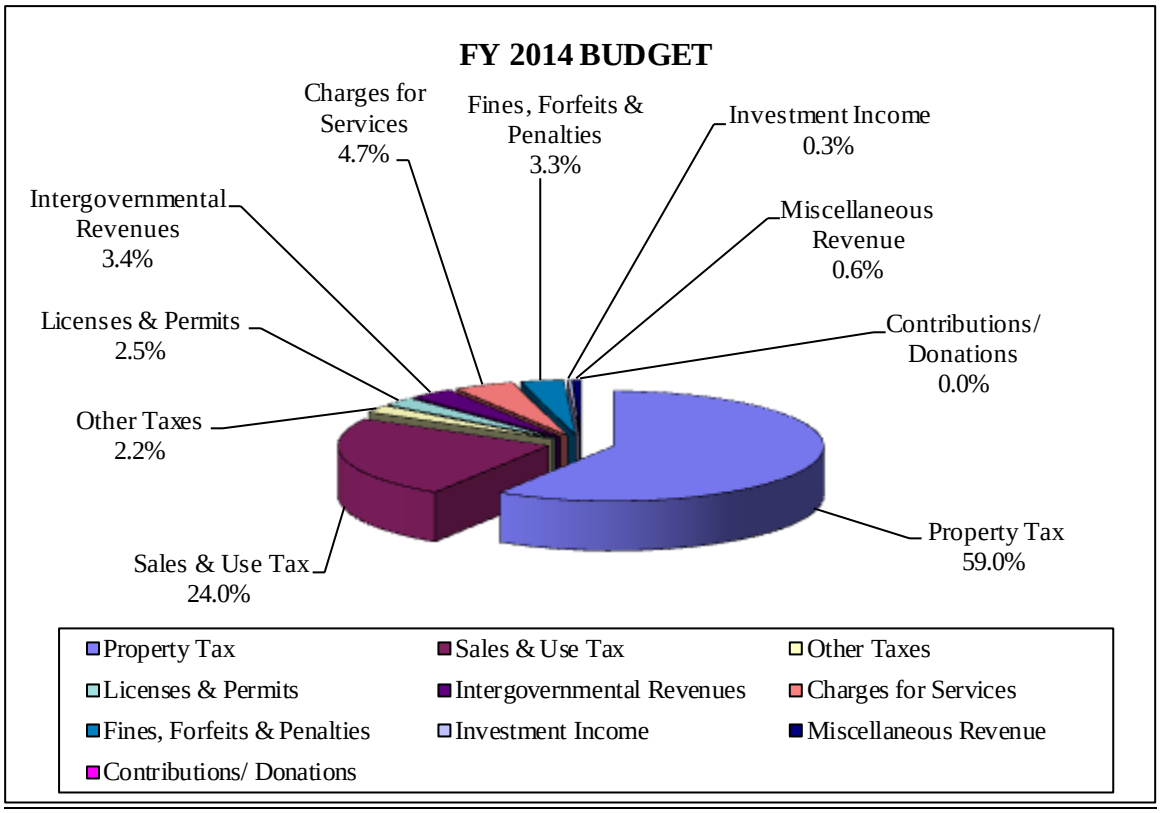
In comparison with FY 2013 estimated actual amounts, it is projected that General Fund total revenue for the 2014 fiscal year will increase by approximately 3.7 %. Projections for all revenue sources have been estimated on the side of conservatism.

General Fund

Three Year Comparison of Revenue Sources

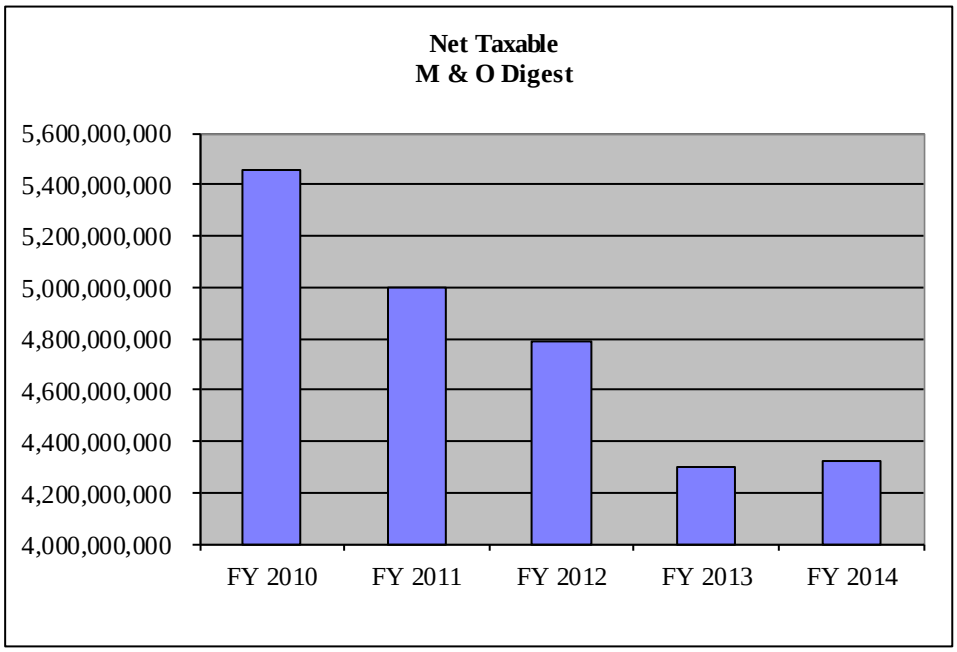
REVENUE	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2013 ACTUAL*	FY 2014 BUDGET
Property Tax	$ 28,228,776	$ 25,245,700	$ 25,948,409	$ 25,458,400
Sales & Use Tax	10,011,105	10,100,000	9,807,730	10,370,000
Other Taxes	1,173,004	966,500	768,596	939,250
Licenses & Permits	215,512	414,500	983,248	1,077,500
Intergovernmental Revenues	661,205	741,697	397,513	1,454,869
Charges for Services	1,911,227	1,823,000	1,874,190	2,013,382
Fines, Forfeits & Penalties	1,351,058	1,335,000	1,495,554	1,420,000
Investment Income	244,443	300,000	46,312	150,000
Miscellaneous Revenue	364,915	249,600	272,549	237,938
Contributions/Donations	15,795	5,000	11,533	5,000
Total Revenues	**$ 44,177,040**	**$ 41,180,997**	**$ 41,605,634**	**$ 43,126,339**
***Year-To-Date before closing the year.**				

Percentage Contribution of Revenue Sources

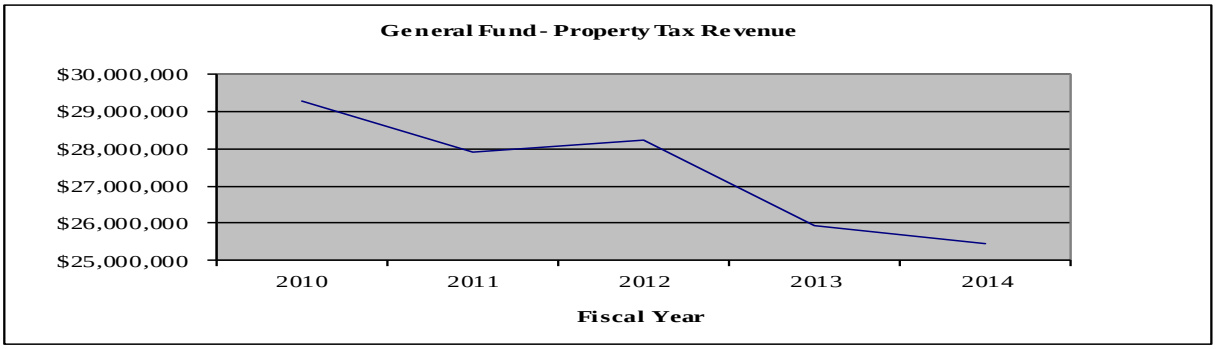


Property Tax

Property Tax is the biggest source of revenue for Fayette County. For FY 2014, it is projected to represent approximately 59% 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.

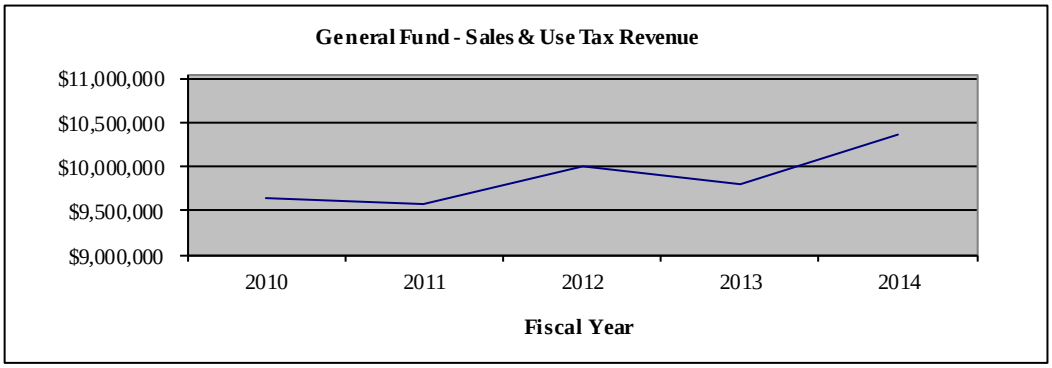


Digest Information	Fiscal Year	Net taxable M&O Digest	Digest Growth	Millage Rate	Change in Millage
2009 Tax Year (Actual)	FY 2010	5,457,605,221	0.5%	5.400	0.0%
2010 Tax Year (Actual)	FY 2011	4,999,419,677	-8.4%	5.400	0.0%
2011 Tax Year (Actual)	FY 2012	4,789,562,720	-4.2%	5.645	4.5%
2012 Tax Year (Actual)	FY 2013	4,301,271,416	-10.2%	5.645	4.5%
2013 Tax Year (Projected)	FY 2014	4,321,910,486	0.5%	5.714	1.2%



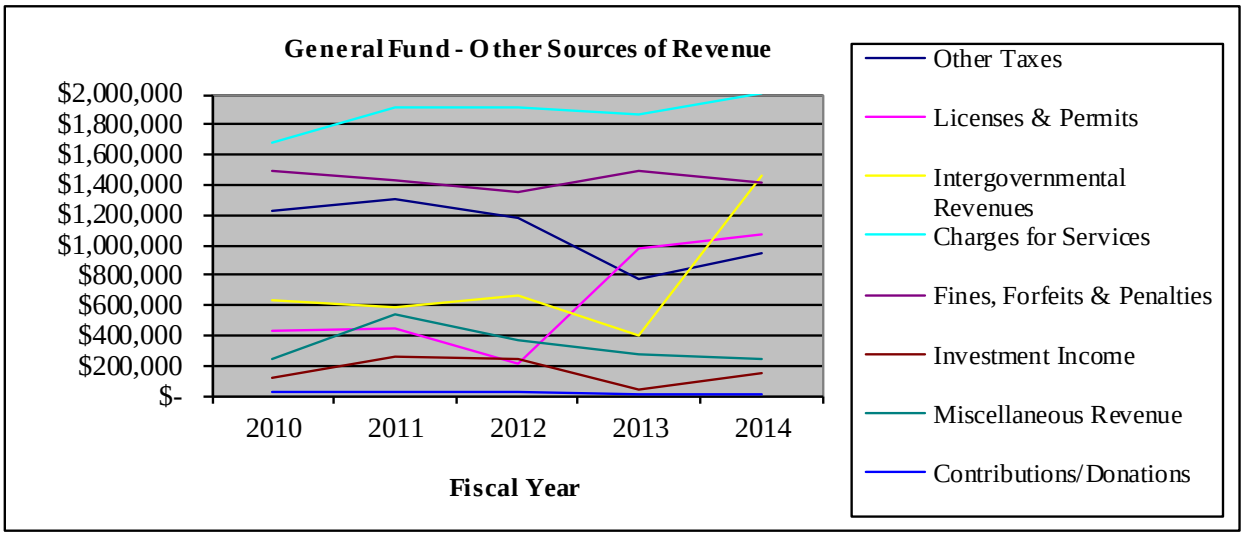
Sales and Use Tax

The Sales and Use Tax (also referred to as a one-percent Local Option Sales Tax or L.O.S.T.) represents approximately 24% 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. 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 ($0.94 million), Licenses & Permits ($1.1 million), Charges for Services ($2.0 million), Fines, Forfeits & Penalties ($1.4 million), Investment Income ($0.15 million), and Miscellaneous Revenues ($0.24 million). Intergovernmental Revenue is projected to increase over 1.0 million due to grants awarded by the Georgia Department of Transportation LMIG program.



Other Financing Sources are transfers from other funds totaling $1.15 million.

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

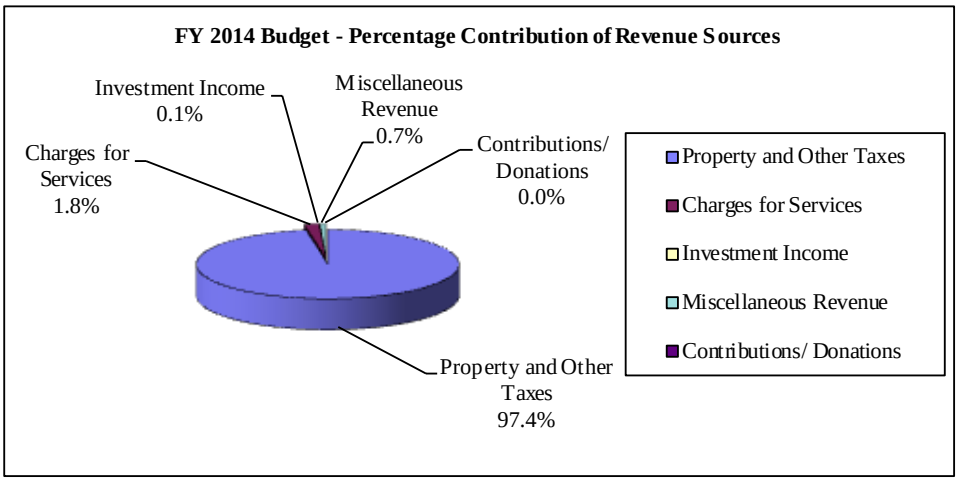
The Fire Services Special Revenue Fund provides funding for fire prevention and suppression activities for all areas of the County except for the cities of Fayetteville and Peachtree City, which maintain their own fire departments. To provide a funding mechanism that will ensure that only those individuals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

For FY 2014, approximately 97.4% of the total revenue for this fund is projected to be generated from the taxation of property. This clearly demonstrates the fund's dependence on property taxes to pay for the delivery of services. During fiscal year 2013, tax revenue was adjusted to reflect an increase on the millage rate. Other sources of revenue for this fund are Charges for Services, Miscellaneous Revenue (Radio Tower Rental), and Investment Income.

Three Year Comparison of Revenue Sources

REVENUE	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2013 ACTUAL*	FY 2014 BUDGET
Property and Other Taxes	$ 7,710,172	$ 6,994,900	$ 8,114,699	$ 8,103,500
Charges for Services	46,467	45,500	159,758	149,000
Investment Income	15,318	22,000	4,152	9,500
Miscellaneous Revenue	107,721	45,000	60,480	60,000
Contributions/ Donations	1,920	-	1,742	1,500
Total Revenues	**$ 7,881,598**	**$ 7,107,400**	**$ 8,340,831**	**$ 8,323,500**

*Year-To-Date before closing the year.



Emergency 911 - Special Revenue Fund

Property and Other taxes - the Special E-911Tax District was created in August 25, 2011 to provide E-911 communication services to all citizens of Fayette County. The FY 2012 original budget was adjusted to include the additional revenue generated by the new tax district.

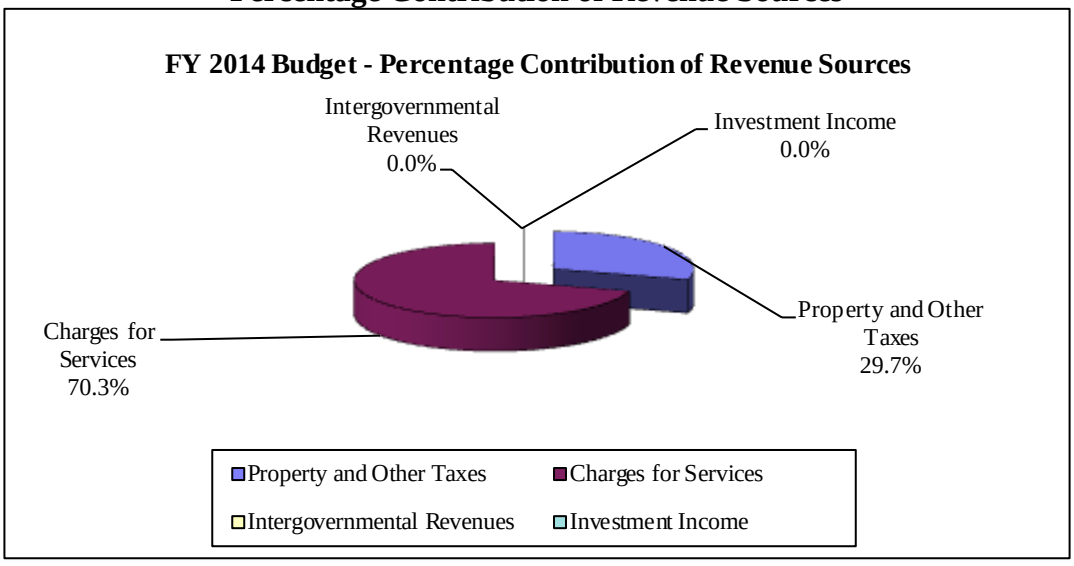
Charges for Services - state law provides for a governmental entity to adopt up to a $1.50 monthly surcharge for E911 services for each telephone receiving service in the County. Also, there is a monthly surcharge of $1.00 on each cellular telephone. By law, the proceeds from these surcharges can only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

Intergovernmental Revenues – FY 2013 was the last year that the County and the cities made pro rata contributions to E-911. After the E-911 tax district was created the contributions were to pay for the debt service of the E-911 Radio System. The last payment on the lease of the radio system was made in December of 2012.

Three Year Comparison of Revenue Sources

REVENUE	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2013 ACTUAL*	FY 2014 BUDGET
Property and Other Taxes	$ 941,495	$ 904,000	$ 906,143	$ 908,700
Charges for Services	1,801,437	1,865,000	1,859,885	2,156,000
Intergovernmental Revenues	300,211	300,210	300,210	-
Investment Income	62	100	21	35
Total Revenues	**$ 3,043,205**	**$ 3,069,310**	**$ 3,066,259**	**$ 3,064,735**
*Year-To-Date before closing the year.				

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.

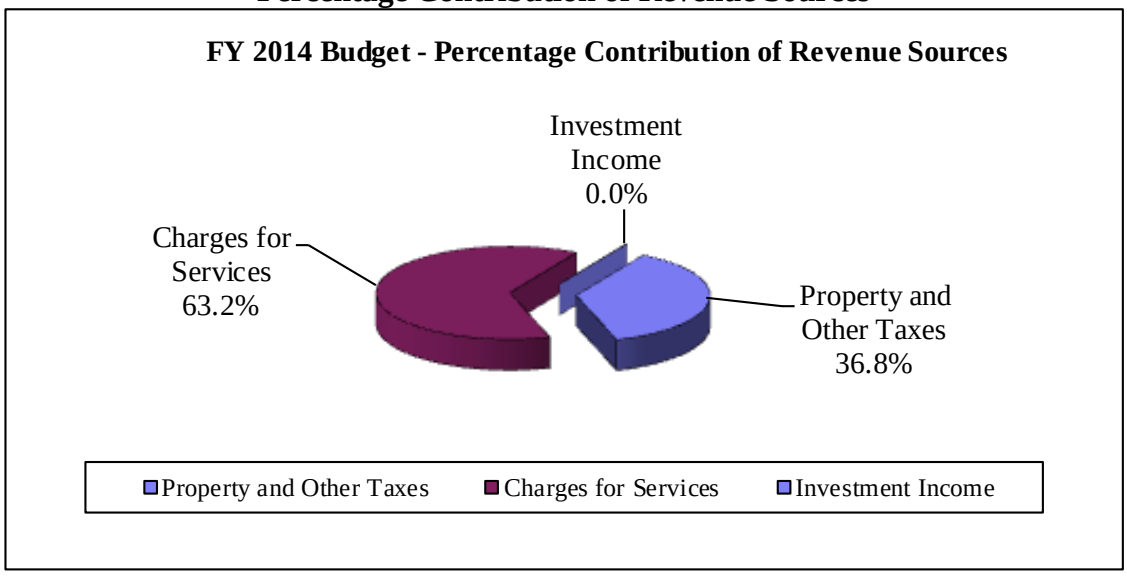
In August 2011, the Board of Commissioners approved a decrease of the EMS millage rate. Any shortfalls in revenue resulting from this decrease would be covered with fund balance which has increased steadily. In August 2012, the millage rate was left unchanged with the shortfall in FY 2013 to be covered again by fund balance.

The two revenue sources for this fund are Property Taxes (36.8% of total) and Charges for Services (63.2% of total). A fee increase in ambulance fees, effective March 29, 2013, is reflected in the FY 2014 amount for Charges for Services.

Three Year Comparison of Revenue Sources

REVENUE	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2013 ACTUAL*	FY 2014 BUDGET
Property and Other Taxes	$ 1,409,568	$ 1,241,800	$ 1,216,168	$ 1,224,000
Charges for Services	1,729,232	1,630,000	1,852,735	2,100,000
Investment Income	551	-	1,020	1,000
Miscellaneous Revenue	219	3,900	2,231	-
Contributions/ Donations	-	-	-	-
Total Revenues	**$ 3,139,570**	**$ 2,875,700**	**$ 3,072,154**	**$ 3,325,000**
*Year-To-Date before closing the year.				

Percentage Contribution of Revenue Sources



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.

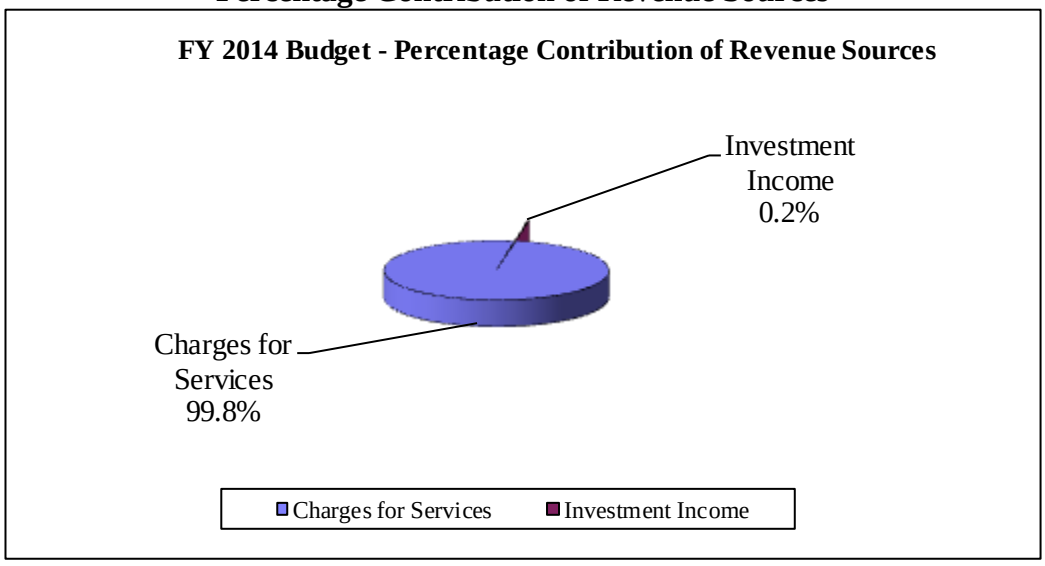
In March 2009, the County implemented a two-step rate increase for the system. The first step was a 10% rate increase that took effect in March 2009 and the second step was a 5% rate increase that took effect in January 2010. Prior to implementing this increase, the County had not adjusted its water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

The major revenue source for the Water System Fund is derived from Charges for Services. For FY 2014, it is estimated at 99.8% of total revenue. Charges for Services are projected to be flat when compared to FY 2013.

Three Year Comparison of Revenue Sources

REVENUE	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2013 ACTUAL*	FY 2014 BUDGET
Charges for Services	$ 14,570,866	$ 14,721,577	$ 14,445,368	$ 14,682,206
Investment Income	10,372	32,060	14,911	32,060
Contributed Capital	91,344	-	-	-
Total Revenues	$ 14,672,582	$ 14,753,637	$ 14,460,279	$ 14,714,266
*Year-To-Date before closing the year.				

Percentage Contribution of Revenue Sources



ANALYSIS OF MAJOR REVENUE SOURCES AND TRENDS

All Funds

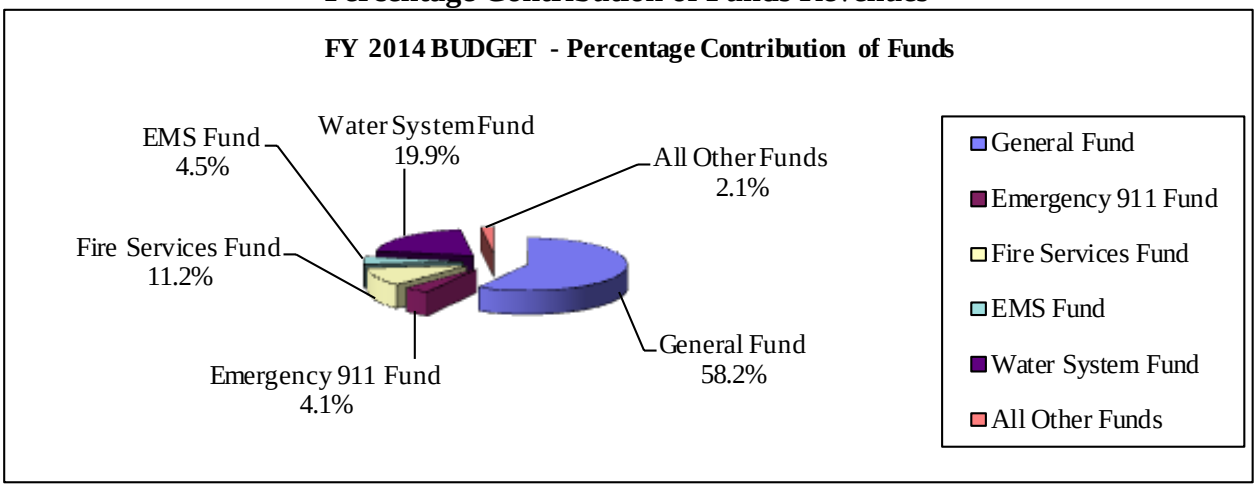
The table below provides a consolidated look at the revenue comparisons for all funds with the exception of the Capital/CIP funds and the SPLOST Roads funds.

