



FAYETTE County
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FAYETTE COUNTY, GEORGIA

OPERATING AND CAPITAL BUDGET

FISCAL YEAR ENDED JUNE 30, 2019

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FAYETTE COUNTY, GEORGIA

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

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**Fayette County
Georgia**

For the Fiscal Year Beginning

July 1, 2017

Christopher P. Morrell

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Budget Presentation to Fayette County Georgia for its annual budget for the fiscal year beginning July 1, 2017.

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

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

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Fiscal Year 2019 Budget Message

June 28, 2018

The Honorable Eric K. Maxwell, Chairman
The Honorable Members of the Fayette County Board of Commissioners
The Citizens of Fayette County, Georgia

The annual Operating and Capital Budget of Fayette County Georgia is a plan expressed in dollar amounts that acts as a road map to carry out the Board of Commissioners' mission statement: to provide critical services to protect and enhance the health, safety, and welfare of its citizens in a manner that is efficient, fiscally responsible, and which perpetuates a quality lifestyle for future generations (further discussion on goals is found later in the document).

INTRODUCTION

It is our pleasure to present the fiscal year 2019 adopted budget for Fayette County Georgia. The adopted budget covers the period beginning **July 1, 2018 and ending June 30, 2019.**

The budget includes **expenditures** of **\$94,828,118**, **transfers** of **\$3,223,762** to Governmental Funds capital/CIP projects, **transfers** of **\$2,470,000** to Enterprise Funds capital projects, and **transfers** of **\$1,475,000** to the Vehicles and Equipment fund for **total appropriations** of **\$101,996,880**. This budget is representative of the County's long-standing tradition of providing historic levels of service to the citizens of Fayette County while maintaining fiscal and managerial conservatism. The Board of Commissioners and its staff continue to work diligently in identifying and allocating resources even during this period when the county and the nation as a whole, have recovered from the slowdown of the economy during the last recession. The Board's prudent leadership and direction allows the organization to deliver services in a manner that most effectively, efficiently, and economically meets the dynamic needs of a still growing Metropolitan Atlanta suburban community with a current estimated population of 116,200 as of April 1, 2018.

Major components of the approved expenditures include:

Budget Components	Expenditures
Operating Governmental Funds	\$ 69,090,755
Operating Enterprise Funds	17,166,556
Governmental Funds Capital Projects	3,223,762
Enterprise Funds Projects	2,470,000
Internal Service Funds	2,877,045
Total Budget	\$ 94,828,118

BUDGET IN BRIEF

The adopted **operating expenditures budget** for FY 2019 total **\$86,257,311**, increasing 5.8% from the previous year. The adopted **operating revenue budget** totals **\$92,974,275**, increasing 4.7% from the previous year. As in the FY 2018 adopted operating budget, the FY 2019 budget projects revenue higher than expenditures having a positive effect on fund balance from operations. **Total fund balance** projected to increase approximately **\$6.7 million**.

Operating Budget				
	2019	2018	\$ Diff.	% Change
Revenue	\$ 92,974,275	\$ 88,790,692	\$ 4,183,583	4.7
Expenditures	86,257,311	81,562,888	4,694,423	5.8
Fund Balance	\$ 6,716,964	\$ 7,227,804	\$ (510,840)	(7.1)

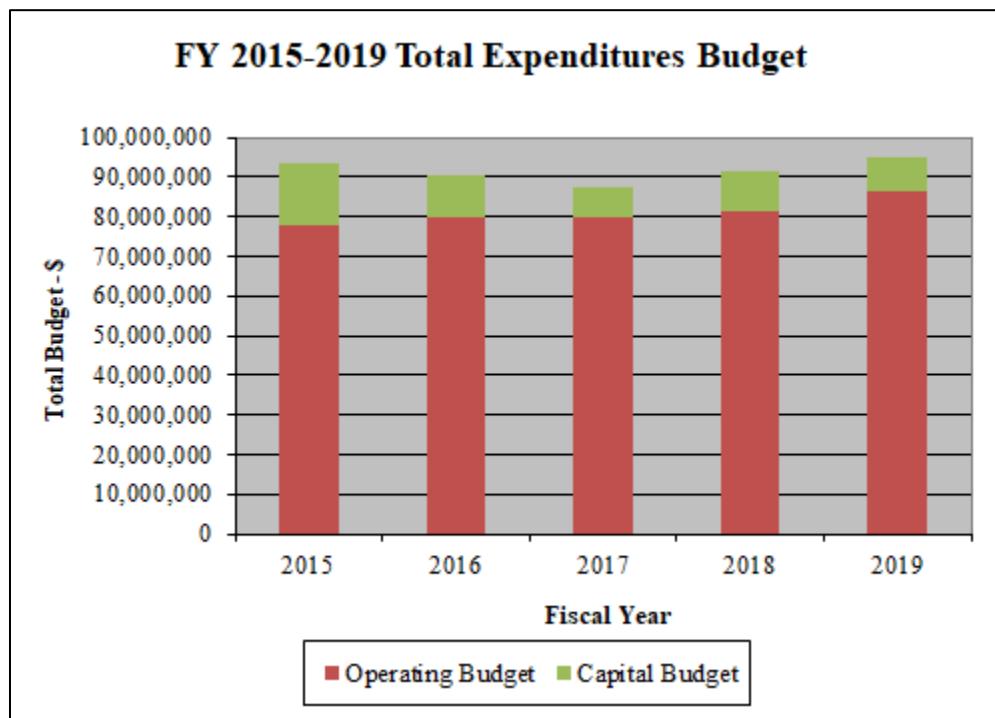
The FY 2019 adopted **capital expenditures budget** is **\$1.5 million** less than the previous year. This represents a decrease of **14.9%**.

Capital Budget	FY 2019	FY 2018	\$ Diff	% Diff
Capital/CIP Projects	\$ 3,223,762	\$ 5,919,315	\$ (2,695,553)	(45.5)
Water System CIP	2,470,000	2,646,000	(176,000)	(6.7)
Vehicle/Equipment Fund	2,877,045	1,501,169	1,375,876	91.7
Total Capital Budget	\$ 8,570,807	\$10,066,484	\$ (1,495,677)	(14.9)

The Fayette County total adopted expenditures budget for FY 2019 is **\$3.2 million** more than the previous year. This represents an overall increase of **3.5%** from the prior year's total adopted expenditures budget.

Fayette County Georgia - FY 2015 to 2019 Operating and Capital Expenditures

Fiscal Year	Operating Budget	% Change	Capital Budget	% Change	Total Budget	% Change
2015	77,811,490	6.3	15,862,461	935.7	93,673,951	25.4
2016	79,775,788	2.5	10,478,653	(33.9)	90,254,441	(3.7)
2017	79,774,820	(0.0)	7,525,809	(28.2)	87,300,629	(3.3)
2018	81,562,888	2.2	10,066,484	33.8	91,629,372	5.0
2019	86,257,311	5.8	8,570,807	(14.9)	94,828,118	3.5



More detail regarding changes in the Fayette County Georgia operating budget is included in the **Significant Items** section that follows.

(Please see page 16 for the list of County Goals linked to the Significant items)

SIGNIFICANT ITEMS FOR CURRENT FY 2018 AND BUDGET FY 2019

1. The **total actual operating revenue (unaudited)** for FY 2018 is \$88.4 million. The **total actual operating expenditures (unaudited)** amount for FY 2018 is \$85.1 million. At the end of FY 2018, operating revenue exceeds operating expenditures and total fund balance from operations increases by \$3.3 million. Only current revenues are used to pay current expenditures so there is not a “built-in increase” for ongoing expenditures.

The Board of Commissioners guideline is to conservatively budget revenue and expenditures so the actual effect of operations results in a positive effect on fund balance. Operations in FY 2018 reflect the Board of Commissioners’ continued commitment to fiscal responsibility.

(County Goal: CG2)

2. Total Capital Budget Expenditures for Governmental Funds and Enterprise Funds

Capital Projects – the capital budget for Governmental and Enterprise funds in FY 2019 is projected to total \$5.7 million: \$3.2 million in Governmental Funds projects and \$2.5 million in Enterprise Funds projects. This represents a decrease of \$2.9 million or 33.5% from FY 2018. The Enterprise Funds projects are Water System Fund projects that will be funded with fund operating revenue. The Governmental Funds projects will be funded with transfers from General Fund balance (\$2.6 million), Fire Services fund balance (\$563K), and State Court-DUI Court fund balance (\$15K). (County Goal: CG1, CG2, CG4, CG5)

3. Replacement/New Vehicles and Heavy Equipment - the FY 2019 Budget includes \$2.9 million for the purchase of vehicles and equipment for the Governmental Funds. The replacement of county vehicles and heavy equipment is based on the composition of the fleet needed to fulfill the long-term goals of Fayette County. As a means of maintaining the level of funding necessary to replace vehicles and equipment, annual contributions from the different Governmental Funds are included in the annual budget. In FY 2019, transfers to the Vehicle & Equipment Fund from the General Fund (\$725K), Fire Services Fund (\$500K), and the EMS Fund (\$250K) are included. The Enterprise funds (Water System and Solid Waste) include in their operating budgets the cost of vehicles and heavy equipment. In the FY 2019 Budget, the Water System included in their budget \$135K for vehicles and heavy equipment. (County Goal: CG1, CG2)

4. Capital Improvements Program (CIP) – the five year CIP plan was updated reflecting a focus on capital needs to support the Board of Commissioners' commitment to maintaining and improving facilities and infrastructure to better serve the citizens of Fayette County. In FY 2018, the Board of Commissioners approved to close thirty-six (36) projects that were completed. Available funding in these projects was moved to projects with funding shortages or to project contingency accounts. Funding in project contingency accounts, plus any additional funding appropriated, could be used as a funding source for new projects. The Capital Improvements Program (CIP) is discussed in more detail in the Capital Budget section. (County Goal: CG1, CG5)

5. No Property Tax Increase – property tax paid by Fayette County citizens is determined by the **assessed value** of the property multiplied by the General Fund M&O property tax **millage rate**. An increase in the assessed value of the property with no change to the millage rate will result in an increase in property taxes paid. For calendar year 2018 (FY 2019), the countywide tax digest increased by \$280.6 million or 5.0%. In order to not increase the property taxes paid by Fayette County citizens, the Board of Commissioners has directed to decrease (rollback) the General Fund M&O millage rate from 4.509 to 4.392 mills. This 2.6% decrease in the millage rate will result in the average county citizen paying approximately the same amount of property taxes as in the previous year. Approximately \$14.6M in cumulative savings to the taxpayers from the rollbacks of the millage rate. This reflects the Board of Commissioners' commitment to continue offering superior service to the citizens of Fayette County without an increase in property taxes paid. (County Goal: CG2)

6. Pay for Performance – a Pay for Performance plan will be implemented in FY 2019 where employees meeting specific performance thresholds based on individual evaluations are eligible to receive a salary increase. The projected dollar impact of these increases included in the FY 2019 budget are as follows: General Fund \$515K, Special Revenue Funds \$197K and Enterprise Funds \$69K. The total impact to the FY 2019 Budget is approximately \$781K. (County Goal: CG4)

7. 2017 SPLOST / Stormwater Utility – The Stormwater Utility became effective on January 1, 2012, as a user-based fee with the only purpose of paying for the repair and improvement of Stormwater structures. The Stormwater Management fund was created to account for revenue and expenditures related to Stormwater.

A 6-year Special Purpose Local Option Sales Tax was voted by the citizens of Fayette County in a special election that took place on March 21, 2017. Fayette County's portion of the 2017 SPLOST proceeds includes over \$23 million to fund Stormwater projects.

With the passage of the 2017 SPLOST, the Board of Commissioners approved to repeal the Stormwater Utility. In FY 2018, the Stormwater Management fund was closed and funds were moved to the 2017 SPLOST fund. (County Goal: CG1, CG2, CG5)

Comparison of the FY 2019 and FY 2018 Operating Expenditures Budgets

OPERATING EXPENDITURES BUDGET - SUMMARY FY 2019 TO FY 2018 COMPARISON - BY FUND				
Fund	FY 2019	FY 2018	\$ Diff.	% Change
General Fund	51,416,144	49,233,064	2,183,080	4.4
Special Revenue Funds				
Law Library	55,000	50,000	5,000	10.0
State Court - DUI Court	297,929	129,649	168,280	129.8
911 Communications	3,279,986	3,010,796	269,190	8.9
Jail Surcharge	431,000	432,000	(1,000)	(0.2)
Juvenile Supervision	22,330	19,750	2,580	13.1
Victims Assistance	137,798	109,163	28,635	26.2
Drug Abuse and Treatment	558,552	402,635	155,917	38.7
Fire Services Fund	9,215,328	8,751,460	463,868	5.3
Street Lights	336,001	336,761	(760)	(0.2)
EMS Fund	3,327,687	3,165,670	162,017	5.1
Animal Control Spay Neuter	13,000	-	13,000	n/a
Enterprise Funds				
Solid Waste	203,337	210,440	(7,103)	(3.4)
Stormwater Management	-	25,000	(25,000)	(100.0)
Water System	16,963,219	15,686,500	1,276,719	8.1
Total Operating Budget	\$ 86,257,311	\$ 81,562,888	\$ 4,694,423	5.8

CONCLUSION

For the sixth consecutive year, the Fayette County Board of Commissioners has continued their commitment to a balanced budget and excellent customer service for the Citizens of Fayette County without an increase in the General Fund property taxes. This year's FY2019 budget calls for a rollback of the General Fund maintenance and operations millage rate resulting in a net savings of \$691K for County residents, cumulative savings to taxpayers of \$14.6M. For FY 2019 the projected impact of the operating budget on the fund balance for the General Fund is an increase of \$521K and for the Special Revenue Funds an increase of \$2.4M. This year's budget continues the tradition of effective teamwork amongst the County's respective Elected Officials, Constitutional Officers, and Department Heads.

The adopted FY 2019 budget highlights related to the General Fund include the following:

1. Maintaining a fund balance committed stabilization of \$12.8M,
2. An emergency fund balance of \$2.0M,
3. A \$3.7M non-spendable balance on loans for Stormwater Projects,
4. An assigned fund balance for capital/CIP projects of \$6.3M,
5. An unassigned fund balance of approximately \$4.1M.

The budget also provides adequate funding for healthcare costs while maintaining health insurance options and retirement plans benefits for county employees.

Elected Officials, Constitutional Officers, and County staff have worked to ensure expenditures are maintained at minimum levels. This task becomes more challenging each year given the non-funded mandates placed on Local Governments from Federal and State levels. The increase in property assessed values experienced this year provides optimism with anticipated new growth for the County's tax digest in the coming years.

In approving the FY 2019 Budget, the Fayette County's Board of Commissioners continues to stand strong in a fiscally conservative position as recognized by Standard and Poor's and Moody's with their highest ratings. Through their continued actions, Fayette County Government continues to be positioned to lead the Metropolitan Atlanta Area in local government innovation, fiscal conservatism, and quality of life for its citizens.

Respectfully,



Steve Rapson
County Administrator



Mary S. Parrott
Chief Financial Officer

SERVICES PROVIDED BY THE COUNTY



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

operations.

The County also operates a potable water distribution system and a solid waste management system. The Fayette County Water System established in 1965 serves approximately 29,764 customers in the unincorporated areas of the County and through the County-owned distribution systems of the City of Peachtree City and the Towns of Tyrone, Woolsey and Fayetteville. The Water System also wholesales water to the City of Fayetteville by contractual agreement. The current contract expires in 2034.

PROFILE OF THE COUNTY

History

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

Demographics

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

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

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

In looking at its demographic statistics, Fayette County is considered for the most part to be a suburban community. About 54.3 percent of its residents live in incorporated cities and towns. Fayette is the Atlanta region's second least densely populated county, with 0.86 people living per acre of land. The average household size is 2.80 and nearly 93.7 percent of housing is defined as occupied.

Fayette County exhibits some excellent physical characteristics, in terms of climate and geography. Average rainfall for the immediate area is 46 inches per year, and average temperatures range from a high of 88 degrees in the summer to a low of 34 degrees in the winter, with a year round average temperature of 62 degrees. The area is decorated with dogwoods and azaleas blooming in the spring and a colorful change of leaves in the fall. The general terrain of the area is characteristic of the Piedmont region of Georgia, with hills with broad ridges, sloping uplands and relatively narrow valleys. Land elevations within the County range from a low of 720 feet to a high of 1,005 feet above sea level.

Transportation

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

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

Diverse Lifestyles

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

Peachtree City, a planned community situated in the western part of the County, is widely known as a family-oriented locale. This City features three golf courses, two large lakes, 100 miles of golf cart paths, a 2,500 seat amphitheater, a state-of-the-art championship tennis center, an indoor swimming complex and numerous other recreational facilities. The majority of industry in the County is located in a nearby industrial park.

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

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

GOVERNMENTAL STRUCTURE

The governing authority of Fayette County is a **Board of Commissioners** consisting of five



elected members. The commissioners serve on a part-time basis and are elected to staggered terms of four years. The County is divided into five districts and each district is required to have one Commissioner on the Board of Commissioners who resides within that District. Registered voters are limited to voting only to fill the position of the Commissioners living in the same district in which the voters reside. At their first meeting each calendar year, the Commission Chair and Vice-Chair are selected by the Board. In their policy-making capacity, the Board of Commissioners

is authorized to perform the following functions:

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

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

LOCAL ECONOMIC CONDITIONS AND OUTLOOK

Fayette County continues to benefit economically by being an integral part of one of the top growth areas in the United States, the Atlanta Metropolitan Region. The Metropolitan Atlanta region represents one of the nation's primary transportation and distribution centers as well as being a major financial and consumer services leader. For those counties located on the south side of the Metro Area, Hartsfield-Jackson Atlanta International Airport is considered to be one of the more important economic engines. The total annual regional economic impact of the airport is more than \$34.8 billion.

Georgia's geographically central location for domestic distribution, excellent surface transportation system, telecommunications infrastructure and proximity to major consumer markets make the state an excellent base for air cargo operations.

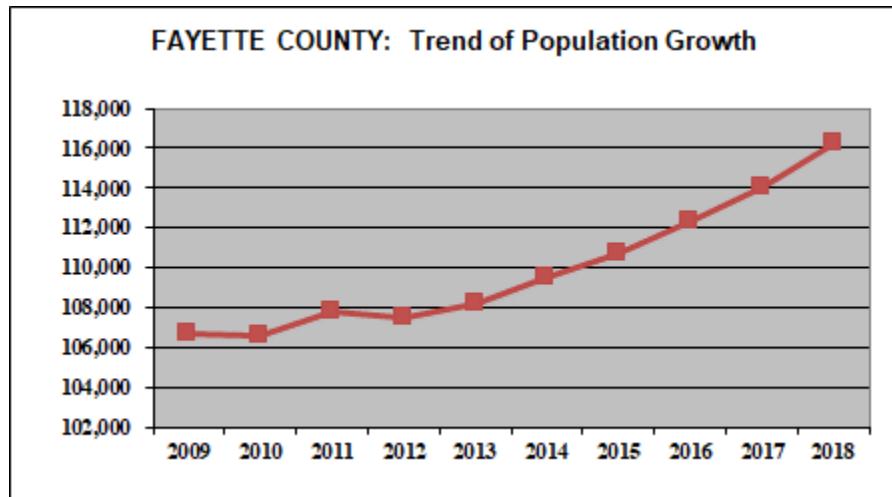
The quality and quantity of services provided by the County to its residents are second to none. The College and Career Ready Performance Index released by the Georgia Department of Education and based on data from the 2017-2018 school year shows that Fayette Counties' elementary, middle and high schools are among the best in the state and in metro Atlanta. Scores for Fayette's elementary and middle schools are the 2nd highest and high schools are the 5th highest, in all metro Atlanta.

Also in Fayette County, one will find one of the lowest crime rates in the metro Atlanta area, and an efficient County government with one of the lowest millage rates and service costs per capita in the State. Each of these quality-of-life factors combine to make Fayette County an extremely attractive place in which to reside.

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

According to the 1980 census figures, Fayette County had 29,043 residents and was the forty-third most populous county in the State of Georgia. For the 2010 census the population was estimated in 106,567. The Atlanta Regional Commission (ARC) estimates the population of Fayette County at approximately 116,200 as of April 1, 2018. Fayette County is the twenty-second most populous county in the State of Georgia. Even though the population growth will not continue at the same unprecedeted rate of the 1980's and 1990's, the Atlanta region will continue to be one of the fastest growing metropolitan areas in the Country.

Fayette County Community

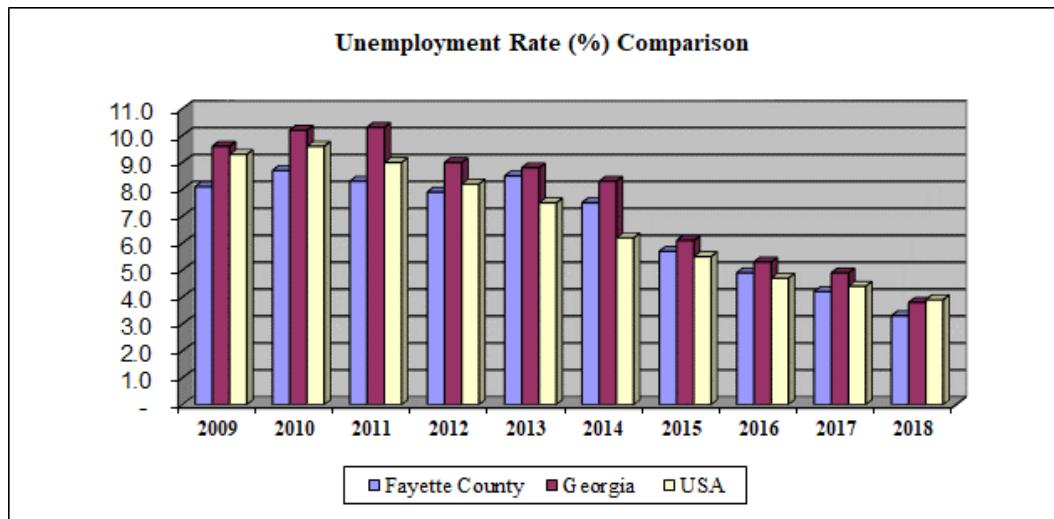


% estimates as of July 1, 2017

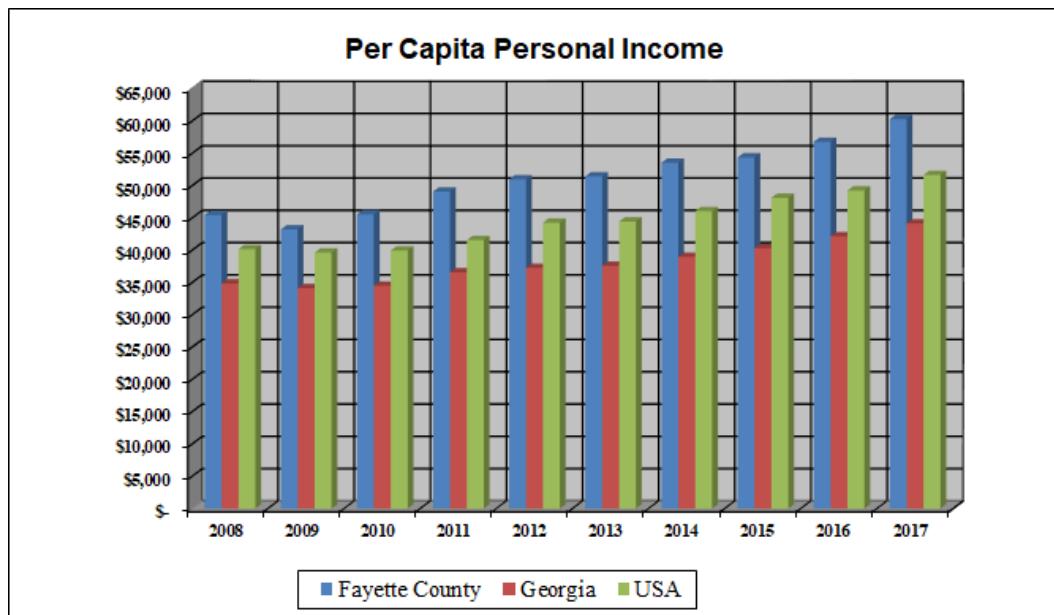
Age and Sex - %	Fayette	Georgia	US
Persons under 5 years	4.5%	6.3%	6.1%
Persons under 18 years	23.4%	24.1%	22.6%
Persons 65 years and over	17.6%	13.5%	15.6%
Female persons	51.4%	51.3%	50.8%
Race - %	Fayette	Georgia	US
White alone	68.5%	60.8%	76.6%
Black or African American alone	23.6%	32.2%	13.4%
Asian alone	5.1%	4.2%	5.8%
Native Hawaiian and Other Pacific Islander alone	0.1%	0.1%	0.2%
Two or more races	2.3%	2.1%	2.7%
Hispanic or Latino	7.4%	9.6%	18.1%
Education - %	Fayette	Georgia	US
High school graduate or higher, persons 25 years+	94.6%	85.8%	87.0%
Bachelor's degree or higher, persons 25 years+	45.8%	29.4%	30.3%

Fayette County schools are among the best in the nation. The high school graduation rates are well over the state and national rates. The average SAT/ACT scores at local high schools are above the state and national averages. Fayette's average SAT scores in 2018 are the second highest in the metro Atlanta Region, fifth highest in Georgia, and in the top 7% in the nation. Fayette's average ACT scores in 2018 are the sixth highest in Georgia. The scores are 2.0 points higher than the state average and 2.6 points higher than the national average. Approximately 74.5% of our current residents age 18 to 65+ have attended some college; attained a 2-year or a 4-year college degree; or have post-graduate studies.

Fayette County is blessed to have a labor force that is well trained and has many marketable skills. The county workforce in general is employed in higher paying fields. Close to 40% of the civilian employed population works in the following areas: office and administrative support 15.4%, executive and managers 12.6%, and sales 11.8%. The superior quality of our workforce is reflected in our low unemployment rate. Fayette County's unemployment rate is consistently lower than the state and national rates. The chart below shows unemployment trends for the last ten years.



Fayette County is among the counties with the highest Per Capita Personal Income at both the state level and the national level. In 2017, Fayette County has the third highest Per Capita Personal Income in the state of Georgia. It is 137 percent of the state average and 117 percent of the national average. The graph below compares the Per Capita Personal Income of the residents of Fayette County with those of Georgia and the nation for a period of ten years.



The Fayette County Development Authority is the lead economic development entity for Fayette County. Fayette County Board of Commissioners resolution established it in 1986. It focuses on recruitment, retention and expansion of major industry and corporate office operations as well as workforce issues. It promotes and markets the entire county as a prime location for new and expanding businesses.

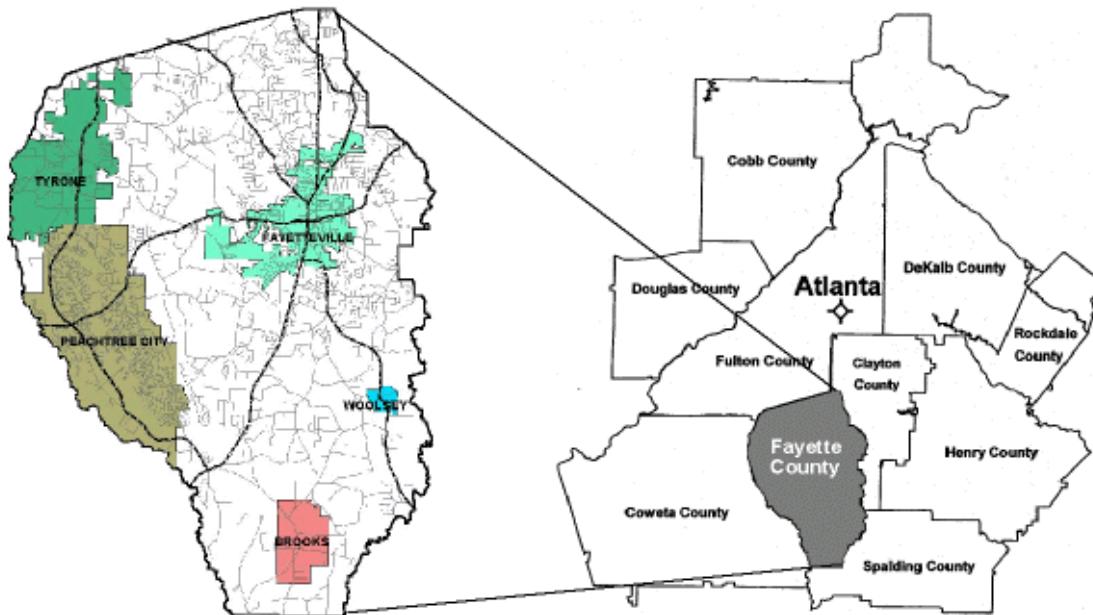
Lights, camera, action! The Pinewood Studios Group, UK, is a leading provider of studio and related services to the worldwide film and television industries. It opened a facility in Fayette County: Pinewood Atlanta Studios. Pinewood Atlanta is the second largest purpose-built studio complex in North America. It is expected that Pinewood Atlanta will eventually generate over 3,000 direct and indirect new jobs and will have an economic impact of over \$300 million per year. Some of the films shot at Pinewood Atlanta Studios include Ant-man, Ant-Man and the Wasp, Captain America: Civil War, Guardians of the Galaxy Vol. 2, Avengers: Infinity War, etc.

Likewise, Pinewood Forest is currently under construction in Fayette County. A 234-acre mixed-use development master-planned community that is pedestrian-centered. It is conveniently located between Pinewood Atlanta Studios and Piedmont Fayette Hospital. The community will eventually sport 700 single-family homes and townhomes along with 600 multi-family units flanked by parks and greenways with a retail and restaurant-laden town center.

The outlook for metro-Atlanta is very good. Hartsfield-Jackson International Airport is the major factor for business growth for south metro-Atlanta, Fayette County included. Factors that contribute to the optimism over the economic outlook:

1. Cost, logistical, and tax advantages makes the area very competitive in landing economic development projects. Georgia ranks #7 on the list of Top States for Doing Business.
2. Jobs are expected to be plentiful and very well balanced. Georgia competes well at attracting corporate headquarters. The transportation and logistics infrastructure is robust and well maintained. The Atlanta area has a low risk for business disruption due to natural disasters.
3. The Atlanta metro area has a well-educated population. It counts with the largest concentration of colleges and universities in the Southern United States. Research universities, state universities, technical colleges, and private institutions are located in the area to offer an extensive pool of educated, technically trained, and diversely skilled workforce.
4. The 2007-2009 recession and the slow recovery that followed, created a shortage of housing units. The outlook for the housing industry is bright. New single family home starts are expected to increase by 16% and multi-unit construction are expected to increase by 4%.

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



Fayette County spans 199 acres and has 5 incorporated municipalities within its boundaries. There are an estimated 114,000 people (per 2017 ARC estimates) calling Fayette County home today. Atlanta, with its world of shopping, dining, cultural opportunities, and major league sports, is just 30 minutes away.

Municipalities

Fayetteville – Fayetteville is the county seat of Fayette County and was named for Marquis de Lafayette, one of General George Washington’s commanders in the Revolutionary War. The City was incorporated on December 20, 1823. The original size of town was a half mile circle from the courthouse. The Southern Railroad came through in 1888 and was removed in 1928. The population is estimated at 17,802 in 2017.

Peachtree City – Peachtree City was created in 1959 and includes the communities of Kedron, Aberdeen, Glenloch, Wilksmoor, and Braelinn. The city now features three golf courses, two lakes, an amphitheater, a tennis center, an indoor swimming complex, and 90 miles of pedestrian and golf-cart pathways connecting all parts of the city. The population is estimated at 35,262 in 2017.

Brooks – The town of Brooks was first known as Haistentown after some of the original settlers. The community became known as Sharon Grove in the 1840’s. When the railroad came through in 1871, Hillery Brooks gave the property for the train station that was known as Brooks Station. In December 1905, the town became known as Brooks. The population is estimated at 550 in 2016.

Woolsey – The Southern Railroad came through the area that became Woolsey in 1888. Woolsey was incorporated in 1893. It was named for Dr. I.G. Woolsey, who was the town's largest landowner. Dr. Woolsey was a Civil War surgeon and a minister. The population is estimated at 165 in 2017.

Tyrone - Tyrone was settled by Irish farmers and the town first known as Hopewell. The town was incorporated in 1911 by railroad builders who were mainly Scotch and Irish. They named the town Tyrone because they thought the area reminded them of their home area around County Tyrone in Ireland. Tyrone got its first paved street in 1948. The population is estimated at 7,336 in 2017.

Long-Term Goals / Short-Term Objectives / Long-Range Financial Plans

The **Long-Term Goals** of Fayette County drive the day-to-day operations of the county government. The Board of Commissioners, the County Administrator, the Department Heads, and county staff strive to attain these goals when providing services to the citizens of Fayette County. The Fayette County long-term goals:

CG1: To protect and enhance the health, safety and welfare of county citizens to ensure a quality lifestyle.

CG2: To provide services that are efficient and fiscally and environmentally responsible.

CG3: To be a government that conducts business in an open and easily accessible manner that generates trust and confidence.

CG4: To provide county employees with training, equipment, safety and security, and competitive compensation and benefits so they perform to the best of their abilities when providing services to the county citizens.

CG5: To build, maintain, and improve facilities, equipment, and infrastructure to meet the present and future needs of the county.

At the Annual Retreat, the Board of Commissioners and the County Administrator meet with county departments' management, elected officials, and the outside agencies that offer services to county citizens to discuss next years' short-term goals and objectives and how each individual unit contributes to the attainment of the long-term goals. This sets the direction for the year and establishes an initial discussion of any changes in funding requirements and/or new initiatives or programs that need to be included in the next year budget process.

The Board of Commissioners establishes specific short-term objectives for the upcoming year. These objectives guide the development of the upcoming budget and bring the County one-step closer to attaining its long-term goals. For the FY 2019 Budget, the short-term objectives include the following:

1. No Deficit Budgeting – the budget funds current expenditures with current revenue. There is no use of unassigned fund balance.

2. Continued commitment to delivering outstanding services with no property tax increase – the taxable digest grew due to reassessments. The General Fund Maintenance & Operations millage rate was decreased (rollback) resulting in the average citizen paying approximately the same amount of property taxes as in the previous year.

3. Maintaining employee benefits while strengthening reserves – the budget includes funding for medical, dental, and vision insurance for eligible employees. Defined contributions from employees matched up to 2.5%. The Defined Benefit Retirement Plan is funded at 1.4% versus the required 0.0%. The Fayette County Defined Benefit (DB) plan is the only fully funded plan in the State of Georgia. It is funded at 124.7%.

4. Continuing to pursue grant opportunities – Fayette County staff is continually working to renew current grants and looking for new grant opportunities. The FY 2019 budget includes approximately \$1.4 million revenue from federal and state grants.

Long-Range Financial Plans, Effect on the Budget & Beyond, and Link to County Goals

Long-Range Financial Plan: Replacement of county fleet of vehicles and heavy equipment to meet future needs of the county.

Effect on the Budget – governmental funds vehicles and heavy equipment with a total cost of \$2.9 million are included in the budget. Water System (enterprise Fund) vehicles with a total cost of \$135K are included in the budget. Total cost of vehicles and equipment \$3.0 million. Funding sources for the governmental funds vehicles and equipment are transfers from the General Fund (\$725K), Fire Services fund (\$500K), and Emergency Medical Services (EMS) fund (\$250K). The balance of \$1.4 million cost of the governmental funds vehicles and heavy equipment is funded by an appropriation of Vehicle and Equipment fund balance.

Effect Beyond the Budget – the replacement of vehicles and heavy equipment is based on mileage, age, and operating hours criteria attained based on the type of vehicle or piece of equipment and its use. A replacement schedule is prepared with the units that meet the replacement criteria during the subsequent budget year and four years after the budget year. This schedule allows for predictability in establishing annual budgets for replacement. Vehicles that meet the criteria for replacement (ex., Sheriff's pursuit vehicles, 100,000 miles or five years) are inspected by the Fleet Maintenance Department to determine if these could be transferred to other county departments or need to be disposed of (ex., sold on GovDeals).

County Goal linked to – CG1, CG2, CG4, and CG5.

Long-Range Financial Plan: Consistent with industry best practices, all computers, infrastructure and supporting devices will be replaced periodically to minimize equipment failure and ensure compatibility with evolving technologies.

Effect on the Budget – The FY 2019 capital budget includes project 191AE with \$175K for this purpose.

Effect Beyond the Budget – \$175K annually from FY 2020 to FY 2023 is included in the Capital Improvement Program (CIP) plan, total \$700K. As new computer equipment, infrastructure, and supporting devices are acquired for new positions and new programs, these will be added to the replacement schedule and replaced periodically.

County Goal linked to – CG2, CG4 and CG5.

Long-Range Financial Plan: The Fayette County Recreation Needs Assessment Plan intended to determine the leisure space and facilities needed in the county through 2020 based on future population, existing facilities, and information gathered from residents of the county.

Effect on the Budget – the FY 2019 budget includes projects totaling \$190K for multi-purpose trails, consultant fees, and security cameras for the parks.

Effect Beyond the Budget – \$570K total is included in the CIP Plan from FY 2020 to FY 2022. Beyond the 5-Year CIP Plan, starting in FY 2024, a total of \$6.3 million identified for park improvements, new multi-purpose trails, a new multi-purpose building, and the acquisition of land for a new park.

County Goal linked to – CG1, CG2, and CG5.

County Goals (CG) - Long -term goal(s) accomplished by departments

County Goals (CG)	CG1	CG2	CG3	CG4	CG5
	To protect and enhance the health, safety, and welfare of county citizens to ensure a quality lifestyle	To provide services that are efficient and fiscally and environmentally responsible	To be a government that conducts business in an open and easily accessible manner that generates trust and confidence	To provide county employees with training, equipment, safety and security, and competitive compensation and benefits so they perform to the best of their abilities when providing services to the county citizens	To build, maintain, and improve facilities, equipment, and infrastructure to meet the present and future needs of the county.
Function: General Government					
Administration		X	X	X	X
Building & Grounds	X	X		X	X
County Commission		X	X	X	X
Elections		X	X		
Engineering	X	X			
Finance		X	X	X	
Human Resources		X	X	X	
Information Systems		X		X	X
Law Department					
Purchasing		X	X		
Tax Commissioner		X	X		
Tax Assessor		X	X		
Function: Judicial					
Board of Equalization		X	X		
Clerk of State Court	X	X	X		
Clerk of Superior Court	X	X	X		
State DUI Court	X	X			
District Attorney	X	X	X		
Drug Abuse and Treatment	X	X			
Superior Court Judges	X	X			
Juvenile Court	X	X	X		
Juvenile Supervision	X	X			
Magistrate Court	X	X	X		
Probate Court	X	X	X		
Public Defender	X	X	X		
State Court Judge	X	X	X		
State Court Solicitor	X	X	X		
Victims Assistance	X	X			
Function: Public Safety					
Animal Control	X	X	X		
Coroner		X			
911 Communications	X	X	X		
Emergency Management	X	X	X		
Emergency Medical Services	X	X	X		

County Goals (CG) - Long -term goal(s) accomplished by departments

County Goals (CG)	CG1	CG2	CG3	CG4	CG5
Fire Services	X	X	X	X	
Sheriff's Office	X	X	X		
Function: Public Works					
Fleet Maintenance		X		X	
Public Works Administration	X	X	X	X	X
Road Department	X	X	X		X
Solid Waste	X	X			X
Environmental Management	X	X	X		X
Stormwater Management	X	X			X
Street Lights	X	X			X
Water System	X	X	X		X
Function: Health & Welfare					
Dept. Family & Children Services	X	X			
Fayette Community Options	X	X			
Fayette Counseling Center	X	X			
Public Health	X	X	X		
Senior Citizen Services	X	X	X		
Function: Culture & Recreation					
Library		X			
Recreation	X	X	X		X
Function: Planning & Development					
County Extension		X			
Development Authority		X	X		
GA Forestry Commission	X	X			
Building Safety	X	X	X		
Planning and Zoning	X	X	X		
Code Enforcement	X	X	X		

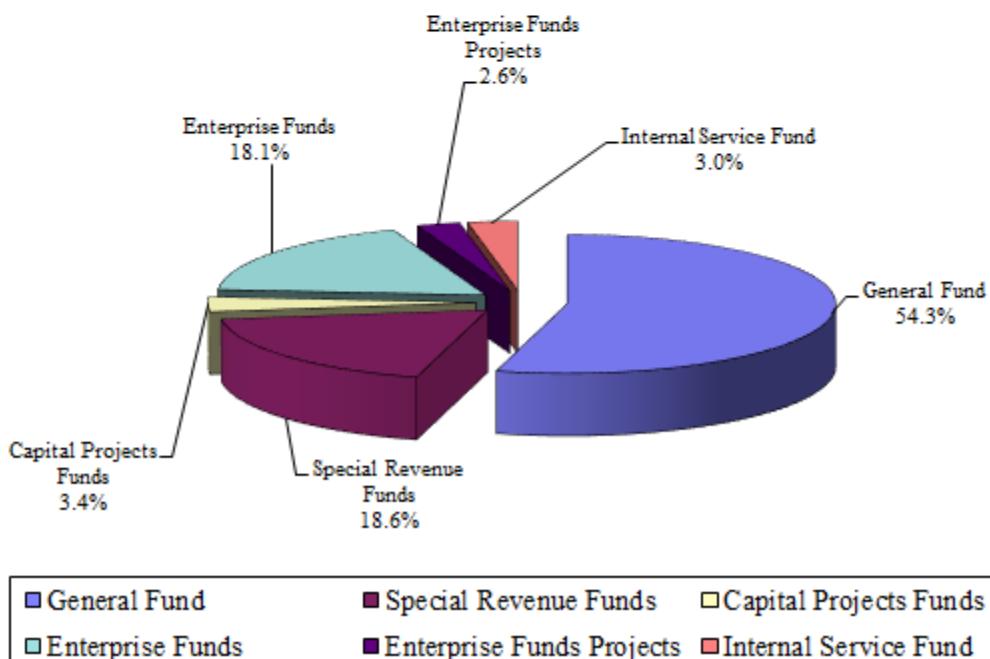
***FY 2019 Adopted
Budget Calendar***

2018 DATE		PARTICIPANTS	BUDGET TASK
March 5, 2018	Mon	Finance / Departments / Agencies	Budget forms, budget calendar, instructions published. Open access for budget entry
March 6, 2018	Tue	Finance	Next Year Budget Entry Training - New personnel
March 19, 2018	Mon	Agencies / Finance	Budget submissions due from Agencies
March 23, 2018	Fri	Departments / Finance	Budget submissions due from County Departments
March 23, 2018	Fri	Human Resources / Finance	Human Resources - Post Salary/Benefits projection to budget projection
April 6, 2018	Fri	Finance / County Administrator	Submit budget requests to the County Administrator
April 18, 2018	Wed	CITIZENS/ Commissioners/ Constitutional Officers/ Elected Officials/ Agencies / County Administrator/ Finance/ Department Heads	BOC Annual Retreat - All Fayette County Department Presentations
April 19, 2018	Thur		BOC Annual Retreat - Constitutional Officers/ Elected Officials/ Agencies
April 20, 2018	Fri		BOC Annual Retreat - Policy and Board of Commissioner Discussions
April 26 - 30, 2018	Fri - Mon	County Administrator/ Commissioners	2018 Annual ACCG Conference & Commissioners Training - Savannah
May 2 - 4, 2018	Wed - Fri	CITIZENS/ Commissioners/ Constitutional Officers/ Elected Officials/ Agencies / County Administrator/ Finance/ Department Heads	Budget Workshops
May 3, 2018	Thur		Citizen Budget Workshop 6:00 pm New Hope Baptist Church North Campus (551 New Hope Road)
May 8, 2018	Tue		Citizen Budget Workshop 6:00 pm Brooks Council Chambers (961 Hwy 85 Connector)
May 21, 2018	Mon		Provide access to detail binders of the FY 2019 Proposed Budget
May 23, 2018	Wed		Publish the FY 2019 Proposed Budget Summary and Public Hearings dates and times in local newspapers and on the County's web-site
May 24, 2018	Thu		Special called Budget Meeting to formally present the FY 2019 Proposed Budget to the Board of Commissioners.
June 14, 2018	Thu		Hold first Public Hearing on the FY 2019 budget
June 28, 2018	Thu		Hold second Public Hearing on the FY 2019 budget. Request BOC to adopt FY 2019 Budget

FAYETTE COUNTY, GEORGIA
FY 2019 BUDGET
ALL BUDGETED FUNDS
TOTAL EXPENDITURES*

General Fund	\$ 51,416,144
Special Revenue Funds	17,674,611
Capital Projects Funds	3,223,762
Enterprise Funds	17,166,556
Enterprise Funds Projects	2,470,000
Internal Service Funds	2,877,045
Total	\$ 94,828,118

*Does not include transfers to other funds of \$7,168,762 for total appropriations of \$101,996,880.

