FULTON COUNTY, GEORGIA

FINAL ADOPTED BUDGET

FY 2016







FULTON COUNTY

Presented
to the
Board of
Commissioners
January 20, 2016


IMPACT • SERVICE • EFFICIENCY
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FULTON COUNTY

INTER-OFFICE MEMORANDUM

TO: BOARD OF COMMISSIONERS

THROUGH: Dick Anderson, County Manager

FROM: Sharon L. Whitmore, Chief Financial Officer

DATE: January 15, 2016

SUBJECT: Updates on FY2016 Budget

Attached is the FY2016 Budget schedule prepared to provide information on outstanding items being recommended for consideration and approval by the Board of Commissioners. There are three columns in the schedule with the list of items being presented. These columns are titled as follows: "January 4th Recommended Adjustments", "January 15th Recommended Adjustments", and "Justice Reinvestment 2.5% Funds Restoration" The "January 4th Recommended Adjustments" items are those included in the transmittal memo on FY2016 Final Budget sent to the BOC on January 4, 2016. The "January 15th Recommended Adjustments" are new items which have not been presented to the BOC in any form before. The last column with proposed recommendations is "Justice Reinvestment 2.5% Funds Restoration" which is being used to partially restore funds reduced from All People Are Safe Priority Area Agencies as part of Justice Reinvestment Initiative.

GENERAL FUND

January 4th Recommended Adjustments Column

Detail information on the items for this column was included in the January 4, 2016 memo previously sent to the BOC. Summary schedule is attached with this memo.

January 15th Recommended Adjustments Column

1) Increase Board of Commissioners' budget by $23,787

   Action Required:

   BOC authorization is requested to act on the above item required for personnel transactions.

2) Increase Clerk to the Commission's budget by $24,767
   Decrease County Manager's budget by $24,767

   The above transactions will abolish 1 vacant position in the County Manager's office, and part of the funds from the position will be transferred to the Clerk to the Commission's budget to establish 1 Executive Assistant position. This is a cost-neutral transaction and BOC authorization for implementation is being requested.

3) Increase Finance Department's budget by $44,559
Decrease Health and Wellness Department's budget by $44,559

The two transactions above are being requested to complete the transfer of positions and funding for Billing and Collections Division's budget from Health and Wellness Department to Finance Department as part of FY2016 budget process. BOC authorization is requested to complete the cost-neutral transaction.

4) Increase Clerk of Superior Court's budget by $2,306,228
Decrease Magistrate Court's budget by $2,306,228

Action Required:

The above cost-neutral transactions are submitted for BOC consideration and approval in order to transfer 39 positions from Magistrate Court to the Clerk of Superior Court. The transfer is necessary because the Magistrate Court Chief Judge has appointed the Clerk of Superior Court as the Magistrate Court Clerk, who will now be responsible for overseeing activities of the Court's transactions.

5) Increase Public Defender's budget by $45,400
Increase State Court's budget by $200,000
Decrease Non-Agency by $245,400

Action Required:

The BOC authorization is requested to execute the above cost-neutral transactions to fund the lease increase for the Public Defender's office ($45,000), State Court's budget for increase in indigent defense budget ($200,000), and decrease in Non-Agency budget by $245,400.

6) Increase in County Attorney's budget by $50,000

Action Required:

The additional amount of $50,000 for the County Attorney's budget is submitted for BOC authorization to fund the salary of the new County Attorney.

7) Increase County Manager's budget by $78,739
Decrease Real Estate Asset Management by $78,739

Action Required:

BOC authorization is requested for cost-neutral transaction to transfer one position from Real Estate Asset Management Department to the County Manager's office.

8) Increase Magistrate Court's budget by $5,220
Increase Probate Court Judge's budget by $8,009
Increase Solicitor General's budget by $8,009
Increase Juvenile Court's budget by $48,056
Decrease Non-Agency budget by $69,282

The five transactions above, if approved by the BOC, will provide funding for the State mandated Magistrate Court Judges' salary increase ($5,220), Probate Court Judge's salary increase ($8,009), Solicitor General's salary increase ($8,009), Juvenile Court Judge's salary increase ($48,056), and decrease to Non-Agency budget ($69,282) to fund the mandated salary increases.

9) Increase State Court Judges, budget by $80,093
   Decrease State Court General's budget by $80,093

   BOC authorization request to execute the cost-neutral transactions above is being made to fund salary increase for State Court Judges, and decrease State Court General's budget to fund the salary increase.

Justice Reinvestment 2.5% Funds Restoration Column

In the proposed budget, $10,074,412 was reduced from 11 All People Are Safe Priority Area Agencies for the purpose of developing a comprehensive plan to reduce jail population, reduce administrative cost through integration court system, etc. The proposal will restore 50% of the amounts previously reduced from these agencies back to their respective budget while the plan is developed for submittal by no later than June 30, 2016.

SOUTH FULTON

January 4th Recommended Adjustments Column

As with General Fund, detail information on the item for this column was included in the January 4, 2016 memo sent to the BOC earlier. Summary schedule is attached with this memo.

January 15th Recommended Adjustments Column

1) Increase Planning Department's budget by $50,000

   Action Required:

   BOC authorization is requested to add $50,000 into Planning and Community Services budget for contract to hire Planner as part of efforts to address increase in South Fulton zoning activities, as well as zoning compliance review.

2) Increase Parks and Recreation Department's budget by $350,000

   Action Required:

   If approved by the BOC, $275,000 of the amount requested above will be used to fund 6,000 hours of parks security, and 3 part time seasonal staff to perform recreation and grounds maintenance duties.

3) Increase Fire Department's budget by $800,000

Action Required:

Authorization is being requested to increase Fire Department's budget by $800,000 to fund 13 additional firefighter 1 positions in order to maintain at least 3 persons staffing crew per engine.

4) Increase Police Department's budget by $800,000

The above additional amount being requested will be used by the Police Department to fund additional body cameras ($10,000), additional vehicle dash cameras ($60,000), additional Police pursuit/patrol vehicles ($35,000), 9 Police Officer positions ($675,000), and 16 laptop computers ($20,000).

5) Increase Non-Agency budget by $700,000

Action Required:

The additional amount being requested above is for replacement and/or upgrade of fire and intrusion alarm systems at Fire Station #23 and Welcome All Park ($200,000), replacement of HVAC system in Burdette Park gymnasium ($150,000), design, implementation, support for the Computer Aided Dispatch (CAD) along with Records Management System (RMS) for Law Enforcement and Fire & Rescue ($300,000), and replacement of HVAC system in Fire Station #19 ($50,000).

Additional Information for BOC Consideration

The Magistrate Court Chief Judge and Clerk of Superior Court have made a request to transfer 27 additional positions along with 60% of operational budget from the State Court to the Magistrate Court based on the recent study conducted by Carl Vinson Institute on Magistrate Court workload (copy attached). The study does not include examination of State Court's workload. It is recommended that the request be evaluated as part of the Justice Reinvestment plan ongoing discussion to determine the proper amount to transfer to support the workload in both courts.

Please advise if additional information is needed on any item presented above.

cc: Todd Long, COO
Anna Roach, CSO
Patrise Perkins-Hooker, County Attorney
Hakeem Oshikoya, Finance Director

INTER-OFFICE MEMORANDUM

FULTON COUNTY

TO: Budget Commission (Distribution List)

FROM: Cathelene "Tina" Robinson, Clerk of Superior and Magistrate Court
Cassandra Kirk, Chief Judge – Magistrate Court

DATE: January 13, 2016

SUBJECT: *FY16 PROPOSED BUDGET REALLOCATION REQUEST*

This memorandum serves as a formal request for a reallocation 1.9 million in salaries and a pro rata share of 60% of the State Court – General operating budget as reflected in the proposed FY16 budget. The funds allocated from State Court (formerly State and Magistrate Court) to Magistrate Court Administration and Clerk of Superior & Magistrate Court ("COSMC"), respectively, is being requested based on the following supporting data:

Disproportionate FY16 "Proposed" Budget Allocation for Staffing

Attached is a recent staffing and workload analysis performed the Carl Vinson Institute of Government ("Vinson Study"). This study indicates that Magistrate Court historically performed an average of 62% of the workload when combined with State Court and recommended the county should "dedicate at least 78 clerical and support staff exclusively to the Magistrate Court." (See attached Vinson Study for workload metrics and statistics.) A full complement of the recommended staffing is not being requested due to the planned implementation of e-filing and process improvement strategies by year end. The chart below illustrates the staffing allocation deficits in the functional areas and the requested positions to close the staffing gap. (See attached spreadsheet for budget and financial breakdown.)

Function	State & Mag FY15 Total	Vinson Recom Mag Ct	Allocated Mag Ct	Mag Ct Alloc Variance	FY16 Budget Request	Mag Ct. TOTAL	Vinson Study Variance	Request Variance
Calendar Unit	7	4	3	-1	1	4	0	0
Case Initiation	6	4	1	-3	2	3	-1	0
Case Managers	20	12	8	-4	1	9	-3	-2
Cashiers	2	1	2	1	0	2	1	1
Criminal Clerks	13	8	4	-4	4	8	0	0
Customer Service	9	6	4	-2	2	6	0	0
Docket Unit	9	6	5	-1	1	6	0	0
Judicial Assistants/ Staff Attorney	21	13	1	-12	8	9	-4	-5
Managers	14	9	3	-6	2	5	-4	-4
North Annex	3	2	1	-1	1	2	0	0
Records	8	5	3	-2	1	4	-1	0
IT	2	1	1	0	0	1	0	0
South Annex	3	2	2	0	0	2	0	0
Treasury Department	8	5	1	-4	4	5	0	0
	125	**78**	**39**	**-39**	**27**	**66**	**-12**	**-10**

The budget neutral requested staffing redistribution from State Court -General (420 -4201/4205) and State Court – Administration (421-4210) to Magistrate Court Administration (422 - 4205) and COSMC (470 - 4221) is based solely on the Vinson Study staffing model. The reallocation of resources also contemplates a *transfer of funds* for clerk staff to the Clerk's departmental budget and likewise for judges' staff to the Magistrate Court Administration budget.

Impact of Current Staffing Allocation

The current distribution of staff from the State & Magistrate Court demerger is inversely proportionate to the actual workloads according to the Vinson Study. Of the 125 funded positions in the former State & Magistrate Court, only 39 (31%) were allocated to Magistrate Court for clerical, managerial and administrative support to cover 62% of the workload. Of those 39 staff, only one judicial assistant was allocated for administrative support for 22 permanent and part-time magistrate judges.

Clerical staff positions were not transferred to the clerk's budget but are, nonetheless, operating as sworn deputy clerks and supporting the magistrate court. Those staff members are operating in a deficit which is evidenced by the long lines, looming backlogs and process delays, even though magistrate court management have been working seven days a week, up to 12 hours a day. Moreover, the Chief Magistrate is currently operating in a dual role as the interim Court Administrator while hearing and assigning cases and tackling an inherited five-year case backlog.

Operational Line Reallocation

After reviewing historical expenditure transactions of the FY15 State & Magistrate Court budget, the COSMC and Magistrate Court Administration is also requesting a reallocation of the 60% pro rata share of the operational budget (not to include object code DUIM for drug court) from the FY16 proposed State Court – General (420-4201) budget in the amount of 1.8 million. Of the 1.8 million dollars, the COSMC is requesting $533,000 for its operations.

Thank you for your prompt action and please let me know if you have any questions.

ATTACHMENTS

xcopy: Hakeem Oshikoya

BUDGET REALLOCATION SCHEDULE FOR STATE MAGISTRATE COURT DEMERGER

	Title	Name	Posn #	Salary	Fringes(45%)	Total
	COURT ADMINISTRATION	*(POSITIONS TO BE TRANSFERRED FROM 420-4201/1000 TO 422-4205/1000)*				
1	Court Supp Mgr(Judicial Ass)	[redacted]	0001676	59,134.00	26,610	85,744
2	Court Supp Mgr(Judicial Ass)		0009009	59,134.00	26,610	85,744
3	Judicial Case Mgr	Vacant	0055700	51,327.42	23,097	74,425
4	Staff Attorney	[redacted]	0006056	63,507	28,578	92,085
5	Administrative Assistant III		0055268	37,114	16,701	53,815
			Sub Total	**169,595.42**	**76,317.94**	**391,814**
	To be abolished from current vacancies.					
	AJ-Court Coordinator	Abolish	Vice: 0020186	20,008.00	9,004	29,012
	Court Support Specialist	Abolish	Vice: 0001283	32,406.00	14,583	46,989
	Court Support Specialist	Abolish	Vice: 0002209	32,406.00	14,583	46,989
	Chief Deputy Clerk, Mag Ct (Temp)	Abolish	Vice: 0065940	54,210.00	4,066	58,276
	AJ-Court Support Specialist (Temp)	Abolish	Vice: 0020183	32,406.00	2,430	34,836
	Admin Assistant II (Temp)	Abolish	Vice: 0040037	27,597.00	2,070	29,667
	Court Docket Clerk (Temp)	Abolish	Vice: 0024413	36,383.00	2,729	39,112
	COURT ADMINISTRATION	*(POSITIONS TO BE TRANSFERRED FROM 470-4703/1000 TO 422-4205/1000)*				
	Fiscal Support Specialist II	Abolish	Vice: 0002316	32,406.00	14,583	46,989
	Records & Documents Specialist	Abolish	Vice: 006079	29,360.00	13,212	42,572
		(MONIES TRANSFERRED FROM 470-4221/1462)				
						1,516
			Sub Total			**375,956**
	To be established.					
6	Court Administrator, Mag Court	Establish Set Rate	TBD	112,000	50,400	162,400
7	Judge's Law Clerk	Establish	TBD	73,640	33,138	106,778
8	Judge's Law Clerk	Establish	TBD	73,640	33,138	106,778
			Sub Total	**259,280.00**	**116,676.00**	**375,956.00**
					Bal.	$ -

	Title	Name	Posn #	*Salary	Fringes(45%)	Total
	CLERK OF SUP & MAG COURT	*(POSITIONS TO BE TRANSFERRED FROM 420-4201/1000 TO 470-4221/1000)*				
	Criminal Clerks					
9	Court Docket Clerk	[redacted]	0055270	38,280	17,226	55,506
10	Court Clerk Sr		0002665	32,309	14,539	46,848
11	Court Clerk Sr		0009103	30,835	13,876	44,711
12	Court Support Specialist		0002059	32,406	14,583	46,989
	Customer Service					
13	Court Clerk Sr	[redacted]	0009024	32,309	14,539	46,848
	Docket Unit					
14	Court Support Specialist	[redacted]	0004113	35,083	15,787	50,870
	Appeals/Transfers					
15	Court Support Specialist	[redacted]	0008857	52,333	23,550	75,883
	Managers					
16	Court Support Mgr	[redacted]	0008281	59,134	26,610	85,744
17	Chief Deputy Clerk, Crim		0006096	74,773	33,648	108,421
	North Annex					
18	Court Clerk Sr	[redacted]	0002357	36,386	16,374	52,760
	Records					
19	Court Clerk Sr	[redacted]	0002610	30,835	13,876	44,711
	Treasury Section					
20	Accountant II	[redacted]	0040704	51,326	23,097	74,423
21	Accountant I		0040570	40,825	18,371	59,196
22	Accountant II		0040574	36,733	16,530	53,263
23	Accountant II		0009021	52,333	23,550	75,883
	Calendar Unit					
24	Admin Assistant II	[redacted]	0001514	28,425	12,791	41,216
	Case Initiation					
25	Court Clerk Sr	[redacted]	0000422	49,224	22,151	71,375
26	Court Clerk Sr		0003722	32,309	14,539	46,848
			Sub Total	**745,858**	**335,636**	**1,081,494**
	CLERK OF SUP & MAG COURT	*(POSITIONS TO BE TRANSFERRED FROM 421-4210/1000 TO 470-4221/1000)*				
	Case Managers					
27	Court Support Mgr - Asst	[redacted]	0022574	55231	24,854	80,085
			Sub Total	**55,231**	**24,854**	**80,085**
				TOTALS:	COSMC	$ 1,161,579
					MCA	$ 767,770
				GRAND TOTAL:		$ 1,929,349

An Organizational Design Analysis of the Fulton County Magistrate Court

Dr. Kris Sikes

"A Report Prepared for Fulton County"

January, 2016

CARL VINSON INSTITUTE OF GOVERNMENT
The University of Georgia

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EXECUTIVE SUMMARY

At the request of Fulton County, the Carl Vinson Institute of Government undertook an organizational design analysis of the Fulton County Magistrate Court in order to determine the appropriate number of clerical positions that should be allocated to it. Currently, the Court's clerical positions come from a pool of employees that support both the Magistrate and State Courts in Fulton County. We understand that Fulton County is considering designating these clerical positions as either for the Magistrate Court or the State Court and this study may be used as an informational tool by Fulton County officials to this end.[1]

Our study begins with a discussion of magistrate courts from across the country. We found that relatively few states actually utilize a "magistrate" court in a manner similar to Georgia and even those that do have significant variation in the types of cases managed under this type court. Next, the report includes an extensive discussion on the processes Fulton County Magistrate Court utilizes to manage its civil and criminal court dockets[2] in order to provide context for our workload analysis. Due its organizational design, the processes are fairly detailed but appear to be logical as well.

We also looked at the caseload of the Magistrate Court and compared it to similar magistrate courts in Georgia: Cobb, DeKalb, and Gwinnett. These three courts were selected as comparisons because they are most similar to Fulton in regards to population size, median income, and most importantly, all are sufficiently large so that each county is its own judicial circuit. Fulton County has by far the busiest magistrate court in terms of total number of dockets and docket per capita. This workload would necessitate a concomitantly larger need for clerical support.

To estimate the number of clerical positions Fulton County's Magistrate Court may need, this report utilizes two different methodologies. These two methodologies create a range of clerical personnel the Court would need. The first is an efficiency measure: dockets per full-time clerical employee. We rely on our comparable government, Cobb County, as the basis from which to estimate the number of clerical employees for Fulton County. An inherent assumption in relying on comparable governments that the comparison performs similarly to the government on which the ratio will be applied which may or may not be accurate. The second methodology distributes the clerical staff for the Magistrate and State Court based on the relative number of dockets for each

[1] Institute of Government faculty were unable to collect necessary information to determine the clerical staff needs for the Fulton County State Court. Therefore, our analysis focuses only on the Magistrate Court.
[2] Dockets are pending cases.

court. This methodology assumes the time and effort required of the dockets are similar. However due to a lack of data, we are unable to verify this assumption.

Cobb County is the only comparable government we use for our ratio analysis because, of three discussed earlier, it is the only one that segregates court administrative staff by court in the county budget. DeKalb and Gwinnett Counties pool clerical staff to serve multiple county courts. There were 45,343 dockets filed in the Cobb County Magistrate Court in 2014[3]. These dockets were processed by a support staff of 47 full-time-equivalent (FTE) employees.[4] Therefore, each employee handled 964.7 dockets. We used this figure to calculate the number of clerical employees needed for the Fulton County Magistrate Court.

Dockets Handled per Clerical Employee in 2014	
Fulton County Magistrate Dockets 2014	85,796
Dockets/Employee	964.7
Estimated Clerical Employees	**89**

Source: Administrative Office of the Courts, Caseload Report FY2014

We also analyzed the caseloads of the Fulton County Magistrate Court and State Court to determine an equitable distribution of clerical employees. The data showed the Fulton County Magistrate Court handles 62% of the total dockets filed in the Magistrate and State Courts of Fulton County. We applied this percentage to the 125 employees serving these courts, excluding certain categories[5], resulting in 78 support employees designated for the Magistrate Court.

Allocation of Clerical Employees	
Fulton County Magistrate Dockets 2014	62%
Current Total Employees	125
Estimated Clerical Employees	**78**

Source: Administrative Office of the Courts, Caseload Report FY2014

Our analysis indicates that the Magistrate Court requires between 78 and 89 clerical and support employees. Please note this range does not consider whether a sufficient number of clerical employees remain to serve the State Court due to data limitations.

[3] Administrative Office of the Courts, Caseload Report FY2014.
[4] This number is comprised of 42 full-time employees and 10 part-time employees per Deena Fincher, Court Administrator.
[5] Self-help center, Appeals, Transfers, Court Reporter, Administration and Interns were not included.

INTRODUCTION

The Strategic Operations and Planning Assistance division of the Carl Vinson Institute of Government was hired to conduct an assessment of the Magistrate Court's clerical staff in Fulton County. This was in response to legislation which became law in July, 2015 requiring the election of the Chief Magistrate Judge in Fulton County and, subsequently, requiring the court administrator of the Magistrate Court to be the Chief Magistrate Judge with budget oversight responsibility.

House Bill 443 (2013-2013 regular sessions) provided that the successor to the Chief Magistrate Judge shall be appointed by the Governor, have supervisory responsibility over the Appointed Magistrates and be elected in a nonpartisan election thereafter. The bill also provided a selection method for Associate Magistrates. Further, House Bill 655 (2015-2016 regular sessions) designated the Chief Magistrate of Fulton County as the court administrator of the Magistrate Court and states that the court administrator "shall have oversight of the budget of the Magistrate Court of Fulton County." HB 655 then granted the court administrator authority to make changes to line item appropriations after county funds have been appropriated for the operation of the court.

The Magistrate Court is responsible for hearing both civil and criminal matters. The major responsibilities on the civil side are dispossessories (evictions), garnishments, and small claims (less than $15,000). On the criminal side the Magistrate Court issues warrants, hears first appearances (to set bonds, where allowed by law), ordinance violations and some misdemeanors.

This report provides the results of the analysis conducted by the Institute of Government. The scope of this report examines the existing workload and functions of the clerical staff in the Magistrate Court of Fulton County and the requisite staffing needed. To achieve the most appropriate level of clerical staffing in the State Court of Fulton County, a separate study addressing that specific issue should be undertaken. This report is designed to provide the county manager and elected officials in Fulton County with an objective determination of the clerical support structure needed in the Fulton County Magistrate Court.

METHODOLOGY

The focus of our analysis was on the Fulton County Magistrate Court needs.[6] We conducted a quantitative and qualitative analysis to reach our conclusions. To estimate the number of clerical positions Fulton County's Magistrate Court may need, this report utilizes two different methodologies. These two methodologies create a range of clerical personnel the Court would need.

We gathered information from multiple sources so as to develop a practical and comprehensive understanding of the organization. These sources included interviews with Magistrate Court judges and employees, surveys which were circulated, collected, and reviewed, data from the Administrative Office of the Courts in Georgia, and reports from the National Center for State Courts.

We collected information on all the Magistrate Courts in the United States. We analyzed the types of cases adjudicated by each Magistrate Court before concluding that there were too many variations in the types of cases across states to make meaningful comparisons.

The Institute of Government faculty completed an examination of the existing workload and functions of the clerical staff in the Magistrate Court of Fulton County. The Institute of Government faculty sent surveys to all clerical employees in the current combined Magistrate and State Court pool who were identified as potential transfers to the newly organized Magistrate Court, as well as several of the administrative employees. The surveys were designed to elicit the actual workload behind the case statistics. After the surveys were collected and analyzed, we conducted follow-up telephone conversations with at least one employee from each job function to ensure a thorough understanding of each position.

We also collected data from comparable Magistrate Courts in Georgia: Cobb, DeKalb, and Gwinnett. These three courts were selected as comparisons because they are most similar to Fulton in regards to population size, median income, and most importantly, all are sufficiently large so that each county is its own judicial circuit. Institute of Government faculty analyzed the case statistics and budgets of each comparable court. The Institute of Government faculty used case statistics from the Administrative Office of the Courts in Georgia to compare the relative workloads across courts. This data is required, by law, to be reported and therefore we believe it accurately reflects the workload of the courts.[7]

[6] The Fulton County State Court declined to participate.
[7] O.C.G.A. §15-5-24 (2015).

The first methodology employed to estimate the appropriate number of clerical personnel for the Fulton County Magistrate Court is an efficiency measure: dockets per full-time clerical employee. Cobb County is the only comparable government we use for our ratio analysis because, of three discussed earlier, it is the only one that segregates court administrative staff by court in the county budget. We rely on our comparable government, Cobb County, as the basis from which to estimate the number of clerical employees for Fulton County. An inherent assumption in relying on comparable governments that the comparison performs similarly to the government on which the ratio will be applied which may or may not be accurate.

The second methodology distributes the clerical staff for the Magistrate and State Court based on the relative number of dockets for each court. This methodology assumes the time and effort required of the dockets are similar. However due to a lack of data, we are unable to verify this assumption.

BACKGROUND

The Fulton County Magistrate Court's clerical functions were previously shared with the State Court. In total, there were approximately 140 full time employee positions supporting both courts. Tasks were divided across case type by specific functions. For example, individuals responsible for Case Initiation did so irrespective of whether the case was a Magistrate civil, State civil, Magistrate criminal or State criminal matter.

The employees were grouped into the main functions of Case Initiation, Customer Service, Calendar Unit, Records, Docket Unit, Cashiers, Self-Help Center, Appeals, Transfers, Court Reporter, Administration, Criminal, Treasury Department, Mailroom, Case Managers, Managers, Information Technology, Judicial Assistants, Staff Attorneys, and Interns.

After the reorganization of the clerical staff, the functions of Self-Help Center, Appeals, and Court Reporting will be the exclusive purview of the State Court. It is assumed that Fulton County will adopt the recommendations made in the study conducted by the National Center of State Courts in the Spring of 2015. One of these recommendations was that court reporting services should be combined into a common pool accessible to all Courts and administered by one court administrator.[8]

This report focuses on the clerical support needed by the Magistrate court to directly support the various types of case responsibilities of the Magistrate Court. The major responsibilities on the civil side are dispossessories, garnishments, and small claims. On the criminal side the Magistrate Court issues warrants, hears first appearances, ordinance violations and misdemeanors. As will be discussed further in the Workload section, the Fulton County Magistrate Court has the greatest work volume of any Magistrate court in Georgia. In 2013, the Magistrate court handled a combined civil and criminal caseload of 85,796 dockets[9] (a pending case). The next busiest Magistrate court in Georgia was Gwinnett with a combined civil and criminal caseload of 67,050 dockets.[10]

The above listed duties are just a sampling of the workload undertaken in the Magistrate Court office and are not meant to serve as an exhaustive list. This report will discuss the caseload of the Magistrate Court and the workload associated with each position.

[8] *Reengineering Study of the Fulton County Superior, State and Magistrate Courts*, May 12, 2015. National Center for State Courts.
[9] Administrative Office of the Courts, Caseload Reports CY2014
[10] Id.

MAGISTRATE COURTS IN OTHER STATES

Georgia's court structure is much more complex than is the case in many other states. Below the appellate court level, Georgia has Superior Courts, State Courts, Magistrate Courts, Probate Courts, some Civil Courts[11], some County Recorder's Courts[12], Juvenile Courts and Municipal Courts.[13] In comparison, below the appellate level, North Carolina has a Superior Court and a District Court.[14] In the middle are states like West Virginia, which has a Circuit Court, Magistrate Court, Family Court and Municipal Court below the appellate level.[15]

Most states handle the types of cases handled by the Georgia Magistrate Courts in one of their other designated courts. For example, Florida has only Circuit Courts and County Courts below the appellate level.[16] Cases which would be handled by the Magistrate Court in Georgia are adjudicated in the County Courts in Florida.[17] The only other states which have courts designated as "Magistrate" are Idaho, Iowa (within the District courts), New Mexico, North Carolina (within the District courts), South Carolina, South Dakota, and West Virginia.[18] (Please see Appendix A for the court structure charts for Georgia and the other states with Magistrate Courts.) Therefore, as will be delineated below, comparing the clerical and administrative support utilized by magistrate courts in other states may not yield the best performance metrics for ancillary clerical support.

It is important to consider the type and difficulty of caseload handled by a court irrespective of the name given to it in a particular state. The magistrate courts in Georgia have the responsibility for civil claims of $15,000 or less; certain minor criminal offenses; distress warrants and dispossessory writs; county ordinance violations; deposit account fraud (bad checks); preliminary hearings; and summonses, arrest and search warrants.[19] In New Mexico, the magistrate court has a much more limited scope in that it only handles small claims (up to $10,000); preliminary hearings; misdemeanors; and traffic infractions.[20] The South Dakota magistrate court resembles New Mexico's by having responsibility for tort, contract, real property ($0 - $12,000); exclusive small claims (up to $12,000); preliminary hearings; misdemeanors; exclusive traffic/other violations.[21] Likewise, the South Carolina

[11] In Bibb and Richmond counties.
[12] County Recorder's Court and Civil Court have limited civil or criminal jurisdiction throughout a designated county.
[13] http://www.courtstatistics.org/Other-Pages/State_Court_Structure_Charts/Georgia.aspx.
[14] http://www.courtstatistics.org/Other-Pages/State_Court_Structure_Charts/North-Carolina.aspx.
[15] http://www.courtstatistics.org/Other-Pages/State_Court_Structure_Charts/West-Virginia.aspx
[16] http://www.courtstatistics.org/Other-Pages/State_Court_Structure_Charts/Florida.aspx
[17] Id.
[18] Court Statistics Project (National Center for State Courts 2012).
[19] Judicial Council of Georgia, Administrative Office of the Courts
[20] http://www.courtstatistics.org/Other-Pages/State_Court_Structure_Charts/New-Mexico.aspx
[21] http://www.courtstatistics.org/Other-Pages/State_Court_Structure_Charts/South-Dakota.aspx

Magistrate Court handles exclusive small claims (up to $7,500); preliminary hearings for misdemeanors; traffic/other violations; and civil protection/restraining orders.[22]

By comparison, in Idaho the magistrate court has much broader responsibility with the responsibility for tort, contract, real property rights ($0 - $10,000), and miscellaneous civil; exclusive small claims (up to $5,000); probate/estate; mental health; exclusive domestic relations; exclusive preliminary hearings and misdemeanor; exclusive juvenile; and exclusive traffic/other violations.[23] Similarly, the West Virginia Magistrate Court handles small claims ($0 - $5,000); mental health; civil protection/restraining orders; preliminary hearings; misdemeanors; juvenile; and traffic infractions.[24]

Since the Magistrate Courts are embedded within the District Courts in both North Carolina and Iowa, it was difficult to ascertain the scope of the workload handled by the Magistrate Courts in either of those states.

Clearly Magistrate Courts encompassing the functionalities of specialty courts such as mental health in West Virginia and juvenile in Idaho would not have comparable clerical staffing needs or structure as the Magistrate Courts as organized in Georgia. Likewise, Magistrate Courts with limited duties such as those in New Mexico, South Carolina, and South Dakota would yield skewed results in analyzing the staff needed to support the Magistrate workload in Georgia.

[22] http://www.courtstatistics.org/Other-Pages/State_Court_Structure_Charts/South-Carolina.aspx
[23] http://www.courtstatistics.org/Other-Pages/State_Court_Structure_Charts/Idaho.aspx
[24] http://www.courtstatistics.org/Other-Pages/State_Court_Structure_Charts/West-Virginia.aspx

MAGISTRATE COURTS IN GEORGIA

To have a measure by which to compare the workload of the Magistrate Court in Fulton County, several counties were chosen to serve as benchmarks. The comparison communities were chosen because they have populations and median incomes that are similar to Fulton County, which was deemed important because one would expect communities of similar size and socio-economic characteristics to have comparable economies of scale and offer the same levels of services in their Magistrate Court departments. However, Fulton County is unique in that it has by far the largest population of any county in Georgia. The following table presents data on key socio-demographic factors for Fulton and the selected comparison counties of Cobb, DeKalb and Gwinnett.

Fulton County and Comparison Governments, 2014 Demographic Data

Name	Average Family Size	% Black	% White	% Asian	Median Family Income	Percent Persons Below Poverty Level	Percent High School Graduate	Population 2014 est.
Fulton	2.49	44.1%	44.5%	5.6%	$56,857	18.2%	90.4%	996,319
Cobb	2.64	27.3%	64.6%	5.1%	$63,920	12.8%	90.8%	730,981
DeKalb	2.59	54.8%	36.7%	5.9%	$50,856	19.0%	88.4%	691,894
Gwinnett	3.07	27.0%	58.1%	11.5%	$60,445	13.9%	87.0%	877,922

Source: U.S. Census Bureau: State and County QuickFacts. http://quickfacts.census.gov/

Fulton County is the sole county in the Atlanta Judicial District.[25] Similarly, Cobb County comprises the Cobb Judicial Circuit[26] and Gwinnett County comprises the Gwinnett Judicial Circuit.[27] While DeKalb County is also the only county in the Stone Mountain Judicial District, by statute the judges in DeKalb County may aid in the disposition of the business of the Atlanta Judicial Circuit when the business of the Stone Mountain circuit does not require their attention.[28] Thus, each comparison county selected generates sufficient judicial work to warrant being its own judicial circuit.