Three Year Comparison of Funds Revenues

REVENUE	FY 2012 ACTUAL	FY 2013 BUDGET	FY 2013 ACTUAL*	FY 2014 BUDGET
General Fund	$ 44,177,040	$ 41,180,997	$ 41,605,634	$ 43,126,339
Emergency 911 Fund	3,043,205	3,069,310	3,066,259	3,064,735
Fire Services Fund	7,881,598	7,107,400	8,340,831	8,323,500
EMS Fund	3,139,570	2,875,700	3,072,154	3,325,000
Water System Fund	14,672,582	14,753,637	14,460,279	14,714,266
All Other Funds	2,801,270	1,713,850	2,000,158	1,569,250
Total Revenues	**$75,715,265**	**$70,700,894**	**$72,545,315**	**$74,123,090**

*Year-To-Date before closing the year.

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.

Fund Balance for all funds has decreased by approximately $12.1 million (9.0%) since FY 2011. For FY 2014, by taking an aggressive approach in reducing appropriations for expenditures, total fund balance is projected to increase slightly for the first time in the last three years.

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 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
General Fund	37,273,344	34,405,985	29,040,045	29,330,130

At the end of the 2013 fiscal year, it is determined that the estimated fund balance is $29.0 million compared to $37.3 million at the end of FY 2011; a reduction of $8.3 million or 22.3%. This trend prompted the current Board of Commissioners to direct the Fayette County management to balance the annual budget without using existing fund balance. The FY 2014 budget projects the General Fund to increase slightly (1%). By reducing recurring operating expenditures by approximately $1.5 million it is projected that with an expected increase in future General Fund revenue, fund balance will be maintained at levels that will reflect a strong capacity to meet financial commitments.

In June 2013, Moody's Investor Services affirms Fayette County's revenue bonds rating of Aa1 with a positive outlook. The rating of Aa1 is the highest level within the "high quality" category. Moody's rating is based on Fayette County's sizeable tax base, manageable debt and pension burden, and ample reserves.

The following tabular information provides detail on the projected fund balance as of June 30, 2014. The Board of Commissioners has adopted as a fiscal policy that the County maintain a portion of fund balance as *reserves*. These reserves include working capital equal to three months of annual budgeted expenditures ($11.0 million) and a reserve for emergencies ($2.0 million).

Fund Balance, June 30, 2013 - Estimated		$ 29,040,045
FY 2014 Budget		
Revenue	$ 43,126,339	
Expenditures	43,792,938	(666,599)
		28,373,446
Other Financing Sources	1,147,684	
Other Financing Uses	191,000	956,684
Fund Balance, June 30, 2014- Projected		$ 29,330,130

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. Revenue is projected at the same level as in FY 2013. Expenditures are projected approximately 7.5% lower. Fund balance data for this special revenue fund is shown in the following tabular information.

As of June 30	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Law Library	46,033	46,295	43,805	44,645

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 2014 budget projects revenue and expenditures at the same level.

As of June 30	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Confiscated Property-State	46,158	26,548	22,557	22,557

U. S. Customs Fund

This fund represents monies forfeited through the Department of Treasury. Revenue collected is 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 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
U.S.Customs Fund	804,428	326,505	217,627	217,627

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 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Confiscated Property-Federal	648,953	604,593	509,123	509,123

Emergency Phone E-911

FY 2013 was the last year of pro rata contributions from the county and cities as the last payment on the debt service for the E911 Radio System was paid in December 2012. Both revenue and expenditures are projected lower in FY 2014, -7.9% and -18.9% respectively.

As of June 30	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Emergency Phone E-911	989,559	628,201	275,029	428,606

Jail Surcharge

The main source of revenue is the 10% surcharge collected by the various courts on traffic and criminal fines. Fund balance has decreased rapidly through FY 2013. In FY 2013 a transfer from the General Fund was made to avoid a negative fund balance. For FY 2014 prisoners meals have been restructured with a projected savings of approximately $50,000. Nonetheless, another transfer from the General Fund is projected to keep fund balance from negative.

As of June 30	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Jail Surcharge	91,133	8,723	569	569

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 2014, fund balance is projected to remain flat.

As of June 30	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Juvenile Supervision	91,037	93,069	101,079	101,108

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. In FY 2010, the Board of Commissioners approved to transfer to the General Fund three of the four employees funded from the Victims Assistance fund. For FY 2014, the only full-time position left has been moved to the General Fund. Now only the District Attorney's Victims Assistance program and Promise Place are funded from this fund. Revenue generated is projected to cover expenditures.

As of June 30	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Victims Assistance	55,869	14,231	350	1,955

Drug Abuse and Treatment

This special revenue fund accounts for the collection of fines and the 50% surcharge on fines on drug related offenses that is used to fund the Griffin Judicial District Drug Court. During FY 2013 a grants totaling $158,000 were awarded to supplement funding to the Drug Court. For FY 2014, a grant totaling $150,000 was awarded. This will allow the Drug Court to expand services to the district. Since revenue is projected to be higher than expenditures, fund balance is expected to increase.

As of June 30	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Drug Abuse and Treatment	115,362	127,174	127,175	149,175

Grants

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

As of June 30	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Grants	17,870	16,451	251,338	251,338

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 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Juvenile Offenders Grant Fund	4,628	4,666	141	141

Fire Services

The net tax digest for Fire Services tax district has decreased $723 million or 27% since tax year 2009. This fund depends almost exclusively on property tax revenue. As a result, the millage rate has been adjusted upwards for the fund to be able to generate the revenue necessary to cover expenditures. From 1.991 mills for tax year 2009 to 3.070 mills (proposed) for tax year 2013. For FY 2014, the combination of an increase in the millage rate with a decrease of operating expenditures is projected to increase fund balance for the first time in the last four years.

As of June 30	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Fire Services	2,765,809	2,663,651	2,295,954	2,344,234

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 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Street Lights	54,898	73,354	76,524	89,358

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.

Fund balance is estimated to decrease during FY 2013 by 21%. This decrease is due to a shrinking tax digest and increasing expenditures. As a result, a slight increase to the mileage rate has been proposed for tax year 2013.

As of June 30	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Emergency Medical Services	2,049,164	2,041,210	1,620,690	1,654,458

Library - Special Purpose Local Option Sales Tax (SPLOST)

As of June 30	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
SPLOST - Library	684,269	170,441	(0)	(0)

ENTERPRISE FUNDS
(Total Net assets)

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.

As of June 30	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Water System	78,527,675	78,112,663	78,767,064	78,767,064

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.

As of June 30	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Stormwater Management	-	305,200	44,180	44,180

Solid Waste

Since FY 2008, expenditures have been consistently higher than revenue decreasing fund balance (total net assets). Fund balance is still at a healthy level.

As of June 30	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Solid Waste	1,282,839	1,077,379	931,867	818,123

INTERNAL SERVICE FUND
(Total Net assets)

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 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
Vehicle/Equipment Fund	8,241,454	7,845,133	6,744,071	6,960,375

OVERVIEW OF FUND BALANCES

The tabular information that is provided below is a consolidated overview of the *Fund Balance information for all Governmental funds* and *Total Net Assets for Enterprise and Internal Service funds* as of June 30. This table is useful to the reader in that it provides general trend information on the County 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 need to be closely monitored.

As of June 30	FY 2011 ACTUAL	FY 2012 ACTUAL	FY 2013 ESTIMATED	FY 2014 PROJECTED
General Fund	37,273,344	34,405,985	29,040,045	29,330,130
Special Revenue Funds:				
Law Library	46,033	46,295	43,805	44,645
Confiscated Property-State	46,158	26,548	22,557	22,557
U.S.Customs Fund	804,428	326,505	217,627	217,627
Confiscated Property-Federal	648,953	604,593	509,123	509,123
Emergency Phone E-911	989,559	628,201	275,029	428,606
Jail Surcharge	91,133	8,723	569	569
Juvenile Supervision	91,037	93,069	101,079	101,108
Victims Assistance	55,869	14,231	350	1,955
Drug Abuse and Treatment	115,362	127,174	127,175	149,175
Grants	17,870	16,451	251,338	251,338
Juvenile Offenders Grant Fund	4,628	4,666	141	141
Fire Services	2,765,809	2,663,651	2,295,954	2,344,234
Street Lights	54,898	73,354	76,524	89,358
Emergency Medical Services	2,049,164	2,041,210	1,620,690	1,654,458
SPLOST - Library	684,269	170,441	(0)	(0)
Total Special Revenue Funds	8,465,170	6,845,112	5,541,959	5,814,892
Enterprise Funds				
Solid Waste	1,282,839	1,077,379	931,867	818,123
Stormwater Management	-	305,200	44,180	44,180
Water System	78,527,675	78,112,663	78,767,064	78,767,064
Total Enterprise Funds	79,810,514	79,495,242	79,743,111	79,629,367
Internal Service Funds				
Vehicle/Equipment Fund	8,241,454	7,845,133	6,744,071	6,960,375
Total All Funds*	**$ 133,790,482**	**$ 128,591,472**	**$ 121,069,186**	**$ 121,734,764**

***Except Capital/CIP funds.**

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.

· 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 includes the first year of the five-year Capital Improvements Program, as part of the annual budget process.

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.

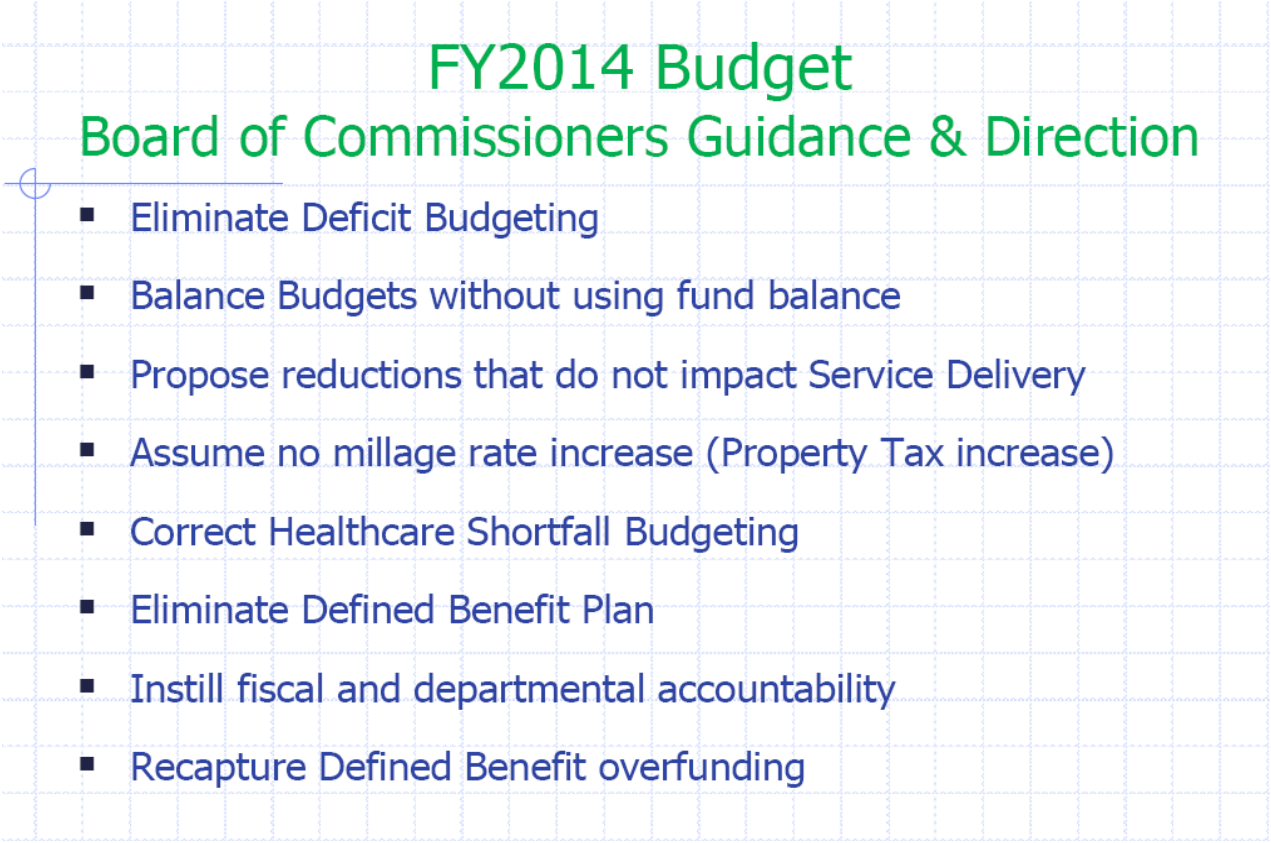
All requests for operating funding are finalized. The Finance Department prepares the reports to provide to the County Administrator. The County Administrator meets with the departments to discuss their operating budget requests. The County Administrator makes recommendations and the operating budget 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 parameters that guide the development of the annual budget. The County Administrator and the Finance Department staff have the responsibility of presenting the Board with a budget proposal that abides by these parameters. For FY 2014, the budget parameters include the following:



FAYETTE COUNTY GEORGIA
FY 2014 BUDGET CALENDAR

2013 DATE		RESPONSIBLE PARTY	BUDGET ACTIVITY TO OCCUR
March 19, 2013	Tue	Finance	Provide county departments budget forms, budget calendar, and budget entry instructions; make available budget projection to allow departments to start entering next year budget.
Capital Budget			
March 25, 2013	Mon	Finance	Provide departments last year's CIP Plan so it can be updated for FY 2014.
March 29, 2013	Fri	Departments Finance	Submission of requests for Capital/CIP projects and Vehicles/Equipment.
Operating budget			
April 2, 2013	Tue	Finance	Next Year Budget Entry Training - New personnel.
April 3, 2013	Wed	Human Resources Finance	Human Resources - Post Salary/Benefits projection to budget projection.
April 5, 2013	Fri	Outside Agencies Finance	Budget submissions due from Outside Agencies.
April 12, 2013	Fri	Departments Finance	Budget submissions due from County Departments.
April 22, 2013	Mon	Finance County Administrator	Submit budget requests to the County Administrator.
Apr 24-26, 2013	Wed-Fri	Departments Administrator/Finance	Budget workshops as necessary between Departments, County Administrator, and Finance.
May 13, 2013	Mon	Administrator/ Finance Commissioners	Budget presentation to the Board of Commissioners
May 23, 2013	Thu	Commissioners Departments Administrator/ Finance	Conduct budget workshop of Departments/Outside Agencies with the Board of Commissioners.
Jun 3, 2013	Mon	Finance Department Commissioners	Submit budget proposal to the Board of Commissioners.
Jun 13, 2013	Thu	Commissioners Staff	Hold first Public Hearing on the FY 2014 budget.
Jun 27, 2013	Thu	Commissioners Staff	Hold second Public Hearing on the FY 2014 budget (Adopt the FY 2014 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 a 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 be directed to the Purchasing Department.

Note: The policy and procedures herein do not apply to the Sheriff's Office when using confiscated funds for such purchases.

PROCEDURES

A. Issuance of P-Cards

Purchasing cards shall be issued to employees only by the direction of their Department Head. Elected Officials and the County Administrator may request cards for themselves.

P-Cards shall be surrendered and accounts closed upon termination of employment with the County for any reason.

B. Transaction Limits

The following limits shall apply in regards to purchases made with County P-Cards:

1. Dollar limit per transaction - $500
2. Billing cycle dollar limit - $5,000

Transactions for travel such as hotel stays covering multiple days which exceed $500 must be approved by the Department Head prior to travel.

Other transactions not meeting the limits outlined within this policy must be approved by the County Administrator prior to purchase.

C. Purchases

Under no circumstances is a purchasing card program participant permitted to use the P-Card for personal purchases. All P-Card transactions shall be related to official County business.

Purchases shall not be split to stay within the limits established.

Allowable purchases include, but are not limited to, employee travel and training, seminars, professional membership dues, building supplies, cleaning supplies, vehicle or computer parts, safety supplies, shipping/postage, office supplies and emergency purchases.

Prohibited purchases include, but are not limited to, alcoholic beverages, cash advances, gifts, gift cards, legal services, medical services, computer hardware and software, personal items and unbudgeted items.

D. Roles and Responsibilities

1. ***P-Card Program Administrator*** will serve as the liaison with the Bank handling the County's program by coordinating the issuance of cards, maintaining card limits, cancelling cards as necessary and ensuring balances due are paid in a timely manner. The Program Administrator will also monitor the timely receipt from departments of the transaction logs, record each transaction within the accounting system, publish the annual due date schedule for completed transaction logs, assist in maintaining the program policy and procedures, provide training as needed, any preform any other task related to the P-Card program as assigned by the CFO.

2. ***P-Card Holder or Department Designee*** as assigned by the Department Head will be responsible for securing account numbers, expiration dates, and security codes for all purchasing cards assigned to self or to the Department, ensuring only job-related goods or services allowed under the P-Card program are purchased and the purchasing card bi-weekly billing statement is reconciled. The reconciliation will be considered complete when a completed transaction log is submitted to Finance by the scheduled due date with an itemized receipt or invoice for each transaction attached confirming state sales tax has not been charged (exception-meals). The transaction log must be signed by the cardholder or department designee and the Department Head.

3. ***Department Heads/Elected Officials*** are responsible for determining which employees will be issued a purchasing card, notifying Finance when such employee terminates employment with the County, approving and signing each billing statement transaction log for their department's purchases and verifying funds are available in the department's budget. In addition, any suspected abuse should be reported to the CFO immediately.

E. Audit

The Finance Department Accounting Analysts will review their departments' P-Card transaction logs and verify the receipts submitted did not charge sales taxes (exception-meals), the amounts charged reconcile to the billing statement and the accounting codes assigned are accurate.

The CFO or their designee will conduct a bi-weekly audit to verify the spending activity relative to the established guidelines and compliance with the P-Card policy. The audit will be no less than ten percent (10%) of the number of cards with activity but no less than two (2) cards. The selection process will be based on a random selection process using RANDOM.ORG.

The County Administrator, CFO and assigned financial analyst will conduct spot audits of all transactions that warrant a further review or explanation.

F. Violations

Failure to comply with the P-Card policy will be considered a violation of the program with the follow actions and / or disciplinary action as appropriate.

1st Violation 30 day P-card suspension
2nd Violation Removal from the P-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. <u>Maintenance and Care of Assets</u> - 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. <u>Authorized vehicle colors</u> - 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. Replacement Process - 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 if used) 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.

FY 2014 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
			NON-DEPARTMENTAL
			EMERGENCY MANAGEMENT
Governmental Fund	100 - General Fund	Public Works	ENVIRONMENTAL MANAGEMENT
			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	CODE ENFORCEMENT SECTION
			COUNTY EXTENSION
			DEVELOPMENT AUTHORITY
			GA FORESTRY COMMISSION
			PERMITS & INSPECTIONS
			PLANNING & ZONING
Governmental Fund	100 - General Fund	Debt Service	CRIMINAL JUSTICE CENTER DEBT
Governmental Fund	100 - General Fund	Other Financing Uses	TRANSFER TO OTHER FUNDS

FY 2014 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
		Other Financing Uses	TRANSFER TO OTHER FUNDS
	216 - Jail Construction Surcharge	Public Safety	JAIL 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
		Other Financing Uses	TRANSFER TO OTHER FUNDS
	271 - Street Lights	Public Works	STREET LIGHTS
		Other Financing Uses	TRANSFER TO OTHER FUNDS
	272 - Emergency Medical Services	Public Safety	EMERGENCY MEDICAL SERVICES
		Other Financing Uses	TRANSFER TO OTHER FUNDS
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
			DISTRIBUTION OPERATORS
			MARSHAL SALARIES/BENEFITS
			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 PROJECTS
Enterprise Fund	540 - Solid Waste Fund	Solid Waste Management	SOLID WASTE & RECYCLING
		Other Financing Uses	TRANSFER TO OTHER FUNDS
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 2014 approved operating budget (see also table Impact of FY 2014-2018 CIP projects at the end of this section).

Major Capital/CIP Projects Approved in FY 2014

The projects that fall under the **General Government** function, five projects, total of $272,000. The major projects included are the following:

1. Siemens Automation Upgrade ($127,000) of the existing access control panels in four locations: Justice Center, Jail, Sheriff's Office Annex, and the Library. The project is needed to update technology in use for over ten years that has become obsolete and will not be supported by the vendor after June 30, 2015.
2. Emergency Generator Replacement ($80,000) at the Stonewall Administrative Complex. The existing generator is over 15 years old and has had major problems for the past four years. The new generator will be 100 kilowatts.
3. Security Upgrades ($50,000) at the Stonewall Administrative Building that include the installation of a card access system, added security to access doors, and the elimination of access doors not used by citizens or staff.

The projects that fall under the **Public Safety** function, three projects, total $186,921. The major projects include the following:

1. Replacement of Heart Monitor (1 @ $25,500) as part of a schedule to replace the department's heart monitors to maintain the level of technology required by current guidelines.

2. Replacement of Vehicles ($124,196) for the Field Operations Division of the Sheriff's Office. The four vehicles to be replaced are over five years old and have been driven over 100,000 miles.

The projects that fall under the **Public Works** function, seven projects, total $934,600. The following are the major projects approved:

1. Bridge Maintenance – McDonough Road @ Flint River ($95,000) and Multiple Bridges ($75,000). These are repairs to extend the life of the bridges that were stated as needed per the Georgia Department of Transportation biennial bridge inspection report.

2. Swanson Road ($290,000) paving of an approximately 3,200 feet long section between Ellison Road and Adams Road. Project includes minor realignment of curves, installation of drainage ditches and pipes, and installation of stone base and asphalt.

3. Kelly Road ($239,600) Engineering and Construction phase. The final phase of this project is scheduled to be funded in FY 2015.

4. Creekside Drive ($104,000) Preconstruction Engineering phase. The second phase in FY 2015 is estimated at another $104,000. This project is funded with a combination of LMIG and local funds.

5. Redwine Road and Starrs Mill Multi-Use Path ($114,000) Preconstruction Engineering phase. The total cost of this project is $1,073,000 and is projected to be completed by FY 2016. The project focuses on providing safe access to the Starrs Mill School Complex from nearby neighborhoods and improving overall multi-use path network connectivity.

The projects that fall under the **Culture and Recreation** function, seven projects, total $86,000. These are projects under the direction of the Recreation Department intended to correct problems of erosion control, field renovations, installation of playground swings, and acquisition of solar waste compactors for Brooks Park, Kenwood Park, McCurry Park, and Kiwanis Park.

Two projects fall under the **Planning and Development** function, total $52,000. These projects are the replacement of a digital scanner and acquisition of additional EnerGov modules.