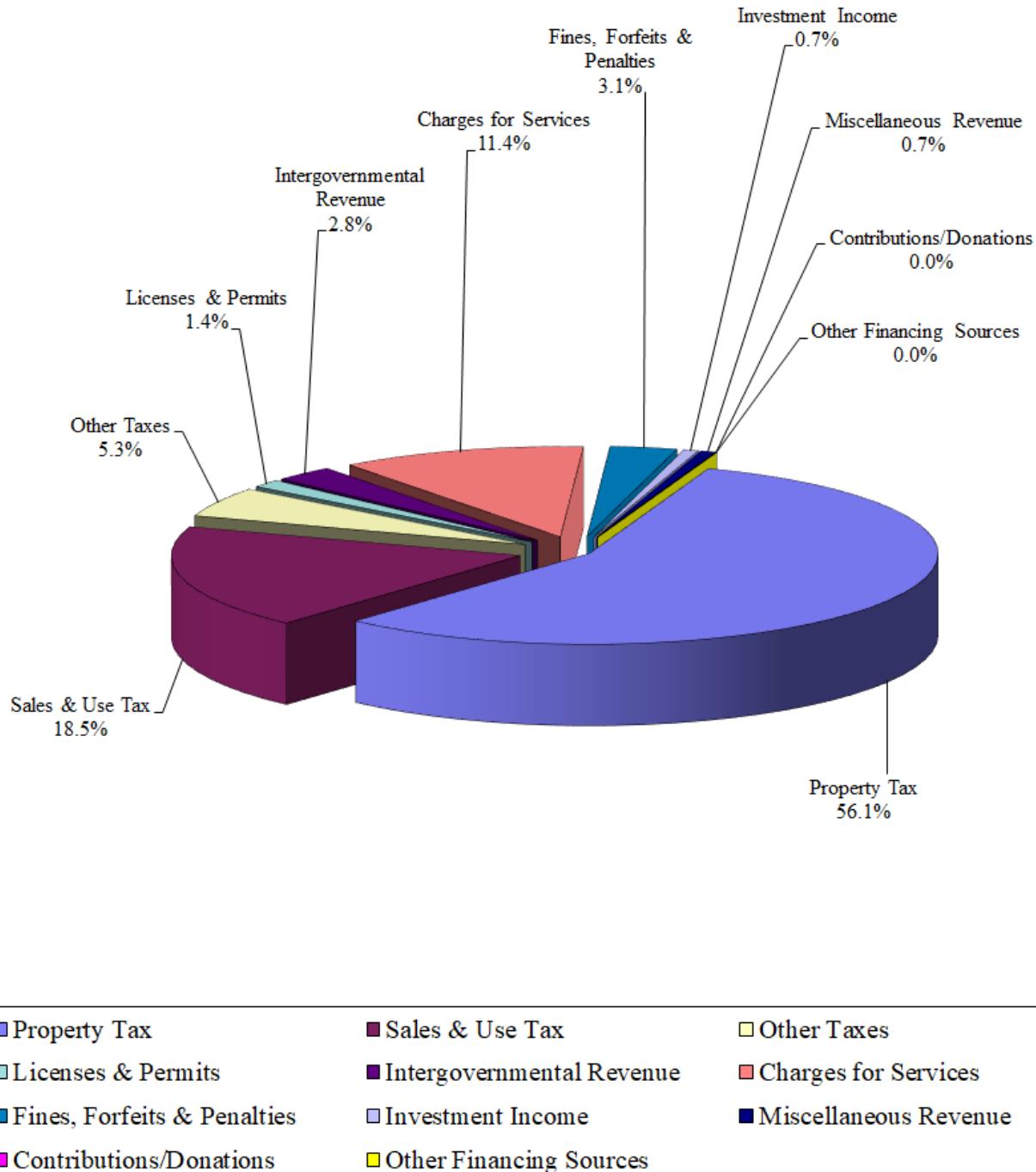


FAYETTE COUNTY, GEORGIA
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
OPERATING GOVERNMENTAL TYPE FUNDS
COMPARISON OF THREE MOST RECENT FISCAL YEARS

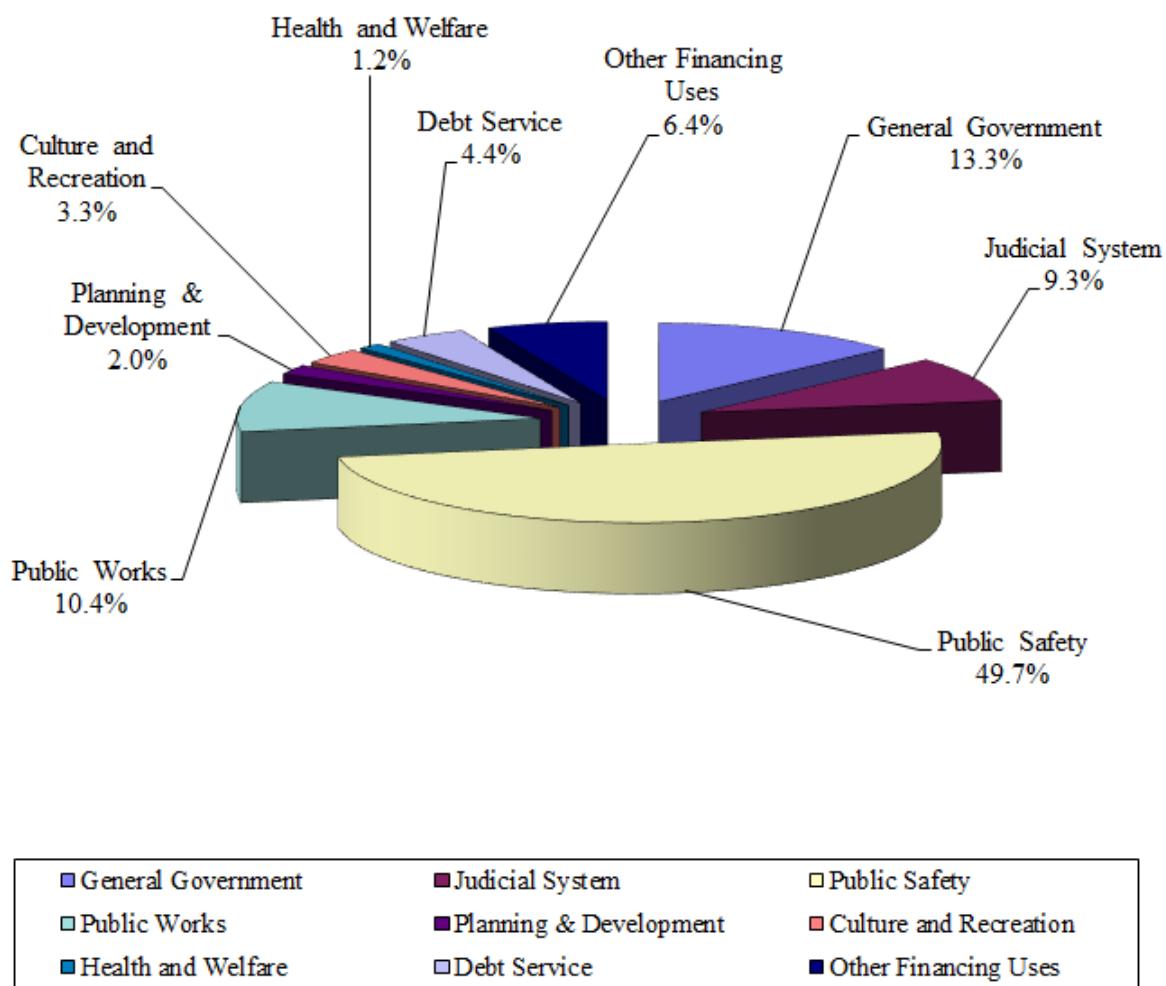
BUDGETED FUNDS	GENERAL FUND			SPECIAL REVENUE FUNDS			TOTAL GOVERNMENTAL FUNDS		
	FY 2017 ACTUAL	FY 2018 ACTUAL*	FY 2019 BUDGET	FY 2017 ACTUAL	FY 2018 ACTUAL*	FY 2019 BUDGET	FY 2017 ACTUAL	FY 2018 ACTUAL*	FY 2019 BUDGET
REVENUES									
Property Tax	\$ 28,356,168	\$ 29,005,943	\$ 29,942,462	\$ 9,998,736	\$ 10,908,439	\$ 11,323,800	\$ 38,354,904	\$ 39,914,382	\$ 41,266,262
Sales & Use Tax	11,851,965	12,638,205	13,600,000	-	-	-	11,851,965	12,638,205	13,600,000
Other Taxes	737,516	808,335	790,000	2,724,065	2,919,793	3,068,600	3,461,581	3,728,127	3,858,600
Licenses & Permits	992,763	975,037	1,048,600	-	-	-	992,763	975,037	1,048,600
Intergovernmental Revenue	1,849,573	1,554,875	1,280,282	600,706	722,285	744,647	2,450,279	2,277,160	2,024,929
Charges for Services	3,229,163	3,317,114	3,319,195	4,646,588	4,744,907	5,063,520	7,875,751	8,062,021	8,382,715
Fines, Forfeits & Penalties	1,827,387	1,682,488	1,732,000	1,079,672	1,110,615	529,000	2,907,059	2,793,103	2,261,000
Investment Income	159,145	216,669	475,000	22,539	49,897	31,000	181,684	266,566	506,000
Miscellaneous Revenue	159,346	204,145	441,300	87,199	90,342	64,600	246,545	294,488	505,900
Contributions/Donations	35,536	17,083	8,500	267	718	-	35,803	17,801	8,500
Total Revenues	49,198,562	50,419,894	52,637,339	19,159,772	20,546,996	20,825,167	68,358,334	70,966,890	73,462,506
OTHER FINANCING SOURCES									
Sale of Gen Fixed Asset	8,181	8,583	25,000	11,370	10,600	-	19,551	19,183	25,000
Transfers from other funds	110,286	198,702	-	50,701	73,000	-	160,987	271,702	-
Total Revenues and Other Financing Sources	\$ 49,317,029	\$ 50,627,179	\$ 52,662,339	\$ 19,221,843	\$ 20,630,596	\$ 20,825,167	\$ 68,538,872	\$ 71,257,775	\$ 73,487,506
EXPENDITURES									
General Government	\$ 7,936,674	\$ 8,592,322	\$ 9,842,648	\$ -	\$ -	\$ -	\$ 7,936,674	\$ 8,592,322	\$ 9,842,648
Judicial System	5,249,894	5,560,212	5,792,572	634,203	735,064	1,071,609	5,884,097	6,295,276	6,864,181
Public Safety	19,668,063	20,325,372	20,399,245	15,633,977	16,559,748	16,267,001	35,302,040	36,885,120	36,666,246
Public Works	6,751,333	6,396,726	7,347,790	320,926	324,324	336,001	7,072,259	6,721,050	7,683,791
Planning & Development	1,245,258	1,340,114	1,505,658	-	-	-	1,245,258	1,340,114	1,505,658
Culture and Recreation	2,194,682	2,219,558	2,404,502	-	-	-	2,194,682	2,219,558	2,404,502
Health and Welfare	794,390	843,840	860,423	-	-	-	794,390	843,840	860,423
Debt Service	3,260,056	3,260,006	3,263,306	-	-	-	3,260,056	3,260,006	3,263,306
OTHER FINANCING USES									
Transfers to other funds	47,100,350	48,538,149	51,416,144	16,589,106	17,619,136	17,674,611	63,689,456	66,157,285	69,090,755
Total Expenditures and Other Financing Uses	3,377,097	1,168,255	3,371,062	894,754	2,576,380	1,327,700	4,271,851	3,744,635	4,698,762
Net Increase (Decrease)									
In Fund Balance	(1,160,418)	920,775	(2,124,867)	1,737,983	435,080	1,822,856	577,565	1,355,855	(302,011)
FUND BALANCE JULY 1	\$ 29,671,721	\$ 28,511,303	\$ 29,432,078	\$ 9,903,217	\$ 11,641,200	\$ 12,076,280	\$ 39,574,938	\$ 40,152,503	\$ 41,508,358
FUND BALANCE JUNE 30	\$ 28,511,303	\$ 29,432,078	\$ 27,307,211	\$ 11,641,200	\$ 12,076,280	\$ 13,899,136	\$ 40,152,503	\$ 41,508,358	\$ 41,206,347

*Year-To-Date - Unaudited

FAYETTE COUNTY, GEORGIA
FY 2019 BUDGET
OPERATING GOVERNMENTAL TYPE FUNDS
ESTIMATED REVENUE AND OTHER SOURCES

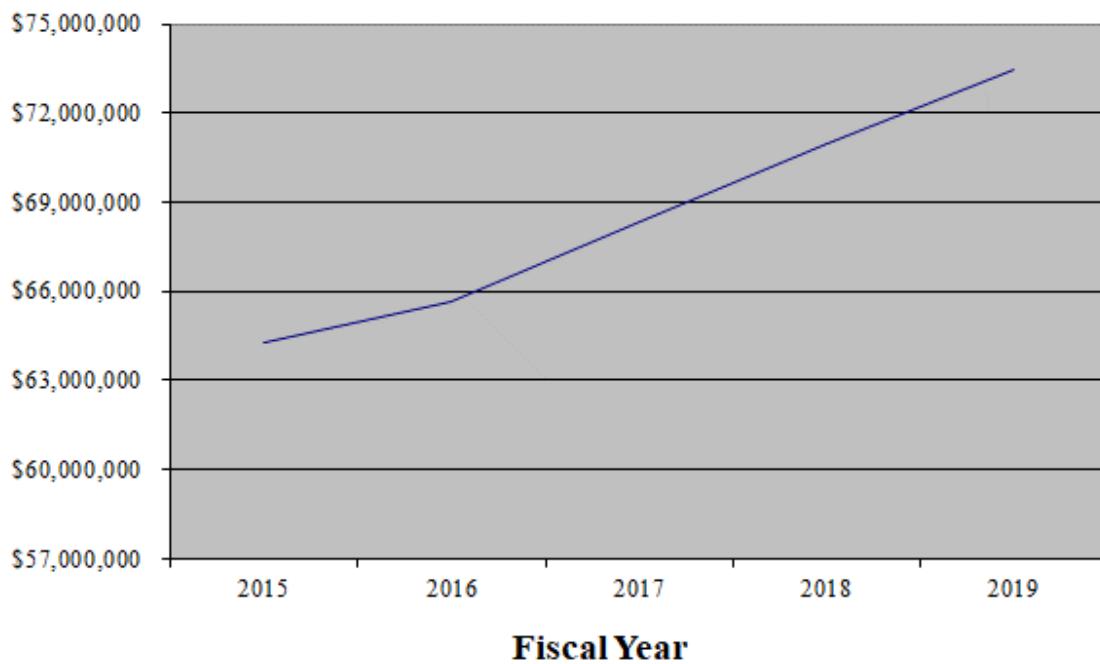


FAYETTE COUNTY, GEORGIA
FY 2019 BUDGET
OPERATING GOVERNMENTAL TYPE FUNDS
ESTIMATED EXPENDITURES AND OTHER USES

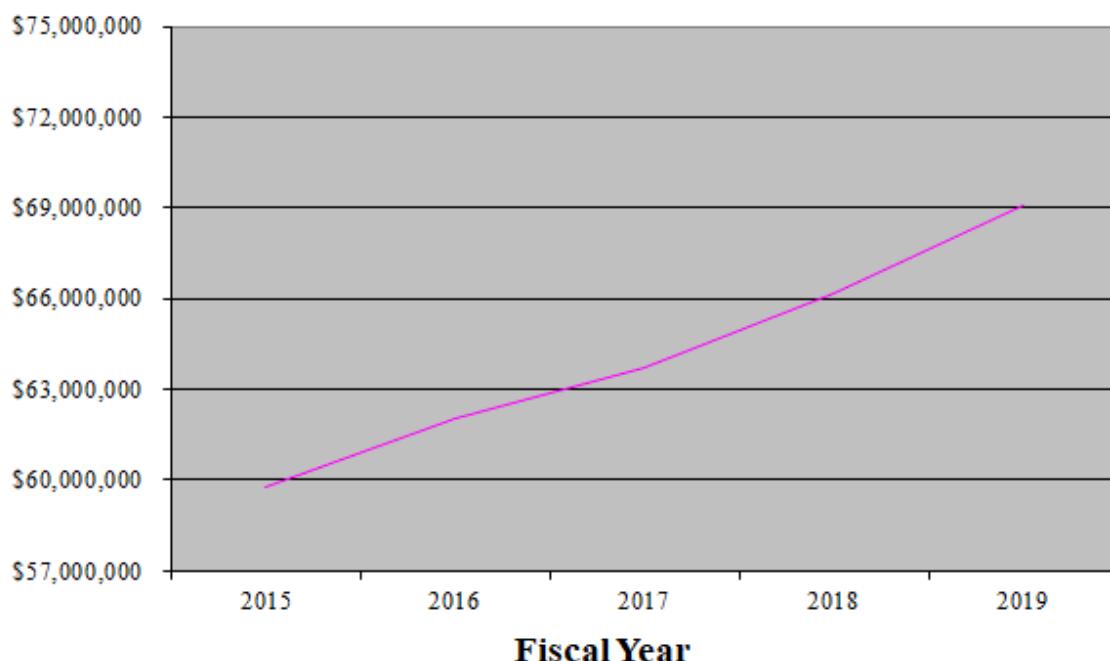


**FAYETTE COUNTY, GEORGIA
GOVERNMENTAL TYPE FUNDS
FIVE YEAR TREND**

Operating Governmental Funds - Revenue

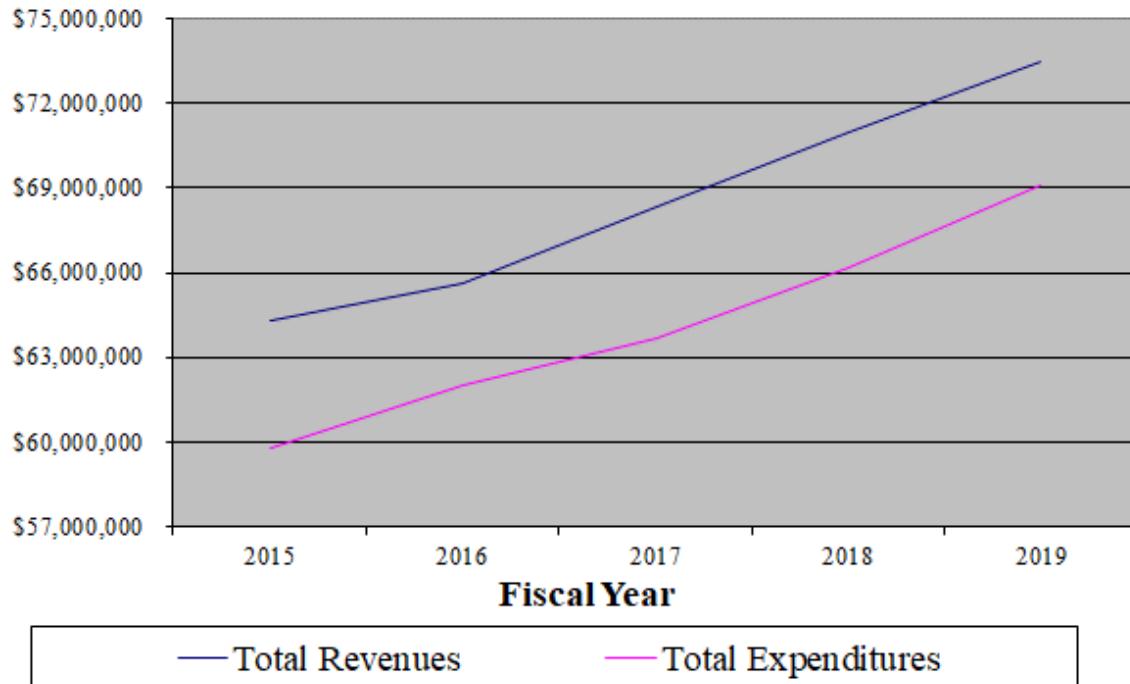


Operating Governmental Funds - Expenditures

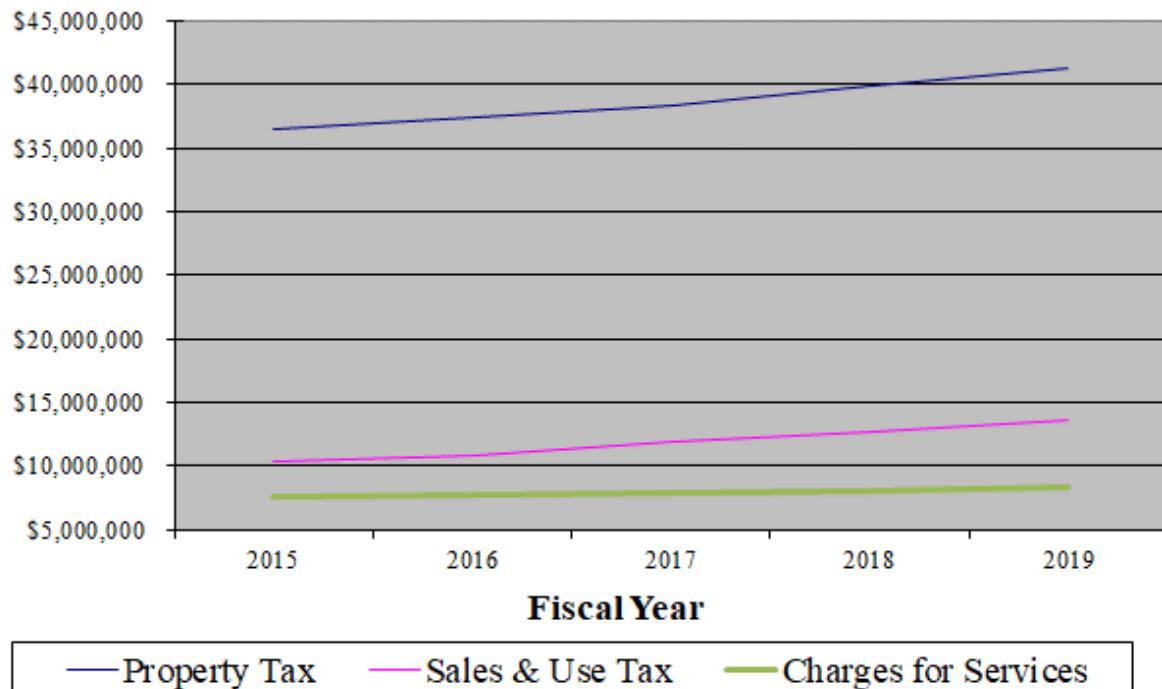


FAYETTE COUNTY, GEORGIA
GOVERNMENTAL TYPE FUNDS
FIVE YEAR TREND

Operating Governmental Funds - Revenue vs. Expenditures



Operating Governmental Funds - 3 Highest Revenue Categories



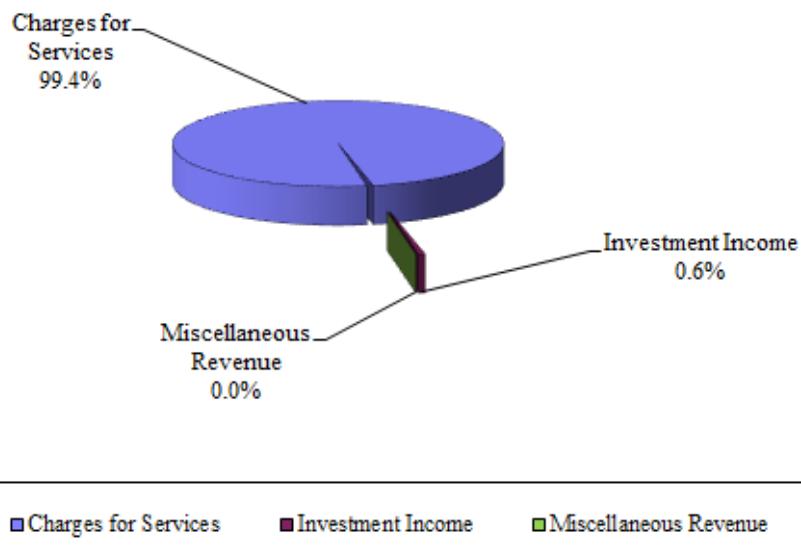
FAYETTE COUNTY, GEORGIA
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND NET POSITION
OPERATING ENTERPRISE TYPE FUNDS
COMPARISON OF THREE MOST RECENT FISCAL YEARS

BUDGETED FUNDS	SOLID WASTE FUND			STORMWATER MGT FUND			WATER SYSTEM FUND			TOTAL ENTERPRISE FUNDS		
	FY 2017	FY 2018	FY 2019	FY 2017	FY 2018	FY 2019	FY 2017	FY 2018	FY 2019	FY 2017	FY 2018	FY 2019
	ACTUAL	ACTUAL*	BUDGET	ACTUAL	ACTUAL*	BUDGET	ACTUAL	ACTUAL*	BUDGET	ACTUAL	ACTUAL*	BUDGET
REVENUES												
Property Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sales & Use Tax	-	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-	-	-	-	-	-
Intergovernmental Revenues	-	-	-	432,942	-	-	-	-	-	432,942	-	-
Charges for Services	73,979	71,877	78,500	681,200	(9,980)	-	16,956,582	15,924,339	19,306,195	17,711,761	15,986,236	19,384,695
Fines, Forfeits & Penalties	-	-	-	-	-	-	-	-	-	-	-	-
Investment Income	74	77	50	-	-	-	59,869	172,020	122,000	59,943	172,097	122,050
Miscellaneous Revenue	-	-	-	-	-	-	6,158	8,114	5,024	6,158	8,114	5,024
Contributions/Donations	-	-	-	-	-	-	3,088,940	1,242,681	-	3,088,940	1,242,681	-
Total Revenues	74,053	71,954	78,550	1,114,142	(9,980)	-	20,111,549	17,347,154	19,433,219	21,299,744	17,409,128	19,511,769
OTHER FINANCING SOURCES												
Sale of Gen Fixed Asset/Timber	-	-	-	-	-	-	32,010	3,425	-	32,010	3,425	-
Transfers from other funds	-	122,601	-	5,837,055	962,228	-	-	-	-	5,837,055	1,084,829	-
Total Revenues and Other Financing Sources	\$ 74,053	\$ 194,554	\$ 78,550	\$ 6,951,197	\$ 952,248	\$ -	\$ 20,143,559	\$ 17,350,579	\$ 19,433,219	\$ 27,168,809	\$ 18,497,381	\$ 19,511,769
EXPENDITURES												
Personal Services	\$ 46,148	\$ 51,930	\$ 53,175	\$ (4,873)	\$ -	\$ -	\$ 3,775,051	\$ 4,093,425	\$ 4,421,953	\$ 3,816,326	\$ 4,145,355	\$ 4,475,128
Operating Expenses	93,528	135,054	134,939	29,748	6,431	-	4,221,664	3,909,378	4,787,978	4,344,940	4,050,863	4,922,917
Capital Outlays	-	-	6,408	-	-	-	35,479	41,339	381,459	35,479	41,339	387,867
Interfund Charges	2,781	2,953	7,984	10,786	-	-	604,728	620,418	2,008,827	618,295	623,371	2,016,811
Depreciation & Amortization	15,076	16,044	-	11,479	-	-	5,602,033	5,857,579	-	5,628,588	5,873,622	-
Other Costs	-	-	831	10,515	479,246	-	21,021	2,034,879	68,027	31,536	2,514,125	68,858
Debt Service	-	-	-	-	268,682	-	1,621,013	1,467,430	5,294,975	1,621,013	1,736,112	5,294,975
OTHER FINANCING USES	157,533	205,980	203,337	57,655	754,360	-	15,880,990	18,024,447	16,963,219	16,096,178	18,984,788	17,166,556
Transfers to other funds	-	-	-	1,791,266	979,004	-	-	-	2,470,000	1,791,266	979,004	2,470,000
Total Expenditures and Other Financing Uses	\$ 157,533	\$ 205,980	\$ 203,337	\$ 1,848,921	\$ 1,733,364	\$ -	\$ 15,880,990	\$ 18,024,447	\$ 19,433,219	\$ 17,887,444	\$ 19,963,791	\$ 19,636,556
Net Increase (Decrease) In Net Position	(83,480)	(11,426)	(124,787)	5,102,276	(781,116)	-	4,262,569	(673,868)	-	9,281,365	(1,466,410)	(124,787)
TOTAL NET ASSETS JULY 1**	\$ 374,270	\$ 290,790	\$ 279,364	\$ (4,292,385)	\$ 809,891	\$ -	\$ 81,228,010	\$ 85,490,579	\$ 84,816,710	\$ 77,309,895	\$ 86,591,260	\$ 85,124,850
TOTAL NET ASSETS JUNE 30**	\$ 290,790	\$ 279,364	\$ 154,577	\$ 809,891	\$ 28,775	\$ -	\$ 85,490,579	\$ 84,816,710	\$ 84,816,710	\$ 86,591,260	\$ 85,124,850	\$ 85,000,063

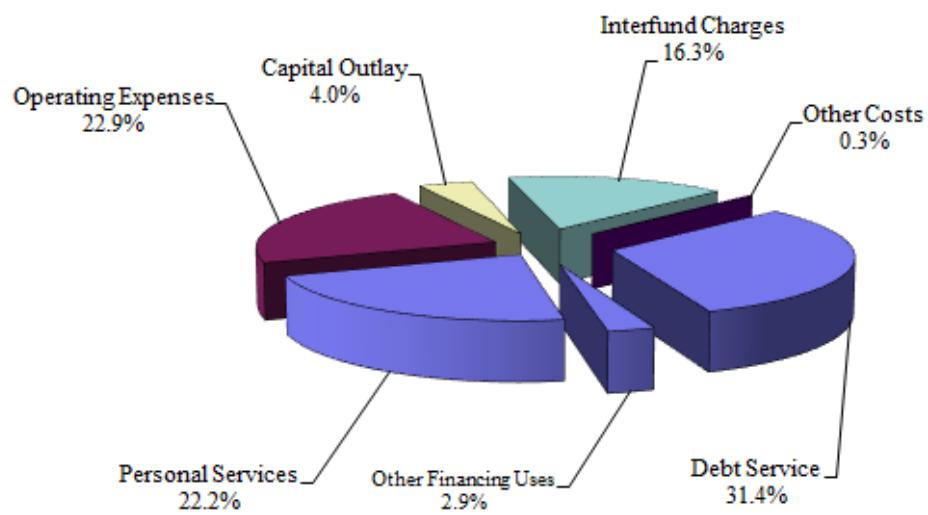
*Year-To-Date - Unaudited

**FAYETTE COUNTY, GEORGIA
FY 2019 BUDGET
OPERATING ENTERPRISE TYPE FUNDS**

ESTIMATED REVENUE AND OTHER SOURCES



ESTIMATED EXPENDITURES AND OTHER USES



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

		VEHICLE/EQUIPMENT FUND		
BUDGETED FUNDS		FY 2017 ACTUAL	FY 2018 ACTUAL*	FY 2019 BUDGET
REVENUES				
Investment Income		\$ 55,271	\$ 52,956	\$ -
Contributions/Donations		-	466,651	-
Miscellaneous Revenue		-	27,203	-
Total Revenues		55,271	546,810	-
OTHER FINANCING SOURCES				
Sale of Gen Fixed Assets		484,913	20,607	-
Transfers from other funds		970,000	1,216,958	1,475,000
Total Revenues and Other Financing Sources		\$ 1,510,184	\$ 1,784,375	\$ 1,475,000
EXPENDITURES				
Personal Services		\$ -	\$ -	\$ -
Operating Expenses		-	-	-
Capital Outlay		2,422,945	1,716,993	2,877,045
Depreciation & Amortization		915,438	939,216	-
Other Costs		-	-	-
Debt Service		17,450	24,063	-
Contra Capital Outlay		(2,422,945)	(1,716,993)	-
		932,888	963,279	2,877,045
OTHER FINANCING USES				
Transfers to other funds		-	-	-
Total Expenditures and Other Financing Uses		\$ 932,888	\$ 963,279	\$ 2,877,045
Net Increase (Decrease) In Fund Balance		577,296	821,096	(1,402,045)
TOTAL NET ASSETS JULY 1		\$ 7,829,003	\$ 8,406,299	\$ 9,227,395
TOTAL NET ASSETS JUNE 30		\$ 8,406,299	\$ 9,227,395	\$ 7,825,350

*Year-To-Date - Unaudited

FAYETTE COUNTY, GEORGIA
SUMMARY OF REVENUES, EXPENDITURES, AND OTHER FINANCING SOURCES AND USES
ALL BUDGETED FUNDS
FISCAL YEAR ENDED JUNE 30, 2019

	<u>TOTAL</u>	<u>GENERAL FUND</u>	<u>SPECIAL REVENUE FUNDS</u>	<u>CAPITAL/CIP PROJECTS FUNDS</u>	<u>WATER SYSTEM FUND</u>	<u>SOLID WASTE FUND</u>	<u>ENTERPRISE PROJECTS FUNDS</u>	<u>INTERNAL SERVICE FUNDS</u>
REVENUES								
Property Tax	\$ 41,266,262	\$ 29,942,462	\$ 11,323,800	\$ -	\$ -	\$ -	\$ -	\$ -
Sales & Use Tax	13,600,000	13,600,000	-	-	-	-	-	-
Other Taxes	3,858,600	790,000	3,068,600	-	-	-	-	-
License & Permits	1,048,600	1,048,600	-	-	-	-	-	-
Intergovernmental Revenues	2,024,929	1,280,282	744,647	-	-	-	-	-
Charges for Services	27,767,410	3,319,195	5,063,520	-	19,306,195	78,500	-	-
Fines, Forfeits & Penalties	2,261,000	1,732,000	529,000	-	-	-	-	-
Investment Income	628,050	475,000	31,000	-	122,000	50	-	-
Miscellaneous Revenue	510,924	441,300	64,600	-	5,024	-	-	-
Contributions/Donations	8,500	8,500	-	-	-	-	-	-
Total Revenues	\$ 92,974,275	\$ 52,637,339	\$ 20,825,167	\$ -	\$ 19,433,219	\$ 78,550	\$ -	\$ -
OTHER FINANCING SOURCES								
Sale of Gen Fixed Assets	25,000	25,000	-	-	-	-	-	-
Transfers from other funds	7,168,762	-	-	3,223,762	-	-	2,470,000	1,475,000
Total Revenues and Other Financing Sources	\$ 100,168,037	\$ 52,662,339	\$ 20,825,167	\$ 3,223,762	\$ 19,433,219	\$ 78,550	\$ 2,470,000	\$ 1,475,000
EXPENDITURES								
Personal Services	\$ 50,156,032	\$ 32,838,476	\$ 12,842,428	\$ -	\$ 4,421,953	\$ 53,175	\$ -	\$ -
Operating Expenses	22,690,548	13,839,464	3,829,427	98,740	4,787,978	134,939	-	-
Capital Outlay	9,115,729	132,564	123,231	3,125,022	381,459	6,408	2,470,000	2,877,045
Debt Service	8,558,281	3,263,306	-	-	5,294,975	-	-	-
Other Costs	1,628,115	1,342,334	216,923	-	68,027	831	-	-
Interfund Charges	2,679,413	-	662,602	-	2,008,827	7,984	-	-
Total Expenditures	\$ 94,828,118	\$ 51,416,144	\$ 17,674,611	\$ 3,223,762	\$ 16,963,219	\$ 203,337	\$ 2,470,000	\$ 2,877,045
OTHER FINANCING USES								
Transfers to other funds	7,168,762	3,371,062	1,327,700	-	2,470,000	-	-	-
Total Expenditures and Other Financing Uses	\$ 101,996,880	\$ 54,787,206	\$ 19,002,311	\$ 3,223,762	\$ 19,433,219	\$ 203,337	\$ 2,470,000	\$ 2,877,045
Net Increase to (Appropriated) Fund balance	\$ (1,828,843)	\$ (2,124,867)	\$ 1,822,856	\$ -	\$ (124,787)	\$ -	\$ (1,402,045)	

FAYETTE COUNTY, GEORGIA
BUDGET SUMMARY INFORMATION
BUDGETED APPROPRIATIONS
COMPARISON OF FY 2019 ADOPTED BUDGET WITH PRIOR YEAR'S BUDGET

The Budget Summary Information contained on the following three pages compares the 2019 fiscal year budgeted appropriations with that of the 2018 fiscal year. The FY 2018 budget data is presented at two different points: as originally adopted and as it was adjusted during the year. As a means of providing additional detail to the preceding set of consolidated reports, this comparison of appropriations is provided at the function level for the General Fund. For an even more detailed breakdown of budget by departments, please refer to the Organization tab shown later in this document. This tab includes a section that presents data on individual cost centers (departments).

The two columns of information for FY 2018 demonstrate the dynamics of an annual budget. The first column is the original budget as it was adopted by the Board of Commissioners, effective July 1st. This is the best estimate as to what it should cost to operate each of the various functions of the County during the fiscal year. The second column is the revised budget. It shows how the original estimated amounts have been changed during the year to adjust for unanticipated revenues and/or expenditures, changes in funding levels or priorities, the elimination of current programs, or the initiation of new programs. The Revised Budget is shown at the close of the fiscal year, but before the fiscal year is audited.

The % Comparison is the percentage of the FY 2019 budget amount when compared to the FY 2018 revised budget amount.