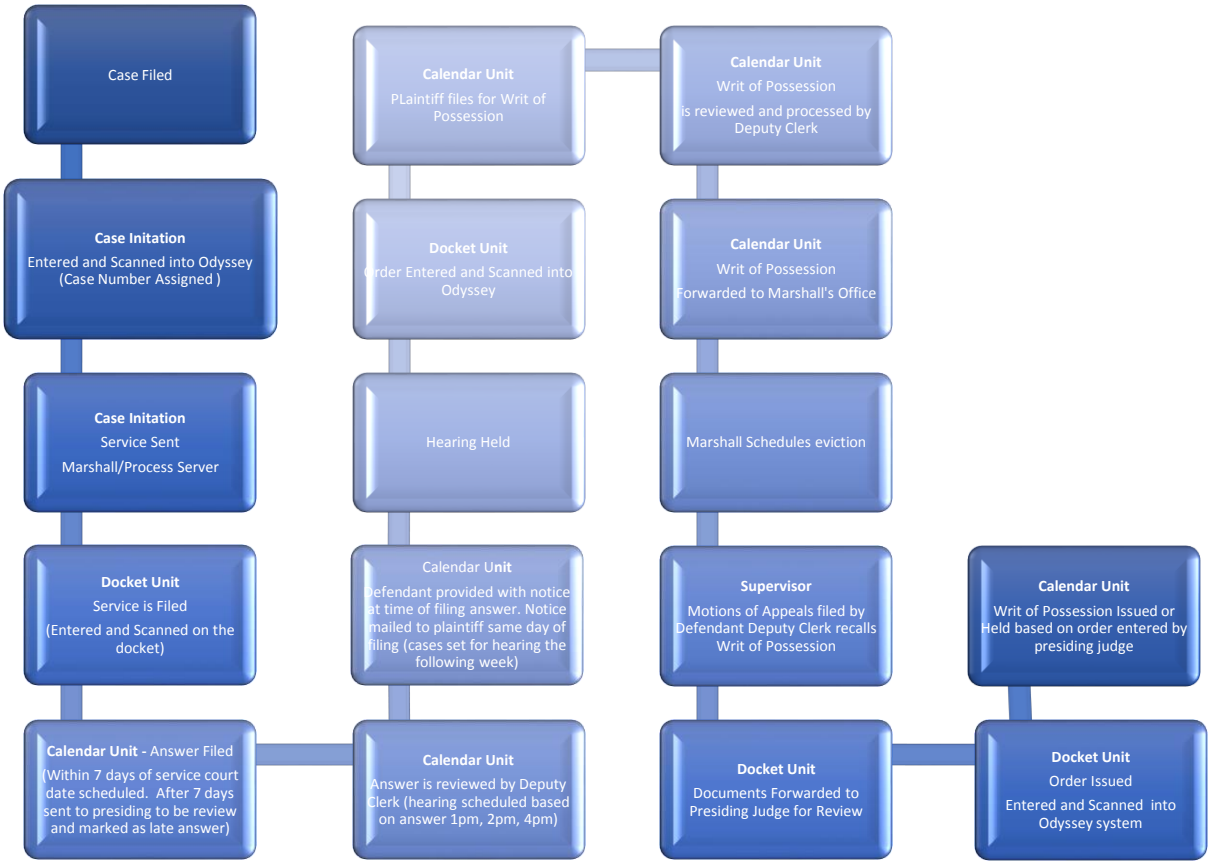
[25] O.C.G.A. §15-6-1(3) (2015).
[26] O.C.G.A. §15-6-1(11) (2015).
[27] O.C.G.A. §15-6-1(20) (2015).
[28] O.C.G.A. §15-6-1(37) (20015).

MAGISTRATE COURT PROCESSESES

This section of the report will delineate the processes undertaken in support of administering justice for Magistrate Court plaintiffs and defendants. Each process involves several people each performing well-defined tasks. These tasks cross processes and an analysis of the tasks of each individual will be shown in the Clerical Support Work Processes chapter. The emphasis in this chapter is understanding the discrete functions that comprise each type of case filed in the Magistrate Court to give the reader a more complete understanding of each case type.

Dispossessories

A major driver of workload is dispossessories. In 2013, there were 53,772 dispossessories filed in Fulton County.[29] The schematic below shows the steps which must be completed for each dispossessory case.[30]



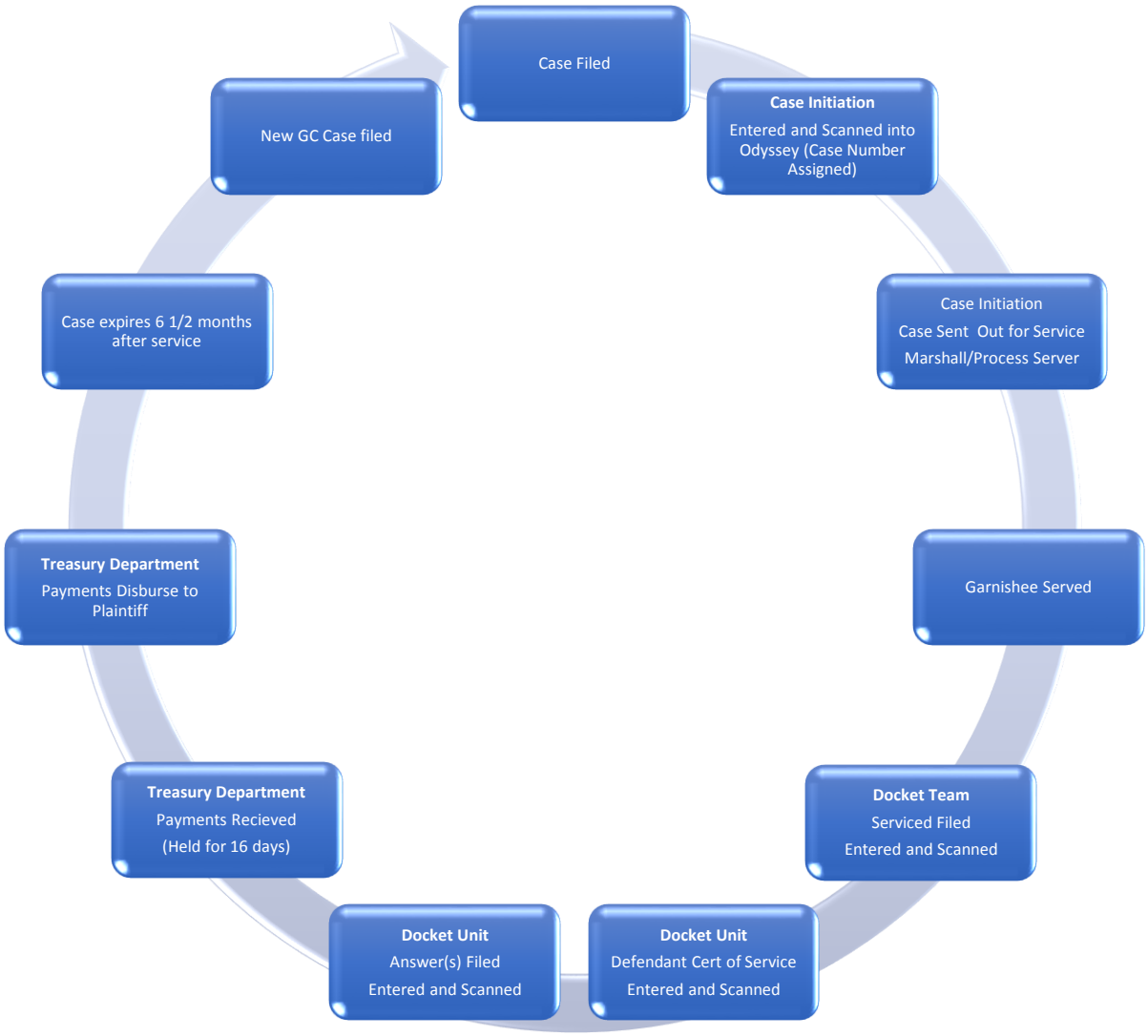
[29] Id.

[30] Schematics for all processes are from the National Center for State Courts.

As can be seen, merely looking at case counts does not accurately capture the workload for each individual. For example, the docket unit will potentially handle each dispossessory 4 separate times. Similarly, the calendar unit handles each dispossessory multiple times.

Garnishments

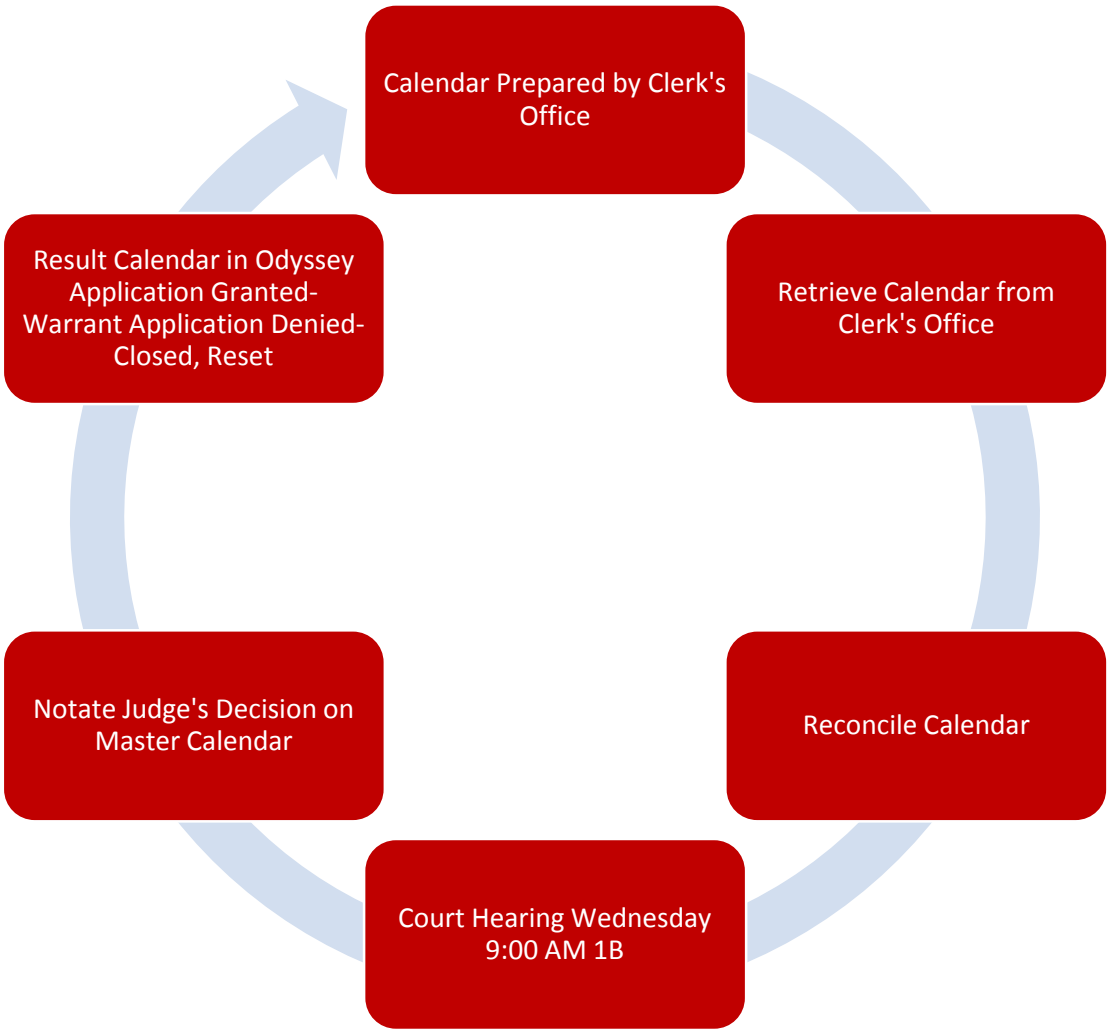
The Magistrate Court handles both continuing garnishments and regular garnishment and child support. In 2013, there were 3,084 garnishments filed in Fulton County.[31] A continuing garnishment lasts for 6 ½ months and must be refiled thereafter, whereas a regular garnishment ends with the Treasury's disbursement. The schematics below show the steps for each process:



[31] Administrative Office of the Courts.

Abandoned Child Calendar

There will, at times, need to be a case file establishing that a minor child has been abandoned. The steps are shown below (with the exception of Treasury which also is involved in collecting the filing fee).



Small Claims

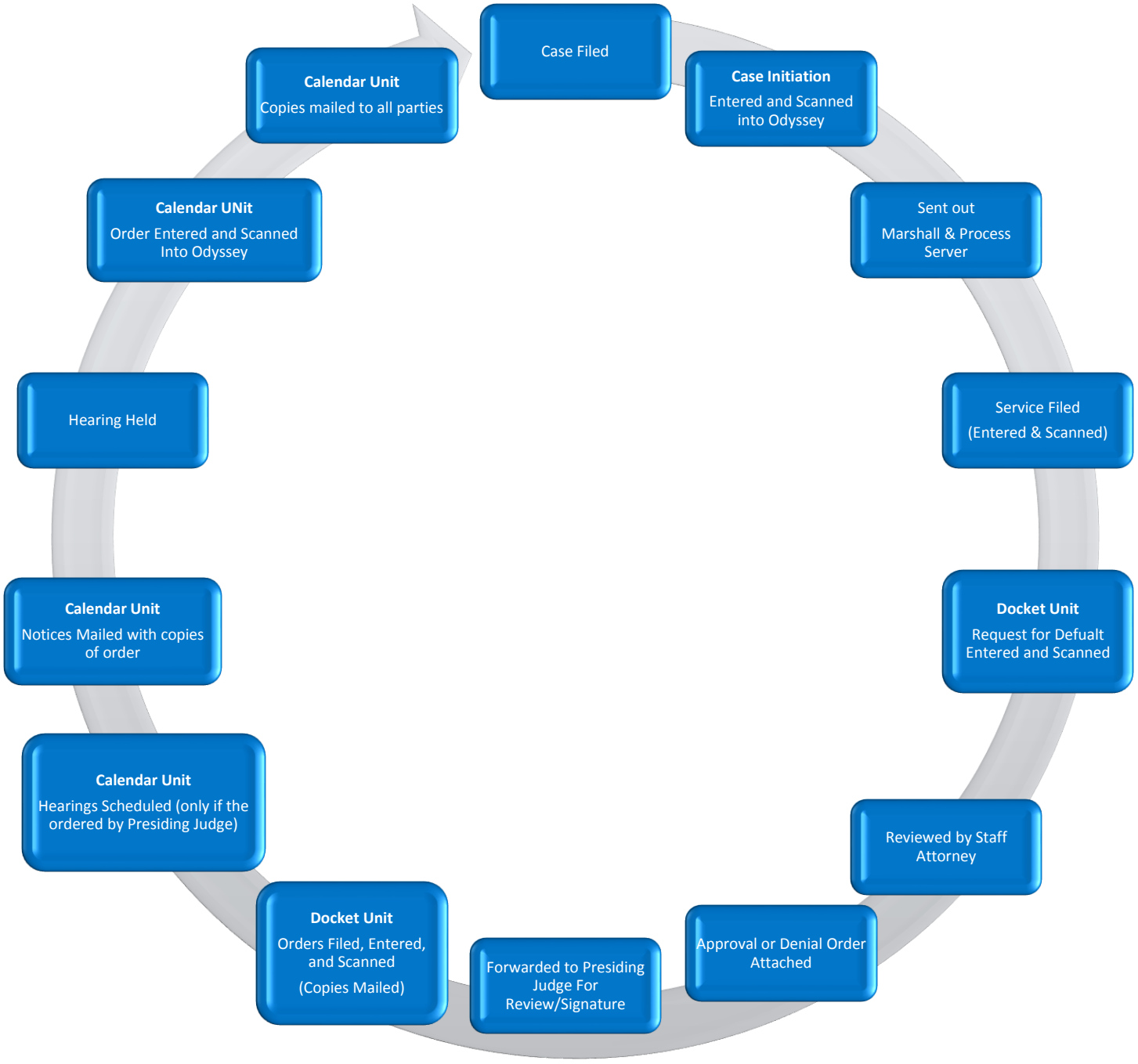
Small claims include matters involving less than $15,000. The suit may be the result of a contract dispute, promissory note, foreign judgment, tort, interrogatories, an account or an accident. As a point of reference 18,520 small claims cases were filed in Fulton County in 2013.[32]

This is the small claims process if the Defendant files an answer:



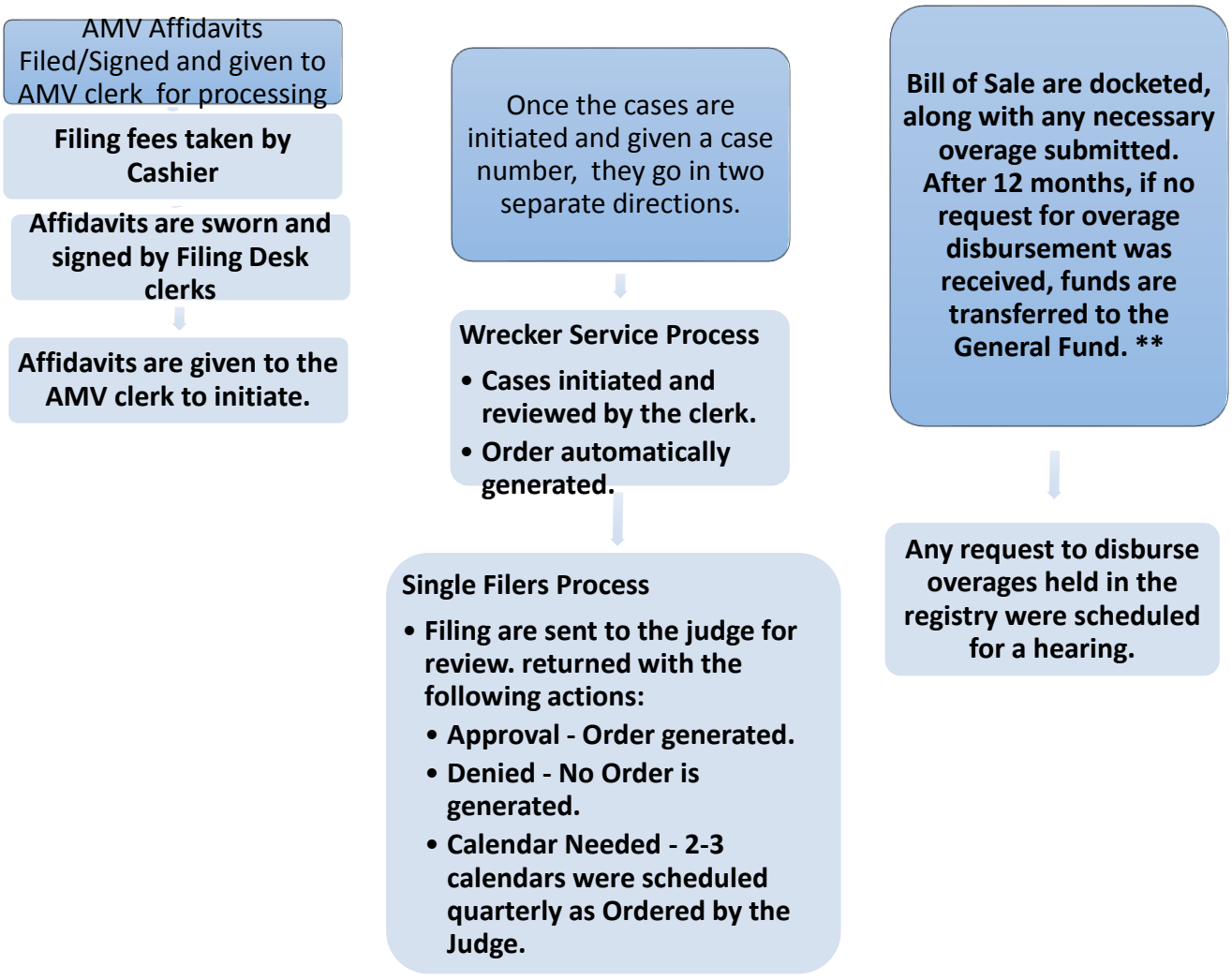
[32] Administrative Office of the Courts.

If the Defendant does not file an answer, the process is:



Abandoned Motor Vehicles

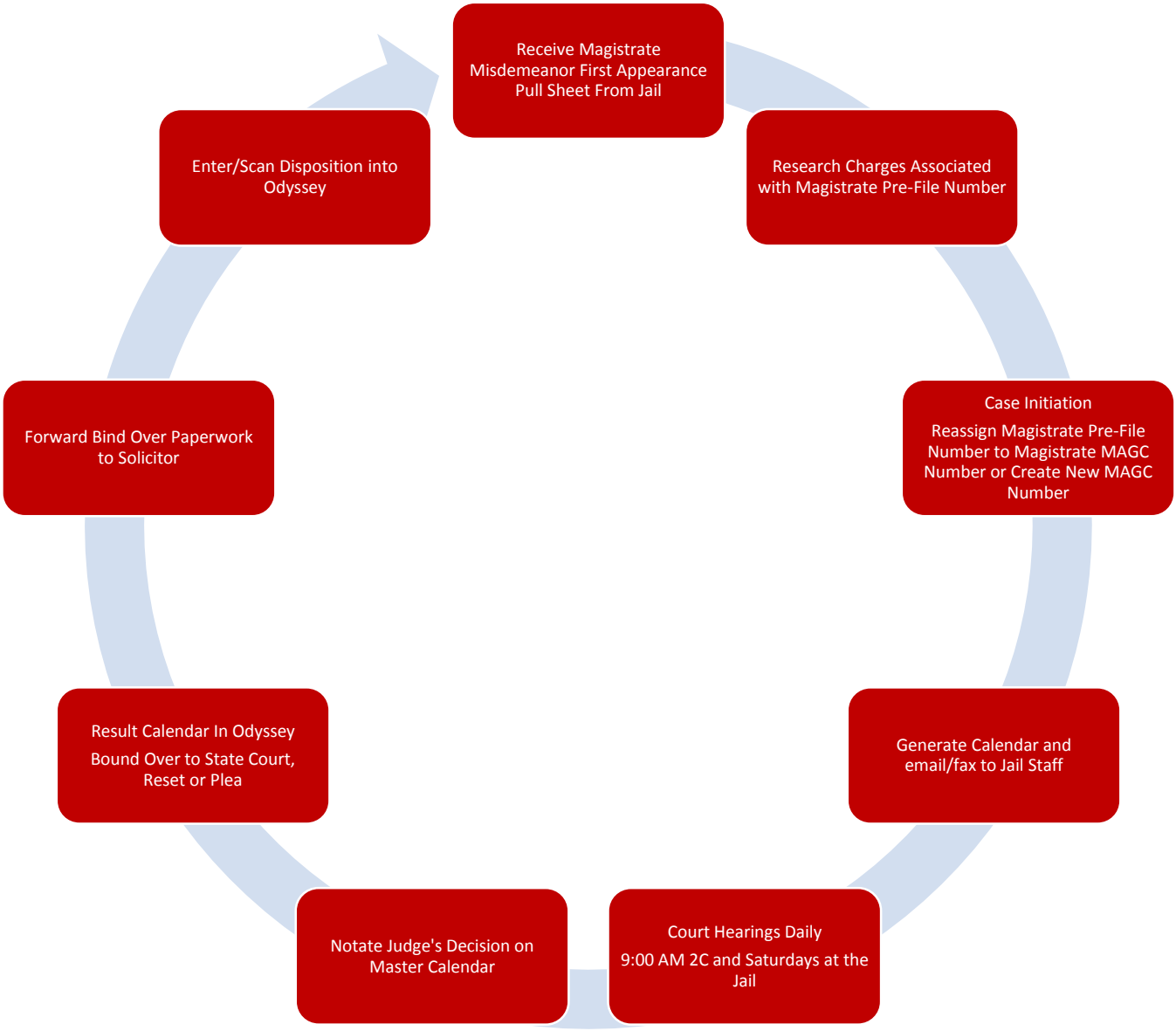
As of the end of September, 2015, there had been 3,557 Abandoned Motor Vehicle cases filed.[33] Each filing requires a three day turn around to get to the reviewer and a 30-45 day turn around to the plaintiff in order to conduct their public sale. Any slowdown in the clerk's office slows down the plaintiff tow companies, and keeps cars in their lots they cannot auction. The steps taken for each Abandoned Motor Vehicle case are:



[33] Case Filing Statistics Report, Fulton County, November 11, 2015.

First Appearance Hearings

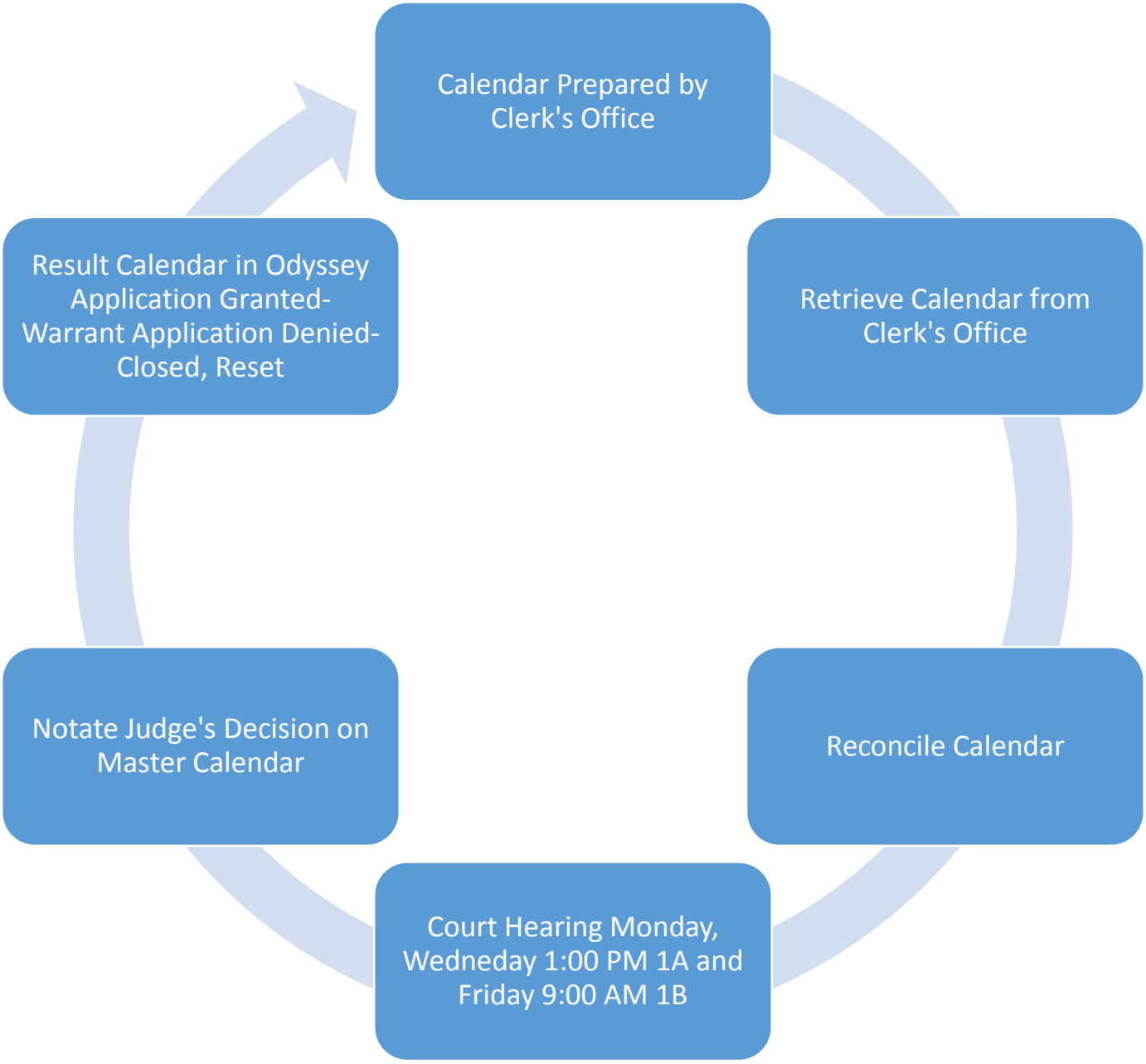
On the criminal side, the Magistrate Court conducts First Appearance hearings every weekday morning as well as on Saturdays at 9:00 am in the jail. By law, every inmate must be seen within 48 hours of arrest.[34] In 2013, the Fulton County Magistrate Court held 9,081 First Appearance hearings.[35] The steps taken for each First Appearance hearing are:



[34] O.C.G.A. §17-4-62 (2015)
[35] Administrative Office of the Courts.

Warrant Applications

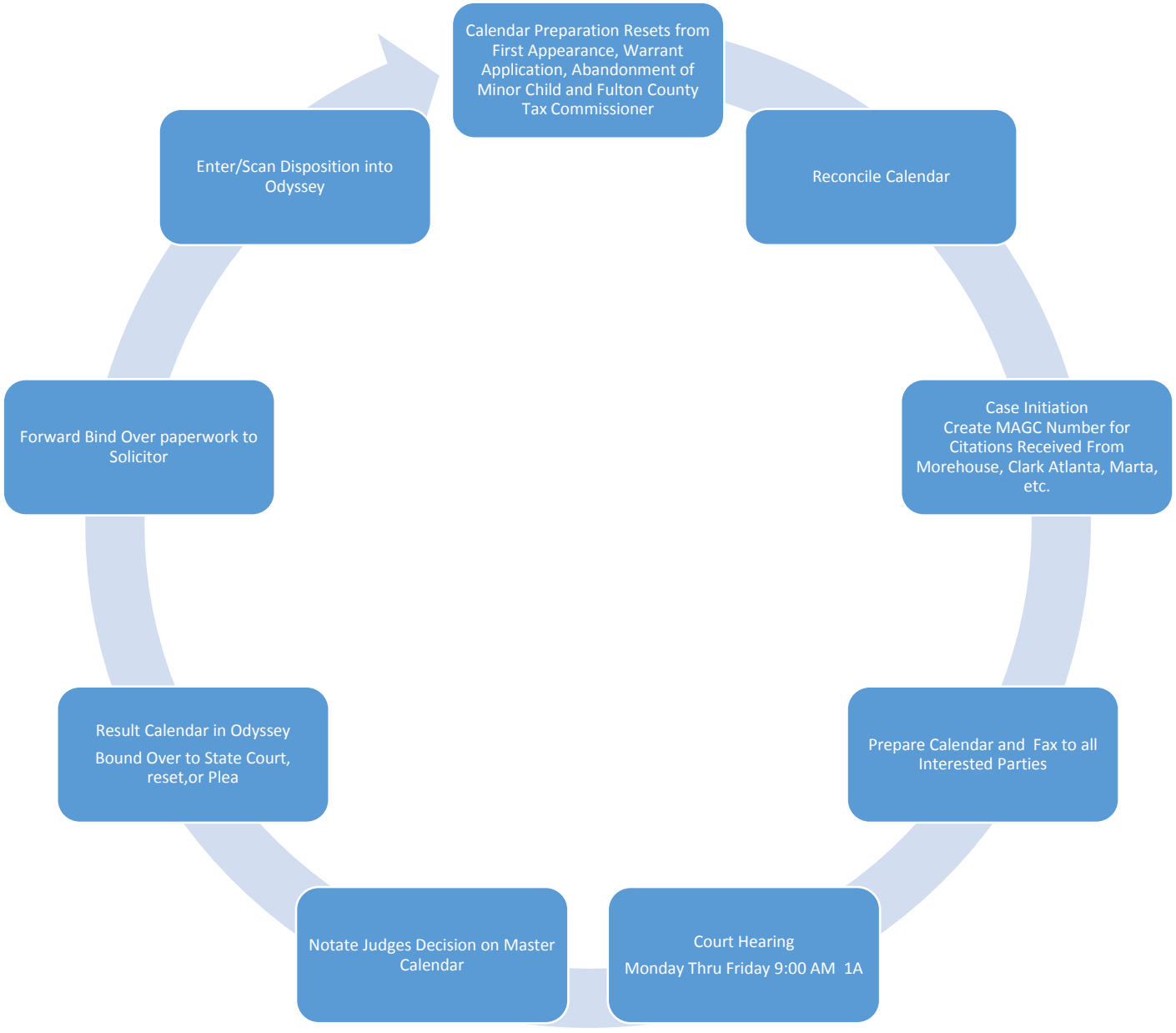
In 2013, there were 6,824 warrant application hearings held in Fulton County.[36] This was almost twice as many as the next nearest Magistrate Court, DeKalb County, which held 3,639.[37] The associated workflow for warrant applications is as follows:



[36] Administrative Office of the Courts.
[37] Id.