Capital Budget
Expenditures and Funding
FY 2012 – FY 2014

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 2012	Approved FY 2013	Approved FY 2014
Early Warning Siren Construction Fund	$ 45,000	$ 45,000	$ -
Capital Projects Funds	351,814	313,611	223,225
Capital Improvement Program Fund	3,377,030	3,355,641	1,174,600
Water System Fund	9,000,000	-	-
Stormwater Projects Fund	-	450,000	-
Solid Waste Fund	175,000	-	-
Vehicle/Equipment Fund	380,932	904,420	133,696
Total Capital Budget	**$ 13,329,776**	**$ 5,068,672**	**$ 1,531,521**

--Funding by Source--

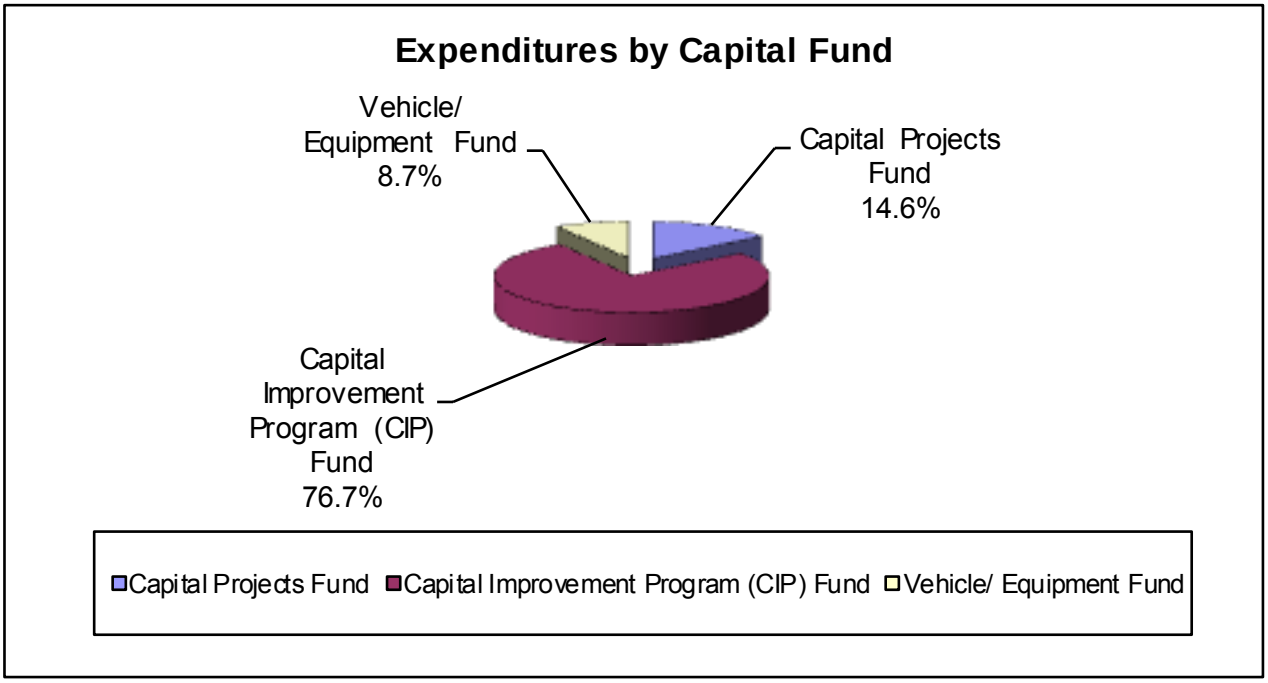
Funding Source	Approved FY 2012	Approved FY 2013	Approved FY 2014
General Fund	$ 3,158,094	$ 2,131,772	$ 97,000
Emergency 911 Fund	122,500	202,841	-
Fire Services Fund	101,329	157,093	37,225
Emergency Medical Services	40,107	272,546	-
Grants	-	950,000	91,200
Capital/CIP Projects Fund	351,814	-	1,172,400
Water System Fund	9,000,000	-	-
Stormwater Management Fund	-	450,000	-
Solid Waste Fund	175,000	-	-
Vehicle/Equipment Fund	380,932	904,420	133,696
Total Capital Budget	**$ 13,329,776**	**$ 5,068,672**	**$ 1,531,521**

--Expenditures by Function—

Function	Approved FY 2012	Approved FY 2013	Approved FY 2014
General Government	$ 663,709	$ 511,000	$ 272,000
Judicial	500,000	250,000	-
Public Safety	734,395	2,496,372	186,921
Public Works	1,416,092	799,500	934,600
Culture and Recreation	821,500	561,800	86,000
Planning & Development	19,080	-	52,000
Water System	9,000,000	-	-
Stormwater Management	-	450,000	-
Solid Waste	175,000	-	-
Total Capital Budget	**$ 13,329,776**	**$ 5,068,672**	**$ 1,531,521**

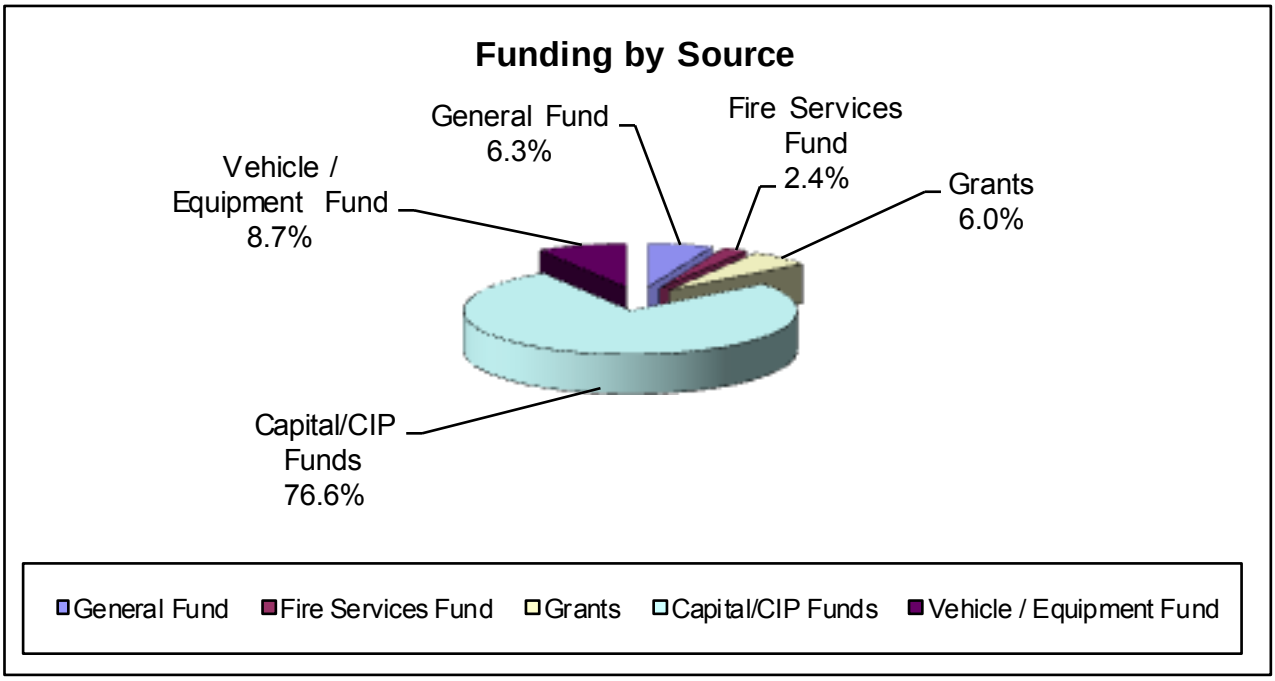
Capital Budget
Fiscal Year 2014
Expenditures by Capital Fund
Total - $ 1,541,521

Expenditures by Capital Fund	Amount	%
Capital Projects Fund	223,225	14.6
Capital Improvement Program (CIP) Fund	1,174,600	76.7
Vehicle/ Equipment Fund	133,696	8.7
Total Capital Budget	**$ 1,531,521**	



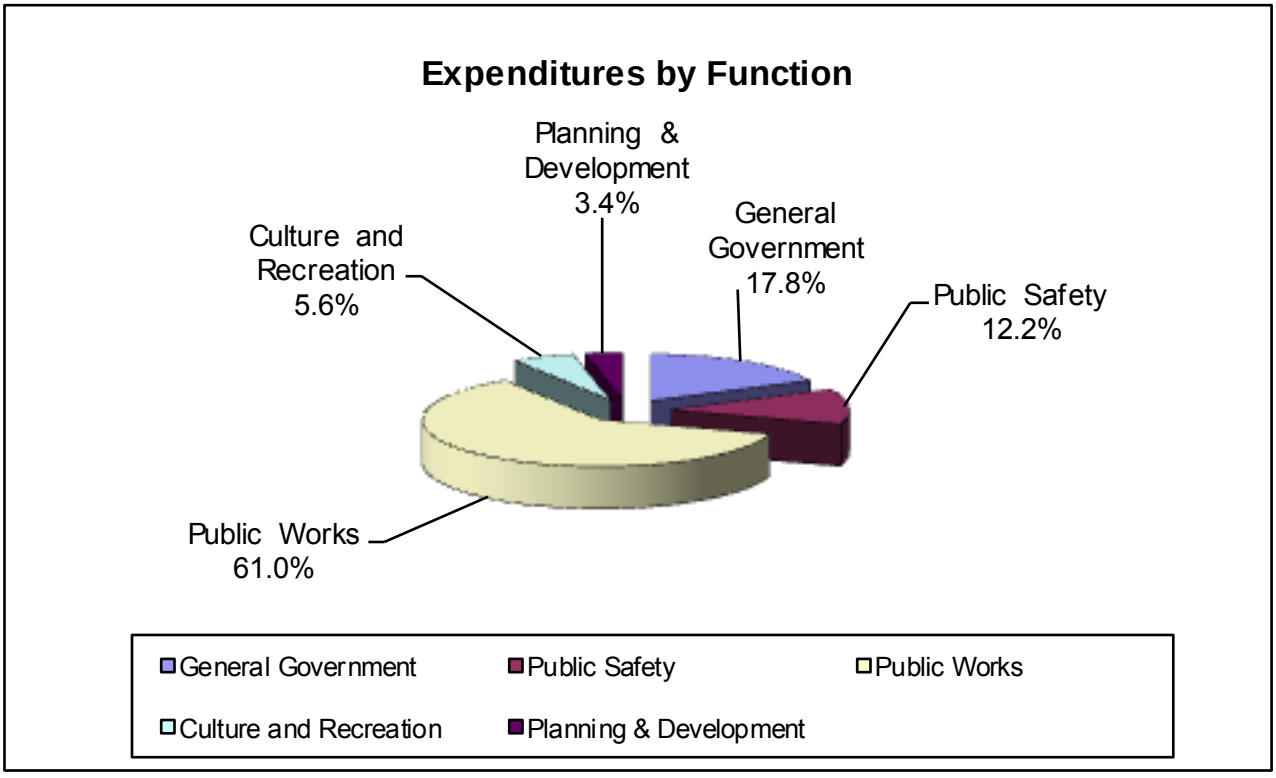
Capital Budget
Fiscal Year 2014
Funding by Source
Total - $ 1,531,521

Funding by Source		Amount	%
General Fund	$	97,000	6.3
Fire Services Fund		37,225	2.4
Grants		91,200	6.0
Capital/CIP Funds		1,172,400	76.6
Vehicle / Equipment Fund		133,696	8.7
Total Capital Budget	**$**	**1,531,521**	



Capital Budget
Fiscal Year 2014
Expenditures by Function
Total - $ 1,531,521

Expenditures by Function		Amount	%
General Government	$	272,000	17.8
Public Safety		186,921	12.2
Public Works		934,600	61.0
Culture and Recreation		86,000	5.6
Planning & Development		52,000	3.4
Total Capital Budget	**$**	**1,531,521**	



Capital Budget
Fiscal Year 2014
Projects by Function
Total - $ 1,531,521

Function: General Government

Department	Project #	Project Title	Amount
Building & Grounds	4565A	Siemens Automation Upgrade	$ 127,000
	4565B	Generator @ Stonewall Complex	80,000
	4565C	Stonewall Complex Security	50,000
	4565D	BobCat Engine Replacement	9,500
		Total	**$ 266,500**
Information Systems	4535A	Systems Analyst Associated Costs	5,500
		TOTAL GENERAL GOVERNMENT	**$ 272,000**

Function: Public Safety

Department	Project #	Project Title	Amount
Emergency Medical Services	4272A	Heart Monitor (1)	$ 25,500
Fire Services	4270A	Firefighter Turnout Gear	37,225
Sheriff's Office	4323A	Field Ops/Replacement of Vehicles (4)	124,196
		TOTAL PUBLIC SAFETY	**$ 186,921**

Function: Public Works

Department	Project #	Project Title	Amount
Fleet Maintenance	4900A	Heavy Duty Tire Balancer	$ 17,000
Road Department	4220A	Bridge Maint McDonough Road @ Flint River	95,000
	4220B	Bridge Maintenance - Multiple Bridges	75,000
	4220C	Swanson Road - Pave Dirt Road	290,000
	4220D	Kelly Road - Engineering/Construction	239,600
	4220E	Creekside Drive - Preconstruction Engineering	104,000
	4220F	Multi-Use Path Redwine Rd @ Starrs Mill	114,000
		Total	**$ 917,600**
		TOTAL PUBLIC WORKS	**$ 934,600**

Function: Culture and Recreation

Department	Project #	Project Title	Amount
Recreation Department	4110A	Brooks Park Retaining Wall	$ 5,000
	4110B	Kenwood Park Island Refurbishment	5,000
	4110C	Kenwood Park Erosion Control	45,000
	4110D	McCurry Park Erosion Control	5,000
	4110E	McCurry Park Field Renovation	5,000
	4110F	McCurry Park Playground Swings for Picnic Area	5,000
	4110G	Solar Waste Compactors for Parks (4)	16,000
		Total	**$ 86,000**
		TOTAL CULTURE & RECREATION	**$ 86,000**

Function: Planning and Development

Department	Project #	Project Title	Amount
Permits and Inspections	4210A	EnerGov Modules	$ 42,000
	4210B	Digital Scanner	10,000
		TOTAL PLANNING & DEVELOPMENT	**$ 52,000**

Capital Improvement Program (CIP)
Fiscal Year 2014 – Fiscal Year 2018
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 2014, 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 2015 to FY 2018 and future potential projects are for planning purposes.

Aggregate Project Cost Summary

Department	Funding Source	Total Project(s) Cost	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Total FY 2014 - FY 2018	Future Project(s)
Criminal Justice Center	General Fund	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Fire, EMS, and EMA	Fire Fund	3,125,000	-	-	-	-	-	-	3,125,000
	EMS	150,000	-	50,000	50,000	50,000	-	150,000	-
	General Fund	-	-	-	-	-	-	-	-
	TOTAL	$ 3,275,000	$ -	$ 50,000	$ 50,000	$ 50,000	$ -	$ 150,000	$ 3,125,000
Information Systems	Capital/CIP	57,500	57,500	-	-	-	-	57,500	-
	General Fund	1,188,500	-	256,000	259,000	224,500	224,500	964,000	224,500
		$ 1,246,000	57,500	256,000	259,000	224,500	224,500	1,021,500	224,500
Recreation	General Fund	9,035,000	-	1,850,000	1,800,000	1,500,000	2,385,000	7,535,000	1,500,000
Road Department	General Fund	615,400	80,000	368,600	166,800	-	-	615,400	-
	Capital/CIP	576,400	576,400	-	-	-	-	576,400	-
	Federal Grant	858,400	91,200	100,000	667,200	-	-	858,400	-
	TOTAL	2,050,200	747,600	468,600	834,000	-	-	2,050,200	-
Sheriff's Office	General Fund	-	-	-	-	-	-	-	-
Governmental Funds		15,606,200	805,100	2,624,600	2,943,000	1,774,500	2,609,500	10,756,700	4,849,500
Water System	Water System	13,250,000	-	1,250,000	2,000,000	2,000,000	-	5,250,000	8,000,000
Enterprise Funds		13,250,000	-	1,250,000	2,000,000	2,000,000	-	5,250,000	8,000,000
Total Funds		$ 28,856,200	$ 805,100	$ 3,874,600	$4,943,000	$3,774,500	$2,609,500	$ 16,006,700	$ 12,849,500

Aggregate Project Funding Summary

Source of Funding		Total	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Total	Future
General Fund		$ 10,838,900	$ 80,000	$ 2,474,600	$ 2,225,800	$ 1,724,500	$ 2,609,500	$ 9,114,400	$ 1,724,500
Federal Grants		858,400	91,200	100,000	667,200	-	-	858,400	-
Fire Fund		3,125,000	-	-	-	-	-	-	3,125,000
EMS Fund		150,000	-	50,000	50,000	50,000	-	150,000	-
Capital/CIP Funds		633,900	633,900	-	-	-	-	633,900	-
Water System Fund		13,250,000	-	1,250,000	2,000,000	2,000,000	-	5,250,000	8,000,000
Total - All Funds		$ 28,856,200	$ 805,100	$ 3,874,600	$4,943,000	$3,774,500	$2,609,500	$ 16,006,700	$ 12,849,500

Capital Improvement Program (CIP)
Fiscal Year 2014 – Fiscal Year 2018
Cost Summaries by Department

Criminal Justice Center Project Cost Summary

Project Title	Funding Source	Total Project Cost	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Total FY 2014 - FY 2018	Future Projects
Completion of CJC 3rd Floor	General Fund	$1,250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$ 250,000	$1,250,000	$ -
Recommended change		***(1,250,000)***	***(250,000)***	***(250,000)***	***(250,000)***	***(250,000)***	***(250,000)***	***(1,250,000)***	-
		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Total:		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

FY 2012	$ 500,000	approved project 2090A
FY 2012	2,382,742	available cash transferred from Governmental Fixed Asset Account Group
FY 2013	250,000	approved project 3090A
	$3,132,742	approved and funded
FY 2014	(750,000)	transfer to Road Department's CIP ($576,400) and transfer to CIP contingency ($173,600)
	$2,382,742	balance of funding in project

Fire Services, EMS, and Emergency Management Project Cost Summaries

Project Title	Funding Source	Total Project Cost	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Total FY 2014 - FY 2018	Future Projects
Severe Weather Warning Sirens	General Fund	**$ 135,000**	**$ 45,000**	**$ 45,000**	**$ 45,000**	**$ -**	**$ -**	**$ 135,000**	**$ -**
Recommended change		***(135,000)***	***(45,000)***	***(45,000)***	***(45,000)***	-	-	***(135,000)***	-
		-	-	-	-	-	-	-	-
Reconstruction of Fire Station #2	Fire Fund	**1,300,000**	-	-	-	-	-	-	**1,300,000**
Recommended change		***700,000***	-	-	-	-	-	-	***700,000***
		2,000,000	-	-	-	-	-	-	**2,000,000**
Construction of EOC	Fire Fund	**900,000**	-	-	-	-	-	-	**900,000**
Project change from HQ/EOC to EOC only	EMS	**700,000**	**200,000**	**200,000**	**200,000**	**100,000**	-	**700,000**	-
	General Fund	**125,000**	**125,000**	-	-	-	-	**125,000**	-
Recommended change use Grant for EOC		***(1,575,000)***	***(325,000)***	***(150,000)***	***(150,000)***	***(50,000)***	-	***(675,000)***	***(900,000)***
		150,000	-	**50,000**	**50,000**	**50,000**	-	**150,000**	-
SCBA-Breathing Apparatus	Fire Fund	**825,000**	-	-	**825,000**	-	-	**825,000**	-
Recommend move to future years		-	-	-	***(825,000)***	-	-	***(825,000)***	***825,000***
		825,000	-	-	-	-	-	-	**825,000**
Addition/Renovation of FS #11 (Flat Creek Rd)	Fire Fund	**300,000**	-	-	-	-	-	-	**300,000**
Total:		**$3,275,000**	**$ -**	**$ 50,000**	**$ 50,000**	**$ 50,000**	**$ -**	**$ 150,000**	**$3,125,000**

Information Systems Project Cost Summaries

Project Title		Funding Source	Total Project Cost	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Total FY 2014 - FY 2018	Future Projects
Aerial Photography		GF	$ 220,000	$ 220,000	$ -	$ -	$ -	$ -	$ 220,000	$ -
Recommended changes			***(220,000)***	***(220,000)***	-	-	-	-	***(220,000)***	-
			-	-	-	-	-	-	-	-
Strategic Technology Plan		Cap/CIP/GF	1,246,000	57,500	256,000	259,000	224,500	224,500	1,021,500	224,500
Total:			$ 1,246,000	$ 57,500	$ 256,000	$ 259,000	$ 224,500	$ 224,500	1,021,500	$ 224,500
Strategic Technology Plan										
AP1	Expand EnerGov - one time		$ 110,000	$ 110,000	$ -	$ -	$ -	$ -	$ 110,000	$ -
GO7	IS Metrics (Monitoring Software) - one time		20,000	20,000	-	-	-	-	20,000	-
	Recommended change		***(88,000)***	***(88,000)***					***(88,000)***	-
IN4	Install 8-feet Generator Fence		3,000	-	-	3,000	-	-	3,000	-
	New Positions Associated Costs		16,500	5,500	5,500	5,500	-	-	16,500	-
	One-time Costs		**$ 61,500**	**$ 47,500**	**$ 5,500**	**$ 8,500**	**$ -**	**$ -**	**$ 61,500**	**$ -**
SD6	Microsoft Enterprise Agreement (over 5 yrs)		618,000	116,000	116,000	116,000	90,000	90,000	528,000	90,000
GO8	Equipment Refresh Desktops - replacement		792,000	132,000	132,000	132,000	132,000	132,000	660,000	132,000
GO8	Equipment Refresh Network - replacement		480,000	80,000	80,000	80,000	80,000	80,000	400,000	80,000
GO8	Equipment Refresh Server/Data - replacement		342,000	57,000	57,000	57,000	57,000	57,000	285,000	57,000
	Recommended change		***(1,047,500)***	***(375,000)***	***(134,500)***	***(134,500)***	***(134,500)***	***(134,500)***	***(913,000)***	***(134,500)***
	Annual Replacement Costs		**$ 1,184,500**	**$ 10,000**	**$ 250,500**	**$ 250,500**	**$ 224,500**	**$ 224,500**	**$ 960,000**	**$ 224,500**
	Strategic Technology Plan - Total		**$ 1,246,000**	**$ 57,500**	**$ 256,000**	**$ 259,000**	**$ 224,500**	**$ 224,500**	**$ 1,021,500**	**$ 224,500**
Impact on Operating Costs										
IN8	Implement Desktop Virtualization - recurring		9,600	-	-	2,400	2,400	2,400	7,200	2,400
IN7	Intrusion Detection Systems - recurring		18,000	3,000	3,000	3,000	3,000	3,000	15,000	3,000
AP1	Expand EnerGov - recurring		100,000	-	20,000	20,000	20,000	20,000	80,000	20,000
GO7	IS Metrics (Monitoring Software) - recurring		15,000	-	3,000	3,000	3,000	3,000	12,000	3,000
	Annual Operating Costs		**$ 142,600**	**$ 3,000**	**$ 26,000**	**$ 28,400**	**$ 28,400**	**$ 28,400**	**$ 114,200**	**$ 28,400**
AP2	GIS Technician Position (approved FY 2012)		519,000	86,500	86,500	86,500	86,500	86,500	432,500	86,500
SD2	Information Security Officer Position		450,000	75,000	75,000	75,000	75,000	75,000	375,000	75,000
	Recommended change		***(450,000)***	***(75,000)***	***(75,000)***	***(75,000)***	***(75,000)***	***(75,000)***	***(375,000)***	***(75,000)***
SD5	Project Manager Position		432,500	-	86,500	86,500	86,500	86,500	346,000	86,500
SD4	Application Specialist Position		346,000	-	-	86,500	86,500	86,500	259,500	86,500
	Annual Personnel Costs		**$ 1,297,500**	**$ 86,500**	**$ 173,000**	**$ 259,500**	**$ 259,500**	**$ 259,500**	**$ 1,038,000**	**$ 259,500**
	Impact on Operating Costs - Total		**$ 1,440,100**	**$ 89,500**	**$ 199,000**	**$ 287,900**	**$ 287,900**	**$ 287,900**	**$ 1,152,200**	**$ 287,900**

Recreation Project Cost Summaries

Project Title	Funding Source	Total Project Cost	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Total FY 2014 - FY 2018	Future Projects
Kenwood Park Enhancements-Construction		$ 1,400,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000	$1,000,000	$ 1,400,000	$ -
Additional Request		***8,300,000***	***2,000,000***	***2,000,000***	***2,000,000***	***1,300,000***	***-***	***7,300,000***	***1,000,000***
Recommended changes		***(2,400,000)***	***(2,100,000)***	***(600,000)***	***(600,000)***	***100,000***	***500,000***	***(2,700,000)***	***300,000***
Kenwood Park	General Fund	7,300,000	-	1,500,000	1,500,000	1,500,000	1,500,000	6,000,000	1,300,000
Kiwanis Park Enhancements									
Athletic field lighting refurbishment		225,000	75,000	75,000	75,000	-	-	225,000	-
Additional Request		***200,000***	-	-	-	-	***100,000***	***100,000***	***100,000***
Recommended changes		***(175,000)***	***(75,000)***	-	-	-	-	***(75,000)***	***(100,000)***
Kiwanis Park	General Fund	250,000	-	75,000	75,000	-	100,000	250,000	-
McCurry Park Enhancements									
Athletic field lighting refurbishment at Softball		125,000	125,000	-	-	-	-	125,000	-
Athletic field lighting refurbishment at Soccer		200,000	100,000	100,000	-	-	-	200,000	-
Additional Request		***210,000***					***85,000***	***85,000***	***125,000***
Recommended changes		***(225,000)***	***(225,000)***					***(225,000)***	
Athletic field light installation for multipurpose fields		250,000		100,000	-		150,000	250,000	-
Athletic field lighting refurbishment at Football/Soccer		225,000			225,000	-		225,000	-
Re-crowning of soccer field		225,000	-	-	-	-	225,000	225,000	-
Requested change		***225,000***	***75,000***	***75,000***	-	-		***150,000***	***75,000***
Recommended changes		***150,000***	***(75,000)***				***225,000***	***150,000***	-
McCurry Park Multi-Purpose Field		50,000	-	-	-	-	50,000	50,000	-
Requested change		***50,000***	***50,000***	-	-	-		***50,000***	-
Recommended changes		-	***(50,000)***	-	-	-	***50,000***	-	-
McCurry Park	General Fund	1,485,000	-	275,000	225,000	-	785,000	1,285,000	200,000
Multi-Purpose Building - Additional Request		***5,000,000***	-	-	-	-	-	-	***5,000,000***
Recommended changes		***(5,000,000)***	-	-	-	-	-	-	***(5,000,000)***
Multi-Purpose Trails - Additional Request	***General Fund***	***100,000***	-	-	-	-	-	-	***100,000***
Recommended changes		***(100,000)***	-	-	-	-	-	-	***(100,000)***
Land Acquisition - Additional Request		***500,000***	-	-	-	-	-	-	***500,000***
Recommended changes		***(500,000)***	-	-	-	-	-	-	***(500,000)***
Total:		$ 9,035,000	$ -	$1,850,000	$1,800,000	$1,500,000	$2,385,000	$ 7,535,000	$1,500,000

Road Department Project Cost Summaries

Project Title	Funding Source	Total Project Cost	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Total FY 2014 - FY 2018	Future Projects
ROADS									
Swanson Road- Pave Dirt Road	General Fund	$ 391,900	$ -	$ 171,000	$ 220,900	$ -	$ -	$ 391,900	$ -
Requested change		***(101,900)***	***290,000***	***(171,000)***	***(220,900)***	-	-	***(101,900)***	-
		290,000	290,000	-	-	-	-	290,000	-
Kelly Road - Engineering/Construction*	General Fund	479,200	239,600	239,600	-	-	-	479,200	-
Creekside Drive/Preconstruction Engineering*	***LMIG***	***160,000***	***80,000***	***80,000***	-	-	-	***160,000***	-
	General fund	***48,000***	***24,000***	***24,000***	-	-	-	***48,000***	-
		208,000	***104,000***	***104,000***	-	-	-	***208,000***	-
Redwine Road and Starrs Mill Multi-Use Path	***Federal Grant***	***858,400***	***91,200***	***100,000***	***667,200***	-	-	***858,400***	-
	General Fund	***214,600***	***22,800***	***25,000***	***166,800***	-	-	***214,600***	-
		1,073,000	***114,000***	***125,000***	***834,000***	-	-	***1,073,000***	-
Total:		$2,050,200	$ 747,600	$ 468,600	$ 834,000	$ -	$ -	$2,050,200	$ -

Total Funding Sources	General Fund	$ 615,400	$ 80,000	$ 368,600	$ 166,800	$ -	$ -	$ 615,400	$ -
	Capital/CIP***	576,400	576,400					576,400	
	Federal Grant	858,400	91,200	100,000	667,200	-	-	858,400	-
		$2,050,200	$ 747,600	$ 468,600	$ 834,000	$ -	$ -	$2,050,200	$ -

*Kelly Road Engineering/Construction Cost:

FY 2013	$ 325,000	approved project 3220A
FY 2014	239,600	
FY 2015	239,600	
Total	$ 804,200	

**This project is funded with LMIG funding ($80,000 each in FY 2014 and FY 2015) and a local match ($24,000 each in FY 2014 and FY 2015). The LMIG funding is included in* the General Fund revenue and it will be reflected as a transfer from the General Fund.

***The $576,400 used to fund FY 2014 Road Dept. projects is money transferred from the Completion of CJC 3rd Floor project.