FAYETTE COUNTY, GEORGIA
EXPENDITURES AND OTHER FINANCING USES
COMPARISON OF FY 2019 BUDGET TO FY 2018 REVISED BUDGET

	FY 2018 Budget		FY 2019 Budget		% Comparison
	Adopted	Revised*	Adopted		
GENERAL FUND					
General Government					
Non-Departmental	\$ 332,612	\$ 332,612	\$ 345,906		104.0
Commissioners	540,850	549,822	565,764		102.9
Administration	326,257	356,986	335,246		93.9
Elections	614,513	634,652	570,119		89.8
Finance	1,192,287	1,210,340	1,213,855		100.3
Purchasing	210,772	214,363	275,459		128.5
Law Department	236,600	236,600	232,600		98.3
Information Systems	1,080,492	1,102,897	1,135,890		103.0
Human Resources	445,901	482,400	524,778		108.8
Tax Commissioner	1,090,838	1,106,345	1,081,898		97.8
Tax Assessor	1,117,192	1,133,293	1,168,242		103.1
Building & Grounds Maintenance	1,527,435	1,549,969	1,583,237		102.1
Engineering Office	283,894	288,620	294,814		102.1
Contingency	556,705	4,888	514,840		10532.7
Total General Government	\$ 9,556,348	\$ 9,203,787	\$ 9,842,648		106.9
Judicial System					
Non-Departmental	203,308	203,308	206,740		101.7
Superior Court Judges	474,291	500,724	491,792		98.2
Clerk of Superior Court	1,383,930	1,470,103	1,620,578		110.2
Board of Equalization-Clerk of Courts	16,736	16,902	15,967		94.5
District Attorney	343,613	348,669	343,613		98.5
Clerk of State Court	306,808	322,240	331,897		103.0
State Court Solicitor	706,196	718,442	737,903		102.7
State Court Judge	400,532	406,935	444,389		109.2
Magistrate Court	487,365	494,209	323,773		65.5
Probate Court	408,851	415,915	416,266		100.1
Juvenile Court	373,166	377,163	371,871		98.6
Public Defender	486,973	486,973	487,783		100.2
Total Judicial System	\$ 5,591,769	\$ 5,761,583	\$ 5,792,572		100.5
Public Safety					
Non-Departmental	938,835	962,489	915,530		95.1
Sheriff's Office	17,952,617	18,543,596	18,588,756		100.2
County Coroner	123,085	132,448	137,470		103.8
Animal Control	430,022	436,253	452,388		103.7
Emergency Management	307,406	308,378	305,101		98.9
Total Public Safety	\$ 19,751,965	\$ 20,383,164	\$ 20,399,245		100.1

* Revised budget amounts - Unaudited

FAYETTE COUNTY, GEORGIA
EXPENDITURES AND OTHER FINANCING USES
COMPARISON OF FY 2019 BUDGET TO FY 2018 REVISED BUDGET

	FY 2018 Budget		FY 2019 Budget		% Comparison
	Adopted	Revised*	Adopted		
Public Works					
Public Works Administration	153,406	155,004	216,247		139.5
Road Department	5,084,919	5,468,350	6,004,877		109.8
Environmental Management	526,017	488,223	506,960		103.8
Fleet Maintenance	622,337	632,715	619,706		97.9
Total Public Works	\$ 6,386,679	\$ 6,744,292	\$ 7,347,790		108.9
Planning & Development					
County Extension	140,120	140,786	143,093		101.6
Georgia Forestry Commission	3,336	3,336	3,336		100.0
Building Safety	737,973	692,766	705,242		101.8
Planning & Zoning	341,448	322,146	322,193		100.0
Code Enforcement Section	94,461	96,109	91,844		95.6
Development Authority	239,196	239,196	239,950		100.3
Total Planning and Development	\$ 1,556,534	\$ 1,494,339	\$ 1,505,658		100.8
Culture and Recreation					
Recreation	1,231,315	1,243,492	1,342,587		108.0
Library	1,051,468	1,073,113	1,061,915		99.0
Total Culture and Recreation	\$ 2,282,783	\$ 2,316,605	\$ 2,404,502		103.8
Health and Welfare					
Public Health	282,824	284,122	283,289		99.7
Fayette Counseling Center	131,777	131,777	135,732		103.0
Dept of Family & Children Services	39,325	39,325	39,325		100.0
Fayette Community Options	64,070	64,070	67,270		105.0
Fayette County Family Connection	48,500	55,500	-		0.0
Senior Citizens Center	260,630	260,630	334,807		128.5
Youth Protection	19,743	19,743	-		0.0
Total Health and Welfare	\$ 846,869	\$ 855,167	\$ 860,423		100.6
Debt Service					
Criminal Justice Center	3,260,117	3,260,117	3,263,306		100.1
E-911 821 Mhz Radio System	-	-	-		n/a
Total Debt Service	\$ 3,260,117	\$ 3,260,117	\$ 3,263,306		100.1
Transfer to Jail Surcharge	61,000	61,000	-		0.0
Transfer to Capital/CIP Projects	292,915	382,255	2,646,062		692.2
Transfer to Stormwater	-	-	-		n/a
Transfer to Vehicles & Equipment	725,000	725,000	725,000		100.0
Total Transfer to Other Funds	\$ 1,078,915	\$ 1,168,255	\$ 3,371,062		288.6
TOTAL GENERAL FUND	\$ 50,311,979	\$ 51,187,309	\$ 54,787,206		107.0

* Revised budget amounts - Unaudited

FAYETTE COUNTY, GEORGIA
EXPENDITURES AND OTHER FINANCING USES
COMPARISON OF FY 2019 BUDGET TO FY 2018 REVISED BUDGET

	FY 2018 Budget		FY 2019 Budget		% Comparison
	Adopted	Revised*	Adopted		
SPECIAL REVENUE FUNDS					
Law Library	50,000	60,817	55,000		90.4
Confiscated Property-State	-	41,103	-		0.0
U.S. Customs	-	528,891	-		0.0
Confiscated Property-Federal	-	345,087	-		0.0
911 Communications	3,010,796	3,202,797	3,279,986		102.4
State Court - DUI Court	129,649	170,745	297,929		174.5
Jail Construction	432,000	432,000	431,000		99.8
Juvenile Supervision	19,750	19,750	22,330		113.1
Victims Assistance	109,163	109,163	137,798		126.2
Drug Abuse and Treatment	402,635	426,787	558,552		130.9
Fire Services	8,751,460	8,981,060	9,215,328		102.6
Street Lights	336,761	336,761	336,001		99.8
Emergency Medical Services	3,165,670	3,190,605	3,327,687		104.3
Animal Sterilization	-	9,736	13,000		133.5
Transfer to Other Funds					
Transfer to Capital/CIP Projects	2,084,422	2,084,422	577,700		27.7
Transfer to Vehicle/Equipment	450,000	491,958	750,000		152.5
Total Transfer to Other Funds	\$ 2,534,422	\$ 2,576,380	\$ 1,327,700		51.5
TOTAL SPECIAL REVENUE FUNDS	\$ 18,942,306	\$ 20,431,682	\$ 19,002,311		93.0
CAPITAL/CIP FUNDS					
Capital/Capital Improvement Program	5,919,315	5,919,315	3,223,762		54.5
Transfers to Other Funds	3,541,978	3,541,978	-		0.0
TOTAL CAPITAL/CIP FUNDS	\$ 9,461,293	\$ 9,461,293	\$ 3,223,762		34.1
ENTERPRISE FUNDS					
Solid Waste Fund	\$ 210,440	\$ 210,440	\$ 203,337		96.6
Stormwater Management Fund	25,000	53,775	-		0.0
Water System Fund	15,686,500	17,738,104	16,963,219		95.6
Transfer to Other Funds					
Transfer to 2017 SPLOST CIP	-	979,004	-		0.0
Transfer to Enterprise CIP	2,646,000	2,646,000	2,470,000		93.3
TOTAL ENTERPRISE FUNDS	\$ 18,567,940	\$ 21,627,323	\$ 19,636,556		90.8
ENTERPRISE FUNDS PROJECTS					
Enterprise CIP Projects	\$ 2,646,000	\$ 2,646,000	\$ 2,470,000		93.3
Transfer to Other Funds	25,000	25,000	-		0.0
TOTAL ENTERPRISE FUNDS PROJECTS	\$ 2,671,000	\$ 2,671,000	\$ 2,470,000		92.5
INTERNAL SERVICE FUNDS					
Vehicle/Equipment Fund	\$ 1,501,169	\$ 1,797,681	\$ 2,877,045		160.0
TOTAL OF ALL BUDGETED FUNDS	\$ 101,455,687	\$ 107,176,288	\$ 101,996,880		95.2

* Revised budget amounts - Unaudited

ANALYSIS OF MAJOR REVENUE SOURCES AND TRENDS

Strategies Utilized In Budgeting Revenues

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

As an integral first step in the FY 2019 revenue projection process, total revenue collections through the 2018 fiscal year are estimated. As actual monthly activity is recorded, original estimated FY 2018 revenue numbers are updated throughout the budget preparation process. These most recent fiscal year estimates plus the actual revenue numbers for the previous two fiscal years are used to identify trends and collection patterns from the various sources.

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

GENERAL FUND

The General Fund is the principal operating fund for the County and the revenues it uses to provide a number of services to our citizens are derived from a variety of sources. The tabular information shown on the next page indicates the relative composition of the major revenue sources. The accompanying pie chart clearly shows how dependent the County is on taxes as the major revenue source. Property Tax and Sales & Use Tax are the major revenue sources used to pay for the operations of the General Fund. For FY 2019, it is projected that these two sources of revenue will account for approximately 82.7 percent of General Fund total revenues compared to 82.0 percent in the FY 2018 budget. The percentage of Sales & Use Tax of total revenues is projected to increase while the percentage of Property Tax of total revenues is projected to decrease in FY 2019. Of the other individual revenue sources, only Charges for Services is projected to be at least five percent of total revenues.

In comparison with FY 2018 actual amounts, it is projected that General Fund total revenue for the 2019 fiscal year will increase by approximately \$2.2 million or 4.4 %. Projections of revenue sources have been estimated on the side of conservatism or according to existing contractual agreements.

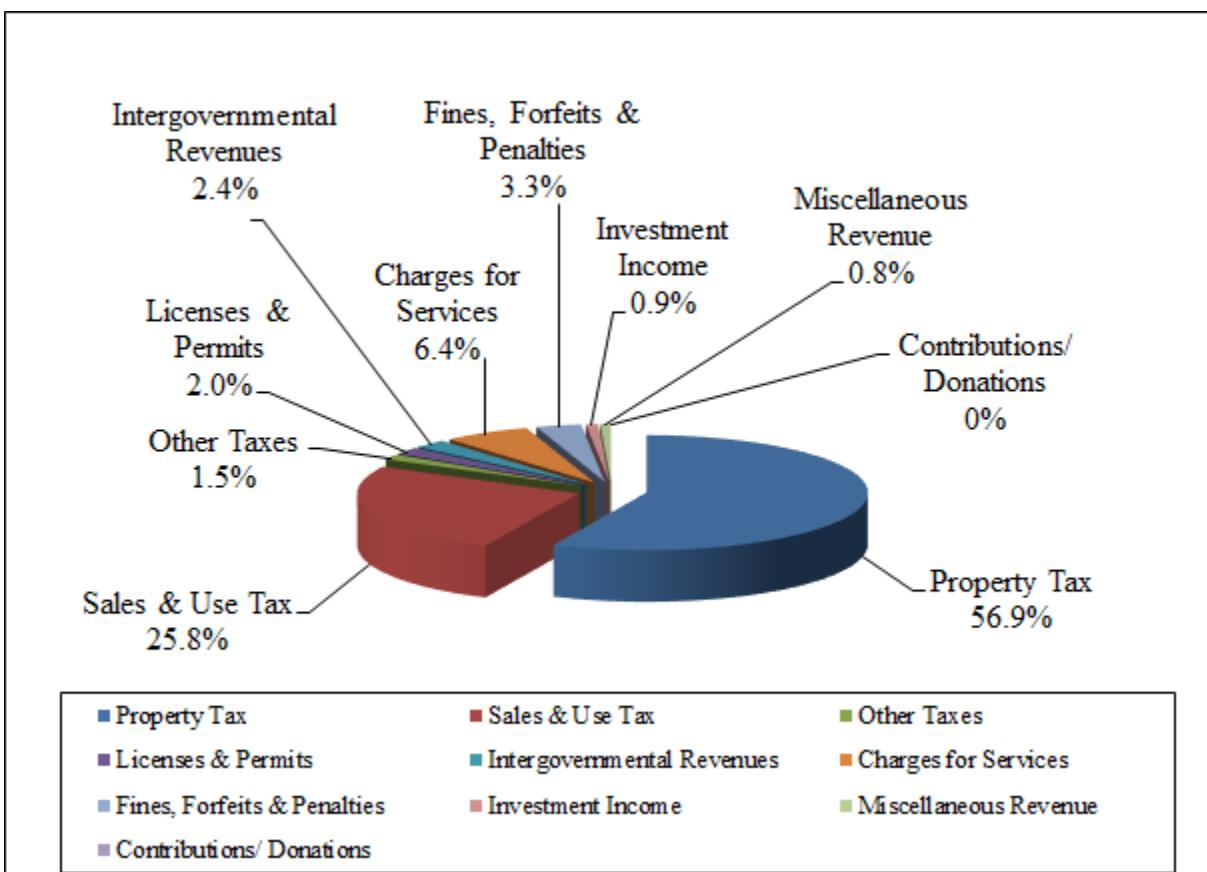
General Fund

Three Year Comparison of Revenue Sources

REVENUE	2017 ACTUAL	2018 BUDGET	2018 ACTUAL*	2019 BUDGET
Property Tax	\$ 28,356,168	\$ 29,436,162	\$ 29,005,943	\$ 29,942,462
Sales & Use Tax	11,851,965	12,100,000	12,638,205	13,600,000
Other Taxes	737,516	787,500	808,335	790,000
Licenses & Permits	992,763	984,500	975,037	1,048,600
Intergovernmental Revenues	1,849,573	2,089,221	1,554,875	1,280,282
Charges for Services	3,229,163	3,180,880	3,317,114	3,319,195
Fines, Forfeits & Penalties	1,827,387	1,624,000	1,682,488	1,732,000
Investment Income	159,145	300,000	216,669	475,000
Miscellaneous Revenue	159,346	110,400	204,145	441,300
Contributions/Donations	35,536	15,000	17,083	8,500
Total Revenues	\$ 49,198,562	\$ 50,627,663	\$ 50,419,894	\$ 52,637,339

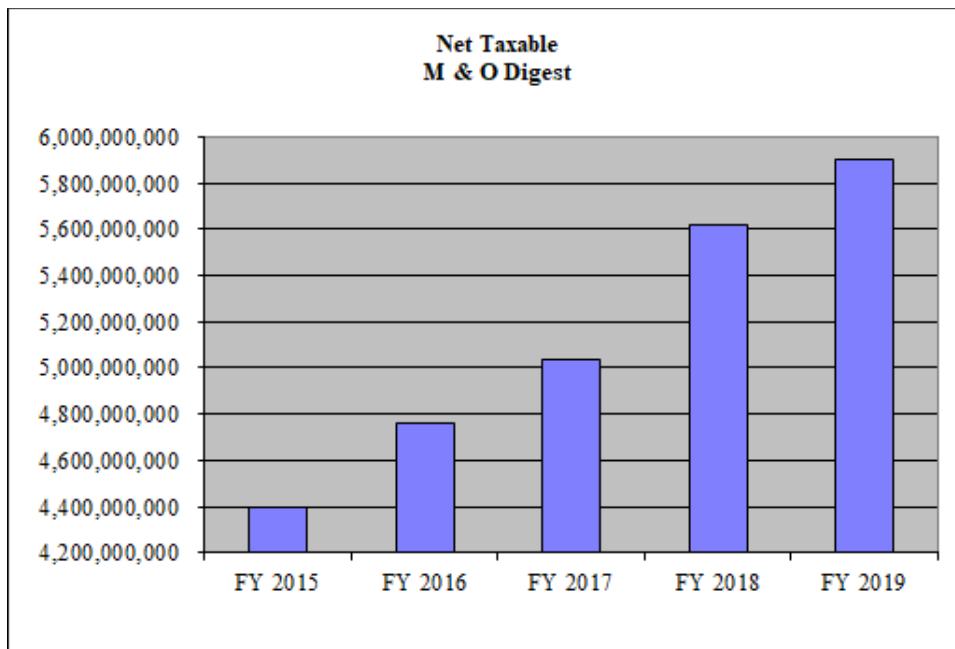
*Year-To-Date - Unaudited

Percentage Contribution of Revenue Sources FY 2019 Budget

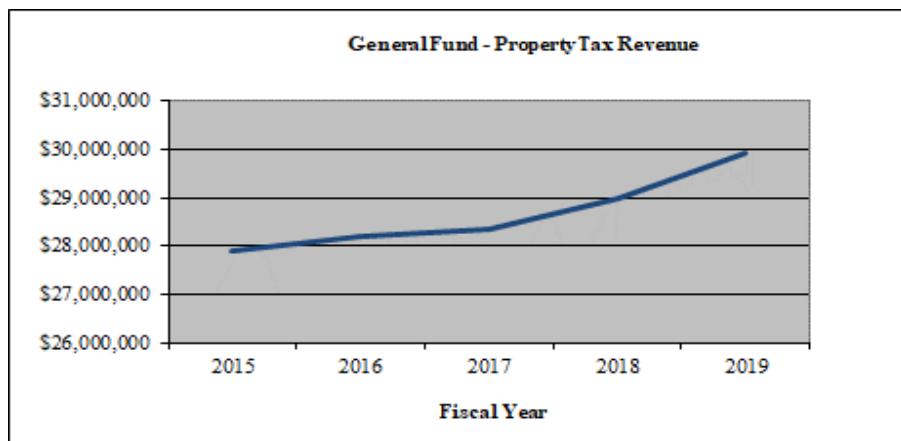


Property Tax

The amount of property tax revenue generated is an arithmetic function of the millage rate and the net taxable digest. The charts and table below summarize some relevant net taxable digest, millage rate, and property tax revenue data over the most recent five-year period. Property Tax is the biggest source of revenue for Fayette County. For FY 2019, it is projected to represent approximately 56.9 % of total revenue for the General Fund. The FY 2019 projected property tax revenue is based on a recommended rollback of the County's M&O millage rate that offsets part of the increase of 5.0% in the net taxable digest due to reassessments of property values.

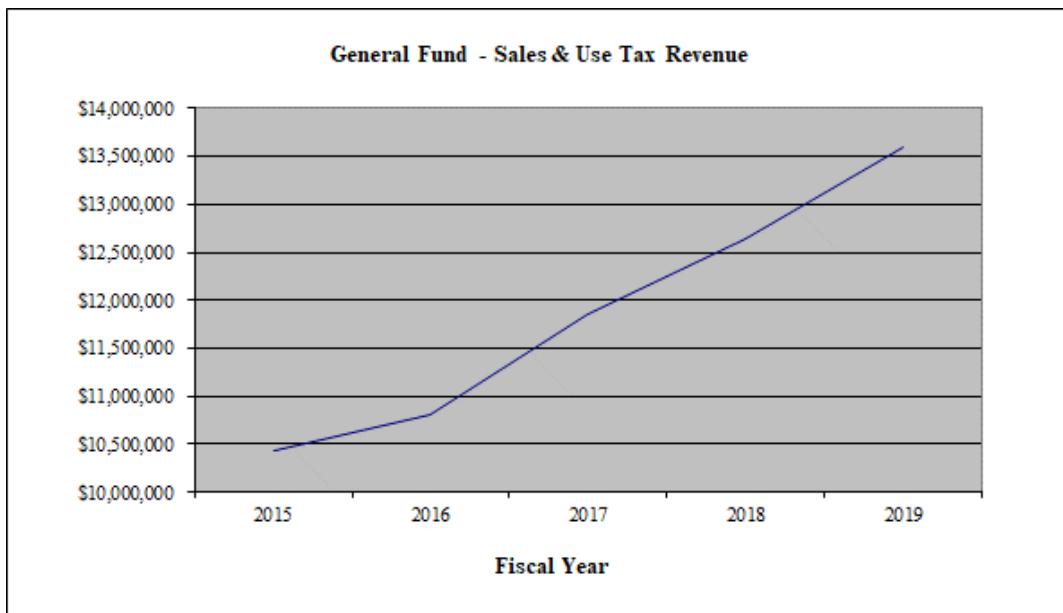


Digest Information	Fiscal Year	Net taxable M&O Digest	Digest Growth	Millage Rate	Change in Millage
2014 Tax Year (Actual)	FY 2015	\$4,396,642,279	1.7%	5.602	-2.0%
2015 Tax Year (Actual)	FY 2016	\$4,760,174,199	8.3%	5.171	-7.7%
2016 Tax Year (Actual)	FY 2017	\$5,033,499,576	5.7%	4.917	-4.9%
2017 Tax Year (Actual)	FY 2018	\$5,621,113,327	11.7%	4.509	-8.3%
2018 Tax Year (Projected)	FY 2019	\$5,901,669,198	5.0%	4.392	-2.6%



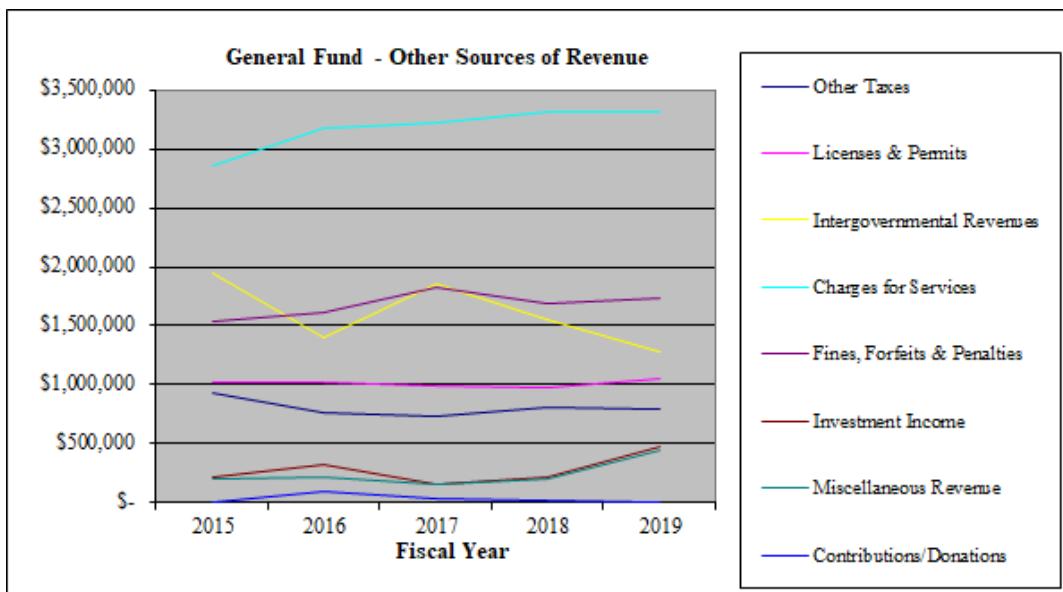
Sales and Use Tax

The Sales and Use Tax (also referred to as a one-percent Local Option Sales Tax or L.O.S.T.) represents approximately 25.8% of total budgeted revenue in FY 2019. Starting in FY 2015, Sales and Use Tax revenue has been increasing steadily at an average rate of 7.4% annually. Since FY 2014, it has increased a total of \$3.7 million or 36.9%. The 7.6% increase projected for FY 2019 is consistent with the trend line for the past five years.



Other Sources of Revenue

For FY 2019, other significant sources of revenue are Charges for Services (\$3.3 million), Fines, Forfeits & Penalties (\$1.7 million), Intergovernmental Revenue (\$1.3 million), Licenses & Permits (\$1.0 million), Other Taxes (\$0.8 million), and other minor sources of revenue total (\$0.9 million).



OTHER FUNDS

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

Fire Services - Special Revenue Fund

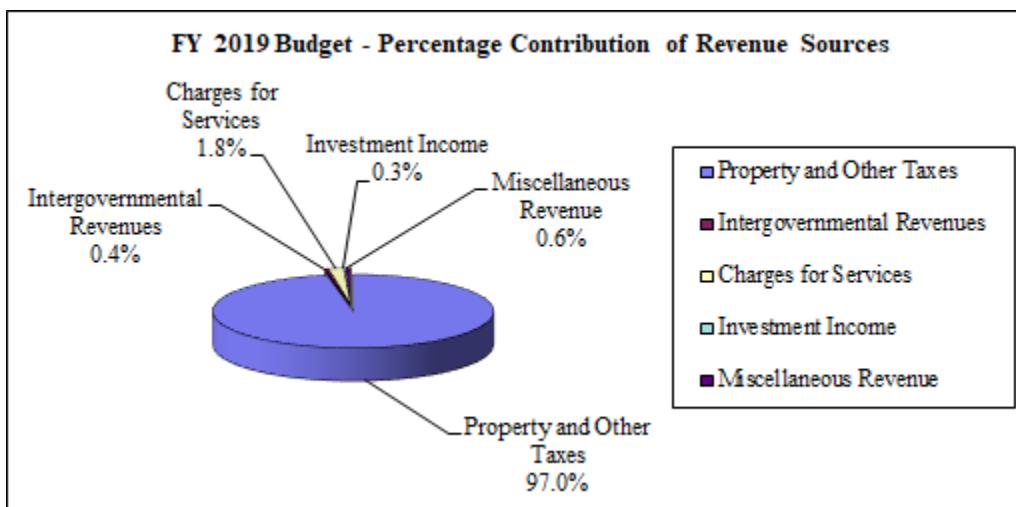
The Fire Services Special Revenue Fund provides funding for fire prevention and suppression activities for all areas of the County except for the cities of Fayetteville and Peachtree City, which maintain their own fire departments. A special tax district was created several years ago to provide a funding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

For FY 2019, approximately 97.0% of the total revenue for this fund is projected to be generated from the taxation of property. This clearly demonstrates the fund's dependence on property taxes to pay for the delivery of services. The fire services tax district taxable digest grew 6.1% and the millage rate remained at 3.070 mills.

Three Year Comparison of Revenue Sources

REVENUE	FIRE SERVICES FUND			
	2017	2018	2018	2019
	ACTUAL	BUDGET	ACTUAL*	BUDGET
Property and Other Taxes	\$ 9,849,905	\$ 10,274,000	\$ 10,735,008	\$ 11,149,000
Intergovernmental Revenues	-	-	-	42,800
Charges for Services	168,922	234,500	187,722	204,000
Investment Income	20,834	20,000	37,941	30,000
Miscellaneous Revenue	65,103	61,600	73,478	64,600
Contributions/ Donations	61	-	-	-
Total Revenues	\$ 10,104,825	\$ 10,590,100	\$ 11,034,149	\$ 11,490,400

*Year-To-Date - Unaudited



911 Communications - Special Revenue Fund

The special 911 Communications Tax District was created on July 28, 2011 to provide 911 communication services to all citizens of Fayette County. The tax district is projected to generate approximately 31.8% of the total revenue for the fund. The tax district taxable digest grew 5% and the millage rate remained at 0.210 mills.

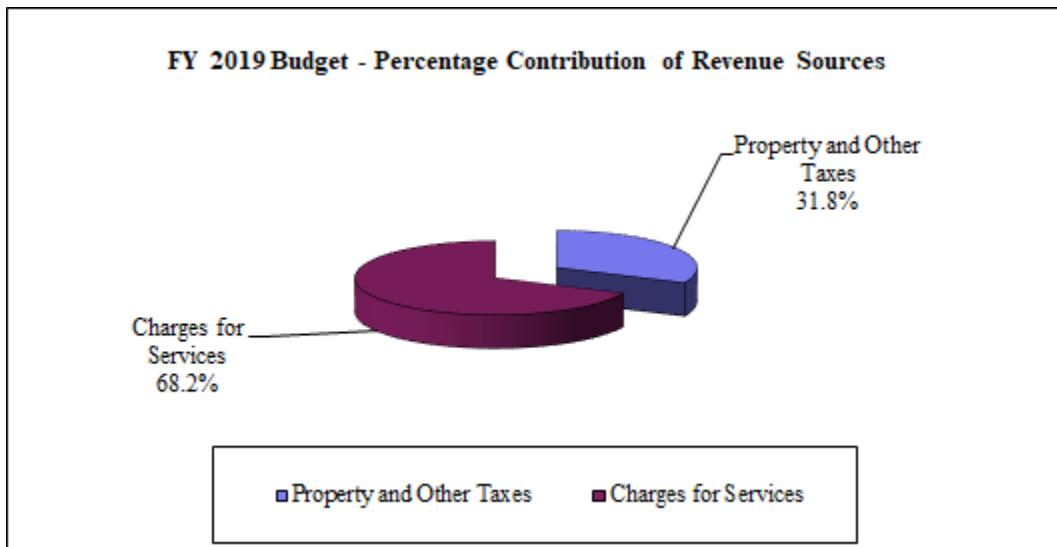
Charges for Services (68.2% of the total revenue for the fund) - state law provides for a governmental entity to adopt up to a \$1.50 monthly surcharge for 911 services for each telephone receiving service in the County. Also, there is a monthly surcharge of \$1.50 on each cellular telephone. By law, the proceeds from these surcharges can only be spent for the provision of 911 services within the jurisdiction.

Three Year Comparison of Revenue Sources

REVENUE	911 COMMUNICATIONS			
	FY 2017 ACTUAL	FY 2018 BUDGET	FY 2018 ACTUAL*	FY 2019 BUDGET
Property and Other Taxes	\$ 1,065,087	\$ 1,171,500	\$ 1,177,249	\$ 1,223,600
Charges for Services	2,586,276	2,515,000	2,571,407	2,625,000
Investment Income	-	-	8,415	-
Total Revenues	\$ 3,651,363	\$ 3,686,500	\$ 3,757,071	\$ 3,848,600

*Year-To-Date - Unaudited

Percentage Contribution of Revenue Sources



Emergency Medical Services (EMS) - Special Revenue Fund

The special revenue tax district encompasses the entire county, with the exception of the City of Peachtree City. Peachtree City provides emergency medical services to its citizens. The EMS fund accounts exclusively for activities (revenues and expenditures) related to emergency medical services. Before the tax district was created, EMS activities were accounted for in the General Fund.

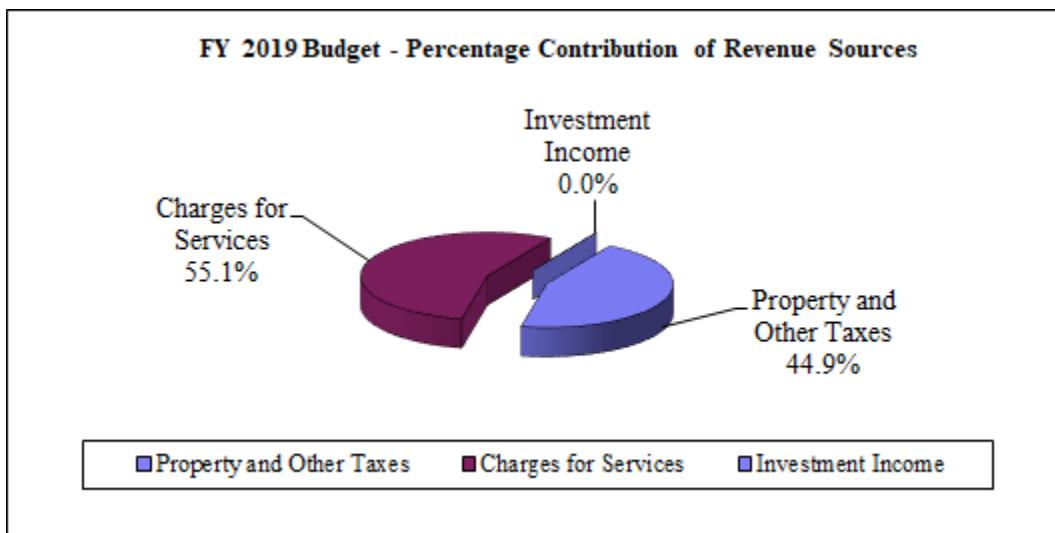
The two revenue sources for the EMS fund are Charges for Services (55.1% of total revenue) and Property Taxes (44.9% of total revenue). Charges for services are for ambulance charges and ambulance recoveries of uncollectibles. The EMS tax district taxable digest grew 5.4% and the millage rate remained at 0.456 mills.

Three Year Comparison of Revenue Sources

REVENUE	EMS FUND			
	FY 2017 ACTUAL	FY 2018 BUDGET	FY 2018 ACTUAL*	FY 2019 BUDGET
Property and Other Taxes	\$ 1,424,178	\$ 1,503,900	\$ 1,562,251	\$ 1,649,800
Charges for Services	1,754,752	2,330,000	1,803,829	2,020,000
Investment Income	1,445	600	3,315	1,000
Miscellaneous Revenue	3,435	-	2,629	-
Intergovernmental	5,295	-	12,091	-
Total Revenues	\$ 3,189,105	\$ 3,834,500	\$ 3,384,115	\$ 3,670,800

*Year-To-Date - Unaudited

Percentage Contribution of Revenue Sources



Water System Fund

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

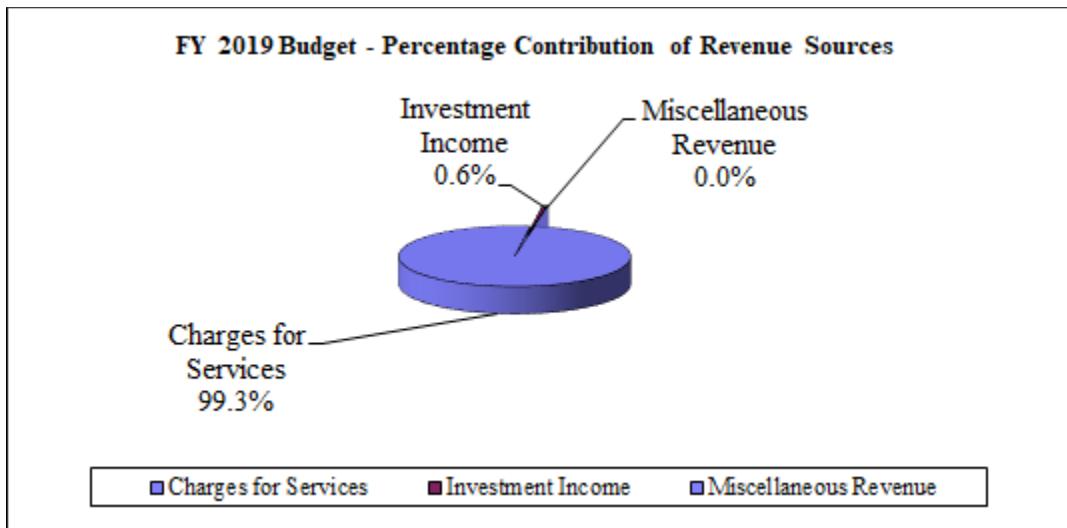
The main revenue source for the Water System Fund is derived from Charges for Services. For FY 2019, it is estimated at 99.3% of total revenue. Charges for Services projected to increase 5.5% when compared to the FY 2018 budget amount. A projected increase in water sales to retail customers accounts for the bulk of the increase in charges for services.

Three Year Comparison of Revenue Sources

REVENUE	WATER SYSTEM FUND			
	FY 2017 ACTUAL	FY 2018 BUDGET	FY 2018 ACTUAL*	FY 2019 BUDGET
Charges for Services	\$ 16,956,582	\$ 18,297,000	\$ 15,924,339	\$ 19,306,195
Investment Income	59,869	30,000	172,020	122,000
Contributed Capital	3,088,940	-	1,242,681	-
Miscellaneous Revenue	6,158	5,500	8,114	5,024
Total Revenues	\$ 20,111,549	\$ 18,332,500	\$ 17,347,154	\$ 19,433,219

*Year-To-Date - Unaudited

Percentage Contribution of Revenue Sources



ANALYSIS OF MAJOR REVENUE SOURCES AND TRENDS

All Funds

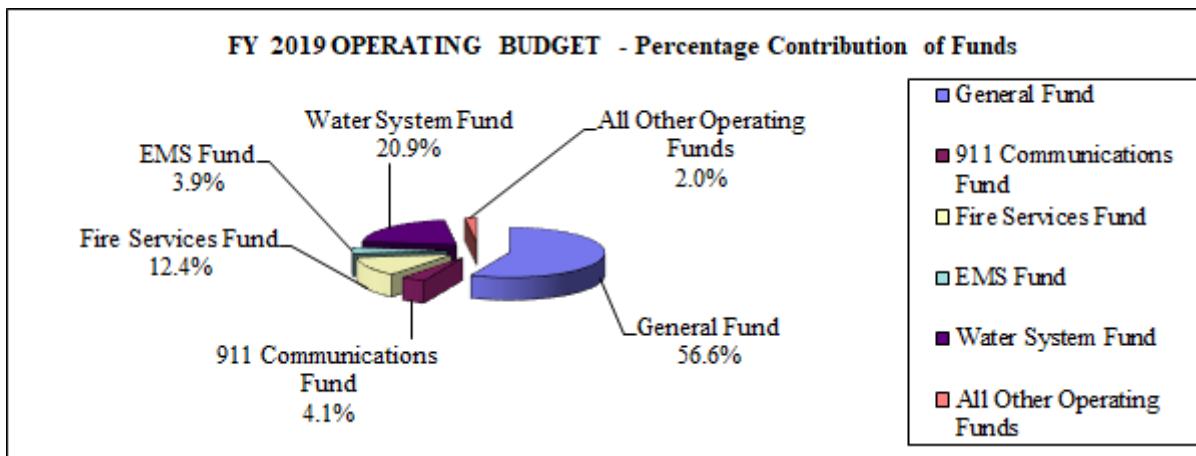
The table below provides a consolidated look at the revenue comparisons for all funds that are budgeted.

Three Year Comparison of Funds Revenues

REVENUE	FY 2017 ACTUAL	FY 2018 BUDGET	FY 2018 ACTUAL*	FY 2019 BUDGET
General Fund	\$ 49,198,562	\$ 50,627,663	\$ 50,419,894	\$ 52,637,339
911 Communications Fund	3,651,363	3,686,500	3,757,071	3,848,600
Fire Services Fund	10,104,825	10,590,100	11,034,149	11,490,400
EMS Fund	3,189,105	3,834,500	3,384,115	3,670,800
Water System Fund	20,111,549	18,332,500	17,347,154	19,433,219
All Other Operating Funds	3,457,944	1,719,429	2,980,446	1,893,917
Total Revenues	\$ 89,713,348	\$ 88,790,692	\$ 88,922,828	\$ 92,974,275

*Year-To-Date - Unaudited

Percentage Contribution of Funds Revenues



ANALYSIS OF FUND BALANCE

Discussion of Fund Balance

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

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

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

As a vital component in our pay-as-you-go Capital Improvements Program (CIP) plan, the County frequently uses part of the fund balance to pay for large one-time capital non-operating expenditures, including capital projects, rather than incur long-term debt. One approach started in FY 2008 as the economic decline of the great recession started is to close projects that have been completed or that are no longer necessary. Any available funds from these projects is transferred back to the fund balance of the originating fund or transferred to project contingency accounts. These monies then become available, upon approval by the Board of Commissioners, to fund future projects.

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

100 - GENERAL FUND

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

As of June 30	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 UNAUDITED	FY 2019 PROJECTED
General Fund	29,671,721	28,511,303	29,432,078	27,307,211

The FY 2018 original budget projected an increase of \$321K or 1.1 % in fund balance. This was the result of a net increase of \$614K in fund balance from operational revenues and expenditures and the use of \$293K to fund capital projects. With actual revenue close to projected and actual expenditures lower than originally projected, in FY 2018 the increase in fund balance is \$921K.

For FY 2019 with a tax digest that is increasing by 5%, even a 2.6% rollback of the millage rate projects to generate an additional \$940K in revenue from property taxes when compared to the FY 2018 actual amount. Since FY 2014 Sales & Use Tax has been increasing an average of 6.8% annually. For FY 2019 is projected almost \$1.0 million more than the FY 2018 actual amount.

FY 2019 operating revenue and expenditures would result in a projected increase of \$1.2 million in fund balance. The budget also includes transfers of \$725K to fund vehicles and equipment and \$2.6 million to fund capital and CIP projects. The net effect of this is a projected decrease of \$2.1 million in fund balance.

The following tabular information provides detail on the projected fund balance as of June 30, 2019. The Board of Commissioners has adopted as a fiscal policy that the County maintain a portion of fund balance as *reserves*. These reserves include fund balance non-spendable, working capital equal to three months of annual budgeted expenditures, a reserve for emergencies (\$2.0 million), a reserve assigned for capital projects, and a reserve assigned for projects in the 5-Year CIP plan funded by the General Fund.

Fund Balance, June 30, 2018 - Estimated		\$ 29,432,078
FY 2019 Budget		
Revenue	\$ 52,637,339	
Expenditures	<u>51,416,144</u>	<u>1,221,195</u>
		30,653,273
Other Financing Sources	25,000	
Other Financing Uses	<u>3,371,062</u>	<u>(3,346,062)</u>
Fund Balance, June 30, 2019- Projected		\$ 27,307,211

SPECIAL REVENUE FUNDS

215 – 911 Communications

Until FY 2011, the only significant revenue source were surcharges for landlines and wireless telephone services. The fund was using fund balance to cover operating expenditures. With the establishment of the special revenue tax district in FY 2012, revenue has covered expenditures and fund balance has been growing every year. In FY 2019, fund balance projected to increase 14.9%.

As of June 30	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 UNAUDITED	FY 2019 PROJECTED
Emergency Phone E-911	2,168,674	3,134,187	3,817,557	4,386,171

270 - Fire Services

In FY 2019, revenue from property taxes is projected to continue to increase as a result of a higher taxable digest. The biggest reason for an increase in fund balance of 29.6% is a decrease of 73% in Other Financing Uses. Transfers to fund capital and CIP projects decrease from \$2.1 million in FY 2018 to \$563K in FY 2019.

As of June 30	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 UNAUDITED	FY 2019 PROJECTED
Fire Services	3,487,579	4,444,769	4,090,117	5,302,489

272 - Emergency Medical Services (EMS)

For FY 2019, fund balance projected to increase approximately \$93K or 5.3%. Even though Ambulance Charges revenue projected at the same level, revenue from Property Taxes revenue to increase due to a higher tax digest.

As of June 30	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 UNAUDITED	FY 2019 PROJECTED
Emergency Medical Services	1,736,634	1,697,132	1,757,096	1,850,209

OTHER SPECIAL REVENUE FUNDS – SIGNIFICANT FUND BALANCE CHANGES

The **Juvenile Supervision Fund** fund balance is projected to decrease by approximately 12.0% in FY 2019. Revenue again is projected lower than expenditures. This negative trend started in FY 2015 and fund balance has decreased by 16.3% since. This can't be sustained on a long-term basis. Additional revenue streams need to be identified and/or expenditures need to be decreased.

The **Street Lights Fund** fund balance is projected to increase by approximately 10.6% in FY 2019. Since FY 2016, fund balance has increased an average of 24.2% annually.

The Animal Control Spay Neuter Fund is a new special revenue fund created in FY 2018.

ENTERPRISE FUNDS
 (Total Net assets)

505 -Water System

The Water System generates sufficient revenue to cover annual operating expenses and to continue the improvement of the water system infrastructure. Per the existing bond resolution, any projected excess revenue over expenses is budgeted in a Renewal & Extensions expense account. Since revenue and expenses are kept at the same amount changes in fund balance are due to the capitalization of capital expenses as projects are finalized and added as assets of the Water System.

As of June 30	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 UNAUDITED	FY 2019 PROJECTED
Water System	81,228,010	85,490,579	84,816,711	84,816,711

508 - Stormwater Management

With the passage of the 2017 SPLOST, which includes over \$23 million in funding for 238 Stormwater related projects, staff recommended and the Board of Commissioners approved to repeal the Stormwater Management utility. At the end of FY 2018, funding remaining was transferred to the 2017 SPLOST fund.

As of June 30	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 UNAUDITED	FY 2019 PROJECTED
Stormwater Management	(4,292,385)	809,891	28,775	-

540- Solid Waste

In FY 2019, fund balance is projected to decrease 44.7%. This trend of negative annual fund balances has been occurring since FY 2015. Revenue is not sufficient to cover expenses for the fund. The Board of Commissioners is aware of this problem and staff is working on identifying additional sources of revenue and/or the alternative of increasing the fees charged to customers.

As of June 30	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 UNAUDITED	FY 2019 PROJECTED
Solid Waste	374,270	290,790	279,364	154,577

INTERNAL SERVICE FUND
(Total Net assets)

Vehicle/Equipment Fund

This fund accounts for the acquisition of vehicles, heavy equipment, and other similar assets. An annual replacement schedule is prepared to identify the annual amounts that each fund should contribute to the Vehicle and Equipment fund for the timely replacement of the county fleet of vehicles and equipment. In FY 2019, fund balance is projected to decrease 15.2% because the contributions from other funds is not sufficient to cover the projected cost of vehicle and equipment acquisitions during the year.