Magistrate All Purpose Calendar

Magistrate All-purpose Calendar allows defendants in jail or recently released an opportunity for case diversion prior to the matter being accused and Bound Over to State Court. At this stage, defendants in jail may request a preliminary hearing. This calendar also includes misdemeanor diversion compliance and ordinance violations. By the end of September, 2015, there had been 1,001 all-purpose cases filed in Fulton County.[38] The associated workflow for the all-purpose calendar is as follows:



[38] Case Filing Statistics Report, Fulton County, November 11, 2015

CLERICAL SUPPORT WORK PROCESSES

This chapter discusses the specific tasks performed the individuals within each job function. This is intended to help illuminate the workload associated with a Magistrate Court filing.

Calendar Unit

The calendar unit's responsibilities are primarily devoted to civil cases. For these cases, the responsibilities include making sure the defendant filed an answer before scheduling and making sure the defendant's address is correct and updating it if it is not. The employee must then determine on which calendar the case should be scheduled, (e.g., whether it should be non-jury, trial, default calendar, or peremptory), and schedule the case appropriately. Then the employee prints all notices and makes sure they are correct before mailing out each notice by hand.

Merely looking at dockets filed underestimates the workload of the calendar unit as each docket is handled at least twice. The employees are involved with the case when the answer is filed, preparing the file for court and when it returns from court. All cases have to be docket checked before they go to court to make sure all documents are in the file. Also, all documents have to be processed after they come from court with each case being indexed, scanned and all parties being mailed a copy of the judgment. Then each case is refiled after it is closed out.

Under the previous organizational structure, civil calendar unit employees spent approximately 90% of their time on Magistrate Court cases.

Writ of Possession

A specific task within the calendar unit involves the work relating to Writ of Possession filings. There are approximately 800 writ of possessions filed each week in the Fulton County Magistrate Court. For each writ, the paperwork must be prepared and sent to the Marshall's office for service. The caseload is such that paperwork must be sent to the Marshall's office twice a day.

The specific work involved in preparing a writ to be placed on a calendar is to separate the writs and put them in filing date order. Then, each stack must be examined to verify that the case number, plaintiff and defendant name and address are correct. It also must be verified that the plaintiff checked the correct box and their signature and telephone number are on the writ.

If defendant does not file an answer in a timely manner, then the plaintiff must file a notarized affidavit of non-military service showing that the defendant was not in the military at the time when they were to answer the dispossessory warrant. If one has not been provided, then the employee contacts the plaintiff through email or phone.

If an order has been signed by the Judge, the writ is issued according to the date on the order. If there is a consent agreement signed by the Judge, the plaintiff must provide a notarized affidavit of non-compliance letting the courts know that the defendant did not meet the terms of the consent agreement before the writ can be issued.

Once writs have been separated, dated, stamped with Judge Kirk's name, then the writs are put in the Marshal's basket for pick-up.

The problem writs are put to the side for further review. Writs that have court dates or certain dates to issue or pending late answers, letters or motions are put in separate baskets until they are ready to be issued.

Some writs may have a check or money attached. They are given to the clerk to generate a receipt for the Treasury Department.

Case Initiation

The case initiation function was performed by 6 employees under the combined State/Magistrate support structure. The persons responsible for case initiation for garnishments, small claims, and dispossessories determine the date the case was filed in to the court and enter this into the Odyssey system. If a case number is not automatically generated, then a case number is given (for dispossessory cases). The Plaintiff, Defendant(s), Garnishee, and Plaintiff's attorney information is then put into the system. This includes their name, address, and attorney bar number if indicated. Next the financial information is entered, including the attorney's fee and only the defendant's fee if initiating a Garnishment. Then the case is scanned in its entirety into Odyssey. Next the case is separated. Whichever documents belong to the courts are kept and everything else is sent to its appropriate location (Marshal's Dept. or Private Process Server).

The Case Initiation group handled over 76,000 Magistrate cases in 2014.

Case Managers

The Case Managers perform duties related to managing a court calendar for an assigned judge within the Fulton County Court System. Responsibilities include reviewing case files, tracking cases on a court calendar, and drafting court orders and other documents. Each case manager:

- Manages an assigned judge's court calendar, including scheduling dates and times for hearings, motions, and trials.
- Performs the duties of a floating Judicial Case Manager and delegates daily work assignments to staff as assigned.
- Drafts court orders and other documents for judge's review and official signature.
- Provides information to attorneys and other concerned parties regarding cases on court calendar.
- Retrieves and returns original papers to the courtroom, monitors and tracks cases on court calendar, and prepares various reports related to assigned cases.
- Plans, schedules, and advertises assigned court calendars for jury or non-jury trials, motions, bond arrangements, and judgments to be entered.
- Performs various duties in the courtroom, such as coordinating paperwork, recording dispositions, and providing technical guidance and information to attorneys as required.
- Updates criminal and statistical information, reports, and dispositions on the computer, and other criminal court systems as required.
- Responds to all inquiries, including notifying litigants and attorneys regarding dates and times of court cases.
- Researches and responds to requests of the assigned judge, including preparing appropriate correspondences related to assigned court cases.
- Checks the status of prisoners and prepares transit orders for the State Board of Corrections for inmates to appear in court.
- Acts as a liaison between departments and the assigned Judge as required.

The Case Manager is involved in the following calendars:

Calendars	Prepare	Conduct Calendar	Update
First (1st) Appearance	Yes	Yes	Yes
Magistrate All Purpose (MAP)	Yes	Yes	Yes
Magistrate All Purpose (MAP) Compliance	Yes	Yes	Yes
Bench	Yes	Yes	Yes
Treatment Diversion Court	Yes	Yes	Yes
*State All Purpose	No/Yes	Yes	Yes
*Warrant Application	No	Yes	Yes
*Abandonment Minor Child	No	Yes	Yes
*Environmental	No	Yes	No
*Traffic	No	Yes	No
* All Civil (Including Abandon Motor Vehicles and Dispossessory)	No	Yes	No

*These calendars are currently prepared by the clerks of the Criminal Division. A court date is given to the applicant at the time the case number is generated for Warrant Application and Abandonment of Minor Child calendars.

First Appearance

This calendar is prepared daily the morning of court, including Saturdays. A daily email is sent which contains the jail inmate report. From this report and paperwork, the First Appearance calendar is created daily. Once the hearing process is complete, the dispositions are entered on Odyssey and the paperwork is filed within the office in either the reset file cabinet or the dismissed cases file cabinet. The original calendar is kept on the reset file cabinet in date order. Each week, the total number of cases heard, reset, and bound over is prepared for statistical purposes.

Magistrate All Purpose

This calendar must be prepared by 2:00 pm the day before court to ensure that the Jail and the Sheriff's Department have knowledge of each inmate to pull for the court hearings. Most of these cases come from the First Appearance calendars and should already be scheduled for the next hearing. These cases are located in the reset file cabinet within the office. Once the hearing process is completed, the dispositions are entered in Odyssey. The cases that are bound over are separated and forwarded. All other cases are filed either in the reset cabinet or the dismissed file cabinet. Each week, the total number of cases heard, reset, and bound over is prepared for statistical purposes. After the calendar is prepared, it is emailed to the Solicitor, Conflict Attorney, Tax Commissioner, Pretrial, Superior Court Clerk's Office and Marshal's Department.

Magistrate All Purpose Compliance:

This calendar is prepared weekly on Monday for the Tuesday hearings. It is rare that an inmate will appear on this calendar; however in the event that there is an inmate, the Jail and the Sheriff's Department must have notice of the inmate to pull for court. This calendar must be prepared and delivered to the 9th floor by 2:00 pm on Monday. Once the hearing process is completed, the dispositions are entered on Odyssey and the paperwork is filed accordingly in either the reset file cabinet, the dismissed file cabinet, or placed on a bind over transmittal form for pick up by the Solicitor's Office.

Treatment Diversion Court (TDC):

This calendar must be prepared no later than Tuesday at 2:00 pm to ensure that the Jail and the Sheriff's Department have knowledge of inmates to pull for court for the following day, Wednesday. Once the hearing process is completed, the dispositions need to be entered in Odyssey. Each week, the total number of cases heard, reset, and bound over is prepared for statistical purposes. The cases that are bound over are separated and forwarded accordingly. The calendar is then emailed to jail records after court is completed to ensure the release of defendants whose cases have been adjudicated.

Bench Calendar

This calendar is prepared weekly and delivered No Later than 2:00 PM Wednesday for the Thursday hearings to ensure that the Jail and the Sheriff's Department have knowledge of each inmate to pull for the court hearings. Most of these cases come from the State All Purpose calendars and should already be scheduled for the next hearing. These cases are located in J-150. Once the hearing process is completed, the dispositions are entered in Odyssey. The cases are separated according to their respective results. The Calendar and any orders need to be emailed to Jail Records.

There are several areas where the workload of the case manager is increased by errors in other departments. Examples are, but not limited to, improper booking at the jail and not linking all or not properly separating charges associated with inmate's pre-filed nodes at First Appearance. Improperly placing charges in the wrong pre-file nodes is another example. Many times jail staff will place misdemeanor charges in a Superior Court pre-file node. When this happens the case manager must research the charges associated with the inmate and then create a "Classic Case" in Odyssey and add all associated charges. Warrants not being attached to case files can be problematic as well as warrants not being cancelled after someone has been arrested. In this case the result could be the re-arrest of a defendant. Such arrest causes a problem in different way. In this scenario, the case manager must research all documents and information in Odyssey along with finding out when and where the case was originated from and take it to the proper department for cancelation.

Cases not accused correctly and missing accusations are other examples of factors that increase the time to perform the case manager job. In this instance, extensive research must be done to find out what happened to the missing or additional charge/s before contacting the jail, the criminal division and the solicitors.

Citations being accepted by the clerk's office with past due court dates is an issue as well. Superior court transfer cases being received on or after the scheduled court date is another factor. Cases being received late becomes a problem when a defendant shows up for his scheduled court date and the paperwork is not readily at hand. Late paperwork can also result in court being delayed since someone must contact the clerk's office for them to track down the paperwork. A case number must then be generated and put on the add-on calendar for the individual case, all while being in court.

At times, improper subpoenas are received from the Solicitor's Office. When this happens the Solicitor's Office must be contacted so they can correct the subpoena/s before being input into the system. Charges not being entered when warrants are granted are factors as well. Similarly, charges not being removed that may have been dismissed are problematic. If there are missing sentence sheets, these must be created and printed for each individual case. All of these issues require research, and then the proper steps must be taken to correct the problem thus increasing the average time. Furthermore, scanning in orders and any other pertinent documents associated with each case also increases the average time.

Cashiers

The Cashiers are responsible for accepting the payments associated with cases. They accept payment, log it in, and reconcile the books on new Magistrate Court filings (Dispossessory, Civil Small Claims, Garnishments and Abandoned Motor Vehicles). They receive checks for each case and input them in an excel spreadsheet each day, then they remove the check for each case and place all checks in a stack and the cases in a stack. Each stack gets a copy of the spreadsheet attach to them. The check stack is then balanced and reconciled and passed on to the Treasury department. The case stack is passed to the initiation team to begin their process. All other State cases (State Garnishment, State Claims, State Forecloses, and Foreign Judgments) are rejected and an e-mail is sent to each firm or person explaining that all State case must be e-filed.

Payments are also received for DUI cases, Traffic cases, and Magistrate Court Criminal cases. Once each case and the corresponding money is received, the cashiers count, verify, batch, and record cash receipts in the proper drawers. They compile and process data for the assigned unit to complete. They also research discrepancies when clients do not send in the correct funds or do not send any funds. When this occurs, an e-mail or letter is sent out explaining that funds were short or the full amount is due. They also provide customer service and assistance.

It is difficult to ascertain the workload of the cashiers. Each of the more than 76,000 civil dockets filed in the Magistrate Court in 2014 would have at least a filing fee associated with it but also could have fees associated with service and other fees. The most meaningful metric for the cashier function however would be the relative number of filings between the Magistrate and State Court.

Criminal

The Criminal division is responsible for warrant applications and abandonment warrants. They schedule 25-40 cases per calendar and attend the calendars. The abandonment application calendar is held Wednesday at 9:00 am. The warrant application calendars occur Monday and Thursday at 1:00 pm and also Friday at 9:00 am. The employees in this unit must monitor any official changes to assigned courtrooms and court hearing times.

The employees in the Criminal unit must verify that all warrants meet the following criteria:

- Applicants and Respondents must be adults (age 17 or above)
- Jurisdiction: Crime committed in Fulton County
- Applicant must present picture ID/D.O.B
- Applicant must provide to the court : Full Name, Current Address and Description D.O.B of Respondent
- Current status of Report -Investigation by Law Enforcement has not resulted in arrest of either applicant or respondent
- Current status of Report-Investigation by Law Enforcement has not resulted in warrant being issued
- Current status of Criminal/Civil Court Cases involving Applicant/Respondent
- The Statute of Limitations to Submit Applications has not passed
- Expiration Date of Warrants Issued: Felonies 4yrs /Misdemeanors 2yrs
- Deposit Account Fraud Application Requirements
- No Eviction/Distress/Intruder's Applications
- Crimes Against Persons/Domestic Violence Applications Requirements
- Restrictions Against Cross Applicant/Respondent Warrant Applications
- Status of Temporary Protective Orders/Special Conditions Bonds applied to Applicant/Respondents
- Applicant address/phone information can be initially blocked when mailed to respondent but will be part of public record after case is dismissed by the court
- Applicants submitting Domestic Violence Applications can utilize the resources of the Fulton County's Solicitors Victim Assistance Program
- Fee Waived: Domestic Violence Applications
- Request to have Application Fee Waived/Paupers Affidavits
- Language Interpreter Requests

- Court Reporter Requests
- Media Requests

The employees in the Criminal unit must also communicate the following information to all applicants:

- The applicant's affidavit must briefly describe information about the criminal event, the date the criminal event occurred and the specific physical address where the event occurred
- The Applicants must be sworn in
- Police Reports, Evidence, Motions, and Documents cannot be attached to the application when initially submitted to the court
- Police Reports, Evidence, Motions, and Documents are submitted for consideration to the Magistrate Judge presiding on the bench for the application court hearing
- Receiving and Documenting Entry of Appearance-Motions-Notice of Conflict
- Magistrate Judges work on a rotating schedule and cannot be contacted by the applicant or respondent before the application court hearing
- Subpoenas can be provided to the applicants/respondents
- There is a limit on the number of subpoenas per application case
- Subpoenas for the Production of Documents can be provided to applicants/respondents
- Subpoenas can only be issued for adults
- Law Enforcement Officers officially subpoenaed to attend application court by the applicant/respondent must be personally served by the Fulton County Marshal's Department
- The Integrity of Application Process-Neutrality of the Court

The employees in the Criminal unit must also ensure the following requirements are met for abandonment warrants:

- Applicant must be custodial parent and/or have legal custody of the child
- Applicant must provide personal D.O.B. and/or SS# on AMC application
- Applicant must provide D.O.B. for Respondent
- Respondent must live in the state of Georgia

- Applicant must complete the CSE form and initiate a case with Child Support Enforcement
- Jurisdiction for Criminal Warrant Application vs Superior Court Child Support/Civil Cases

Workload can become heavy when there are batch filings such as by Furniture Rental Companies who haven't been paid. Many of these cases will end up being put in "monitored" status. This allows the case to be dismissed if the defendant pays. However, it also drives up the workload in a manner which is not captured by looking at case filing numbers alone.

Customer Service

The customer service unit receives incoming calls from the general public, other court jurisdictions, and law enforcement agencies and internally for both civil and criminal cases. From January 1, 2015 through December 15, 2015, the call center received over 100,000 calls. The average time spent with each caller was 3 minutes and 11 seconds. However, the maximum amount of time needed to help a citizen was over an hour.

Contact Service Queue Activity Report

1/1/2015 - 12/15/2015

Calls Presented	Avg / Max Queue Time	Calls Handled	Avg Speed of Answer	Avg / Max Handle Time	Avg / Max Time to Abandon
104,752	0:07:48 1:59:19	70,584	0:09:00	0:03:11 1:03:35	0:34:30 1:59:19

On average, employees in this unit receive over 400 incoming calls a day from the general public, other court jurisdictions, and law enforcement agencies and internally for both civil and criminal cases. The majority of the calls are related to dispossessory and traffic cases that have been bound over from Atlanta Municipal Court or other municipalities within Fulton County. The callers inquiring about a dispossessory usually ask about the court date, the answer of the tenant or a letter they have written to the Presiding Judge after a late answer or failure to appear. The traffic callers are also inquiring about a court date, fine amount, failure to appear, license suspension or information on how the bind over process actually works.

The amount of time each call takes varies by case type. If a call is pertaining to traffic it may take about five to seven minutes to answer depending on the information the caller provides. If the caller has no case number, citation number, or driver's license, the call can take longer. However, those calls are escalated to the immediate supervisor. If it is a case status check call and the caller has the case information, it can take about 1 to 2 minutes to complete.

The other official duties of the customer service unit encompass collecting fees and answer forms for garnishment cases, reviewing and accepting statement of claims, and proceeding against tenant holding over, personal property foreclosure, abandon motor vehicle and other legal documents submitted by the general public in accordance with the court procedures and allotted time frames. The employees in this unit also review incoming and outgoing mailed documents, such as dismissal, satisfaction of judgments, consent agreements and entry of appearance, for completeness and accuracy of information before file stamping them in office and as received. This unit also issues subpoenas via in person or incoming mail request as Deputy Clerks of the Court as required.

The responsibilities for mail include sorting it by the division, file stamping it, and placing it in that division's bucket. The units which depend on this work product are the treasury division if payments are attached, case initiation so that the case becomes a public record, and the Marshal's office if services upon the defendant are needed.

Under the previous organizational structure, the employees' workload was comprised of about 75% Magistrate Court calls. This was driven, in part, by the majority of Magistrate cases being pro se filers and many callers not understanding the court process and procedures.

Docket Unit

The Docket Unit is responsible for docketing services for small claims, garnishments, bills of sale for Motor Vehicles, and affidavits among other things. This unit also issues court dates for online dispossessory answers and forwards late answers to the judge to review. They are responsible for mailing copies of services and orders signed by the judge.

They prepare the dispossessory calendar by:

- Collecting all answers filed by Defendant/tenants that were provided with court dates

- Gathering each individual case file from Dispossessory Court Record's shelf which consists of pleadings (Summons and Answers or all other documents filed into the court)
- Stapling the Summons on one side and Dispossessory Answer filed by the defendant/tenant on the other side of each case file
- Drafting the calendar
- Crosschecking the calendar list with each case file's Answer
- If the document is not listed on the calendar, checking whether the case has been scheduled for court. If not, schedule the case for a hearing.
- After organizing the files scheduled for court, making sure the style of the case is correct
- Labeling each case on calendar and case file by type of case, as "CC" counterclaim, "BC" Bankruptcy, "RESP" Respondent, or "FC" Foreclosure on the Summons document and including the case label in the comments section on the calendar
- Labeling 4:00 PM calendar by case types - Judgment On the Pleading "JOP" (where the defendant did not provide any legal reason to the court for stopping rental payments), Respondent "RESP," Motion "MOT," Trial "TRL," and Foreclosure "FC,".
- Labeling each case in numerical order in correlation with the calendar list for that scheduled court date.
- Printing four copies of each calendar.
- After the completion of the 4:00 PM calendar, separating the documents from calendar by Trial, Motions, and "JOP" into different folders.

Someone from the docket unit must attend court to docket all orders signed and all documents filed in court and to enter reset notices and mail out orders from the signed folder. They also must docket dismissal, satisfaction of judgments, notice of intent and other documents for garnishments and small claims.

Additional responsibilities of the Docket Unit include dealing with garnishment answers, dispossessory affidavits, and dispossessory service. These each require entry into the case management system and then presentation to the presiding Judge for review. The Docket Unit must collect all the documents that requires the judge's review from the customer service department. They then gather the file for each individual case from the Dispossessory court record's shelf or order older files from the records department. They attach each correlated case summary

and case order form with the case file, separate each case by the type of requests, place it in its correlated folder, and contact the presiding judge by email or phone to inquire whether they are ready to review the cases.

If ordered to set hearing, they must set the case on the appropriate calendar based on the attorney handling the case, pro-se litigants, and late answers. There can also be specially set hearings.

IT

The IT group is responsible for all the technological equipment needed to run the Magistrate Court. This includes computers, PCs, printers, tablets, courtroom audio and video equipment, phones, copiers, scanners, barcode machines, and all the associated software and internet connectivity. The individual users of the technology have differing requirements based on their job functions. Therefore, the IT unit must be able to individualize each computer, tablet or PC to the specific task being performed. As an example, Odyssey won't work with Internet explorer 9 or higher. Therefore, any employees who need access to Odyssey cannot have the latest version of Internet explorer on their computers. Conversely, any computers which are compatible with eFiling, can only be run on Firefox and not on Internet explorer 9. As a result of the specificity of software needed on various computers, it is not necessarily possible for employees to simply use another machine if they should have issues with theirs.

The IT unit is called in if an employee encounters a software or hardware problem, for example if a spreadsheet won't work correctly. This means they must learn everyone's job to distinguish between an error message occurring as a result of a user mistake or one that is a system problem. They must be able to troubleshoot each job and know if someone accidentally clicked on something or if there is a true problem. This includes the self-help computers where occasionally customers will inadvertently reset certain settings and render the machines inoperable.

Another responsibility of the IT unit is in setting up, installing, running, and uninstalling all software on the machines used for training. Again, since each job function may require a different software application, the IT department must reset all the training computers after each class.

The IT group also supports all the Magistrate Court Judges. Due to the nature of their job, Magistrate judges are available 24 hours a day to issue warrants. Consequently, any IT issues that occur must be handled irrespective of the time of day or day of the week. If there are any technological problems with an electronic warrant being

issued from an off-site location, the IT department must be available to trouble-shoot and correct the problem. The judges and management also have cellphones that must be maintained by the IT group.

Any supplies needed for the technological equipment is also the purview of IT. They order all the supplies for the printers, adapters, and software. They also must ensure the inventory of all the equipment is accurate and complete. All updates must be done through IT since individual employees do not have administrator rights.

The IT group also maintains the Magistrate Court presence on the web. Calendars must be up to date and all information must be timely. They post any articles or updates to the website that the Magistrate Judges request.

If a virus should happen to invade a computer, the IT unit is responsible for backing up all the data, saving everything, and reimaging the computer and reinstalling the data and software.

A major issue for IT is with the timing of setups or updates. If many people need to be set up with new passwords, software, or updates, it is unrealistic for a single person to be able to complete all the work in a timely fashion, especially given that all the other IT demands do not go away.

Judicial Assistants

The judicial assistants serve the magistrate judges by doing all necessary research for cases and drafting Orders when cases have been adjudicated, essentially performing law clerks functions. There are 9 full-time Magistrate Judges, 9 part-time Magistrate Judges, and 4 Senior Magistrate Judges in the Atlanta Judicial Circuit and, currently, only one judicial assistant in the Magistrate Court.

The judicial assistant is the person responsible for scheduling the part-time Magistrate Judges, and therefore, must be aware of how all the calendars are flowing in order to be able to call in additional judges as needed. The judicial assistant must also be able to field inquiries about individual cases. Therefore, this person must be knowledgeable about all the dockets on both the civil and criminal calendars.

The position of judicial assistant is essential to the judges being able to successfully dispose of cases. The job functions as the problem-solver for the legal as well as the logistical issues within the Magistrate Court. The Fulton County Magistrate Court faced a 2014 caseload of over 85,000 dockets which were handled by a total of 22 different judges. This compares to the reported 2014 caseload in Fulton County State Court of 9,559 handled by

10 judges. In order to effectively support the workload in the Fulton County Magistrate Court, the minimum number of judicial assistants and/or staff attorneys recommended for the Magistrate Court is 13. This is based on the current number of combined judicial assistants and staff attorneys which is 21. Since the Magistrate Court in Fulton County handles 62% of the total dockets filed between State and Magistrate Court, it is recommended that the support for the judges be allocated concomitantly.

Managers

The managers oversee various units and are responsible for the employees and their work product. The managers do a wide variety of tasks such as resolving escalated customer complaints and developing procedures and processes for day to day operations in all units. They also maintain supply inventory, process work orders, order forms, and create forms. The managers process abandoned motor vehicle orders and supplemental pleadings (pleadings forwarded to chief judge for review), as well as respond to hundreds of emails a day and voicemails (average 15-20 a day), for which a 24 hour response is required.

Additional responsibilities include deciding whether or not writs of possession should be recalled, which would stop an eviction based on pleadings filed by parties. They respond to Marshal's onsite inquiries if eviction should proceed forward. They also respond to all State and Magistrate Court judges' and case managers' inquiries. Managers are responsible for resolving their concerns or fulfilling their request.

The managers are the ones who transfer cases from one judge to another and reassign judges when recusal orders are entered. They act as Chief Clerk in the absence of the Chief Clerk. They also resolve employee conflicts, track employee attendance, and make disciplinary recommendations.

When tasks are not completed due to employee shortages, the managers step in and do any phase of work needed. They enter and scan documents into Odyssey, review cases and orders to determine if writ of possessions can be processed, and if so, complete the clerk's portion of documents and stamp with judges signature prior to forwarding to the Marshall's Department

They also step in and schedule cases for court for all case types. Once scheduled, they merge notices on Odyssey system, stuff envelopes, and forward to mailroom. Similarly, they initiate all cases types into the Odyssey system

(entering, scanning, adding financials, separating paperwork and forwarding to process server/Marshal's office for service, and sending remaining paperwork to records for filing).

The managers also process Clerk certificates of non-payment to DDS for license suspensions on accident cases, process answers through the electronically filed vendor (connect 2 court), and prepare the calendar for dispossessory court hearings (verifying all paperwork, coding cases, and assembling calendar). They process hundreds of orders received back from the presiding judge by entering, scanning, making copies for all parties, and forwarding originals for filing.

When short-staffed, the managers will assist customers at the front counter during high volume hours and even help with answering telephones through IPCC software.

Records

The Records unit is responsible for filing all the paperwork associated with each case in the Magistrate Court. They receive their work in tubs which they must then separate by case number and file. There are many pieces of paper comprising any given file. There could be Orders, Motions, Claims, Answers, and Affidavits, just to name a few documents, associated with each and every docket filed. Thus, to simply look at the number of cases filed in a given year, such as the 85,796 dockets filed in 2014 in the Fulton County Magistrate Court, does not give an accurate measure of the amount of paperwork the Records unit must file. Furthermore, the documents that must be filed are not restricted to any one calendar year. Cases can remain open for multiple years with additional filings over time.

In addition to filing, they are also responsible for pulling the cases for court. When they pull the file they have to make sure all the records are correct with no documents missing or erroneously included. After court, they must also refile all the cases.

To give a general idea of the Records unit workload, a report was generated by Odyssey to show the number of documents entered and scanned into the case management system year to date for 2015[39] by the 39 employees outlined to transition to Magistrate Court. The total number of documents scanned was 184,893 and the total number of pages was 324,965. The Records unit would have to file every one of these pages.

[39] As of December 15, 2015.

Treasury

The Treasury unit provides general financial support functions. They verify and reconcile financial items with 100% accuracy for deposits. They also refund supersedes cash bonds, process high volumes of writs payments daily, process large volumes of lockbox payments for garnishment cases daily, and respond to calls and emails for garnishment accounts daily. In addition, they receive counts and verify garnishment batches, record cash receipts, prepare correspondence and prepare accounts for disbursements of checks.

The Treasury unit balances the cash registers for TG100 and TG600. They also provide customer service for criminal fine customers in TG100 and TG600 as well as assist vendors and Fulton county personnel. Furthermore, they recalculate and research problem accounts while maintaining customer records and information. They also must process returned checks.

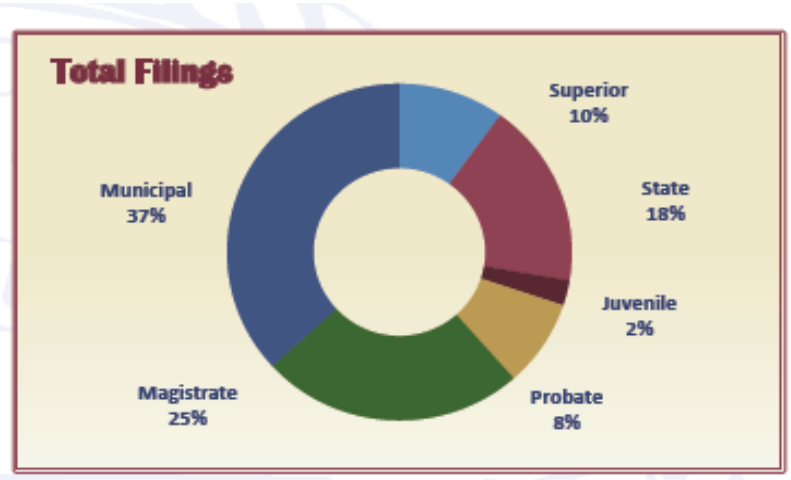
The Treasury Department is involved in some way in almost every single docket in Fulton County. Again, simply looking at docket filings, while giving an idea, does not give the full picture of the work completed by the Treasury unit. Cases such as Garnishments and Abandoned Motor Vehicles are very time consuming and require the Treasury employees to deal with them on multiple occasions per case.

This unit processes over 20,000 checks monthly, which in turn have to be reviewed by clerks to verify the funds are eligible to be disbursed. The funds must then be dispersed to plaintiffs within the statutory time frame which, in most cases, is within 16 days.