Sheriff's Office Project Cost Summaries

Project Title	Funding Source	Total Project Cost	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Total FY 2014 - FY 2018	Future Projects
Relocation of the existing Security Control Office	General Fund	115,000	115,000	-	-	-	-	115,000	-
Recommended changes		***(115,000)***	***(115,000)***	-	-	-	-	***(115,000)***	-
		-	-	-	-	-	-	-	-
Consolidated Public Safety Training Facility	TBD	460,000	-	-	-	-	-	-	460,000
Recommended changes		(460,000)	-	-	-	-	-	-	(460,000)
		-	-	-	-	-	-	-	-
Total:		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

Water System Project Cost Summaries

Project Title	Funding Source[1]	Total Project Cost	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Total FY 2014 - FY 2018	Future Projects
Horseman's Water Tank	GEFA	$ 2,000,000	$ -	$ 1,000,000	$1,000,000	$ -	$ -	$ 2,000,000	$ -
Move forward one year		-	-	***(1,000,000)***	***1,000,000***	-	-	-	-
		$ 2,000,000	$ -	$ -	$2,000,000	$ -	$ -	$ 2,000,000	
Porter Road Line Extension	GEFA	2,000,000	-	-	2,000,000	-	-	2,000,000	-
Move forward one year		-	-	-	***(2,000,000)***	***2,000,000***	-	-	-
		$ 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	$ -	$ 1,250,000	$2,000,000	$2,000,000	$ -	$ 5,250,000	$8,000,000

Capital Improvement Program Plan
Fiscal Year 2014–2018 and Future
CIP Projects by Fiscal Year
Total - $28,856,200

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

Department	Proj #	Project Title	Funding Source	FY 2014
Information Systems	4535A	Systems Analyst Associated Costs	Cap/CIP	5,500
Permits and Inspections	4210A	EnerGov Modules	Cap/CIP	42,000
Permits and Inspections	4210B	Digital Scanner	Cap/CIP	10,000
Road Department	4220C	Swanson Road - Pave Dirt Road	Cap/CIP	290,000
Road Department	4220D	Kelly Road - Engineering/Construction	Cap/CIP	239,600
Road Department	4220E	Creekside Drive - Preconstruction Engineering	Cap/CIP/GF	104,000
Road Department	4220F	Multi-Use Path Redwine Rd @ Starrs Mill	Cap/CIP/Grant	114,000
			Total	**$ 805,100**

Department	Proj #	Project Title	Funding Source	FY 2015
Fire/EMS/EMA		Construction of EOC Building	EMS	$ 50,000
Information Systems		Equipment Refresh - Desktops	GF	85,800
Information Systems		Equipment Refresh - Network	GF	52,000
Information Systems		Equipment Refresh - Server/Data Storage	GF	37,300
Information Systems		IS New Positions Associated Costs	GF	5,500
Information Systems		Microsoft Enterprise Agreement	GF	75,400
Recreation Department		Kenwood Park/ Enhancements	GF	1,500,000
Recreation Department		Kiwanis Park/ Enhancements	GF	75,000
Recreation Department		McCurry Park/ Enhancements	GF	275,000
Road Department		Creekside Drive - Preconstruction Engineering	GF	104,000
Road Department		Kelly Road - Engineering/Construction	GF	239,600
Road Department		Multi-Use Path Redwine Rd @ Starrs Mill	Grant/GF	125,000
Water System		Highway 74 Pressure Improvement	GEFA	1,250,000
			Total	**$ 3,874,600**

Department	Proj #	Project Title	Funding Source	FY 2016
Fire/EMS/EMA		Construction of EOC Building	EMS	$ 50,000
Information Systems		Equipment Refresh - Desktops	GF	85,800
Information Systems		Equipment Refresh - Network	GF	52,000
Information Systems		Equipment Refresh - Server/Data Storage	GF	37,300
Information Systems		Install 8-ft Generator Fence	GF	3,000
Information Systems		IS New Positions Associated Costs	GF	5,500
Information Systems		Microsoft Enterprise Agreement	GF	75,400
Recreation Department		Kenwood Park/ Enhancements	GF	1,500,000
Recreation Department		Kiwanis Park/ Enhancements	GF	75,000
Recreation Department		McCurry Park/ Enhancements	GF	225,000
Road Department		Multi-Use Path Redwine Rd @ Starrs Mill	Grant/GF	834,000
Water System		Horseman's Water Tank	GEFA	2,000,000
			Total	**$ 4,943,000**

Department	Proj #	Project Title	Funding Source	FY 2017
Fire/EMS/EMA		Construction of EOC Building	EMS	$ 50,000
Information Systems		Equipment Refresh - Desktops	GF	82,500
Information Systems		Equipment Refresh - Network	GF	50,000
Information Systems		Equipment Refresh - Server/Data Storage	GF	35,750
Information Systems		Microsoft Enterprise Agreement	GF	56,250
Recreation Department		Kenwood Park/ Enhancements	GF	1,500,000
Water System		Porter Road Line extension	GEFA	2,000,000
			Total	**$ 3,774,500**

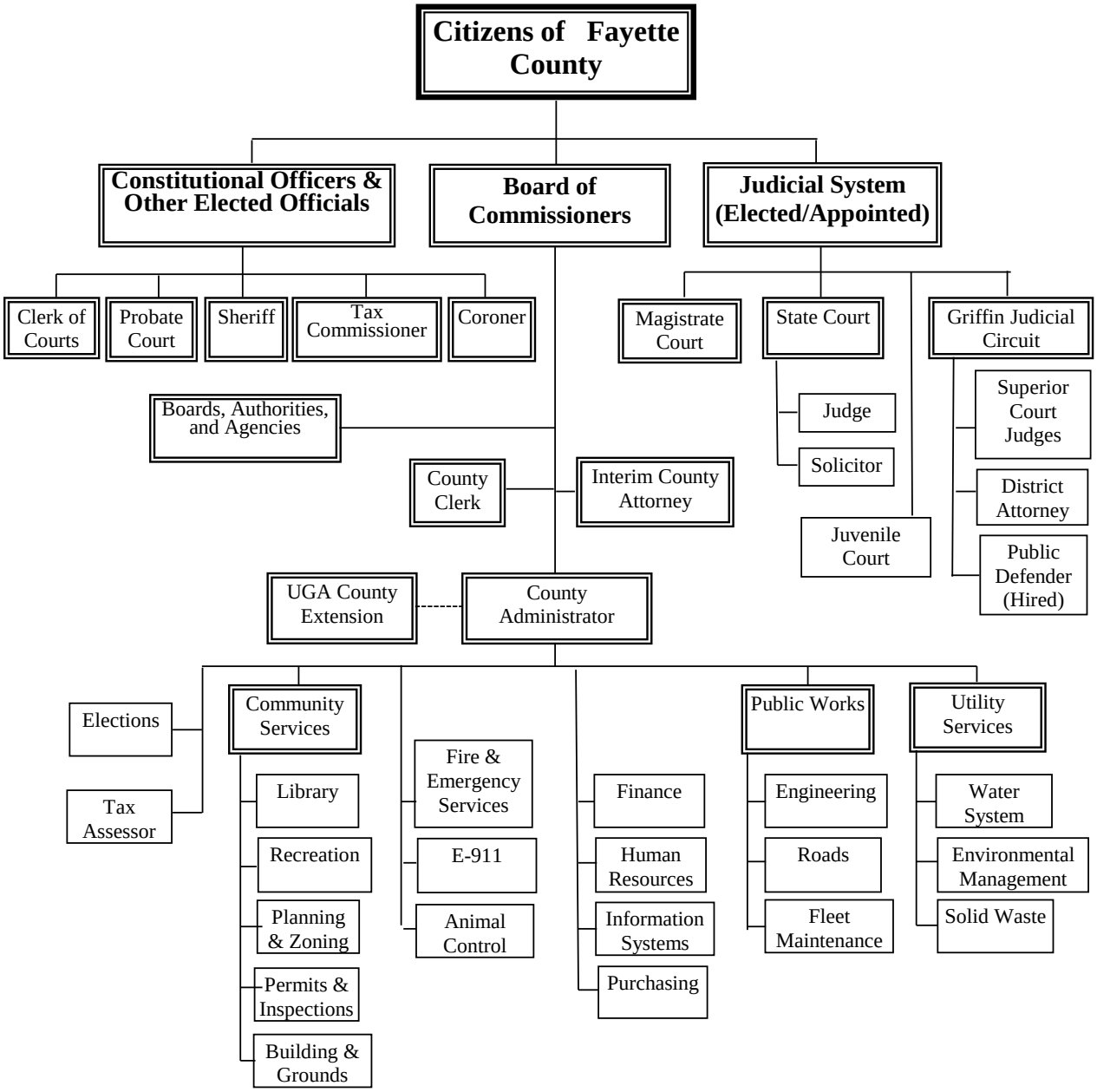
Department	Proj #	Project Title	Funding Source	FY 2018
Information Systems		Equipment Refresh - Desktops	GF	82,500
Information Systems		Equipment Refresh - Network	GF	50,000
Information Systems		Equipment Refresh - Server/Data Storage	GF	35,750
Information Systems		Microsoft Enterprise Agreement	GF	56,250
Recreation Department		Kenwood Park/ Enhancements	GF	1,500,000
Recreation Department		Kiwanis Park/ Enhancements	GF	100,000
Recreation Department		McCurry Park/ Enhancements	GF	735,000
Recreation Department		McCurry Park/ Multipurpose Field Completion	GF	50,000
			Total	**$ 2,609,500**

Department	Proj #	Project Title	Funding Source	Future
Fire/EMS/EMA		Addition/Renovation of Fire Station #11 (Flat Creek Rd)	Fire	300,000
Fire/EMS/EMA		Reconstruction Fire Station #2	Fire	$ 2,000,000
Fire/EMS/EMA		SCBA-Breathing Apparatus	Fire	$ 825,000
Information Systems		Equipment Refresh - Desktops	GF	82,500
Information Systems		Equipment Refresh - Network	GF	50,000
Information Systems		Equipment Refresh - Server/Data Storage	GF	35,750
Information Systems		Microsoft Enterprise Agreement	GF	56,250
Recreation Department		Kenwood Park/ Enhancements	GF	1,300,000
Recreation Department		McCurry Park/ Enhancements	GF	200,000
Water System		Porter Road Water Tank	GEFA	2,000,000
Water System		South Fayette Plant Expansion	Bonds	6,000,000
			Total	**$ 12,849,500**

Impact of FY 2014-2018 Capital Improvement Program (CIP) projects on Operating Budgets

Dept	Project Description		Operating Budget - FY 2014	2015	2016	2017	2018
Fire, EMS, EMA	Construction of EOC (Emergency Operations Center)	Estimated cost	-	50,000	50,000	50,000	-
		Effect on Oper. Budget	**-**	**-**	**-**	**-**	**-**
	EOC construction associated operating costs should be offset by the savings expected by operating a newer and more efficient facility.	Expense category					
Info Systems	Strategic Technology Plan - implementation	Estimated cost	57,500	256,000	259,000	224,500	224,500
	Strategic Technology Plan includes salary and benefits costs associated to four positions to be added between FY 2012-2016 and annual contracts for hardware/software maintenance.	**Effect on Oper. Budget**	**145,500**	**255,000**	**343,900**	**343,900**	**343,900**
		Expense category	personnel/ maintenance/ other	personnel/ maintenance/ other	personnel/ maintenance/ other	personnel/ maintenance/ other	personnel/ maintenance/ other
Recreation	Park Enhancements - Kenwood/Kiwanis/McCurry	Estimated cost	-	1,850,000	1,800,000	1,500,000	2,385,000
		Effect on Oper. Budget	**-**	**-**	**-**	**-**	**-**
	Enhancements to parks are mainly for maintenance and repairs of current facilities. No significant additional costs are expected.	Expense category					
Road Department	Paving/Engineering/Construction - Swanson Rd/Kelly Rd	Estimated cost	529,600	239,600	-	-	-
	Preconstruction Engineering/Construction - Creekside Dr. / Redwine & Starrs Mill Multi-Use Path	Estimated cost	218,000	229,000	834,000		
		Effect on Oper. Budget	**-**	**-**	**-**	**-**	**-**
	No identifiable additional operating costs are expected within the five-year period.	Expense category					
Water System	Horseman's Water Tank	Estimated cost	-	-	2,000,000	-	-
	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**	**-**	**-**	**75,000**	**190,000**	**310,000**
		Expense category	debt service/ utilities/ maintenance	debt service/ utilities/ maintenance	debt service/ utilities/ maintenance	debt service/ utilities/ maintenance	debt service/ utilities/ maintenance
		Capital Improvement Program - Total Estimated cost	$ 805,100	$ 3,874,600	$ 4,943,000	$ 3,774,500	$ 2,609,500
		Total effect on operating budget	**$ 145,500**	**$ 255,000**	**$ 418,900**	**$ 533,900**	**$ 653,900**

FAYETTE COUNTY, GEORGIA
ORGANIZATIONAL CHART



FAYETTE COUNTY, GEORGIA

Elected Officials

Board of Commissioners – 770.305.5200
Steve Brown, Chairman
Charles Oddo, Vice Chair
David Barlow
Allen McCarty
Randy Ognio

Clerk of Courts – Sheila Studdard, 770.716.4290
Coroner – C.J. Mowell, 770.461.7641
District Attorney - Scott A. Ballard, 770.716.4250

Magistrate Court Judges – 770.716.4230
Robert A. Ruppenthal, Chief
James White
Lloyd Black
Kathy Brown-Valencia

Probate Court Judge - Ann S. Jackson, 770.716.4220
Sheriff – Barry H. Babb, 770.461.6353
State Court Judge – Jason B. Thompson, 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

Griffin Judicial Circuit Court – William T. Simmons, Administrator, 770.898.7623
Juvenile Court Judges – 770.716.4210
Ben Miller, Jr.
Karen Calloway
Public Defender – W. Allen Adams, 770.716.4340

Fayette County Administration

County Administrator – Steve Rapson, 770.305.5400
County Attorney – Dennis Davenport, Interim, 770.305.5200
County Clerk – Floyd Jones, 770.305.5200

Main County Number: 770.305.5400

Division Directors/Department Heads

Elections – Tom Sawyer, 770.305.5408
Finance – Mary Parrott, 770.305.5413
Human Resources – Lewis Patterson, 770.305.5418
Information Systems – Russell Prince, 770.305.5406
Purchasing – Ted Burgess, 770.305.5420
Tax Assessor – Joel Benton, 770.305.5402

Community Services Division – Pete Frisina, Director, 770.305.5421
Building & Grounds – Greg Ownby, 770.461.3342
Library – Chris Snell, 770.461.8841
Permits & Inspections – Joe Scarborough, 770.305.5403
Planning & Zoning– Pete Frisina, 770.305.5421
Recreation – Anita Godbee, 770.716.4320

Fire & Emergency Services – David Scarbrough, Fire Chief, 770.305.5414
Emergency 911 – Cheryl Rogers, 770.461.4357
Animal Control – Fred Sisson, 770.631.7210

Public Works Division – Phil Mallon, Director, 770.461.3142
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, 770.461.1146
Solid Waste & Recycling Transfer Station – Vanessa Birrell, 770.305.5410
Environmental Management – Vanessa Birrell, 770.305.5410
Water System – Tony Parrott, 770.461.1146

Outside Agencies

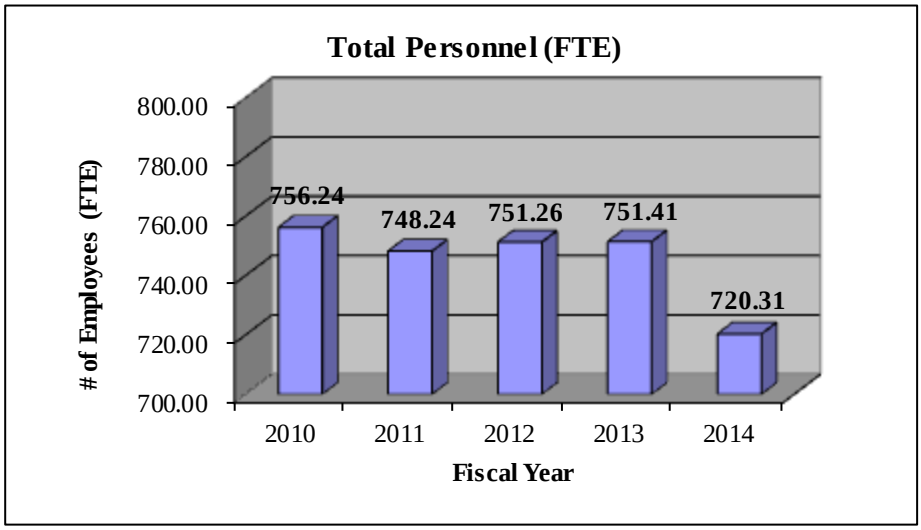
County Extension –770.305.5412
Development Authority – Matt Forshee, 770.461.5253
Domestic Violence (Promise Place) – Vanessa Wilkins, 770.461.3839
Family & Children's Services – Susan R. Boggs, 770.460.2555
Georgia Forestry Commission – Dan Gary, 478.751.3500
Fayette Community Options (McIntosh Trail) – 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 – 770.305.5415
Senior Citizens Center – Nancy Meaders, 770.461.0813
Youth Protection Home - Becky Davenport, 770.461.7020

SUMMARY OF PERSONNEL - FULL-TIME EQUIVALENTS (FTE)

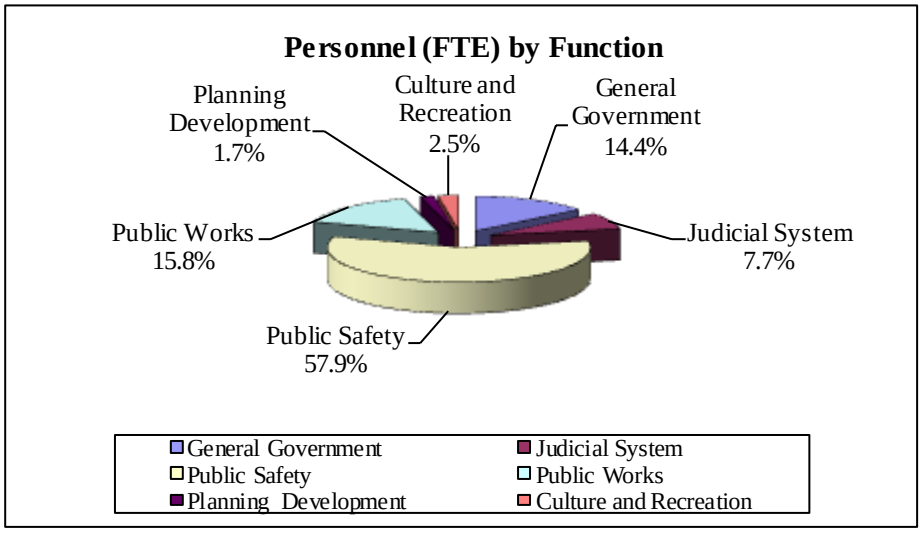
Function	FY 2010 BUDGET	FY 2011 BUDGET	FY 2012 BUDGET	FY 2013 BUDGET	FY 2014 BUDGET	FTE CHANGE
General Government						
Administration	2.000	2.000	2.000	2.000	2.000	-
Buildings and Grounds Maint	33.600	31.600	31.600	31.600	28.600	(3.000)
Commissioners	8.000	8.000	8.000	8.000	6.000	(2.000)
Elections	4.500	4.500	4.500	4.500	4.500	-
Engineering	2.000	4.000	4.000	4.000	4.000	-
Finance	13.000	14.000	14.000	14.000	14.000	-
Human Resources	6.000	5.000	5.000	5.000	4.000	(1.000)
Information Systems	9.000	8.000	9.000	9.000	8.000	(1.000)
Law Department	1.000	1.000	1.000	1.000	-	(1.000)
Purchasing	3.000	3.000	3.000	3.000	3.000	-
Tax Assessor	13.450	12.450	12.450	12.450	12.450	-
Tax Commissioner	17.500	17.500	17.500	17.500	17.000	(0.500)
Total General Government	**113.050**	**111.050**	**112.050**	**112.050**	**103.550**	**(8.500)**
Judicial System						
Clerk of State Court	5.000	5.000	5.000	5.000	5.000	-
Clerk of Superior Court	20.559	20.559	21.284	21.434	20.434	(1.000)
Juvenile Court	5.000	5.000	5.000	5.000	4.000	(1.000)
Magistrate Court	10.000	10.000	10.000	10.000	9.000	(1.000)
Probate Court	4.725	4.725	6.000	6.000	6.000	-
State Court Judge	3.000	3.000	3.000	3.000	3.000	-
State Court Solicitor	7.125	7.125	7.125	7.125	8.125	1.000
Victims Assistance	1.000	1.000	1.000	1.000	-	(1.000)
Total Judicial System	**56.409**	**56.409**	**58.409**	**58.559**	**55.559**	**(3.000)**
Public Safety						
Animal Control	6.500	5.500	5.500	5.500	5.500	-
County Coroner	3.000	3.000	3.000	3.000	3.000	-
Emergency 911	36.250	36.250	36.250	36.250	36.250	-
EMS	43.000	43.000	43.000	43.000	43.000	-
Fire Services	105.000	105.000	105.000	105.000	99.000	(6.000)
Marshal's Office	11.000	11.000	11.000	11.000	-	(11.000)
Emergency Management	4.000	4.000	4.000	4.000	3.000	(1.000)
Sheriff's Office - Administration	13.000	13.475	13.475	26.200	25.600	(0.600)
Sheriff's Office - CID	33.000	33.000	33.000	39.000	37.000	(2.000)
Sheriff's Office - Field Operations	86.000	86.000	86.000	76.000	76.000	-
Sheriff's Office - Jail Operations	97.725	97.725	97.725	89.000	89.000	-
Sheriff's Office - Total	**229.725**	**230.200**	**230.200**	**230.200**	**227.600**	**(2.600)**
Total Public Safety	**438.475**	**437.950**	**437.950**	**437.950**	**417.350**	**(20.600)**
Public Works						
Environmental Management	-	-	-	-	5.000	5.000
Fleet Maintenance	9.000	9.000	9.000	9.000	9.000	-
Public Works Administration	2.000	2.000	2.000	2.000	2.000	-
Road Department	37.000	34.000	34.000	34.000	32.000	(2.000)
Solid Waste Management	1.000	1.000	1.000	1.000	1.000	-
Stormwater Management	5.000	5.000	5.000	5.000	-	(5.000)
Water System	62.000	61.000	61.000	61.000	65.000	4.000
Total Public Works	**116.000**	**112.000**	**112.000**	**112.000**	**114.000**	**2.000**
Planning Development						
County Extension	2.400	1.925	0.950	0.950	0.950	-
Permits and Inspections	7.000	7.000	7.000	7.000	7.000	-
Planning & Zoning Department	5.000	5.000	5.000	5.000	2.000	(3.000)
Code Enforcement Section	-	-	-	-	2.000	2.000
Total Planning Development	**14.400**	**13.925**	**12.950**	**12.950**	**11.950**	**(1.000)**
Culture and Recreation						
Recreation	6.000	6.000	6.000	6.000	6.000	-
Library	11.905	10.905	11.905	11.905	11.905	-
Total Culture and Recreation	**17.905**	**16.905**	**17.905**	**17.905**	**17.905**	**-**
Total Personnel	**756.239**	**748.239**	**751.264**	**751.414**	**720.314**	**(31.100)**

1 FTE = 40 work hours per week

FAYETTE COUNTY, GEORGIA
TOTAL PERSONNEL (FTE) - APPROVED



FY 2014 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
PERSONNEL

FY 2014 BUDGET - POSITIONS (FTE)

FUNCTION	ADDED	ELIMINATED	TRANSFER	NET CHANGE
GENERAL GOVERNMENT	1.000	9.500	-	(8.500)
JUDICIAL	-	3.000	1.000	(2.000)
PUBLIC SAFETY	1.000	21.600	-	(20.600)
PUBLIC WORKS*	4.000	2.000	-	2.000
HEALTH & WELFARE	-		(1.000)	(1.000)
CULTURE & RECREATION	-	-	-	-
PLANNING & DEVELOPMENT	2.000	3.000		(1.000)
TOTAL	**8.000**	**39.100**	**-**	**(31.100)**

*Includes the Water System.

Positions Added

For FY 2014, eight new positions were approved. In General Government a Systems Analyst position for the Information Systems department; in Public Safety a Lieutenant position for the Sheriff's Office; in Public Works an Assistant Plant Manager position and three Marshal positions for the Water System; and in Planning & Development two Code Enforcement Officer positions in the new Code Enforcement department - Additional $492,000 salaries/benefits.

Positions Eliminated

A total of 39.1 FTE positions were eliminated. Of these, 17 positions were directly associated with employees that retired under the ERIP and 11.0 positions from the Marshal's Office that was eliminated - Savings of $2,398,000 salaries/benefits.

Positions Transferred

A total of six positions transferred. Five positions within the Public Works function were transferred from the Stormwater Utility fund to the Environmental Management department in the General Fund. The position of Victims Assistance Advocate was transferred from the Victims Assistance fund (Health & Welfare) to the State Court Solicitor's department in the General Fund.

Promotions/Demotions

A total of **twenty promotions** were approved for an increase of $103,100. **Four demotions** were included in the budget for savings of $17,665. The net effect of the promotions and demotions is an increase of $85,435 in the FY 2014 budget.

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	Codes/ Laws/ Regulations	Citizens Health/ Welfare	Reward efforts of employees	Maintain assets and Infrastructure	Fiscal responsibility	Environmental Responsibility
Administration			x				x		x	
Animal Control	x			x	x	x				
Building & Grounds					x	x		x		x
County Commission				x						
County Extension				x	x	x				x
Dept. Family & Children Services*	x					x				
Drug Abuse & Treatment*	x					x				
Elections					x					
Emergency 911	x					x				
Engineering								x		
Environmental Management	x			x	x	x		x		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			x	x	x				
Library				x						
Permits and Inspections				x	x	x				
Planning and Zoning				x	x	x				
Public Health*						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	x	x		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	Codes/ Laws/ Regulations	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	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

The County Administrator is appointed by the Board of Commissioners and is responsible for seeing that the decisions of the Board are administered and successfully carried out throughout the organization on a day-to-day basis. The Administrator has direct responsibility over all county government departments other than those headed by one of the County's elected Constitutional Officers.

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.

Major Goals

◊ Implement Commissioners' annual planning initiatives.
◊ Continue the process of transitioning to an E-government environment.
◊ Research the feasibility of the development and implementation of performance measures throughout the organization.

Significant Expenditure and Staffing Changes

◊ FY 2013 actual amount for personal services includes payout to one employee under the early retirement incentive program (ERIP).