As of June 30	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 UNAUDITED	FY 2019 PROJECTED
Vehicle/Equipment Fund	7,829,003	8,406,299	9,227,395	7,825,350

OVERVIEW OF FUND BALANCES

The tabular information that is provided below is a consolidated overview of the *Fund Balance information for all Governmental funds* and *Total Net Assets for Enterprise and Internal Service funds* as of June 30 of the fiscal year. This table is useful to the reader in that it provides general trend information on the County as a whole. The data indicates that Fayette County has accumulated in the majority of its funds sufficient current financial resources to meet its immediate service needs. Going into the future, there is a small group of funds that need to be closely monitored.

As of June 30	FY 2016 ACTUAL	FY 2017 ACTUAL	FY 2018 UNAUDITED	FY 2019 PROJECTED
General Fund	29,671,721	28,511,303	29,432,078	27,307,211
<u>Special Revenue Funds:</u>				
Law Library	15,088	22,928	24,109	24,109
Confiscated Property-State	84,804	58,335	50,013	50,013
U.S. Customs Fund	1,073,566	745,671	512,617	512,617
Confiscated Property-Federal	453,983	376,848	303,704	303,704
State Court - DUI Court	9,270	107,995	247,830	223,249
911 Communications	2,168,674	3,134,187	3,817,557	4,386,171
Jail Surcharge	41,211	26,809	24,000	24,000
Juvenile Supervision	98,398	95,429	86,253	75,923
Victims Assistance	43,474	60,361	110,274	120,476
Drug Abuse and Treatment	485,307	584,141	731,503	670,970
Fire Services	3,487,579	4,444,769	4,090,117	5,302,489
Street Lights	205,229	286,595	320,231	354,230
Emergency Medical Services	1,736,634	1,697,132	1,757,096	1,850,209
Animal Control Spay Neuter	-	-	975	975
Total Special Revenue Funds	9,903,217	11,641,200	12,076,280	13,899,136
<u>Enterprise Funds</u>				
Solid Waste	374,270	290,790	279,364	154,577
Stormwater Management**	(4,292,385)	809,891	28,775	-
Water System	81,228,010	85,490,579	84,816,711	84,816,711
Total Enterprise Funds	77,309,895	86,591,260	85,124,850	84,971,288
<u>Internal Service Funds</u>				
Vehicle/Equipment Fund	7,829,003	8,406,299	9,227,395	7,825,350
Total All Funds*	\$ 124,713,836	\$ 135,150,062	\$ 135,860,603	\$ 134,002,985

*Except Governmental Capital/CIP Funds and Enterprise CIP Funds.

FAYETTE COUNTY, GEORGIA ADOPTED FISCAL POLICIES

STATEMENT OF INTENT

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

There are several distinct advantages to having fiscal policies for Fayette County in place. For one, they promote long-term financial stability for the County. The budget and reserve fund policies encourage the level of fiscal responsibility needed to prepare the County for financial emergencies and abrupt adverse economic conditions. The debt policies limit those scenarios where the County will pay for current services and projects with future revenues.

The adoption of long-range financial policies ameliorates some of the drawbacks of governmental accounting and budgeting, which tends to focus only on short-term operations, generally one year. The Capital Budgeting Policies address the common pitfall of governments failing to provide for capital maintenance. Having a financial plan allows the Board of Commissioners to view their present approach to financial management from an overall, long-term vantage point. Current financial decisions are easier to make when long-term benchmarks are already established.

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

I. BUDGET POLICY

PURPOSE

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

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

POLICY

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

PROCEDURES

1. The Fayette County annual balanced budget will be divided into two major components: Capital and Capital Improvement Program (CIP) and Operating.
2. A formal budget calendar shall be developed and presented to the BOC for approval, then

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

II. Operating Budget:

A. Fayette County will finance all current expenditures with current revenues. The County will avoid budgetary procedures that fund current expenditures through the obligation of future resources. Fayette County will not use short-term borrowing to meet operating budget requirements.

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

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

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

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

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

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

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

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

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

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

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

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

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

The Operating component of the budget is further divided into tracks: Track 1 - Staffing and Track 2 – Other Operating.

The budget is developed by levels: budget requests from the departments, budget recommendations from Staff, budget recommendations from the BOC, budget proposal, and final adjustments and approval of the budget by the BOC.

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

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

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

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

Capital and Capital Improvement Program (CIP):

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

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

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

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

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

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

Operating Budget:

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

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

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

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

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

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

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

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

Also during **Track 1** of the operating budget, the Assistant Director/Controller prepares the

estimated revenue projections for all funds except the Water System who prepares their own. The revenue projections are reviewed by the County Administrator and the CFO and later presented to the BOC.

Track 2 – Other Operating:

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

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

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

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

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

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

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

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

II. RESERVE FUND POLICY

PURPOSE

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

POLICY

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

PROCEDURES

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

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

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

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

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

III. INVESTMENT POLICY

PURPOSE

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

This policy will be used so that funds not needed for immediate cash will be invested in a way

that (1) safeguards the principal, (2) provides the liquidity required to meet financial obligations in a timely manner, and given these two goals, (3) provides the best return on investment.

POLICY

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

PROCEDURES

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

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

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

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

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

7. Certificates of deposit of national or state banks located within the State of Georgia, and which have deposits insured by the Federal Deposit Insurance Corporation.
8. Certificates of deposit of federal savings and loan associations, state savings and loan associations, or state building and loan associations located within the State of Georgia, and which have deposits insured by the Savings Association Insurance Fund of the Federal Deposit Insurance Corporation or the Georgia Credit Union Deposit Insurance Corporation.
9. Securities or other interests in any no-load, open-end management type investment company or investment trust registered under the Investment Company Act of 1940.
10. A common trust fund maintained by any bank or trust company, so long as:
 - (a) Their portfolio is limited to bonds or other obligations of the U.S. government or subsidiary corporations of the U.S. government, which are fully guaranteed by the government,
 - (b) The company takes delivery of collateral either directly or through an authorized custodian,
 - (c) The company is managed in such a way as to maintain its shares at a constant net asset value, and
 - (d) Securities in the company are purchased and redeemed only through the use of national or state banks having corporate trust powers and located within Georgia.

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

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

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

IV. DEBT MANAGEMENT POLICY

PURPOSE

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

POLICY

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

PROCEDURES

Fayette County's debt management policy is designed to be fiscally conservative enough to safeguard the resources entrusted to it, yet flexible enough to use the most appropriate financing mechanisms as conditions and needs change.

In issuing, managing, and retiring debt, the county will abide by relevant provisions in the Georgia Constitution and codified law. As used in the state constitution, the term 'debt' means a fiscal liability not to be discharged by taxes levied within the year in which the liability is undertaken (Attorney General Opinion 75-19). Before incurring any bonded indebtedness, an analysis will be completed that shows anticipated annual tax collections will be sufficient to pay the principal and interest within 30 years.

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

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

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

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

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

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

An analysis of revenue and expense trends will also be completed to provide an indication of the county's ability to repay the debt into the future.

2. **Debt Structure** - Debt will be financed for a period not to exceed the useful life of the capital improvements or other benefits derived, but in no event shall it exceed 30 years.

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

Revenue bonds will be used to finance enterprise systems or other undertakings where appropriate. Since revenue-bond debt is paid out of revenue derived from the undertaking, and is not considered a debt of the county in state law, care will be taken to assure that anticipated revenues will meet principal and interest payments as they come due. In compliance with the

state constitution, the county will not exercise the power of taxation for paying any part of the principal or interest of revenue bonds, nor will it pay revenue bond obligations out of general revenues or with revenue sharing funds.

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

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

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

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

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

3. Debt Issuance - Standard practice will be to sell bond issues through the competitive bid process. There may be times, however, when conditions indicate that a negotiated bid will be more favorable; for instance, if an issue is unusually small, unusually large, or contains complex or innovative features. An evaluation of the method of sale will be done for each bond issue, including an assessment of the different risks associated with each method. Thorough records will be kept that document the process to demonstrate that it was equitable and defensible.

If a negotiated bid is to be used for a bond issue, the competitive process will be used to select an

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

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

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

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

V. PURCHASING CARD POLICY

PURPOSE

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

POLICY

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

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

PROCEDURES

A. Issuance of P-Cards

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

P-Cards shall be surrendered and accounts closed upon termination of employment with the

County for any reason.

B. Transaction Limits

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

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

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

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

C. Purchases

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

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

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

Prohibited purchases include, but are not limited to, alcoholic beverages, cash advances, gifts, gift cards, legal services, medical services, computer hardware and software, personal items and unbudgeted items. In the case of non-travel meals, expenses should be limited to the following events:

1. A meeting hosted by the County Administrator or the Board of Commissioners.
2. A meeting required by law or authorized by a department director which is anticipated to last more than four (4) hours and which, is scheduled through normal meal times.
3. A business meal with someone other than another County official or employee in order to discuss a specific item of county business. Receipts are required for such meals and should detail the nature of the meeting and the number of attendees.

D. Roles and Responsibilities

1. **P-Card Program Administrator** will serve as the liaison with the Bank handling the County's program by coordinating the issuance of cards, maintaining card limits, cancelling cards as necessary and ensuring balances due are paid in a timely manner. The Program Administrator will also monitor the timely receipt from departments of the transaction logs, record each transaction within the accounting system, publish the annual

due date schedule for completed transaction logs, assist in maintaining the program policy and procedures, provide training as needed, any preform any other task related to the P-Card program as assigned by the CFO.

2. **P-Card Holder or Department Designee** as assigned by the Department Head will be responsible for securing account numbers, expiration dates, and security codes for all purchasing cards assigned to self or to the Department, ensuring only job-related goods or services allowed under the P-Card program are purchased and the purchasing card bi-weekly billing statement is reconciled. The reconciliation will be considered complete when a completed transaction log is submitted to Finance by the scheduled due date with an itemized receipt or invoice for each transaction attached confirming state sales tax has not been charged (exception-meals). The transaction log must be signed by the cardholder or department designee and the Department Head.
3. **Department Heads/Elected Officials** are responsible for determining which employees will be issued a purchasing card, notifying Finance when such employee terminates employment with the County, approving and signing each billing statement transaction log for their department's purchases and verifying funds are available in the department's budget. In addition, any suspected abuse should be reported to the CFO immediately.

E. Audit

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

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

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

F. Violations

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

- 1st Violation 30 day P-card suspension
- 2nd Violation Removal from the P-card program

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

PURPOSE

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

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

POLICY

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

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

PROCEDURES

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

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

The fund will consist of two amounts:

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

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

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

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

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

Guidelines for other assets covered under this policy are:

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

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

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

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

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

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

- 1) The Sheriff has authority to determine the color(s) of the vehicles used by the Sheriff's Office.

- 2) Vehicles used by the Marshal's Office will be black.
- 3) Fire and Emergency Medical Services vehicles will be red, or red with white.
- 4) The vehicle used by the Constable will be beige or a similar color.

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

E. Replacement Planning - The Finance Department will coordinate development of an annual projection of assets that will meet the guideline criteria for the upcoming fiscal year. The Finance Department will prepare a spread sheet that identifies, based on available information within the asset inventory system, all of the assets that will meet replacement guidelines at the beginning of the upcoming fiscal year. The Finance Department will forward the draft document to other departments, who will update mileage or other data as needed, and return it to the Finance Department. The finished document will be used for planning and budget purposes, to increase the level of predictability in establishing annual contributions to the sinking fund, and to assist departments in planning for asset replacement.

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

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

A standing Vehicle Replacement Committee shall consist of:

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

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

The Chair of the Vehicle Replacement Committee will schedule quarterly meetings to consider recommendations for asset replacement. Assets will be considered (1) which have met the criteria for replacement, or are anticipated to do so in the upcoming quarter and (2) which have been inspected by Fleet Maintenance prior to the meeting date. The Committee Chair will

consider proposals from the Sheriff's Department, Fleet Maintenance, or others regarding the scheduling of meetings to take advantage of manufacturers' production or delivery schedules, urgency of replacing the vehicles, or other considerations.

The Fleet Maintenance Director will bring documentation to Committee meetings that will facilitate the process of developing recommendations for vehicle replacement. The documentation will include the results of the Fleet Maintenance inspection, plus any other observations or information that will be needed to make a good recommendation.

Documentation should also note any attachments or components that can economically be removed from the old asset and reassigned to a new one.

The head of the department that owns the asset, or his / her designee, will be a participant in the called meeting, and will provide information as needed by the Committee. The department's representative will provide a list of proposed purchases to replace the asset(s), including any additional components, attachments, or other add-on equipment.

NOTE: The following distinctions are provided to clarify what types of items should be included in an asset replacement proposal, and what types of items should be a separate purchase decision. For this purpose, two categories of property are considered:

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

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

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

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

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

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

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

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

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

1. Acquisition of assets:

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

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

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

2. Disposal of assets:

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

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

**FAYETTE COUNTY, GEORGIA
ACCOUNTING, AUDITING, AND FINANCIAL REPORTING**

1. An independent audit in compliance with Generally Accepted Audit Standards will be performed annually by a qualified external auditor in accordance with Georgia Code Section 36-81-7 and Section 14 of Article II of the Fayette County Code.
2. Fayette County will prepare a Comprehensive Annual Financial Report (CAFR) in accordance with Generally Accepted Accounting Principles (GAAP) for governmental entities.
3. Fayette County will establish and maintain a high degree of accounting practices. Accounting records and systems will conform to Generally Accepted Accounting Principles.
4. Fayette County will maintain accurate records of all assets to ensure a high degree of stewardship of public property.
5. Fayette County will develop an ongoing system of financial reporting to meet the needs of the Board of Commissioners, the County Administrator, Department Heads, and the general public. Reporting systems will monitor the costs of providing services wherever possible. The reporting systems will also promote budgetary control and comparative analysis.
6. Fayette County will follow a policy of full disclosure on its Financial Reports.

FAYETTE COUNTY, GEORGIA **MEASUREMENT BASIS**

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

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

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

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

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

Basis of Budgeting

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

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

Fiduciary Funds are not included in the budget.

Basis of Accounting and Basis of Budgeting – Differences

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

FAYETTE COUNTY, GEORGIA BUDGET AMENDMENTS

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

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

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

1. Changes in revenue or expenditure appropriations that increase or decrease the adopted budget for a fund or a department (the legal level of control) shall require the approval of the Board of Commissioners.
2. Changes in appropriations of capital projects shall require the approval of the Board of Commissioners.
3. Any transfer of appropriations from/to salary, benefits and or contingency line-items (if used) shall require the approval of the Board of Commissioners.

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

Budget transfers need only approval by county management:

1. Reassignment of resources among line-item expenditures (except salary, benefits, and contingency) within a department's approved budget requires only approval by the Department Manager and the Finance department. This reassignment of funds cannot change the department's total adopted budget.

Procedure for transfers – the department that is requesting the transfer needs to submit a Budget Transfer Request form to the Finance department. The transfer form lists the line-item(s) from where the funds will be transferred and the line item(s) to where the funds will be transferred, the amount of the transfer, and a justification for the transfer. After approval by Finance Management, the transfer is entered in the financial system and the requesting department is informed that the transfer is complete.

Budget amendments and transfers change original line-item appropriations. The net effect of increases and decreases to the adopted budget results in a new "Revised" budget amount.

**FAYETTE COUNTY, GEORGIA
BUDGETED FUNDS
(Used during FY 2018)**

Governmental Funds

100 – General Fund

Special Revenue Funds

- 205 – Law Library Surcharge
- 214 – State Court - DUI Court
- 215 – 911 Communications
- 216 – Jail Surcharge
- 217 – Juvenile Supervision Surcharge
- 218 – Victims Assistance Surcharge
- 219 – Drug Abuse & Treatment
- 270 – Fire Services
- 271 – Street Lights
- 272 – Emergency Medical Services
- 291 – Animal Control Spay Neuter

Capital Projects Funds

- 372 – Capital Projects
- 375 – Capital Improvement Program

Enterprise Funds

- 505 – Water System
- 508 – Stormwater Management (closed in FY 2018)
- 509 – Stormwater Projects (closed in FY 2018)
- 540 – Solid Waste
- 545 – Solid Waste CIP

Internal Service Funds

610 – Vehicle/Equipment

FAYETTE COUNTY, GEORGIA FUND TYPES

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

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

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

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

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

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

d) Other Special Revenue Funds derive their revenue from fees and fines surcharges that are broken down into various specific County functions including ***Juvenile Supervision, Victims Assistance, Drug Abuse and Treatment, Law Library, Jail Surcharge, State Court – DUI Court, and Animal Control Spay Neuter.***

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

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

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

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

Enterprise funds and ***Internal Service funds***.

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

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

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

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

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

e) ***Solid Waste CIP*** – a new fund to account for projects managed by the Solid Waste department.

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

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

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

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

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

Fiduciary funds are used to account for resources held in a trustee capacity for the benefit of parties principally outside the government. These funds are not reflected in the Government-Wide Financial statements because the resources of fiduciary funds are not available to support the County's own programs. The County holds funds on a trustee capacity or as an agent for the following: Tax Commissioner; Sheriff's Office, Superior Court, State Court, Magistrate Court, Juvenile Court, Probate Court, and Griffin Judicial Circuit.

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

Fund Type	Fund	Function	Department
Governmental Fund	100 - General Fund	General Government	ADMINISTRATION BUILDINGS & GROUNDS MAINT COMMISSIONERS CONTINGENCY ELECTIONS ENGINEERING OFFICE FINANCE HUMAN RESOURCES INFORMATION SYSTEMS LAW DEPARTMENT NON-DEPARTMENTAL PURCHASING TAX ASSESSOR TAX COMMISSIONER
Governmental Fund	100 - General Fund	Judicial System	BOARD OF EQUALIZATION CLERK OF STATE COURT CLERK OF SUPERIOR COURT DISTRICT ATTORNEY JUVENILE COURT MAGISTRATE COURT NON-DEPARTMENTAL PROBATE COURT PUBLIC DEFENDER STATE COURT JUDGE STATE COURT SOLICITOR SUPERIOR COURT JUDGES
Governmental Fund	100 - General Fund	Public Safety	ANIMAL CONTROL COUNTY CORONER EMERGENCY MANAGEMENT NON-DEPARTMENTAL SHERIFF - CRIMINAL INVESTIGATIONS SHERIFF - FIELD OPERATIONS SHERIFF - JAIL OPERATIONS SHERIFF - SUPPORT SERVICES
Governmental Fund	100 - General Fund	Public Works	ENVIRONMENTAL MANAGEMENT FLEET MAINTENANCE PUBLIC WORKS ADMINISTRATION ROAD DEPARTMENT
Governmental Fund	100 - General Fund	Health and Welfare	DEPT OF FAMILY & CHILDREN FAYETTE COMMUNITY OPTIONS FAYETTE COUNSELING CENTER PUBLIC HEALTH SENIOR CITIZENS CENTER
Governmental Fund	100 - General Fund	Culture & Recreation	LIBRARIES RECREATION
Governmental Fund	100 - General Fund	Planning & Development	CODE ENFORCEMENT SECTION COUNTY EXTENSION DEVELOPMENT AUTHORITY GA FORESTRY COMMISSION BUILDING SAFETY PLANNING & ZONING
Governmental Fund	100 - General Fund	Debt Service	CRIMINAL JUSTICE CENTER DEBT
Governmental Fund	100 - General Fund	Other Financing Uses	TRANSFER TO OTHER FUNDS

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

Fund Type	Fund	Function	Department
Governmental Fund	205 - Law Library	Judicial System	LAW LIBRARY
	210 - Confiscated Property - State	Public Safety	CONFISCATED PROPERTY
	214 - State Court - DUI Court	Judicial System	DUI COURT - STATE CRT JUDGE
		Other Financing Uses	TRANSFER TO OTHER FUNDS
	215 - Emergency 911	Public Safety	EMERGENCY 911
	216 - Jail Construction Surcharge	Public Safety	JAIL SURCHARGE
	217 - Juvenile Supervision	Judicial System	JUVENILE SUPERVISION
	218 - Victims' Assistance	Health and Welfare	VICTIM'S ASSISTANCE
	219 - Drug Abuse & Treatment	Health and Welfare	DRUG ABUSE & TREATMENT
	270 - Fire Services	Public Safety	FIRE SERVICES
		Other Financing Uses	TRANSFER TO OTHER FUNDS
	271 - Street Lights	Public Works	STREET LIGHTS
	272 - Emergency Medical Services	Public Safety	EMERGENCY MEDICAL SERVICES
		Other Financing Uses	TRANSFER TO OTHER FUNDS
	291 - Animal Control Spay Neuter	Public Safety	ANIMAL SPAY NEUTER
Capital Fund	372 - Capital Projects	Various functions	VARIOUS DEPARTMENTS
	375 - Capital Improvement Program	Various functions	VARIOUS DEPARTMENTS
Enterprise Fund	505 - Water System	Water System	ADMINISTRATIVE - DEBT/FA CUSTOMER SERVICE DISTRIBUTION UTILITY SERVICES WATER ADMIN WATER BILLING WATER CROSSTOWN WATER LABORATORY WATER MAINTENANCE WATER MARSHAL WATER SO FAYETTE
Enterprise Fund	508 - Stormwater Management	Stormwater Management	STORMWATER MANAGEMENT
		Other Financing Uses	TRANSFER TO OTHER FUNDS
Enterprise Funds Projects	509 - Stormwater Projects	Stormwater Management	STORMWATER PROJECTS
Enterprise Fund	540 - Solid Waste Fund	Solid Waste	SOLID WASTE & RECYCLING
Enterprise Funds Projects	545 - Solid Waste CIP	Solid Waste	SOLID WASTE CIP
Internal Service Fund	610 - Vehicle/Equipment	Various functions	VARIOUS DEPARTMENTS

FAYETTE COUNTY, GEORGIA CAPITAL BUDGET

Policies and Procedures

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

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

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

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

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

Capital Expenditures - definition

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

Classification of Projects

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

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

Funding of Capital/CIP Projects

Fayette County usually funds capital/CIP projects in the following ways:

- 1) **Pay-as-you-go** philosophy that often results in transfers of monies from operating funds as needed on an annual basis;
- 2) **use of debt** such as bonds, certificates of participation, or lease purchase agreements;
- 3) **use of a specific source of revenue other than general revenues** such as grants, impact fees, donations, or the Special Purpose Local Option Sales Tax (S.P.L.O.S.T.);
- 4) **capital projects and CIP projects residual funding** from previously approved projects that have been already completed or from current projects that can be delayed to a future year. The funding in these projects can then be transferred to fund future projects;
- 5) with moneys within the CIP fund that have been designated as **Contingency** funding for capital projects.

Funds

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

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

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

Other Funds – Water System projects are accounted for in the **Water System CIP Projects** fund, Solid Waste projects are accounted for in the **Solid Waste CIP** fund, and Stormwater Management projects are accounted for in the **Stormwater CIP Projects** fund. The Water System, Solid Waste, and Stormwater Management are enterprise funds that generate their own revenues and fund their own projects. The **Vehicle/Equipment** fund, an internal service fund, accounts for the acquisition of vehicles and certain types of equipment that are assigned a project

number. The project number serves as a “cost center” to properly account for all expenditures incurred in acquiring and getting the vehicle or the piece of equipment ready for its intended use.

Financial Impact on the Operating Budget

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

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

The impact on operations (net of measurable savings) of approved capital and CIP projects was included by the county departments in their operating budget requests and the final FY 2019 approved operating budget ([see also table Impact of FY 2019-2023 CIP projects on Operating Budgets at the end of this section](#)).

Major Capital/CIP/Vehicles/Equipment Projects Approved in the FY 2019 Budget

The projects that fall under the **General Government** function, **twelve (12) projects, total of \$1,041,330**.

- Building and Grounds Department, six (6) projects, \$607,000.**

These are projects for the continuation of Stonewall Administrative Building renovations and the replacement of the roof, Justice Center sidewalk and roof repairs, yard fence for the Building & Grounds department maintenance shop, and the Links Master Plan/Phase 1.

- Information Systems Department, four (4) projects, \$315,740.**

These are projects for the continuation of the system wide consolidation/renovation of equipment, aerial imagery data collection, fire suppression at the Jail and Stonewall data centers, and audiovisual upgrades to the conference room and training rooms at Stonewall.

- Tax Assessor, two (2) projects, \$118,590.**

These are projects for IAS World field mobile software and one vehicle.

Only **one (1) project, total \$15,000**, falls under the **Judicial** function. This project is for the renovation of the State Court office where the personnel dedicated to the DUI Court program is located.

The projects that fall under the **Public Safety** function, **twenty-seven (27) projects, total of \$3,101,372.**

- **Animal Control Department, two (2) projects, \$45,000.**

These are projects for the construction of an adoption bonding area and the replacement of Laminated cat cages with aluminum cat cages.

- **Emergency Medical Services Department, two (2) projects, \$560,300.**

These are projects for the acquisition of one medic unit to replace Medic Unit 5 and the acquisition of an additional medic unit to bring the number of total units to six based on an increase in the volume of incidents. This additional unit will help decrease the amount of response time.

- **Fire Services Department, thirteen (13) projects, \$1,443,508.**

These are projects for several major repairs to several fire stations, the Links training facility concept design & site development, acquisition of portable battery powered extrication equipment, installation of security access systems at the fire stations, an above-ground diesel fuel tank for Fire Station # 5, replacement of 4" with 5" fire hose, purchase of a larger capacity fire tanker to replace two 1993 tankers, acquisition of a fire pumper to replace a 1996 unit, and to purchase two replacement F-250 pickup trucks.

- **Sheriff's Office, ten (10) projects, \$1,052,564.**

These are projects for the acquisition of eleven vehicles, body cameras for officers, in-car video cameras, the refurbishment of several areas of the Sheriff's office, continuation of the Taser replacement program, replacement of dayroom cameras within the jail pods, and continuation of the HVAC equipment replacement program.

The projects that fall under the **Public Works** function, **thirteen (13) projects, total of \$1,363,055.**

- **Road Department, ten (10) projects, \$1,271,955.**

These are projects are for countywide non 2017 SPLOST pipe replacements, the construction of a salt barn for winter weather salt storage, the construction/replacement of sheds, the Public Works parking lot and fence expansion, salt barn, message board, mobile classroom trailers, field equipment, and two replacement vehicles. Also, projects for the acquisition a 320 Hydraulic excavator, Gradall XL4, a Caterpillar patching roller, a skid steer loader, a LineLazer stripping machine, and a 20' tilt bed trailer.

- **Fleet Maintenance, two (2) projects, \$67,500**

The replacement of the old fuel system with a Wi-Fi Fuel Management System with cameras and an additional Ford Explorer vehicle.

- **Environmental Management, an additional Ford Escape vehicle, \$23,600.**

The projects that fall under the **Culture and Recreation** function, **six (6) projects, total of \$521,000.**

- **Recreation Department, six (6) projects, \$521,000.**

These are projects for lighting refurbishment at McCurry Park and Kiwanis Park, multi-purpose trails, park security cameras, initial funding to hire a Needs Assessment Consultant, and a replacement Ford Explorer vehicle.

Under the **Planning and Development** function, **one project totaling \$59,050** for SAGE-computer software upgrades was approved for the **Building Safety Department**.

The projects that fall under the **Water System, eight (8) projects, total of \$2,470,000**. These projects include renovations and improvements to several Water System buildings, upgrades to the SCADA operator control software, the first phase of interconnects to neighboring utility, and the continuation of the installation of water lines in the distribution system to new areas as requested.

Note:

The acquisition of vehicles and heavy equipment for the Water System is included in their operating budget, since the Water System pays for these with operating revenue. The following acquisitions are included in the FY 2019 operating budget of the Water System:

Additional vehicles (3) – \$85,395
Replacement vehicles (2) – \$49,770
Total \$135,165

**Capital Budget
Expenditures and Funding
FY 2017 – FY 2019**

--Expenditures by Capital Fund--

Capital Fund	Approved FY 2017	Approved FY 2018	Approved FY 2019
Capital Projects Fund	\$ 1,785,284	\$ 362,279	\$ 364,000
Capital Improvement Program Fund	2,191,706	5,557,036	2,859,762
Water System CIP Projects Fund	840,000	2,646,000	2,470,000
Stormwater CIP Projects Fund	291,266	-	-
Vehicle/Equipment Fund	2,417,553	1,501,169	2,877,045
Total Capital Budget	\$ 7,525,809	\$ 10,066,484	\$ 8,570,807

--Funding by Source--

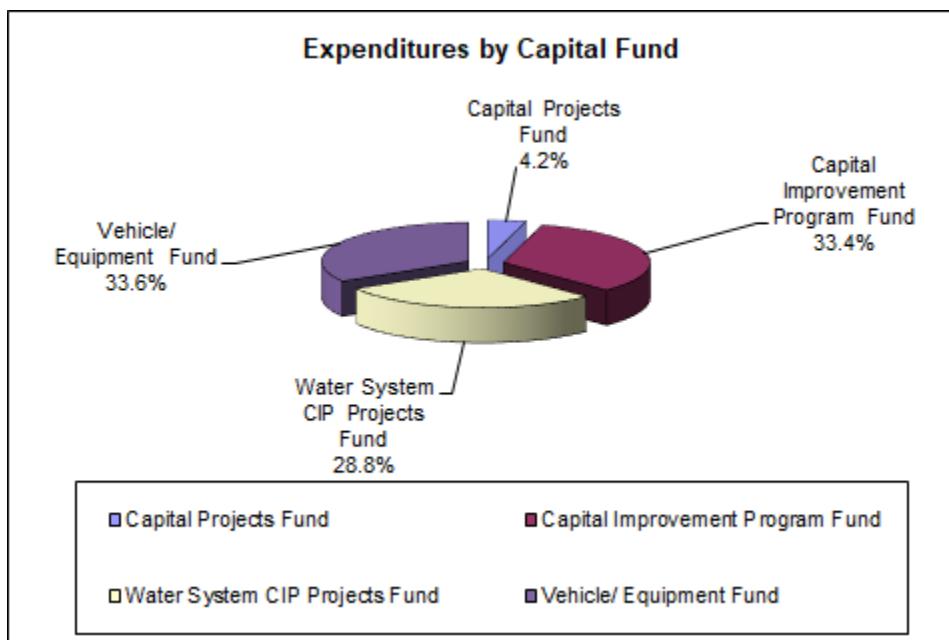
Function	Approved FY 2017	Approved FY 2018	Approved FY 2019
General Government	\$ 1,734,303	\$ 978,395	\$ 1,041,330
Judicial	-	28,612	15,000
Public Safety	2,954,952	5,031,754	3,101,372
Public Works	1,349,102	356,742	1,363,055
Culture and Recreation	337,400	885,316	521,000
Planning & Development	18,785	139,665	59,050
Water System	840,000	2,646,000	2,470,000
Stormwater Management	291,266	-	-
Total Capital Budget	\$ 7,525,808	\$ 10,066,484	\$ 8,570,807

--Expenditures by Function--

Funding Source	Approved FY 2017	Approved FY 2018	Approved FY 2019
General Fund	\$ 2,534,196	\$ 292,915	\$ 2,646,062
State Court - DUI Court Fund	\$ -	\$ -	\$ 15,000
911 Communications Fund	40,254	-	-
Fire Services Fund	428,333	2,084,422	562,700
Emergency Medical Services Fund	111,167	-	-
Grants	539,040	-	-
Capital/CIP Projects Funds	324,000	3,541,978	-
Water System Fund	840,000	2,646,000	2,470,000
Stormwater Management Fund	291,266	-	-
Vehicle/Equipment Fund	2,417,553	1,501,169	2,877,045
Total Capital Budget	\$ 7,525,809	\$ 10,066,484	\$ 8,570,807

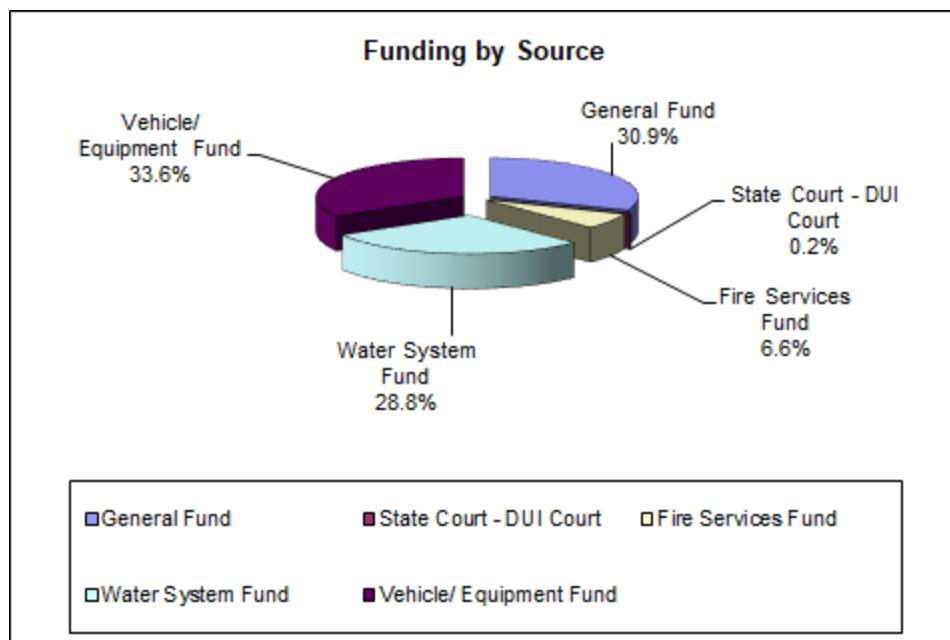
**Capital Budget
Fiscal Year 2019**
Expenditures by Capital Fund
Total - \$8,570,807

Expenditures by Capital Fund	Amount	%
Capital Projects Fund	364,000	4.2
Capital Improvement Program Fund	2,859,762	33.4
Water System CIP Projects Fund	2,470,000	28.8
Vehicle/ Equipment Fund	2,877,045	33.6
Total Capital Budget	\$ 8,570,807	



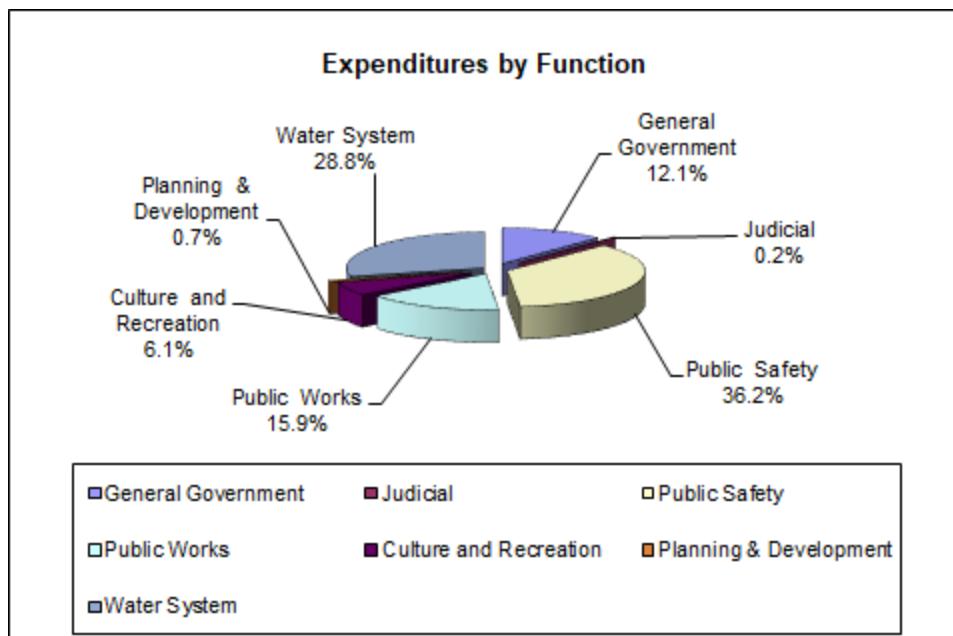
**Capital Budget
Fiscal Year 2019
Funding by Source
Total - \$8,570,807**

Funding by Source	Amount	%
General Fund	\$ 2,646,062	30.9
State Court - DUI Court	15,000	0.2
Fire Services Fund	562,700	6.6
Water System Fund	2,470,000	28.8
Vehicle/ Equipment Fund	2,877,045	33.6
Total Capital Budget	\$ 8,570,807	



**Capital Budget
Fiscal Year 2019**
Expenditures by Function
Total - \$ 8,570,807

Expenditures by Function	Amount	%
General Government	\$ 1,041,330	12.1
Judicial	15,000	0.2
Public Safety	3,101,372	36.2
Public Works	1,363,055	15.9
Culture and Recreation	521,000	6.1
Planning & Development	59,050	0.7
Water System	2,470,000	28.8
Total Capital Budget	\$ 8,570,807	



**Capital Budget
Fiscal Year 2019
Projects by Function
Total - \$8,570,807**

Function: General Government

<u>Department</u>	<u>Project #</u>	<u>Project Title</u>	<u>Amount</u>
Buildings & Grounds	191AA	Stonewall Renovation	\$ 111,000
	191AB	Justice Center Sidewalk Repair- Employee Entrance	28,000
	191AC	Justice Center Roof Repairs	6,000
	191AD	Yard Fence Buildings & Grounds Maintenance Shop	12,000
	3565A	Stonewall Roof Replacement	200,000
	5565H	Links Master Plan/Phase 1	250,000
Total			607,000
Information Systems	191AE	FY19 Systemwide Consolidate/Redesign	175,000
	191AF	Aerial Imagery Data Collection	53,740
	Data Center Fire Suppression (Jail & Stonewall Data Centers)		
	191AG		57,000
	191AH	AV Upgrades (Conference Room & Training Room)*	30,000
Total			315,740
Tax Assessor	191AI	IAS World - Field Mobile Software	87,590
	191AJ	Tax Assessor Vehicle (1)	31,000
Total General Government			\$ 1,041,330

Function: Judicial

<u>Department</u>	<u>Project #</u>	<u>Project Title</u>	<u>Amount</u>
State Court - DUI Court	192AA	State Court Office Renovations	\$ 15,000
Total Judicial			\$ 15,000

Function: Public Safety

<u>Department</u>	<u>Project #</u>	<u>Project Title</u>	<u>Amount</u>
Animal Control	193AA	Adoption Bonding Area	\$ 15,000
	193AB	Replacement of Cat Cages	30,000
		Total	45,000
EMS	193AS	Ambulance	246,700
	193AT	Ambulance	313,600
		Total	560,300
Fire Services	183AS	Septic System Repair	130,000
	183AT	Fire Station Bay Door Sensors (5)	30,000
	193AH	Links Tranining Facility Concept Design & Site Development	25,000
	193AI	Station Exhaust System(s) Air Evac	41,000
	193AJ	Extrication Equipment (Replacement 16 year old equipment)	123,300
	193AK	Roof for Fire Stations (1,6,10)	130,000
	193AL	Fuel Tank (Station #5)	15,000
	193AM	Fire Hose - Replacement of 4" to 5"	29,000
	193AN	Security & Access at Fire Stations (Swipe cards & cameras)	25,400
	193AO	Paving (Small area at Training)	14,000
	193AP	Fire Tanker (1)	324,000
	193AQ	Fire Pumper (1)	468,500
	193AR	Fire Vehicles (2)	88,308
		Total	1,443,508
Sheriff's Office	193AV	Sheriff CID Vehicles (4)	220,240
	193AF	Watchguard HD Panoramic In-Car Video Camera (4)	20,600
	193AW	Sheriff Field Ops Vehicles (5)	275,300
	193AG	Sheriff Camera System Upgrade	52,900
	193AX	Sheriff Jail Vehicle (1)	55,060
	183AK	Sheriff's Office Refurbishments	102,752
	193AC	HVAC Equipment Replacement Program	89,872
	193AD	Taser Replacement Program	64,325
	193AE	Sheriff Body Camera Program	116,455
	193AU	Sheriff Admin Vehicles (1)	55,060
		Total	1,052,564
		Total Public Safety	\$ 3,101,372

Function: Public Works

<u>Department</u>	<u>Project #</u>	<u>Project Title</u>	<u>Amount</u>
Environmental Management	194AK	ENV MGNT VEHICLE (1)	\$ 23,600
Fleet	194AD	Fuel Management System Replacement & Cameras	36,500
	194AL	Fleet Vehicle	<u>31,000</u>
		Total	<u>67,500</u>
Road Department	194AA	County Wide Non 2017 SPLOST Pipe Replacements	500,000
	194AB	South Fayette Salt Barn	18,278
	194AC	Shed Replacement/Upgrades	40,000
	194AE	Excavator	154,915
	194AF	Gradall	379,000
	194AG	Line Lazer	21,432
	194AH	Patching Roller	44,324
	194AI	Skid Steer Loader	61,350
	194AJ	20' Tilt Bed Trailer	5,500
	194AM	Road Vehicles (2)	<u>47,156</u>
		Total	<u>1,271,955</u>
		Total Public Works	<u><u>\$ 1,363,055</u></u>

Function: Culture and Recreation

<u>Department</u>	<u>Project #</u>	<u>Project Title</u>	<u>Amount</u>
Recreation	6110C	McCurry Park- Soccer Field Lighting Refurbishment	\$ 150,000
	196AA	Multi-Purpose Trails	100,000
	196AB	Kiwanis Park Athletic Field Lighting Refurbishment	150,000
	196AC	Consultant for Needs Assessment and Strategic Plan	45,000
	196AD	Park Security Cameras (20)	45,000
	196AE	Recreation Vehicle (1)	<u>31,000</u>
		Total	<u>521,000</u>
		Total Culture & Recreation	<u><u>\$ 521,000</u></u>

Function: Planning and Development

<u>Department</u>	<u>Project #</u>	<u>Project Title</u>	<u>Amount</u>
Building Safety	187AB	SAGES - Computer Software & Upgrades	\$ 59,050
		Total Planning & Development	<u>\$ 59,050</u>

Function: Water System

<u>Department</u>	<u>Project #</u>	<u>Project Title</u>	<u>Amount</u>
Water System	6MWSR	McDonough Road Renovations	\$ 300,000
	6SCAD	SCADA	220,000
	8NWEP	North Waterline Enhancement Project	500,000
	8WTEX	Waterline Extensions	250,000
	TBD	Crosstown Renovation	150,000
	TBD	Water Selector - McIntosh	500,000
	TBD	Water Selector - Horton	450,000
	TBD	Water Plan Maintenance & Storage Building Improvements	100,000
		Total Water System	<u>\$ 2,470,000</u>

FY 2019 Total Capital Budget

Total FY 2019 Capital Budget	<u>\$ 8,570,807</u>
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Capital Improvement Program (CIP) Plan

Fiscal Year 2019 – Fiscal Year 2023

Projects Funding Summary

The Capital Improvement Program (CIP) plan includes a five-year schedule of capital projects and major equipment purchases. It also identifies funding sources for these capital projects and major equipment purchases. An additional column labeled Future, includes any projects identified beyond the five-year period. The first year of the CIP plan is part of the adopted capital budget. The CIP plan is updated every year during the annual budget process.