WORKLOAD

According to caseload data collected but the Georgia Administrative Office of the Courts for their Annual Report on Georgia Courts for FY2014, criminal and civil caseloads have decreased over the last five years which mirrors the national trend. However, the complexity of and judge time invested in managing and resolving cases has increased. Self-represented and limited English proficiency participants impact court resources across all classes of courts. Use of court interpreters and litigant assistance in completing forms and following court business processes are challenges that many courts face.[40] This is especially true in Magistrate Courts where the majority of the cases are filed pro se. Georgia's limited jurisdiction courts handle approximately 90 percent of all cases in the state, with municipal and magistrate courts accounting for 62 percent of Georgia court filings.[41] The largest volume of workload for Magistrate courts is generated by arrest warrants (felony and misdemeanor), small claims, and dispossessory cases.[42]

Percentage of Total Filings by Class of Court, CY 2013

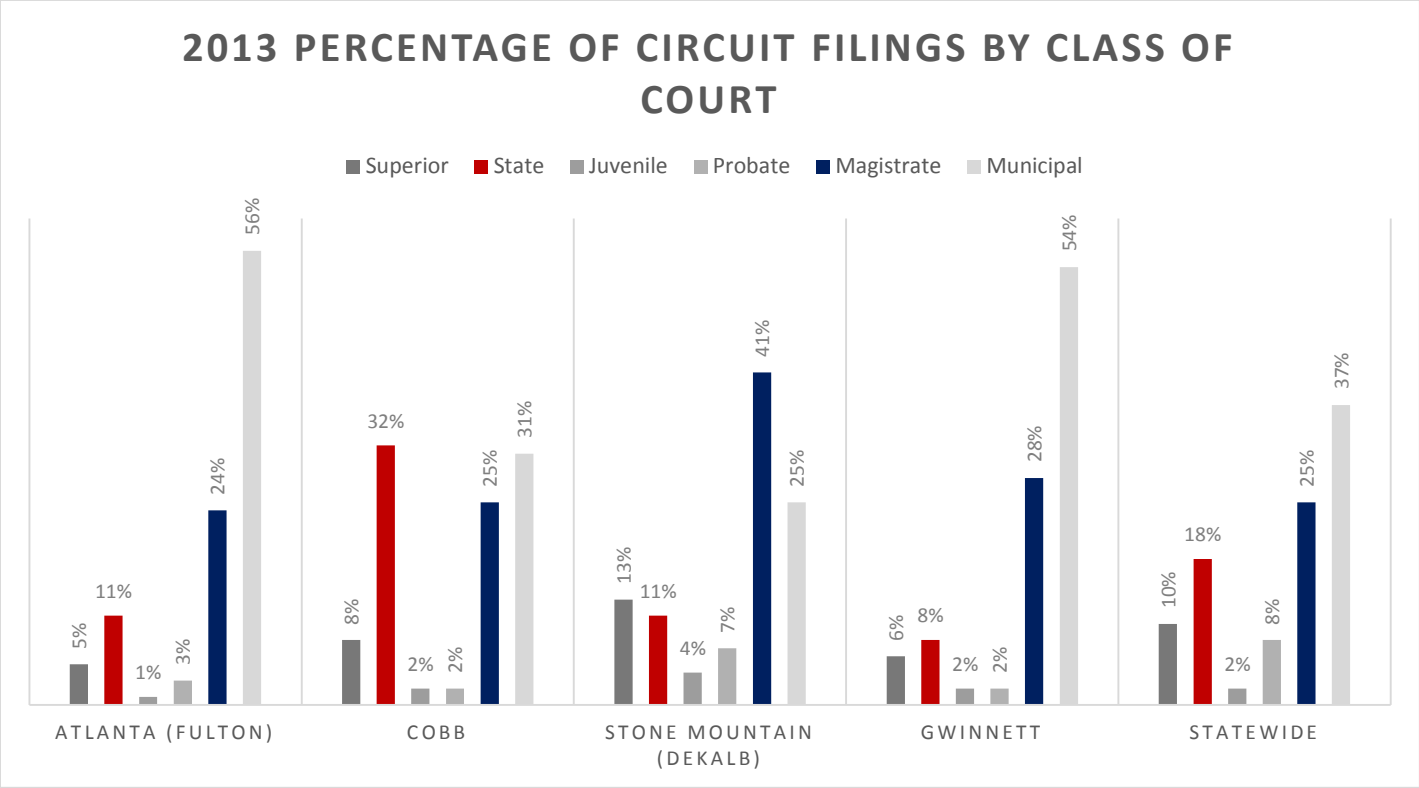


Judicial Council of Georgia, Administrative Office of the Courts, Annual Report, Georgia Courts, FY2014

As can be seen in the chart below, in 2103[43] Fulton County's Magistrate Court accounted for nearly the same percentage of total filings within its circuit as the statewide average. In the Atlanta Judicial Circuit, which is

[40] http://www.georgiacourts.org/sites/default/files/Annual%20Reports/FY_14%20Report.pdf
[41] http://www.georgiacourts.org/sites/default/files/Annual%20Reports/FY_14%20Report.pdf
[42] http://www.georgiacourts.org/sites/default/files/Annual%20Reports/FY_14%20Report.pdf
[43] The Annual Report for FY2014 was the latest available. Later in the report, other data for 2014 is used where it has now become available.

comprised solely of Fulton County, the Magistrate Court filings account for 24% of the total filings in the circuit. This is analogous to the statewide average of 25% of total filings being Magistrate. However, the State Court filings in Fulton County account for only 11% of the total filings, well below the statewide average of 18%.

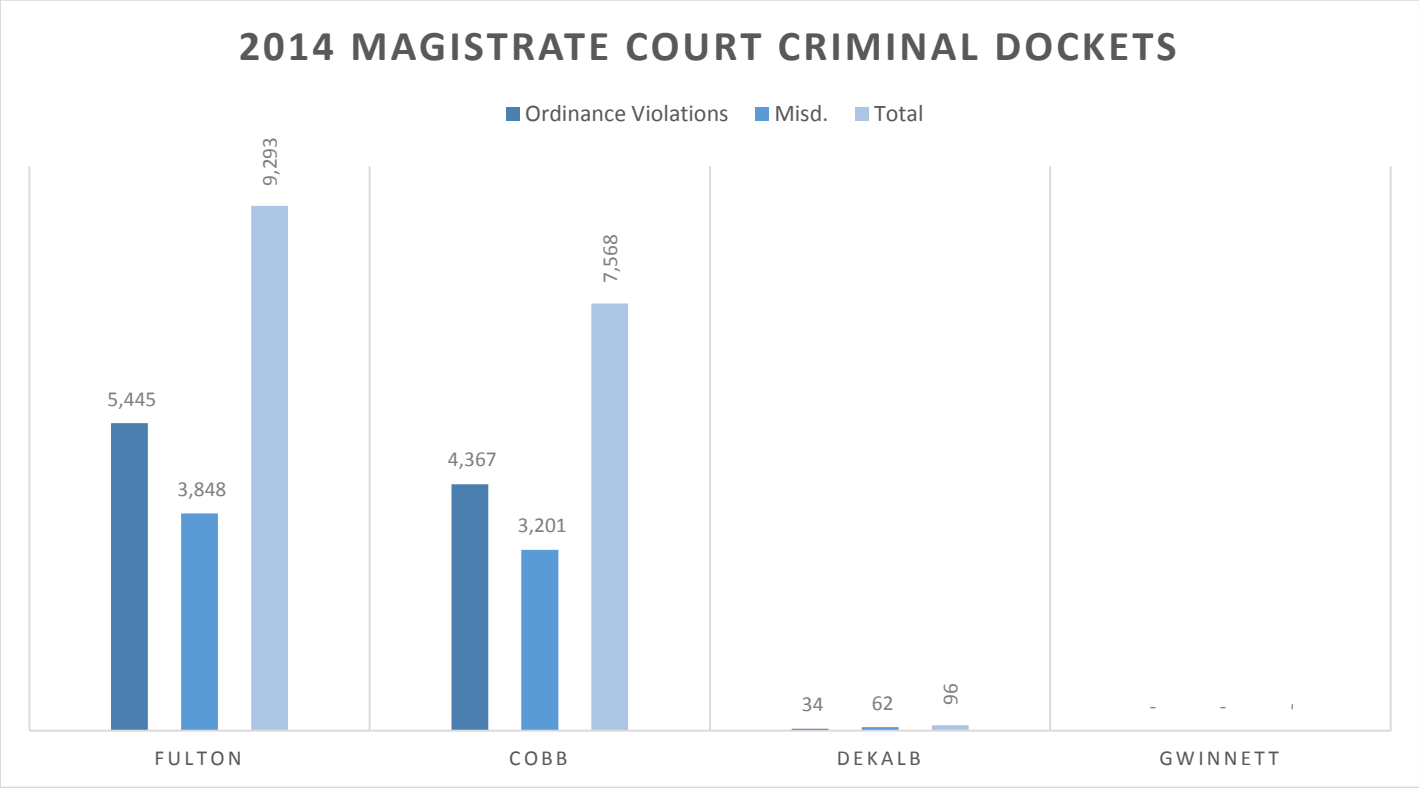


Source: Administrative Office of the Courts, Annual Report FY2014

Thus, any clerical support allocation between the Magistrate and State Courts in Fulton County should take into account the percentage of total filings handled within each court. That is, it should take into consideration that the Magistrate Court responsible for more than twice the percentage of total filings.

MAGISTRATE COURT CASELOADS

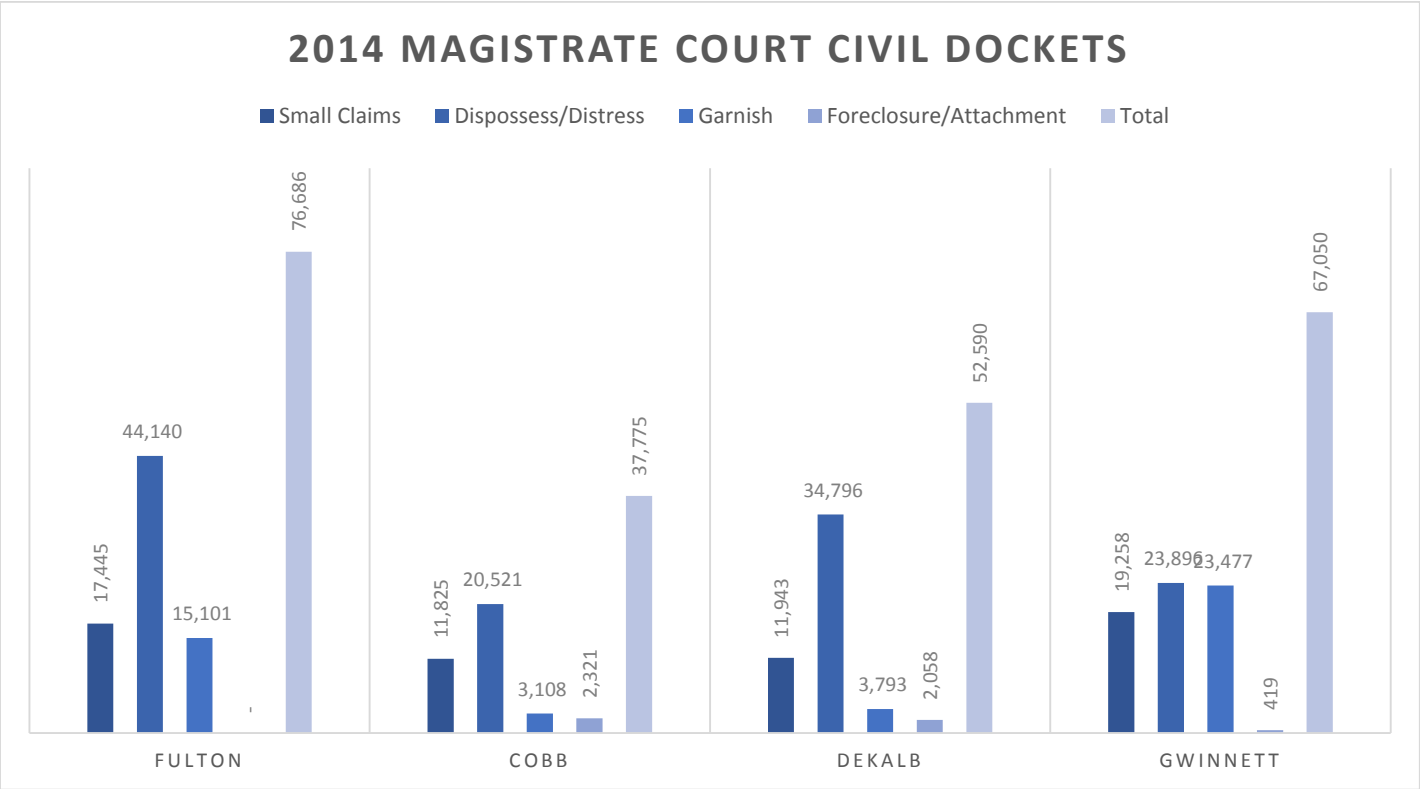
To understand the relative workload of the Fulton County Magistrate Court, the Administrative Office of the Courts caseload data from 2014[44] was utilized for comparisons across the selected counties. The charts below show both Criminal and Civil dockets for the Magistrate Courts in the comparison counties.



Source: Administrative Office of the Courts, Caseload reports FY2014.

It is clear that the Fulton County Magistrate Court handles the most criminal dockets of any of the comparable counties. The next chart shows the civil caseloads of all the comparison counties.

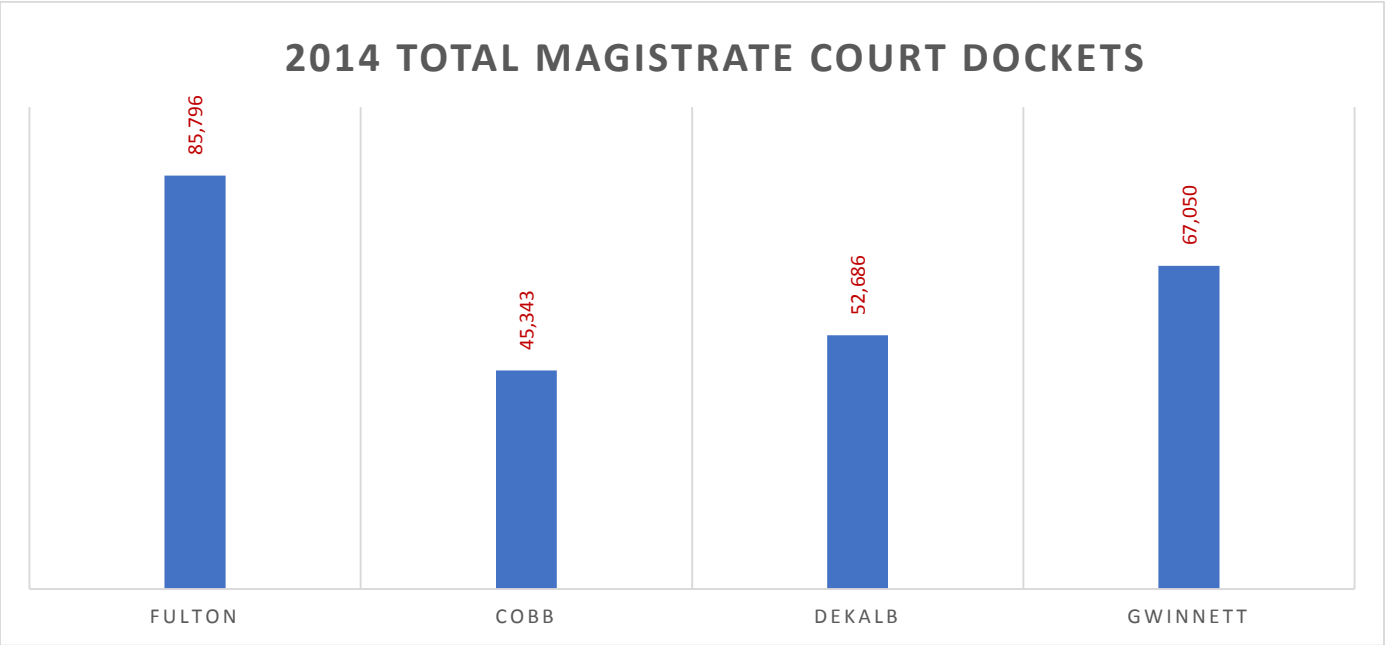
[44] For these data 2014 was the latest data available as of the writing of this report.



Source: Administrative Office of the Courts, Caseload reports FY2014.

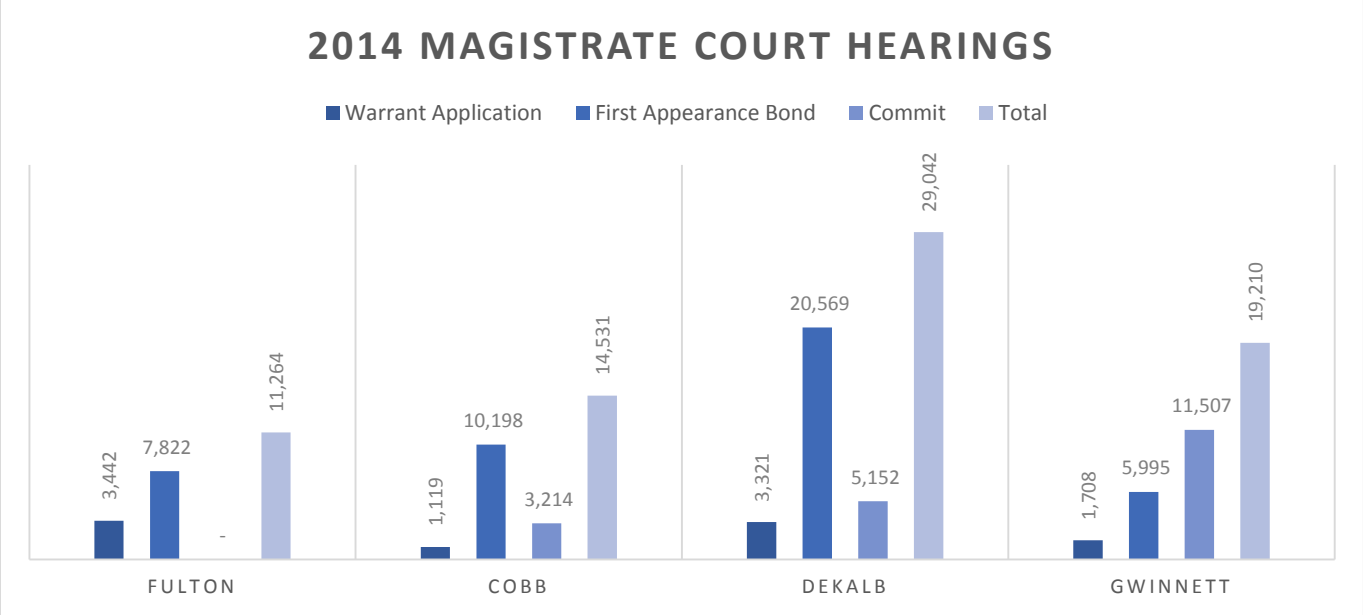
Again, the Magistrate Court Civil dockets for Fulton County are significantly greater than those of the comparable counties. The civil dockets are comprised of small claims cases, dispossessories, garnishments, and foreclosures. Each county independently decides how a docket is classified, so it is most instructive to look at the totals.

Combining both Criminal and Civil dockets shows the workload generated by Magistrate Court activity for each comparison county. In 2014, the Fulton Magistrate Court handled the greatest number of Magistrate Court dockets of any of the comparable counties.



Source: Administrative Office of the Courts, Caseload reports FY2104.

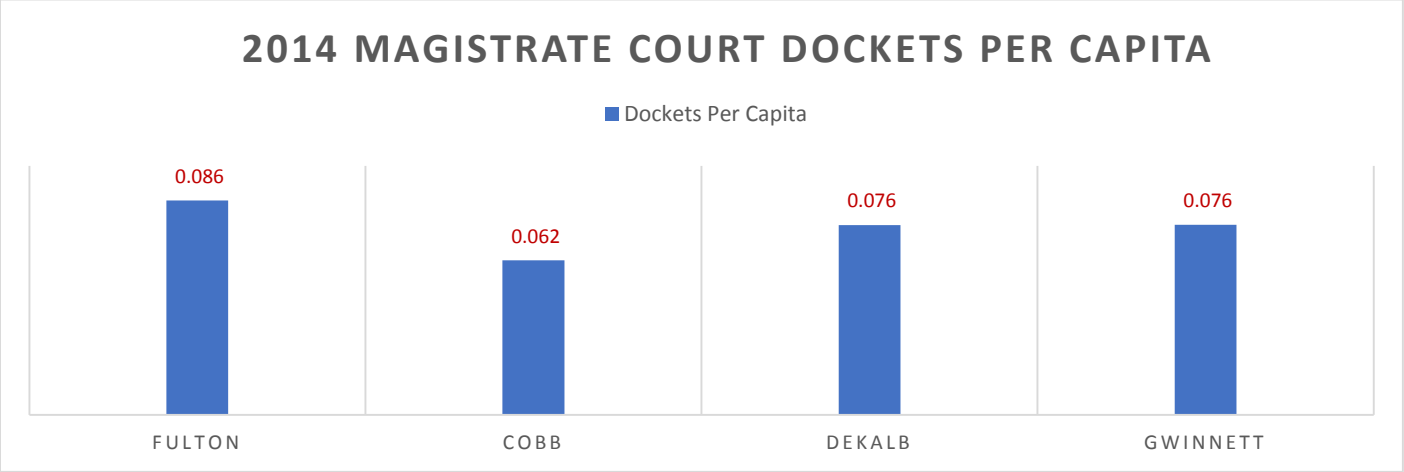
However, in addition to dockets, the Magistrate Court is also responsible for hearings. The following chart shows the workload associated with hearings.



Source: Administrative Office of the Courts, Caseload reports FY2014

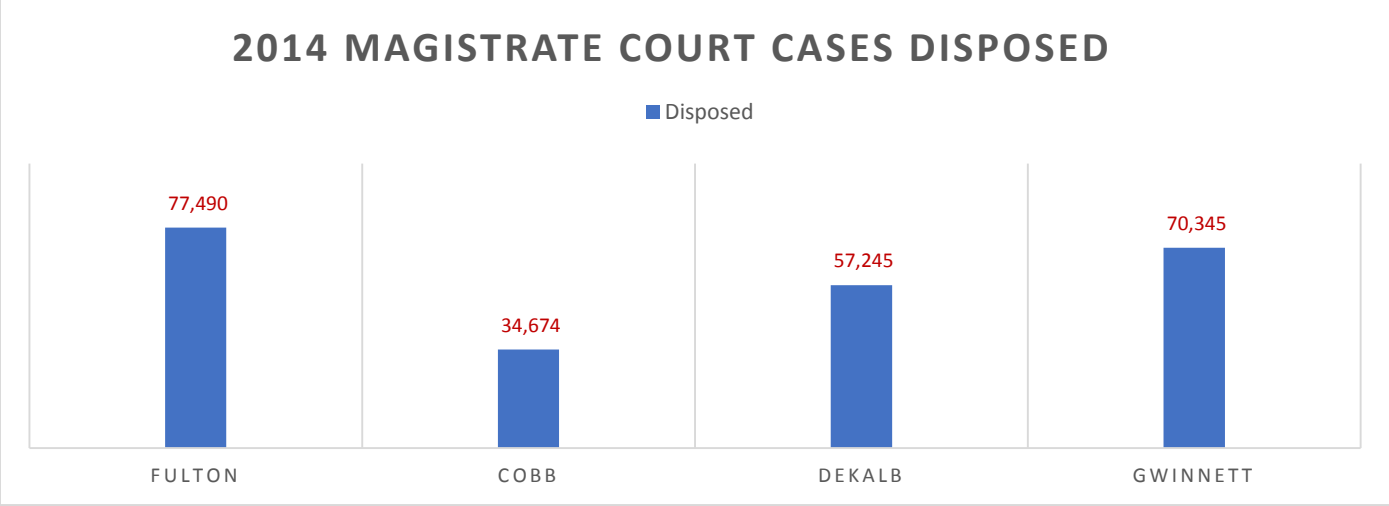
The greater workload in Fulton County is to be expected as it is the most populous county in Georgia. Therefore, the caseloads were adjusted on a per capita basis to account for the size differential.

As can be seen in the following chart, on a per capita basis, Fulton County has more activity than any of the other comparison county Magistrate Courts. Thus, the higher level of dockets in Fulton County is attributable both to its size and to the fact that its citizens utilize the Magistrate Courts at a greater rate than their peers.



Source: Administrative Office of the Courts, Caseload reports FY2014

As a further metric of the activity level of the Fulton County Magistrate Court, it is noted that Fulton County also leads all comparable counties in the number of dockets disposed.



Source: Administrative Office of the Courts, Caseload reports FY2014

The above comparisons all show that the Magistrate Court in Fulton County is extremely busy. Compared to other courts of similar sizes and demographics, the Fulton County Magistrate Court has more cases filed and disposes of more cases than any other Magistrate Court.

To estimate the clerical staff needed to support the workload of the Fulton County Magistrate Court, we analyzed the clerical support utilized in comparable courts. Cobb County is our only comparable government that segregates court administrative staff by court. The other comparable governments share clerical resources among the various courts.

Dockets Handled per Clerical Employee				
	Dockets	FTE	PTE*	Docket/Employee
Cobb	45,343	42	10	964.7

Source: Administrative Office of the Courts, Caseload reports FY2014; 2015 Budget Document, Cobb County, Georgia; Conversation with Cobb County Court Administrator. *The 10 PTE were converted to 5 FTE for this analysis

Dockets Handled per Clerical Employee	
Fulton County Magistrate Dockets	85,796
Dockets/Employee	964.7
Estimated Clerical Employees	**89**

Source: Administrative Office of the Courts, Caseload reports FY2014

Therefore, based on the workload faced by the Fulton County Magistrate Court and the staffing of the comparable court in Cobb County, the number of clerical employees needed to meet the workload is estimated to be 89.

The next section will give an overview of the relative workload of the Fulton County Magistrate and State Courts. While the Fulton County State Court was not directly evaluated and there were no interviews of anyone supporting the State Court, the following data is provided as a means for decision-makers to gauge the relative caseloads and concomitant work.

FULTON COUNTY RELATIVE CASELOADS

This chapter details the relative workload of the Fulton County Magistrate and State Courts based on the data reported to the Administrative Office of the Courts for Georgia. The following chart shows the total number of dockets filed in both the Fulton County State Court and the Fulton County Magistrate Court for the years 2010 – 2013[45].

Criminal and Civil Dockets[46]		
	State	**Magistrate**
2010	103,255	130,505
2011	75,514	135,542
2012	84,438	128,453
2013	59,013	133,219

Source: Administrative Office of the Courts, Caseload reports FY2010-FY2013

The percentage of the total workload handled by each court is shown below:

Percent of Criminal and Civil Dockets Handled		
	State	**Magistrate**
2010	44%	56%
2011	36%	64%
2012	40%	60%
2013	31%	69%
Average	38%	62%

Institute of Government faculty used the percentage of dockets handled to estimate the number of employees needed for each job function, excluding the employees for the Self-Help center, Transfers, Court Reporting, Administration, and Interns. The Judicial Assistants and Staff Attorneys were included although the reorganization of the Magistrate and State Courts does not currently contemplate this.

[45] Data for 2014 was excluded due to missing data from the Fulton County State Court.
[46] Administrative Office of the Courts, Caseload Reports CY2010-CY2013

	Current Total	*Allocated to State Court*	*Allocated to Magistrate Court*
Calendar Unit	7	3	4
Case Initiation	6	2	4
Case Managers	20	8	12
Cashiers	2	1	1
Criminal Clerks	13	5	8
Customer Service	9	3	6
Docket Unit	9	3	6
IT	2	1	1
Judicial Assistants/ Staff Attorney	21	8	13
Managers	14	5	9
North Annex	3	1	2
Records	8	3	5
South Annex	3	1	2
Treasury Department	8	3	5
Total	125	47	**78**

The level of dockets handled by both the Fulton County Magistrate Court and the State Court should be taken into account when decisions are made as to clerical support needs. Under this analysis, the Magistrate Court would need 78 clerical support employees.

FINDINGS

The Magistrate Court in Fulton County has the heaviest workload of any comparable Magistrate Court in the state of Georgia on both a total docket basis and a per capita basis. The high level of dockets in Fulton County is attributable both to its size and to the fact that its citizens utilize the Magistrate Courts at a greater rate than citizens in peer communities. Compared to other courts of similar sizes and demographics, the Fulton County Magistrate Court has more cases filed and disposes of more cases than any other Magistrate Court.

To estimate the number of clerical positions Fulton County's Magistrate Court may need, this report utilizes two different methodologies. These two methodologies created a range of clerical personnel the Court would need. The first is an efficiency measure: dockets per full-time clerical employee. We rely on our comparable government, Cobb County, as the basis from which to estimate the number of clerical employees for Fulton County. Cobb County is the only comparable government we used for our ratio analysis because it is the only one that segregates court administrative staff by court in the county budget.

There were 45,343 dockets filed in the Cobb County Magistrate Court in 2014[47]. These dockets were processed by a support staff of 47 full-time-equivalent (FTE) employees.[48] Therefore, each employee handled 964.7 dockets. We used this figure to calculate the number of clerical employees needed for the Fulton County Magistrate Court.

Dockets Handled per Clerical Employee in 2014	
Fulton County Magistrate Dockets 2014	85,796
Dockets/Employee	964.7
Estimated Clerical Employees	**89**

Source: Administrative Office of the Courts, Annual Report FY2014

The second methodology distributes the clerical staff for the Magistrate and State Court based on the relative number of dockets for each court. This methodology assumes the time and effort required of the dockets are similar. We also analyzed the caseloads of the Fulton County Magistrate Court and State Court and found that the Fulton County Magistrate Court handles 62% of the total dockets filed in the Magistrate and State Courts of

[47] Administrative Office of the Courts, Annual Report FY2014.
[48] This number is comprised of 42 full-time employees and 10 part-time employees per Deena Fincher, Court Administrator.

Fulton County. We applied this percentage to the 125 employees serving these courts, excluding certain categories[49], resulting in 78 support employees designated for the Magistrate Court.

Allocation of Clerical Employees	
Fulton County Magistrate Dockets 2014	62%
Current Total Employees	125
Estimated Clerical Employees	**78**

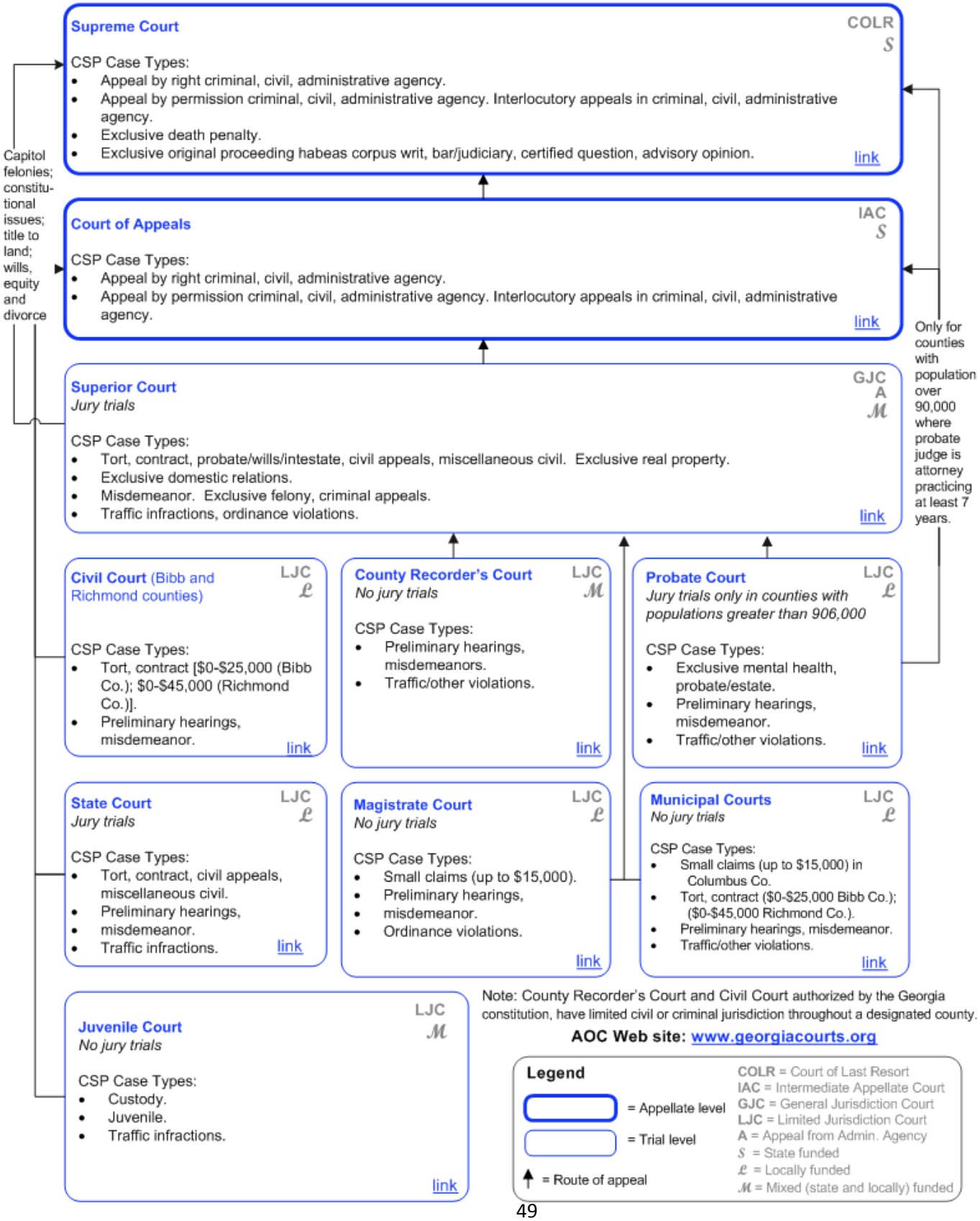
Source: Administrative Office of the Courts, Annual Report FY2014

Our analysis indicates that the Magistrate Court requires between 78 and 89 support employees.