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 388,080	$ 321,781	$ 512,580	$ 334,621
APPROPRIATIONS				
Personal Services	$ 338,678	$ 265,181	$ 461,044	$ 310,221
Operating	48,910	56,600	51,536	24,400
Capital Outlay	492	-	-	-
Total Appropriations	$ 388,080	$ 321,781	$ 512,580	$ 334,621

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

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	2.000	2.000	2.000	2.000

WORKLOAD INDICATORS	FY 2011	FY 2012	FY 2013	FY 2014
County Work Force	748.239	751.239	751.414	720.314
Meetings	34	35	36	35
General Fund Operating Budget:				
Revenues	$ 45,873,455	$42,700,799	$ 42,358,812	$ 44,274,023
Expenditures	$ 44,408,108	$49,246,782	$ 47,332,456	$ 43,983,938

PERFORMANCE MEASURES	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimated	FY 2014 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%	99%	100%	100%
Meet with department directors weekly 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 appealing to County employees, County residents and visitors. It is our job to ensure that county buildings and 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 to all departments within the County Government.
It is the responsibility of the department to insure that the working environment of employees and County assets are maintained functional and in safe condition.

Major Goals

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

- ◊ Four (4) projects totaling $266,500 were approved in FY 2014.
- ◊ The department had three (3) employees that participated in the early retirement program (ERIP). These positions were eliminated.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 1,704,720	$ 1,629,284	$ 1,664,083	$ 1,562,477
APPROPRIATIONS				
Personal Services	$ 1,526,182	$ 1,452,126	$ 1,493,285	$ 1,383,442
Operating	172,919	172,589	169,779	170,207
Capital Outlay	5,618	4,569	1,019	8,828
Total Appropriations	$ 1,704,720	$ 1,629,284	$ 1,664,083	$ 1,562,477

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

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	31.600	31.600	31.600	28.600

WORKLOAD INDICATORS	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimate
Number of work orders	2,140	2,150	2,397	2,088
Square footage of buildings	685,608	685,608	690,808	690,808
# of Building Maintenance Techs	10	10	10	8
Maintenance of buildings - sq. feet per Maintenance Tech	68,560	68,560	69,080	86,351
Total acreage (including ball fields)	480	480	590	590
# of Grounds Maintenance Techs	15	14	14	12
Maintenance of grounds - acres per Maintenance Tech	32	34	42	49

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 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

- ◊ Discontinue deficit budgeting by keeping current expenses in line with current revenues.
- ◊ Enhance the services provided to the citizens of Fayette County.
- ◊ Continue the process of amending, updating, and republishing the County Code of Ordinances.

Significant Expenditure and Staffing Changes

- ◊ FY 2013, Two (2) employees participated in the early retirement incentive program (ERIP) and the positions were eliminated.
- ◊ FY 2013 actual amount for personal services includes payouts to ERIP employees.

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

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 647,852	$ 564,258	$ 643,208	$ 442,173
APPROPRIATIONS				
Personal Services	$ 442,228	$ 395,108	$ 458,720	$ 230,331
Operating	205,026	168,150	184,488	211,842
Capital Outlay	598	1,000	-	-
Total Appropriations	$ 647,852	$ 564,258	$ 643,208	$ 442,173

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	8.000	8.000	8.000	6.000

WORKLOAD INDICATORS	2010	2011	2012	2013
Population	106,567	107,784	107,524	108,200
Commission Meetings	40	34	35	36

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 manage 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 2014 personal services decrease because it is not an election intensive year.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Municipal Handling Fees (reimbursement from cities/towns)	$ 40,193	$ -	$ -	$ -
General Fund Contribution	407,215	756,125	670,145	521,180
Total Funding Sources	$ 447,409	$ 756,125	$ 670,145	$ 521,180
APPROPRIATIONS				
Personal Services	$ 403,799	$ 671,146	$ 562,802	$ 450,542
Operating	42,922	84,979	87,178	68,418
Capital Outlay	688	-	20,165	2,220
Total Approriations	$ 447,409	$ 756,125	$ 670,145	$ 521,180

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 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 implement the Transportation SPLOST; interpret, maintain and enforce the County's Development regulations; and provide in-house design, permitting, and project and construction management.

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 Development Regulations, provides in-house design services, and oversees infrastructure design and construction within the County.

Major Goals and Objectives

- ◊ Complete Phase 2 of the West Fayetteville Bypass.
- ◊ Continue implementation of SPLOST transportation projects, per the 2003 Comprehensive Transportation Plan.
- ◊ Provide design, permitting, and right-of-way procurement services for the Stormwater Utility.
- ◊ Make further progress on three bridge projects.

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

- ◊ For FY 2013, actual Personal Services include credits for work done by staff on SPLOST projects. Credits equal ($302,473) for total gross expenditures of $396,181.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	368,476	319,035	93,708	285,217
APPROPRIATIONS				
Personal Services	$ 364,014	$ 312,882	$ 89,258	$ 275,841
Operating	4,262	6,153	4,017	9,376
Capital Outlay	200	-	433	-
Total Appropriations	$ 368,476	$ 319,035	$ 93,708	$ 285,217

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	4.000	4.000	4.000	4.000

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.

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 appropriate agency, and file W-2's, 1099's, and IRS returns.

◊ **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.

Major Goals

◊ Develop a capital asset policy for Board approval to improve reliability and utilization of the fixed asset system.

◊ Expedite and streamline the annual financial audit process.

◊ Reconcile both major projects funds, capital projects fund and the CIP fund, to be able to determine which projects are actually active and which projects should be closed.

Significant Expenditure and Staffing Changes

◊ Credits of ($249,219) were recognized as internal costs allocated for administrative work done by Finance for other funds (ex. Water System fund). FY 2013 net actual expenses: $933,648 - 249,219 = $684,429

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

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 1,015,570	$ 1,023,610	$ 933,648	$ 1,084,175
APPROPRIATIONS				
Personal Services	$ 940,377	$ 942,603	$ 859,983	$ 969,128
Operating	71,159	80,507	73,109	113,997
Capital Outlay	4,034	500	557	1,050
Total Appropriations	$ 1,015,570	$ 1,023,610	$ 933,648	$ 1,084,175

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	13.000	14.000	14.000	14.000

WORKLOAD MEASURES	FY 2010	FY 2011	FY 2012	FY 2013
County Work Force	756.239	748.239	751.264	751.414
Accounts payable checks processed	7,691	7,828	8,201	7,489
Accounts payable invoices	14,241	14,057	13,937	13,138
ACH - Utility payments	3,385	3,390	3,818	3,847
Budget Amendments/Transfers	328	387	306	112
New Occupational Tax Certificates	1,922	1,952	1,796	1,802
G/L Journals	3,173	3,755	3,634	3,517
Travel requests processed	23	69	94	92
Travel reservations	53	30	17	23
P-Card Transactions	2,016	2,433	2,573	2,644
Receipts	3,813	4,295	4,192	5,398

RESULTS MEASURES	FY 2010	FY 2011	FY 2012	FY 2013
Bond Credit rating:				
Standard & Poors	AA	AA+	AA+	AA+
Moody's	Aa1	Aa1 positive	Aa1 positive	Aa1 positive
M&O Millage Rate	5.40	5.40	5.65	5.65
Distinguished Budget Presentation Award received	Yes	Yes	Yes	Yes
Financial Reporting Achievement Award (CAFR) received	Yes	Yes	Yes	Yes

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 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.

Major Goals

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	Utilize Munis Workflow for personnel requistions	Implemented by Human Resources	Ongoing
Utilize TCM	Use with Munis Workflow implementation to begin converting file storage from paper to electronic media	Implemented by Human Resources	Ongoing
Implement Kronos clock in at Fire Stations	Fire Services timekeeping will migrate from Firepoint to Kronos	Supported by HR	Ongoing

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

Significant Expenditure and Staffing Changes

◊ FY 2013, one (1) employee participated in the early retirement incentive program (ERIP) and a position was eliminated.

◊ Credits of ($101,789) were recognized as internal costs allocated for administrative work done by HR for other funds (ex. Water System fund). FY 2013 net actual expenses: $468,773 - 101,789 = $366,984

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 458,030	$ 423,397	$ 468,773	$ 331,833
APPROPRIATIONS				
Personal Services	$ 400,616	$ 359,930	$ 416,237	$ 272,881
Operating	57,288	63,467	49,923	58,952
Capital Outlay	125	-	2,613	-
Total Appropriations	$ 458,030	$ 423,397	$ 468,773	$ 331,833

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	5.000	5.000	5.000	4.000

WORKLOAD MEASURES	FY 2010	FY 2011	FY 2012	FY 2013
County Work Force	756.239	748.239	751.264	751.414
Job Requisitions	34	62	30	59
Job Applications	1,392	980	1,200	1,231
Classification Changes	45	50	50	94
Exit Interviews	61	49	50	53
Internal Training Programs	72	48	50	45
Dental/Ortho Reimbursement Claims	1,581	1,671	1,700	1,735
Vision Reimbursement Claims	318	275	400	393
Workers Comp Claims	118	95	100	67

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

Mission Statement

The Mission of Information Systems is to provide Enterprise Technology solutions to County leaders and staff so they can meet their goals and deliver effective and efficient services to the public.

Major Department Functions

The **Information Systems Department** is responsible for providing installation, service, and support of County technology systems. By keeping County systems available and staff operational, departments can efficiently provide services to the citizens of Fayette County. The scope of support offered by the IS Department includes, but is not limited to, the following areas:

Desktop Support – The IS Department installs and maintains all County desktop computers, laptops, printers, and other peripherals. This also includes support of desktop software such as Microsoft Office and other third party desktop applications.

Server Support – We install and support all County servers including all file and application servers. This includes support of individual physical servers as well as the County's IBM Blade Centers and Storage Area Network (SAN) equipment used in the County's VMware virtual server architecture.

Application Support – The IS Department performs various levels of installation and support services for the County's third-party applications and their vendors. Some of the larger applications are: MUNIS – Finance, Purchasing, HR, and Water System Utility Billing; TCM – Tyler Content Manager; SPILLMAN RMS – Sheriff's Office and Jail Records Management SPILLMAN CAD - 911's Computer Aided Dispatch system; iasWORLD – Tax Assessor's Appraisal & Tax Software; ESRI GIS Systems – The county's GIS mapping software used throughout the county; ENERGOV – Permits & Inspections Permitting and Plan Review; MANATRON – Tax Commissioner's Property Tax Software; COTT – Superior Court Clerk's Real Estate Software; ICON – Superior Court Clerk's Civil & Criminal Case Management; and CJT – Probate Court's Software system.

Networking – The department installs and maintains the hardware and software that makes up the "County Network". This includes all Local Area Network (LAN) equipment used to interconnect all computers and peripherals within a building; and all Wide Area Network (WAN) equipment, fiber optic cabling, and data circuits that connect the County buildings together.

Security – The IS Department establishes and maintains security and access rights to the County's computers, servers, networks, and applications. The department also protects the county computers from viruses, spyware, and spam while also managing various physical security systems such as the County's Proxy Card systems.

Technology Research & Development - While service and support are key responsibilities of the IS Department, research and testing of the latest technology trends is necessary to assure that the County is taking full advantage of advancements in technology.

Major Goals

1. To accomplish the objectives set forth in the third year of the County's Strategic Technology Plan and to continue achieving our other mission related goals and objectives.
2. To create improved IS Department policies and procedures to protect the County and its employees from legal issues and to provide an effective and efficient working environment.
3. To continue researching the use of new technologies to improve our service delivery to County staff and to the citizens of Fayette County.

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

FY 2013 Significant Expenditure and Staffing Changes

◊ FY 2013, two (2) employees participated in the early retirement incentive program (ERIP).
◊ FY 2014, a new position of Systems Analyst has been added as recommended by the Strategic Technology Plan.
◊ Credits of ($176,592) were recognized as internal costs allocated for administrative work done by IS for other funds (ex. Water System fund). FY 2013 net actual expenses: $761,090 - 176,592 = $584,498

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 684,213	$ 710,242	$ 761,090	$ 658,777
APPROPRIATIONS				
Personal Services	$ 597,603	$ 615,231	$ 645,763	$ 563,811
Operating	85,970	95,011	108,523	94,766
Capital Outlay	641	-	6,804	200
Total Appropriations	$ 684,213	$ 710,242	$ 761,090	$ 658,777

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	8.000	9.000	9.000	8.000

WORKLOAD/PERFORMANCE MEASURES	FY 2006	FY 2007	FY 2008	FY 2009
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%

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

- ◊ During FY 2013, the position of County Attorney was eliminated. Legal services are being provided by a local law firm serving as Interim County Attorney.
- ◊ During FY 2013, the increase in actual expenses is due to several legal cases.
- ◊ Credits of ($42,413) were recognized as internal costs allocated for administrative work done for other funds (ex. Water System fund). FY 2013 net actual expenses: $492,105 - 42,413 = $449,692

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 383,198	$ 172,202	$ 492,105	$ 355,000
APPROPRIATIONS				
Personal Services	$ 168,810	$ 159,802	$ 154,958	
Operating	214,388	12,400	337,147	355,000
Capital Outlay	-	-	-	-
Total Appropriations	$ 383,198	$ 172,202	$ 492,105	$ 355,000

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	1.000	1.000	1.000	0.000

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

◊ For FY 2014, $126,400 was included in personal services to cover retiree health insurance to be charged to the General Fund.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 482,200	$ 448,730	$ 441,282	$ 596,432
APPROPRIATIONS				
Personal Services	$ -	$ -		$ 126,400
Operating	$ 482,200	$ 448,730	$ 441,282	$ 470,032
Capital Outlay	-	-	-	-
Total Appropriations	$ 482,200	$ 448,730	$ 441,282	$ 596,432

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 process 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 proposal opportunities, and transparent processes.

◊ Provide financial 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 Goals

◊ Implement capturing of commodity codes with requisitions to facilitate data and trend analysis.

◊ Revise and update policy and procedures for disposal of unserviceable property.

◊ Implement new or modified requirements for contracts and purchases, in conformance with Senate Bill 160.

Significant Expenditure and Staffing Changes

◊ Credits of ($53,195) were recognized as internal costs allocated for administrative work done for other funds (ex. Water System fund). FY 2013 net actual expenses: $203,173 - 53,195 = $149,978

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

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 187,160	$ 200,819	$ 203,173	$ 198,935
APPROPRIATIONS				
Personal Services	$ 166,742	$ 175,394	$ 178,247	$ 175,804
Operating	20,418	25,425	24,926	23,131
Capital Outlay	-	-	-	-
Total Appropriations	$ 187,160	$ 200,819	$ 203,173	$ 198,935

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	3.000	3.000	3.000	3.000

WORKLOAD MEASURES	FY 2010	FY 2011	FY 2012	FY 2013
Purchase Orders Issued	1,201	1,136	1,202	1,070
Invitations for bids released	45	23	36	32
Request for proposals released	15	10	10	12
Items/lots of surplus sold	72	138	140	150

RESULTS MEASURES	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimate
Avg. # of days to process sealed bids	57	68	88.0	80.0
Avg. # of days to process request for proposals			125.0	125.0
Amount of revenue from sale of surplus	65,856	14,236	$ 259,053	$ 32,588
Internal customer service rating	n/a	n/a	TBD	TBD

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

Mission Statement

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 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

◊ FY 2013, one (1) employee participated in the early retirement incentive program (ERIP). The position was not eliminated. Personal costs increased for payouts to ERIP employee.

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

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 827,885	$ 802,327	$ 885,420	$ 830,213
APPROPRIATIONS				
Personal Services	$ 738,115	$ 701,102	$ 785,710	$ 725,279
Operating	89,771	101,225	99,710	$ 104,934
Capital Outlay	-	-	-	-
Total Appropriations	$ 827,885	$ 802,327	$ 885,420	$ 830,213

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	12.450	12.450	12.450	12.450

WORKLOAD MEASURES	FY 2010	FY 2011	FY 2012	FY 2013
◊ Deeds & PT-61 (Real Estate Transfer Declaration)				
forms researched and entered in database	3,816	3,856	4,000	4,000
◊ Real Estate Parcels mapped	60	48	50	50
◊ Real Estate Parcels assessed	42,069	42,125	42,134	42,179
◊ Personal Property Accounts assessed	5,344	5,276	5,275	5,423
◊ Mobile Homes assessed	1,208	1,166	1,150	1,098
◊ Homestead Exemptions reviewed & placed on digest	29,618	29,520	29,700	29,800
◊ Current Use Assessments reviewed & placed on digest	544	556	575	580
◊ Freeport Exemptions reviewed & assessed	79	81	85	90
◊ Pollution Control Exemptions reviewed & assessed	1	-	1	1
◊ Assessment Notices generated & mailed for Real Estate Parcels	36,455	42,125	42,300	42,179
◊ Assessment Notices generated & mailed for Personal				
Property Accoun	565	812	820	825

RESULTS MEASURES	FY 2010	FY 2011	FY 2012	FY 2013
◊ # of appeals as a % of taxable real estate parcels	3.00%	5.20%	5.50%	4.00%
◊ # of appeals as a % of taxable personal property accounts	1.00%	1.00%	1.00%	1.00%
◊ Net reduction in tax base due to appeals as a % of Total	3.00%	6.00%	10.00%	1.00%
Market Value Appealed				

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 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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Emission Testing Rebate	73,558	72,000	54,392	73,000
Postage Fees	21,256	21,500	20,677	21,500
Commissions on Tax Collections	324,339	300,000	362,175	350,000
Reinstatement Fees - Auto Insurance	14,080	14,000	13,545	14,000
General Fund Contribution	596,954	617,948	572,191	613,373
Total Funding Sources	$ 1,030,187	$ 1,025,448	$ 1,022,980	$ 1,071,873
APPROPRIATIONS				
Personal Services	$ 860,251	$ 854,518	$ 853,946	$ 888,443
Operating	167,533	167,930	167,216	180,430
Capital Outlay	2,403	3,000	1,818	3,000
Total Appropriations	$ 1,030,187	$ 1,025,448	$ 1,022,980	$ 1,071,873

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	17.500	17.500	17.500	17.000

WORKLOAD INDICATORS	2007	2008	2009	2010
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 Goals

◊ To effectively manage the Clerk's Office on a reduced budget.
◊ To support citizen needs by expanding services of the Clerk's Office to web based formats, to include efiling.
◊ Implement Data Exchange for criminal fine and fee collection and disbursement.
◊ Support the implementation of E-tickets.
◊ Implement Criminal Judicial Data Exchange beyond the arrest warrant phase.

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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 316,044	$ 280,704	$ 279,101	$ 277,145
APPROPRIATIONS				
Personal Services	$ 281,134	$ 254,549	$ 253,797	$ 254,464
Operating	34,401	26,155	25,303	22,681
Capital Outlay	509	-		-
Total Appropriations	$ 316,044	$ 280,704	$ 279,101	$ 277,145

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	5.000	5.000	5.000	5.000

WORKLOAD INDICATORS	2010	2011	2012	2013 Estimate
Civil Cases processed	1,217	984	558	600
Criminal Cases processed	2,200	2,456	2,796	2,800
Traffic Cases processed	4,500	3,258	3,616	4,000
Ordinances Cases processed	355	330	428	450
Revocation Cases processed	932	866	1,171	1,200
DPS Case Notices processed	583	414	309	450
Total Cases Filed	**9,787**	**8,308**	**8,878**	**9,500**
Total GCIC Transmissions	**3,381**	**3,029**	**2,968**	**3,200**
Total DPS Transmissions	**4,731**	**4,104**	**4,023**	**4,200**
Civil Proceedings	9,556	6,462	4,845	5,100
Criminal Proceedings	21,280	20,239	23,639	25,000
Traffic Proceedings	12,682	8,824	9,366	11,000
Ordinance Proceedings	1,403	1,583	1,923	2,100
Total Number of Proceedings	**44,921**	**37,108**	**39,773**	**43,200**
Civil Scanned Pages	44,306	25,845	21,794	23,000
Criminal Scanned Pages	38,086	34,530	40,186	42,000
Traffic Scanned Pages	21,039	13,944	16,829	18,000
Ordinance Scanned Pages	2,536	2,257	2,437	2,600
Total Number of Scanned Pages	**105,967**	**76,576**	**81,246**	**85,600**
Total Minute Book Pages Recorded	**4,513**	**3,779**	**3,205**	**3,300**
Total Final Minutes Pages	**110,480**	**80,355**	**84,451**	**88,900**
Court days scheduled	**201**	**210**	**194**	**200**
Calendars generated	**420**	**575**	**547**	**600**
Civil Hearings and Trials Schedules	1,917	1,131	783	800
Criminal Hearings and Trial Scheduled	5,385	8,894	11,264	12,000
Traffic Hearings and Trials Scheduled	5,122	3,358	4,221	4,500
Special Set and Revocation Hearings	932	973	1,171	1,300
Ordinance Hearings and Trials Scheduled	553	488	635	750
Drug Screening Hearings	273	305	215	300
Alternative Language Hearings	217	101	137	175
Total Scheduling	**14,399**	**15,250**	**18,426**	**19,825**

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 digitized 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 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 Goals

- ◊ To effectively manage the Clerk's Office on a reduced budget.
- ◊ Implement an e-commerce solution to Real Estate and UCC fee collection.
- ◊ Fully implement e-filing in Real Estate to include Statewide portal.
- ◊ Implement Criminal Judicial Data Exchange beyond the arrest warrant phase.
- ◊ Implement e-filing of department of Correction sentences.
- ◊ Implement Data Exchange for criminal fine and fee collection and disbursement.

Significant Expenditure and Staffing Changes

- ◊ FY 2013, one (1) employee participated in the early retirement incentive program (ERIP). The position was eliminated. Personal costs increased for payouts to employee participating in ERIP.

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

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Legal Recording Fees	$ 463,122	$ 450,000	$ 501,111	$ 450,000
Superior Court Fines	209,291	225,000	251,276	175,000
General Fund Contribution	617,502	584,467	566,859	581,373
Total Funding Sources	$ 1,289,915	$ 1,259,467	$ 1,319,246	$ 1,206,373

APPROPRIATIONS				
Personal Services	$ 1,002,438	$ 989,113	$ 1,060,591	$ 1,035,646
Operating	283,145	270,354	252,320	170,727
Capital Outlay	4,332	-	6,335	-
Total Appropriations	$ 1,289,915	$ 1,259,467	$ 1,319,246	$ 1,206,373

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	20.559	21.284	21.434	20.434

WORKLOAD INDICATORS	2010	2011	2012	2013 Estimate
TOTAL CIVIL AND DOMESTIC ACTIONS FILED	2,070	1,897	1,342	1,400
TOTAL NUMBER OF PROCEEDING ENTRIES	19,959	17,920	17,884	18,000
TOTAL NUMBER OF PAGES SCANNED	81,629	76,361	76,157	77,000
TOTAL CIVIL MINUTE BOOK PAGES RECORDED	2,063	9,110	6,421	6,600
TOTAL NUMBER OF ADOPTIONS FILED	39	30	42	45
Applications for Trade Names Processed	127	116	91	120
Notary Public Applications Processed	369	490	534	560
Military Discharges Processed	12	10	-	5
TOTAL APPLICATIONS PROCESSED	508	616	625	685
TOTAL APPLICATION PAGES RECORDED	1,016	1,114	1,250	1,275
TOTAL FINANCING STATEMENTS	1,726	1,921	2,055	3,000
TOTAL STATEMENT PAGES SCANNED	2,534	2,882	2,707	3,250
TOTAL REAL ESTATE INSTRUMENTS	24,254	26,783	19,942	21,000
TOTAL HOSPITAL LIENS	954	916	813	800
TOTAL GENERAL EXECUTION INSTRUMENTS	7,383	9,600	5,971	5,500
TOTAL REAL ESTATE PLATS	78	36	37	38
TOTAL REAL ESTATE PAGES SCANNED	94,313	103,519	124,598	125,000
TOTAL NUMBER OF GRANTORS INDEXED	40,902	45,930	47,108	50,000
TOTAL NUMBER OF GRANTEES INDEXED	39,546	42,688	45,930	48,000
TOTAL INTANGIBLE TAX FORMS PROCESSED	3,171	3,265	4,186	6,000
TOTAL TRANSER TAX FORMS	3,563	3,712	4,206	5,000

TOTAL NUMBER OF CRIMINAL CASES FILED	871	1,163	578	700
TOTAL NUMBER OF PROCEEDING ENTRIES	10,561	8,395	10,488	12,000
TOTAL NUMBER OF PAGES SCANNED	20,615	22,205	29,322	31,000
TOTAL CRIMINAL MINUTE BOOK PAGES RECORDED	1,463	2,237	772	900

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

WORKLOAD INDICATORS - CONTINUED	2010	2011	2012	2013 Estimate
TOTAL NUMBER OF DRUG COURT HEARINGS	25	25	23	24
TOTAL NUMBER OF DRUG COURT CASES	9	9	8	10
GEORGIA CRIME INFORMATION TRANSMITTALS	2,298	2,419	2,546	2,600
GEORGIA DEPT OF MOTOR VEHICLE SERVICE FORMS	145	139	184	200
SECRETARY OF STATE FELONY CONVICTIONS	357	n/a	n/a	n/a
NOTICES OF APPEAL FILED	33	35	32	40
TOTAL NUMBER OF CALENDARS GENERATED	83	136	246	300
TOTAL COURT DAYS SCHEDULED (FOUR JUDGES)	442	556	325	400
TOTAL CIVIL CASES FOR HEARINGS AND TRIALS	1,940	2,745	1,532	1,700
TOTAL CRIMINAL CASES FOR HEARINGS AND TRIALS	2,497	2,687	1,811	1,850
TOTAL SPECIAL SET CASES	156	154	162	175
TOTAL NUMBER OF JURORS SUMMONED	7,070	9,968	9,740	10,100
TOTAL NUMBER OF BOE CASES FILED	n/a	149	452	500
TOTAL NUMBER OF BOE CASES PROCESSED	n/a	296	453	550
TOTAL SCANNED PROCEEDINGS	n/a	866	2,144	2,400
TOTAL SCANNED PAGES	n/a	1,229	3,061	3,100
TOTAL NUMBER OF BOE CALENDARS	n/a	17	19	22
TOATL NUMBER OF BOE HEARINGS	n/a	125	229	235

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

Mission Statement / Duties / Major Functions

The duties of the District Attorney are established by legislative action and are outlined in the Official Code of Georgia (O.C.G.A.) section 15-18-6. The District Attorney is required to attend all sessions of the Superior courts within the Griffin Judicial Circuit. The circuit is composed of Fayette County, Pike County, Spalding County, and Upson County.

The District Attorney's office represents the State of Georgia and victims of crime in prosecutions in Superior Court and in Probate Court in those counties which do not have State Court.