Funding Sources

<u>Funding Sources</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>2019-2023 Total</u>	<u>Future</u>
General Fund	\$ 2,646,062	\$ 1,781,840	\$ 1,126,631	\$ 629,325	\$ 175,000	\$ 6,358,858	\$ 6,600,000
State Court - DUI Court Fund	15,000	-	-	-	-	15,000	-
911 Communications Fund	-	-	750,000	500,000	-	1,250,000	-
Fire Services Fund	562,700	498,000	1,045,565	-	150,000	2,256,265	1,456,000
Emergency Medical Services Fund	-	22,000	-	-	234,000	256,000	92,000
Water System Fund	2,470,000	1,420,000	920,000	920,000	920,000	6,650,000	10,120,620
Total	\$ 5,693,762	\$ 3,721,840	\$ 3,842,196	\$ 2,049,325	\$ 1,479,000	\$ 16,786,123	\$ 18,268,620

Capital Improvement Program (CIP) Plan
Fiscal Year 2019 – Fiscal Year 2023
Projects Cost Summaries by Department

<u>Dept</u>	<u>Project #</u>	<u>Project Description</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>2019-2023 Total</u>	<u>Future</u>
Bldg & Grounds	5565H	Links Master Plan/Phase 1	250,000	250,000				500,000	-
Bldg & Grounds	191AA	Stonewall Renovation	111,000					111,000	-
Bldg & Grounds	191AB	Justice Center Sidewalk Repair - Employee Entrance	28,000					28,000	-
Bldg & Grounds	191AC	Justice Center Roof Repairs	6,000					6,000	-
Bldg & Grounds	191AD	Yard Fence - Building & Grounds Maintenance Shop	12,000					12,000	-
Bldg & Grounds	3565A	Stonewall Roof Replacement - Admin	200,000					200,000	-
Total - Bldg & Grounds			607,000	250,000	-	-	-	857,000	-
Animal Control	193AA	Adoption Bonding Area	15,000					15,000	-
Animal Control	193AB	Replacement of Cat Cages	30,000					30,000	-
Total Animal Control			45,000	-	-	-	-	45,000	-
Road	194AA	County Wide Non-2017 SPLOST Pipe Replacements	500,000	250,000				750,000	-
Road	194AB	South Fayette Salt Barn	18,278					18,278	-
Road	194AC	Shed Replacement/Upgrades	40,000					40,000	-
Total - Road Department			558,278	250,000	-	-	-	808,278	-
Info systems	191AE	FY2019 Systemwide Consolidate/Redesign	175,000	175,000	175,000	175,000	175,000	875,000	-
Info systems	191AF	Aerial Imagery Data Collection	53,740	53,740				107,480	-
Info systems	191AG	Data Center Fire Suppression - Jail & Stonewall Data Centers	57,000					57,000	-
Info systems	191AH	AV Upgrades - Large Conf Room & Countywide Training Room	30,000					30,000	-
Total - Info Systems			315,740	228,740	175,000	175,000	175,000	1,069,480	-
Building Safety	187AB	SAGES - Computer Software & Upgrades	59,050					59,050	-
Total - Building Safety			59,050	-	-	-	-	59,050	-
911 Communications	TBD	911 Phone System	-	-	250,000	-	-	250,000	-
911 Communications	TBD	Upgrade Spillman	-	-	500,000	500,000	-	1,000,000	-
Total - 911 Communications			-	-	750,000	500,000	-	1,250,000	-

Capital Improvement Program (CIP) Plan
Fiscal Year 2019 – Fiscal Year 2023
Projects Cost Summaries by Department

<u>Dept</u>	<u>Project #</u>	<u>Project Description</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>2019-2023 Total</u>	<u>Future</u>
Recreation	5110I	Kenwood Pk - Park Improvements						-	500,000
Recreation	6110F	McCurry Pk - Re-crowning of soccer field			75,000	90,000		165,000	-
Recreation	196AA	Multi-purpose trails	100,000		-	-		100,000	300,000
Recreation	TBD	Kiwanis Park Restroom Facility			120,000			120,000	-
Recreation	TBD	McCurry Pk - Multi-purpose fields light installation		150,000	150,000	150,000		450,000	-
Recreation	196AB	Kiwanis Park Athletic Field Lighting Refurbishment	150,000	150,000				300,000	150,000
Recreation	6110C	McCurry Park - Soccer Field Lighting Refurbishment	150,000	150,000	150,000	150,000		600,000	150,000
Recreation	FUTURE	Multi-purpose Building	-	-	-	-	-	-	5,000,000
Recreation	196AC	Consultant for Needs Assessment and Strategic Plan	45,000					45,000	-
Recreation	FUTURE	Land - Future Parks/Recreation Facilities	-	-	-	-	-	-	500,000
Recreation	196AD	Park Security Cameras - 20 Cameras	45,000					45,000	-
Total - Recreation			490,000	450,000	495,000	390,000	-	1,825,000	6,600,000
Sheriff's Office	183AK	Sheriff's Office Refurbishments	102,752	118,995				221,747	-
Sheriff's Office	193AC	HVAC Equipment Replacement Program	89,872	303,380	392,306			785,558	-
Sheriff's Office	193AD	Taser Replacement Program	64,325	64,325	64,325	64,325		257,300	-
Sheriff's Office	193AE	Sheriff Body Camera Program	116,455	116,400				232,855	-
Sheriff's Office	193AF	Watchguard HD Panoramic In-Car Video Camera (4)	20,600					20,600	-
Sheriff's Office	193AG	Sheriff Camera System Upgrade	52,900					52,900	-
Total - Sheriff's Office			446,904	603,100	456,631	64,325	-	1,570,960	-
State Ct - DUI Ct	192AA	State Court Office Renovations	15,000					15,000	-
Total State Court - DUI Court			15,000	-	-	-	-	15,000	-

Capital Improvement Program (CIP) Plan
Fiscal Year 2019 – Fiscal Year 2023
Projects Cost Summaries by Department

<u>Dept</u>	<u>Project #</u>	<u>Project Description</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY2022</u>	<u>FY2023</u>	<u>2019-2023 Total</u>	<u>Future</u>
Fire	193AH	Links Tranining Facility Concept Design & Site Development	25,000	200,000	600,000	-	-	825,000	
Fire	TBD	Links Site Work- Pump Test/Pump Training Pit(Cistern)		100,000	-	-	-	100,000	
Fire	FUTURE	Links Storage/Decon/SCBA Building	-	-	-	-	-	-	450,000
Fire	TBD	LP Tank Simulator/Vehicle Fire Simulator			60,480	-	-	60,480	
Fire	TBD	Auto Extrication Area			19,500	-	-	19,500	
Fire	TBD	Maze/ confined Space Simulator			11,685	-	-	11,685	
Fire	FUTURE	Fire Training Bldg			-	-	-	-	906,000
Fire	TBD	Driver Training Area (Cone Course)			175,900	-	-	175,900	
Fire	TBD	Land Acquisition (Future Station)					150,000	150,000	100,000
Fire	183AS	Septic System Repair, including Land Acq. - FS#1 - 75% Fire	130,000						130,000
Fire	183AT	Fire Station Bay Door Sensors (5)	30,000						30,000
Fire	193AI	Station Exhaust System(s) Air Evac	41,000	41,000					82,000
Fire	193AJ	Extrication Equipment (Replacement 16 year old equipment)	123,300						123,300
Fire	193AK	Roof for Fire Stations (1,6,10)	130,000						130,000
Fire	TBD	Generator Replacements for Fire Stations (1,7,5,10)		130,000	130,000				260,000
Fire	193AL	Fuel Tank (Station #5)	15,000						15,000
Fire	193AM	Fire Hose - Replacement of 4" to 5"	29,000		35,000				64,000
Fire	193AN	Security & Access at Fire Stations (Swipe cards & cameras)	25,400	27,000	13,000				65,400
Fire	193AO	Paving (Small area at Training)	14,000						14,000
		Total - Fire Services	562,700	498,000	1,045,565	-	150,000	2,256,265	1,456,000
EMS	TBD	Auto Vent (Code)	-	22,000	-	-	-	22,000	-
EMS	FUTURE	Power Cots	-	-	-	-	-	-	92,000
EMS	TBD	Cardiac Monitors	-	-	-	-	234,000	234,000	-
		Total EMS	-	22,000	-	-	234,000	256,000	92,000
Tax Assessor	191AI	IAS World - Field Mobile Software	87,590					87,590	-
		Total Tax Assessor	87,590	-	-	-	-	87,590	-
Fleet	194AD	Fuel Management System Replacement & Cameras	36,500					36,500	-
		Total Fleet Maintenance	36,500	-	-	-	-	36,500	-

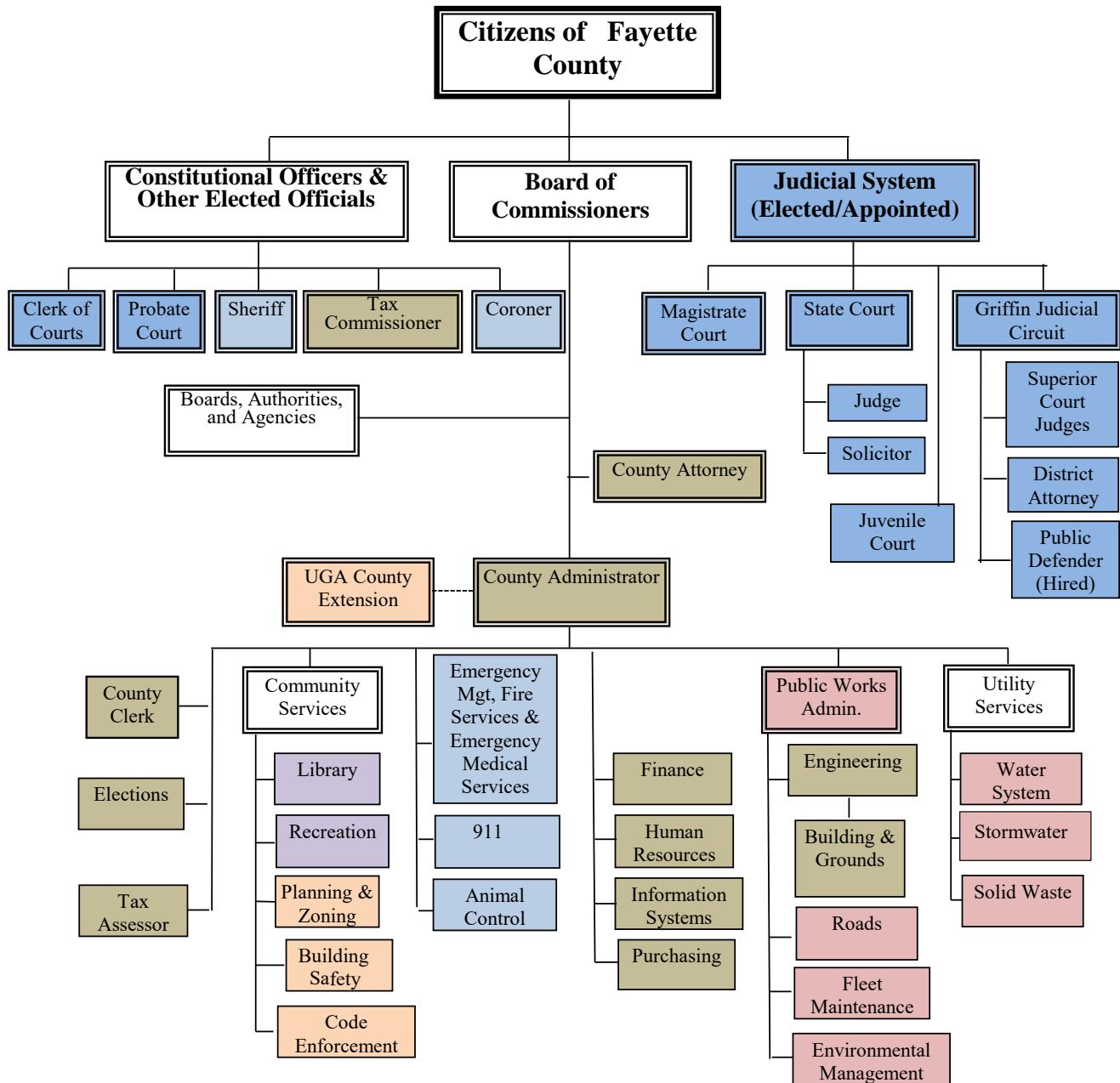
Capital Improvement Program (CIP) Plan
Fiscal Year 2019 – Fiscal Year 2023
Projects Cost Summaries by Department

Dept	Project #	Project Description	FY 2019	FY 2020	FY 2021	FY2022	FY2023	<u>2019-2023 Total</u>	Future
Water System	TBD	Crosstown Renovation	150,000					150,000	
Water System	6SCAD	SCADA	220,000	220,000	220,000	220,000	220,000	1,100,000	
Water System	FUTURE	Horseman's Water Tank						-	2,000,000
Water System	FUTURE	Porter Road Line Extension						-	2,000,000
Water System	FUTURE	Porter Road Water Tank						-	2,000,000
Water System	FUTURE	Highway 74 Pressure Improvement						-	1,000,000
Water System	FUTURE	Lake Peachtree Spillway						-	2,000,000
Water System	8NWEP	North Waterline Enhancement Project	500,000	200,000	200,000	200,000	200,000	1,300,000	1,000,000
Water System	TBD	Water Selector - McIntosh	500,000					500,000	
Water System	TBD	Water Selector - Horton	450,000					450,000	
Water System	TBD	Solids Handling (Dewatering) - South Fayette		500,000				500,000	
Water System	TBD	Water Plan Maintenance & Storage Building Improvements	100,000					100,000	
Water System	6MWSR	McDonough Road Renovations	300,000					300,000	
Water System	FUTURE	Bottle Water Equipment \$80,000						-	80,000
Water System	FUTURE	Lake McInotsh Dock Launch						-	40,620
Water System	8WTEX	Waterline Extensions	250,000	500,000	500,000	500,000	500,000	2,250,000	
Total Water System			2,470,000	1,420,000	920,000	920,000	920,000	6,650,000	10,120,620

Impact of FY 2019-2023 Capital Improvement Program (CIP) projects on Operating Budgets

Function		Fiscal Year				
		2019	2020	2021	2022	2023
General Government	Estimated projects cost	1,010,330	478,740	175,000	175,000	175,000
	Impact on Operating Budget	20,300	25,000	32,000	37,000	42,000
	Expense category	utilities/ depreciation/ maintenance				
Judicial	Estimated projects cost	15,000	-	-	-	-
	Impact on Operating Budget	750	900	900	900	900
	Expense category	depreciation/ maintenance				
Public Safety	Estimated projects cost	1,054,604	1,123,100	2,252,196	564,325	384,000
	Impact on Operating Budget	38,000	75,000	130,000	150,000	175,000
	Expense category	utilities / depreciation/ maintenance				
Public Works	Estimated projects cost	594,778	250,000	-	-	-
	Impact on Operating Budget	18,000	24,000	24,000	24,000	24,000
	Expense category	depreciation/ maintenance				
Culture & Recreation	Estimated projects cost	490,000	450,000	495,000	390,000	-
	Impact on Operating Budget	11,000	21,000	32,000	40,000	40,000
	Expense category	depreciation/ maintenance				
Planning & Development	Estimated projects cost	59,050	-	-	-	-
	Impact on Operating Budget	3,600	3,600	3,600	3,600	3,600
	Expense category	maintenance	maintenance	maintenance	maintenance	maintenance
Water System	Estimated projects cost	2,470,000	1,420,000	920,000	920,000	920,000
	Impact on Operating Budget	35,000	52,500	60,400	70,500	80,000
	Expense category	depreciation/ maintenance				
Total Estimated Projects Costs		\$ 5,693,762	\$ 3,721,840	\$ 3,842,196	\$ 2,049,325	\$ 1,479,000
Total Impact on Operating Budget		\$ 126,650	\$ 202,000	\$ 282,900	\$ 326,000	\$ 365,500

FAYETTE COUNTY, GEORGIA ORGANIZATIONAL CHART



Fayette County functions:

General Government
Judicial
Public Safety

Public Works
Health & Welfare
Culture & Recreation

Planning & Development

FAYETTE COUNTY, GEORGIA

Elected Officials

Board of Commissioners – 770.305.5200

Eric K. Maxwell, Chairman
Randy Ognio, Vice Chairman
Charles Oddo
Steve Brown
Charles Rousseau

Clerk of Courts – Sheila Studdard, 770.716.4290

Coroner – W. Bee Huddleston, 770.305.5359

District Attorney – Ben D. Coker, 770.716.4250

Magistrate Court Judges – 770.716.4230

Robert A. Ruppenthal, Chief
James White
Lloyd Black
Kathy Brown Valencia

Probate Court Judge - Ann S. Jackson, 770.716.4220

Sheriff – Barry H. Babb, 770.461.6353

State Court Judge – Jason B. Thompson, 770.716.4270

State Court Solicitor - Jamie Inagawa, 770.716.4260

Superior Court Judges – 770.716.4280

Chris Edwards, Chief
Scott Ballard
W. Fletcher Sams
Robert M. Crawford

Tax Commissioner – Kristie King, 770.461.3611

Judicially Appointed Officials

Griffin Judicial Circuit Court – William T. Simmons, Administrator, 770.898.7623

Juvenile Court Judges – 770.716.4210

Ben Miller, Jr.
Karen Calloway

Public Defender – W. Allen Adams, 770.716.4340

Fayette County Administration

County Administrator – Steve Rapson, 770.305.5100

County Attorney – Dennis Davenport, 770.305.5200

County Clerk – Tameca White, 770.305.5103

Main County Number: 770.305.5400

Division Directors/Department Heads

Elections – Floyd Jones, 770.305.5408

Finance – Mary Parrott, 770.305.5413

Human Resources – Lewis Patterson, 770.305.5418

Information Systems – Phil Frieder, 770.305.5406

Purchasing – Ted Burgess, 770.305.5420

Tax Assessor – Joel Benton, 770.305.5402

Community Services Division – Pete Frisina, Director, 770.305.5421

Code Enforcement – 770-305-5417

Library – Chris Snell, 770.305.5426

Permits & Inspections – Joe Scarborough, 770.305.5403

Planning & Zoning – Pete Frisina, 770.305.5421

Recreation – Anita Godbee, 770.716.4320

Fire & Emergency Services – David Scarbrough, Fire Chief, 770.305.5414

Emergency 911 – Bernard J. Brown, 770.320.6051

Animal Control – Jerry Collins, 770.631.7210

Public Works Division – Phil Mallon, Director, 770.320.6010

Building & Grounds – Carlos Christian, 770.461.3342

Engineering – Phil Mallon, 770.320.6010

Environmental Management – Vanessa Birrell, 770.305.5410

Fleet Maintenance – Bill Lackey, 770.461.3142

Road Department – Steve Hoffman, 770.461.3142

Utility Services Division – Lee Pope, Director, 770.461.1146

Solid Waste & Recycling Transfer Station – Vanessa Birrell, 770.305.5144

Stormwater Management – Vanessa Birrell, 770.305.5144

Water System – Lee Pope, 770.461.1146

Outside Agencies

County Extension – 770.305.5412

Development Authority – Joan Young, 770.461.5253

Domestic Violence (Promise Place) – Vanessa Wilkins, 770.461.3839

Family & Children's Services – Susan R. Boggs, 770.460.2555

Georgia Forestry Commission – 478.751.3500

Fayette Community Options (McIntosh Trail) – Wendell Jordan, 770.358.8273

Fayette Counseling Center (McIntosh Trail) – Wendell Jordan, 770.358.5252

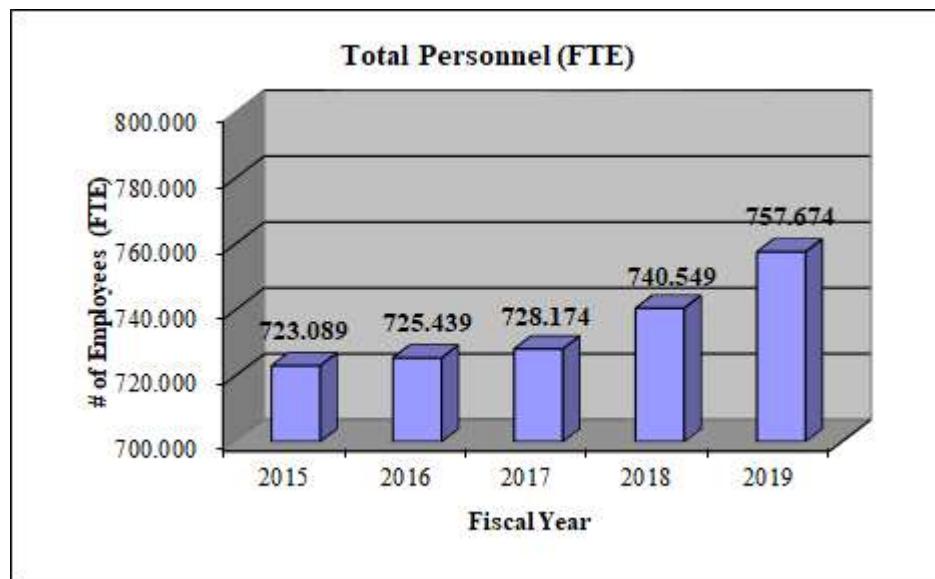
Health Department: Physical Health – Carla Heath, 770.305.5416

Environmental Health – Robert Kurbes, 770.305.5415

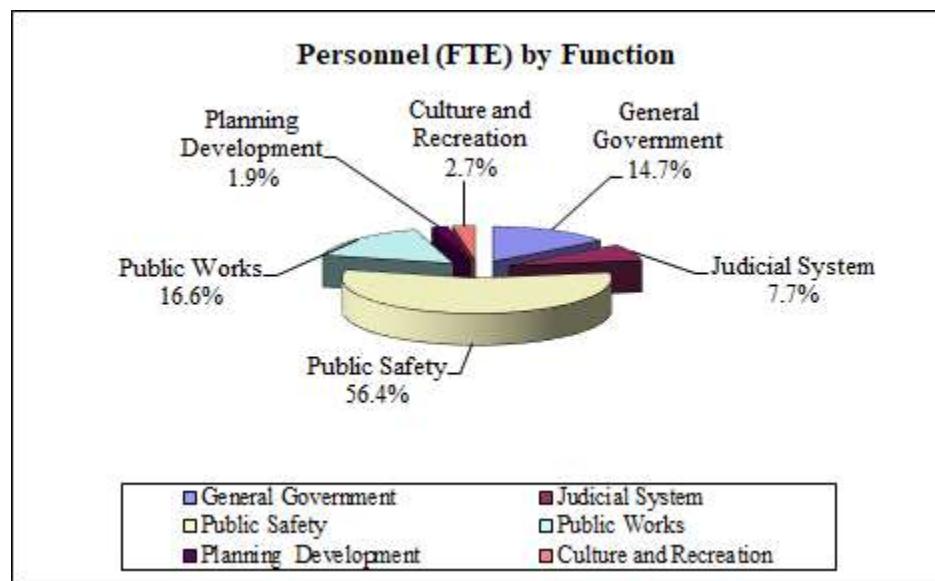
Senior Citizens Center – Nancy Meaders, 770.461.0813

SUMMARY OF PERSONNEL - FULL-TIME EQUIVALENTS (FTE)									
Function	FY 2015	Change	FY 2016	Change	FY 2017	Change	FY 2018	Change	FY 2019
<u>General Government</u>									
Administration	2.000	-	2.000	-	2.000	-	2.000	-	2.000
Buildings and Grounds Maint	26.600	-	26.600	-	26.600	-	26.600	-	26.600
Commissioners	6.000	-	6.000	-	6.000	-	6.000	0.625	6.625
Elections	4.500	-	4.500	-	4.500	-	4.500	0.625	5.125
Engineering	6.000	(3.000)	3.000	-	3.000	-	3.000	-	3.000
Finance	14.000	(0.150)	13.850	-	13.850	0.800	14.650	0.625	15.275
Human Resources	4.500	0.500	5.000	-	5.000	-	5.000	1.000	6.000
Information Systems	10.000	-	10.000	-	10.000	-	10.000	1.000	11.000
Purchasing	3.000	-	3.000	-	3.000	-	3.000	1.000	4.000
Tax Assessor	12.450	1.000	13.450	-	13.450	1.275	14.725	1.000	15.725
Tax Commissioner	17.000	-	17.000	-	17.000	(1.000)	16.000	-	16.000
Total General Government	106.050	(1.650)	104.400	-	104.400	1.075	105.475	5.875	111.350
<u>Judicial System</u>									
Clerk of State Court	5.000	-	5.000	-	5.000	-	5.000	-	5.000
Clerk of Superior Court	20.434	-	20.434	-	20.434	-	20.434	3.000	23.434
Juvenile Court	4.000	-	4.000	-	4.000	0.625	4.625	-	4.625
Magistrate Court	9.000	-	9.000	0.625	9.625	-	9.625	(3.000)	6.625
Probate Court	6.000	-	6.000	-	6.000	0.625	6.625	-	6.625
State Court Judge	3.000	-	3.000	-	3.000	0.625	3.625	-	3.625
State Court Solicitor	8.400	-	8.400	-	8.400	0.300	8.700	-	8.700
Total Judicial System	55.834	-	55.834	0.625	56.459	2.175	58.634	-	58.634
<u>Public Safety</u>									
Animal Control	5.500	-	5.500	1.000	6.500	0.500	7.000	0.625	7.625
County Coroner	3.000	-	3.000	0.625	3.625	-	3.625	-	3.625
911 Communications	36.250	(1.000)	35.250	0.485	35.735	-	35.735	-	35.735
EMS	37.000	-	37.000	-	37.000	-	37.000	2.000	39.000
Fire Services	105.000	-	105.000	-	105.000	-	105.000	4.000	109.000
Emergency Management	3.000	-	3.000	-	3.000	-	3.000	-	3.000
Sheriff's Office - Administration	26.600	(1.000)	25.600	-	25.600	-	25.600	-	25.600
Sheriff's Office - CID	32.000	1.000	33.000	-	33.000	12.000	45.000	(1.000)	44.000
Sheriff's Office - Field Operations	76.000	-	76.000	-	76.000	(12.000)	64.000	-	64.000
Sheriff's Office - Jail Operations	93.000	-	93.000	-	93.000	-	93.000	3.000	96.000
Sheriff's Office - Total	227.600	-	227.600	-	227.600	-	227.600	2.000	229.600
Total Public Safety	417.350	(1.000)	416.350	2.110	418.460	0.500	418.960	8.625	427.585
<u>Public Works</u>									
Environmental Management	5.000	2.000	7.000	-	7.000	1.000	8.000	-	8.000
Fleet Maintenance	9.000	-	9.000	-	9.000	-	9.000	-	9.000
Public Works Administration	2.000	(1.000)	1.000	-	1.000	-	1.000	1.000	2.000
Road Department	32.000	2.000	34.000	-	34.000	2.000	36.000	-	36.000
Solid Waste Management	1.000	-	1.000	-	1.000	-	1.000	-	1.000
Water System	63.000	3.000	66.000	-	66.000	3.000	69.000	1.000	70.000
Total Public Works	112.000	6.000	118.000	-	118.000	6.000	124.000	2.000	126.000
<u>Planning Development</u>									
County Extension	0.950	-	0.950	-	0.950	-	0.950	-	0.950
Building Safety	9.000	(2.000)	7.000	-	7.000	1.000	8.000	-	8.000
Planning & Zoning	2.000	1.000	3.000	-	3.000	0.625	3.625	-	3.625
Code Enforcement Section	2.000	-	2.000	-	2.000	-	2.000	-	2.000
Total Planning Development	13.950	(1.000)	12.950	-	12.950	1.625	14.575	-	14.575
<u>Culture and Recreation</u>									
Recreation	6.000	-	6.000	-	6.000	1.000	7.000	-	7.000
Library	11.905	-	11.905	-	11.905	-	11.905	0.625	12.530
Total Culture and Recreation	17.905	-	17.905	-	17.905	1.000	18.905	0.625	19.530
Total Personnel	723.089	2.350	725.439	2.735	728.174	12.375	740.549	17.125	757.674

FAYETTE COUNTY, GEORGIA
TOTAL PERSONNEL (FTE) - APPROVED



**FY 2019 BUDGET - PERSONNEL (FTE)
BY FUNCTION**



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

FAYETTE COUNTY, GEORGIA
PERSONNEL

FY 2019 BUDGET - POSITIONS (FTE)				
FUNCTION	ADDED	ELIMINATED	TRANSFER	NET CHANGE
GENERAL GOVERNMENT	5.875	-	-	5.875
JUDICIAL	-	-	-	-
PUBLIC SAFETY	8.625	-	-	8.625
PUBLIC WORKS*	2.000	-	-	2.000
HEALTH & WELFARE	-	-	-	-
CULTURE & RECREATION	0.625	-	-	0.625
PLANNING & DEVELOPMENT	-	-	-	-
TOTAL	17.125	-	-	17.125

*Includes the Water System.

Positions Added

General Government function, 5.875 FTE - one part-time in the Commissioner's Office, one part-time in Elections, one part-time in Finance, one full-time in Human Resources, one full-time in Information Systems, one full-time in Purchasing, and one full-time in the Tax Assessors.

Public Safety function, 8.625 FTE – one part-time in Animal Control, two full-time in EMS, four full-time in Fire services, and two full-time in Sheriff's Office.

Public Works function, 2.000 FTE – one full-time in Public Works Administration and one full-time in the Water System.

Culture and Recreation function, 1 FTE – one part-time in the Library.

Positions Eliminated

No positions were eliminated.

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

Mission Statement

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

Major Department Functions

- ◊ Implement policies set by the Board of Commissioners and ensure organizational compliance.
- ◊ Maintain effective communication and working relationships with Constitutional Officers.
- ◊ Responsible for the development of the annual operating budget and capital budget programs.

Major Goals

- ◊ Research the feasibility of the development and implementation of performance measures throughout the organization.
- ◊ Developing long range plans and goals; directing the development of ordinances, resolutions and Commission.

Significant Expenditure and Staffing Changes

- ◊ No significant changes.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 298,674	\$ 303,191	\$ 331,841	\$ 311,752
Operating	26,100	23,066	23,121	23,494
Capital Outlay	-	-	-	-
Total Appropriations	\$ 324,773	\$ 326,257	\$ 354,962	\$ 335,246

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	2.00	2.00	2.00	2.00

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

WORKLOAD INDICATORS	FY 2016	FY 2017	FY 2018	FY 2019
County Work Force	725.439	728.174	740.549	757.674
General Fund Operating Budget:				
Revenues	\$ 47,080,465	\$ 47,635,730	\$ 49,206,743	\$ 52,662,339
Expenditures	\$ 46,086,229	\$ 47,100,351	\$ 48,538,149	\$ 51,416,144
	2015	2016	2017	2018
Meetings	27	29	29	29

PERFORMANCE MEASURES	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimate
Citizen complaint response time. Goal: Within 8 hours.	100%	100%	100%	100%
Employee issue response time. Goal: Within 8 hours.	100%	100%	100%	100%
Inquiries resolved within 2 weeks. Goal: 100%.	100%	100%	100%	100%
Meet with department directors weekly to discuss issues of concern, policy changes, and maintain open lines of communication.	100%	100%	100%	100%
24 hour turnaround time on changes to website	100%	100%	100%	100%

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

Mission Statement

The mission of the Building and Grounds Department is to seek to improve and create a quality environment within all County facilities where County employees, residents and visitors to have a sense of pride, feel safe and be comfortable while conducting business or participating in leisure or recreational activities. We purpose to ensure that all County owned buildings and parks are maintained to the highest possible standards and are in compliance with local and state regulations.

Major Department Functions

- ◊ Maintain a high quality standard towards the upkeep of the County's buildings, structures, landscaping and turf care throughout all County-owned property.
- ◊ Provide effective support to all County Departments for various tasks through our work order system.

Major Goals

- ◊ To operate more efficiently and productively towards the completion of all work orders and assigned Capital projects.
- ◊ To ensure that all facilities and grounds maintenance staff is qualified, knowledgeable and properly trained to perform all departmental functions by providing education & training opportunities for staff to stay informed of ever changing regulations, products, methods, etc.
- ◊ To foster positive change by partnering with each department, association and/or citizen to quickly identify need(s), determine the scope and efficiently complete the intended objective(s) with the least amount of disruption.

Significant Expenditure and Staffing Changes

- ◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 925,224	\$ 1,333,217	\$ 1,350,740	\$ 1,382,748
Operating	182,112	170,587	168,799	174,334
Capital Outlay	16,885	23,631	21,708	26,155
Total Appropriations	\$ 1,124,221	\$ 1,527,435	\$ 1,541,247	\$ 1,583,237

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

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	26.600	26.600	26.600	26.600
WORKLOAD INDICATORS	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimate
Number of work orders	2,105	2,200	2,200	2,400
Square footage of buildings	690,808	690,808	700,000	700,000
# of Building Maintenance Techs	8	8	8	8
Maintenance of buildings - sq. feet per Tech	86,351	86,351	87,500	87,500
Total acreage (including ball fields)	590	590	590	590
# of Grounds Maintenance Techs	12	12	12	12
Maintenance of grounds - acres per Tech	49	49	49	49

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

Mission Statement

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

Major Functions

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

Major Goals

- ◊ Maintain a balanced operating budget by keeping current expenses in line with current revenues.
- ◊ Enhance the services provided to the citizens of Fayette County.
- ◊ Develop a systematic process for record maintenance and retention.

Significant Expenditure and Staffing Changes

- ◊ Hiring part-time Administrative Assistant.

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

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 246,443	\$ 256,505	\$ 262,224	\$ 286,897
Operating	192,937	284,345	196,330	277,171
Capital Outlay	1,625	-	-	1,696
Total Appropriations	\$ 441,005	\$ 540,850	\$ 458,554	\$ 565,764

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	6.000	6.000	6.000	6.625

WORKLOAD INDICATORS	2015	2016	2017	2018
Fayette County Population - ARC annual estimates	110,700	112,300	114,000	116,200
Commission Meetings	27	29	29	29

Department:	Contingency	Cost Center:	10010599
Function:	General Government	Fund:	General

Major Department Functions

- ◊ Cost center that includes moneys approved by the Board for unforeseen occurrences.

Significant Expenditure Changes

- ◊ No significant changes.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Contingency	\$ -	\$ 556,705	\$ -	\$ 514,840
Total Appropriations	\$ -	\$ 556,705	\$ -	\$ 514,840

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

Mission Statement

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

Major Department Functions

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

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

Major Goals

- ◊ Conduct uncontested elections to be the best of our ability.
- ◊ Maintain public confidence by running the office in an efficient manner.
- ◊ Recruit, train, and maintain quality poll officers to manage polling precincts.
- ◊ Hopefully if funding is approved for the EASY VOTE software/equipment, this will make the ethical filings more efficient and accurate and accessible for the candidates and elected officials and citizens of Fayette County.

Significant Expenditure and Staffing Changes

- ◊ Additional part time elections clerk

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 478,040	\$ 474,417	\$ 442,853	\$ 477,908
Operating	63,303	137,896	70,759	92,211
Capital Outlay	-	2,200	1,269	-
Total Appropriations	\$ 541,343	\$ 614,513	\$ 514,881	\$ 570,119

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	4.500	4.500	4.500	5.125

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

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

Mission Statement

The mission of the Engineering Department is to provide a safe and efficient transportation system within Fayette County through planning, design, review and construction oversight of transportation related projects. This includes implementation of the County's transportation SPLOST. The Department also provides technical assistance to other County Departments and programs.

Major Department Functions

- ◊ Interprets and enforces Articles within the County's Development Regulations
- ◊ Provides in-house design, permitting and construction, oversight services
- ◊ Acquires and maintains documentation of right-of-way
- ◊ Implements the County's Transportation Special Purpose Local Option Sales Tax (SPLOST) program

Major Goals and Objectives

- ◊ Complete intersection of Veterans Parkway and SR 92.
- ◊ Complete design and start construction of roundabout at Countyline Rd, Inman Rd, Northbridge Rd and South Jeff Davis
- ◊ Complete design of East Fayetteville Bypass (100%) and acquire at least 25% of row parcels.
- ◊ Start work and set firm schedules on the 2004 SPLOST projects authorized by the BOC.

Performance Measures and Workload Indicators

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

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

Significant Expenditure and Staffing Changes

- ◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 224,813	\$ 263,430	\$ 279,255	\$ 279,921
Operating	2,885	20,464	4,403	14,893
Capital Outlay	-	-	-	-
Total Appropriations	\$ 227,698	\$ 283,894	\$ 283,657	\$ 294,814

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	3.000	3.000	3.000	3.000

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

Mission Statement

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

Major Department Functions

- ◊ Accounting: record activity to general ledger for revenues collected, receivables billed, payables processed, and occupational tax certificates issued.
- ◊ Annual Audit: perform fiscal year end close of the accounting records conforming to Generally Accepted Accounting Principles (GAAP) and create work papers with supporting documentation for the auditors.
- ◊ Budget: prepare balanced annual Operating and Capital budgets in accordance with management parameters and administer adopted budgets in accordance with the budgetary laws of the State of Georgia.
- ◊ Financial Reporting: prepare and submit monthly reports of financial results and the Comprehensive Annual Financial Report (CAFR), which clearly and accurately articulates the county's financial position.
- ◊ Investments: maintain bank reconciliations and meet disbursement obligations while maximizing interest earning
- ◊ Payroll: transmit direct deposits, report liabilities to appropriate agency, and file W-2's, 1099's, and IRS returns
- ◊ Purchasing Card: oversee the county's program and monitor activity for compliance with adopted policy.
- ◊ Special Projects: complete research and analysis to address questions raised by the Board of Commissioners and the general public.

Major Goals

- ◊ Monitor staff responsibilities and continue to update all procedures, including procedures for audit schedules and reports produced in Finance.
- ◊ Review and update policies related to the Budget Process including CIP.
- ◊ Develop RFP related to Investment Services for implementation by the end of the fiscal year.
- ◊ Implement new Purchasing Card software / vendor and update the process to streamline and automate the Purchasing Card Program.
- ◊ Improve and streamline the tracking, reconciliation, and reporting process for all CIP projects, including SPLOST.

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

Significant Expenditure and Staffing Changes

- ◊ Added Part-Time Senior Financial Analyst to oversee compliance for grant administration.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 936,147	\$ 984,217	\$ 981,050	\$ 1,032,178
Operating	193,848	208,070	186,726	181,677
Capital Outlay	-	-	991	-
Total Appropriations	\$ 1,129,995	\$ 1,192,287	\$ 1,168,767	\$ 1,213,855

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	13.850	13.850	14.650	15.275

WORKLOAD INDICATORS	FY 2015	FY 2016	FY 2017	FY 2018
County Work Force (full-time equivalent)	723.089	725.439	728.174	740.549
Accounts payable checks processed	8,097	8,948	8,803	9,063
Accounts payable invoices	14,919	17,192	16,692	17,523
ACH - Utility payments	3,823	3,879	3,928	3,659
Budget Amendments/Transfers	74	70	55	101
New Occupational Tax Certificates	1,793	1,799	1,778	1,812
G/L Journals	3,193	3,445	3,477	3,767
Travel requests processed	55	176	195	283
P-Card Transactions	3,643	3,256	3,780	4,361
Receipts	7,755	7,428	8,662	10,308

RESULTS MEASURES	FY 2015	FY 2016	FY 2017	FY 2018
Bond Credit rating:				
Standard & Poors	AAA	AAA	AAA	AAA
Moody's	Aaa	Aaa	Aaa	Aaa
M&O Millage Rate	5.17	4.917	4.509	4.392
Distinguished Budget Presentation Award received	Yes	Yes	Yes	Yes
Financial Reporting Achievement Award (CAFR) received	Yes	Yes	Yes	Yes

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

Mission Statement

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

Major Departmental Functions

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

Major Goals

- ◊ Continually maintain and update Employee Self Service with pertinent employee and applicant information in order to promote employee comfort level with system utilization
- ◊ Continue to utilize Munis Workflow for personnel requisitions
- ◊ Utilize TCM with Munis Workflow to convert file storage from paper to electronic
- ◊ Implement Kronos timekeeping software in all departments

Significant Expenditure and Staffing Changes

- ◊ Adding one new HR Technician

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 344,349	\$ 351,946	\$ 365,778	\$ 417,273
Operating	110,315	93,955	103,431	107,505
Capital Outlay	-	-	-	-
Total Appropriations	\$ 454,663	\$ 445,901	\$ 469,209	\$ 524,778

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

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	5.000	5.000	5.000	6.000

WORKLOAD INDICATORS	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Est.
County Work Force (full-time equivalent)	725.439	728.174	740.549	757.674
Personnel Requisitions	75	85	77	88
Job Applications	2,218	3,450	1,814	2,200
Classification Changes	160	225	300	300
Exit Interviews	63	75	89	96
Vision Reimbursement Claims	411	420	431	357
Workers Comp Claims	111	100	89	95

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

Mission Statement

Ensure the efficient use of technology enabling County Departments to deliver better services to the citizens.

Major Department Functions

- ◊ Fayette County IT is committed to effectively providing IT service, infrastructure management, Geographic Information Systems (GIS) and telecommunications to County departments, cities and residents, which includes:
 - ◊ Network Operations - Network infrastructure, Data communications connectivity and voice/telephone services.
 - ◊ IT Service delivery and Management - Supplies reliable, high quality IT services emphasizing effectiveness and customer focus.
 - ◊ IT Systems - Provides system design, build, development and senior support services for critical infrastructure platforms including on premise and cloud based.
 - ◊ Data Management and Protection - Manage backup processes and have effective methodologies in place to maintain data integrity.
 - ◊ Business Continuity and Disaster Recovery Planning - Establish procedures ensuring vital County operations continue in the event of a disaster.
 - ◊ Data Center Planning - Design, Build and maintain state-of-the-art data centers supporting the County's current and future needs.
 - ◊ Mission Critical Support - Maintain advanced server infrastructure on a 24x7 basis running mission critical applications for Jail, 911-dispatch and connected public safety agencies operating in the county.
 - ◊ Wireless Technologies - Preserves and enhances the County's mission critical communications through access to reliable, resilient and secure wireless voice and broadband data technologies.
 - ◊ IT Security and Governance - Assures the IT decision-making process considers the County's mission and ensures overall security of the County's information technology assets.
 - ◊ Enterprise Application Services - Creates technical solutions by designing, developing and supporting applications meeting the business needs of all County departments.
 - ◊ Web and New Media Operations - Develops new and innovative methods for deploying Web and New Media tools for outreach and citizen engagement.
 - ◊ Strategic Technology Development - Work closely with executive management to ensure IT investments support business objectives.
 - ◊ Project Management - Manage diverse portfolio of technology projects.