[49] Self-help center, Appeals, Transfers, Court Reporter, Administration and Interns were not included.

Appendix A

Georgia


Supreme Court
COLR
S
CSP Case Types:
• Appeal by right criminal, civil, administrative agency.
• Appeal by permission criminal, civil, administrative agency. Interlocutory appeals in criminal, civil, administrative agency.
• Exclusive death penalty.
• Exclusive original proceeding habeas corpus writ, bar/judiciary, certified question, advisory opinion.
link
Capitol felonies; constitu-tional issues; title to land; wills, equity and divorce
Court of Appeals
IAC
S
CSP Case Types:
• Appeal by right criminal, civil, administrative agency.
• Appeal by permission criminal, civil, administrative agency. Interlocutory appeals in criminal, civil, administrative agency.
link
Only for counties with population over 90,000 where probate judge is attorney practicing at least 7 years.
Superior Court
Jury trials
GJC
A
M
CSP Case Types:
• Tort, contract, probate/wills/intestate, civil appeals, miscellaneous civil. Exclusive real property.
• Exclusive domestic relations.
• Misdemeanor. Exclusive felony, criminal appeals.
• Traffic infractions, ordinance violations.
link
Civil Court (Bibb and Richmond counties)
LJC
£
CSP Case Types:
• Tort, contract [$0-$25,000 (Bibb Co.); $0-$45,000 (Richmond Co.)].
• Preliminary hearings, misdemeanor.
link
County Recorder's Court
LJC
M
No jury trials
CSP Case Types:
• Preliminary hearings, misdemeanors.
• Traffic/other violations.
link
Probate Court
LJC
£
Jury trials only in counties with populations greater than 906,000
CSP Case Types:
• Exclusive mental health, probate/estate.
• Preliminary hearings, misdemeanor.
• Traffic/other violations.
link
State Court
LJC
£
Jury trials
CSP Case Types:
• Tort, contract, civil appeals, miscellaneous civil.
• Preliminary hearings,
• misdemeanor.
• Traffic infractions.
link
Magistrate Court
LJC
£
No jury trials
CSP Case Types:
• Small claims (up to $15,000).
• Preliminary hearings,
• misdemeanor.
• Ordinance violations.
link
Municipal Courts
LJC
£
No jury trials
CSP Case Types:
• Small claims (up to $15,000) in Columbus Co.
• Tort, contract ($0-$25,000 Bibb Co.); ($0-$45,000 Richmond Co.).
• Preliminary hearings, misdemeanor.
• Traffic/other violations.
link
Juvenile Court
LJC
M
No jury trials
CSP Case Types:
• Custody.
• Juvenile.
• Traffic infractions.
link
Note: County Recorder's Court and Civil Court authorized by the Georgia constitution, have limited civil or criminal jurisdiction throughout a designated county.
AOC Web site: www.georgiacourts.org
Legend
= Appellate level
= Trial level
= Route of appeal
COLR = Court of Last Resort
IAC = Intermediate Appellate Court
GJC = General Jurisdiction Court
LJC = Limited Jurisdiction Court
A = Appeal from Admin. Agency
S = State funded
£ = Locally funded
M = Mixed (state and locally) funded

Idaho

Supreme Court
Assigns cases to the Court of Appeals

COLR
A
S

CSP Case Types:
- Appeal by right criminal, civil. Exclusive administrative agency.
- Exclusive appeal by permission criminal, civil, limited administrative agency. Interlocutory appeals in criminal, civil, administrative agency.
- Exclusive death penalty.
- Original proceeding writ application. Exclusive bar discipline/eligibility, judicial qualification, certified question.

link

Court of Appeals

IAC
S

CSP Case Types:
- Appeal by right criminal, civil.

District Court
Jury trials

GJC
A
M

CSP Case Types:
- Tort, contract, real property rights ($10,000 – no maximum), miscellaneous civil.
- Exclusive felony, criminal appeals.

link

Magistrates Division
Jury trials

LJC
M

CSP Case Types:
- Tort, contract, real property rights ($0 - $10,000), miscellaneous civil. Exclusive small claims (up to $5,000), probate/estate, mental health.
- Exclusive domestic relations.
- Exclusive preliminary hearings, misdemeanor.
- Exclusive juvenile.
- Exclusive traffic/other violations.

Note: The Magistrates Division of the District Court functions as a limited jurisdiction court.

AOC Web site: www.isc.idaho.gov

Legend

= Appellate level
= Trial level

COLR = Court of Last Resort
IAC = Intermediate Appellate Court
GJC = General Jurisdiction Court
LJC = Limited Jurisdiction Court
= Route of appeal

A = Appeal from Admin. Agency
S = State funded
L = Locally funded
M = Mixed: state and locally funded

Iowa

Supreme Court
Assigns cases to the Court of Appeals

COLR
S

CSP Case Types:
- Appeal by right criminal, civil, administrative agency.
- Exclusive appeal by permission criminal, civil, administrative agency. Interlocutory appeals in criminal, civil, administrative agency.
- Original proceeding writ application. Exclusive bar/judiciary, certified question, advisory opinion.

link

Court of Appeals

IAC
S

CSP Case Types:
- Appeal by right criminal, civil, administrative agency. Interlocutory appeals in criminal, civil, administrative agency.
- Original proceeding writ application.

link

District Court
Jury trials except in small claims, juvenile, equity cases, city and county ordinance violations, mental health cases

GJC
A
M

CSP Case Types:
- Exclusive civil. Small claims (up to $5,000).
- Exclusive domestic relations.
- Exclusive criminal.
- Exclusive juvenile.
- Exclusive traffic/other violations (except for uncontested parking).

link

AOC Web site: www.iowacourts.gov

Legend

= Appellate level

= Trial level

COLR = Court of Last Resort
IAC = Intermediate Appellate Court
GJC = General Jurisdiction Court
LJC = Limited Jurisdiction Court

= Route of appeal

A = Appeal from Admin. Agency
S = State funded
L = Locally funded
M = Mixed: state and locally funded

New Mexico

Supreme Court — COLR, A, $

CSP Case Types:
- Appeal by right felony, other criminal, limited civil, limited administrative agency. Interlocutory appeals in felony, administrative agency.
- Appeal by permission criminal, civil, administrative agency. Interlocutory appeals in criminal, civil, administrative agency.
- Exclusive death penalty.
- Exclusive original proceeding application for writ, bar discipline/eligibility, judicial qualification, certified question.

link

Court of Appeals — IAC, A, $

CSP Case Types:
- Appeal by right criminal, civil, limited administrative agency.
- Appeal by permission administrative agency. Interlocutory appeals in criminal, civil.

link

District Court — GJC, $$
Jury trials

CSP Case Types:
- Tort, contract, real property, probate/estate. Exclusive mental health, civil appeals, miscellaneous civil.
- Exclusive domestic relations.
- Felony, misdemeanor. Exclusive criminal appeals.
- Exclusive juvenile.

link

Magistrate Court — LJC, $$
Jury trials in some cases

CSP Case Types:
- Small claims (up to $10,000).
- Preliminary hearings, misdemeanor.
- Traffic infractions.

link

Bernalillo County Metropolitan Court — LJC, £
Jury trials in some cases

CSP Case Types:
- Small claims (up to $10,000).
- Preliminary hearings, misdemeanor.
- Traffic/other violation.

link

Municipal Court — LJC, £
No jury trials

CSP Case Types:
- Misdemeanor.
- Traffic/other violations.

Probate Court — LJC, £
No jury trials

CSP Case Types:
- Probate/estate (uncontested cases).

link

AOC Web site: www.nmcourts.gov

Legend

= Appellate level

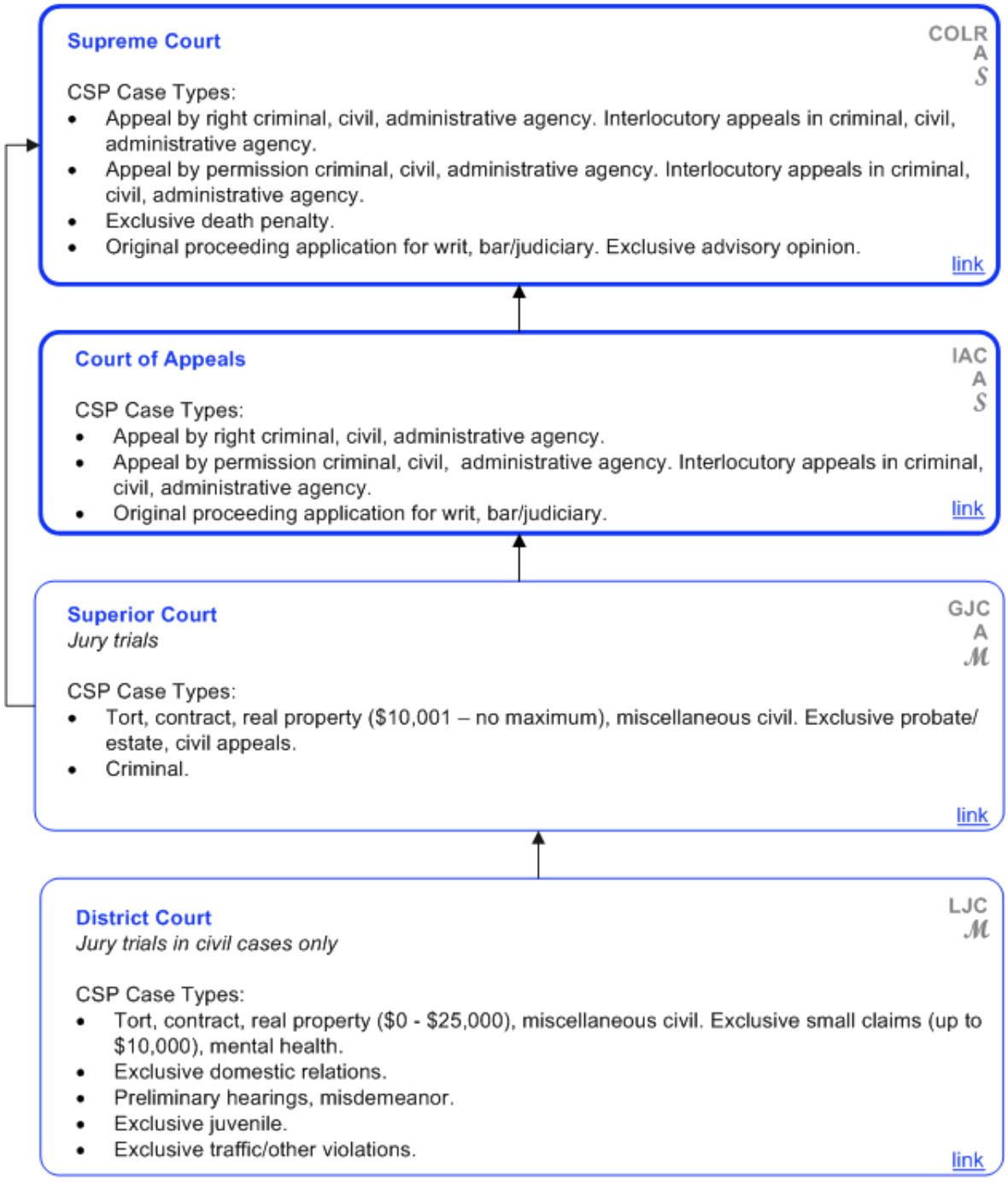
= Trial level

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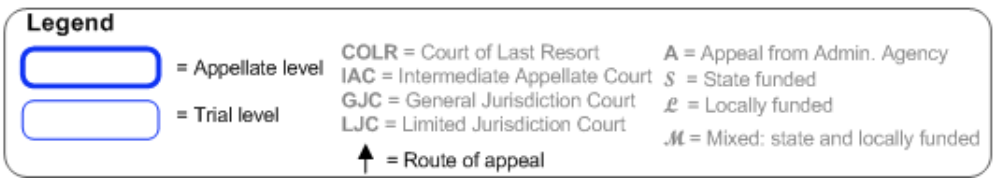
= Route of appeal

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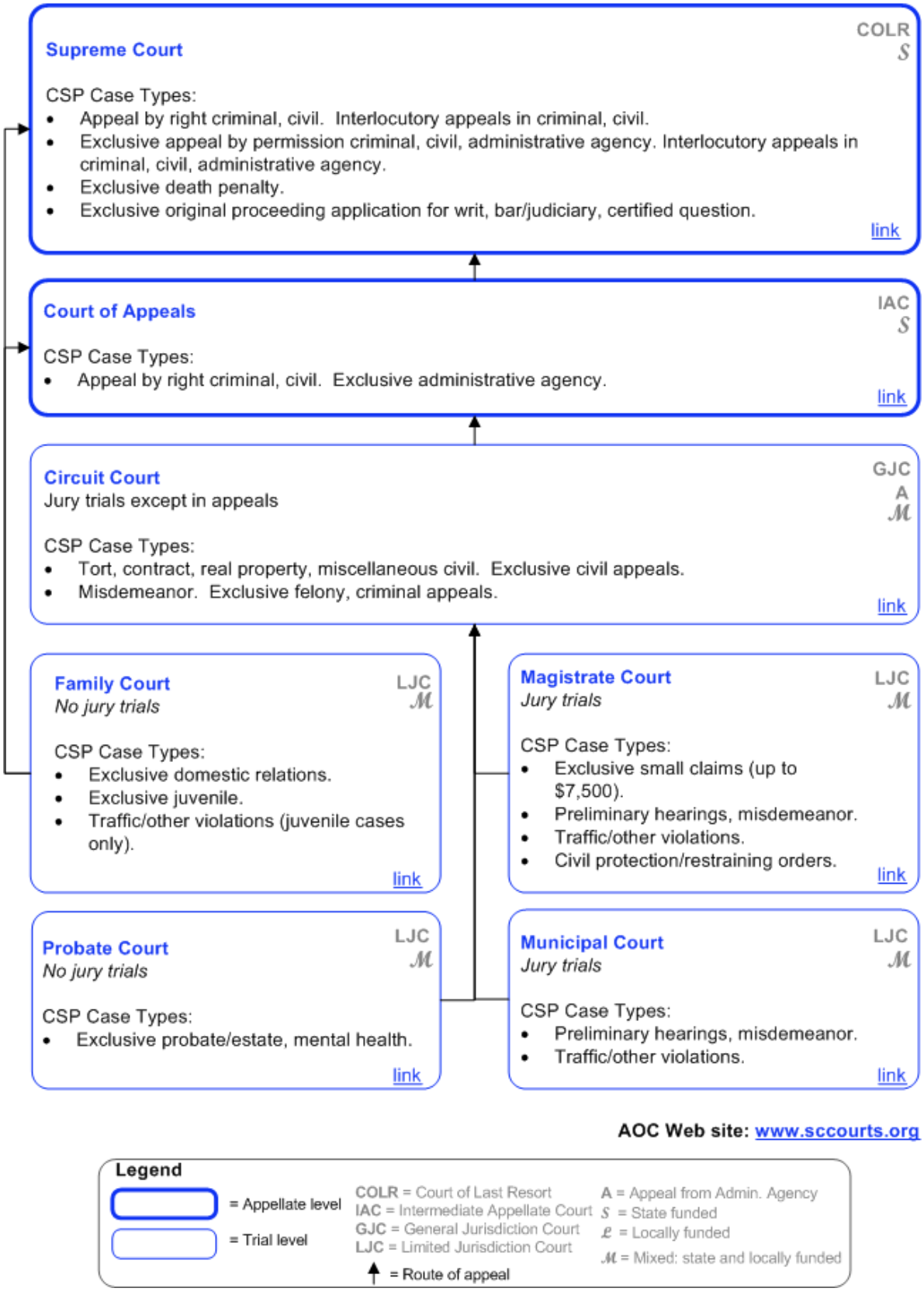
North Carolina



AOC Web site: www.nccourts.org



South Carolina



AOC Web site: www.sccourts.org

South Dakota

Supreme Court COLR *S*

CSP Case Types:
- Exclusive appeal by right criminal, civil, administrative agency.
- Exclusive appeal by permission criminal, civil, administrative agency, interlocutory appeals in criminal, civil, administrative agency.
- Exclusive death penalty.
- Exclusive original proceeding application for writ, bar/judiciary, certified question, advisory opinion.

link

Circuit Court GJC A *M*

Jury trials

CSP Case Types:
- Civil.
- Exclusive domestic relations.
- Criminal.
- Exclusive juvenile.

link

Magistrate Court LJC *M*

Jury trials except in Small Claims

CSP Case Types:
- Tort, contract, real property ($0 - $12,000). Exclusive small claims (up to $12,000).
- Preliminary hearings, misdemeanor.
- Exclusive traffic/other violations.

AOC Web site: www.ujs.sd.gov

Legend

= Appellate level

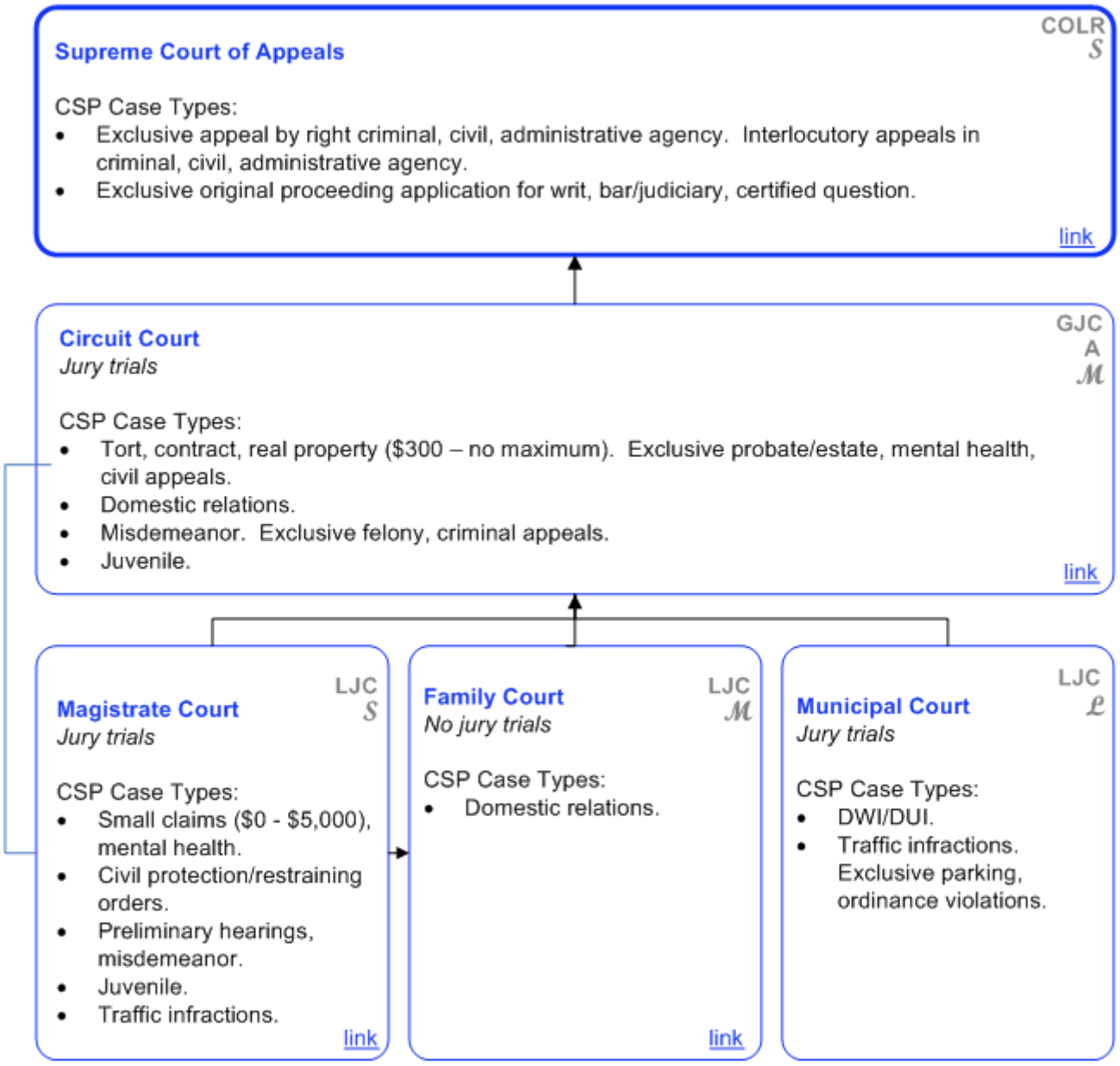
= Trial level

COLR = Court of Last Resort
IAC = Intermediate Appellate Court
GJC = General Jurisdiction Court
LJC = Limited Jurisdiction Court

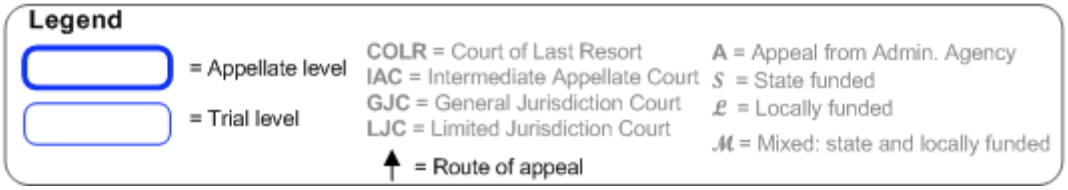
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West Virginia



AOC Web site: www.courtswv.gov



Fulton County FY2016 Final Adopted Budget
General Fund

	2016 Proposed Budget	BOC Action	2016 Tentative Budget	2016 Final Budget	January 4th Recommended Adjustments	January 15th Recommended Adjustments	Justice Reinvestment 2.5% Funds Restoration	2016 Final Adopted Budget
REVENUES								
Property Taxes	497,389,480	6,550,000	503,939,480	503,939,480	(6,000,000)			497,939,480
Local Option Sales Taxes	36,045,214		36,045,214	36,045,214				36,045,214
All Other	86,041,668	(2,700,000)	83,341,668	83,341,668				83,341,668
Sub-Total of Revenues	$619,476,362	$3,850,000	$623,326,362	$623,326,362	($6,000,000)	$0		$617,326,362
Total Revenues	$619,476,362	$3,850,000	$623,326,362	$623,326,362	($6,000,000)	$0		$617,326,362
EXPENDITURES								
Aging & Youth	20,665,558	500,000	21,165,558	21,165,558	250,000			21,415,558
Arts & Culture	4,152,984	543,471	4,696,455	4,696,455				4,696,455
Behavioral Health	9,342,093		9,342,093	9,342,093				9,342,093
Board of Commissioners	3,431,233		3,431,233	3,431,233		23,787		3,455,020
Clerk to the Commission	755,696		755,696	755,696		24,767		780,463
County Attorney	2,957,590		2,957,590	2,957,590		50,000		3,007,590
County Auditor	832,841		832,841	832,841				832,841
County Manager	6,272,023		6,272,023	6,272,023	70,000	53,972		6,395,995
County Marshal	5,721,356		5,721,356	5,721,356			150,562	5,871,918
District Attorney	19,809,860		19,809,860	19,809,860	150,000		521,312	20,481,172
Emergency - 911	2,388,371	550,000	2,938,371	2,938,371				2,938,371
External Affairs	2,820,811		2,820,811	2,820,811				2,820,811
Real Estate & Asset Mgnt	27,002,500		27,002,500	27,002,500		(78,739)		26,923,761
Family & Children Services	1,915,353		1,915,353	1,915,353				1,915,353
Finance	7,574,575		7,574,575	7,574,575		44,559		7,619,134
Grady Hospital Transfer	62,743,152	(2,500,000)	60,243,152	60,243,152				60,243,152
Health and Wellness	17,622,336	113,000	17,735,336	17,735,336		(44,559)		17,690,777
Housing & Comm. Dev.	6,953,079		6,953,079	6,953,079				6,953,079
Health and Human Services	0		0	0				0
Information Technology	23,207,196		23,207,196	23,207,196				23,207,196
Juvenile Court	13,366,053		13,366,053	13,366,053		48,056		13,414,109
Library	27,612,367		27,612,367	27,612,367				27,612,367
Medical Examiner	4,150,987		4,150,987	4,150,987				4,150,987
Non Agency	121,854,890	17,922,198	139,777,088	139,777,088	17,280,000	(314,694)	(5,037,206)	151,705,188
Personnel	5,501,965		5,501,965	5,501,965				5,501,965
Police	3,249,060		3,249,060	3,249,060				3,249,060
Probate Court	2,556,019		2,556,019	2,556,019		8,009		2,564,028
Public Defender	12,604,093		12,604,093	12,604,093		45,400	331,687	12,981,179
Public Works	6,563,950		6,563,950	6,563,950				6,563,950
Purchasing	3,398,530		3,398,530	3,398,530				3,398,530
Registration & Elections	10,245,339		10,245,339	10,245,339				10,245,339
Sheriff	91,160,861	(16,122,198)	75,038,663	75,038,663			2,398,970	77,437,633
State Court - General	8,326,716		8,326,716	8,326,716		119,907	219,124	8,665,747
State Court - Judges	4,069,472		4,069,472	4,069,472		80,093	107,091	4,256,657
Magistrate Court	4,353,323		4,353,323	4,353,323		(2,301,008)	114,561	2,166,876
State Court - Solicitor General	6,463,144		6,463,144	6,463,144		8,009	170,083	6,641,235
Superior Court - Clerk	14,504,593		14,504,593	14,504,593		2,306,228	346,738	17,157,559
Superior Court - General	18,718,789		18,718,789	18,718,789			492,600	19,211,389
Superior Court - Judges	7,010,168		7,010,168	7,010,168			184,478	7,194,646
Tax Assessor	12,602,679	2,300,000	14,902,679	14,902,679				14,902,679
Tax Commissioner	14,627,692		14,627,692	14,627,692				14,627,692
Non-recurring Capital items	29,000,000		29,000,000	29,000,000				29,000,000
Sub-Total of Expenditures	$648,109,296	$3,306,471	$651,415,768	$651,415,768	$17,750,000	$73,787	($0)	$669,239,555
Revenues > Expenditures	($28,632,934)		($28,089,406)	($28,089,406)				($51,913,193)
Fund Balance - Beginning	129,911,915		129,911,915	155,696,924				155,696,924
Fund Balance - Ending	$101,278,980		$101,822,509	$127,607,518				$103,783,731
Fund Balance Minimum Reserve Requirement	$103,205,520		$103,756,708	$103,756,708				$103,769,009
Excess Fund Balance Over Minimum Reserve	(1,926,539)		(1,934,199)	23,850,810				14,723
Projected Ending Fund Balance	101,278,980		101,822,509	127,607,518				103,783,731
Percentage of Projected Ending Fund Balanc	16.36%		16.36%	20.50%				16.67%

Fulton County FY2016 Final Adopted Budget
Special Services District Fund

	2016 Proposed Budget	2016 Tentative Budget	BOC Action	2016 Final Budget	BOC Action	2016 Final Adopted Budget
REVENUES						
Property Taxes	0	0		0		0
Total Revenues	$0	$0	$0	$0	$0	$0
EXPENDITURES						
Non Agency	3,789,162	3,789,162		3,789,162		3,789,162
Total Expenditures	$3,789,162	$3,789,162	$0	$3,789,162	$0	$3,789,162
Revenues > Expenditures	-$3,789,162	-$3,789,162		-$3,789,162		-$3,789,162
Fund Balance - Unreserved Beginning	$0	$0		$3,861,514		$3,861,514
Fund Balance - Reserved Beginning	$3,789,162	$3,789,162		$0		$0
Reserved for Compensated Absences	$0	$0		$72,352		$72,352

Fulton County FY2016 Final Adopted Budget
301-South Fulton Special Services District Fund

		2016 Proposed Budget	BOC Action	2016 Tentative Budget	BOC Action	2016 Final Budget	January 4th Recommendation	January 15th Recommendation	2016 Final Adopted Budget
REVENUES									
Property Taxes		32,697,140		32,697,140		32,697,140			32,697,140
License & Permits		6,215,371		6,215,371		6,215,371			6,215,371
All Other		8,329,895		8,329,895		8,329,895	2,000,000		10,329,895
City of Atlanta (IGA with Fire Dept)		250,000		250,000		250,000			250,000
Sub Total Revenues		$47,492,406	$0	$47,492,406	$0	$47,492,406	$2,000,000	$0	$49,492,406
Total Revenues		$47,492,406	$0	$47,492,406	$0	$47,492,406	$2,000,000	$0	$49,492,406
EXPENDITURES									
Finance		358,362		358,362		358,362			358,362
Fire Rescue		13,629,243	846,000	14,475,243		14,475,243		800,000	15,275,243
Information Technology		84,500		84,500		84,500			84,500
Personnel		153,094		153,094		153,094			153,094
Public Works		187,000		187,000		187,000			187,000
Non Agency	FY2016	14,120,677		14,120,677		14,120,677		700,000	14,820,677
- Cost Allocation	2,605,967								
- Utilities	858,897								
- Animal Control	593,075								
- FIB Center Rent	356,625								
- Debt Services	572,017								
- Radio Lease Payment	28,604								
- Radio Maintenance	211,755								
- Transfer to 911 Fund	1,875,000								
- Defined Benefit Pension Contribution	5,872,805								
- Building Maintenance	829,861								
- Contingency (Non-Recurring)	1,016,070								
Planning & Community Services		2,644,916	150,000	2,794,916		2,794,916		50,000	2,844,916
- Administration	229,785								
- Planning and Development	2,465,131								
- South Fulton Economic Development	150,000								
Parks & Recreation		3,497,667	530,000	4,027,667		4,027,667		350,000	4,377,667
Police		15,278,193	950,000	16,228,193		16,228,193		800,000	17,028,193
- Code Enforcement	1,343,354								
- Uniform Patrol/Investigations	15,684,839								
		$49,953,652	$2,476,000	$52,429,652	$0	$52,429,652	$0	$2,700,000	$55,129,652
Total Expenditures		$49,953,652		$52,429,652	$0	$52,429,652	$0	$2,700,000	$55,129,652
Revenues > Expenditures		($2,461,246)		($4,937,246)		($4,937,246)			($5,637,246)
Fund Balance - Beginning		$5,624,387		$5,624,387		$8,326,242			$8,326,242
Undesignated Fund Balance - Ending		$3,163,141		$687,141		$3,388,996			$2,688,996

Fulton County FY2016 Final Adopted Budget
Emergency Communications (911) Fund

	2016 Proposed Budget	BOC Action	2016 Tentative Budget	BOC Action	2016 Final Budget	BOC Action	2016 Final Adopted Budget
REVENUES							
User Fees	2,863,744		2,863,744		2,863,744		2,863,744
Transfer from South Fulton	1,875,000		1,875,000		1,875,000		1,875,000
Subsidy from External Users (Other Cities)	773,168		773,168		773,168		773,168
*Pre Paid Wireless Fee	186,523		186,523		186,523		186,523
Total Revenues	$5,698,435	$0	$5,698,435	$0	$5,698,435	$0	$5,698,435
EXPENDITURES							
Emergency Communications	6,388,578		6,388,578		6,388,578		6,388,578
Total Expenditures	$6,388,578	$0	$6,388,578	$0	$6,388,578	$0	$6,388,578
Revenues > Expenditures	($690,143)		($690,143)	$0	($690,143)	$0	($690,143)
Fund Balance - Beginning	$1,606,420		$1,606,420	$2,073,920	$2,073,920	$0	$2,073,920
Fund Balance - Ending	$916,277		$916,277	$2,073,920	$1,383,777	$0	$1,383,777

*The prepaid wireless revenue fee is a new fee that is subject to appropriation by the state