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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 330,573	$ 330,052	$ 330,093	$ 330,160
APPROPRIATIONS				
DA Contract Services	$ 330,573	$ 324,480	$ 324,480	$ 324,480
Operating	-	5,572	5,613	5,680
Capital Outlay	-	-	-	-
Total Appropriations	$ 330,573	$ 330,052	$ 330,093	$ 330,160

WORKLOAD INDICATORS	2009	2010	2011	2012
SUPERIOR COURT:				
Cases Filed:				
Felony counts	1,246	1,190	1,067	1,419
Misdemeanor counts	877	366	365	580
Cases Disposed:				
Felony counts	1,105	1,097	1,367	1,410
Misdemeanor counts	556	427	462	548
Indictment/Accusations Filed	497	495	510	578
Juvenile Court Cases Handled	1,186	897	659	1,040

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

Major Function

The Judges, Court Reporter cost center accounts for the following:

1. Fayette County's allocation of the Griffin Judicial Circuit Superior Court's expenditures,
2. Expenditures of the Fayette County's local Superior Court.

Major 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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 339,112	$ 340,285	$ 351,762	$ 344,698
APPROPRIATIONS				
Personal Services*	$ 7,549	$ 11,499	$ 12,495	$ 15,912
Circuit Court Contract Services	261,596	261,596	261,596	261,596
Operating	69,967	67,190	77,671	67,190
Capital Outlay	-	-	-	-
Total Appropriations	$ 339,112	$ 340,285	$ 351,762	$ 344,698

* Contracted personnel

WORKLOAD INDICATORS	2009	2010	2011	2012
Fayette County - Criminal and civil filings	3,018	2,612	2,336	2,430
Fayette County - % of total Circuit filings	31.1	28.9	29.3	30.9

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.

Major Goals

- ◊ Maintain proactive initiative on office space and future needs of the Juvenile Court.
- ◊ To assign, train, and delineate duties for the staff to maximize efficiency.
- ◊ Secure grants for programs appropriate to Juvenile Court for delinquency prevention and enhance training of personnel for applications process for these awards.
- ◊ To manage increasing caseload efficiently and continue with working with law enforcement agencies to enhance the rehabilitations of children and protect the citizens.

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

Significant Expenditure and Staffing Changes

◊ FY 2013, two (2) employees participated in the early retirement incentive program (ERIP). One position was eliminated. Personal costs increased for payouts to employees participating in ERIP.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Juvenile Court Fines	$ 44,795	$ 50,000	$ 49,483	$ 50,000
General Fund Contribution	308,310	266,924	347,419	179,674
Total Funding Sources	$ 353,105	$ 316,924	$ 396,903	$ 229,674
APPROPRIATIONS				
Personal Services	$ 318,540	$ 280,799	$ 365,413	$ 191,949
Operating	34,565	36,125	31,490	37,725
Capital Outlay	-	-	-	-
Total Appropriations	$ 353,105	$ 316,924	$ 396,903	$ 229,674

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	5.000	5.000	5.000	4.000

WORKLOAD INDICATORS	2010	2011	2012	2013 Estimate
New juvenile cases docketed/filed	1,509	1,108	1,105	1,200
Judges in Fayette Court (two needed ocassionally on same day)	123	125	128	128
EFFICIENCY MEASURES	2010	2011	2012	2013 Estimate
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%	91.0%	95.0%
Restitution Collected	95.0%	95.0%	70.0%	95.0%
Supervision fees collected (unless waived by Judge)	98.0%	98.0%	96.0%	98.0%
EFFECTIVENESS MEASURES	2010	2011	2012	2013 Estimate
Juvenile Cases closed	1,389	1,100	1,142	1,200
Days calendared	123	125	128	128
Fines/Fees/Restitution disbursed to outside agencies	$ 19,721	$ 21,585	$ 39,347	$ 40,000
Supervision fees collected/disbursed to 217-20610	$ 34,411	$ 39,542	$ 21,915	$ 33,000
PRODUCTIVITY MEASURES	2010	2011	2012	2013 Estimate
New juvenile cases docketed/filed	1,379	1,180	1,105	1,200
Session in Court (2 Judges are needed occasionally on a single day)	123	125	128	128
Summons/subpoenas served	4,550	3,900	2,510	2,500
Fines Collected (Traffic/DUI/Drugs/Etc.)	$ 103,209	$ 71,067	$ 80,228	$ 81,000
Restitution Collected	$ 9,486	$ 6,641	$ 14,982	$ 15,000

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 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, Walking the Talk, Learning to Love Yourself, Simon Says, The Anger Management Program, Career Development, Tutoring Services and Imbras which are 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.
- ◊ Allocate funds for psychological evaluations under collected supervision fees with indigent guidelines to be used for qualification.
- ◊ Incorporate and comply with the Judicial Code changes if the Governor signs House Bill 242 into law.

Significant Expenditure Changes

- ◊ Personal services expenses are for work performed by independent outside contractors.

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

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Juvenile Fine Surcharge	$ 26,736	$ 30,000	$ 22,407	$ 25,000
Appropriated Fund Balance	(2,032)	330	(8,010)	(29)
Total Funding Sources	$ 24,704	$ 30,330	$ 14,396	$ 24,971
APPROPRIATIONS				
Personal Services	$ 16,699	$ 21,530	$ 8,872	$ 16,171
Technical Services	4,948	8,800	4,100	4,500
Other Operating	3,057	-	1,424	4,300
Capital Outlay	-	-	-	-
Total Appropriations	$ 24,704	$ 30,330	$ 14,396	$ 24,971

WORKLOAD INDICATORS	2010	2011	2012	2013 Estimate
Juveniles placed on probation/informal adjustment/abeyances/short term program	293	244	267	270

EFFECTIVENESS MEASURES	2010	2011	2012	2013 Estimate
Work Sites	9	9	9	9
Recidivism rates	22.0%	22.0%	23.0%	22.0%

PRODUCTIVITY MEASURES	2010	2011	2012	2013 Estimate
Hours worked in community service program including hours performed at government and non-profit sites such as Kiwanis Field, Board of Education, Recreation fields, and Churches by delinquents in community service.	2,420	2,400	1,683	1,700

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 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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Charges for Services	$ 61,109	$ 63,000	$ 41,013	$ 63,000
Investment Income	-	-	-	-
Appropriated Fund Balance	(262)	4,160	2,490	(840)
Total Funding Sources	$ 60,847	$ 67,160	$ 43,503	$ 62,160
APPROPRIATIONS				
Personal Services	$ -	$ -	$ -	$ -
Operating	60,847	67,160	43,503	62,160
Capital Outlay	-	-	-	-
Total Appropriations	$ 60,847	$ 67,160	$ 43,503	$ 62,160

WORKLOAD INDICATORS	2007	2008	2009	2010
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

To provide an impartial forum to deliver timely, neutral and just resolutions of cases through uniform and coherent application of the US Constitution and laws of the State of Georgia.

Major Department Functions

Judge Functions:

- ◊ Preside over all sessions of court ensuring compliance with Georgia Law and Court Rules
- ◊ To listen to testimony and determine the presence of Probable cause
- ◊ To issue and sign arrest warrants
- ◊ To issue and sign Temporary Protective Orders

Administrative Functions by Clerk:

- ◊ 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
- ◊ Criminal Division - to maintain criminal files; collect fines and forfeitures; prepare final disposition; electronically transmit to Georgia Crime Information Center
- ◊ 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 Goals

- ◊ To operate the court and manage the Clerk's Office on a reduced budget.
- ◊ To handle the projected increase in workload efficiently and professionally.
- ◊ To implement a data exchange for the reporting and disbursement of fines and fees to the authorized beneficiaries
- ◊ Perfect ongoing enhancements to the ICON Case Management software program

Significant Expenditure and Staffing Changes

- ◊ FY 2013, one (1) employee participated in the early retirement incentive program (ERIP). The position was eliminated. Personal costs increased for payouts to employee participating in ERIP.

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

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Magistrate Court Fines/Fees	$ 265,085	$ 250,000	$ 258,168	$ 250,000
General Fund Contribution	241,482	216,960	298,141	170,130
Total Funding Sources	$ 506,567	$ 466,960	$ 556,309	$ 420,130
APPROPRIATIONS				
Personal Services	$ 473,346	$ 435,626	$ 521,392	$ 396,710
Operating	31,608	31,334	33,061	23,345
Capital Outlay	1,613	-	1,856	75
Total Appropriations	$ 506,567	$ 466,960	$ 556,309	$ 420,130

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	10.000	10.000	10.000	9.000

WORKLOAD INDICATORS	2010	2011	2012	2013 Estimate
Civil Cases				
Civil Cases processed	3,062	3,424	3,401	3,600
Civil Cases filed	3,127	3,307	3,381	3,500
Number of Civil Proceedings	17,985	18,810	17,479	18,000
Number of civil scanned pages	25,204	29,391	36,096	38,000
Number of Civil Hearings scheduled	1,772	2,277	1,452	1,500
Number of Civil Bench Trials scheduled	6	7	6	8
Number of Calendars generated	96	106	56	70
TOTAL HEARINGS AND TRIALS SCHEDULED	1,778	2,284	1,458	1,508
Criminal Cases				
Criminal Cases processed	2,535	2,482	1,268	1,300
Criminal Cases filed	n/a	n/a	1,378	1,400
Number of Criminal Proceedings	6,378	6,246	4,569	4,700
Number of criminal scanned pages	12,196	14,500	11,607	12,000
Felony Warrants filed	1,151	1,450	3,385	3,700
Misdemeanor Warrants	1,251	1,005	1,180	1,300
Bond Hearings	2,907	2,952	4,833	5,000
Preliminary Hearings	341	349	487	500
Preissuance Hearings	133	154	113	150
Bad Check Hearings	307	326	30	60
TOTAL NUMBER OF HEARINGS	3,688	3,781	5,463	5,710

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

◊ Communication Services is proyected to increase in FY 2014 due to an upgrade of the communications system at the Justice Center.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 216,183	$ 221,857	$ 229,542	$ 253,572
APPROPRIATIONS				
Operating	$ 216,183	$ 221,857	$ 229,542	$ 253,572
Capital Outlay	-	-	-	-
Total Appropriations	$ 216,183	$ 221,857	$ 229,542	$ 253,572

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.

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

◊ There are no significant expenditure or staffing changes.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Probate Court Fees	$ 325,471	$ 330,000	$ 371,769	$ 425,000
General Fund Contribution	29,707	12,768	(23,814)	(79,810)
Total Funding Sources	$ 355,177	$ 342,768	$ 347,955	$ 345,190
APPROPRIATIONS				
Personal Services	$ 326,891	$ 315,988	$ 321,562	$ 320,627
Operating	23,806	26,580	24,498	24,313
Capital Outlay	4,480	200	1,894	250
Total Appropriations	$ 355,177	$ 342,768	$ 347,955	$ 345,190

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	4.725	6.000	6.000	6.000

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

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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Public Defender Application Fees	$ 300	$ 1,000	$ 350	$ 300
General Fund Contribution	484,506	483,800	484,450	484,500
Total Funding Sources	$ 484,806	$ 484,800	$ 484,800	$ 484,800
APPROPRIATIONS				
Circuit Wide Contract Service	$ 302,937	$ 302,937	$ 302,937	$ 302,937
Lower Court Contract Fees	181,575	181,575	181,575	181,575
Other Operating	294	288	288	288
Total Appropriations	$ 484,806	$ 484,800	$ 484,800	$ 484,800

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

◊ During FY 2013, personal services expenditures were lower than budgeted because the State Court Judge position was vacant for four months.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
State Court Fees	$ 100,283	$ 120,000	$ 83,023	$ 85,000
State Court Fines	795,775	775,000	889,718	905,000
General Fund Contribution	(573,106)	(556,249)	(680,889)	(646,577)
Total Funding Sources	$ 322,952	$ 338,751	$ 291,852	$ 343,423
APPROPRIATIONS				
Personal Services	$ 270,213	$ 277,111	$ 209,621	$ 283,783
Operating	52,430	61,640	81,418	59,640
Capital Outlay	309	-	813	-
Total Appropriations	$ 322,952	$ 338,751	$ 291,852	$ 343,423

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

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	3.000	3.000	3.000	3.000

WORKLOAD INDICATORS	2010	2011	2012	2013 Estimate
Civil Cases processed	1,217	984	558	600
Criminal Cases processed	2,200	2,456	2,796	2,800
Traffic Cases processed	4,500	3,258	3,616	4,000
Ordinances Cases processed	355	330	428	450
Revocation Cases processed	932	866	1,171	1,200
DPS Case Notices processed	583	414	309	450
Total Cases Filed	**9,787**	**8,308**	**8,878**	**9,500**

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 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

◊ During FY 2013, the State Court Solicitor was paid retroactive pay, plus FICA/Medicare and interest, for salary differential from July 2007 to October 2012.
◊ For FY 2014, the position of Victims Advocate previously funded from the Victims Assistance Fund was moved to the General Fund under the State Court Solicitor's department.

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	$ 523,231	$ 488,609	$ 644,164	$ 582,106
APPROPRIATIONS				
Personal Services	$ 484,871	$ 464,792	$ 624,763	$ 555,198
Operating	38,359	23,817	19,400	26,908
Capital Outlay	-	-	-	-
Total Appropriations	$ 523,231	$ 488,609	$ 644,164	$ 582,106

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	7.125	7.125	7.125	8.125

PERFORMANCE MEASURES	2009	2010	2011	2012
State Court Criminal	**1,104**	**1,178**	**1,067**	**1,007**
State Court Traffic	**4,622**	**4,508**	**3,233**	**3,873**
State Court Ordinance	**434**	**427**	**458**	**487**
State Court - Pre-Accusation Pre-Trial Intervention	30	50	42	68
State Court Revocations, Special Set Pleas, PTI's & Drug Ct. (calendar)	1,549	1,725	1,856	1,952
State Court Bench Trials (calendar)	641	668	435	343
State Court Jury Trials (Calendar Count)	709	911	1,069	1,082
State Court Ordinance (1st Appearance, Arraignment, Bench Trials)	528	574	623	703
Arraignment (Calendar Count)	1,061	1,145	1,089	1,108
Arraignment (Traffic Calendar Count)	4,487	4,606	3,369	4,209
Alternative Language	373	211	98	143
Miscellaneous Hearings and Bench Warrants (Calendar Count)	261	299	277	260
ALS Hearings (Calendar Count)	149	149	180	190
Special Appointments	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	23	10	6	7
Magistrate Court First Appearance / calendar count	90	25	20	15
Magistrate Court Arraingment / calendar count	74	30	18	3
Magistrate Court Pre-Issuance / calendar count	12	10	10	10
Magistrate Court Revocations / calendar count	8	8	6	7
Magistrate Court Trials / calendar count	9	9	-	4
Magistrate Court Misc Hearings / calendar count	5	10	8	12

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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Animal Control & Shelter Fees	$ 21,529	$ 22,000	$ 16,491	$ 18,000
Donations/Animal Shelter	6,715	5,000	3,938	5,000
General Fund Contribution	304,665	290,663	307,296	316,155
Total Funding Sources	$ 332,909	$ 317,663	$ 327,725	$ 339,155
APPROPRIATIONS				
Personal Services	$ 282,207	$ 269,768	$ 278,097	$ 286,919
Operating	47,487	47,895	46,143	52,236
Capital Outlay	3,215	-	3,485	-
Total Appropriations	$ 332,909	$ 317,663	$ 327,725	$ 339,155

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	5.500	5.500	5.500	5.500

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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Forfeiture Income	$ 245,522	$ -	$ 255,948	$ -
Interest Income	349	-	261	-
Other/Miscellaneous	2,081	-	33,233	-
Overtime Reimbursements		-	1,098	-
Other Financing Sources	225,526			
Appropriated Fund Balance	44,360	-	95,470	-
Total Funding Sources	$ 517,838	$ -	$ 386,010	$ -
APPROPRIATIONS				
Personal Services	$ -	$ -	$ -	$ -
Operating	388,996	-	328,290	-
Capital Outlay	128,842	-	57,720	-
Total Appropriations	$ 517,838	$ -	$ 386,010	$ -

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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Forfeiture Income	$ 2,365	$ -	$ 7,868	$ 17,900
Interest Income	-	-	-	-
Appropriated Fund Balance	19,610	76,500	3,991	-
Total Funding Sources	$ 21,975	$ 76,500	$ 11,859	$ 17,900
APPROPRIATIONS				
Personal Services	$ -	$ -	$ -	$ -
Operating	18,556	47,700	11,609	16,900
Capital Outlay	3,419	28,800	250	1,000
Total Appropriations	$ 21,975	$ 76,500	$ 11,859	$ 17,900

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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Forfeiture Income	$ 359,348	$ -	$ 106,630	$ -
Interest Income	171		119	
Other/Miscellaneous	24,605			
Appropriated Fund Balance	477,923	-	108,878	-
Total Funding Sources	$ 862,046	$ -	$ 215,627	$ -
APPROPRIATIONS				
Personal Services	$ -	$ -	$ -	$ -
Operating	207,953	-	95,165	-
Capital Outlay	654,093	-	120,463	-
Total Appropriations	$ 862,046	$ -	$ 215,627	$ -

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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 89,282	$ 79,371	$ 92,787	$ 81,545
APPROPRIATIONS				
Personal Services	$ 82,256	$ 71,524	$ 84,621	$ 75,948
Operating	7,026	7,847	8,166	5,597
Capital Outlay	-	-	-	-
Total Appropriations	$ 89,282	$ 79,371	$ 92,787	$ 81,545

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	3.000	3.000	3.000	3.000

WORKLOAD INDICATORS	FY 2011	FY 2012	FY 2013 Estimated	FY 2014 Projected
Number of cases	171	202	206	197

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

◊ Reduce turnover by 25%.
◊ Send two Supervisors to Instructor Training.
◊ Reduce sick time used by 10%.

Significant Revenue, Expenditure and Staffing Changes

◊ In December 2012, the county made the final payment under the lease-purchase agreement for the Emergency 911 Radio System.

Department:	Emergency Phone System Special Revenue	Cost Center:	21530800
Function:	Public Safety	Fund:	Special Revenue

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Taxes	$ 941,495	$ 904,000	$ 906,143	$ 908,735
Intergovernmental - Phone Surcharges	300,211	300,210	300,210	-
Charges for Services	1,801,437	1,865,000	1,859,885	2,156,000
Investment Income	62	100	21	-
Other Financing Scs	259,217	259,217	259,217	-
Appropriated Fund Balance	361,358	463,530	353,172	(153,577)
Total Funding Sources	$ 3,663,779	$ 3,792,057	$ 3,678,648	$ 2,911,158
APPROPRIATIONS				
Personal Services	$ 1,665,937	$ 1,703,252	$ 1,647,970	$ 1,850,066
Operating	863,741	872,747	818,994	933,272
Capital Outlay	2,885	4,500	127	3,918
Debt Services	993,762	993,762	993,762	-
Other Financing Use	137,455	217,796	217,796	123,902
Total Appropriations	$ 3,663,779	$ 3,792,057	$ 3,678,648	$ 2,911,158

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	36.250	36.250	36.250	36.250

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

Department:	Emergency Phone System Special Revenue	Cost Center:	21530800
Function:	Public Safety	Fund:	Special Revenue

RESULTS MEASURES	FY 2008	FY 2009	FY 2010	FY 2011
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 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 Emergency Management, Emergency Medical Services, and Fire Services.

Major Department Functions

- ◊ **Fire Prevention and Life Safety**: responsible for fire engineering, inspections, education, and investigations.
- ◊ **Fire and EMS Administration:** responsible for all aspects of department human resources, budget administration, Fire & EMS training, and oversight of the emergency medical program.
- ◊ **Emergency Management Agency:** serves as the point of contact with the state EMA officials (GEMA) to coordinate response and recovery for the county and municipalities.
- ◊ **Fire and EMS Logistics:** responsible for coordinating all vehicle service, repairs, and maintenance.

Major Goals

- ◊ Construction of Fire Station #3 and EOC-HQ Building.
- ◊ Update of Master Plan outlining the future needs of the department.
- ◊ Continuity of Operations - explore options to prepare replacement personnel for ten (10) key personnel from Command and Headquarters that will be eligible to retire within the next 5-years.

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Emergency Management	4.000	4.000	4.000	3.000
Emergency Medical Services	43.000	43.000	43.000	43.000
Fire Services	105.000	105.000	105.000	99.000
Total Personnel - Fire and Emergency Services	152.000	152.000	152.000	145.000

WORKLOAD MEASURES	2009	2010	2011	2012
Fires	201	222	250	205
Service calls	378	511	600	614
Good intent calls	484	499	525	535
Inspections	1,556	1,780	1,850	1,249
Pre-plans completed	1,412	1,624	1,650	1,937
Hydrants serviced	3,852	4,047	4,100	4,066
Investigations	34	57	47	20
Safety programs	101	137	157	129
Rescue/medical incidents	5,639	5,726	5,800	6,264
Fire loss	$2,744,170	$3,309,709	$3,500,000	$1,398,085

RESULTS MEASURES	2009	2010	2011	2012
Avg response time - Fire units	5:21	5:17	5:25	5:20
NFPA standard	6:00	6:00	6:00	6:00
Avg response time - Ambulance	8:05	7:58	8:00	8:10
NFPA standard	9:20	9:20	9:20	9:20
EMS transport customers' satisfaction rate	n/a	92%	90%	n/a
Cardiac survival rate - Fayette County	n/a	38%	40%	21%
Cardiac survival rate - National	n/a	17%	17%	11%

Department:	Emergency Management	Cost Center:	10030930
Function:	Public Safety	Fund:	General

Mission Statement

Under the administrative umbrella of Fire and Emergency Services and funded within the General Fund.

Significant Expenditure and Staffing Changes

◊ FY 2013 actual amount for Personal Services includes payouts for an administrative position that was vacated. This vacant position was eliminated in FY 2014.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 476,355	$ 460,937	$ 502,309	$ 320,097
APPROPRIATIONS				
Personal Services	$ 418,796	$ 405,752	$ 441,330	$ 272,223
Operating	46,119	54,235	58,103	47,874
Capital Outlay	11,440	950	2,875	
Total Appropriations	$ 476,355	$ 460,937	$ 502,309	$ 320,097

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	4.000	4.000	4.000	3.000

Department:	Emergency Medical Services	Cost Center:	27230600
Function:	Public Safety	Fund:	Special Revenue

Mission Statement

Under the administrative umbrella of Fire and Emergency Services and funded within the Emergency Medical Services fund.

Significant Expenditure and Staffing Changes

◊ A capital project for the purchase of a heart monitor was approved - $25,500.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Taxes	$ 1,409,568	$ 1,241,800	$ 1,216,168	$ 1,224,200
Intergovernmental	-	-	-	-
Charges for Services	1,729,232	1,630,000	1,852,735	2,100,000
Investment Income	551	-	1,020	1,000
Other Revenues	219	-	2,231	-
Other Financing Sources	-	-	5,000	-
Appropriated Fund Balance	7,954	444,598	420,520	(33,768)
Total Funding Sources	$ 3,147,523	$ 3,316,398	$ 3,497,674	$ 3,291,432
APPROPRIATIONS				
Personal Services	$ 2,644,531	$ 2,617,738	$ 2,769,495	$ 2,746,844
Operating	446,097	411,414	439,403	413,435
Capital Outlay	16,788	14,700	16,231	5,550
Operating Transfers Out	40,107	272,546	272,546	125,603
Total Appropriations	$ 3,147,523	$ 3,316,398	$ 3,497,674	$ 3,291,432

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	43.000	43.000	43.000	43.000

Department:	Fire Services	Cost Center:	27030550
Function:	Public Safety	Fund:	Special Revenue

Major Department Functions

Under the administrative umbrella of Fire and Emergency Services and funded within the Fire Services fund.

Significant Expenditure and Staffing Changes

◊ During FY 2013, two (2) employees participated in the early retirement incentive program (ERIP). The FY 2013 actual amount for Personal Services includes payouts to these employees.
◊ Six vacant positions were eliminated for FY 2014.
◊ For FY 2014, one (1) capital project for firefighter turnout gear was approved - $37,225.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Taxes	$ 7,710,172	$ 6,994,900	$ 8,114,699	$ 8,228,500
Charges for Services	46,467	45,500	159,758	84,000
Investment Income	15,318	22,000	4,152	9,500
Other Revenues	109,641	45,000	62,222	1,500
Other Financing Sources	5,894	-	16,735	-
Appropriated Fund Balance	102,158	431,968	367,697	(48,280)
Total Funding Sources	$ 7,989,650	$ 7,539,368	$ 8,725,264	$ 8,275,220
APPROPRIATIONS				
Personal Services	$ 7,407,084	$ 6,992,101	$ 7,546,684	$ 7,096,602
Operating	467,859	380,971	516,152	467,777
Capital Outlay	13,377	9,203	7,335	7,125
Other Financing Use	101,329	157,093	655,093	703,716
Total Appropriations	$ 7,989,650	$ 7,539,368	$ 8,725,264	$ 8,275,220

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	105.000	105.000	105.000	99.000

Department:	Jail 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 meals expenses.

Significant Expenditure Changes

◊ A new contract has been negotiated with the current meal provider for two hot meals and one cold meal per day per inmate. This will save approximately $50,000 in FY 2014.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Fines & Forfeitures	$ 108,830	$ 115,000	$ 138,259	$ 125,000
Intergovernmental Revenue	226,041	265,000	177,984	176,000
Other Financing Sources	25,000	-	119,000	94,000
Appropriated Fund Balance	82,411	67,942	8,154	-
Total Funding Sources	$ 442,281	$ 447,942	$ 443,398	$ 395,000
APPROPRIATIONS				
Prisoners Medical Expenses	$ -	$ -	$ -	$ -
Prisoners Meals	442,281	447,942	443,398	395,000
Total Appropriations	$ 442,281	$ 447,942	$ 443,398	$ 395,000

WORKLOAD INDICATORS	2010	2011	2012	2013 Estimate
Inmates - Average daily population	246	261	255	269
Inmates - Average length of stay in days	21	22	23	19

Department:	Marshal’s Office	Cost Center:	10030290
Function:	Public Safety	Fund:	General

Statement

The Marshal's Office has been eliminated in the FY 2014 budget.