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

Major Department Functions (cont)

- ◊ Vendor Management - Confirms the County is receiving the level of quality and value expected from the vendor community.
- ◊ Strategic Partnerships and Business Development - Use technology to enhance collaboration and communication between the public and private sector.
- ◊ Geographic Information Systems (GIS) - Visualize, question, analyze and interpret geographic data to understand relationships, patterns and trends.
- ◊ Community Cyber Security and Preparedness - Develop a whole community approach increasing resilience against cyber-attacks and better managing cyber incidents as directed in Presidential Policy Directive 8.

Major Goals

- ◊ Update Spillman's Public Safety Enterprise Application System and related infrastructure.
- ◊ Develop the County's cyber landscape to better support electronic "citizen engagement".
- ◊ Continue improving the County's cyber security posture by taking an agile approach to implementing administrative and technical countermeasures.
- ◊ Build a robust Geographic Information Systems (GIS) framework capable of providing executive management with critical input for policy and decision-making processes.
- ◊ Keep improving the County's hybrid cloud architecture to capitalize on cloud based solutions where feasible.

Significant Expenditure and Staffing Changes

- ◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
FUNDING SOURCES				
General Fund Contribution	\$ 938,754	\$ 1,080,492	\$ 934,623	\$ 1,135,890
APPROPRIATIONS				
Personal Services	\$ 725,232	\$ 764,135	\$ 717,986	\$ 837,955
Operating	213,472	310,157	210,006	292,235
Capital Outlay	50	6,200	6,631	5,700
Total Appropriations	\$ 938,754	\$ 1,080,492	\$ 934,623	\$ 1,135,890

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	10.000	10.000	10.000	11.000

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

WORKLOAD INDICATORS	FY 2015	FY 2016	FY 2017	FY 2018
Total Work Orders	4,319	4,545	4,168	4,406

PERFORMANCE MEASURES	FY 2015	FY 2016	FY 2017	FY 2018
Hardware:				
Work Days (260 days less vacation and holidays)	250	250	250	250
Closed Work Orders	864	896	951	1,110
Average Closed Per Day	3.5	3.6	3.8	4.4
Percent of Total Work Orders	20.00%	19.71%	22.82%	25.19%
Software:				
Work Days	250	250	250	250
Closed Work Orders	1,643	1,702	1,254	1,348
Average Closed Per Day	6.6	6.8	5.0	5.4
Percent of Total Work Orders	38.04%	37.45%	30.09%	30.59%
Phones				
Work Days	250	250	250	250
Closed Work Orders	300	326	380	413
Average Closed Per Day	1.2	1.3	1.5	1.7
Percent of Total Work Orders	6.95%	7.17%	9.12%	9.37%
Network/Internet				
Work Days	250	250	250	250
Closed Work Orders	1,108	1,089	769	792
Average Closed Per Day	4.4	4.4	3.1	3.2
Percent of Total Work Orders	25.65%	23.96%	18.45%	17.98%
Internet:				
Work Days	250	250	250	250
Closed Work Orders	370	471	814	743
Average Closed Per Day	1.5	1.9	3.3	3.0
Percent of Total Work Orders	8.57%	10.36%	19.53%	16.86%
Total Closed per Day	17.1	17.9	16.7	17.6

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

Mission Statement

The Law Department is a cost center that accounts for legal services provided by the County Attorney and for expenditures arising from litigation.

Significant Expenditure and Staffing Changes

- ◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ -	\$ -	\$ -	
Operating	260,682	236,600	227,981	232,600
Capital Outlay	-	-	-	-
Total Appropriations	\$ 260,682	\$ 236,600	\$ 227,981	\$ 232,600

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

Major Department Functions

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

Significant Expenditure Changes

- ◊ Technology Allocations distributed among departments

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ -	\$ -	\$ -	\$ -
Operating	\$ 321,183	\$ 332,612	\$ 328,388	\$ 345,906
Capital Outlay	-	-	-	-
Total Appropriations	\$ 321,183	\$ 332,612	\$ 328,388	\$ 345,906

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

Mission Statement

To partner with county departments, vendors, and stakeholders in order to acquire the most appropriate goods and services at the best value for taxpayers and other citizens.

Major Department Functions

- ◊ Procure goods and services that meet the needs of county departments through appropriate solicitation and competitive selection processing.
- ◊ Allow vendors equal access to county business through maintenance of a bidders' list, adequate advertising of business opportunities, and transparent processes.
- ◊ Dispose of surplus county property through public auction, internet sales, or other approved methods.

Major Goals

- ◊ Enhance the purchasing function locally and statewide by working with vendors, procurement associations, and other organizations on local and statewide issues.
- ◊ Enhance service to departments and the county through use of feedback from the annual customer service survey.

Significant Expenditure and Staffing Changes

- ◊ One new position requested to assist with an increasing workload.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 181,340	\$ 183,357	\$ 180,395	\$ 245,213
Operating	22,559	27,167	21,079	30,246
Capital Outlay	-	248	-	-
Total Appropriations	\$ 203,899	\$ 210,772	\$ 201,474	\$ 275,459

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

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	3.00	3.00	3.00	4.00

WORKLOAD MEASURES	FY 2015	FY 2016	FY 2017	FY 2018 Estimate
Purchase Orders Issued	771	666	683	683
Invitations for bids released	38	14	11	17
Request for proposals released	8	6	12	14
Request for quotes released	N/A	80	82	98
Items/lots of surplus sold	40	39	45	20

RESULTS MEASURES	FY 2015	FY 2016	FY 2017	FY 2018 Estimate
Avg. # of days to process sealed bids	73	70	70	80
Avg. # of days to process request for proposals	134	94	85	73
Amount of revenue from sale of surplus	37,500	72,873	459,422	39,386
Internal customer service rating	4.4	4.48	4.5	4.4

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

Mission Statement

Secure a just valuation for ad valorem tax purposes of all real and personal property, provide for uniform assessment of these properties and administer exemptions pursuant to Georgia law.

Major Department Functions

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

Major Goals & Objectives

- ◊ Discover, research, and assess all real property in Fayette County.
- ◊ Discover, research, and assess all tangible personal property in Fayette County including business, furniture, fixtures, machinery, equipment and inventory, golf carts, boats, airplanes, heavy duty equipment and mobile homes.
- ◊ Physically inspect, for accuracy, all real property in the county on a 3-year cycle as required by the Department of Revenue.
- ◊ Administer Homestead Exemption, verifying qualifications and approving or disapproving exemptions based on Georgia statute.
- ◊ Administer Current Use Covenant assessments, verifying qualifications and approving or disapproving exemptions based on Georgia statute.
- ◊ Administer Freeport Exemption and Pollution Control Equipment Exemption, verifying qualifications and approving or disapproving exemptions based on Georgia statute.
- ◊ Send notices to all property owners and implement review/appeal process.
- ◊ Conduct individual assessment review for Value, Taxability, Uniformity and Denial of exemption, presenting a preponderance of evidence to the Board of Equalization and Superior Court.
- ◊ Continue working on the GIS base layers.

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

Significant Expenditure and Staffing Changes

- ◊ One full time Appraiser position added

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 804,433	\$ 916,876	\$ 866,870	\$ 972,073
Operating	103,135	200,316	181,699	\$ 196,169
Capital Outlay	-	-	-	-
Total Appropriations	\$ 907,567	\$ 1,117,192	\$ 1,048,569	\$ 1,168,242

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	13.450	13.450	14.725	15.725

WORKLOAD INDICATORS	FY 2015	FY 2016	FY 2017	FY 2018 Estimate
Real Estate Parcels assessed	42,328	42,915	43,250	43,450
Personal Property Accounts assessed	5,615	5,650	5,929	6,000
Mobile Homes assessed	1,113	1,113	1,114	1,120
Real Estate Parcels mapped	225	470	480	600
Deeds & PT-61 (Real Estate Transfer Declaration) forms researched and entered in database	8,128	11,945	12,200	13000
Homestead Exemptions reviewed & placed on digest	29,026	29,050	29,278	29,500
Current Use Assessments reviewed & placed on digest	586	598	607	620
Freeport Exemptions reviewed & assessed	94	98	83	100
Pollution Control Exemptions reviewed & assessed	1	1	1	1
Assessment Notices generated & mailed for Real Estate Parcels	42,328	42,915	43,035	43,450
Assessment Notices generated & mailed for personal property accounts	1,060	1,100	1,234	1,300

PERFORMANCE MEASURES	FY 2015	FY 2016	FY 2017	FY 2018 Estimate
# of Real Estate parcels inspected	2,400	3,000	3,500	3,500
# of appeals as a % of taxable real estate parcels	3.80%	4.00%	5.35%	5.00%
# of appeals as a % of taxable personal property accounts	5.00%	5.00%	5.00%	5.00%
Net reduction in tax base due to appeals as a % of Total Market Value appealed	2.50%	1.00%	1.53%	2.00%

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

Major Department Functions

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

Major Goals

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

Significant Expenditure and Staffing Changes

- ◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 884,400	\$ 880,207	\$ 858,251	\$ 869,717
Operating	176,490	209,631	187,603	206,181
Capital Outlay	-	1,000	14,156	6,000
Total Appropriations	\$ 1,060,889	\$ 1,090,838	\$ 1,060,010	\$ 1,081,898

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	17.000	17.000	16.000	16.000

WORKLOAD INDICATORS	2014	2015	2016	2017
Number of tax bills	47,719	43,074	42,638	43,067
Number of tags sold	94,880	109,054	124,355	112,257
Percentage of tax bills collected	95.0%	99.3%	99.0%	92.0%

Department:	Board of Equalization	Cost Center:	10020185
Function:	Judicial	Fund:	General

Mission Statement

The Board of Equalization is a three member panel comprised of Fayette County tax payers. They are appointed by the Fayette County Grand Jury and are not in any way affiliated with the Board of Assessors.

Major Department Functions

- ◊ Schedule appointments with Fayette County taxpayers in order to review appeals on Fayette County property tax assessments.
- ◊ A decision by this board will override the Fayette County Board of Assessors

Significant Expenditure and Staffing Changes

- ◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 6,217	\$ 7,606	\$ 7,229	\$ 7,599
Operating	7,165	9,130	7,852	8,368
Capital Outlay	-	-	500	-
Total Appropriations	\$ 13,382	\$ 16,736	\$ 15,581	\$ 15,967

WORKLOAD INDICATORS	2013 Actual	2014 Actual	2015 Actual	2016 Actual
Number of Cases Filed	232	262	414	521
Number of Cases Processed	232	262	414	493
Number of Cases Withdrawn	-	-	-	133
Number of No Show Cases	-	-	-	123
Scanned Proceedings	1,454	1,939	2,113	3,480
Scanned Pages	1,967	2,583	2,971	5,466
Number of Calendars	18	21	15	23
Number of Hearings	255	348	245	292

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

Mission Statement

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

Major Department Functions

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

Major Goals

- ◊ To effectively manage the Clerk's Office on a reduced budget for the benefit of all County Departments.
- ◊ Implement Criminal Judicial Data Exchange beyond the arrest warrant phase, to include filing an accusation or indictment and traffic data with the Sheriff's Office.
- ◊ Include District Attorney, Public Defender's Offices & GCIC to the current arrest warrant exchange
- ◊ Continue the implementation of E-filing to include all document types for State Court to include Garnishment cases and electronic payments of court ordered funds.
- ◊ Implement a web based jury portal for citizen access
- ◊ Cross train employees to improve efficiency.

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

Significant Expenditure and Staffing Changes

◊ No significant expenditure or staffing changes.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 272,466	\$ 274,903	\$ 291,210	\$ 297,635
Operating	25,052	31,905	30,037	34,262
Capital Outlay	-	-	932	-
Total Appropriations	\$ 297,518	\$ 306,808	\$ 322,179	\$ 331,897

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	5.000	5.000	5.000	5.000

WORKLOAD INDICATORS	2015 Actual	2016 Actual	2017 Actual	2018 Estimated
Civil Cases processed	798	826	773	800
Criminal Cases processed	3,689	4,882	4,294	4,300
Traffic Cases processed	3,929	3,197	3,855	3,875
Ordinances Cases processed	460	483	302	305
Revocation Cases processed	693	738	1,016	1,020
DPS Case Notices processed	511	412	423	425
DUI Court Cases	-	16	19	20
Total Cases Filed	10,080	10,554	10,682	10,745
Total GCIC Transmissions	3,422	4,359	4,148	4,350
Total DPS Transmissions	4,771	4,545	3,963	4,525
Number of Civil Proceedings	8,326	9,900	11,317	11,325
Number of Criminal Proceedings	41,082	50,472	47,577	47,580
Number of Traffic Proceedings	12,140	10,442	12,746	12,750
Number of Ordinance Proceedings	2,128	2,358	1,199	1,200
Total Number of Proceedings	63,676	73,172	72,839	72,855
Number of Civil Scanned Pages	43,058	44,934	55,676	55,680
Number of Criminal Scanned Pages	72,726	86,209	82,248	82,250
Number of Traffic Scanned Pages	23,287	20,136	20,955	20,960
Number of Ordinance Scanned Pages	2,651	2,762	1,380	1,385
Number of Peachcourt Image Transfers	-	-	4,537	4,550
Total Number of Scanned Pages	141,722	154,041	160,259	160,275
Total Minute Book Pages Recorded	2,720	5,297	3,335	3,340
Total Final Minutes Pages	144,442	159,338	163,594	163,640
Book Numbers	359-369	359-377	361-386	
Court days scheduled	203	278	288	290
Calendars generated	461	446	487	500
Civil Hearings and Trials Scheduled	423	414	405	410
Criminal Hearings and Trials Scheduled	15,030	17,560	13,912	13,915
Traffic Hearings and Trials Scheduled	8,952	6,503	7,279	7,280

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

WORKLOAD INDICATORS (con't)	2015 Actual	2016 Actual	2017 Actual	2018 Estimated
Special Set and Revocation Hearings	776	844	1,976	1,980
Ordinance Hearings and Trials Scheduled	979	674	523	525
Drug Screening Hearings	404	400	640	650
Alternative Language Hearings (started 07-01-08)	199	132	191	200
Drug Court Hearings	-	11	13	15
DUI Court Hearings	-	20	19	20
Total Scheduling	26,763	26,558	24,958	24,995

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

Mission Statement

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

Major Department Functions

- ◊ Attend all sessions of court ensuring compliance of all jury management and court records statutes and rules.
- ◊ Record and maintain a complete and accurate record of all court cases and proceedings.
- ◊ Civil Division: Calendar cases as pursuant to USCR and standing order. Ensure compliance of civil documents; assess, collect and disburse all fees; approve applications and issue notary public certificates; process adoptions; issue summons and subpoenas; administer the Jury selection process and to file and transmit financing statements.
- ◊ Criminal Division: Calendar cases as pursuant to USCR and standing order. To maintain criminal files; collect fines and forfeitures; report felony convictions to the Secretary of State; prepare final disposition; Electronically transmit to Georgia Crime Information Center and Department of Drivers Services and disburse monies according to Georgia Statute.
- ◊ Real Estate Division: Preserve and index all deeds, mortgages, plats, liens and other real estate documents mandated by law that relates to real property ownership and to transmit timely to the State Index.
- ◊ Administrative Division: To accurately and timely balance reports; make deposits and disburse monies. Ensure confidentiality of personnel records and payroll. Prepare budget and reconcile expenditures. Ensure the cooperation with other agencies.

Major Goals

- ◊ To effectively manage the Clerk's Office on a reduced budget for the benefit of all County Departments.
- ◊ To complete full implementation of E-filing in Real Estate with Statewide portal.
- ◊ Implement Criminal Judicial Data Exchange beyond the arrest warrant phase, to include filing an accusation or indictment
- ◊ Include District Attorney, Public Defender's Offices and GCIC to the current arrest warrant exchange.
- ◊ Continue the implementation of civil E-filing to include all document types for Superior Court to include Garnishment cases and electronic payments of court ordered funds.
- ◊ Implement a web-based jury portal for citizen access
- ◊ Cross train employees to improve efficiency.

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

Significant Expenditure and Staffing Changes

- ◊ Three FTE positions transferred from Magistrate Court

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 1,056,259	\$ 1,142,610	\$ 1,112,248	\$ 1,337,787
Operating	230,498	241,320	301,064	282,791
Capital Outlay	-	-	932	-
Other Cost	-	-	-	-
Total Appropriations	\$ 1,286,757	\$ 1,383,930	\$ 1,414,245	\$ 1,620,578

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	20.434	20.434	20.434	23.434

WORKLOAD INDICATORS	2015 Actuals	2016 Actuals	2017 Actuals	2018 Estimate
Total Civil and Domestic Files Closed	1,219	1,122	1,098	1,100
Total Civil Cases Opened	1,433	1,514	1,482	1,500
Total Number of Proceeding Entries	24,277	24,792	27,376	27,400
Total Number of Pages Scanned	102,777	101,682	119,403	119,420
Total Civil Minute Book Pages Recorded	4,811	4,968	2,861	-
Total Adoption Minute Pages Recorded	-	3,630	8,213	5,000

Self Represented Litigants	284	292	313	325
Paupers Cases Filed	18	15	26	30
New Attorney	10	5	9	-
Total Number of Adoptions Filed	40	25	37	40

Applications for Trade Names Processed	90	114	140	145
Notary Public Applications Processed	492	543	454	460
Military Discharges Processed	6	2	2	3
Total Applications Processed	588	659	596	608
Total Application Pages Recorded	1,750	1,745	1,504	1,528

E-filed Cases	86	389	330	350
E-filed Subsequent Documents	1,315	5,263	6,877	6,900
E-filed Child Support Cases	196	111	192	1,200
E-filed Child Support Documents	1,896	1,129	1,091	-
Total Financing Statements	3,097	2,973	2,927	2,930

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

WORKLOAD INDICATORS (con't)	2015 Actuals	2016 Actuals	2017 Actuals	2018 Estimate
Total Real Estate Instruments	17,833	18,885	18,166	18,200
Total Hospital Liens	1,283	1,784	1,467	1,500
Total General Execution Instruments	4,244	4,595	4,008	4,025
Total Real Estate Plats	84	100	93	100
Total Real Estate Pages Scanned	108,637	120,518	106,288	106,300
Total Number of Grantors Indexed	31,651	34,041	31,566	31,600
Total Number of Grantees Indexed	33,868	34,076	31,046	31,050
Total Intangible Tax Forms Processed	3,739	4,150	3,844	3,850
Total Transfer Tax Forms	4,570	4,762	4,661	4,675
Total Number of Criminal Cases Filed	1,052	1,004	599	600
Total Number of Criminal Cases Closed	1,124	1,078	1,489	1,500
Total Number of Proceeding Entries	20,834	19,491	27,281	27,300
Total Number of Pages Scanned	45,815	42,756	63,214	63,225
Total Criminal Minute Pages Recorded	1,633	1,281	1,953	1,975
Total Number of Drug Court Hearings	21	21	20	25
Total Number of Drug Court Cases	12	19	13	15
Probation Revocations	378	347	310	320
Georgia Crime Information Transmittals	2,811	3,547	4,842	4,850
Georgia Dept of Motor Vehicle Service Forms	252	170	205	210
Notices of Appeals Filed	20	26	19	20
Total Number of Calendars Generated	232	284	339	150
Total Court Days Scheduled (Four Judges)	475	230	181	190
Total Civil Cases for Hearings and Trials	2,378	1,830	1,773	1,600
Total Criminal Cases for Hearings and Trials	2,413	2,729	3,234	3,250
Total Special Set Cases	125	178	61	65
Total Number of Jurors Summoned	5,050	4,354	6,238	7,000

Department:	State DUI Court	Cost Center:	21420160
Function:	Judicial	Fund:	Special Rev

Mission Statement

Identify and educate those with addictions through accountability and treatment to strengthen our community in a collaborative court setting.

Major Department Functions

The DUI Court is a team concept involving Judge(s), the Solicitor-General, Law Enforcement, the Public Defender's Office, private attorney, Probation Officers, licensed substance abuse treatment professionals, testing professionals, community liaisons, pharmacist and court coordinator. All Team members work together to support each participant in addressing and combating the substance abuse issues that brought them into the criminal justice system. The Team meets twice a month to review the progress of every participant. Also, twice a month participants attend DUI court to meet with the Team and receive an update on their progress.

Significant Expenditure Changes

- ◊ The DUI Court program has experienced significant growth during 2017. For FY19, 40 participants are expected to be enrolled in the program.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 50,710	\$ 54,477	\$ 53,319	71,197
Operating	34,377	74,000	84,460	225,768
Capital Outlay	1,631	-	-	-
Other Cost	-	1,172	-	964
Total Appropriations	\$ 86,718	\$ 129,649	\$ 137,779	\$ 297,929

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

Mission Statement

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

Major Department Functions

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

Significant Expenditure Changes

- ◊ No significant expenditure changes.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 295,267	\$ 286,894	\$ 289,002	\$ 287,708
Operating	6,256	6,929	9,194	8,636
District Attorney Contract Services	-	49,790	17,293	47,269
Total Appropriations	\$ 301,523	\$ 343,613	\$ 315,489	\$ 343,613

WORKLOAD INDICATORS	2013	2014	2015	2016
SUPERIOR COURT:				
Cases Filed:				
Felony counts	648	756	667	868
Misdemeanor counts	153	32	36	406
Cases Disposed:				
Felony counts	724	427	527	656
Misdemeanor counts	114	11	21	99

Department:	Drug Abuse and Treatment	Cost Center:	21920160
Function:	Health and Welfare	Fund:	Special Rev

Major functions

Outside agency partially funded by Fayette County.

Collection of fines that are imposed as an additional penalty of 50 percent of the original fine for offenses that are related to certain activities regarding marijuana, controlled substances , and non-controlled substances. Moneys collected in the County Drug Abuse and Treatment and Education fund shall be expended solely and exclusively for drug abuse treatment and education programs relating to controlled substances and marijuana; and to fund the expenses for salaries, equipment, services, and supplies incurred in the implementation of the Drug Court division.

Significant Expenditure Changes

◊ Criminal Justice Coordinating Council funds the Drug Court with annual recurring grants. As the program continues to grow, the expenditures increase to accommodate extra testing and surveillance. Currently the CJCC is requesting the court increase the number of participants to 80 in fiscal year 2018.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 128,226	\$ 127,911	\$ 129,645	\$ 188,777
Operating Expenses	\$ 201,112	\$ 271,649	\$ 280,877	\$ 366,158
Capital Outlays	\$ 1,740	\$ -	\$ -	\$ -
Other Costs	\$ -	\$ 3,075	\$ -	\$ 3,617
Total Appropriations	\$ 331,077	\$ 402,635	\$ 410,522	\$ 558,552

Department:	Superior Court Judges	Cost Center:	10020151
Function:	Judicial	Fund:	General

Major Department Function

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

- ◊ Fayette County's allocation of the Griffin Judicial Circuit (Fayette, Pike, Spalding, and Upson County) Superior and Juvenile Courts expenditures.
- ◊ Expenditures of Fayette County's local superior court.

Major Goals

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

Significant Expenditure Changes

- ◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ -	\$ -	\$ -	\$ -
Griffin Judicial Circuit Superior Court - Contract Services	292,865	316,760	316,760	340,936
Griffin Judicial Circuit Juvenile Court - Contract Services	77,552	77,891	77,891	72,036
Operating	104,187	79,640	103,366	78,820
Capital Outlay	6,204	-	-	-
Total Appropriations	\$ 480,808	\$ 474,291	\$ 498,017	\$ 491,792

WORKLOAD INDICATORS	2013	2014	2015	2016
Fayette County - Criminal and civil filings	3,256	2,381	2,381	2,310
Fayette County - % of total Circuit filings	28.5	33.8	33.8	35.5

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

Mission Statement

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

Major Department Functions

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

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

Major Goals

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

Significant Expenditure and Staffing Changes

- ◊ Grant funding received in 2017 to set up a new off site Family Therapy training office.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 212,599	\$ 236,452	\$ 230,631	\$ 242,911
Operating	135,663	136,714	108,536	127,435
Capital Outlay	27,831	-	-	1,525
Total Appropriations	\$ 376,093	\$ 373,166	\$ 339,167	\$ 371,871

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	4.000	4.000	4.625	4.625

WORKLOAD INDICATORS	2015	2016	2017	2018 Estimate
New juvenile cases docketed/filed	1,162	1,006	1,032	1,100
Judges in Fayette Court (two needed occasionally on same day)	118	134	115	120
Juveniles placed on probation/informal/adjustment/abeyances/short term program	214	140	144	150

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

PERFORMANCE MEASURES	2015	2016	2017	2018 Estimate
Juvenile Cases closed	1112	1205	1035	1100
Days calendared	118	134	115	120
Fines/Fees/Restitution disbursed to agencies/individuals	\$ 3,573	\$ 4,639	\$ 10,292	\$ 4,000
Summons/subpoenas served	1944	2021	2603	2000
Hours worked in community service program including hours performed at government and non-profit sites such as Kiwanis Field, Board of Education, Recreation fields, and churches by delinquents in community service.	585	644		

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

Mission Statement

- ◊ To promote a safe and secure community, the Juvenile Court of Fayette County will utilize prevention and treatment services in collaboration with families and other organizations to encourage the physical emotional, psychological, educational, and moral well-being of children throughout the County to prevent and treat delinquency and unruly behavior.
- ◊ The prevention programs offered will be funded under the guidelines of the official Code of Georgia 15-11-71, the Juvenile Proceedings Codes and the parameters described therein.
- ◊ Further this court will diligently seek and implement grants offered for delinquency prevention and treatment through Federal funding as well as corporate partners.

Major Department Functions

- ◊ To allocate funding collected to provide supervision and rehabilitation services for those juveniles in the court system.
- ◊ To enhance the training of all court personnel, law enforcement, educators, and helping agencies to focus on the rehabilitation of juveniles through awareness of the problems of delinquent children and related issues.
- ◊ To present seminars to various agencies focusing on rehabilitation utilizing funding available through court imposed fees.
- ◊ Expand programs on delinquency utilizing court fees which are collected under 15-11-71 and are funded without tax dollars or expenditures from the operating budget of the Court.

Major Goals

- ◊ To seek new innovative programs focusing on rehabilitation through government grants and funding through collection of supervision fees under OCGA 15-11-71.
- ◊ To identify and enhance programs such as the MRT, Breaking the Chains, Vista and Tomorrow's Man court ordered to rehabilitate Fayette County delinquents and incorporate scholarship awards to children who meet financial hardship criteria for these programs.
- ◊ Allocate funds for teaching seminars to be given to appropriate local agencies with appropriate themes.
- ◊ Assist and support the DART program for drug and alcohol rehabilitation of children
- ◊ Allocate funds for psychological evaluations under collected supervision fees with indigent guidelines to be used for qualification.

Significant Expenditure Changes

- ◊ There are no significant expenditure or staffing changes.

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

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 13,665	\$ 15,075	\$ 14,000	\$ 16,801
Operating	4,484	4,675	3,963	5,193
Capital Outlay	-	-	-	-
Other Costs	-	-	-	336
Total Appropriations	\$ 18,149	\$ 19,750	\$ 17,963	\$ 22,330

WORKLOAD INDICATORS	2014 Actual	2015 Actual	2016 Actual	2017 Estimated
Juveniles placed on probation/informal adjustment/abeyances/short term program	186	214	140	150
PERFORMANCE MEASURES				
New Juvenile Cases docketed/filed	1100	1162	1006	1100
Supervision Fees collected (unless waived by Judge)	\$ 16,137	\$ 15,573	\$ 17,239	\$ 16,000
Work performed at government and non-profit sites such as Kiwanis Field, Board of Education, Recreation fields, Churches by delinquents in community service. Number of offenders	1,014	585	644	800
Sessions in Court	129	118	134	128

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

Mission Statement

Effectively provide citizens with access to the most current legislation through hardback legal texts and internet access services

Major Department Functions

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

Major Goals

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

Significant Expenditure Changes

- ◊ There are no significant expenditure changes.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ -	\$ -	\$ -	\$ -
Operating	49,218	50,000	59,637	51,100
Capital Outlay	4,487	-	-	3,900
Total Appropriations	\$ 53,705	\$ 50,000	\$ 59,637	\$ 55,000

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

Mission Statement

To provide an impartial forum to deliver timely, neutral and just resolutions of cases through uniform and coherent application of the US Constitution and laws of the State of Georgia. The Clerk's office is committed to strengthen and uphold our participation in the Judicial Process by ensuring compliance with statutes and to facilitate interaction between the Public, Judges, Attorneys and other governmental agencies.

Major Department Functions

Judge Functions:

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

Administrative Functions by Clerk:

- ◊ Attend all sessions of court ensuring compliance of all jury management and court records statues and rules.
- ◊ Record and maintain a complete and accurate record of all court cases and Proceedings.
- ◊ Civil Division: Ensure compliance of civil documents; assess and collect costs; issue summons and subpoenas
- ◊ Criminal Division: To maintain criminal files; collect fines and forfeitures; prepare final disposition; electronically transmit to Georgia Crime Information Center
- ◊ Administrative Division: To accurately and timely balance reports; make deposits and disburse monies. Ensure confidentiality of personnel records and payroll. Prepare budget and reconcile expenditures. Ensure cooperation with all other agencies.

Major Goals

- ◊ To operate the Court and manage the Clerk's Office on a reduced Budget.
- ◊ To handle the projected increase in workload efficiently and professionally.
- ◊ To implement a protocol for ESEARCH warrants for the Sheriff's Office to include a DUI version to use in Fayetteville, Peachtree City and Tyrone.
- ◊ Implementation of E-filing in the Magistrate Court.
- ◊ Implement JDX to include Bond notification to the lawful agencies of the bond data.

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

Significant Expenditure and Staffing Changes

- ◊ Transferred three FTE positions to Clerk of Superior Court

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 411,511	\$ 437,717	\$ 433,385	\$ 294,845
Operating	38,098	49,148	42,108	28,428
Capital Outlay	-	500	12,555	500
Total Appropriations	\$ 449,608	\$ 487,365	\$ 488,048	\$ 323,773

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	9.000	9.625	9.625	6.625

WORKLOAD INDICATORS	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimated
Civil Cases processed	5,859	6,067	6,321	6,325
Civil Cases Filed	3,244	2,912	3,281	3,285
Civil Cases Disposed	3,255	2,523	2,806	2,810
Number of civil proceedings	22,536	19,266	21,209	21,215
Number of civil scanned pages	49,520	47,686	56,707	56,710
Civil Hearings Scheduled	1,080	478	1,014	1,015
Civil Bench Trials Scheduled	138	105	120	125
Number of Calendars Generated	54	57	79	80
Total Civil Hearings and Trials Scheduled	1,218	583	1,134	1,140
Criminal Cases Filed	3,518	2,285	2,806	2,810
Number of criminal proceedings	-	3,796	5,260	5,275
Number of criminal scanned pages	-	11,848	15,593	15,600
Felony Warrants Issued	1,410	1,341	1,552	1,575
Misdemeanor Warrants Issued	2,014	1,341	1,158	1,175
Bond Hearings	4,295	2,024	839	850
Preliminary Hearings	486	457	433	435
Pre-issuance Hearings	87	80	96	100
Bad Check Hearings	7	6	5	5
Total Criminal Hearings	4,875	2,567	1,373	1,390

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

Major Department Functions

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

Significant Expenditure Changes

- ◊ No significant changes.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Operating	\$ 173,736	\$ 203,308	\$ 171,468	\$ 206,740
Capital Outlay	-	-	-	-
Total Appropriations	\$ 173,736	\$ 203,308	\$ 171,468	\$ 206,740

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

Mission Statement

To provide Probate Court services to the public as mandated by Georgia Law

Major Department Functions

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

Major Goals

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

Significant Expenditure and Staffing Changes

- ◊ No significant expenditures or staffing changes.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 343,067	\$ 377,279	\$ 381,847	\$ 383,978
Operating	24,860	31,572	27,327	32,288
Capital Outlay		-	650	-
Total Appropriations	\$ 367,927	\$ 408,851	\$ 409,824	\$ 416,266

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	6.000	6.000	6.625	6.625

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

WORKLOAD INDICATORS	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual
Letter of Administration	51	66	80	83
Will Probate	271	280	288	320
No Administration Necessary	8	10	11	5
Year's support petitions	42	46	50	38
Minor/Adult Guardianships	145	150	155	195
Citations	2	2	2	1
Miscellaneous	261	375	488	493
Inventories	83	213	343	587
Mental Health	25	25	24	14
Marriage licenses	611	610	609	624
Firearms licenses	3,037	2,808	2,579	3,046

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

Major Department Function

- ◊ The State of Georgia passed the Georgia Indigent Defense Act of 2003. The provision of this act were implemented beginning July 1, 2004 with the hiring of a Public Defender for each Judicial Circuit of Georgia. The office became fully operational on January 1, 2005. It serves the following counties: Fayette, Spalding, Pike and Upson.
- ◊ The contract with the Public Defenders Office and Fayette County is for handling Superior Court and Juvenile Delinquency cases.
- ◊ The County additionally has contracted with this office to handle State Court, Juvenile Deprivations and Magistrate Court.

Significant Expenditure Changes

- ◊ There are no significant expenditure changes.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Circuit Wide Contract Service	\$ 299,593	\$ 299,593	\$ 299,593	\$ 299,593
Lower Court Contract Fees	184,919	184,919	184,919	184,919
Other Operating	2,063	2,461	2,461	3,271
Total Appropriations	\$ 486,575	\$ 486,973	\$ 486,973	\$ 487,783

WORKLOAD INDICATORS	2016	2017	2018	2019
Public Defender - Fayette County % allocation of Circuit's budget				
Superior Court's allocation	26.4%	27.3%	27.1%	27.1%
Lower Courts allocation	58.9%	55.3%	56.7%	54.9%

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

Mission Statement

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

Major Department Functions

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

Major Goals

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

Significant Expenditure and Staffing Changes

- ◊ No significant expenditures or staffing changes.

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

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 297,799	\$ 328,983	\$ 328,722	\$ 341,356
Operating	70,214	71,549	73,265	103,033
Capital Outlay	-	-	-	-
Total Appropriations	\$ 368,013	\$ 400,532	\$ 401,987	\$ 444,389

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	3.000	3.000	3.625	3.625

WORKLOAD INDICATORS	2014 Actual	2015 Actual	2016 Actual	2017 Actual
Civil Cases filed	517	500	484	775
Criminal Cases filed	1,222	1,375	2,155	1,978
Traffic Cases filed	3,782	4,139	3,385	4,056
Ordinances Cases filed	427	460	573	unavailable
Total Cases Filed	5,948	6,474	6,597	6,809

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

Mission Statement

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

Major Department Functions

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

Major Goals

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

Significant Expenditure and Staffing Changes

- ◊ No significant expenditures or staffing changes.

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

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 628,387	\$ 670,059	\$ 669,342	\$ 698,831
Operating	19,627	34,258	27,345	37,101
Capital Outlay	(60)	1,879	549	1,971
Total Appropriations	\$ 647,953	\$ 706,196	\$ 697,235	\$ 737,903

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	8.400	8.400	8.700	8.700

PERFORMANCE MEASURES	2014 Actual	2015 Actual	2016 Actual	2017 Actual
State Court Criminal	1,222	1,375	2,155	1,610
State Court Traffic	3,782	4,139	3,385	3,583
State Court Ordinance	427	460	573	415
State Court - Pre-Accusation Pre-Trial Intervention	116	110	117	132
State Court Revocations, Special Set Pleas, PTI's & Drug Ct. (calendar)	1,683	1,794	1,933	2,314
State Court Bench Trials (calendar)	537	501	610	612
State Court Jury Trials (Calendar Count)	1,611	1,360	1,703	1,431
State Court Ordinance (1st Appearance, Arraignment, Bench Trials)	550	533	664	520
Arraignment (Calendar Count)	1,196	1,358	2,124	2,084
Arraignment (Traffic Calendar Count)	4,065	4,523	3,515	4,266
Alternative Language	206	244	153	189
Miscellaneous Hearings and Bench Warrants (Calendar Count)	294	392	436	524
ALS Hearings (Calendar Count)	200	200	225	216
Juvenile Court (Calendar Count)	-	-	-	-
Special Appointments	1	3	3	5
Phone Calls, Appointments, Walk-Ins (estimate for the year)	19,000	19,000	19,500	19,500
Magistrate Court Pre-Accusation PTI's	6	2	5	2
Magistrate Court First Appearance / calendar count	8	7	250	6
Magistrate Court Arraignment / calendar count	5	3	3	4
Magistrate Court Pre-Issuance / calendar count	8	3	3	-
Magistrate Court Preliminary / calendar count	-	-	-	-
Magistrate Court Revocations / calendar count	-	1	1	1
Magistrate Court Trials / calendar count	-	-	-	-
Magistrate Court Misc. Hearings / calendar count	15	10	6	3
Victim Assisted - Criminal Case with victims	400	391	378	384
Victim Assisted - Ordinance estimates	33	22	25	21
Victim Assisted - Traffic estimates	27	20	20	20

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

PERFORMANCE MEASURES (con't)	2014 Actual	2015 Actual	2016 Actual	2017 Actual
Victim Assisted - Magistrate estimates Hearings (Bond, Warrants, Prelissuance)	23	23	25	260
Speaking Engagements and Victim Impact Panel, Protocol, PD Training, DVTF	25	25	24	20
Victim Non-case walk-ins and phone consultations, emails	9,000	8,850	12,000	12,000

Department:	Victims Assistance	Cost Center:	21820200
Function:	Health and Welfare	Fund:	Special Rev

Mission Statement

To prevent domestic violence through awareness programs, educational training, and providing safe environments for the victims and their families, utilizing legal advocacy, emergency shelters and transitional housing.

Major Functions

- ◊ Aid victims of misdemeanor crimes.
- ◊ Provides crisis intervention and court accompaniment.
- ◊ Provides criminal justice information and notification of hearings and outcomes of hearings.
- ◊ Assists victims in obtaining services from other agencies.

Major Goals

- ◊ To reduce the amount of time between the date of the offense and the date of the disposition.
- ◊ To better serve Fayette County victims through education, intervention, case status updates, and general assistance with available programs.
- ◊ Actively support law enforcement personnel in their response to domestic violence calls through awareness programs and purchase of needed investigatory equipment.

Significant Expenditures and Staffing Changes

- ◊ No significant expenditure change.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ -	\$ -	\$ -	\$ -
Operating	-	-	-	\$ -
District Attorney/Victims Assistance Program	124,554	89,163	89,163	117,798
Domestic Violence Services (Promise Place)	20,000	20,000	20,000	20,000
Total Appropriations	\$ 144,554	\$ 109,163	\$ 109,163	\$ 137,798

Department:	Victims Assistance	Cost Center:	21820200
Function:	Health and Welfare	Fund:	Special Rev

WORKLOAD INDICATORS	2015 Actual	2016 Actual	2017 Actual	2018 Actual
Promise Place				
Number of individuals assisted	358	364	335	341
Number of Emergency Protective Orders	71	79	81	82
Number of Children Represented	54	38	38	36
Number of support groups	98	63	66	53
Number of Participants in Support Groups	356	239	190	198
Number of crisis hotline calls	1,858	1665	1580	1404
Number of Students Dating Violence Classes	1,558	2233	2162	1636
Number of Women housed in Emergency shelter	94	97	102	57
Number of children housed in Emergency shelter	107	87	86	73
Number of Community Awareness Presentations	43	45	48	13
Number of Persons in Attendance	962	982	348	947
Total Number of Units of Service - Intervention Services	2,417	2213	2293	2073
Total Number of Units of Service - Prevention Services	2,520	3215	2510	2583

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

Mission Statement

Stands as a functional department of the Fayette County Public Safety Division. The department is charged to uphold and enforce laws pertaining to animal care, control and cruelty in accordance with the laws of the Federal Government, State of Georgia and local ordinances adopted by the Fayette County Board of Commissioners and the cities within the county. Such services are dedicated to promote healthy relationships between the citizens of Fayette County and companion animals and wildlife.

Major Department Functions

- ◊ Enforce Federal, State and Local Law pertaining to animal control and cruelty
- ◊ Educate the citizens of the County and cities within the county with respect to responsible pet ownership
- ◊ Provide short term sheltering and care to stray and abandoned animals
- ◊ Creates opportunities for pet adoption through shelter care and management, as well as a working relationship with the Fayette County Humane Society and other animal rescues
 - ◊ Provides for the humane destruction of animals when necessary
 - ◊ Monitor the community for disease outbreak, providing appropriate quarantine and testing of possible effective animals

Major Goals

- ◊ Maintain a 90% or above Live Release rate. 2018 was at 93% total.
- ◊ To maintain a good working relationship with other law enforcement agencies
- ◊ Continue cooperation with the local animal rescue groups to reduce time spent in the shelter for animals
- ◊ Establish guidelines to keep the shelter more disease free and clean.
- ◊ Create an educational program to educate the public on proper care and treatment of animals in accordance with local and county ordinances
 - ◊ Put into effect a one day fostering program
 - ◊ Put into place a TNVR policy that will no violate the current ordinance.