Fulton County FY2016 Final Budget
Water and Sewer Revenue Fund

	2015 Final Adopted Budget	2015 Mid-Year Projection	2015 Actual	2016 Proposed Budget	BOC Action	2016 Final Adopted Budget
REVENUES						
Charges for Services	108,000,000	113,650,000	114,749,518	113,650,000		113,650,000
Total Revenues	$108,000,000	$113,650,000	$114,749,518	$113,650,000	$0	$113,650,000
EXPENDITURES						
Non Agency	2,523,333	2,224,900	1,988,533	18,500		18,500
Transfer to Sinking Fund	36,775,100	36,775,100	36,775,100	36,777,600		36,777,600
Transfer to Renewal & Extens	18,500,000	18,500,000	18,500,000	26,000,000		26,000,000
Public Works	58,136,287	55,000,000	54,236,170	58,572,294		58,572,294
Finance	3,899,362	3,600,000	3,591,608	4,180,739		4,180,739
Personnel			117,170	281,056		281,056
County Attorney	496,474	358,000	383,725	505,913		505,913
Information Technology	448,898	445,000	656,870	1,099,892		1,099,892
Total Expenditures	$120,779,454	$116,903,000	$116,249,176	$127,435,994	$0	$127,435,994
Revenues > Expenditures	($12,779,454)	($3,253,000)	($1,499,658)	($13,785,994)		($13,785,994)
Retained Earnings - Beginnin	$17,442,999	$17,442,999	$17,442,999	$14,189,999		$15,943,341
Retained Earnings - Ending	$4,663,545	$14,189,999	$15,943,341	$404,005		$2,157,347

Fulton County FY2016 Final Budget
Water and Sewer Renewal Extension Fund

	2015 Final Adopted Budget	2015 Mid-Year Projection	2015 Actual	2016 Proposed Budget	BOC Action	2016 Final Adopted Budget
REVENUES						
Assessments	5,000,000	6,200,000	6,734,947	5,000,000		11,734,947
Transfer from W & S Fund	18,500,000	19,000,000	18,675,000	26,000,000		44,675,000
Total Revenues	$23,500,000	$25,200,000	$25,409,947	$31,000,000	$0	$56,409,947
EXPENDITURES						
Public Works	12,226,503	8,000,000	7,460,526	11,984,123		11,984,123
Non Agency	1,359,336	1,000,000	1,065,315	770,281		770,281
Information Technology	37,253	0	0	84,751		84,751
Multi-year Expenditures	29,216,000	29,216,000	9,619,917	25,000,000		25,000,000
Total Expenditures	$42,839,092	$38,216,000	$18,145,758	$37,839,155	$0	$37,839,155
Revenues > Expenditures	($19,339,092)	($13,016,000)	$7,264,189	($6,839,155)		$18,570,792
Retained Earnings - Beginning	$147,659,102	$147,659,102	$147,659,102	$134,643,102		$154,923,291
Retained Earnings - Ending	$128,320,010	$134,643,102	$154,923,291	$127,803,947		$173,494,083
Reserve for CIP	$128,320,010	$134,643,102	$154,923,291	$127,803,947		$173,494,083

Fulton County FY2016 Final Adopted Budget
Stormwater Management Fund

	2016 Proposed Budget	BOC Action	2016 Tentative Budget	2016 Final Budget	January 4th Recommendation	2016 Final Adopted Budget
REVENUES						
User Fees/Refunds	0		0	0		0
Total Revenues	$0	$0	$0	$0	$0	$0
EXPENDITURES						
Public Works	205,009		205,009	205,009	(27,769)	177,240
Total Expenditures	$205,009	$0	$205,009	$205,009	($27,769)	$177,240
Revenues > Expenditures	(205,009)		(205,009)	(205,009)		(177,240)
Retained Earnings - Beginning	$205,009		$205,009	$177,240		$177,240
Retained Earnings - Ending	$0		$0	($27,769)		$0

Fulton County FY2016 Final Adopted Budget
Bond Fund

	2016 Proposed Budget	BOC Action	2016 Tentative Budget	BOC Action	2016 Final Budget	Recommended Adjustment	2016 Final Adopted Budget
REVENUES							
Current Property Tax	11,267,698		11,267,698		11,267,698		11,267,698
Total Revenues	$11,267,698	$0	$11,267,698	$0	$11,267,698	$0	$11,267,698
EXPENDITURES							
Non-Agency - Debt Services	4,545,000		4,545,000		4,545,000		4,545,000
Financing costs	6,722,698		6,722,698		6,722,698		6,722,698
Total Expenditures	$11,267,698	$0	$11,267,698	$0	$11,267,698	$0	$11,267,698
Revenues > Expenditures	$0		$0	$0	$0	$0	$0
Fund Balance - Beginning	$17,274,980		$17,274,980		$18,291,387		$18,291,387
Fund Balance - Ending	$17,274,980		$17,274,980		$18,291,387		$18,291,387

Fulton County FY2016 Final Adopted Budget
Risk Management Fund

	2016 Proposed Budget	BOC Action	2016 Tentative Budget	BOC Action	2016 Final Budget	Recommended Adjustment	2016 Final Adopted Budget
REVENUES							
Transfers-In from Other Funds-Risk Assessment	20,263,092		20,263,092		20,263,092		20,263,092
Transfers-In from Other Funds-Unemployment	1,699,696		1,699,696		1,699,696		1,699,696
Total Revenues	$21,962,788	$0	$21,962,788	$0	$21,962,788	$0	$21,962,788
EXPENDITURES							
Non-Agency - Direct Chgs/Settlements	35,021,231		35,021,231		35,021,231		35,021,231
County Attorney	2,053,320		2,053,320		2,053,320		2,053,320
Finance	1,233,186		1,233,186		1,233,186		1,233,186
Total Expenditures	$38,307,737	$0	$38,307,737	$0	$38,307,737	$0	$38,307,737
Revenues > Expenditures	($16,344,949)		($16,344,949)		($16,344,949)		($16,344,949)
Fund Balance - Beginning	$16,344,950		$16,344,950		$16,719,102		$16,719,102
Fund Balance - Ending	$1		$1		$374,153		$374,153

Fulton County FY2016 Final Adopted Budget
Airport Fund

	2016 Proposed Budget	BOC Action	2016 Tentative Budget	BOC Action	2016 Final Budget	Recommended Adjustment	2016 Final Adopted Budget
REVENUES							
Rents & Royalties	1,350,000		1,350,000		1,350,000		1,350,000
Total Revenues	$1,350,000	$0	$1,350,000	$0	$1,350,000	$0	$1,350,000
EXPENDITURES							
Fire	300,000		300,000		300,000		300,000
Real Estate & Asset Mgnt	2,701,228		2,701,228		2,701,228		2,701,228
Total Expenditures	$3,001,228	$0	$3,001,228	$0	$3,001,228	$0	$3,001,228
Revenues > Expenditures	($1,651,228)		($1,651,228)	$0	($1,651,228)	$0	($1,651,228)
Fund Balance - Beginning	$1,651,228		$1,651,228		$2,333,235		$2,333,235
Fund Balance - Ending	$0		$0		$682,007		$682,007

Fund: 215

Fulton County FY2016 Final Adopted Budget
Wolf Creek Fund

1/15/2016 6:38 PM

	2016 Proposed Budget	2016 Tentative Budget	BOC Action	2016 Final Budget	Recommended Adjustment	2016 Final Adopted Budget
REVENUES						
***Fees**	800,000	800,000	965,988	1,765,988		1,765,988
Total Revenues	$800,000	$800,000	$965,988	$1,765,988	$0	$1,765,988
EXPENDITURES						
Arts & Cultural	739,427	739,427	200,724	940,151		940,151
Transfer to Wolf Creek Capital				500,000		500,000
Total Expenditures	$739,427	$739,427	$200,724	$1,440,151	$0	$1,440,151
Revenues > Expenditures	$60,573	$60,573	$765,264	$325,837	$0	$325,837
Retained Earnings - Beginning	$0	$0	$0	$0	$0	$0
Retained Earnings - Ending	$60,573	$60,573	$765,264	$325,837	$0	$325,837

*Fees are based on new fee schedule which will be presented to the BOC on February 17, 2016.

Fund: WC Capital

Fulton County FY2016 Final Adopted Budget
Wolf Creek Capital Fund

1/15/2016 6:38 PM

	2016 Final Budget	Recommended Adjustment	2016 Final Adopted Budget
REVENUES			
Transfer from Wolf Creek Operating	500,000		500,000
Total Revenues	$500,000	$0	$500,000
EXPENDITURES			
Arts & Cultural	700,000		700,000
Total Expenditures	$700,000	$0	$700,000
Revenues > Expenditures	($200,000)		($200,000)
Retained Earnings - Beginning (From Existing Capital Fund)	$1,402,391		$1,402,391
Retained Earnings - Ending	$1,202,391		$1,202,391

Please note the Expenditure Budget is an estimate

Fulton County FY2016 Final Adopted Budget
Special Appropriation Funds

SCHEDULE & TYPE OF FUND	BUDGET
A. General Government Services	$251,585
B. Law Enforcement & Justice Services	$5,430,972
C. Social & Cultural Services	$576,543
D. Public Education Government TV	$591,863
E. Other Capital Projects	$800,092
F. Other Funds	$178,125
Total Special Appropriation Funds	**$7,829,180**

Fulton County FY2016 Final Adopted Budget
Special Appropriation Funds

A. GENERAL GOVERNMENT SERVICES

REVENUES	
Anticipated Revenues	$0
Use of Fund Balance	$251,585
Total Revenues	**$251,585**

EXPENDITURES	
Anticipated Expenditures	$251,585
Total Expenditures	**$251,585**
Fund Balance - Ending	**$0**

Funds name and description of purpose:
Fund 462, Fitness Center - County employees pay, via payroll deduction, funds that provide for the part-time staffing and operation of a Fitness Center. (100% Employee Paid Dues)

Fund 468, Employee Service Fund - Represents funds received from vending machines and used to fund Fulton County employee appreciation events.

B. LAW ENFORCEMENT & JUSTICE SERVICES

REVENUES	
Anticipated Revenues	$0
Use of Fund Balance	$5,430,972
Total Revenues	**$5,430,972**

EXPENDITURES	
Anticipated Expenditures	$5,430,972
Total Expenditures	**$5,430,972**
Fund Balance - Ending	**$0**

Funds name and description of purpose:
Fund 421, Sheriff's Sale Fund - Funds generated through the sale of tax deeds on the Courthouse steps due outstanding property taxes. Proceeds used to offset the costs associated with the Sheriff's Tax Sale process.

Fund 422, D.A.T.E. Fund - Funds are generated through Judge ordered fines in Drug Court. Offenders are fined and 50% is added to the fine and are used for drug, alcohol, training and education purposes.

Fund 423 Business Court Fund - Transfer fee will help defray the costs of the senior judges as more cases are transferred to this division.

Fund 433, Law Library Fund - Funds are used to procure and maintain a collection of law books and legal references for use by citizens, judges, magistrates and county staff.

Fund 429, Superior Court Technology Fund - Funding will be used for technology in the Superior Court.

Fund 441, Restricted Assets - 5% of the fines collected from all courts are used to fund the operations of Victim Assistance Programs.

Fund 442, Federal Equitable Sharing – Joint law enforcement confiscated funds – Fulton County Share.

Fund 458, Indigent Defense Committee - Funds used to pay attorneys to provide fair and equal representation for individuals who can not afford representation.

Fulton County FY2016 Final Adopted Budget
Special Appropriation Funds

C. SOCIAL & CULTURAL SERVICES

REVENUES	
Anticipated Revenues	$0
Use of Fund Balance	$576,543
Total Revenues	**$576,543**

EXPENDITURES	
Anticipated Expenditures	$576,543
Total Expenditures	**$576,543**
Fund Balance - Ending	**$0**

Funds name and description of purpose:
Fund 434, Co-op Extension - Fees from the rental of county properties and Community Garden.

Fund 453 – Special Revenue Funds – Agency Funds – Represents funds received from private donations for a variety of reasons. i.e., Beat the Odds Program, South Fulton Leadership Conference, Dept Head flowers & retirement gifts, LGSF Conference, Judges Conference and children medical prescriptions.

Fund 455, Tommie Dora Barker Fellow Endowment - Due to the closing of the Emory University School of Library Science, the assets of the Tommie Dora Barker Fellowship Endowment were transferred by Court Order to the Atlanta Fulton Public Library to be used for the purpose of staff development.

Fund 460 - Special Appropriation Grants - Contracts with nonprofit agencies to receive grants and promote and support the arts and human services in Fulton County.

D. PUBLIC EDUCATION GOVERNMENT TV

REVENUES	
Anticipated Revenues	$0
Use of Fund Balance	$591,863
Total Revenues	**$591,863**

EXPENDITURES	
Anticipated Expenditures	$591,863
Total Expenditures	**$591,863**
Fund Balance - Ending	**$0**

Funds name and description of purpose:
Fund 84C, PEG Fund - Accounts for Public Educational Government (PEG) access television service funding of capital related activities per the Cable franchise agreement.

Fulton County FY2016 Final Adopted Budget
Special Appropriation Funds

E. OTHER CAPITAL PROJECTS

REVENUES	
Anticipated Revenues	$0
Use of Fund Balance	$800,092
Total Revenues	**$800,092**

EXPENDITURES	
Anticipated Expenditures	$800,092
Total Expenditures	**$800,092**
Fund Balance - Ending	**$0**

Funds name and description of purpose:
Fund 473, Tree Preservation Trust Fund - Developer related funding for the replacement of trees and preservation of green space and is held in trust pending final site plan approval.

Fund 474, Tree Plant Trust Fund - Funds shall be used to plant, install, and/or maintain trees and other landscaping on the site of a Capital Project or at public places in the Commission District.

F. OTHER FUNDS

REVENUES	
Anticipated Revenues	$175,000
Use of Fund Balance	$3,125
Total Revenues	**$178,125**

EXPENDITURES	
Anticipated Expenditures	$178,125
Total Expenditures	**$178,125**
Fund Balance - Ending	**$0**

Funds name and description of purpose:
Fund 345, Sandy Springs Tax Allocation District - Holds residual monies of slightly over $3,000 for a tax allocation which was not finalized.

Fund 454, Hotel/Motel Taxes - Represents funds collected by 3rd party company.

Fulton County FY2016 Final Adopted Budget
Special Appropriation Funds

GENERAL GOVERNMENT SERVICES

Fund 462, Fitness Center	**FY2016**	**FY2015**
Anticipated Revenues	**$0**	**$41,311**
Use of Fund Balance	**$154,160**	**$145,296**
Anticipated Expenditures	**$154,160**	**$32,447**
Ending Fund Balance	**$0**	**$154,160**

Fund 468, Employee Service Fund	**FY2016**	**FY2015**
Anticipated Revenues	**$0**	**$63,780**
Use of Fund Balance	**$97,425**	**$116,671**
Anticipated Expenditures	**$97,425**	**$83,026**
Ending Fund Balance	**$0**	**$97,425**

LAW ENFORCEMENT & JUSTICE

Fund 421, Sheriff's Sale Fund (MY)	**FY2016**	**FY2015**
Anticipated Revenues	**$0**	**$859,406**
Use of Fund Balance	**$239,822**	**$183,613**
Anticipated Expenditures	**$239,822**	**$803,196**
Ending Fund Balance	**$0**	**$239,822**

Fund 422, D.A.T.E. Fund	**FY2016**	**FY2015**
Anticipated Revenues	**$0**	**$354,258**
Use of Fund Balance	**$646,619**	**$326,085**
Anticipated Expenditures	**$646,619**	**$33,724**
Ending Fund Balance	**$0**	**$646,619**

Fund 423, Business Court Fund	**FY2016**	**FY2015**
Anticipated Revenues	**$0**	**$12,000**
Use of Fund Balance	**$51,597**	**$49,033**
Anticipated Expenditures	**$51,597**	**$9,436**
Ending Fund Balance	**$0**	**$51,597**

Fund 429, Superior Court Technology Fund	**FY2016**	**FY2015**
Anticipated Revenues	**$0**	**$0**
Use of Fund Balance	**$71,502**	**$71,502**
Anticipated Expenditures	**$71,502**	**$0**
Ending Fund Balance	**$0**	**$71,502**

Fund 433, Law Library Fund	**FY2016**	**FY2015**
Anticipated Revenues	**$0**	**$184,992**
Use of Fund Balance	**$341,803**	**$156,811**
Anticipated Expenditures	**$341,803**	**$0**
Ending Fund Balance	**$0**	**$341,803**

Fund 441, Restricted Assets (SY/MY)	**FY2016**	**FY2015**
Anticipated Revenues	**$0**	**$1,355,694**
Use of Fund Balance	**$3,500,979**	**$3,566,034**
Anticipated Expenditures	**$3,500,979**	**$1,420,749**
Ending Fund Balance	**$0**	**$3,500,979**

Fund 442, Federal Equitable Sharing	**FY2016**	**FY2015**
Anticipated Revenues	**$0**	**$349,640**
Use of Fund Balance	**$578,630**	**$374,194**
Anticipated Expenditures	**$578,630**	**$145,204**
Ending Fund Balance	**$0**	**$578,630**

Fund 458, Indigent Defense Committee	**FY2016**	**FY2015**
Anticipated Revenues	**$0**	**$0**
Use of Fund Balance	**$20**	**$20**
Anticipated Expenditures	**$20**	**$0**
Ending Fund Balance	**$0**	**$20**

Fulton County FY2016 Final Adopted Budget
Special Appropriation Funds

SOCIAL & CULTURAL SERVICES

Fund 434 – Co-op Extension	FY2016	FY2015
Anticipated Revenues	$0	$25,735
Use of Fund Balance	$20,890	$0
Anticipated Expenditures	$20,890	$4,845
Ending Fund Balance	$0	$20,890

Fund 453 – Special Revenue Funds	FY2016	FY2015
Anticipated Revenues	$0	$399
Use of Fund Balance	$255,043	$255,222
Anticipated Expenditures	$255,043	$578
Ending Fund Balance	$0	$255,043

Fund 455, Tommie Dora Barker Fellow Endowment	FY2016	FY2015
Anticipated Revenues	$0	$0
Use of Fund Balance	$179,352	$181,077
Anticipated Expenditures	$179,352	$1,725
Ending Fund Balance	$0	$179,352

Fund 460, Special Appropriations Grant	FY2016	FY2015
Anticipated Revenues	$0	$0
Use of Fund Balance	$121,258	$148,008
Anticipated Expenditures	$121,258	$26,750
Ending Fund Balance	$0	$121,258

PUBLIC EDUCATION GOVERNMENT TV

Fund 84C, PEG Fund	FY2016	FY2015
Anticipated Revenues	$0	$411,730
Use of Fund Balance	$591,863	$576,066
Anticipated Expenditures	$591,863	$395,932
Ending Fund Balance	$0	$591,863

OTHER CAPITAL PROJECTS

Fund 473, Tree Preservation Trust Fund	FY2016	FY2015
Anticipated Revenues	$0	$102,839
Use of Fund Balance	$543,555	$470,486
Anticipated Expenditures	$543,555	$29,770
Ending Fund Balance	$0	$543,555

Fund 474, Tree Plant Trust Fund	FY2016	FY2015
Anticipated Revenues	$0	$0
Use of Fund Balance	$256,537	$256,537
Anticipated Expenditures	$256,537	$0
Ending Fund Balance	$0	$256,537

OTHER FUNDS

Fund 345, Sandy Springs Tax Allocation District	FY2016	FY2015
Anticipated Revenues	$0	$0
Use of Fund Balance	$3,125	$3,125
Anticipated Expenditures	$3,125	$0
Ending Fund Balance	$0	$3,125

Fund 454, Hotel/Motel Tax	FY2016	FY2015
Anticipated Revenues	$175,000	$175,000
Use of Fund Balance	$0	$0
Anticipated Expenditures	$175,000	$175,000
Ending Fund Balance	$0	$0

Position Changes for Budget Year 2016

New Positions

2016 Position Changes - New Positions

Pos #	Action	Title	Fund	Agency	Org	Object	Salary	Effective Date
		Arts & Culture						
New	Establish	Facility Supervisor	215	181	WOLF	1000	$45,493	12/16/2015
New	Establish	Facility Assistant	215	181	WOLF	1000	$23,462	12/16/2015
New	Establish	Director, Arts & Culture	100	181	1810	1000	$104,432	12/16/2015
		Commission District 3						
New	Establish	Administrative Assistant	100	103	1031	1000	$40,000	12/16/2015
		Fire						
New	Establish	Firefighter I	301	310	3101	1000	$39,682	12/16/2015
New	Establish	Firefighter I	301	310	3101	1000	$39,682	12/16/2015
New	Establish	Firefighter I	301	310	3101	1000	$39,682	12/16/2015
New	Establish	Firefighter I	301	310	3101	1000	$39,682	12/16/2015
New	Establish	Firefighter I	301	310	3101	1000	$39,682	12/16/2015
New	Establish	Firefighter I	301	310	3101	1000	$39,682	12/16/2015
New	Establish	Firefighter I	301	310	3101	1000	$39,682	12/16/2015
New	Establish	Firefighter I	301	310	3101	1000	$39,682	12/16/2015
New	Establish	Firefighter I	301	310	3101	1000	$39,682	12/16/2015
New	Establish	Firefighter I	301	310	3101	1000	$39,682	12/16/2015
New	Establish	Firefighter I	301	310	3101	1000	$39,682	12/16/2015
New	Establish	Firefighter I	301	310	3101	1000	$39,682	12/16/2015
New	Establish	Firefighter I	301	310	3101	1000	$39,682	12/16/2015
New	Establish	Firefighter I	301	310	3101	1000	$39,682	12/16/2015
New	Establish	Firefighter I	301	310	3101	1000	$39,682	12/16/2015
		Personnel						
New	Establish	Human Resources Consultant I	100	215	2150	1000	$42,631	12/16/2015
New	Establish	Human Resources Consultant II	100	215	2150	1000	$49,940	12/16/2015
New	Establish	Human Resources Consultant III	100	215	2150	1000	$56,723	12/16/2015
New	Establish	Senior Training Officer	100	215	2151	1000	$49,940	12/16/2015
New	Establish	Administrative Specialist	100	215	2150	1000	$32,309	12/16/2015
New	Establish	Administrative Specialist	100	215	2150	1000	$32,309	12/16/2015
		Public Works						
New	Establish	Development Site Inspector	203	540	5482	1000	$41,157	12/16/2015
New	Establish	Development Site Inspector	203	540	5482	1000	$41,157	12/16/2015
New	Establish	Development Site Inspector	203	540	5482	1000	$41,157	12/16/2015
		Emergency Communications						
New	Establish	E-911 Comm Officer II	100	333	3333	1000	$35,258	12/16/15
New	Establish	E-911 Comm Officer II	100	333	3333	1000	$35,258	12/16/15
New	Establish	E-911 Comm Officer II	100	333	3333	1000	$35,258	12/16/15
New	Establish	E911 Communications Officer III	340	333	3333	1000	$36,733	12/16/15
New	Establish	E911 Communications Officer III	340	333	3333	1000	$36,733	12/16/15

Abolish & Establish Positions

2016 Position Changes - Abolish & Establish Positions

Pos #	Action	Title	Fund	Agency	Org	Object	Salary	Effective Date
		Clerk of Superior Court						
16476	Abolish	Fiscal Support Specialist II	100	470	4701	1000	$33,784	12/16/2015
		Clerk to the Commission						
New	Establish	Executive Assistant	100	110	1000	1000	$50,000	1/1/2016
4300	Abolish	Administrative Clerk	100	110	1000	1000	$38,096	1/1/2016
		Commission District 7						
New	Establish	Public Affairs Manager	100	107	1071	1000	$82,000	1/27/2016
23069	Abolish	Senior Policy Administrator	100	107	1071	1000	$35,300	1/27/2016
66539	Abolish	Special Assistant for Communications	100	107	1071	1002	$35,693	1/27/2016
		Finance						
New	Establish	Accountant I	415	210	2110	1000	$42,631	12/16/2015
24544	Abolish	Accountant I	415	210	2110	1002	$26,380	12/16/2015
36852	Abolish	Admininstrative Asst. III	415	210	2110	1002	$26,380	12/16/2015
		Juvenile Court						
New	Establish	Educational Advocate Attorney	100	405	4059	1000	$60,115	12/16/2015
8481	Abolish	Educational Advocate	100	405	4052	1000	$51,326	12/16/2015
		Public Works						
New	Establish	Director, Public Works	201	540	5401	1000	$126,633	12/16/2015
4026	Abolish	Water Resources, Director	201	540	5401	1000	$106,028	12/16/2015
		Real Estate & Asset Mgmt						
New	Establish	Director, Real Estate & Asset Mgmt	100	520	5201	1000	$111,832	12/16/2015
26679	Abolish	Director, PW/Gen Svc	100	520	5201	1000	$147,026	12/16/2015
		State Court General						
New	Establish	Court Bureau Chief	100	420	4201	1000	$102,926	12/16/2015
40684	Abolish	Dep Clerk Records Admin	100	420	4201	1000	$82,581	12/16/2015

Position Transfers

2016 Positions Changes - Position Transfers

		TO:				FROM:					
Pos #	Title	Fund	Agency	Org	Object	Fund	Agency	Org	Object	Salary	Date
		Aging & Youth Services				**Juvenile Court**					
18801	Administrative Coordinator III	100	183	1830	1000	100	405	4051	1000	$68,415	12/16/2015
		Aging & Youth Services				**Aging & Youth Services**					
7669	Financ Svc Spec	100	183	1830	1000	100	183	183T	1000	$56,337	12/16/2015
7975	Hum Svc Div Mgr	100	183	1830	1000	100	183	1833	1000	$93,715	12/16/2015
13500	Hum Svc Prog Mgr	100	183	1830	1000	100	183	183O	1000	$79,856	12/16/2015
15179	Admin Asst II	100	183	1830	1000	100	183	1833	1000	$35,813	12/16/2015
15906	Sr. Svc Mgr	100	183	1830	1000	100	183	183X	1000	$66,899	12/16/2015
17362	Hum Svc Prog Coord	100	183	1830	1000	100	183	183S	1000	$57,178	12/16/2015
18468	Hum Svc Prog Mgr	100	183	1830	1000	100	183	183O	1000	$78,677	12/16/2015
21500	Admin Coord III	100	183	1830	1000	100	183	1833	1000	$63,050	12/16/2015
21501	Admin Coord III	100	183	1830	1000	100	183	183P	1000	$64,258	12/16/2015
21507	Admin Asst III	100	183	1830	1000	100	183	183W	1000	$37,113	12/16/2015
34060	Hum Svc Div Mgr	100	183	1830	1000	100	183	183O	1000	$82,581	12/16/2015
17364	Hum Svc Prog Coord	100	183	183P	1000	100	183	183O	1000	$55,231	12/16/2015
64506	Voca/Educa Spec	100	183	183S	1000	100	183	183T	1000	$44,106	12/16/2015
22570	Maint Trainee VI	100	183	183U	1002	100	183	183W	1002	$15,941	12/16/2015
		Clerk of Superior Court				**Aging & Youth Services**					
21499	Financial Sys Supv	100	470	4701	1000	100	183	1830	1000	$63,050	12/16/2015
		Clerk of Superior Court				**Clerk of Superior Court**					
15168	Rec & Doc Spec	100	470	1817	1000	100	470	4701	1000	$32,469	12/16/2015
15170	Admin Asst II	100	470	1817	1000	100	470	4701	1000	$36,386	12/16/2015
15167	Admin Asst II	100	470	1817	1000	100	470	4701	1000	$33,770	12/16/2015
984	Rec & Doc Spec	100	470	1817	1000	100	470	4701	1000	$36,386	12/16/2015
8909	Rec & Doc Spec	100	470	1817	1000	100	470	4701	1000	$36,386	12/16/2015
886	Rec & Doc Spec	100	470	1817	1000	100	470	4701	1000	$36,386	12/16/2015
1104	Rec & Doc Spec	100	470	1817	1000	100	470	4701	1000	$36,386	12/16/2015
4157	Rec & Doc Spec	100	470	1817	1000	100	470	4701	1000	$29,573	12/16/2015
15171	Office Adminstrator	100	470	1817	1000	100	470	4701	1000	$48,184	12/16/2015
15169	Records Adminstrator	100	470	1817	1000	100	470	4701	1000	$56,723	12/16/2015
9090	Administrative Coordinator II	100	470	1817	1000	100	470	4701	1000	$63,531	12/16/2015
12244	BOE Administrator	100	470	1817	1000	100	470	4701	1000	$92,928	12/16/2015
		Finance				**Behavioral Health**					
1787	Admininstrative Assistant III	100	210	2115	1000	100	755	8232	1000	$37,113	12/16/2015
		Finance				**Health & Human Svs**					
26562	Health Program Admin	100	210	2115	1000	100	185	1851	1000	$74,773	12/16/2015
26821	Dir.Admin. Svc DI	100	210	2115	1000	100	185	1851	1000	$98,220	12/16/2015
41105	Administrative Coordinator II	100	210	2115	1002	100	185	1851	1002	$38,876	12/16/2015
41402	Administrative Coordinator II	100	210	2115	1002	100	185	1851	1002	$40,037	12/16/2015
		Finance				**Health & Wellness**					
634	Administrative Coord inator I	100	210	2115	1000	100	750	8001	1000	$51,326	12/16/2015
1286	Fiscal Support Specialist II	100	210	2115	1000	100	750	8001	1000	$33,784	12/16/2015
2618	Accountant I	100	210	2115	1000	100	750	8001	1000	$43,229	12/16/2015
4481	Fiscal Support Specialist II	100	210	2115	1000	100	750	8001	1000	$33,784	12/16/2015
8149	Accountant I	100	210	2115	1000	100	750	8001	1000	$37,113	12/16/2015
9119	Accountant II	100	210	2115	1000	100	750	8001	1000	$51,326	12/16/2015
9163	Accountant I	100	210	2115	1000	100	750	8001	1000	$37,113	12/16/2015
9176	Accounting Supv.	100	210	2115	1000	100	750	8001	1000	$63,050	12/16/2015
6502	Fiscal Support Specialist I	100	210	2115	1000	100	750	8013	1000	$33,784	12/16/2015
64463	Admin Asst III	100	210	2115	1000	100	750	8040	1000	$36,386	12/16/2015
59378	Health Assoc Lead	100	210	2115	1002	100	750	8012	1002	$31,160	12/16/2015
9163	Accountant I	100	210	2109	1000	100	750	8001	1000	$36,386	12/16/2015
		Health & Wellness				**Finance**					
64463	Admin Asst III	100	750	8040	1000	100	210	2115	1000	$36,386	12/16/2015
		Health & Wellness				**Health & Human Svs**					
26566	Policy Analyst	100	750	8001	1000	100	185	1851	1000	$89,301	12/16/2015
26224	Admin Coordinator II	100	750	8001	1000	100	185	1851	1000	$55,231	12/16/2015
		Juvenile Court				**Clerk of Superior Court**					
18879	Court Docket Supv	100	405	4051	1000	100	470	4701	1000	$69,354	12/16/2015