Significant Expenditure and Staffing Changes

◊ The eleven (11) positions in the Marshal's Office were eliminated.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Reimbursement from Water System Fund	$ 124,337	$ 125,587	$ 125,587	$ -
General Fund Contribution	584,142	588,091	572,606	-
Total Funding Sources	$ 708,479	$ 713,678	$ 698,193	$ -
APPROPRIATIONS				
Personal Services	$ 631,032	$ 626,798	$ 629,931	$ -
Operating	76,982	86,180	68,262	-
Capital Outlay	464	700	-	-
Total Appropriations	$ 708,479	$ 713,678	$ 698,193	$ -

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	11.000	11.000	11.000	0.000

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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 998,826	$ 1,103,136	$ 1,021,465	$ 1,102,347
APPROPRIATIONS				
Operating	$ 998,826	$ 1,103,136	$ 1,017,650	$ 1,102,347
Capital Outlay	-	-	3,815	-
Total Appropriations	$ 998,826	$ 1,103,136	$ 1,021,465	$ 1,102,347

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

The Sheriff's Office is composed of the following divisions: Administrative Services, Criminal Investigations, Field Operations, and Jail Operations

Significant Expenditure and Staffing Changes

In FY 2013, as a result of key administrative personnel electing to take early retirement, the Sheriff's Office was reorganized. Personnel with administrative functions in each of the divisions were transferred to the Administrative Services division.

During FY 2013, eight (8) employees participated in the early retirement incentive program (ERIP). The FY 2013 actual amount for Personal Services includes the payouts to these employees.

For FY 2014, two (2) full-time positions and one (1) part-time positions were eliminated.

BUDGET SUMMARY - ALL DIVISIONS	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
BOE Resource Officer	$ 132,000	$ 132,000	$ 132,000	$ 132,000
Overtime Reimbursements-Sheriff	67,400	-	-	-
Sherrif's Fees	327,719	300,000	233,387	280,000
General Fund Contribution	16,662,609	16,192,037	17,691,037	16,078,564
Total Funding Sources	$17,189,728	$16,624,037	$18,056,423	$16,490,564
APPROPRIATIONS				
Personal Services	$14,540,285	$14,067,061	$15,386,401	$14,091,976
Operating	2,561,660	2,517,503	2,652,728	2,369,228
Capital Outlay	87,783	39,473	17,294	29,360
Total Appropriations	$17,189,728	$16,624,037	$18,056,423	$16,490,564

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Administrative Services	13.475	13.475	13.475	25.600
Criminal Investigations	33.000	33.000	33.000	37.000
Field Operations	86.000	86.000	86.000	76.000
Jail Operations	97.725	97.725	97.725	89.000
Total Personnel	230.200	230.200	230.200	227.600

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

- ◊ Due to the reorganization, the personnel count increased.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
APPROPRIATIONS				
Personal Services	$ 971,841	$ 874,014	$ 1,580,948	$ 1,737,035
Operating	71,764	79,028	79,463	97,958
Capital Outlay	506	45	487	
Total Appropriations	$ 1,044,111	$ 953,087	$ 1,660,898	$ 1,834,993

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	13.475	13.475	13.475	25.600

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

◊ Due to the reorganization, the personnel count increased.

Department:	Sheriff's Office – Criminal Investigations	Cost Center:	10030321
Function:	Public Safety	Fund:	General

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
APPROPRIATIONS				
Personal Services	$ 2,629,162	$ 2,496,599	$ 2,816,506	$ 2,435,563
Operating	266,992	266,181	254,052	300,179
Capital Outlay	135	-	-	-
Total Appropriations	$ 2,896,290	$ 2,762,780	$ 3,070,558	$ 2,735,742

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	33.000	33.000	33.000	37.000

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

Department:	Sheriff's Office – Criminal Investigations	Cost Center:	10030321
Function:	Public Safety	Fund:	General

WORKLOAD INDICATORS -continued-	2010 Actual	2011 Actual	2012 Actual	2013 Estimate
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

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
Specialized training hours	300	344	392	447
Crisis Negotiations Unit				
Call Outs	1	1	2	2
Specialized training hours	55	72	80	80

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.

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.

Significant Expenditure and Staffing Changes

- ◊ The replacement of four vehicles was approved - $124,196.
- ◊ Due to the reorganization, the personnel count decreased.

Department:	Sheriff's Office – Field Operations	Cost Center:	10030323
Function:	Public Safety	Fund:	General

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
APPROPRIATIONS				
Personal Services	$ 5,943,034	$ 5,675,083	$ 6,009,173	$ 5,083,168
Operating	679,907	763,375	787,563	575,405
Capital Outlay	20,392	10,450	4,760	10,070
Total Appropriations	$ 6,643,332	$ 6,448,908	$ 6,801,495	$ 5,668,643

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	86.000	86.000	86.000	76.000

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.

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

◊ Due to the reorganization, the personnel count decreased.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
APPROPRIATIONS				
Personal Services	$ 4,996,248	$ 5,021,365	$ 4,979,775	$ 4,836,210
Operating	1,542,996	1,408,919	1,531,650	1,395,686
Capital Outlay	66,751	28,978	12,047	19,290
Total Appropriations	$ 6,605,996	$ 6,459,262	$ 6,523,472	$ 6,251,186

Department:	Sheriff's Office – Jail Operations	Cost Center:	10030326
Function:	Public Safety	Fund:	General

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	97.725	97.725	97.725	89.000

WORKLOAD INDICATORS	2010	2011	2012	2013 Estimate
Inmates Admitted	4,987	4,246	4,567	4,700
Average Daily Inmate Population	246	261	255	270
Inmates - Average length of stay in days	21.00	22.00	23.00	19.00

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 Goals

◊ Continue to provide an aggressive preventive maintenance program for the County's Fleet.
◊ 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.
◊ Continue scheduling road service calls with fuel truck in a manner that reduces fuel consumption.
◊ Complete Upgrades on Fleet Manitenance software and implement the utilization of VMRS (Vehicle Maintenance Reporting Standards) system codes and utilize inventory module to adjust parts inventory where larger quantities can be purchased at lower costs for higher volume parts.
◊ Continue utilization of the GovDeals web site for disposal of used tires and other assets. This method of disposal for used tires has reduced scrap tire fees for the department.

Significant Expenditure and Staffing Changes

◊ One capital project for the purchase of a Heavy Duty tire balancer was approved - $17,000

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Labor Charges - Vehicle Maintenance	$ 6,461	$ 6,000	$ 6,184	$ 6,000
General Fund Contribution	534,819	504,420	556,631	546,598
Total Funding Sources	$ 541,280	$ 510,420	$ 562,814	$ 552,598
APPROPRIATIONS				
Personal Services	$ 493,265	$ 475,130	$ 507,081	$ 504,933
Operating	47,400	35,290	54,752	$ 43,365
Capital Outlay	615	-	981	4,300
Total Appropriations	$ 541,280	$ 510,420	$ 562,814	$ 552,598

Department:	Fleet Maintenance	Cost Center:	10040900
Function:	Public Works	Fund:	General

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	9.000	9.000	9.000	9.000

PRODUCTIVITY MEASURES	FY 2010	FY 2011	FY 2012	FY 2013 Estimate
Number of Work Orders Processed	3,123	3,361	3,151	3,100

EFFICIENCY MEASURES	FY 2010	FY 2011	FY 2012	FY 2013 YTD
On Road Vehicles Maintenance and Repair Costs				
Parts Costs	n/a	$ 254,996	$ 293,858	$ 120,396
Labor costs	n/a	$ 4,531	$ 46,268	$ 26,117
Cost per Mile	n/a	$ 0.07	$ 0.08	$ 0.07
Off Road Vehicles Maintenance and Repair Costs				
Parts Costs	n/a	$ 140,713	$ 146,923	$ 55,590
Labor costs	n/a	$ 2,049	$ 19,475	$ 16,429
Cost per Hour	n/a	$ 11.19	$ 8.87	$ 6.87

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, 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

- ◊ Serve as liaison between County Administration and the other departments within Public Works.
- ◊ Provide local and regional transportation planning.
- ◊ Represent Fayette County at the Atlanta Regional Commission and Georgia Department of Transportation.
- ◊ Solicit federal funding for select transportation projects.
- ◊ Coordinate operations of Engineering and Road Departments with other organizations and County departments.

Major 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, particularly with the limited update to PLAN 2040
- ◊ Work in cooperation with Fayette County's Stormwater Management to implement field projects.

Significant Expenditure and Staffing Changes

- ◊ In FY 2013, time spent by Public Works Administration personnel on SPLOST projects was credited to Personal Services. Actual credits totaled ($22,511), $164,125+$22,511=$186,636 gross expenditures

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 179,199	$ 181,808	$ 164,125	$ 200,140
APPROPRIATIONS				
Personal Services	$ 165,423	$ 169,520	$ 150,695	$ 183,575
Operating	12,276	11,972	12,995	$ 16,565
Capital Outlay	1,500	316	434	
Total Appropriations	$ 179,199	$ 181,808	$ 164,125	$ 200,140

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	2.000	2.000	2.000	2.000

WORKLOAD INDICATORS	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
# of Public Works Division employees being supervised**	78.600	78.600	78.600	45.000

*For FY 2014, Building and Grounds was moved from the Public Works Division to the Community Services 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 Goals and Objectives

◊ Resurface 25 miles of County roads
◊ Mow vegetation within County right-of-way at least three times per calendar year
◊ Complete work orders as received from public and Stormwater Management
◊ Continue program 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 construction support of SPLOST transportation projects

Significant Expenditure and Staffing Changes

◊ FY 2013, Two (2) employees participated in the early retirement incentive program (ERIP) and the positions were eliminated.
◊ FY 2013 actual amount for personal services includes payouts to ERIP employees.
◊ For FY 2014, LMIG grants to fund construction/repairs to roads and bridges total $1.217 million.
◊ For FY 2013, costs incurred in SPLOST projects were credited to operating expendiutres of the department. Credits totaled $391,104, $3,052,514+$391,104 = $3,443,618 gross expenditures for Road Department.
◊ For FY 2014, six (6) capital projects were approved, totaling $917,600.

Department:	Road Department	Cost Center:	10040220
Function:	Public Works	Fund:	General

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Roads and Bridges - LMIG, Grants, and Cities	$ 422,950	$ 505,000	$ 178,424	$ 1,217,172
General Fund Contribution	3,037,327	4,252,364	2,874,090	3,153,907
Total Funding Sources	$ 3,460,278	$ 4,757,364	$ 3,052,514	$ 4,371,079
APPROPRIATIONS				
Personal Services	$ 1,617,121	$ 1,613,340	$ 1,764,425	$ 1,598,636
Operating	1,828,176	3,131,445	1,279,077	2,757,693
Capital Outlay	14,981	12,579	9,012	14,750
Total Appropriations	$ 3,460,278	$ 4,757,364	$ 3,052,514	$ 4,371,079

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	34.000	34.000	34.000	32.000

WORKLOAD INDICATORS	FY 2010	FY 2011	FY 2012	FY 2013 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 to reduce methane exceedances noted in EPDs Notice of Violation.
◊ Assess environmental compliance measures needed to reduce costs associated with closure permit compliance operations.
◊ Maintain a safe, clean and environmentally-compliant Transfer Station.

Significant Expenditure and Staffing Changes

◊ Significant projected expediture decreases from FY 2013 to FY 2014 are as follows:

	FY 2013	FY 2014
Landfill Services	$ 49,320	$ 20,995
Closure/Post Closure Expense	97,121	71,820
	$146,441	$ 92,815

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
User Fees and Charges	$ 132,095	$ 140,000	$ 115,337	$ 140,000
Interest	190		178	-
Misc Revenue	-	-	-	-
Other Financing Sources	2,402	-	1,248	-
Fund Balance Appropriation	205,460	75,582	145,513	55,894
Total Funding Sources	$ 340,146	$ 215,582	$ 262,275	$ 195,894
APPROPRIATIONS				
Personal Services	$ 51,656	$ 44,651	$ 51,899	$ 48,105
Operating	269,293	158,331	167,680	$ 137,650
Capital Outlay	218	2,750	15,506	$ 1,463
Depreciation & Amortization	13,708	-	17,341	-
Operating Transfers Out	5,272	9,850	9,850	$ 8,676
Total Appropriations	$ 340,146	$ 215,582	$ 262,275	$ 195,894

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	1.000	1.000	1.000	1.000

Department:	Solid Waste Management	Cost Center:	54040500
Function:	Public Works	Fund:	Solid waste

WORKLOAD INDICATORS	FY 2010	FY 2011	FY 2012	FY 2013 Estimate
Electronic Recycling	52,390	52,321	95,961	95,030
Commercial Yard Waste	1,424	1,445	1,005	718
Residential Yard Waste	12,458	12,458	10,757	8,319
Mulch Loads	n/a	1,899	1,352	1,302
Waste Management Payments	$ 120,708	$ 131,425	$ 132,301	$ 113,445
IMS Payments	n/a	n/a	n/a	$ 1,048

Department:	Stormwater Management	Cost Center:	50840320
Function:	Public Works	Fund:	Stormwater

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

- On September 22, 2011, the Board of Commissioners approved to establish a Stormwater Utility 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.
- For FY 2014, the five (5) employees in Stormwater Management were moved to the General Fund. $500,000 were left in the Stormwater Management fund to fund capital projects.
- For FY 2014, the five (5) employees in Stormwater Management were moved to the General Fund.

Department:	Stormwater Management	Cost Center:	50840320
Function:	Public Works	Fund:	Stormwater

BUDGET SUMMARY*	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Charges for Services	$ 300,333	$ 573,350	$ 132,624	$ 500,000
Disturbed Acre Fees	-	-	-	-
Miscellaneous Revenue	25,576	-	-	-
Other Financing Sources	166,407	-	-	-
General Fund Contribution	(305,200)	(145,545)	261,020	-
Total Funding Sources	$ (113,217)	$ (145,545)	$ 261,020	$ -
APPROPRIATIONS				
Personal Services	$ 176,409	$ 306,506	$ 330,634	$ -
Operating	7,503	121,299	46,991	-
Capital Outlay	835	-	9,200	500,000
Deprec & Amort	2,369	-	6,820	-
Total Appropriations	$ 187,116	$ 427,805	$ 393,644	$ 500,000

* Stormwater Management activities accounted for in the Stormwater Management fund.

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	0.000	5.000	5.000	0.000

WORKLOAD INDICATORS	FY 2010	FY 2011	FY 2012	FY 2013 Estimate
Plan Review				
Initial Review / Resubmittal				
Preliminary Plats	0 / 0	0 / 0	2 / 4	1 / 3
Final Plats	4 / 19	2 / 19	1 / 12	2 / 6
Non-Residential Site Plans	9 / 23	18 / 13	4 / 11	5 / 6
Subdivision Construction Plans	0 / 0	0 / 0	0 / 0	2 / 4
Erosion Control Plans	19	14	8	10
Hydrology Studies	9	7	3	13
Rezoning Requests / Zoning Appeals	6	12	8	10
Annexation Requests	5	0	0	4
Land Disturbance Permits	50	45	73	165
Stormwater Inspections	16	19	35	35
Field Inspectors				
Customer Service Requests	296	165	167	322
E&SC Inspections	1,548	983	581	625
Notice of Violations	34	8	4	17
Stop Work Orders	12	3	6	25
Preconstruction meetings	6	3	2	5
Final Inspections	5	17	2	3
Effectiveness Measures				
Disturbed Area Approved	52.5	57.6	9.0	75.0
Linear Feet of New Road	0	0	0	2,477

Department:	Stormwater Management	Cost Center:	10040320
Function:	Public Works	Fund:	General

Mission Statement

This cost center is for Stormwater Management activities that are accounted for in the General Fund. For mission statement, major goals and objectives, and performance measures, please see Stormwater Management cost center 50840320.

BUDGET SUMMARY*	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Charges for Services	$ -	$ -	$ -	$ -
Disturbed Acre Fees	180	-	2,924	1,000
Miscellaneous Revenue	-	-	-	-
Other Financing Sources	-	-	-	-
General Fund Contribution	172,391	-	(2,924)	333,443
Total Funding Sources	$ 172,571	$ -	$ -	$ 334,443
APPROPRIATIONS				
Personal Services	$ 145,728	$ -	$ -	$ 321,062
Operating	5,693	-	-	13,381
Capital Outlay	21,151	-	-	-
Deprec & Amort	-	-	-	-
Total Appropriations	$ 172,571	$ -	$ -	$ 334,443

* Stormwater Management activities accounted for in the General Fund.

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	5.000	0.000	0.000	5.000

Department:	Street Lights	Cost Center:	27140260
Function:	Public Works	Fund:	Special Revenue

Mission Statement

The Fayette County Street Lighting Program illuminates streets in participating subdivisions in accordance with standards of the American National Standard for Roadway Lighting, 1973. Street Light Districts are created within platted subdivisions when there are at least ten property owners and a 66.67% voting in favor of creating a Street Light District. Smaller subdivisions can also petition to become a district, but they must have 100% voting in favor of creating the district.

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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Street Light Tax	$ 317,424	$ 315,000	$ 312,094	$ 317,000
Miscellaneous Revenue		-	-	-
Appropriated Fund Balance	(18,456)	(10,754)	(3,170)	(12,834)
Total Funding Sources	$ 298,968	$ 304,246	$ 308,924	$ 304,166
APPROPRIATIONS				
Personal Services	$ -	$ -	$ -	$ -
Operating	294,968	290,100	294,778	$ 299,016
Capital Outlay	-	-	-	-
Other Financing Use	4,000	14,146	14,146	5,150
Total	$ 298,968	$ 304,246	$ 308,924	$ 304,166

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.

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 reservoir was full on February 8, 2013.

Significant Expenditure and Staffing Changes

- ◊ FY 2013, Three (3) employees participated in the early retirement incentive program (ERIP). The actual amount for personal services includes payouts to ERIP employees.
- ◊ For FY 2014, one (1) position of Assistant Plant Manager and three (3) positions of Marshal were added.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Charges for Services	$ 14,570,866	$ 14,721,577	$ 14,445,368	$ 14,682,206
Interest Erarnings	10,372	32,060	14,911	32060
Contributions and Donations	91,344	-	-	
Other Financing Sources	1,368	-	19,620	-
Appropriated Fund Balance	415,012	-	(654,401)	-
Total Funding Sources	$ 15,088,962	$ 14,753,637	$ 13,825,498	$ 14,714,266
APPROPRIATIONS				
Personal Services	$ 3,516,774	$ 3,331,376	$ 3,652,695	$ 3,683,068
Operating Expenses	3,826,995	4,238,464	3,417,456	3,198,393
Capital Outlays	12,009	52,188	22,219	147,174
Depreciation/Amortization	4,354,535	-	4,324,621	-
Other Costs	190,225	-	-	-
Debt Service	2,487,638	5,322,094	2,408,508	5,198,869
Interfund Charges	-	1,020,651		1,918,900
Other Financing Uses	700,785	788,864	-	567,862
Total Appropriations	$ 15,088,962	$ 14,753,637	$ 13,825,498	$ 14,714,266

Department:	Water System	Cost Center:	505_____
Function:	Public Works	Fund:	Water

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	61.000	61.000	61.000	65.000

WORKLOAD INDICATORS	2010	2011	2012	2013 Estimate
Water production (Avg. in MGD)	8.7	8.7	8.4	8.4
Meter sales	75	100	121	247
Active services	27,443	27,436	27,881	27,850
Waster Loss (%)	10.1%	6.7%	9.0%	4.5%
Misread Meters (Calendar year)	2	4	4	4

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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 40,128	$ 39,325	$ 39,325	$ 39,325
APPROPRIATIONS				
DFCS Services	$ 40,128	$ 39,325	$ 39,325	$ 39,325
Total Appropriations	$ 40,128	$ 39,325	$ 39,325	$ 39,325

WORKLOAD INDICATORS	FY 2009	FY 2010	FY 2011	FY 2012
Food Stamp Cases - per month	1,630	5,329	6,473	6,593
Temporary Assistance for Needy Families (TANF) - per month	144	321	925	n/a
Medicaid Recipients - annual	2,637	3,788	2,555	3,920
Children in Child Care - per month	299	391	489	302
Abuse/Neglect Reports	140	1,598	487	489
Adoption Supplements - per month	37	78	86	95

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 Drug Abuse and Treatment fund shall be expended solely and exclusively for drug abuse treatment and education programs relating 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

◊ For FY 2013, Fayette County assumed the task of fiscal agent for the Griffin Judicial Circuit Drug Court. The collections of fines throughout the circuit is to be sent to Fayette County for accounting of all revenues and expenditures related to the circuit's Drug Court.
◊ Two reimbursement grants totaling $158,150 were awarded by the Accountability Court Funding Committee to the circuit's Drug court. The original budget was increased for the additional funding.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Drug Abuse Fines & DATE Surcharges	$ 68,990	$ 60,000	$ 143,832	132000
Grants	$ -	$ -	$ 152,487	
Appropriated Fund Balance	(11,812)	500	(82,251)	(22,000)
Total Funding Sources	$ 57,178	$ 60,500	$ 214,069	$ 110,000
APPROPRIATIONS				
Drug Court	$ 57,178	$ 60,500	$ 214,069	$ 110,000
Total Appropriations	$ 57,178	$ 60,500	$ 214,069	$ 110,000

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 15 to 17 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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 60,480	$ 59,270	$ 59,270	$ 59,270
APPROPRIATIONS				
Mental Health Services	$ 60,480	$ 59,270	$ 59,270	$ 59,270
Total Appropriations	$ 60,480	$ 59,270	$ 59,270	$ 59,270

WORKLOAD INDICATORS	FY 2010	FY 2011	FY 2012	FY 2013 Estimate
Average Census - Service Center	30	30	24	27
Number of hours consumers received services	38,532	25,659	19,882	18,708
Number of hours consumers worked in the community.	3,780	2,163	3,063	2,232
Amount of wages earned by consumers	$ 29,642	$ 57,836	$ 31,090	$ 21,264
Number of hours spent in non-work community settings -				
volunteering/utilizing community resources	2,648	2,648	1,822	1,300
Number of community work hours by a day support consumer	127	378	352	384

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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 127,939	$ 125,380	$ 125,380	$ 125,380
APPROPRIATIONS				
Mental Health Services	$ 127,939	$ 125,380	$ 125,380	$ 125,380
Total Appropriations	$ 127,939	$ 125,380	$ 125,380	$ 125,380

WORKLOAD INDICATORS	FY 2010	FY 2011	FY 2012	FY 2013 Estimate
Average Census - Counseling Center	718	483	729	902

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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 336,211	$ 336,181	$ 336,452	$ 336,241
APPROPRIATIONS				
Operating	$ 7,267	$ 7,237	$ 7,508	$ 7,297
Public Health Services	328,944	328,944	328,944	328,944
Total Appropriations	$ 336,211	$ 336,181	$ 336,452	$ 336,241

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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 174,556	$ 174,556	$ 174,556	$ 189,556

APPROPRIATIONS				
Operating	$ -	$ -	$ -	$ 15,000
Senior Citizens Services	174,556	174,556	174,556	174,556
Total Appropriations	$ 174,556	$ 174,556	$ 174,556	$ 189,556

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

◊ During the FY 2014 budget process, another transfer from the General Fund was projected to avoid a negative fund balance for the Victims Assistance fund. Instead, it was approved to transfer the position of Victims Advocate to be funded in the State Court Solicitor's General Fund budget.

Department:	Victims Assistance	Cost Center:	21850553
Function:	Health & Welfare	Fund:	Special Revenue

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Victims Assistance - Intergovernmental Revenue	$ 95,789	$ 101,500	$ 81,423	75,000
Victims Assistance - Fines & Forfeitures	49,209	51,000	52,694	56,000
Transfer from General Fund	-	-	40,000	-
Appropriated Fund Balance	41,638	33,916	13,881	(1,605)
Total Funding Sources	$ 186,636	$ 186,416	$ 187,997	$ 129,395
APPROPRIATIONS				
Personal Services	$ 55,885	$ 53,376	$ 57,500	$ -
Operating	1,209	3,645	1,102	$ -
District Attorney/Victims Assistance Programs	110,342	110,195	110,195	110,195
Promise Place/Victims Assistance Programs	19,200	19,200	19,200	19,200
Total Appropriations	$ 186,636	$ 186,416	$ 187,997	$ 129,395
PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel*	1.000	1.000	1.000	0.000

*Position was transferred to the State Court Solicitor department.

WORKLOAD INDICATORS	2009	2010	2011	2012
State Court Solicitor - Victim Advocacy Team				
Victims Assisted - Criminal Cases Filed with Victims	738	603	460	386
Victims Assisted - Ordinance estimates	25	43	49	40
Victims Assisted - Traffic estimates	39	50	35	35
Victims Assisted - Magistrate Hearings estimates	97	100	75	50
Speaking Engagements and Victim Impact Panel, Protocol, etc.	26	26	26	25
Victim Non-Case Walk-Ins and Phone Consultations	8,720	8,750	8,580	8,840

WORKLOAD INDICATORS	2009	2010	2011	2012
Promise Place				
Number of individuals assisted	1,146	864	540	798
Number of Emergency Protective Orders	101	201	134	124
Number of Children Represented	617	74	45	86
Number of Participants in Support Groups	229	415	323	446
Number of crisis hotline calls	n/a	3,821	5,301	3,195
Number of Students Dating Violence Classes	1,438	1,440	1,510	1,272
Number of Women housed in Emergency shelter	68	104	100	104
Number of children housed in Emergency shelter	89	291	91	106
Number of Community Awareness Presentations	61	71	105	39
Number of Persons in Attendance	1,664	2,486	3,421	1,227
Total Number of Units of Service - Intervention Services	2,486	4,832	3,743	4,203
Total Number of Units of Service - Prevention Services	2,741	3,926	3,926	2,499

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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 19,743	$ 19,348	$ 19,348	$ 19,348
APPROPRIATIONS				
Community Services	$ 19,743	$ 19,348	$ 19,348	$ 19,348
Total Appropriations	$ 19,743	$ 19,348	$ 19,348	$ 19,348

WORKLOAD INDICATORS	FY 2008	FY 2009	FY 2010	FY 2011
# 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 15% annually.
2. Participation in informational programs will increase by 15% each year.

◊ Goal: Fayette County residents have opportunities to participate in programs on current, high interest topics.
Objectives: 1. Participation in programs on current high interest topics will increase by 15% 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 15%
2. Participation in programs about cultures represented in Fayette County will increase by 15%.

Significant Expenditure and Staffing Changes

◊ There are no significant changes.