Significant Expenditure and Staffing Changes

- ◊ Add a part-time Adoption Coordinator

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

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 275,164	\$ 367,158	\$ 362,246	\$ 383,893
Operating	56,989	60,064	67,878	67,695
Capital Outlay	279	2,800	555	800
Total Appropriations	\$ 332,433	\$ 430,022	\$ 430,679	\$ 452,388

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	5.500	6.500	7.000	7.625

WORKLOAD INDICATORS	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual
Animals impounded	860	854	798	2,632
Visitors	7,800	7,827	7,819	8,250
Court Cases	105	156	184	175
Enforcements	210	137	161	129
Complaint calls received	1,895	1,505	1,657	1,092
Vicious or biting animals calls received	35	42	54	29
Animals adopted	366	344	235	

PERFORMANCE MEASURES	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual
Complaint calls resolved	1,895	1,505	1,657	1,092
Animals brought to shelter	860	854	798	756
Rabies tests	28	36	32	29
Animals sent to rescue	25	35	198	65
Animals handled	957	966	935	789
Animals adopted	366	344	235	240
Revenue collected for adoptions and reclaim fees	\$ 2,889	\$ 27,322	\$ 27,633	\$ 36,124

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

Major Department Functions

◊ Funds received from federal forfeitures that by law are to be used for the enhancement of law enforcement. Due to the uncertainty of the collection of funds no original budget is prepared. At year-end budget adjustments are prepared and approved by the BOC to comply with Georgia law and present a balanced budget for this fund.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ -	\$ -	\$ -	\$ -
Operating	345,034	-	283,550	-
Capital Outlay	214,154	-	61,535	-
Total Appropriations	\$ 559,188	\$ -	\$ 345,086	\$ -

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

Major Department Functions

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

BUDGET SUMMARY APPROPRIATIONS	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
Personal Services	\$ -	\$ -	\$ -	\$ -
Operating	22,778	-	9,727	-
Capital Outlay	4,548	-	31,375	-
Total Appropriations	\$ 27,326	\$ -	\$ 41,103	\$ -

Department:	Confiscated Property- U.S. Customs	Cost Center:	21130390
Function:	Public Safety	Fund:	Special Rev

Major Department Functions

◊ Funds received from US Customs forfeitures that by law are to be used for the enhancement of law enforcement. Due to the uncertainty of the collection of funds no original budget is prepared. At year-end budget adjustments are prepared and approved by the BOC to comply with Georgia law and present a balanced budget for this fund.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ -	\$ -	\$ -	\$ -
Operating	205,394	-	420,574	-
Capital Outlay	235,840	-	108,316	-
Total Appropriations	\$ 441,234	\$ -	\$ 528,890	\$ -

Department:	Coroner	Cost Center:	10030700
Function:	Public Safety	Fund:	General

Major Department Functions

- ◊ The County Coroner investigates and establishes the cause of death for situations involving external violence, unattended death, contagious disease, sudden death or industrial accident.
- ◊ The County Coroner is responsible for issuing death certificates.
- ◊ The Coroner is compensated according to Option II of the Georgia Law section 45-16-27. Compensation is on a fee basis at a rate of \$175 per case for non jury death investigations and \$250 per case for jury death investigations.

Significant Revenue, Expenditure and Staffing Changes

- ◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 102,925	\$ 98,601	\$ 107,771	\$ 112,355
Operating	26,651	24,484	24,523	25,115
Capital Outlay	-	-	-	-
Total Appropriations	\$ 129,576	\$ 123,085	\$ 132,294	\$ 137,470

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	3.000	3.625	3.625	3.625

WORKLOAD INDICATORS	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual
Number of cases	206	239	227	232

Department:	911 Communications	Cost Center:	21530800
Function:	Public Safety	Fund:	Special Rev

Mission Statement

The Fayette County 911 Communications Center is the relay point for the dissemination of information to public safety field units from the general public and between public safety field units and agencies. The relay of this information is of vital importance in the protection of life and property. The Fayette County 911 Communications Center is committed to providing efficient, effective public safety communications to the agencies it serves as well as continuing to educate the community about Next Generation 911.

Major Department Functions

- ◊ The Fayette County 911 Communications Center is committed to promoting the public health, safety and welfare by discrimination of emergency and non-emergency information between Public Safety agencies and the communities they serve.
- ◊ The center will provide continuous radio, telephone and teletype communication of both an emergency and routine nature for all the Public Safety agencies in Fayette County, 24 hours a day, seven days a week.
- ◊ Protect and maintain the confidential nature of the work conducted in the Communications center.
- ◊ Maintain Center equipment:
 - Back up Power Resources
 - Administrative and Emergency Telephone System
 - 911 Telephone Lines
 - Administrative Telephone Lines
 - Multi-channel Portable and Mobile Radio System
 - Radio and Telephone Voice recording System
 - Computer Aided Dispatch (CAD)
 - Criminal Justice Information System
- ◊ Achieve compliance with mandated certifications and standards.

Major Goals

- ◊ Complete Phase II and initiate Phase III of the Public Safety Radio System
- ◊ Complete AC system equipment room project
- ◊ Create a comprehensive 3-5 year plan for the Center (equipment and services)
- ◊ Update the COOP and the 911 Center's Emergency Evacuation Plan
- ◊ Mobile 911 Emergency Communications Center
- ◊ Implementation of Carbyne 911 Technology
- ◊ Implementation of FSC and LE APCO Guide Cards
- ◊ Continue education and advanced training of personnel

Department:	911 Communications	Cost Center:	21530800
Function:	Public Safety	Fund:	Special Rev

Significant Revenue, Expenditure and Staffing Changes

◊ No significant changes.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 1,614,334	\$ 1,892,191	\$ 1,857,926	\$ 2,028,064
Operating	903,821	943,937	1,081,764	1,103,629
Capital Outlay	7,277	9,925	8,574	3,285
Interfund Charges	120,165	125,436	125,436	112,882
Other Cost	-	39,307	-	32,126
Other Financing Use	-	-	-	-
Total Appropriations	\$ 2,645,596	\$ 3,010,796	\$ 3,073,701	\$ 3,279,986

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	35.250	35.735	35.735	35.735

WORKLOAD INDICATORS	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual
Law Enforcement dispatches	48,504	48,732	48,075	46,115
Law Enforcement pullovers	46,025	49,012	44,589	40,021
Officer Initiated Calls	62,945	65,083	62,962	64,905
911 calls answered	54,999	56,566	55,687	55,111
Administrative calls answered	83,923	85,669	101,975	104,825
Fire calls answered/dispatched	3,399	2,905	3,026	not available
EMS calls answered/dispatched	11,598	12,177	12,399	not available
Total Fire/EMS calls answered/dispatched	14,997	15,082	15,425	16,441

PERFORMANCE MEASURES	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual
Avg operator response time (minutes) - Law Enforcement				
Fayette County - Marshal's Office	:56	1:10	:16	:14
Fayette County - Sheriff's Office	1:28	:58	:52	:55
Fayetteville Police Dept	1:13	1:08	:57	:41
Peachtree City Police Dept	1:14	:57	:19	:32
Tyrone Police Dept	1:33	1:37	:40	:36
Benchmark	2:00	2:00	2:00	2:00
Avg operator response time (minutes) - Fire/EMS				
Fayette County - Fire/EMS	:56	1:02	1:09	1:05
Fayetteville - Fire	:59	1:04	1:13	1:07
Peachtree City - Fire/EMS	1:06	1:02	1:07	1:06
Benchmark	1:00	1:00	1:00	1:00

Department:	Emergency Management, EMS, Fire Services- Summary	Cost Center:	
Function:	Public Safety	Fund:	

Mission Statement

The Fayette County Department of Fire and Emergency Services is dedicated to the protection of Life, Property and the Environment through the delivery of Quality, Cost Effective and Professional Services to the citizens of Fayette County. The department is composed of Emergency Management, Emergency Medical Services and Fire Services.

Major Department Functions

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

Major Goals

- ◊ Construction of Fire Station 4 on McElroy Rd. Site
- ◊ Major training initiative for SCBA roll-out
- ◊ Update of Master Plan outlining the future needs of the department
- ◊ Develop plans for training facility

WORKLOAD INDICATORS	2014 Actual	2015 Actual	2016 Actual	2017 Actual
Fires	226	157	202	178
Service calls	677	617	765	778
Good intent calls	614	557	551	577
Inspections	1,190	1,340	1,174	1,387
Pre-plans completed	1,309	1,164	1,094	1,180
Hydrants serviced	4,117	4,180	4,185	4,205
Investigations	32	32	28	37
Safety programs	104	111	111	93
Rescue/medical incidents	6,311	6,667	6,915	6,883
Fire loss	\$3,045,350	\$3,218,465	\$2,531,500	\$1,591,250

Department:	Emergency Management, EMS, Fire Services- Summary	Cost Center:	
Function:	Public Safety	Fund:	

PERFORMANCE MEASURES	2014 Actual	2015 Actual	2016 Actual	2017 Estimate
Avg response time - Fire units	5:16	5:18	5:44	5:19
NFPA standard	6:00	6:00	6:00	6:00
Avg response time - Ambulance	5:55	6:13	6:05	6:13
NFPA standard	9:20	9:20	9:20	9:20
Cardiac survival rate - Fayette County	18%	25%	24%	17%
Cardiac survival rate - National	11%	11%	12%	12%

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

Major Department Functions

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

Significant Expenditure and Staffing Changes

- ◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 236,530	\$ 247,313	\$ 253,099	\$ 253,541
Operating	57,273	55,193	48,002	44,745
Capital Outlay	15,638	4,900	2,781	6,815
Total Appropriations	\$ 309,441	\$ 307,406	\$ 303,882	\$ 305,101

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	3.000	3.000	3.000	3.000

Department:	Emergency Medical Services (EMS)	Cost Center:	27230600
Function:	Public Safety	Fund:	Special Rev

Major Department Functions

Under the umbrella of Fire and Emergency Services and funded in the Emergency Medical Services Special Revenue Fund.

Significant Expenditure and Staffing Changes

- ◊ Two new FF / EMT - Training positions added

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 2,378,677	\$ 2,441,412	\$ 2,527,281	\$ 2,630,122
Operating	477,527	538,052	504,326	511,555
Capital Outlay	27,229	8,160	22,122	23,310
Interfund Charges	129,709	127,622	127,622	123,058
Operating Transfers Out	-	-	-	-
Other Cost	-	50,424	-	39,642
Total Appropriations	\$ 3,013,141	\$ 3,165,670	\$ 3,181,351	\$ 3,327,687
 PERSONNEL - (FTE)				
Total Personnel	37.00	37.00	37.00	39.00

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

Major Department Functions

Under the umbrella of Fire and Emergency Services and funded in the Fire Services Special Revenue Fund.

Significant Expenditure and Staffing Changes

- ◊ Four new FF / EMT - Training positions added

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 7,524,157	\$ 7,525,015	\$ 7,840,911	\$ 7,907,467
Operating	611,048	662,662	729,829	674,917
Capital Outlay	20,430	22,432	11,639	90,736
Interfund Charges	365,537	384,842	384,842	421,970
Other Cost	-	156,509	-	120,238
Total Appropriations	\$ 8,521,172	\$ 8,751,460	\$ 8,967,221	\$ 9,215,328

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	105.00	105.00	105.00	109.00

Department:	Jail Surcharge	Cost Center:	21630355
Function:	Public Safety	Fund:	Special Rev

Major Department Functions

- ◊ Accumulate sufficient funds from a surcharge on fines and forfeitures collected by the cities and the County courts to provide funding to offset the cost of prisoners meals.

Significant Expenditure Changes

- ◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Prisoners Medical Expenses	\$ -	\$ -	\$ -	\$ -
Prisoners Meals	426,321	432,000	412,663	431,000
Total Appropriations	\$ 426,321	\$ 432,000	\$ 412,663	\$ 431,000

WORKLOAD INDICATORS	2012 Actual	2013 Actual	2014 Actual	2015 Actual
Inmates - Average daily population	272	259	285	268
Inmates - Average length of stay in days	27.49	19.08	16.44	15.84

Department:	Public Safety- Non Departmental	Cost Center:	10030090
Function:	Public Safety	Fund:	General

Major Department Functions

This is a cost center used to account for expenditures that are not allocated to individual Public Safety

Significant Expenditure Changes

- ◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ -	\$ -	\$ -	\$ -
Operating	936,923	938,835	953,746	915,530
Capital Outlay	-	-	-	-
Total Appropriations	\$ 936,923	\$ 938,835	\$ 953,746	\$ 915,530

Department:	Sheriff's Office All Divisions	Cost Center:	10030xxx
Function:	Public Safety	Fund:	General

Mission Statement

The Fayette County Sheriff's Office is a professional, full-service Law Enforcement agency dedicated to serving the needs of the citizens of Fayette County. The Sheriff's Office is composed of the following divisions: Support Services, Criminal Investigations, Field Operations, and Jail Operations.

BUDGET SUMMARY - ALL DIVISIONS	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 15,154,747	\$ 15,119,081	\$ 15,196,855	\$ 15,671,938
Operating	2,728,553	2,794,431	3,159,473	2,870,167
Capital Outlay	76,391	39,105	148,443	46,651
Total Appropriations	\$ 17,959,690	\$ 17,952,617	\$ 18,504,771	\$ 18,588,756

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Support Services	25.600	25.600	25.600	25.600
Criminal Investigations	33.000	33.000	45.000	44.000
Field Operations	76.000	76.000	64.000	64.000
Jail Operations	93.000	93.000	93.000	96.000
Total Personnel	227.600	227.600	227.600	229.600

Department:	Sheriff's Office- Support Services	Cost Center:	10030310
Function:	Public Safety	Fund:	General

Mission Statement

To provide the highest level of service to the Sheriff, the staff of the Office of the Sheriff, and the citizens of Fayette County. This Division will always conduct business in a professional and timely manner in order to meet the needs of the citizens of Fayette County and the legal obligations imposed by the State of Georgia and the United States Government.

Major Goals

- ◊ Assist the citizens of Fayette County by providing them with the highest level of service.
- ◊ Ascertain through research and training, how to best improve the assistance provided to the Sheriff and the other Divisions of the Sheriff's Office.
- ◊ Fully utilize updated software to accurately and efficiently provide Sheriff's Office staff, as well as other agencies, with reports, statistics and other pertinent information.
- ◊ Continue to provide to the citizens of Fayette County quality assistance with background checks for individuals, employers and various non-profit organizations within the County.
- ◊ Decisively meet the challenges of maintaining a balanced budget and assuring the citizens that their tax monies are being well spent.
- ◊ Professionally meet all legal obligations required of the Sheriff's Office as legislated by the State of Georgia and the United States Government.

Significant Expenditure and Staffing Changes

- ◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 1,872,400	\$ 1,879,924	\$ 1,954,340	\$ 1,983,556
Operating	283,762	425,945	485,204	419,588
Capital Outlay	3,023	2,260	106,160	2,260
Total Appropriations	\$ 2,159,185	\$ 2,308,129	\$ 2,545,703	\$ 2,405,404

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	25.600	25.600	25.600	25.600

Department:	Sheriff's Office- Support Services	Cost Center:	10030310
Function:	Public Safety	Fund:	General

WORKLOAD INDICATORS - SUPPORT SERVICES	2014 Actual	2015 Actual	2016 Actual	2017 Actual
Accident Reports Processed	1,428	1,607	1,741	1,655
Traffic Citations Processed	6,665	6,169	5,835	6,395
Traffic Warnings Processed	4,253	3,167	2,325	2,511
Incident Reports	4,203	4,027	3,635	3,570
Civil Papers>Returns processed	2,469	2,236	2,414	2,604
Criminal Histories Processed	7,791	8,539	8,882	9,031
GCIC Entries	71,842	91,032	104,722	105,912
Employee Status Changes Processed	765	784	890	894
Employees Tested (P-1 for Detention Officers)	22	-	19	17
Employees Tested (Corporal/Sergeant Promotions)	22	11	36	35
Workers Compensation Cases Processed	18	46	47	25
FMLA Benefits Processed	3	4	5	3
Applicants Processed	321	398	382	295
Applicants Tested	163	114	70	127
Applicants Interviewed	102	141	123	119
Applicant Voice Stress Exams	86	123	107	100
Applicant Psychological Exams	44	44	46	52
Applicant Sports Physical Exams	33	50	46	48
Training Applications Processed	3,618	4,040	4,461	3,464
Federal Training Requests Processed	63	66	43	86
Total Training Hours (FCSO Employees)	19,569	16,000	13,948	13,644
Open Records Requests Processed	193	241	392	561
Restricted Records Processed	514	575	766	827

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

Mission Statement

To serve all people within our jurisdiction with respect, fairness and compassion. We are committed to the protection of life and property. We will enforce county, state, and federal laws in a fair and impartial manner. We will strive to improve the quality of life in our county by seeking the truth, while protecting the individual rights of each of our citizens, and maintaining respect for human dignity. We will combat crime by conducting prompt and diligent investigations. We strive to use all technological resources combined with traditional investigative methods to solve crimes, arrest suspects and their accomplices, locate fugitives and missing persons as well as recovering stolen property.

Major Department Functions

- ◊ Provide intensive follow-up investigations to criminal cases, which are not resolved during the initial response to the call for service.
- ◊ Provide extra support to the Field Operations Division when necessary for perimeter containment.
- ◊ To conduct detailed investigations into the flow of illegal drugs into Fayette County and to successfully prosecute the distributors, manufacturers and users of these drugs.
- ◊ To conduct the following investigations: Crimes Against the Person (Violent), Drug or Drug related Crimes, Property Crimes, White Collar Crimes, Internal Affairs, and the Identification and Recovery of Evidence.
- ◊ To serve Warrants for Arrest as well as execute Search and Seizure Warrants.
- ◊ To maintain the Sex Offender registry of Fayette County which entails updating the Offender Watch Website, posting the list in the Sheriff's Office, other main government buildings as well as providing the complete list to every school (both public and private) in Fayette County.
- ◊ To support the activities of all other Divisions of the Sheriff's Office to provide the citizens of the county with instructions as to crime prevention and assisting in Neighborhood Watch programs.
- ◊ To maintain complete thorough records of evidence both physical and photographic to be used in the prosecution of cases.
- ◊ To provide the citizens of Fayette County and other Law Enforcement Agencies or Divisions with specialized support units such as the Crime Scene Unit, the Tactical Narcotics Team (TNT), Special Weapons and Tactics Unit (SWAT), Crisis Negotiations Unit, Internal Affairs Unit, Aviation Unit, Customs/Homeland Security investigations, fugitive investigations conducted by the Southeast Regional Fugitive Task Force, and in participation with the David Wilhelm Organized Crime Drug Enforcement Task Force (OCDETF) program and the newly formed Atlanta Tactical Diversion Task Force (ATDTF).

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

Major Goals

- ◊ To maintain the current low crime rate enjoyed by the Citizens of Fayette County.
- ◊ Through training and by working closely with other local, state and federal agencies to continue the proactive fight against illegal narcotics flowing into, being distributed to, being manufactured by and used by citizens of Fayette County.
- ◊ To thoroughly work investigations of crimes committed against Juveniles and crimes committed by Juveniles. Juvenile investigations will continue to be conducted with compassion and fairness for all parties involved.
- ◊ The Juvenile Investigators will continue to maintain the Sex Offender Registry and ensure that all Sex Offenders are compliant with the law.
- ◊ Update the Automated Fingerprinting Information System (AFIS) to conduct criminal history checks through both, the Georgia Bureau of Investigations (GBI) and the FBI databases.
- ◊ The Crime Scene Unit will also continue with its goal to arm every parent of Fayette County with the tools and information needed to identify their child in case of an emergency.
- ◊ To receive the most up to date specialized training for investigations within the rapidly changing crimes committed through the Internet, of identity theft and financial fraud.
- ◊ To continue the acquisition of the best and most up to date data bases that provide investigators with the most accurate information available.
- ◊ To compile the most accurate and thorough inventory of items utilized by the Sheriff's Office. To establish a working schedule for coordinating the accounting of inventory between the Sheriff's Office and Fayette County.
- ◊ To provide the citizens of Fayette County with the highest level of community oriented law enforcement.
- ◊ To continue the use of computer based programs such as Nixle and Offender Watch.

Significant Expenditure and Staffing Changes

- ◊ 3 positions were transferred to Jail Operations and 2 new Youth Services Officer - Investigator positions added

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 3,044,166	\$ 3,329,164	\$ 3,194,702	\$ 3,300,523
Operating	248,666	275,072	244,734	288,532
Capital Outlay	18,308	8,165	7,569	6,849
Total Appropriations	\$ 3,311,140	\$ 3,612,401	\$ 3,447,005	\$ 3,595,904

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	33.000	33.000	45.000	44.000

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

WORKLOAD INDICATORS	2014 Actual	2015 Actual	2016 Actual	2017 Actual
Criminal Investigations				
General Investigations/Murder, Burglary, Theft & Fraud	1,146	917	856	667
Juvenile Investigations	83	81	47	23
Department of Family & Children Services - Referrals	611	572	600	209
Arrests	112	142	115	110
Consent Searches	90	177	97	141
Search Warrants Executed	81	113	219	156
Internal Affair Investigations	69	67	51	47
Raffle permits	28	24	25	19
Crime Scene Unit				
Persons Fingerprinted	2,862	3,093	3,239	2,557
Crime Scenes Processed -				
Accidents	37	38	30	32
Crimes against persons	92	87	62	97
Crimes against property	248	166	136	161
Miscellaneous scenes	-	-	-	4
AFIS runs	14	35	30	31
GCIC validations	601	530	487	515
Evidence Handling and Testing				
Items processed in-house	70	725	60	121
Marijuana tested	627	868	832	411
Items processed into evidence	2,000	2,557	2,494	2,497
Items transferred to GBI Crime Laboratory	225	328	300	302
Items of evidence destroyed	5,000	3,215	4,500	5,789
Assisting other Agencies	25	25	8	14
Special Operations *				
Crime Suppression				
Incident Reports	-	-	90	132
Arrests	-	-	17	81
Search Warrants	-	-	4	8
Consent Searches	-	-	1	12
Various Pills (du)	-	-	60	89
Marijuana, Cocaine, Methamphetamine, Heroine (lbs)	-	-	8	57
Public Drug Complaints Received	-	-	-	17
Warrant Section				
Agency Criminal Arrest Warrants issued	-	-	4,330	4,076
Arrests on Warrants	-	-	869	522
Service Attempts	-	-	615	613
Medical Transports	-	-	61	38
Court Ordered Apprehensions	-	-	3	11
Juvenile Transports	-	-	11	22
Mental Subject Transports	-	-	56	27
Interstate Extraditions	-	-	257	311
Interstate Extraditions (over 50 miles)	-	-	169	151
SERFTF (South East Regional Fugitive Task Force)				
Arrests for Agent assigned	-	-	204	183

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

WORKLOAD INDICATORS (con't)	2014 Actual	2015 Actual	2016 Actual	2017 Actual
Customs/Homeland Security Investigations (ICE)				
Investigations - which includes cases of National Security/terrorism, money laundering, and smuggling	-	60	72	70
SWAT Team				
Call Outs	7	4	6	8
Specialized training hours	314	504	192	192
Crisis Negotiations Unit				
Call Outs	2	1	1	1
Specialized training hours	26	12	24	24

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

Mission Statement

The mission of the Fayette County Sheriff's Office, Field Operations Division, is to provide the highest level of safety, service, and security for the people of Fayette County. We ensure that sense of safety, service, and security by embracing the tradition of law enforcement community involvement. Our commitment to the community is evidenced by our personnel being active in not only enforcement measures, but proactive on non-enforcement measures as well.

Major Goals and Objectives

- ◊ **Prevent Loss of Life, Injuries, and Property Damage** - to minimize the loss of life, personal injury, and property damage resulting from criminal activity and traffic crashes through proactive enforcement, education, and a comprehensive system of problem solving.
- ◊ **Fair and Impartial Enforcement of the Law** - to enforce the provisions of the Official Code of Georgia and other laws and ordinances to prevent and deter crime.
- ◊ **Maximize Service to the Public and Assistance to Allied Agencies** - to maximize service to the public in need of aid or information, and to assist other public agencies when appropriate.
- ◊ **Manage Traffic and Emergency Incidents** - to promote the safe and efficient movement of people and goods throughout Fayette County, and to minimize exposure of the public to unsafe conditions resulting from emergency incidents and highway impediments.
- ◊ **Protect Public and County Property** - to protect the public, their property, Fayette County employees, and Fayette County's infrastructure. To collaborate with municipal, county, state, and federal public safety agencies to protect Fayette County.
- ◊ **Improve Fiscal Efficiency** - continue to work toward improving monitoring and assessment of fiscal expenditures with additional emphasis on conservative spending.
- ◊ **Improve Divisional Efficiency** - to continuously look for ways to increase the efficiency and/or effectiveness of the Field Operations Division.
- ◊ **Improve Individual Efficiency** - to evaluate personnel and personnel schedules to obtain maximum utilization of our human resources to meet identified needs.
- ◊ **Maintain proactive posture and flexibility** - to evaluate operational strategies concerning our areas of responsibility to ensure that we maintain a proactive response posture and can confront the changing needs of our community.
- ◊ **Maintain and Expand Partnerships and Collaborative Efforts** - to evaluate and maintain partnerships and collaborative efforts that assist us in accomplishing our mission and addressing issues and concerns.
- ◊ **Conduct Judicial Security Review** - conduct a comprehensive review of the Fayette County Justice Center Security Plan and develop an implementation plan to address any deficiencies.

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

Significant Expenditure and Staffing Changes

◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 5,036,374	\$ 4,579,205	\$ 4,611,307	\$ 4,806,970
Operating	701,389	564,846	701,467	\$ 537,017
Capital Outlay	24,109	8,475	22,299	\$ 28,631
Total Appropriations	\$ 5,761,872	\$ 5,152,526	\$ 5,335,073	\$ 5,372,618

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	76.000	76.000	64.000	64.000

WORKLOAD INDICATORS	2014 Actual	2015 Actual	2016 Actual	2017 Actual
Dispatched calls for service	21,356	21,212	19,352	18,747
Traffic stops initiated	17,452	16,847	13,564	14,036
Deputy initiated incidents	14,174	10,692	11,419	8,411
Traffic accidents worked	1,428	1,541	1,741	1,653
Citations issued	6,665	6,169	5,835	6,166
Warnings issued	4,253	3,167	2,325	2,511
Incident reports written	4,203	4,027	3,637	3,571
Impounds (not MVA's)	863	1,176	1,693	799
Civil papers served/returned	2,469	2,274	2,425	2,690
Mailed Subpoenas	4,462	3,567	4,081	4,127
Hand Served Subpoenas	6,051	6,367	6,546	7,575
Visitors screened through the courthouse entrance	132,682	138,437	135,685	136,883
Parcels Scanned	n/a	77,422	106,555	106,524
Court Sessions Held-All Courts	1,317	1,363	1,437	1,379
Firearms Fingerprinting	2,227	2,464	2,583	1,869
Juvenile transports	117	142	116	90

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

Mission Statement

The mission of the Fayette County Jail is to safely and securely confine, in a manner which recognizes individual dignity and rights, persons lawfully charged with a criminal offense, pending formal release from custody.

The Jail is operated under the direction of the Sheriff of Fayette County, in accordance with the collective best interest of the County's taxpayers. The Jail is a full-service detention facility that houses inmates arrested by any law enforcement agency in Fayette County. In addition to housing local inmates, the Jail accepts individuals wanted by other county and state law enforcement agencies.

The primary function of the Jail is to confine inmates for the communities of Fayette County, including both male and female, pretrial and sentenced inmates. The philosophy of the Jail is to ensure that inmates leave the facility no worse physically, emotionally, or psychologically than when they entered. Inmates will be housed in a humane, dignified and constitutional manner until promptly adjudicated or released. Inmates will not be subject to the infliction of punishment other than loss of freedom.

Supervision consistent with the applicable Georgia Sheriff's Association and the American Correctional Association standards will be provided. The Jail will maintain a high degree of staff professionalism through training and education.

Major Goals and Objectives

It is the intention of the Jail Division to provide a safe and secure jail facility/environment for both inmates, pre-trial and sentenced, and Jail staff. We currently have ninety-six (96) approved staff positions, which include administrative staff, supervisors, line officers (Detention Officers and Deputy Sheriffs).

To that end, our goal is to maintain this facility to the highest degree with adequate staff requesting additional staff only when absolutely necessary, so as to lessen the impact on Fayette County taxpayers for each fiscal year.

Significant Expenditure and Staffing Changes

- ◊ 3 positions transferred from Criminal Investigations

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 5,201,807	\$ 5,330,788	\$ 5,436,507	\$ 5,580,889
Operating	1,494,736	1,528,568	1,728,068	\$ 1,625,030
Capital Outlay	30,951	20,205	12,416	\$ 8,911
Total Appropriations	\$ 6,727,494	\$ 6,879,561	\$ 7,176,990	\$ 7,214,830

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

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	93.000	93.000	93.000	96.000

WORKLOAD INDICATORS	2014 Actual	2015 Actual	2016 Actual	2017 Actual
Inmates Admitted	5,657	6,233	6,393	5,633
Average Daily Inmate Population	285	268	293	290
Inmates - Average length of stay in days	16.44	15.84	16.95	18.85
Releases	5,565	6,070	6,192	5,594

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

Mission Statement

The mission of the Fleet Maintenance Department is to ensure that the County's fleet of equipment, vehicles, and small engines are maintained in a safe and dependable working condition using a preventive maintenance program, environmentally-sustainable practices and cost-efficient operations.

Major Department Functions

- ◊ Provide preventive maintenance and repair services for County vehicles and equipment.
- ◊ Maintain inventory for fueling facilities at Public Works and the Sheriff's Office.
- ◊ Ensure that the County is in compliance with applicable regulations as related to Fleet operations.

Major Goals and Objectives

- ◊ Manage the County's Fleet of vehicles and equipment in an efficient and cost-effective manner by providing an aggressive preventive maintenance program.
- ◊ Strive to develop new methods and strategies that lower overall operating cost of the Fleet.
- ◊ Reduce vehicle/equipment downtime through annual bid contracts for the procurement of certain items, parts and inventory that would otherwise require competitive bidding.
- ◊ Continue call back procedures to notify departments/customers when maintenance/repairs are complete on vehicles/equipment.
- ◊ In conjunction with processing invoices and monthly reports in a timely manner, continue monitoring inventory control measures to ensure parts are properly accounted for on each vehicle and/or equipment repair.
- ◊ Reorganize and relocate parts room when Road Department completes installation of classroom trailers being acquired from Board of Education.
- ◊ Continue to provide training opportunities for Fleet maintenance personnel including job specific safety training.
- ◊ Continue utilization of the GovDeals web site for disposal of unserviceable assets.
- ◊ As County Wide Safety Director, continue to ensure safe and proficient utilization of County Vehicles and Equipment.
- ◊ Implement MUNIS Risk Management software module and build on record keeping improvements, including Defensive Driving Course records and processing MVR's (Motor Vehicle Reports).
- ◊ Implement customer service survey program for work performed on vehicles and equipment.
- ◊ Implement recycling program to help offset expenses related to the purchase of tools and equipment for shop. (David Camp)
- ◊ Install security cameras at Public Works Facility.

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

Significant Expenditure and Staffing Changes

◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 615,786	\$ 547,622	\$ 469,601	\$ 552,082
Operating	46,589	59,215	56,447	\$ 65,424
Capital Outlay	4,789	15,500	10,400	2,200
Total Appropriations	\$ 667,164	\$ 622,337	\$ 536,448	\$ 619,706

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	9.00	9.00	9.00	9.00

WORKLOAD MEASURES	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual
Total vehicles serviced	387	399	406	562

RESULTS MEASURES	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual
Maintenance & Repair Cost per Mile	\$ 0.110	\$ 0.160	\$ 0.150	\$ 0.150
Fuel Operating Cost per Mile	\$ 0.160	\$ 0.120	\$ 0.120	\$ 0.140

PRODUCTIVITY MEASURES	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimate
Number of Work Orders Processed	2,207	2,332	2,141	2,049

Department:	Public Works Administration	Cost Center:	10040100
Function:	Public Works	Fund:	General

Mission Statement

The mission of Public Works is to assist in the management, coordination and long-term planning and budgeting of the Road, Fleet Maintenance, Environmental Management, Solid Waste, Building and Grounds, and Engineering departments. These Departments shall operate efficiently and in a manner than serves the existing and future needs of our citizens and other County Departments.

Major Department Functions

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

- ◊ Coordinate operations of various Public Work Departments with other organizations and County departments.

Major Goals and Objectives

- ◊ Complete the 2017 SPLOST Federal-aid corridor studies for Sandy Creek Road, Tyrone/Palmetto Road, SR 279 and Banks Road.
- ◊ Complete the Comprehensive Transportation Plan, Master Path Plan and SR74 Corridor Studies.
- ◊ Improve and standardize project reporting to the BOC and citizens.

Significant Expenditure and Staffing Changes

- ◊ 1 new Engineering Technician position added

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 132,383	\$ 131,742	\$ 138,119	\$ 194,364
Operating	9,219	20,664	8,520	\$ 20,773
Capital Outlay	3,500	1,000	-	\$ 1,110
Total Appropriations	\$ 145,102	\$ 153,406	\$ 146,639	\$ 216,247

Department:	Public Works Administration	Cost Center:	10040100
Function:	Public Works	Fund:	General

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	1.000	1.000	1.000	2.000

WORKLOAD INDICATORS	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
# of Public Works Division employees being supervised*	46.000	46.000	48.000	48.000

*Administrative function of Road, Engineering, and Fleet Maintenance departments.

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

Mission Statement

Fayette County Road Department is dedicated to providing the best service at the lowest cost to the taxpayers making every effort to maximize the efficient, effective use of our resources in the support, maintenance and upkeep of the County's road infrastructure, while recognizing that our employees are our most valuable asset.

Major Department Functions

Maintenance: asphalt resurfacing, patching, potholes and pavement preservation; grass cutting roadside right-of way (State Routes and County Roads), dirt road scraping and dust control, traffic road signage; trees and limbs in the roadside right-of-way; trash debris and dead large animals on the roadside right-of-way; bridge maintenance and repairs; sidewalk, curb and gutter and concrete repairs; approved drainage maintenance repairs; roadside ditch maintenance and shoulder drop-offs; roadway striping and raised pavement markers; landfill maintenance; Stormwater pipe replacements.

Construction: intersection improvements, safety improvements to existing roads; grading (dirt moving) projects

Inspections: residential development road inspections

Major Goals and Objectives

- ◊ Ensure Fayette County citizens perceive Road Department employees as hard working staff that they are proud to support.
- ◊ Reach a goal of resurfacing 25 miles of County roads and be able to resurface another five miles of City/Town Roads.
- ◊ Continue to expand pavement preservation to reduce the overall cost of resurfacing maintenance.
- ◊ Improve the right-of-way maintenance of State Routes so the citizens are aware of the County/City lines by appearance of the right-of-way.
- ◊ Continuation of replacing failing Category III drainage pipe through the 2017 SPLOST program.
- ◊ Increase the amount of pro-active maintenance work being performed throughout the County.
- ◊ Increase staff knowledge and retention through expanded training opportunities.

Significant Expenditure and Staffing Changes

- ◊ No significant changes

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

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 2,122,877	\$ 1,960,200	\$ 1,940,489	\$ 2,117,772
Operating	3,313,980	3,080,140	3,270,060	\$ 3,876,638
Capital Outlay	14,650	44,579	29,674	\$ 10,467
Total Appropriations	\$ 5,451,507	\$ 5,084,919	\$ 5,240,223	\$ 6,004,877

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	34.000	34.000	36.000	36.000

WORKLOAD INDICATORS	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate
Resurfacing roads (miles)	530	520	522	559

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

Mission Statement

The Solid Waste Department provides County citizens with a reliable, cost-competitive, and environmentally compliant option for disposing and/or recycling residential solid waste and yard waste. This service is provided through an enterprise fund and thus operating costs are paid by fees collected at the County's Transfer Station.

Major Goals

- ◊ Dead animal buzzard proofing
- ◊ Storage area security upgrade to house gator and other equipment
- ◊ Replace rotary cutter on New Holland Bush Hog

Significant Expenditure and Staffing Changes

- ◊ Solid Waste has several projects planned to improve the existing structures. Enclosure of the existing metal shed to house the Gator, fencing to keep the wildlife away from the animal carcasses and maintenance to the Yard Waste Office.
- ◊ Installing thermal disconnect on all pump motors. Pumps have been installed to comply with EPD Groundwater and Methane Requirements. Correctly functioning pumps help maintain compliance.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 46,148	\$ 50,885	\$ 51,930	\$ 53,175
Operating	93,528	139,411	135,054	\$ 134,939
Capital Outlay	-	16,100	-	6,408
Depreciation & Amortization	15,076	-	16,044	
Interfund Charges	2,781	2,953	2,953	7,984
Other Cost	-	1,091	-	831
Operating Transfers Out	-	-	-	-
Total Appropriations	\$ 157,534	\$ 210,440	\$ 205,980	\$ 203,337

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	1.00	1.00	1.00	1.00

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

WORKLOAD INDICATORS	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 YTD
Solid Waste Tons received	30,694	34,173	39,874	16,710
Residential Yard Waste	7,207	7,619	7,606	5,262
Waste Management Payments	\$ 66,733	\$ 70,011	\$ 75,350	\$ 43,425

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

Mission Statement

The Fayette County Environmental Management Department is charged to protect public health and safety and the environment by providing fair and consistent implementation of the applicable County, State and Federal regulations. Environmental Management strives to improve Fayette County through careful supervision of these concerns and analyzing the future impacts of current decisions.

Major Goals and Objectives

- ◊ Implement SPLOST 2017-Renovate office to accommodate additional staff. Enable SPLOST Staff to effectively and efficiently utilize SPLOST dollars to execute repair on voter approved projects.
- ◊ Implement Bluebeam Pan Review to expedite Development Opportunities

Significant Expenditure and Staffing Changes

- ◊ Environmental Management is requesting a Ford Escape for the SPLOST Project Manager.
- ◊ Environmental Management purchased a pole camera to inspect Stormwater pipes. We are purchasing the Quickview airPack to perform (wireless) zoom assessment while in the field on the iPads.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 447,828	\$ 416,018	\$ 415,599	\$ 433,152
Operating	39,462	94,722	49,576	66,558
Capital Outlay	270	15,277	8,241	7,250
Deprec & Amort			-	
Total Appropriations	\$ 487,560	\$ 526,017	\$ 473,416	\$ 506,960

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	7.00	7.00	8.00	8.00

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

WORKLOAD INDICATORS*	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 YTD
Plan Review				
<u>Initial Review / Resubmittal</u>				
Preliminary Plats	1/3	3/5	1/3	2/7
Final Plats	12/27	28/26	29/36	6/5
Non-Residential Site Plans	10/1	9/10	6/7	5/6
Subdivision Construction Plans	3/7	2/4	2/6	1/1
Erosion Control Plans	31	35	57	42
Hydrology Studies	10	5	2	3
Rezoning Requests / Zoning Appeals	19	26	30	27
Annexation Requests	6	4	6	5
Land Disturbance Permits	238	215	216	126
Stormwater Inspections	30	20	22	13
Field Inspectors				
Customer Service Requests	284	434	247	116
E&SC Inspections	2277	1259	1282	799
Notice of Violations	96	12	21	3
Stop Work Orders	40	18	36	6
Preconstruction meetings	9	2	8	4
Final Inspections	4	2		
Effectiveness Measures*				
Disturbed Area Approved	111.70	126.20	166.20	23.90
Linear Feet of New Road	4,315	6,212	12,375	

*Include indicators and measures for both Environmental Management in the General Fund and Stormwater in the 508 Stormwater utility fund.

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

Mission Statement

The Fayette County Stormwater Utility is an enterprise fund. Staff is charged with equitably assessing fees and allocating the revenues to repair, replace, and upgrade drainage systems.

Significant Expenditure and Staffing Changes

◊ Fayette County passed a SPLOST on March 21, 2017 to fund over \$23,000,000 worth of Stormwater Infrastructure Projects. With the passage of the 2017 SPLOST, the Board of Commissioners approved to repeal the Stormwater Utility. In FY 2018, the Stormwater Management fund was closed and funds were moved to the 2017 SPLOST fund.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ (4,873)	\$ -	\$ -	\$ -
Operating	29,748	25,000	6,431	-
Capital Outlay	-	-	-	-
Deprec & Amort	11,479	-	-	-
Interfund Charges	10,786	-	-	-
Other Costs	10,515	-	-	-
Debt Services	-	-	268,682	-
Other Financing Uses	1,791,266	-	979,004	-
Total Appropriations	\$ 1,848,921	\$ 25,000	\$ 1,254,117	\$ -

WORKLOAD INDICATORS	2014 Actual	2015 Actual	2016 Actual	2017 Actual
Category I - Flooding & Safety	5 / 0	5/0	5/3	5/3
Category II, Tier I - Infrastructure Preservation - Immediate	16 / 0	16/0	16/0	16/0
Category II, Tier II - Infrastructure Preservation - Soon	34 / 0	34/0	34/0	34/0
Category III - Infrastructure Preservation less than \$20,000	125 / 0	125/0	125 / 0	125 / 0
General Work Orders	102 / 62	93/15	55/2	55/2
Replacement or rehabilitation of Stormwater Drainage	5/0	5/3	18/10	4/4
Amount Originally Billed/Amount Collected to Date	609,436 / 557,376	607,770 / 545,091	609,859 / 503,307	625,626 / 486,492

Department:	Street Lights	Cost Center:	27140200
Function:	Public Works	Fund:	General

Mission Statement

The mission of the Fayette County Street Light program is to illuminate the streets of participating subdivisions in accordance with standards of the American National Standard for Roadway Lighting.

Major Goals

Review existing program and revise as needed to prevent any funding requirements from the General Fund. Conduct a cost benefit analysis moving toward a 20% administration fee, prepayment of first year's fee, and a \$100 application/change fee.

Significant Expenditure and Staffing Changes

- ◊ No significant changes.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ -	\$ -	\$ -	\$ -
Operating	315,103	331,152	318,495	\$ 329,309
Capital Outlay	-	-	220	2,000
Interfund Charges	5,823	5,609	5,609	4,692
Other Financing Use	-	-	-	-
Total	\$ 320,926	\$ 336,761	\$ 324,324	\$ 336,001

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

Mission Statement

Our mission is to reliably provide cost-effective customer-focused services in a manner that protects public health and safety. We will provide high quality drinking water services that exceed all regulatory requirements in a way that protects the quality of life as our water resources flow through Fayette County.