2016 Positions Changes - Position Transfers

		TO:				FROM:					
Pos #	Title	Fund	Agency	Org	Object	Fund	Agency	Org	Object	Salary	Date
		Magistrate Court				**State Court**					
555	Deputy Clerk III	100	422	4221	1000	100	420	4201	1000	$32,309	12/16/2015
836	Deputy Clerk II	100	422	4221	1000	100	420	4201	1000	$32,406	12/16/2015
1220	Deputy Clerk III	100	422	4221	1000	100	420	4201	1000	$36,386	12/16/2015
1307	Deputy Clerk III	100	422	4221	1000	100	420	4201	1000	$32,406	12/16/2015
1391	Administrative Clerk	100	422	4221	1000	100	420	4201	1000	$26,411	12/16/2015
2060	Court Clerk	100	422	4221	1000	100	420	4201	1000	$39,505	12/16/2015
2372	Deputy Clerk III	100	422	4221	1000	100	420	4201	1000	$32,309	12/16/2015
2430	Deputy Clerk III	100	422	4221	1000	100	420	4201	1000	$32,309	12/16/2015
2580	Court Support Supervisor I	100	422	4221	1000	100	420	4201	1000	$59,134	12/16/2015
2624	Deputy Clerk III	100	422	4221	1000	100	420	4201	1000	$32,309	12/16/2015
3346	Deputy Clerk III	100	422	4221	1000	100	420	4201	1000	$37,113	12/16/2015
3950	Deputy Clerk III	100	422	4221	1000	100	420	4201	1000	$32,309	12/16/2015
4018	Deputy Court Administrator, Operations	100	422	4221	1000	100	420	4201	1000	$74,773	12/16/2015
5035	Court Clerk	100	422	4221	1000	100	420	4201	1000	$38,120	12/16/2015
6316	Deputy Clerk II	100	422	4221	1000	100	420	4201	1000	$30,835	12/16/2015
6322	Court Clerk	100	422	4221	1000	100	420	4201	1000	$30,835	12/16/2015
6926	Deputy Clerk III	100	422	4221	1000	100	420	4201	1000	$32,309	12/16/2015
8872	Deputy Clerk III	100	422	4221	1000	100	420	4201	1000	$33,770	12/16/2015
9490	Administrative Clerk	100	422	4221	1000	100	420	4201	1000	$28,994	12/16/2015
9495	Court Support Supervisor I	100	422	4221	1000	100	420	4201	1000	$59,134	12/16/2015
15785	Judicial Case Manager	100	422	4221	1000	100	420	4201	1000	$51,326	12/16/2015
15788	Judicial Case Manager	100	422	4221	1000	100	420	4201	1000	$51,326	12/16/2015
15789	Judicial Case Manager	100	422	4221	1000	100	420	4201	1000	$51,326	12/16/2015
15791	Judicial Case Manager	100	422	4221	1000	100	420	4201	1000	$51,326	12/16/2015
15795	Judicial Case Manager	100	422	4221	1000	100	420	4201	1000	$51,326	12/16/2015
16478	Judicial Assistant	100	422	4221	1000	100	420	4201	1000	$51,326	12/16/2015
18069	Court Clerk	100	422	4221	1000	100	420	4201	1000	$38,208	12/16/2015
20583	Judicial Case Manager	100	422	4221	1000	100	420	4201	1000	$51,326	12/16/2015
21928	Court Clerk, Senior	100	422	4221	1000	100	420	4201	1000	$37,113	12/16/2015
21929	Deputy Clerk II	100	422	4221	1000	100	420	4201	1000	$30,835	12/16/2015
22895	Information Systems Analyst II	100	422	4221	1000	100	420	4201	1000	$59,134	12/16/2015
40572	Accounting Associate	100	422	4221	1000	100	420	4201	1000	$36,733	12/16/2015
40573	Accounting Associate	100	422	4221	1000	100	420	4201	1000	$36,733	12/16/2015
40576	Accounting Associate	100	422	4221	1000	100	420	4201	1000	$36,733	12/16/2015
40705	Court Clerk, Senior	100	422	4221	1000	100	420	4201	1000	$36,386	12/16/2015
48197	Judicial Case Manager	100	422	4221	1000	100	420	4201	1000	$51,326	12/16/2015
48200	Judicial Case Manager	100	422	4221	1000	100	420	4201	1000	$51,326	12/16/2015
55267	Accounting Associate	100	422	4221	1000	100	420	4201	1000	$45,507	12/16/2015
55268	Administrative Specialist	100	422	4221	1000	100	420	4201	1000	$37,114	12/16/2015
1247	Magistrate	100	422	4205	1000	100	420	4205	1000	$123,648	12/16/2015
2701	Magistrate	100	422	4205	1000	100	420	4205	1000	$118,273	12/16/2015
6074	Magistrate	100	422	4205	1000	100	420	4205	1000	$117,045	12/16/2015
9488	Magistrate	100	422	4205	1000	100	420	4205	1000	$117,045	12/16/2015
9489	Magistrate	100	422	4205	1000	100	420	4205	1000	$117,045	12/16/2015
18066	Chief Magistrate	100	422	4205	1000	100	420	4205	1000	$119,469	12/16/2015
18231	Magistrate	100	422	4205	1000	100	420	4205	1000	$117,045	12/16/2015
18232	Magistrate	100	422	4205	1000	100	420	4205	1000	$129,026	12/16/2015
21318	Magistrate	100	422	4205	1000	100	420	4205	1000	$117,045	12/16/2015
64499	Judicial Assistant	100	422	4205	1000	100	420	4205	1000	$51,326	12/16/2015
65940	Chief Deputy Clerk Magistrate Court	100	422	4205	1002	100	420	4205	1002	$74,773	12/16/2015
		Public Works				**Real Estate & Asset Mgmt**					
98	ENGINEER I	100	540	5403	1000	100	520	5403	1000	$57,755	12/16/2015
270	ENG ASST SUPV	100	540	5403	1000	100	520	5403	1000	$48,184	12/16/2015
723	MAN CON AR SUP	100	540	5403	1000	100	520	5403	1000	$41,371	12/16/2015
1087	ADMIN ASST III	100	540	5403	1000	100	520	5403	1000	$37,113	12/16/2015
1098	MAN CON AR SUP	100	540	5403	1000	100	520	5403	1000	$42,198	12/16/2015
1841	HEVY EQUIP OPR	100	540	5403	1000	100	520	5403	1000	$37,807	12/16/2015
4190	MA CON AREA MGR	100	540	5403	1000	100	520	5403	1000	$61,846	12/16/2015
4239	MAN CON AR SUP	100	540	5403	1000	100	520	5403	1000	$41,371	12/16/2015
5625	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$30,524	12/16/2015
5633	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$30,524	12/16/2015
5758	ENG ASST III	100	540	5403	1000	100	520	5403	1000	$37,368	12/16/2015
7580	PUB SVC COORD	100	540	5403	1000	100	520	5403	1000	$57,473	12/16/2015
7651	HEVY EQUIP OPR	100	540	5403	1000	100	520	5403	1000	$44,165	12/16/2015
7653	HEVY EQUIP OPR	100	540	5403	1000	100	520	5403	1000	$35,285	12/16/2015
7660	MA CON AR SP SR	100	540	5403	1000	100	520	5403	1000	$48,041	12/16/2015
8679	HEVY EQUIP OPR	100	540	5403	1000	100	520	5403	1000	$36,522	12/16/2015
8680	MA CON AR SP SR	100	540	5403	1000	100	520	5403	1000	$47,348	12/16/2015
8686	MAN CON AR SUP	100	540	5403	1000	100	520	5403	1000	$42,198	12/16/2015
8834	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$24,936	12/16/2015
11227	MA CON AR SP SR	100	540	5403	1000	100	520	5403	1000	$48,042	12/16/2015
12144	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$30,523	12/16/2015

2016 Positions Changes - Position Transfers

		TO:				FROM:					
Pos #	Title	Fund	Agency	Org	Object	Fund	Agency	Org	Object	Salary	Date
		Public Works (continued)				**Real Estate & Asset Mgmt (continued)**					
12145	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$32,543	12/16/2015
12151	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$24,936	12/16/2015
12153	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$30,523	12/16/2015
12155	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$30,524	12/16/2015
12156	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$29,924	12/16/2015
12158	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$31,591	12/16/2015
12160	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$32,220	12/16/2015
12164	AIRFLD M WKR	100	540	5403	1000	100	520	5403	1000	$24,936	12/16/2015
12166	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$30,524	12/16/2015
12168	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$31,591	12/16/2015
12184	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$30,522	12/16/2015
12185	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$35,374	12/16/2015
12189	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$30,523	12/16/2015
12193	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$30,524	12/16/2015
12196	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$29,924	12/16/2015
12197	MAINT WORKER	100	540	5403	1000	100	520	5403	1000	$32,543	12/16/2015
12202	MASON	100	540	5403	1000	100	520	5403	1000	$32,406	12/16/2015
12203	MASON	100	540	5403	1000	100	520	5403	1000	$34,210	12/16/2015
12204	MASON	100	540	5403	1000	100	520	5403	1000	$33,054	12/16/2015
12205	MASON	100	540	5403	1000	100	520	5403	1000	$42,684	12/16/2015
13529	PUB SVC ASST MG	100	540	5403	1000	100	520	5403	1000	$66,543	12/16/2015
13978	ADMIN ASST II	100	540	5403	1000	100	520	5403	1000	$31,894	12/16/2015
20063	TRANS PROG MGR	100	540	5403	1000	100	520	5403	1000	$66,954	12/16/2015
12544	MAINT WORKER	100	540	5403	1002	100	520	5403	1002	$29,924	12/16/2015
12541	MAINT WORKER	100	540	5403	1005	100	520	5403	1005	$24,936	12/16/2015
12555	MAINT WORKER	100	540	5403	1005	100	520	5403	1005	$24,936	12/16/2015
12559	MAINT WORKER	100	540	5406	1005	100	520	5406	1005	$24,936	12/16/2015
1510	TR SIG INSTL SU	100	540	5406	1000	100	520	5406	1000	$49,018	12/16/2015
2155	TR SGN/ST PAINT	100	540	5406	1000	100	520	5406	1000	$38,496	12/16/2015
4861	GRAPHIC DESN SR	100	540	5406	1000	100	520	5406	1000	$57,755	12/16/2015
5765	TR SGN/ST PAINT	100	540	5406	1000	100	520	5406	1000	$33,054	12/16/2015
8687	ADMIN COORD I	100	540	5406	1000	100	520	5406	1000	$51,326	12/16/2015
11229	HEVY EQUIP OPR	100	540	5406	1000	100	520	5406	1000	$36,522	12/16/2015
12132	ADMIN ASST II	100	540	5406	1000	100	520	5406	1000	$35,141	12/16/2015
13774	MA CON AREA MGR	100	540	5406	1000	100	520	5406	1000	$72,141	12/16/2015
19591	TRA SIGNAL ENG	100	540	5406	1000	100	520	5406	1000	$51,326	12/16/2015
19592	TRA SIG TC SPC	100	540	5406	1000	100	520	5406	1000	$37,113	12/16/2015
20987	CONS PROJCT CD	100	540	5406	1000	100	520	5406	1000	$47,348	12/16/2015
4189	ENGINEER ADM	100	540	5415	1000	100	520	5415	1000	74,773.00	12/16/2015
6399	ASST DIR TRANSP	100	540	5415	1000	100	520	5415	1000	87,469.00	12/16/2015
8747	ADMIN COORD II	100	540	5415	1000	100	520	5415	1000	65,047.00	12/16/2015
13773	PLANNER SR	100	540	5415	1000	100	520	5415	1000	79,310.00	12/16/2015
15258	DEP DIR PUB WRK	100	540	5415	1000	100	520	5415	1000	78,677.00	12/16/2015
17685	OFFICE ADMINSTR	100	540	5415	1000	100	520	5415	1000	41,371.00	12/16/2015
		Real Estate & Asset Mgmt				**Behavioral Health**					
768	Custodian	100	520	5212	1000	100	755	8232	1000	$25,131	12/16/2015
1826	Custodian	100	520	5212	1000	100	755	8241	1000	$25,131	12/16/2015
9167	Custodial Supv	100	520	5212	1000	100	755	8240	1000	$33,716	12/16/2015
		Real Estate & Asset Mgmt				**Health & Wellness**					
3	Bldg Mech Supv	100	520	5212	1000	100	750	8001	1000	$66,899	12/16/2015
1006	Trade Assistant	100	520	5212	1000	100	750	8001	1000	$34,427	12/16/2015
1550	Security Spec I	100	520	5212	1000	100	750	8001	1000	$32,209	12/16/2015
1719	Material Asst	100	520	5212	1000	100	750	8001	1000	$31,037	12/16/2015
2401	Bldg Mechanic	100	520	5212	1000	100	750	8001	1000	$33,784	12/16/2015
2477	Material Asst	100	520	5212	1000	100	750	8001	1000	$35,136	12/16/2015
3541	Bldg Mechanic	100	520	5212	1000	100	750	8001	1000	$34,210	12/16/2015
9111	Trade Assistant	100	520	5212	1000	100	750	8001	1000	$27,886	12/16/2015
9186	Custodian	100	520	5212	1000	100	750	8001	1000	$25,131	12/16/2015
13368	Admin Asst II	100	520	5212	1000	100	750	8001	1000	$32,309	12/16/2015
20338	Custodial Supv	100	520	5212	1000	100	750	8001	1000	$28,994	12/16/2015

2016 Positions Changes - Position Transfers

		TO:				FROM:					
Pos #	**Title**	**Fund**	**Agency**	**Org**	**Object**	**Fund**	**Agency**	**Org**	**Object**	**Salary**	**Date**
		Real Estate & Asset Mgmt					**Purchasing**				
6717	Contract Admin. Specialist	100	520	5201	1000	100	230	2301	1000	$55,231	12/16/2015
		State Court					**State Court**				
38227	Court Docket Clerk	100	420	4201	1002	100	420	4205	1002	$36,386	12/16/2015
		Superior Court Judges					**Superior Court**				
15800	Judicial Case Manager	100	451	4511	1000	100	450	4501	1000	$51,326	12/16/2015
16206	Judicial Case Manager	100	451	4520	1000	100	450	4501	1000	$53,401	12/16/2015
21525	Judicial Case Manager	100	451	4530	1000	100	450	4501	1000	$51,326	12/16/2015
19459	Judicial Case Manager	100	451	4542	1000	100	450	4501	1000	$58,416	12/16/2015
15807	Judicial Case Manager	100	451	4551	1000	100	450	4501	1000	$51,326	12/16/2015
15842	Judicial Case Manager	100	451	4561	1000	100	450	4501	1000	$54,469	12/16/2015
15806	Judicial Case Manager	100	451	4571	1000	100	450	4501	1000	$51,326	12/16/2015
15799	Judicial Case Manager	100	451	4580	1000	100	450	4501	1000	$51,326	12/16/2015
15811	Judicial Case Manager	100	451	4591	1000	100	450	4501	1000	$55,535	12/16/2015
18431	Judicial Assistant	100	451	4602	1000	100	450	4501	1000	$55,535	12/16/2015
15814	Judicial Case Manager	100	451	4611	1000	100	450	4501	1000	$56,458	12/16/2015
28838	Judicial Case Manager	100	451	4621	1000	100	450	4501	1000	$51,326	12/16/2015
15810	Judicial Case Manager	100	451	4640	1000	100	450	4501	1000	$55,535	12/16/2015
15809	Judicial Case Manager	100	451	4650	1000	100	450	4501	1000	$51,326	12/16/2015
15805	Judicial Case Manager	100	451	4660	1000	100	450	4501	1000	$51,326	12/16/2015
8184	Judicial Case Manager	100	451	4670	1000	100	450	4501	1000	$53,401	12/16/2015
15812	Judicial Case Manager	100	451	4680	1000	100	450	4501	1000	$53,401	12/16/2015
15843	Judicial Case Manager	100	451	4690	1000	100	450	4501	1000	$55,535	12/16/2015
6896	Judicial Case Manager	100	451	4691	1000	100	450	4501	1000	$53,401	12/16/2015
18123	Judicial Case Manager	100	451	4692	1000	100	450	4501	1000	$53,104	12/16/2015

2016 Positions Changes - Position Transfers

		TO:				FROM:					
Pos #	Title	Fund	Agency	Org	Object	Fund	Agency	Org	Object	Salary	Date
		Arts & Culture				**Library, Arts & Culture**					
4004	Building Maintenance Manager	100	181	1810	1000	100	650	1810	1000	$66,517	12/16/2015
4285	Arts & Culture Ast. Dir	100	181	1810	1000	100	650	1810	1000	$77,074	12/16/2015
4289	Administrative Coordinator I	100	181	1810	1000	100	650	1810	1000	$51,326	12/16/2015
18416	Administrative Coordinator I	100	181	1810	1000	100	650	1810	1000	$52,904	12/16/2015
20251	Administrative Coordinator III	100	181	1810	1000	100	650	1810	1000	$70,923	12/16/2015
33453	Art Program Cordinator Sr.	100	181	1810	1000	100	650	1810	1000	$59,134	12/16/2015
40566	Program Development Specialist	100	181	1810	1000	100	650	1810	1000	$63,050	12/16/2015
48166	Administrative Assistant III	100	181	1810	1000	100	650	1810	1000	$36,386	12/16/2015
55172	Administrative Assistant II	100	181	1810	1000	100	650	1810	1000	$28,425	12/16/2015
23406	Administrative Assistant III	100	181	1810	1002	100	650	1810	1002	$28,878	12/16/2015
38146	Administrative Coordinator I	100	181	1810	1002	100	650	1810	1002	$43,583	12/16/2015
75665	Office Administrator	100	181	1810	1002	100	650	1810	1002	$29,994	12/16/2015
17887	Vocational/Educational Specialist	100	181	1812	1000	100	650	1812	1000	$32,406	12/16/2015
20252	Office Administrator	100	181	1812	1000	100	650	1812	1000	$42,198	12/16/2015
33458	Art Program Cordinator Sr.	100	181	1812	1000	100	650	1812	1000	$60,115	12/16/2015
33460	Art Program Cordinator Sr.	100	181	1813	1000	100	650	1813	1000	$65,417	12/16/2015
55170	Administrative Assistant II	100	181	1813	1000	100	650	1813	1000	$32,309	12/16/2015
55175	Vocational/Educational Specialist	100	181	1813	1000	100	650	1813	1000	$44,106	12/16/2015
4352	Art Program Cordinator	100	181	1815	1000	100	650	1815	1000	$60,094	12/16/2015
17878	Administrative Assistant II	100	181	1815	1000	100	650	1815	1000	$44,106	12/16/2015
33461	Art Program Cordinator Sr.	100	181	1815	1000	100	650	1815	1000	$63,507	12/16/2015
48168	Administrative Assistant III	100	181	1815	1000	100	650	1815	1000	$43,170	12/16/2015
55174	Audio-Visual Technician	100	181	1815	1000	100	650	1815	1000	$38,208	12/16/2015
29919	Vocational/Educational Specialist	100	181	1815	1002	100	650	1815	1002	$32,302	12/16/2015
269	Art Program Cordinator Sr.	100	181	1816	1000	100	650	1816	1000	$59,134	12/16/2015
48170	Vocational/Educational Specialist	100	181	1816	1000	100	650	1816	1000	$44,106	12/16/2015
2925	Administrative Assistant II	100	181	1816	1000	100	650	1816	1000	$36,585	12/16/2015
29916	Vocational/Educational Specialist	100	181	1816	1002	100	650	1816	1002	$22,810	12/16/2015
48127	Art Program Cordinator Sr.	100	181	1818	1000	100	650	1818	1000	$60,115	12/16/2015
48128	Administrative Assistant III	100	181	1818	1000	100	650	1818	1000	$36,386	12/16/2015
48129	Vocational/Educational Specialist	100	181	1818	1000	100	650	1818	1000	$44,106	12/16/2015
2482	Administrative Coordinator I	100	181	6300	1000	100	650	6300	1000	$51,326	12/16/2015
1311	Administrative Assistant I	100	181	6303	1000	100	650	6303	1000	$31,718	12/16/2015
2999	Administrative Assistant I	100	181	6304	1000	100	650	6304	1000	$26,411	12/16/2015
8154	Administrative Assistant I	100	181	6304	1000	100	650	6304	1000	$28,409	12/16/2015
47150	Arts & Entertainment Coordinatot	215	181	WOLF	1000	100	650	WOLF	1000	$66,517	12/16/2015
48169	Administrative Assistant III	215	181	WOLF	1000	100	650	WOLF	1000	$36,386	12/16/2015
41391	Administrative Assistant III	215	181	WOLF	1002	100	650	WOLF	1002	$16,675	12/16/2015

2016 Positions Changes - Position Transfers

		TO:				FROM:					
Pos #	Title	Fund	Agency	Org	Object	Fund	Agency	Org	Object	Salary	Date
		Clerk of Superior Court				**Magistrate Court**					
555	Deputy Clerk III	100	470	4221	1000	100	422	4221	1000	$32,309	12/16/2015
836	Deputy Clerk II	100	470	4221	1000	100	422	4221	1000	$32,406	12/16/2015
1220	Deputy Clerk III	100	470	4221	1000	100	422	4221	1000	$36,386	12/16/2015
1307	Deputy Clerk III	100	470	4221	1000	100	422	4221	1000	$32,406	12/16/2015
1391	Administrative Clerk	100	470	4221	1000	100	422	4221	1000	$26,411	12/16/2015
2060	Court Clerk	100	470	4221	1000	100	422	4221	1000	$39,505	12/16/2015
2372	Deputy Clerk III	100	470	4221	1000	100	422	4221	1000	$32,309	12/16/2015
2430	Deputy Clerk III	100	470	4221	1000	100	422	4221	1000	$32,309	12/16/2015
2580	Court Support Supervisor I	100	470	4221	1000	100	422	4221	1000	$59,134	12/16/2015
2624	Deputy Clerk III	100	470	4221	1000	100	422	4221	1000	$32,309	12/16/2015
3346	Deputy Clerk III	100	470	4221	1000	100	422	4221	1000	$37,113	12/16/2015
3950	Deputy Clerk III	100	470	4221	1000	100	422	4221	1000	$32,309	12/16/2015
4018	Deputy Court Administrator, Operations	100	470	4221	1000	100	422	4221	1000	$74,773	12/16/2015
5035	Court Clerk	100	470	4221	1000	100	422	4221	1000	$38,120	12/16/2015
6316	Deputy Clerk II	100	470	4221	1000	100	422	4221	1000	$30,835	12/16/2015
6322	Court Clerk	100	470	4221	1000	100	422	4221	1000	$30,835	12/16/2015
6926	Deputy Clerk III	100	470	4221	1000	100	422	4221	1000	$32,309	12/16/2015
8872	Deputy Clerk III	100	470	4221	1000	100	422	4221	1000	$33,770	12/16/2015
9490	Administrative Clerk	100	470	4221	1000	100	422	4221	1000	$28,994	12/16/2015
9495	Court Support Supervisor I	100	470	4221	1000	100	422	4221	1000	$59,134	12/16/2015
15785	Judicial Case Manager	100	470	4221	1000	100	422	4221	1000	$51,326	12/16/2015
15788	Judicial Case Manager	100	470	4221	1000	100	422	4221	1000	$51,326	12/16/2015
15789	Judicial Case Manager	100	470	4221	1000	100	422	4221	1000	$51,326	12/16/2015
15791	Judicial Case Manager	100	470	4221	1000	100	422	4221	1000	$51,326	12/16/2015
15795	Judicial Case Manager	100	470	4221	1000	100	422	4221	1000	$51,326	12/16/2015
16478	Judicial Assistant	100	470	4221	1000	100	422	4221	1000	$51,326	12/16/2015
18069	Court Clerk	100	470	4221	1000	100	422	4221	1000	$38,208	12/16/2015
20583	Judicial Case Manager	100	470	4221	1000	100	422	4221	1000	$51,326	12/16/2015
21928	Court Clerk, Senior	100	470	4221	1000	100	422	4221	1000	$37,113	12/16/2015
21929	Deputy Clerk II	100	470	4221	1000	100	422	4221	1000	$30,835	12/16/2015
22895	Information Systems Analyst II	100	470	4221	1000	100	422	4221	1000	$59,134	12/16/2015
40572	Accounting Associate	100	470	4221	1000	100	422	4221	1000	$36,733	12/16/2015
40573	Accounting Associate	100	470	4221	1000	100	422	4221	1000	$36,733	12/16/2015
40576	Accounting Associate	100	470	4221	1000	100	422	4221	1000	$36,733	12/16/2015
40705	Court Clerk, Senior	100	470	4221	1000	100	422	4221	1000	$36,386	12/16/2015
48197	Judicial Case Manager	100	470	4221	1000	100	422	4221	1000	$51,326	12/16/2015
48200	Judicial Case Manager	100	470	4221	1000	100	422	4221	1000	$51,326	12/16/2015
55267	Accounting Associate	100	470	4221	1000	100	422	4221	1000	$45,507	12/16/2015
55268	Administrative Specialist	100	470	4221	1000	100	422	4221	1000	$37,114	12/16/2015
		County Manager				**Real Estate & Asset Mgnt**					
3595	Office Administrator	100	118	1812	1000	100	520	5220	1000	$78,739	12/16/2015

Temporary / Seasonal Positions

2016 Position Changes - Temporaries/Seasonal

Pos #	Title	Fund	Agency	Org	Object	Effective Date	End Date
	Aging & Youth Services						
58174	Rec Prog Instrc	100	183	183S	1005	1/1/2016	12/31/2016
16294	Rec Prog Instrc	100	183	183T	1005	1/1/2016	12/31/2016
58161	Rec Prog Instrc	100	183	183T	1005	1/1/2016	12/31/2016
58165	Rec Prog Instrc	100	183	183T	1005	1/1/2016	12/31/2016
58188	Aquatics Instru	100	183	183T	1005	1/1/2016	12/31/2016
	District Attorney						
75613	Intern	440	480	4802	1005	1/1/2016	12/31/2016
75614	Intern	440	480	4802	1005	1/1/2016	12/31/2016
75615	Intern	440	480	4802	1005	1/1/2016	12/31/2016
75616	Intern	440	480	4802	1005	1/1/2016	12/31/2016
75617	Intern	440	480	4802	1005	1/1/2016	12/31/2016
	External Affairs						
63810	Legislative Asst	100	130	1305	1005	1/1/2016	12/31/2016
	Information & Technology						
2356	Information & Technology System Analyst	100	220	2202	1005	1/1/2016	12/31/2016
	Planning & Comm Svcs						
66550	Inspector Sr	301	125	1257	1004	1/1/2016	12/31/2016
	Public Works						
12541	Maint Worker	100	540	5403	1005	1/1/2016	12/31/2016
12555	Maint Worker	100	540	5403	1005	1/1/2016	12/31/2016
12559	Maint Worker	100	540	5403	1005	1/1/2016	12/31/2016
20924	Admin Asst II	201	540	5459	1004	1/1/2016	12/31/2016
	State Court General						
20182	AJ- Court Support Specialist	100	420	4201	1004	1/1/2016	12/31/2016
20183	AJ- Court Support Specialist	100	420	4201	1004	1/1/2016	12/31/2016
56687	Intern	100	420	4201	1005	1/1/2016	12/31/2016
	State Court Judges						
56686	Summer Intern	100	421	4220	1005	1/1/2016	12/31/2016
56523	Summer Intern	100	421	4241	1005	1/1/2016	12/31/2016
57342	Intern	100	421	4241	1005	1/1/2016	12/31/2016
74733	Summer Intern	100	421	4252	1005	1/1/2016	12/31/2016
	Superior Court General						
74762	Admin Asst III	100	450	4501	1005	1/1/2016	12/31/2016
	Tax Commissioner						
56028	Intern	100	245	2451	1005	1/1/2016	12/31/2016

Range Change Positions

2016 POSITION CHANGES - RANGE CHANGE POSITIONS

Pos #	Title	Fund	Agency	Unit	Object	Salary	Action	Effective Date
		Commission District 1						
40575	Ch Staff Chair	100	101	1011	1000	$47,000	Range Change - From	12/16/2015
40575	Ch Staff Chair	100	101	1011	1000	$52,000	Range Change - To	12/16/2015
		Commission District 5						
64386	Com Eng Rep, SE	100	105	1051	1000	$60,000	Range Change - From	12/16/2015
64386	Com Eng Rep, SE	100	105	1051	1000	$61,200	Range Change - To	12/16/2015
64230	Chief of Staff	100	105	1051	1000	$91,800	Range Change - From	12/16/2015
64230	Chief of Staff	100	105	1051	1000	$96,800	Range Change - To	12/16/2015

Title Change Positions

2016 POSITION CHANGES - TITLE CHANGE POSITIONS

Pos #	Title	Fund	Agency	Unit	Object	Action	Effective Date
	Finance						
26562	Health Prog Admin	100	210	2115	1000	Title Change - From	12/16/2015
26562	Revenue Admin	100	210	2115	1000	Title Change - To	12/16/2015
26821	Dir. Adm Svc DI	100	210	2115	1000	Title Change - From	12/16/2015
26821	Accounts Receivable Manager	100	210	2115	1000	Title Change - To	12/16/2015
	Information Technology						
3223	IT Computer Operator I	100	220	2201	1000	Title Change - From	12/16/2015
3223	Personal Computer Specialist	100	220	2201	1000	Title Change - To	12/16/2015
1631	IT System Engineer	100	220	2204	1000	Title Change - From	12/16/2015
1631	Public Affairs Officer Senior	100	220	2204	1000	Title Change - To	12/16/2015
16080	Water Quality Supervisor	201	220	2215	1000	Title Change - From	12/16/2015
16080	GIS Specialist III	201	220	2215	1000	Title Change - To	12/16/2015
2107	IT Programmer II	100	220	2202	1000	Title Change - From	12/16/2015
2107	Executive Assistant	100	220	2202	1000	Title Change - To	12/16/2015
	Library						
779	Admin Coord I	100	650	6566	1000	Title Change - From	12/16/2015
779	Public Affair Officer	100	650	6566	1000	Title Change - To	12/16/2015
639	Librarian	100	650	6565	1000	Title Change - From	12/16/2015
639	Library Support Supervisor	100	650	6565	1000	Title Change - To	12/16/2015
	Parks & Recreation						
9932	Admin Coord I	301	640	6401	1000	Title Change - From	12/16/2015
9932	Admin Coord II	301	640	6401	1000	Title Change - To	12/16/2015
	Planning & Community Svcs						
23291	Admin Assistant II	301	125	1253	1000	Title Change - From	12/16/2015
23291	Records & Documents Coordinator	301	125	1253	1000	Title Change - To	12/16/2015
	Police						
1924	Police FTO	100	320	3215	1000	Title Change - From	12/16/2015
1924	Police Sergeant (FTO)	100	320	3215	1000	Title Change - To	12/16/2015
2396	Police ID Tech I	301	320	3205	1000	Title Change - From	12/16/2015
2396	Forensic Technician	301	320	3205	1000	Title Change - To	12/16/2015
2460	Asst Chf of Pol	301	320	3206	1000	Title Change - From	12/16/2015
2460	Deputy Police Chief	301	320	3206	1000	Title Change - To	12/16/2015
7898	Police FTO	301	320	3201	1000	Title Change - From	12/16/2015
7898	Police Sergeant (FTO)	301	320	3201	1000	Title Change - To	12/16/2015
7899	Police FTO	301	320	3201	1000	Title Change - From	12/16/2015
7899	Police Sergeant (FTO)	301	320	3201	1000	Title Change - To	12/16/2015
17231	Inspector Sr	301	320	5810	1000	Title Change - From	12/16/2015
17231	Code Enforc Officer II	301	320	5810	1000	Title Change - To	12/16/2015
	Real Estate & Asset Mgmt						
2886	Finanical Systems Supervisor	100	520	5201	1000	Title Change - From	12/16/2015
2886	Finanical Reporting Coordinator	100	520	5201	1000	Title Change - To	12/16/2015
	Sheriff						
3986	Accounting Supervisor	100	330	3300	1000	Title Change - From	12/16/2015
3986	Internal Auditor II	100	330	3300	1000	Title Change - To	12/16/2015
23841	Records & Documents Coordinator	100	330	3300	1000	Title Change - From	12/16/2015
23841	Fiscal Support Specialist II	100	330	3300	1000	Title Change - To	12/16/2015

Parallel Positions

2016 POSITION CHANGES - PARALLEL POSITIONS

Pos #	Title	Fund	Agency	Unit	Object	Action	Effective Date	End Date
	Finance							
22991	Finance Investment Officer	100	210	2109	1000	-		
New	Finance Investment Officer	100	210	2109	1000	Establish	12/16/2015	12/31/2016
	Juvenile Court							
6939	Judicial Case Manager	100	405	4051	1000	-		
76237	Judicial Case Manager	100	405	4051	1000	Extend	1/1/2016	12/31/2016

Reclassification

2016 POSITION CHANGES - RECLASSIFICATION OF POSITIONS

Pos #	Title	Fund	Agency	Unit	Object	Grade	Salary	Action	Effective Date
			Emergency Communications						
4170	Communications Specialist	340	333	3333	1000	B23	$36,386	Reclassification - From	12/16/2015
4170	E911 Communications Officer III	340	333	3333	1000	13	$36,733	Reclassification -To	12/16/2015
2933	Communications Specialist	340	333	3333	1000	B23	$36,386	Reclassification - From	12/16/2015
2933	E911 Communications Officer III	340	333	3333	1000	13	$36,733	Reclassification -To	12/16/2015