Department:	Library	Cost Center:	10060500
Function:	Culture & Recreation	Fund:	General

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Library Fees	$ 9,129	$ 8,000	$ 10,866	$ 10,000
Library Fines	36,112	35,000	46,908	40,000
Donations	1,080	-	1,570	-
General Fund Contribution	906,673	912,680	909,449	929,606
Total Funding Sources	$ 952,994	$ 955,680	$ 968,793	$ 979,606
APPROPRIATIONS				
Personal Services	$ 583,624	$ 601,091	$ 637,254	$ 626,153
Technical Services - Flint River Regional Library Services	74,612	74,612	74,612	74,612
Operating	293,331	278,977	256,927	278,341
Capital Outlay	1,427	1,000	-	500
Total Appropriations	$ 952,994	$ 955,680	$ 968,793	$ 979,606

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	10.905	11.905	11.905	11.905

WORKLOAD MEASURES	FY 2010	FY 2011	FY 2012	FY 2013 Estimate
Registered library card holders	36,247	37,231	41,041	44,231
People visiting	741,342	844,500	989,169	1,000,000
Interlibrary loans	22,664	23,667	25,106	27,000
Programs held per month	158	71	354	375
Annual public service hours	3,415	3,348	3,356	3,352
Size of the collection	124,051	126,876	127,765	129,000

RESULTS MEASURES	FY 2010	FY 2011	FY 2012	FY 2013 Estimate
People using internet	58,432	62,452	66,301	68,000
Items circulated	654,205	643,217	332,169	423,000
Preschool programs attendees	11,321	14,928	15,634	15,884
People completing Life Long Learning courses	15,371	15,848	16,238	16,542
Turnover rate of the collection	5	5	5	5
Blended Heritage events:				
Events held	2	2	3	2
Attendees	546	613	674	699

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.

Significant Expenditure Changes

◊ With the expenditures incurred during FY 2013 for the flooring and carpeting project and the library expansion project the balance left from the proceeds of the 1% sales tax have been used as established when the citizens of Fayette County voted in favor of the Library SPLOST.
◊ As of the end of FY 2013, fund balance is zero and no other expenditures will be incurred.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Investment Income	$ 201	$ -	$ 81	$ -
Appropriated Fund Balance	513,828	-	170,441	-
Total Funding Sources	$ 514,029	$ -	$ 170,522	$ -
APPROPRIATIONS				
Operating	$ 9,329	$ -	$ 124,500	$ -
Capital Outlays	504,699	-	46,022	-
Total Appropriations	$ 514,029	$ -	$ 170,522	$ -

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.
◊ Maintain 20% yearly net income on all Recreation sponsored programs.
◊ Complete Needs Assessment.
◊ Complete Department Donation Guidelines.

FY 2013 Significant Expenditures

◊ Installed drainage at Kenwood Park in front of restrooms.
◊ Installed drainage at Kenwood Park in playground area.
◊ Completed erosion control measures to different areas of Kenwood Park.
◊ Installed new lighting system at Kiwanis Park Baseball Field #11.
◊ Installed new lighting system at McCurry Park Softball Field #7
◊ Installed new lighting system at McCurry Park Football Field #3
◊ Conducted Recreation Needs Assessment Phase II.

Significant Expenditure and Staffing Changes

◊ Seven (7) Capital/CIP projects were approved totaling $86,000.

Department:	Recreation	Cost Center:	10060110
Function:	Culture & Recreation	Fund:	General

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Recreation Fees	$ 195,617	$ 210,000	$ 180,990	$ 190,000
Donations	-	-	25	-
General Fund Contribution	870,494	887,382	892,340	906,014
Total Funding Sources	$ 1,066,111	$ 1,097,382	$ 1,073,355	$ 1,096,014
APPROPRIATIONS				
Personal Services	$ 379,237	$ 357,346	$ 436,546	$ 349,279
Operating	686,874	739,436	635,559	$ 746,735
Capital Outlay		600	1,250	
Total Appropriations	$ 1,066,111	$ 1,097,382	$ 1,073,355	$ 1,096,014

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	6.000	6.000	6.000	6.000

WORKLOAD INDICATORS	FY 2010	FY 2011	FY 2012	FY 2013 Estimate
Number of programs and classes offered	497	549	619	525
Number of adult athletic leagues offered	17	17	26	20
Reservations - Parks, Fields, and Indoor Facilities	363	420	363	375
Number of Background Checks Processed	720	785	1,103	1,000
Number of Coaches CPR/AED Certified	45	8	21	10
Number of Association Meetings Attended	56	66	66	65
Number of Volunteer Hours Contributed to Maintaining Parks	-	671	824	750

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 provided to citizens by telephone consultation, site visits, newsletters, news articles, radio and collaboration with other community agencies.
The basic goal of Fayette
The basic goal 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

◊ Continue development and utilize an active and efficient Leadership System, made up of adults ,and youth that will help give direction and focus for future program efforts and ideas as well as increase our programming scope and outreach.
◊ Increase awareness of water quality and quantity through educational efforts, programs, newsletters, and news articles on stormwater management, water runoff, erosion, and efficient uses of water in the household and household landscape.
◊ 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 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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 105,388	$ 125,860	$ 116,665	$ 128,140
APPROPRIATIONS				
Personal Services	$ 42,065	$ 28,824	$ 21,328	$ 30,235
Contract for Services/University of Georgia Extension Services	55,916	88,633	87,734	$ 89,278
Operating	7,407	8,403	7,603	$ 8,627
Capital Outlay	-	-	-	
Total Appropriations	$ 105,388	$ 125,860	$ 116,665	$ 128,140

PERSONNEL - (FTE)*	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	1.925	0.950	0.950	0.950

*Other Extension Office positions are UGA employees covered by the annual contract of services between Fayette County and the University of Georgia Cooperative Extension Service. They are not included in County FTE employee counts.

WORKLOAD INDICATORS	FY 2010	FY 2011	FY 2012	FY 2013 Estimate
Phone calls answered			1,950	2,500
Contacts programming efforts			15,700	19,000
Volunteer hours			5,582	7,000
4-H enrollment			781	1,000
Leadership Training participants			0	0
Publications distributed			400	450
Soil samples performed			561	800
Water samples			88	100
Forage samples			0	0
Microbiology samples			21	50
Plant Tissue samples			1	0
Well inspections			0	0
Pesticide Applicator licenses			12	12
Water Use Registrants #			#	#
Home site visits			59	100
P.A.R. Produce generated (lbs.)@			39,545	40,000

Water Use Registrants 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 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 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 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 303,091	$ 296,829	$ 295,998	$ 288,036
APPROPRIATIONS				
Contract for Services	$ 290,312	$ 283,793	$ 283,793	$ 225,000
Economic Development Incentives - project	-	-	-	50,000
Utilities	12,779	13,036	12,205	13,036
Total Appropriations	$ 303,091	$ 296,829	$ 295,998	$ 288,036

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.

33,357 acres @ $0.10/per acre = $3,336 annually

Significant Expenditure Changes

◊ There are no significant expediture or staffing changes.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 3,422	$ 3,422	$ 3,422	$ 3,336
APPROPRIATIONS				
Forest Wildfire Protection	$ 3,422	$ 3,422	$ 3,422	$ 3,336
Total Appropriations	$ 3,422	$ 3,422	$ 3,422	$ 3,336

WORKLOAD INDICATORS	FY 2011	FY 2012	FY 2013	FY 2014
Number of acres of privately owned forestland - Fayette County	34,219	34,219	34,219	33,357

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.
- ◊ **Inspections** - Includes verification that structures are built in accordance with the approved plans, minimum construction codes and within the scope of the permit.
- ◊ **Enforcement** - Includes enforcement of all adopted Codes and Ordinances, emphasis on helping individuals through the enforcement process with the objective of achieving voluntary compliance.
- ◊ **Addressing** - Includes assigning new addresses, maintaining existing property addressing systems, and utilizing support and coordination with the Postal Service, Public Utility, commercial delivery systems, and Public Safety.

Major Goals

- ◊ Increase department efficiency through the acquisition of additional EnerGov modules.
- ◊ Lessen the timeframe involved with permit application submittal, permit issuance, inspection requests, inspection results and fee payments through on-line permitting.
- ◊ Increase the quality of service we're able to provide citizens and contractors when they actually need to come by our office. Increased efficiency in the permitting/inspection request process would result in additional time being spent face to face with a customer.

Significant Expenditure and Staffing Changes

- ◊ For FY 2013, actual Personal Services expenditures increased more than 70% compared to the original budget due mainly to individual changes in medical plan coverage elections.
- ◊ During FY 2013, the Board of Commissioners approved an increase to Building Permits Fees. The increase became effective August 1, 2012. The budget was ammended at mid-year to reflect the aditional projected revenue.

Department:	Permits and Inspections	Cost Center:	10070210
Function:	Planning and Development	Fund:	General

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Building Permits	$ 190,867	$ 200,000	$ 754,600	$ 850,000
General Fund Contribution	271,224	239,730	(267,002)	(348,183)
Total Funding Sources	$ 462,092	$ 439,730	$ 487,597	$ 501,817
APPROPRIATIONS				
Personal Services	$ 438,167	$ 411,015	$ 464,787	$ 451,611
Operating	23,680	28,415	22,686	48,931
Capital Outlay	244	300	124	1,275
Total Appropriations	$ 462,092	$ 439,730	$ 487,597	$ 501,817

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	7.000	7.000	7.000	7.000

WORKLOAD MEASURES	FY 2010	FY 2011	FY 2012	FY 2013 Estimate
Permitting				
Building permits issued	788	777	710	1,271
Amount of revenue collected	$ 234,201	$ 230,535	$ 406,908	$ 728,366
Inspections processed	5,393	6,656	5,866	10,500
Permits closed & C.O. issued	312	300	294	526
Plan Examination				
Residential & commercial plan cases completed	479	491	536	954
Pre and post site inspections completed	169	151	145	260
Revisions reviewed	116	132	119	213
Inspections				
# of Inspectors	3	3	3	4
Scheduled inspections performed	5,393	6,656	5,866	10,500
Courtesy inspections performed	353	101	145	260
% on-time inspections performed	100	100	100	100
Enforcement				
Complaints received	84	55	42	82
Site verifications	216	244	197	353
Notices of violations & stop orders issued	92	135	54	97
Disaster assessments performed	20	32	15	27
Court appearances	20	22	18	15

RESULTS MEASURES	FY 2010	FY 2011	FY 2012	FY 2013 Estimate
% of days that "next day" tickets are completed on time	100%	100%	100%	100%
% of days that inspection ticket results are entered same day	99.90%	99.90%	99.95%	99.95%
ISO rating for building & code enforcement:				
Fayette County residential	3	3	3	3
Fayette County commercial	3	3	3	3
% in GA with better rating	0.0%	0.0%	0.0%	0.0%
% in GA with equal rating	3.8%	3.8%	1.7%	1.7%
% in GA with lesser rating	96.2%	96.2%	98.3%	98.3%
% code violations resolved via voluntary compliance	78.0%	84.0%	87.0%	90.0%

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 Goals

◊ Continue with Zoning Ordinance amendments as needed.
◊ Work with various County Departments to recommend amendments to the County Codes as needed.
◊ Continue the joint land use study in the area of SR 54 (Hospital Area), Veterans Parkway, Sandy Creek Road and Tyrone Road in conjunction with the City of Fayetteville and address in the Comprehensive Plan.
◊ Revive the Comprehensive Plan and Zoning Ordinance amendments for the SR 74, SR 85, and Padgett Road intersection with direction from the Board of Commissioners.
◊ Continue the replacement of the pages in official zoning records.
◊ Conversion of GIS maps from ARC Map 9 to ARC Map 10.
◊ 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

◊ During FY 2013, two (2) employees participated in the early retirement incentive program (ERIP) and the positions were eliminated.
◊ For FY 2014, an additional vacant position was eliminated.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
Planning and Zoning Fees	$ 5,547	$ 5,500	$ 9,250	$ 11,000
General Fund Contribution	437,587	415,954	367,422	207,653
Total Funding Sources	$ 443,133	$ 421,454	$ 376,672	$ 218,653
APPROPRIATIONS				
Personal Services	$ 432,932	$ 408,007	$ 367,448	$ 210,313
Operating	8,117	10,697	6,474	8,340
Capital Outlay	2,084	2,750	2,750	
Total Appropriations	$ 443,133	$ 421,454	$ 376,672	$ 218,653

PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	5.000	5.000	5.000	2.000

WORKLOAD MEASURES	FY 2011	FY 2012	FY 2013 Estimate	FY 2014 Projected
Number of rezoning petitions	1	2	7	7
Number of site plans	9	24	15	15
Number of preliminary plats	1	0	1	2
Number of final plats	6	7	5	10
Number of variances (ZBA)	11	6	5	8
Businesses (non-home occupations) per occupation tax records	111	123	100	100
# of home occupations per occupation tax records	266	252	220	200

Department:	Planning and Zoning	Cost Center:	10070411
Function:	Planning & Development	Fund:	General

RESULTS MEASURES	FY 2011	FY 2012	FY 2013 Estimate	FY 2014 Projected
# of available residential building lots (platted)	1577	1575	1550	1450
# of acres zoned for nonresidential use	1265	1280	1550	1850
# of acres under conservation easement for permanent protection	487	487	500	500

Department:	Code Enforcement Section	Cost Center:	10070483
Function:	Planning & Development	Fund:	General

Mission Statement

The Fayette County Code Enforcement officers are responsible for enforcing county codes and ordinances adopted by the Fayette County Board of Commissioners.

Major Department Functions

◊ The primary duties are to preserve the quality of life, health and welfare of all Fayette County citizens.
◊ Code Enforcement Officers handle all code violation complaints, alcohol licensing, and Specific Occupation Permits.

Significant Expenditure and Staffing Changes

◊ New General Fund department. Two Code Enforcement Officers assigned to the department.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ -	$ -	$ -	$ 93,870
APPROPRIATIONS				
Personal Services	$ -	$ -	$ -	$ 93,870
Operating	-	-	-	-
Capital Outlay	-	-	-	
Total Appropriations	$ -	$ -	$ -	$ 93,870
PERSONNEL - (FTE)	FY 2011 Budget	FY 2012 Budget	FY 2013 Budget	FY 2014 Adopted
Total Personnel	0.000	0.000	0.000	2.000

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.

For additional detail please refer to the Schedule of Debt in the Appendix.

BUDGET SUMMARY	FY 2012 Actual	FY 2013 Budget	FY 2013 Actual	FY 2014 Adopted
FUNDING SOURCES				
General Fund Contribution	$ 2,825,759	$ 2,830,201	$ 2,829,973	$ 2,832,201
APPROPRIATIONS				
Principal Payments	$ 950,000	$ 1,160,000	$ 1,160,000	$ 1,220,000
Interest Payments	1,875,618	1,669,057	1,669,056	$ 1,611,057
Paying Agent Fees	141	1,144	917	$ 1,144
Total Appropriations	$ 2,825,759	$ 2,830,201	$ 2,829,973	$ 2,832,201

LEGAL DEBT MARGIN
GENERAL OBLIGATION DEBT
FOR THE FISCAL YEAR ENDED JUNE 30, 2014

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 2014 fiscal year is $463,926,935. This is based on the latest tax digest (2013 calendar year).

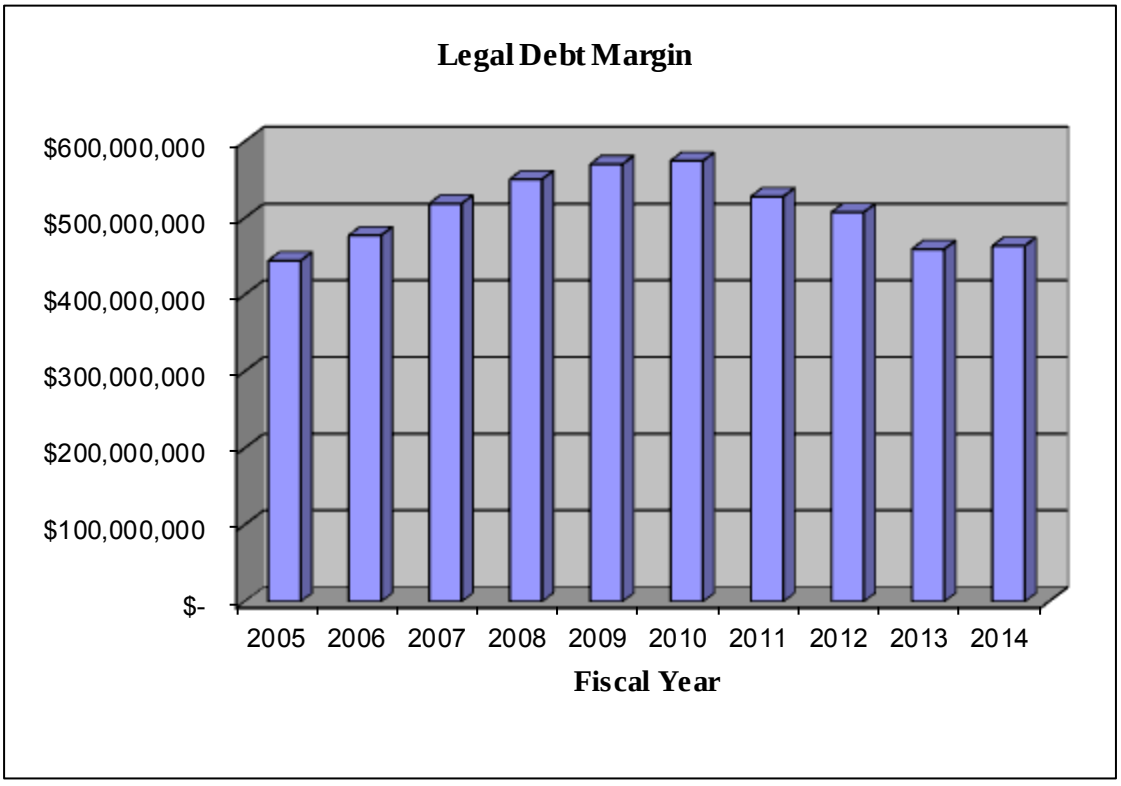
The legal debt margin amount is important in that it represents the net amount of external financing resources that is available to the County through the issuance of general obligation (G.O.) bonds. G.O. bonds are debt instruments issued in the name of the government and whose repayment is guaranteed 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
2013	$4,639,269,353	10.00%	$463,926,935	$0	$463,926,935

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 $44.0 million for FY 2014, 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
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
2014	$ 4,639,269,353	10.00%	$ 463,926,935	-	$ 463,926,935



LONG-TERM DEBT
AS OF JUNE 30, 2013

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 (along with $8.0 million in cash) 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:

$38,190,000 outstanding - Series 2011 Refunding Revenue Bonds, Criminal Justice Center Project; due in annual installments of $1,220,000 to $3,115,000 through June 1, 2030; and interest from 2.0% to 5.0%.

At June 30, 2013, 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
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	**$ 38,190,000**	**$ 16,801,425**	**$ 54,991,425**

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:

$245,000 outstanding – **Series 1996A**, due in annual installments of $25,000 to $35,000 through October 1, 2020; and an interest from 3.6% to 5.5%

$31,305,000 outstanding – **Series 2009**, due in installments of $1,115,000 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 $50,000 to $3,660,000 through October 1, 2025; and an interest from 3.00% to 5.0%

$15,590,000 outstanding – **Series 2012B**, due in installments of $45,000 to $2,015,000 through October 1, 2025; and an interest from 3.00% to 5.0%

At June 30, 2013, 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	Debt Service
2014	3,315,000	2,307,275	5,622,275
2015	3,370,000	2,213,888	5,583,888
2016	3,405,000	2,094,625	5,499,625
2017	3,505,000	1,965,088	5,470,088
2018	3,675,000	1,817,825	5,492,825
2019-2023	20,500,000	6,410,241	26,910,241
2024-2028	15,010,000	1,779,772	16,789,772
2029-2030	2,430,000	114,950	2,544,950
Total	**$ 55,210,000.00**	**$ 18,703,663**	**$ 73,913,663**

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, 2013, the Water System Enterprise Fund has no GEFA loans outstanding. The previous seven loans were refunded in FY 2010 with proceeds from the Series 2009 revenue bonds.

LEASES
AS OF JUNE 30, 2013

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 was 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 was due on January 1, 2013.

As of June 30, 2013, there are no lease agreements outstanding.

SALARY RANGES FOR CLASSIFIED FULL-TIME POSITIONS
Effective July 1, 2013

		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	DEPUTY CLERK I ELECTIONS CLERK LIBRARY ASSISTANT I METER READER PROPERTY TAX CLERK RECORDS CLERK 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 DEPUTY CLERK III DETENTION OFFICER ELECTIONS OFFICER	$ 33,620	$ 16.16	$ 51,157	$ 24.59

SALARY RANGES FOR CLASSIFIED FULL-TIME POSITIONS
Effective July 1, 2013

		Minimum Salary		Maximum Salary	
Grade	**Position**	**Annual**	**Hourly**	**Annual**	**Hourly**
812	EMS TECHNICIAN EQUIPMENT OPERATOR II FIELD SERVICE REPRESENTATIVE GROUNDS CREW LEADER LOGISTICS SPECIALIST MAINTENANCE TECHNICIAN PERMIT TECHNICIAN PLANT OPERATOR III SENIOR BILLING REPRESENTATIVE SENIOR CUSTOMER SERVICE REPRES UTILITY LOCATOR	$ 33,620	$ 16.16	$ 51,157	$ 24.59
813	APPRAISER I - PERSONAL PROPERTY APPRAISER I - REAL PROPERTY CONSTABLE CORPORAL NON-CERTIFIED EQUIPMENT OPERATOR III FUEL LUBE MECHANIC LAB ANALYST MECHANIC PLANT OPERATOR II SENIOR ACCOUNTING TECHNICIAN SENIOR COMMUNICATIONS OPERATOR	$ 35,322	$ 16.98	$ 53,747	$ 25.84
814	ADMINISTRATIVE SPECIALIST BUILDING MAINTENANCE ENGINEER BUYER CREW LEADER I DEPUTY SHERIFF ENGINEERING TECHNICIAN FF/EMT JUDICIAL ADMINISTRATIVE SPECIALIST OFFICE MANAGER PLANT OPERATOR I REAL PROPERTY APPRAISER II SENIOR DEPUTY CLERK TERMINAL AGENCY COORDINATOR VICTIM ADVOCATE	$ 37,110	$ 17.84	$ 56,468	$ 27.15
815	APPRAISAL GIS TECHNICIAN CREW LEADER II DISTRIBUTION CREW LEADER ENVIRONMENTAL TECHNICIAN FF/FAO INFORMATION SYSTEM TECHNICIAN SENIOR PLANT OPERATOR	$ 38,989	$ 18.74	$ 59,326	$ 28.52

SALARY RANGES FOR CLASSIFIED FULL-TIME POSITIONS
Effective July 1, 2013

		Minimum Salary		Maximum Salary	
Grade	**Position**	**Annual**	**Hourly**	**Annual**	**Hourly**
816	ADMIN COMPLIANCE OFFICER ATHLETIC COORDINATOR BILLING OPERATIONS SUPERV WATER BUILDING INSPECTOR I BUILDING MAINTENANCE SUPERVISOR CONSTRUCTION INSPECTOR CONTRACT ADMINISTRATOR CORPORAL CUSTOMER SERVICE SUPERVISOR INVESTIGATOR INVESTIGATOR - SOLICITOR PROGRAM COORDINATOR PROPERTY TAX SUPERVISOR RECORDS MGT SUPERVISOR SHIFT SUPERVISOR 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 BUSINESS SYSTEMS ADMINISTRATOR CAD MANAGER COMMUNICATIONS TRAINING OFFICER FF/PARAMEDIC FINANCIAL ANALYST PUBLIC SAFETY ANALYST THERAPEUTIC PROGRAM COORDINATOR	$ 43,036	$ 20.69	$ 65,485	$ 31.48
818	ASSIST BLDG & GROUNDS DIRECTOR BUILDING INSPECTOR III CHIEF DEPUTY COUNTY CLERK 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 ROAD DIRECTOR CLERK OF JUVENILE COURT CLERK PROBATE COURT	$ 47,504	$ 22.84	$ 72,283	$ 34.75

SALARY RANGES FOR CLASSIFIED FULL-TIME POSITIONS
Effective July 1, 2013

		Minimum Salary		Maximum Salary	
Grade	**Position**	**Annual**	**Hourly**	**Annual**	**Hourly**
819	ELECTIONS SUPERVISOR GIS ANALYST HR ANALYST HR BENEFITS ADMINISTRATOR PLANS EXAMINER SENIOR BUILDING INSPECTOR SYSTEMS ANALYST	$ 47,504	$ 22.84	$ 72,283	$ 34.75
820	ASSIST COMMUNICATIONS DIRECTOR BUDGET OFFICER COMPLIANCE OFFICER EMERGENCY MANAGEMENT SPECIALIST FIRE INSPECTOR/INVESTIGATOR FIRE LIEUTENANT LIEUTENANT SENIOR SYSTEMS ANALYST	$ 49,909	$ 23.99	$ 75,943	$ 36.51
821	ASSISTANT SOLICITOR GENERAL CHIEF DEPUTY CLERK-SUPERIOR CT COUNTY CLERK DEPUTY CHIEF APPRAISER DEPUTY TAX COMMISSIONER DIRECTOR ANIMAL CONTROL FLEET MAINTENANCE 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 COMMUNICATIONS DIRECTOR COURT ADMINISTRATOR ENVIRONMENTAL ENGINEER FF/CAPTAIN TRANSPORTATION ENGINEER	$ 60,809	$ 29.24	$ 92,529	$ 44.48
823	ASSIST WATER SYSTEM DIRECTOR ASSISTANT PLANNING DIRECTOR ASSIST CHIEF FINANCIAL OFFICER BATTALION COMMANDER COMMANDER DIRECTOR LIBRARY SERVICES DIRECTOR OF PURCHASING DIRECTOR PARKS/RECREATION DIRECTOR PERMITS/INSPECTIONS DIRECTOR ROAD DEPARTMENT	$ 67,122	$ 32.27	$ 102,134	$ 49.10

SALARY RANGES FOR CLASSIFIED FULL-TIME POSITIONS
Effective July 1, 2013

		Minimum Salary		Maximum Salary	
Grade	**Position**	**Annual**	**Hourly**	**Annual**	**Hourly**
823	EMA - DIRECTOR MAJOR STORMWATER DEVELOP DIRECTOR	$ 67,122	$ 32.27	$ 102,134	$ 49.10
824	CHIEF APPRAISER DEPUTY DIR PUB SAF/DEP FIRE CHIEF FIRE CHIEF	$ 74,090	$ 35.62	$ 112,737	$ 54.20
825	CHIEF FINANCIAL OFFICER CHIEF INFORMATION OFFICER COMMUNITY DEVELOPMENT DIRECTOR FIRE CHIEF 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.

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.

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.

Local Maintenance & Improvement Grant (LMIG) – grants from the Georgia Department of Transportation to assist local governments with certain roads and bridges projects. There is a required match of local funds as a requirement for the grants.

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