Annual Hardware and Software Maintenance and Support List - 2016

	Type	Vendor Name	Product Name	Description	User Agency	2016 Expenditure	Funding Source
1	Software	HLP Inc.	Chameleon Case Management System	Animal Shelter Case Management System Maintenance & Support Services	Animal Control	$15,000	Information Technology
2	Software	Dulles Technology Partners, Inc.	WebGrants	Web Based Full-Lifecycle FRESH Grant Management System	Arts & Culture	$10,000	Arts & Culture
3	Software	3M Security System Division	Software Maintenance Agreement	Maintenance/Repairs for Book Security Detection System for Atlanta Fulton Public Library Branch Locations	Atlanta Fulton Public Library	$42,000	Atlanta Fulton Public Library
4	Software	3M Security System Division	Software Maintenance Agreement	Maintenance/Repairs for Self Check Stations for Research Atlanta Fulton Public Library and other Locations	Atlanta Fulton Public Library	$40,000	Atlanta Fulton Public Library
5	Software	Bookletters, LLC	Bookletters, LLC	Electronic Newsletter Service	Atlanta Fulton Public Library	$9,000	Atlanta Fulton Public Library
6	Software	Bridgeall	CollectionHQ	Collection Management Software	Atlanta Fulton Public Library	$81,000	Atlanta Fulton Public Library
7	Software	Cengage Learning	TERC	Job Search Database	Atlanta Fulton Public Library	$34,523	Atlanta Fulton Public Library
8	Software	Cengage Learning	Ed2Go	Online Continuing Education Classes	Atlanta Fulton Public Library	$40,500	Atlanta Fulton Public Library
9	Software	Cengage Learning	Lit., Biographical and Career Databases	Online Database Membership	Atlanta Fulton Public Library	$123,000	Atlanta Fulton Public Library
10	Software	Facts on File Inc.	Reference Databases	Online Database Membership	Atlanta Fulton Public Library	$34,500	Atlanta Fulton Public Library
11	Software	Fulton County Daily Report	Daily Report Online	Online Local Legal Newspaper Database	Atlanta Fulton Public Library	$18,000	Atlanta Fulton Public Library
12	Software	InfoUSA	ReferenceUSA Database	Online Database Membership	Atlanta Fulton Public Library	$105,000	Atlanta Fulton Public Library
13	Software	JSTOR	JSTOR	Online Database Membership	Atlanta Fulton Public Library	$5,176	Atlanta Fulton Public Library
14	Software	Mango Languages	Mango Languages	Language Learning & Translation Database	Atlanta Fulton Public Library	$24,000	Atlanta Fulton Public Library
15	Software	McGraw Hill / Standard & Poor	NetAdvantage- Industry Related Database	Online Database Membership	Atlanta Fulton Public Library	$45,000	Atlanta Fulton Public Library
16	Software	Morningstar	Morningstar	Online Financial Industry Database	Atlanta Fulton Public Library	$22,500	Atlanta Fulton Public Library
17	Software	News Bank	Access World News	Online Newspaper Databases	Atlanta Fulton Public Library	$69,000	Atlanta Fulton Public Library
18	Software	OCLC, Inc.	ContentDM	Archival Management Software	Atlanta Fulton Public Library	$6,750	Atlanta Fulton Public Library
19	Software	Overdrive Inc.	E-Audio books	Online Database Membership	Atlanta Fulton Public Library	$360,000	Atlanta Fulton Public Library
20	Software	Oxford University Press	African-American Studies Database	Online African-American Studies Database Membership	Atlanta Fulton Public Library	$6,000	Atlanta Fulton Public Library
21	Software	Proquest Information & Learning Co.	Newspaper Database & Microfilms	Federated Search Engine & Online African-American Historical Newspapers Database	Atlanta Fulton Public Library	$40,508	Atlanta Fulton Public Library
22	Software	Proquest Information & Learning Co.	Intro to the NAACP	Online Database Membership	Atlanta Fulton Public Library	$7,763	Atlanta Fulton Public Library
23	Software	Recorded Books	Universal Class	Online Continuing Education Classes	Atlanta Fulton Public Library	$37,950	Atlanta Fulton Public Library
24	Software	Scholastic Library Publishing	Bookfliix	Bookflix Online Literacy Database	Atlanta Fulton Public Library	$17,250	Atlanta Fulton Public Library
25	Software	SIRSI	SIRSI Circulation Software	Atlanta Fulton Public Library Circulation System Maintenance & Support Services	Atlanta Fulton Public Library	$258,000	Atlanta Fulton Public Library

	Type	Vendor Name	Product Name	Description	User Agency	2016 Expenditure	Funding Source
26	Software	Tutor.com	Tutor.com	Online Live Tutoring Service	Atlanta Fulton Public Library	$120,000	Atlanta Fulton Public Library
27	Software	World Book	World Book Online	Online Encyclopedia	Atlanta Fulton Public Library	$27,563	Atlanta Fulton Public Library
28	Software	Envisionware	Envisionware	Atlanta Fulton Public Library Patron PC Booking System Software Maintenance & Support Services	Atlanta Fulton Public Library	$18,652	Information Technology
29	Software	M&M / Qualifacts	Carelogic	Management System Maintenance & Support Services	Behavioral Health	$150,000	Behavioral Health
30	Software/ Hardware	Iron Data	Mainline Land Records Management System	Mainline Software and Hardware Support	Clerk of Superior Court	$75,000	Information Technology
31	Software	Hyland On Base	SIRE	Automated Forms & Agenda Management System	Clerk to the Commission	$28,000	Clerk to the Commission
32	Software	Cyberchannel Inc. dba LegalEdge Software	LegalEdge Case Management	Legal Case Management	County Attorney	$4,788	County Attorney
33	Software	Capitol Impact	Legislative Tracking System	Legislative Tracking System Maintenance & Support Services	County Manager	$3,200	Information Technology
34	Software	E-Civis	Grants Locator -IGA	Grants Locator Software Licenses	County Manager	$20,000	Information Technology
35	Software	LexisNexis	LexisNexis	Access to Legal/Judicial Database (Accurint)	County Manager/ Office of the Child Attorney	$5,301	County Manager/ Office of Child Attorney
36	Software	LexisNexis	LexisNexis	Access to Legal/Judicial Database	County Manager/ Office of the Child Attorney	$9,060	County Manager/ Office of Child Attorney
37	Software	Palatine Technology Group	Electronic Warrant Interchange (EWI)	Electronic Warrant Interchange System Maintenance & Support Services	Courts	$25,000	Information Technology
38	Software	Tyler Technologies-Odyssey Division	ODYSSEY Justice System	Unified Justice Case Management System Maintenance & Support Services	Criminal Justice and Public Safety Agencies	$1,189,000	Information Technology
39	Software	Citrix	Citrix XenApp Support	Citrix Licenses for CIS Infinity Water Billing System	Department of Water Resources	$2,500	Department of Water Resources
40	Software	DLT Solutions, LLC	AutoCAD v10 Civil 3D	Auto CAD Engineering Application Support	Department of Water Resources	$30,000	Department of Water Resources
41	Software	eGPS Solutions	eGPS Statewide System	Service for Land Survey Corrections	Department of Water Resources	$7,500	Department of Water Resources
42	Software	Innovyze	Infowater Suite	Annual maintenance subscription program	Department of Water Resources	$3,750	Department of Water Resources
43	Software	Innovyze (Wallingford)	Infoworks and Infonet	PW Interactive Sanitary Sewer Modeling	Department of Water Resources	$34,779	Department of Water Resources
44	Software	Perkin Elmer	Labworks	Laboratory Information Management System	Department of Water Resources	$26,000	Department of Water Resources
45	Software	Oracle	Oracle Primavera and Contract Management Software	Support and upgrades to Primavera and Contract Management software	Department of Water Resources	$8,000	Department of Water Resources/ Gen.Services/Public Works
46	Software	Bentley Systems, Inc.	MicroStation Information Modeling and CAD Production Software	License & Support	Department of Water Resources	$5,615	Department of Water Resources
47	Software	Tele-Works	Tele-Works IVR	Interactive Voice Response System Maintenance & Support Services-- Water and Sewer Billing System	Department of Water Resources	$31,000	Department of Water Resources
48	Software	XC2 Software, LLC	XC2 Backflow Prevention Management Software	Prevention Management Support contract	Department of Water Resources	$28,500	Department of Water Resources
49	Hardware	Xerox Corporation	Wide Format Scanner	Maintenance support and repairs for scanner	Department of Water Resources	$6,800	Department of Water Resources
50	Software	File Trail	File Trail (RFID- Radio Frequency Identification System)	RFID File Tracking System Maintenance & Support Services	District Attorney	$13,500	District Attorney
51	Software	LexisNexis	LexisNexis	Access to Legal/Judicial Database	District Attorney	$26,460	District Attorney

	Type	Vendor Name	Product Name	Description	User Agency	2016 Expenditure	Funding Source
52	Software	AT&T	InterAct Emergency Systems	9-1-1 Computer Aided Dispatch System Maintenance & Support Services	Emergency Communications	$72,970	Emergency Communications
53	Software	AT&T	E911 Call Phone system Maintenance	Viper Phone System Maintenance	Emergency Communications	$118,320	Emergency Communications
54	Hardware	Atlanta Communications Company	Radio Site & Subscriber Maintenance	800 MHz Trunked Radio System Maintenance	Emergency Communications	$467,393	Emergency Communications
55	Hardware	DECA (HigherGround) Is it--AMR Business Products?	Nicelog Voice Recording System--Is it DECA (Higher Ground)	911 Voice Recording System Maintenance & Support Services	Emergency Communications	$48,909	Emergency Communications
56	Software	Emergency Notification System (Code RED)	CodeRED Emergency Notification	Emergency Alert System Maintenance	Emergency Communications	$115,000	Emergency Communications
57	Hardware	Medical Priority Dispatch	ProQA/AQUA	Software Tool for Emergency Medical Service Requests	Emergency Communications	$21,565	Emergency Communications
58	Software	Motorola, Inc.	Premier MDC Systems	Radio System Equipment Maintenance & Support Services	Emergency Communications	$70,019	Emergency Communications
59	Hardware	Motorola, Inc.	Radio System components	Trunk Radio and Microwave System Maintenance	Emergency Communications	$1,248,166	Emergency Communications
60	Software	PowerDMS	Power DMS Document Management	Manage Departmental documents with regards to training, SOPs, Accreditation, etc.	Emergency Communications	$5,280	Emergency Communications
61	Hardware	T3 Solutions	100 MB Fiber Transport	Replacement for an unobtainable microwave link between Westin 201 Peachtree and Atlanta FS 21	Emergency Communications	$16,848	Emergency Communications
62	Software	NeoGov	Government Jobs.com	Online Job Application System	Finance Department	$41,000	Information Technology
63	Software	CS Stars LLC	CS Stars	Risk Management Information System/Workers Compensation System Maintenance & Support Services	Finance Department	$122,450	Information Technology / Finance Department
64	Software	Advanced Utilities Systems	Infinity Link	Water and Sewer Utility Billing System Maintenance & Support Services	Finance Department/ Department of Water Resources	$115,000	Finance Department
65	Software	Kronos Inc.	Telestaff	Staff Scheduling System Maintenance & Support Services	Fire Department	$14,000	Fire Department
66	Software	360 Network Solutions, LLC	BlueARGUS Traffic Software License	Provides traffic signal software license	General Services/Public Works	$18,080	General Services/Public Works
67	Software	Automated Logic Controls	Building Automation System	Installation/repairs for Building Automation System at County's Medical Examiner & Ocee Library	General Services/Public Works	$100,000	General Services/Public Works
68	Software	BRG	Archibus	Enterprise Software Support for Asset Management and Fleet Maintenance Programs	General Services/Public Works	$82,500	General Services/Public Works
69	Equipment	Cardiac Science Corporation	Automated External Defibrillators (AED) Supplies and Equipment	Automated External Defibrillators (AED), Wall Cabinets ,Supplies and Emergency Maintenance.	General Services/Public Works	$45,000	General Services/Public Works
70	Service	Carrier Corporation	Carrier 19XRV Centrifugal Chillers	Extended Warranty Services for three Carrier 19XRV Centrifugal Chillers	General Services/Public Works	$20,000	General Services/Public Works
71	Software	Control Concepts	Building Automation System	Installation, replacement parts and programming for Building Automation System	General Services/Public Works	$150,000	General Services/Public Works
72	Services	E.J. Ward	Automated Fuel Devices	Tag sensors to fuel dispenser, Ward CANceiver to identify vehicles, hose module and terminal boards	General Services/Public Works	$50,000	General Services/Public Works
73	Service	Georgia Trane	200-tons Chillers and above	Building Automation System-HVAC Maintenance and Support Services at HJC Bowden and Dorothy Benson Senior Centers	General Services/Public Works	$150,000	General Services/Public Works
74	Service	Johnson Controls, Inc.	HVAC Metasys Automation System	Building Automation System-HVAC Maintenance and Support Services.	General Services/Public Works	$90,000	General Services/Public Works
75	Service	McQuay Corporation	200-tons Chillers and above	Higher level HVAC Maintenance and Repair of McQuay Chillers	General Services/Public Works	$30,000	General Services/Public Works
76	Software Support	Noble Controls	Omron PLC System	Support for Omron PLC at Detention Center of Juvenile Court	General Services/Public Works	$10,000	General Services/Public Works
77	Service	Rapiscan Systems	Maintenance Repair for X-Ray Screening Machine	Maintenance and Repair for Rapiscan X-Ray Screening Machine 515 Model	General Services/Public Works	$25,000	General Services/Public Works

	Type	Vendor Name	Product Name	Description	User Agency	2016 Expenditure	Funding Source
78	Hardware/ Software	Schindler Elevator Corporation	Elevator Controls	Proprietary extended warranty services for elevators at Adamsville Regional Health Center	General Services/Public Works	$10,000	General Services/Public Works
79	Software	Siemens	Building Automation System	Installation, replacement parts and programming for Building Automation System	General Services/Public Works	$20,000	General Services/Public Works
80	Software	WayPoint	Alerton BACnet Control System	Installation, replacement parts and programming for Alerton BACnet system	General Services/Public Works	$60,000	General Services/Public Works
81	Software	Evans Technology, Inc.	Primavera P6 & Professional Mgmt.	Application User License, Update & Support, Evan Custom RP6 R8 Student Kit	General Services/Public Works	$15,300	General Services/Public Works / Department of Water Services
82	Software	FKW Technologies	Total Maintenance Management Support	Service Order and Job Construction Order Management	General Services/Public Works	$10,000	General Services/Public Works / Information Technology
83	Software	Vanderweil Facility Advisors	VFS Software	Facility Analysis Software Maintenance & Support Services	General Services/Public Works	$16,000	Information Technology
84	Software	Azteca Systems	Cityworks Enterprise	Computerized Maintenance Management/Work Order System Maintenance & Support Services	General Services/Public Works / Police	$110,000	General Services/Public Works / Police
85	Software	Executive Information Systems, LLC	SAS	Data Analysis of Communicable Disease Trends	Health Department	$8,756	Health Department
86	Software	Systems Outsourcing & Support Inc.	Dynamic Billing and Posting	Medical Billing Support Service	Health Department	$23,000	Health Department
87	Software	Mitchell & McCormick (M&M)	M&M Case Management System	Public Health- Health Case Management System Maintenance & Support Services	Health Department Behavioral Health	$250,000	Health Department/Behavioral Health
88	Software	Accessible Solutions, Inc.	SERVtracker	Web Hosting	Housing & Community / Aging & Youth Services	$10,000	Aging & Youth Services
89	Software	Anchor Software	Anchor Software	Business Loan Program	Housing & Community Development	$8,000	Housing & Community Development
90	Software	Aztec Software	Read for Work Series	15 Site Licenses for Software used by Workforce Development	Housing & Community Development	$15,000	Housing & Community Development
91	Software	Dulles Technology Partners, Inc.	WebGrants	Web Based Full-Lifecycle FRESH Grant Management System	Housing & Community Development	$10,000	Housing & Community Development
92	Software	IBM	Kenexa- Prove It	3 Site Licenses for Software used by Workforce Development	Housing & Community Development	$10,000	Housing & Community Development
93	Software	Pathways	Compass Rose (HMIS)	Homeless Management Information System (HMIS)	Housing & Community Development	$25,000	Housing & Community Development
94	Software	Respect	Respect	Housing Inspection and Cost Estimation Tool Software	Housing & Community Development	$10,000	Housing & Community Development
95	Software	BMC Software	BMC Job Scheduling Software	Computer Scheduling Software	Information Technology	$57,000	Information Technology
96	Software	CGI-AMS	AMS Advantage-ERP Application	County ERP System Maintenance & Support Services (Personnel, Purchasing & Finance)	Information Technology	$1,125,000	Information Technology
97	Software	Citysourced	Citysourced (Fulco to Go)	Mobile Citizen Work Order Application	Information Technology	$32,000	Information Technology
98	Software	Earthchanel Communications (Media Management)	ClearChannel	Video Streaming System Maintenance & Support Services	Information Technology	$22,000	Information Technology
99	Software/ Hardware	EMC Inc.	EMC Disk / Data Storage	EMC Systems Maintenance & Support Services	Information Technology	$998,000	Information Technology
100	Software	Entrust	Entrust Security Certificate Management Services	Security Certificate Management Services	Information Technology	$13,000	Information Technology
101	Software	Experian	QAS Addressing Software	Electronic Address Data System Maintenance & Support Services	Information Technology	$22,000	Information Technology
102	Hardware	Fujitsu	Hardware Maintenance	Fujitsu Server & Storage Hardware Maintenance	Information Technology	$31,000	Information Technology
103	Software	Howard Industries	Barracuda Firewall Licenses	Firewall Protection Software	Information Technology	$10,000	Information Technology

	Type	Vendor Name	Product Name	Description	User Agency	2016 Expenditure	Funding Source
104	Software	Infax CourtSight	Infax CourtSight Suite	Support for Court Monitors	Information Technology	$4,400	Information Technology
105	Software	JSCAPE	JSCAPE	FTP - File Transfer Software Maintenance	Information Technology	$5,000	Information Technology
106	Software	Kronos Inc.	Kronos Enterprise Time System	Enterprise Time Keeping System Licenses, Maintenance & Support Services	Information Technology	$148,000	Information Technology
107	Software	Micro Focus Support	Micro Focus SupportLine	Online Services to Knowledgebase, Case Reporting and Tracking	Information Technology	$2,600	Information Technology
108	Hardware	Morgan Birge & Associates	Legacy Telecommunications Equipment Maintenance	Legacy Telecommunications Equipment Maintenance	Information Technology	$26,000	Information Technology
109	Software	Namescape	Namescape	E-Mail System Utility Software	Information Technology	$8,000	Information Technology
110	Software	Netanium, Inc.	Netwrix	Network Auditing Software Maintenance	Information Technology	$17,000	Information Technology
111	Hardware	NIKSUN	NIKSUN	Network Security Appliances Maintenance & Support Services	Information Technology	$29,000	Information Technology
112	Software	Norex, Inc.	Norex	IT software and Support Services	Information Technology	$9,000	Information Technology
113	Software	Optimum Path Solutions	Visual Data Center Software	Data Center Equipment Monitoring Software Licenses & Maintenance	Information Technology	$10,250	Information Technology
114	Software	Oracle Corporation	Oracle Licenses	Oracle Licensing and Support	Information Technology	$645,000	Information Technology
115	Hardware	Prosys Information Systems	Airtight	Wireless Network Security Appliance & Sensors Maintenance	Information Technology	$9,585	Information Technology
116	Hardware	Prosys Information Systems	F5 Networks - Network Traffic Manager	Network Load Balancer	Information Technology	$11,000	Information Technology
117	Software	RightStar	Rightstar Helpdesk Maintenance	Information Technology Help Desk System License and Maintenance	Information Technology	$42,000	Information Technology
118	Software	Rocket Software	Rocket Seagull	Mainframe Terminal Emulation Software Maintenance & Support Services	Information Technology	$6,000	Information Technology
119	Hardware	S&A Maintenance	Data Center Server Maintenance	Data Center Hardware and Server Maintenance	Information Technology	$36,000	Information Technology
120	Software	SAP	Crystal Reports	Crystal Reports Licences and Support	Information Technology	$31,000	Information Technology
121	Software	Scicom	AppDynamics	Application Analysis Software	Information Technology	$48,000	Information Technology
122	Software	Scicom Inc.	AppDynamics	Application Analysis Software	Information Technology	$48,500	Information Technology
123	Sofware	SHI Inc	Microsoft Licenses. Software and Support	Microsoft Licenses. Software and Support	Information Technology	$1,400,000	Information Technology
124	Software	SHI International	SolarWinds	Network Monitoring & FTP Support Software	Information Technology	$31,000	Information Technology
125	Software	SiteImprove	SiteImprove	Website Diagnostic Software	Information Technology	$5,200	Information Technology
126	Software	T3 Technologies	Liberty Mainframe Alternate System - Maintenance & Support	Liberty Mainframe Alternate System - Maintenance & Support	Information Technology	$29,000	Information Technology
127	Software	VMWare	VMWare	Server Virtualization Software Licenses, Maintenance & Support	Information Technology	$200,000	Information Technology
128	Software	ESRI	ARCView, ARCEditor, ARCView	GIS Environmental Mapping Software	Information Technology	$265,000	Information Technology / Dept. of Water Resources/ Tax Assessor
129	Software	ORBIS Partners Inc.	Youth Assessment and Screening Instrument (YASI)	Youth Assessment and Screening Support	Juvenile Court	$4,200	Information Technology

	Type	Vendor Name	Product Name	Description	User Agency	2016 Expenditure	Funding Source
130	Hardware/ Software	Business Information System Inc.	Digital Court Recording	DCR 4Ch Digital /Audio Recording Software with Notes, Mixer and Splitter	Juvenile Court	$25,000	Juvenile Court
131	Software	Canyon Solutions	JCATS	Juvenile Court Case Management System Maintenance & Support Services	Juvenile Court, Office of Child Attorney	$135,000	Juvenile Court, Office of Child Attorney
132	Software	Accela	Permits Plus	Permit Management System Maintenance & Support Services	Planning and Community Services	$100,000	Planning and Community Services
133	Software	Selectron Technologies Inc.	IVR/IWR	IVR/IWR for Permits	Planning and Community Services	$50,000	Planning and Community Services
134	Software	Datamaxx Group	Datamaxx Licenses and Support	Criminal Information System Maintenance & Support Services	Police Department	$6,000	Information Technology
135	Software	Intergraph Corporation	Records Management System (RMS)	Records Management System Maintenance & Support Services-Public Safety	Police Department	$79,000	Information Technology
136	Software	Advanced Public Safety	APS Citation Maintenance	Annual Maintenance for Electronic Traffic Citation	Police Department	$6,124	Police Department
137	Software	DataWorks Plus	Rapid ID Maintenance and Support	Rapid ID Maintenance and Support	Police Department	$3,900	Police Department
138	Software	Eagle Advantage Solutions	Intellibook Livescan	Intellibook Livescan, LSID 425, LSID 419, & Livescan State Connection Support	Police Department	$5,865	Police Department
139	Software	Eagle Advantage Solutions	Eagle*Print	Eagle*Print Applicant Software Application	Police Department	$3,075	Police Department
140	Software	Farber Specialty Vehciles	SatcomService LLC	Command Vehicle Internet Satellite	Police Department	$5,328	Police Department
141	Software	Formulytics	Formulytics	Gang Intelligence Investigative Software	Police Department	$9,900	Police Department
142	Software	Leads Online LLC	Leads Online	Pawn Shop Investigative Software	Police Department	$8,627	Police Department
143	Software	Vigilant Video	Vigilant Video	Vigilant Video Site License Agreement	Police Department	$2,500	Police Department
144	Software	West Publishing Corporation	Thomson Reuters	Legal Research/Investigative Solution	Police Department	$4,896	Police Department
145	Software	Thomson West	WestlawNext & Clear Investigator	On-Line Legal Database Research	Public Defender	$51,000	Public Defender
146	Software	Safe Software	FME Floating Spatial ETL Software	GIS Environmental Spatial Software	Public Works	$3,000	Public Works
147	Software	4U Services, Inc., d/b/a Stellar Services	STELLAR Compliance Support	Contract Compliance Contracts Management System	Purchasing & Contract Compliance	$9,000	Purchasing & Contract Compliance
148	Software	Logical Integrations, Inc	Electronic Standard Operating Procedure Annual Maintenance	Electronic Standard Operating Procedure Annual Maintenance	Purchasing & Contract Compliance	$8,640	Purchasing & Contract Compliance
149	Software	Resurgens Risk Management	Certificate Insurance Tracking	Certificate Tracking Program	Purchasing & Contract Compliance	$6,750	Purchasing & Contract Compliance
150	Software	Patterson Pope, Inc.	Lektriever Filing System	Lektriever Filing System	Registration & Elections	$3,618	Registration & Elections
151	Software	Drake Communications Inc.	Interactive Voice Response System	Interactive Voice Response System Maintenance & Support Services	Registration & Elections	$7,800	Registration & Elections
152	Software	EasyVote Solutions	Election/Asset Management System	On-line Applications for PollBook, Campaign Finance, Inventory	Registration & Elections	$27,540	Registration & Elections
153	Hardware	Elections Systems and Software	Ballot on Demand	Ballot Printing System Maintenance & Support Services	Registration & Elections	$22,711	Registration & Elections
154	Hardware	ES&S - formerly Premier and Diebold	Touch Screen, Accuvote Optical Scan, Express Poll units	Elections System Maintenance & Support Services	Registration & Elections	$288,195	Registration & Elections
155	Software	Image One Corporation	Rocket-File Signature Scanning System	Registration & Elections Esignature System Maintenance & Support Services	Registration & Elections	$6,345	Registration & Elections

	Type	Vendor Name	Product Name	Description	User Agency	2016 Expenditure	Funding Source
156	Hardware	Pitney Bowes	Relia-Vote System/Absentee Mail	Absentee Ballot Processing System Maintenance & Support Services	Registration & Elections	$49,587	Registration & Elections
157	Software	SOE Software	Online Poll Worker Training system	Online Training Module	Registration & Elections	$11,500	Registration & Elections
158	Software	DataWorks Plus	Rapid ID	ID Scan Maintenance	Sheriff	$5,200	Sheriff
159	Software	Georgia Technology Authority	WAN Telecommunication Services	Telecommunications WAN Services for Sheriff	Sheriff	$15,060	Sheriff
160	Software	NEC	AFIS	Automated Finger Print ID System Maintenance & Support Services	Sheriff	$103,417	Sheriff
161	Software	Watch Systems LLC	Sex Offender Software	Sex Offender Maintenance	Sheriff	$16,500	Sheriff
162	Software	File Trail	File Trail	RFID File Tracking System Maintenance & Support Services	Superior Court Administrator	$4,119	Superior Court Administrator
163	Software	Thomson West	WESTLAW	Online Legal Research	Superior Court Administrator	$90,000	Superior Court Administrator
164	Software	Courthouse Technologies, LTD	Courthouse JMS (with summons Direct Module)	Internet & Web Site Software for Microcomputers	Superior Court Administrator/State Court	$155,000	Superior Court Administrator/State Court
165	Software	The Sidwell Company	Parcel Builder	Cadastral (Tax Parcel) Mapping System Maintenance & Support Services	Tax Assessor/Information Technology	$18,000	Information Technology
166	Software	ESRI- Canada	ARCView, ARCEditor, ARCView	GIS Environmental Mapping Software	Tax Assessor	$230,060	Tax Assessor
167	Software	Co-Star Comps	Data Listing Service	Appraisal Data Listing Search	Tax Assessor	$35,000	Tax Assessor
168	Software	Courthouse USA	Data Cloud	Mobile Application for field staff	Tax Assessor	$295,000	Tax Assessor
169	Software	Experian	QAS Addressing Software	Electronic Address Data System Maintenance & Support Services	Tax Assessor	$10,000	Tax Assessor
170	Software	First Multiple Listing	First Multiple Listing	Data Services Provider for Real Estate Properties	Tax Assessor	$15,000	Tax Assessor
171	Software	Lexis Nexis	Online Search Engine	Realtime Reports for Property Deed Imaging, Court Records	Tax Assessor	$32,000	Tax Assessor
172	Software	Marshall & Swift	Commercial/Residential Estimator	Locate thousands of square foot and components for commercial properties	Tax Assessor	$4,000	Tax Assessor
173	Software	Modria	Modria Online Appeal Software	Online Appeal Software	Tax Assessor	$42,000	Tax Assessor
174	Software	Pictometry International Corp.	Pictometry	Aerial Photography System Maintenance & Support Services	Tax Assessor	$351,043	Tax Assessor
175	Software	q-Public	Website Implementation	Hosting, Maintenance, Support and Upgrades	Tax Assessor	$35,000	Tax Assessor
176	Software	Red Eagle	Kofax	Online Tax Appeals	Tax Assessor	$6,000	Tax Assessor
177	Software	Tyler Technology-CLT Division	IAS World Tax System	IAS World Tax System Maintenance & Support Services	Tax Assessor	$154,000	Tax Assessor
178	Software	Georgia Multiple Listing	Georgia Multiple Listing	Data Services Provider for Real Estate Properties	Tax Assessor/ Information Technology	$7,000	Tax Assessor
179	Software	Tyler Technology-CLT Division	IAS World Tax System	IAS World Tax System Maintenance & Support Services	Tax Commissioner	$675,000	Information Technology
180	Software	Cummins-Allison Corp.	Coin Sorters and Currency Counters	Coin Sorters & Currency Counter Equipment Maintenance & Support Services	Tax Commissioner	$10,000	Tax Commissioner
181	Software	DRS Group	Check Scanners	Check Scanners Maintenance & Support Services	Tax Commissioner	$7,000	Tax Commissioner

	Type	Vendor Name	Product Name	Description	User Agency	2016 Expenditure	Funding Source
182	Hardware	Hasler Financial Service LLC	Neopost Mail Sorter	Mail Sorter Machines & Equipment Maintenance & Repair	Tax Commissioner	$8,500	Tax Commissioner
183	Software / Hardware	Hewlett Packard	Printers	Printers Software Maintenance & Support	Tax Commissioner	$15,000	Tax Commissioner
184	Hardware	NCR Corporation	Remittance Processor	Check Remittance Processor Hardware Maintenance & Support Services	Tax Commissioner	$60,000	Tax Commissioner
185	Software	Netvantage	Remittance Processor-Item Age	Check Remittance Processor Software Maintenance & Support Services	Tax Commissioner	$30,000	Tax Commissioner
186	Hardware	Onsite Maintenance/ServRight (Intrepid)	Shredder Maintenance	Shredder Maintenance & Support Services	Tax Commissioner	$5,500	Tax Commissioner
187	Hardware	Opex Inc.	Jogger & Mail Extractor	Check Joggers and Mail Extractor Machine Maintenance & Support Services	Tax Commissioner	$15,000	Tax Commissioner
188	Software	Paradime	ACCPAY Software Support	ACCPAY Software Support & Services	Tax Commissioner	$9,000	Tax Commissioner
189	Hardware	Pitney Bowes	Arrival Express Plus	Mailing Equipment/Postage Meter/Hand Held Scanner	Tax Commissioner	$10,500	Tax Commissioner
190	Software	Q-Matic	Q-Matic Customer Flow Management	Customer Flow Management System Maintenance & Support Services	Tax Commissioner	$150,000	Tax Commissioner
191	Software / Hardware	Sage	ACCPAY Software Support	ACCPAY Software Support & Services	Tax Commissioner	$10,000	Tax Commissioner
192	Software / Hardware	WellSpring	Check Scanners	Bank Check Scanners Maintenance & Support Services	Tax Commissioner	$10,000	Tax Commissioner
193	Software	Westbrook Technologies	Fortis System	Imaging System Maintenance & Support Services	Tax Commissioner	$60,000	Tax Commissioner
194	Software / Hardware	Xerox	Tax Bill Printers	Bill Printers Software Maintenance & Support Services	Tax Commissioner	$40,000	Tax Commissioner
195	Software	Selectron Technologies Inc.	IVR/IWR	IVR/IWR for Real Estate/Solid Waste Billing/MTV	Tax Commissioner	$100,000	Tax Commissioner
					TOTAL	**$16,371,479**	