Major Goals

- ◊ Focus on finalizing the current improvements to the Crosstown filters and controls
- ◊ Complete the installation and start-up of the Purate Chlorine Dioxide
- ◊ Installation of buoys around all Water Treatment structures and dams in reservoirs
- ◊ Install Auto Flushers to enhance overall system water quality
- ◊ Install cameras and LED lighting at all plants, admin offices, and pump stations
- ◊ Remodel Crosstown Water plant to expand laboratory and create training room
- ◊ Update SCADA system.
- ◊ Install raw water flow meters
- ◊ Implement new Water Conservation program

Significant Expenditure and Staffing Changes

- ◊ 1 new full time Engineer position added

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 3,775,051	\$ 4,181,273	\$ 4,093,425	\$ 4,421,953
Operating Expenses	4,221,664	4,356,108	3,909,378	\$ 4,787,978
Capital Outlays	35,479	418,924	41,339	\$ 381,459
Depreciation/Amortization	5,602,033	-	5,857,579	-
Other Costs	21,021	85,982	2,034,879	68,027
Debt Service	1,621,013	5,420,994	1,467,430	\$ 5,294,975
Interfund Charges	604,728	1,223,219	620,418	2,008,827
Other Financing Uses	-	2,646,000	-	\$ 2,470,000
Total Appropriations	\$ 15,880,990	\$ 18,332,500	\$ 18,024,447	\$ 19,433,219

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	66.000	66.000	69.000	70.000

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

WORKLOAD INDICATORS	FY 2014 Actual	FY 2015 Actual	FY 2016 Estimate	FY 2017 Projected
Water production (Avg. in MGD)	8.3	8.8	9.3	10.3
Meter sales	121	296	310	330
Active services	27,881	28,002	28,102	28,152
Non-revenue water - water loss (%)	9.0%	4.5%	3.0%	11.0%
Misread Meters (Calendar year)	4	4	3	2

Department:	Department of Family and Children	Cost Center:	10050512
Function:	Health and Welfare	Fund:	General

Major Functions

Outside agency partially funded by Fayette County.

- ◊ The Department of Family and Children Services (DFCS) offers financial assistance and social services to protect children and strengthen families in the County.
- ◊ Their mission is to help individuals become as independent and productive as possible while enabling them to retain a sense of dignity and a decent quality of life by helping themselves.

Significant Expenditure Changes

- ◊ No significant expenditures changes.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Technical Services	\$ -	\$ -	\$ -	\$ -
DFCS Services	\$ 39,325	\$ 39,325	\$ 39,325	\$ 39,325
Total Appropriations	\$ 39,325	\$ 39,325	\$ 39,325	\$ 39,325

WORKLOAD INDICATORS	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual
Food Stamp Recipients - per month	7,291	7,291	7,307	6,933
Temporary Assistance for Needy Families (TANF) - benefits issued	131,669	\$ 131,669	\$ 111,377	\$ 127,694
Medicaid Recipients - annual	3,023	3,023	3,399	3,532
Children in Child Care - per month	434	434	427	350
Abuse/Neglect Investigations	572	572	571	572
Foster Care Placements	36	36	19	21

Department:	Fayette Community Options	Cost Center:	10050514
Function:	Health and Welfare	Fund:	General

Mission Statement

Outside agency partially funded by Fayette County.

The mission of McIntosh Trail CSB (Fayette Community Options) is to offer individuals experiencing symptoms associated with mental illness, addictive disease and/or developmental disability the hope for optimal functioning by providing quality behavioral health services and support.

Major Functions

McIntosh Trail CBS (Fayette Community Options) offers services for individuals with developmental disabilities and their families in Fayette County. Services are authorized through the regional board and are based on the service descriptions identified through the NOW and COMP waivers. Individualized budgets and service plans are developed with the service coordinator, the individual and family and may include an array of services. Services provided through McIntosh Trail CSB (Fayette Community Options) include:

- ◊ **Community Access** - designed to assist individuals in acquiring, retaining or improving self-help, socialization and adaptive skills required for active participation and independent functioning outside of the home setting.
- ◊ **Supported Employment** - provides support and services to individuals engaged in competitive employment.

Major Goals

- ◊ To continue to increase the number of individuals served from 26 to 40 individuals under the Community Access and Supported Employment Service.
- ◊ To provide services which support individuals to: express their choices; direct their services; expand upon the wants and needs of individuals we serve.
- ◊ To encourage and build on existing social networks and sources of support and result in increased interdependence, contribution and inclusion in community life.
- ◊ To continue to interact with and be involved in the Individual Education Planning, Transitional Meetings, Transitional Fairs in providing information to families and students aging out of high school in Fayette County.

Significant Expenditure Changes

- ◊ A 5% increase in funding to increase advertisement and awareness for program in Fayette County.

Department:	Fayette Community Options	Cost Center:	10050514
Function:	Health and Welfare	Fund:	General

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Mental Health Services	\$ 59,270	\$ 64,070	\$ 64,070	\$ 67,270
Total Appropriations	\$ 59,270	\$ 64,070	\$ 64,070	\$ 67,270

WORKLOAD INDICATORS	FY 2014 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual
Average Census - Service Center	26	29	29	26
Number of hours consumers received services	20,440	28,188	30,102	25,584
Number of hours consumers worked in the community.	1,692	816	735	1,856
Amount of wages earned by consumers	\$ 1,588	\$ 9,271	\$ 8,218	\$ 52,503
Number of hours spent in non-work community settings - volunteering/utilizing community resources	4,680	3,888	1,126	2,574
Number of community work hours by a day support consumer	56	310	692	644

Department:	Fayette Family Connect	Cost Center:	10050515
Function:	Health and Welfare	Fund:	General

Mission Statement

Outside agency partially funded by Fayette County.

The mission of Fayette Factor (Family Connection) is to improve the well-being and health conditions of families through a collaborative system of physical, mental, emotional, and spiritual supports.

Major Functions

- ◊ Create a community where all children are healthy, primed for school, and able to succeed.
- ◊ Help families to become stable, self sufficient, and productive.
- ◊ Create communities that are vibrant, robust and thriving.

Significant Expenditure Changes

- ◊ Fayette County is no longer the fiscal agent as of FY2019.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Operating	\$ 47,000	\$ 48,500	\$ 55,500	\$ -
Total Appropriations	\$ 47,000	\$ 48,500	\$ 55,500	\$ -

Department:	Fayette Counseling Center	Cost Center:	10050511
Function:	Health and Welfare	Fund:	General

Mission Statement

Outside agency partially funded by Fayette County.

The Fayette Counseling Center is one of many sites operated by the McIntosh Trail Community Services Board in a seven-county area. Community Service Boards are legal entities whose mission is to provide public mental health, developmental disabilities, and addictive diseases (MH/DD/AD) services.

Major Functions

- ◊ Fayette Counseling Center provides biopsychosocial assessments, psychiatric evaluations and medication monitoring, nursing assessments, individual therapy, family therapy/training or group therapy/training, crisis intervention, and community support services.

Significant Expenditure Changes

- ◊ The Counseling Center is experiencing an increase in the number of individuals requesting services and requires improvements and updates to the building.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Mental Health Services	\$ 125,380	\$ 131,777	\$ 131,777	\$ 135,732
Total Appropriations	\$ 125,380	\$ 131,777	\$ 131,777	\$ 135,732

WORKLOAD INDICATORS	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate
Average Census - Counseling Center	898	898	646	1,065

Department:	Public Health	Cost Center:	1050110
Function:	Health and Welfare	Fund:	General

Major Functions

Outside agency partially funded by Fayette County.

District 4 Public Health promotes wellness and protects the health and wellbeing of all people who live, work, and play in Butts, Carroll, Coweta, Fayette, Heard, Henry, Lamar, Meriwether, Pike, Spalding, Troup and Upson Counties of Georgia. Promotes and encourages healthy behaviors by providing education and counseling.

Public Health is divided into two branches:

1. Physical Health provides preventative health care and educational services to the general public. These services include, but are not limited to, monitoring and treating communicable diseases, immunizations, family planning, cancer screening, physical assessments, administering the WIC program, chronic diseases such as diabetes and hypertension, child health, and refugee services.
2. Environmental Health monitors and ensures the health and safety of the general public. These services include, but are not limited to, monitoring water supplies, food services, on-site sewage disposal, tourist accommodations, injury prevention, care homes, and inspections of pools. Environmental Health also administers the program in Fayette County dealing with the West Nile Virus and staff members teach correct child seat installation in vehicles.

Significant Expenditure Changes

- ◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Operating	\$ 8,583	\$ 7,464	\$ 8,584	\$ 7,929
Public Health Services	275,360	275,360	275,360	275,360
Total Appropriations	\$ 283,943	\$ 282,824	\$ 283,944	\$ 283,289

Department:	Senior Citizens Services	Cost Center:	10050520
Function:	Health and Welfare	Fund:	General

Major Functions

Outside agency partially funded by Fayette County.

- ◊ Assist senior citizens to remain independent as long as possible by providing a variety of services such as: Case Management, Information and Referral, Voucher and Community Transportation, Adult Day Services, Congregate and Home Delivered Meals, In-Home Services and Respite Care, and Kinship Caregivers Support.

Significant Expenditure Changes

- ◊ Requested additional \$33,076 for transportation and additional \$72,143 for shortfall in other programs.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Senior Citizens Services	\$ 204,588	\$ 235,630	\$ 235,630	\$ 309,807
Operating Expenses	\$ 15,141	\$ 25,000	\$ 13,851	\$ 25,000
Total Appropriations	\$ 219,729	\$ 260,630	\$ 249,481	\$ 334,807

WORKLOAD INDICATORS	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual
Total Number of Meals Provided	42,241	46,430	51,339	54,417
Contracted County Meals	5,511	6,431	5,552	9,930
Percentage of Total Meals for Fayette County	13.0%	13.9%	10.8%	18.2%
Fayette County Contribution	\$ 204,588	\$ 235,630	\$ 235,630	\$ 309,807
Fayette County Participants	261	357	357	247

Department:	Youth Protection	Cost Center:	10050550
Function:	Health and Welfare	Fund:	General

Major Functions

Outside agency partially funded by Fayette County.

- ◊ To provide a safety net to children in State DFCS custody who have been the victims of abuse, neglect, abandonment or other tragic circumstances.
- ◊ *Bloom* will provide loving homes to over 100 foster children this year.
- ◊ 20 new foster care families will receive training and licensing to increase the ability to meet referral demands.
- ◊ At *The Bloom Closet*, 3000 children living in foster care in south metro Atlanta receive clothing, baby gear, books, and school supplies.

Significant Expenditure Changes

- ◊ No funding was approved.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Youth Protection Services	\$ 19,743	\$ 19,743	\$ 19,743	\$ -
Total Appropriations	\$ 19,743	\$ 19,743	\$ 19,743	\$ -

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

Mission Statement

The Fayette County Public Library provides:

1. Current, high-interest materials and programs
2. Materials and programs for lifelong learning
3. Information-seeking skills training and assistance
4. Awareness of cultural diversity
5. Answers to questions

Major Department Functions

- ◊ Provide access to over 119,000 volumes of books and other resource materials.
- ◊ Provide internet access service, reference, and circulation assistance to patrons.
- ◊ Provide on-site Educational Learning Lab which facilitates computer-assisted instruction for patrons.
- ◊ Provide access to Distance Learning Lab.

Major Goals

- ◊ The number of item in the non-fiction collection will increase by 5% each year
- ◊ Use of public access Internet computers will increase by 5% annually
- ◊ Participation in informational programs will increase by 5% annually

Significant Expenditure and Staffing Changes

- ◊ 1 part time Library Assistant position added

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 652,560	\$ 666,765	\$ 666,569	\$ 685,944
Technical Services - Flint River Regional Library Services	\$ 74,987	\$ 86,612	\$ 74,612	\$ 86,612
Operating	273,526	296,767	285,230	288,035
Capital Outlay	-	1,324	-	\$ 1,324
Total Appropriations	\$ 1,001,072	\$ 1,051,468	\$ 1,026,411	\$ 1,061,915

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

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	11.905	11.905	11.905	12.530

WORKLOAD INDICATORS	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual
Registered library card holders	32,006	34,642	27,145	27,265
People visiting	250,000	334,253	351,104	596,654
Programs held per month	189	726	459	80

PERFORMANCE MEASURES	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual
People using internet	98,300	100,012	98,300	149,373
Items circulated	313,602	287,863	302,037	317,263
Preschool programs attendees	21,839	24,788	17,667	16,178
People completing Life Long Learning courses	3,849	2,465	2,537	70

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

Mission Statement

- ◊ To make visible and maintain quality park facilities and recreation programs that will meet the needs of our citizens regardless of age, sex, race, or national origin including people with disabilities.
- ◊ To make visible the Fayette County Parks and Recreation Department.
- ◊ To identify and utilize Human Resources, Physical Resources, and Professional Development Resources.
- ◊ To provide the department with staff and equipment in four divisions: Administration, Athletics, Programs, Special Events and Therapeutics.

Major Department Functions

- ◊ Improve the quality of life for all the citizens of Fayette County with diverse social, economical, cultural, educational and recreation needs by implementing and maintaining safe year round programs, classes, special events and facility usage.
- ◊ Provide quality, well maintained facilities for the citizens of Fayette County in an attractive, safe, clean and accessible condition.
- ◊ Assist local sport associations in carrying out their missions.
- ◊ Collaborate recreation services through cities, the Board of Education and private organizations.

Major Goals

- ◊ Continue to complete existing park projects while maintaining existing park facilities.
- ◊ Maintain 20% yearly net income on all Recreation sponsored programs.
- ◊ Update the security camera plan and decide priority order for the next phase of implementation.
- ◊ Upgrade park rule signs.

Significant Expenditure and Staffing Changes

- ◊ There are no significant changes.

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

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 358,176	\$ 429,909	\$ 406,171	\$ 435,567
Operating	832,534	801,406	786,976	896,920
Capital Outlay	2,900	-	-	10,100
Total Appropriations	\$ 1,193,610	\$ 1,231,315	\$ 1,193,147	\$ 1,342,587

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	6.00	6.00	7.00	7.00

WORKLOAD INDICATORS	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimate
Number of programs and classes offered	534	477	505	551
Number of adult athletic leagues offered	6	7	11	12
Reservations - Parks, Fields, and Indoor Facilities	314	268	261	300
Number of Background Checks Processed	946	683	563	600
Number of Association Meetings Attended	63	64	51	55
Number of Volunteer Hours Contributed to Maintaining Parks and Facilities	480	233	262	200

Department:	County Extension	Cost Center:	10070130
Function:	Planning and Development	Fund:	General

Mission Statement

The mission of the Fayette County Cooperative Extension office is to extend lifelong learning to the people of Fayette County through research-based education in agriculture, the environment, communities, youth, and families. We respond to people's needs and interests through outreach programs including seminars, workshops, demonstrations, and youth development. Fayette County Extension is a collaboration between the University of Georgia, Fayette County, and the United States Department of Agriculture for providing educational programs, information, and assistance to the citizens of Fayette County.

Major Department Functions:

The Fayette County Cooperative Extension, backed by the resources of Fayette County, the University of Georgia, Fort Valley State University and the Department of Agriculture provides educational programs, information, materials, and actual assistance to citizens of the County. Education and information is provided to citizens by telephone consultation, site visits, newsletters, news articles, publications, website, laboratory services, radio and collaboration with other community agencies. The basic goal of Fayette County Extension is to provide information that will contribute to learning for life; which, helps citizens make informed decisions with research-based information. The ability to make these decisions improves quality of life. Youth programming through 4-H helps develop and guide youth to become contributing citizens. We are also Fayette County's gateway to the knowledge and resources offered by the University of Georgia.

Major Goals

- ◊ Continue development and utilize an active and efficient Leadership System, made up of adults and youth that will help give direction and focus to future program efforts and ideas as well as increase our programming scope and outreach.
- ◊ Increase educational programming to landscape professionals for pesticide re-certification credits.
- ◊ Continue the organization and utilization of our Master Gardeners through educational programs and plant clinics allowing them to share their knowledge and passions to the people of the County.
- ◊ Plan, coordinate and offer seasonal and timely programs on landscape management, garden utilization, and horticulture education. These programs will reach over 500 people annually.
- ◊ Increase certified and active volunteers in the youth programs by 10%
- ◊ Increase youth participation in 4-H Youth Development Programs.
- ◊ Increase our presence in schools to assist in promoting science-based learning.
- ◊ Develop a 4-H Advisory Board consisting of youth, community leaders, parents and interested citizens to promote positive youth development in the most effective way.
- ◊ Increase the number of newsletters and articles produced to help educate citizens.

Department:	County Extension	Cost Center:	10070130
Function:	Planning and Development	Fund:	General

Significant Expenditure and Staffing Changes

- ◊ There are no significant expenditure or staffing changes.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 27,977	\$ 30,839	\$ 24,279	\$ 30,839
Contract for Services/University of Georgia	83,699	96,393	85,400	99,560
Operating	9,283	12,888	9,422	12,694
Capital Outlay	-	-	-	-
Total Appropriations	\$ 120,959	\$ 140,120	\$ 119,101	\$ 143,093

PERSONNEL - (FTE)*	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	0.950	0.950	0.950	0.950

*Other Extension office positions are fully covered by a Contract executed between Fayette County and the University of Georgia Cooperative Extension Service. They are not included in the Fayette County FTE employee counts.

WORKLOAD INDICATORS	FY 2016 Actual	FY 2017 Actual	FY 2018 Estimate	FY 2019 Estimate
Phone calls & emails answered	2,341	1,766	2,000	2,300
Face to Face Contact & Education Program Participants	8,693	9,703	10,000	10,500
Volunteer hours	4,883	4,084	4,200	4,500
4-H enrollment	927	1,037	900	1,300
Publications distributed*	23,000	24,000	25,000	25,000
Soil samples performed	585	406	450	500
Water samples	74	75	70	70
Microbiology samples	53	53	60	62
Plant Tissue samples	1	-	1	1
Radon Kits	15	19	20	20
Nematode Assays	4	44	2	3
Elemental Analysis	3	3	1	1
Home site visits	17	23	15	30
P.A.R. Produce generated (lbs.)**	70,767	52,000	55,000	55,000

*We do not currently have a way to accurately monitor these numbers. Numbers provided are estimated based on materials given out at homeowner programs/events, 4H events, and clients coming into the office

**Numbers include produce from Plant A Row in Fayette County as well as produce gleaned from other farms and distributed by the Master Gardener program.

Department:	Development Authority	Cost Center:	10070510
Function:	Planning and Development	Fund:	General

Mission Statement

Outside agency partially funded by Fayette County.

The Fayette County Development Authority (FCDA) was established by resolution of the Fayette County Board of Commissioners on April 10, 1986 to “develop and promote trade, commerce, industry and employment opportunities” for Fayette County.

Major Department Functions

The Fayette County Development Authority (FCDA) is the lead economic development entity for Fayette County, Georgia. FCDA focuses on recruitment, retention and expansion of major industry and corporate office operations as well as workforce issues, primarily in the cities of Fayetteville, Peachtree City and Tyrone.

Major Goals

- ◊ Purchase and implementation of state-of-the-art economic development software, enabling the Authority to generate detailed monthly lead development and project reporting to our investors
- ◊ Identification and marketing of several hundred acres of new sites to state-wide project managers and site consultants
- ◊ Creation of an updated targeted industry list and tax plan
- ◊ Economic development training programs for our local community leadership
- ◊ Initiation of an all new marketing and lead development program designed to showcase Fayette County to statewide project managers, site consultants and global targeted industries.

Significant Expenditure Changes

- ◊ No significant changes.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Contract for Services	\$ 225,696	\$ 225,696	\$ 225,696	\$ 225,696
Utilities	14,587	13,500	12,519	14,254
Total Appropriations	\$ 240,283	\$ 239,196	\$ 238,215	\$ 239,950

Department:	GA Forestry Commission	Cost Center:	10070140
Function:	Planning and Development	Fund:	General

Major Department Functions

Outside agency partially funded by Fayette County.

Funding provided to the Georgia Forestry Commission in order to participate in forest wildfire protection program. The payment is based on the amount of four cents (10¢) per acre of privately owned timberland in the county. The acreage shall be determined from the most recent U.S. Forest Service Survey for Georgia.

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

Significant Expenditure Changes

- ◊ There are no significant expenditure or staffing changes.

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Forest Wildfire Protection	\$ 3,336	\$ 3,336	\$ 3,336	\$ 3,336
Total Appropriations	\$ 3,336	\$ 3,336	\$ 3,336	\$ 3,336

WORKLOAD INDICATORS	FY 2015	FY 2016	FY 2017	FY 2018
Number of acres of privately owned forestland - Fayette County	33,357	33,357	33,357	33,357

Department:	Building Safety	Cost Center:	10070210
Function:	Planning and Development	Fund:	General

Mission Statement

To deliver a service to the citizens of Fayette County that will verify structures are constructed in accordance with the construction codes and standards for the purposes of safeguarding the safety, health and general welfare of the public from hazards attributed to the built environment.

Major Department Functions

- ◊ **Permitting** - Includes the collection of fees, processing of requests for permits and inspections, and providing information to the public.
- ◊ **Plans examination** - Includes the review of plans and related construction documents for minimum code compliance prior to permit issuance.
- ◊ **Inspection** - Includes verification that structures are built in accordance with the approved plans, minimum construction codes and within the scope of the permit.
- ◊ **Enforcement** - Insure health, safety and welfare of citizens by enforcement of all adopted codes and ordinances.
- ◊ **Addressing** - Assigning new addresses and maintaining existing property addressing systems with support/coordination with Postal Service, Public Utility, Commercial delivery systems and Public Safety.

Major Goals

- ◊ Advance the department's mission, vision and values by providing excellent, timely and cost effective customer service.
- ◊ Create and maintain a highly qualified, professional, diverse and responsive workforce.
- ◊ Provide tools and process improvements that will support the department's effort to provide a positive and efficient customer experience.
- ◊ Develop key performance indicators and measurements for permitting, plan review and inspections.
- ◊ Provide creative and consistent leadership to the department

Significant Expenditure and Staffing Changes

- ◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 462,858	\$ 547,907	\$ 471,910	\$ 572,042
Operating	75,633	186,321	129,584	130,900
Capital Outlay	1,849	3,745	3,938	2,300
Total Appropriations	\$ 540,341	\$ 737,973	\$ 605,432	\$ 705,242

Department:	Building Safety	Cost Center:	10070210
Function:	Planning and Development	Fund:	General

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	7.00	7.00	8.00	8.00

WORKLOAD INDICATORS	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual
Permitting				
Building permits issued	980	958	975	1,040
Amount of revenue collected	\$ 1,020,312	\$ 1,029,416	\$ 1,068,123	\$ 1,105,920
Inspections processed	10,979	13,521	10,977	10,742
Permits closed & C.O. issued	349	365	370	360
Plan Examination				
Residential & commercial plan cases completed	859	958	992	1,099
Pre and post site inspections completed	160	210	235	97
Revisions reviewed	165	145	195	250
Inspections				
# of Inspectors	3	3	3	3
Scheduled inspections performed	10,979	13,521	10,977	10,742
Courtesy inspections performed	228	-	-	-
% on-time inspections performed	90	95	90	90
Enforcement				
Complaints received	83	76	33	46
Site verifications	180	33	46	41
Notices of violations & stop orders issued	64	33	14	21
Disaster assessments performed	19	12	11	11
Court appearances	14	15	9	12

PERFORMANCE MEASURES	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual
% of days that "next day" tickets are completed on time	90%	90%	90%	90%
% of days that inspection ticket results are entered same day	100.00%	100.00%	100.00%	100.00%
ISO rating for building & code enforcement:				
Fayette County residential	4	4	4	4
Fayette County commercial	4	4	4	3
% code violations resolved via voluntary compliance	92.0%	95.0%	95.0%	95.0%

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

Mission Statement

Planning Functions: To carry out the policies and visions of the Fayette County Comprehensive Plan to integrity, fiscal health and quality. to ensure that we maintain and enhance the County's orderly growth, economic prosperity, environmental

Zoning Functions: To promote the physical and economic development of Fayette County and foster the use and enjoyment of property within the unincorporated areas of the County in a manner consistent with the Comprehensive Plan, regulations and policies, and effective management practices.

Major Department Functions

- ◊ Prepare, review and maintain the Fayette County Comprehensive Plan, including data collection, mapping, analysis, and goal and policy formulation.
- ◊ Prepare, review and maintain plans for special study areas and/or topics. Participate in studies, committees, and surveys involved with County-wide and regional planning activities.
- ◊ Provide public education and information on planning issues, needs and long-range proposals through provisions of demographic information, brochures, annual reports and presentations to local neighborhood and civic groups.
- ◊ Serve as census coordinator and census depository for Fayette County.
- ◊ Serve as Solid Waste Management Plan coordinator for Fayette County.
- ◊ Serve as Impact Fee coordinator for Fayette County.
- ◊ Process applications for public hearing requests for rezoning's, preliminary plats, variances, telecommunication towers, revised final subdivision plats, revised development plans, and new alcoholic beverages coordinate multi-departmental reviews (Technical Review Committee, Annexation Requests), receive comments from departments, and prepare staff reports with analysis and recommendation for public hearing requests.
- ◊ Administer and interpret the Zoning and Sign Ordinances, and sections of the Subdivision regulations, the Development regulations and the County code.
- ◊ Provide technical support to the Planning Commission, the Zoning Board of Appeals, and Board of Commissioners in development related matters.
- ◊ Review/approve nonresidential site plans, landscape plans, final subdivision plats, preliminary plats, and issue Conditional Use Approvals and Certificates of Zoning Compliance.
- ◊ Coordinate and monitor interdepartmental administrative review of nonresidential site plans, preliminary plats, and final subdivision plats.
- ◊ Perform administrative review/approval and issuance of permits for signs, temporary trailers, alcoholic beverage licenses, administrative variances and administrative rezonings.
- ◊ Perform administrative review and approval of residential building permits for compliance with zoning regulations.
- ◊ Perform batter board and final construction site inspections for compliance with approved site plans for non-residential development.

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

Major Goals

- ◊ Continue with Zoning Ordinance amendments as needed.
- ◊ Work with various County Departments to recommend amendments to the Development Regulations.
- ◊ Initiate study to define Rural Character and preservation methods
- ◊ Initiate study on septic suitability regulations
- ◊ Continue the replacement of the pages in official zoning maps.
- ◊ Update annually the Short-Term Work Program and Capital Improvement Element of the Fayette County Comprehensive Growth Management Plan for the imposition of Fire Service impact fees. This is a consolidated plan that includes Brooks, Tyrone and Woolsey and requires a coordinated effort.

Significant Expenditure and Staffing Changes

- ◊ SAGES software conversion from Energov

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 251,548	\$ 301,535	\$ 275,075	\$ 306,641
Operating	12,071	35,793	12,277	15,552
Capital Outlay	-	4,120	-	-
Total Appropriations	\$ 263,619	\$ 341,448	\$ 287,352	\$ 322,193

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	3.000	3.000	3.625	3.625

WORKLOAD INDICATORS	FY 2014 Estimate	FY 2015 Estimate	FY 2016 Estimate	FY 2017 Projected
Rezoning petitions	12	15	18	15
Site plans	6	6	6	8
Preliminary plats	2	1	3	2
Final Plats	15	24	20	25
Number of variances (ZBA)	10	19	16	20
Businesses (non-home occupations) per occupation tax records	100	107	100	110
Home occupations per occupation tax records	207	217	230	250

PERFORMANCE MEASURES	FY 2014 Estimate	FY 2015 Estimate	FY 2016 Estimate	FY 2017 Projected
Available residential building lots (platted)	1400	1200	900	800
Acres zoned for nonresidential use	1900	1900	1900	2000
Acres under conservation easement for permanent protection	515	550	600	600

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

Mission Statement

Provide enforcement of all county codes to maintain the quality of life for the citizens of Fayette County.

Major Department Functions:

The code enforcement Division of the Fayette County Marshal's Office has the primary responsibility of ensuring compliance with the County's various land use codes and regulations ranging from abandoned vehicles, unkempt premises to illegal signs, noise and unpermitted structures.

- ◊ Enforcement: Code of Ordinances (Fayette County and Town of Tyrone), Zoning Codes, Building Codes, Environmental Health, Environmental Management
- ◊ Serve Citations for County departments
- ◊ Investigate citizen complaints
- ◊ Issue Permits: Alcohol, Personal Care Homes, Noise Permits, Tourist Accommodations, Pawn Shops, Canvassers and Solicitor Permits, Amusement Activities
- ◊ Maintain County Codes for current compliance with state laws
- ◊ Maintain registry and compliance of Vacant Property Registration List
- ◊ Attend seminars and programs to maintain a proficient level of knowledge
- ◊ Other duties as assigned

Major Goals

◊ **Breath-Alcohol Certification** - All of our current BAT qualified Deputies are up for renewal this year. Instead of sending each Deputy to re-certification class, our Training Officer obtained his certification as a BAT instructor. This will allow us to certify all members of our staff at a substantially lower cost and will provide for in-house training in the event we experience any turnover in the future.

◊ **Tourist Accommodation Regulations** - We will continue to work with the Zoning and other applicable departments to make sure the necessary updates and changes to our current Ordinance so the county can maintain some control of the ever growing industry.

◊ **Visibility** - Our Code Enforcement Unit has been encouraged to conduct ride-thru of the county parks and reservoirs whenever they are in the area handling code enforcement complaints. This allows them to be seen by our citizens and adds the presence of an "official" enforcement.

◊ **Marshal's Office Website** - We are in constant update mode in this area. When items change or new trends develop, we add or subtract. We have also developed a Marshal's Office brochure that we make available to the public and hand out at public functions.

◊ **Security/Awareness Training** - Our terminal Agency Coordinator (TAC) will ensure the CE, Marshals and IT employees maintain the necessary level of certification training to perform maintenance on which have access to Criminal Justice Information Systems.

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

Significant Expenditure and Staffing Changes

◊ No significant changes

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Personal Services	\$ 72,593	\$ 85,106	\$ 81,868	\$ 82,061
Operating	4,127	9,355	4,810	9,783
Capital Outlay	-	-	-	-
Total Appropriations	\$ 76,720	\$ 94,461	\$ 86,678	\$ 91,844

PERSONNEL - (FTE)	FY 2016 Budget	FY 2017 Budget	FY 2018 Budget	FY 2019 Adopted
Total Personnel	2.000	2.000	2.000	2.000

Department:	Criminal Justice Center	Cost Center:	10080191
Function:	Debt Service	Fund:	General

Major Department Functions

- ◊ Provide for the annual payment of the debt service on the revenue bonds issued by the Public Facilities Authority for the purpose of constructing the Criminal Justice Center.

Significant Expenditure Changes

- ◊ In April of 2011, the Series 2011 revenue bonds were issued for the purpose of refunding all of the Series 2001 revenue bonds.
- ◊ The first principal payment on the Series 2011 revenue bonds will be in June 2012.
- ◊ The refunding of the Series 2001 revenue bonds saved the County \$1.2 million in interest payments in FY 2011.
- ◊ The refunding of the Series 2001 revenue bonds saved the County \$1.0 million in principal and interest payments in FY 2012.

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

BUDGET SUMMARY	FY 2017 Actual	FY 2018 Budget	FY 2018 Actual	FY 2019 Adopted
APPROPRIATIONS				
Principal Payments	\$ 1,835,000	\$ 1,890,000	\$ 1,890,000	\$ 1,950,000
Interest Payments	1,423,756	1,368,706	1,368,706	\$ 1,312,006
Paying Agent Fees	1,300	1,411	1,300	\$ 1,300
Total Appropriations	\$ 3,260,056	\$ 3,260,117	\$ 3,260,006	\$ 3,263,306

LEGAL DEBT MARGIN

GENERAL OBLIGATION DEBT FOR THE FISCAL YEAR ENDED JUNE 30, 2019

Article 9, Section 5, Paragraph I of the Georgia Constitution establishes the maximum debt limits for counties and other political subdivisions of the State. Under the Constitution, certain types of debt issued by a political subdivision, including counties, cannot exceed an amount which is equal to 10 percent (10%) of the assessed value of all taxable property located within that particular entity.

As indicated by the calculation in the table below, the legal debt margin of Fayette County at the beginning of the 2019 fiscal year is \$620,517,002. It is based on the latest tax digest (2018 calendar year).

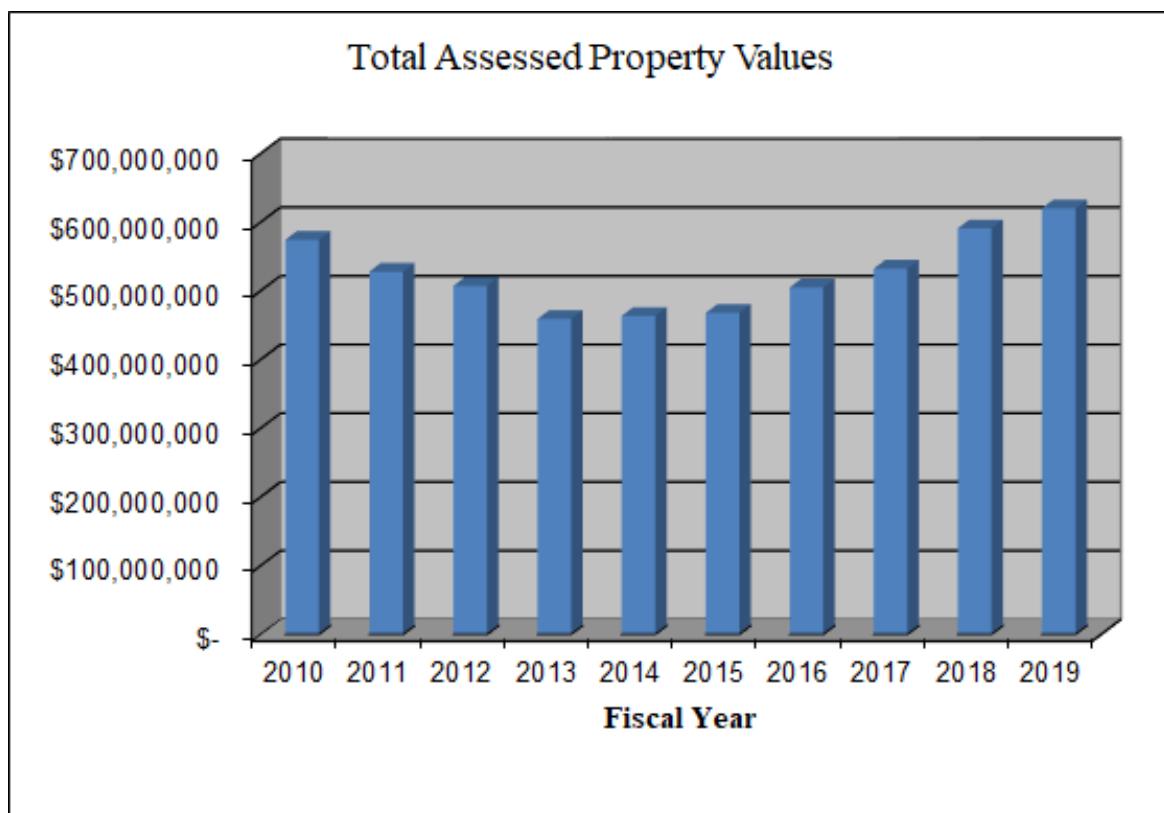
The legal debt margin amount is important in that it represents the net amount of external financing resources that is available to the County through the issuance of general obligation (G.O.) bonds. G.O. bonds are debt instruments issued in the name of the government and whose repayment is guaranteed through a pledge of the full faith and credit of the issuer. In layman's terms, when the majority of voters in a county approve a general obligation bond referendum, they are guaranteeing the purchaser of that bond that they will pay property taxes in an amount that is sufficient to redeem the bond upon maturity and pay the interest earned on the outstanding bonds.

<u>TAX YEAR</u>	<u>ASSESSED VALUE</u>	<u>APPLICABLE PERCENTAGE</u>	<u>DEBT LIMIT</u>	<u>CURRENT G.O. DEBT</u>	<u>LEGAL DEBT MARGIN</u>
2018	\$6,205,170,028	10.00%	\$620,517,002	\$0	\$620,517,002

The legal debt margin is calculated at any point in time by deducting the amount of the current outstanding G.O. debt from the statutory debt limit. The reason for performing this calculation is to determine the maximum amount of new debt that could be legally issued should the need arise. This means that Fayette County has no outstanding general obligation bond indebtedness and has the entire 100% percent of its legal debt capacity available. With the annual budgeted appropriations in the General Fund being approximately \$54.8 million for FY 2019, there is more than sufficient debt capacity available to the County.

Fayette County and its component units also issue revenue bonds. As provided by law, the issuance of revenue bonds does not count against the legal debt margin.

STATEMENT OF LEGAL DEBT MARGIN LAST TEN FISCAL YEARS					
Fiscal Year	Assessed Property Values	Percentage	Debt Service Monies Debt Limit	Net Bonded Debt	Legal Debt Margin
2010	\$ 5,747,653,235	10.00%	\$ 574,765,324	-	\$ 574,765,324
2011	\$ 5,282,717,969	10.00%	\$ 528,271,797	-	\$ 528,271,797
2012	\$ 5,078,256,754	10.00%	\$ 507,825,675	-	\$ 507,825,675
2013	\$ 4,596,584,583	10.00%	\$ 459,658,458	-	\$ 459,658,458
2014	\$ 4,639,269,353	10.00%	\$ 463,926,935	-	\$ 463,926,935
2015	\$ 4,683,124,421	10.00%	\$ 468,312,442	-	\$ 468,312,442
2016	\$ 5,055,322,002	10.00%	\$ 505,532,200	-	\$ 505,532,200
2017	\$ 5,327,921,519	10.00%	\$ 532,792,152	-	\$ 532,792,152
2018	\$ 5,912,232,301	10.00%	\$ 591,223,230	-	\$ 591,223,230
2019	\$ 6,205,170,028	10.00%	\$ 620,517,003	-	\$ 620,517,003



**LONG-TERM DEBT
AS OF JUNE 30, 2018**

General Obligation Bonds – Fayette County could issue general obligation bonds to provide funds for the acquisition and construction of major general government capital facilities. General obligation (G.O.) bonds are direct obligations and thus represent a pledge of the full faith and credit of the government. Fayette County currently has no general obligation bonds outstanding.

Revenue Bonds - The County and its component units also issue bonds where the issuer pledges income derived from the acquired or constructed assets to pay debt service.

Fayette County Public Facilities Authority (a blended component unit) – In April of 2011, the Public Facilities Authority (PFA) issued \$40.3 million of Series 2011 Revenue Bonds (along with \$8.0 million in cash) for the purpose of refunding all of the Series 2001 Refunding Revenue Bonds. The Series 2001 Revenue Bonds had been issued for the purpose of providing funds to pay or to be applied toward the cost of refunding by redemption and payment the Series 2000 Bonds that had been issued for the construction of the Criminal Justice Center. The Series 2011 Bonds are special limited obligations of the issuer (PFA) payable solely from installment payments of purchase price to be made by the County to the issuer pursuant to the agreement. The County's obligation is to make installment payments to the issuer sufficient to enable the issuer to pay the principal of, premium if any, and interest on the Series 2011 Bonds. Interest on the Series 2011 Bonds is payable semiannually on December 1 and June 1. For financial reporting purposes, the Public Facilities Authority is considered to be a component unit of Fayette County and thus the debt is properly reported as being attributable to Fayette County government.

The Fayette County Public Facilities Authority currently outstanding revenue bonds can be described as follows:

\$29,750,000 outstanding - Series 2011 Refunding Revenue Bonds, Criminal Justice Center Project; due in annual installments of \$1,950,000 to \$3,115,000 through June 1, 2030; and interest from 2.0% to 5.0%.

At June 30, 2018, the Fayette County Public Facilities Authority was obligated to make combined payments of principal and interest on its outstanding revenue debt as follows:

Fiscal Year	Principal	Interest	Debt Service
2019	1,950,000	1,312,006	3,262,006
2020	2,025,000	1,234,006	3,259,006
2021	2,105,000	1,153,006	3,258,006
2022-2024	6,895,000	2,883,919	9,778,919
2025-2027	7,855,000	1,924,656	9,779,656
2028-2030	8,920,000	860,700	9,780,700
Totals	\$ 29,750,000	\$ 9,368,294	\$ 39,118,294

Fayette County Water System Enterprise Fund – The Water System issues revenue bonds for the purpose of refunding debt and paying the costs of making additions, extensions, and improvements to the County's water system.

The Fayette County Water System's currently outstanding revenue bonds can be described as follows:

\$105,000 outstanding – **Series 1996A**, due in annual installments of \$35,000 through October 1, 2020; and an interest from 3.6% to 5.5%

\$7,595,000 outstanding – **Series 2009**, due in installments of \$880,000 to \$2,965,000 through October 1, 2021; and an interest from 2.00% to 5.0%

\$7,920,000 outstanding – **Series 2012A**, due in installments of \$50,000 to \$3,660,000 through October 1, 2025; and an interest from 3.00% to 5.0%

\$7,465,000 outstanding – **Series 2012B**, due in installments of \$45,000 to \$2,015,000 through October 1, 2025; and an interest from 3.00% to 5.0%

\$16,325,000 outstanding – **Series 2016**, due in installments of \$245,000 to \$4,615,000 through October 1, 2029; and an interest from 3.00% to 5.0%

At June 30, 2018, the Fayette County Water System Enterprise Fund was obligated to make combined payments of principal and interest on its outstanding revenue debt as follows:

Fiscal Year	Principal	Interest	Total Debt Service
2019	3,950,000	1,340,975	5,290,975
2020	4,210,000	1,158,452	5,368,452
2021	4,195,000	972,441	5,167,441
2022-2024	14,200,000	1,972,629	16,172,629
2025-2027	9,280,000	559,654	9,839,654
2028-2030	3,575,000	110,916	3,685,916
Total	\$ 39,410,000	\$ 6,115,065	\$ 45,525,065

Georgia Environmental Facilities Authority (GEFA) - The Georgia Environmental Facilities Authority is a state agency which offers low interest financing to other political subdivisions of the State of Georgia for their water and sewer capital needs.

As of June 30, 2018, the Water System Enterprise Fund has no GEFA loans outstanding. The previous seven loans were refunded in FY 2010 with proceeds from the Series 2009 revenue bonds.

LEASES
AS OF JUNE 30, 2018

Leases – Fayette County entered into an equipment lease-purchase agreement with Motorola, Inc. on December 27, 2002 for an 841 MHz radio system with six satellites and one prime site. The total purchase price was \$7,760,000. Under the terms of the financing the County was required to make annual lease payments in the amount of \$993,761 covering a ten-year lease term. The first payment was due on January 1, 2004 and the last payment was due on January 1, 2013.

As of June 30, 2018, there are no other lease agreements outstanding.

GLOSSARY OF BUDGETARY AND FINANCIAL TERMINOLOGY

Accounting System - The total set of records and procedures which are used to record, classify and report information on the financial statements and operations of an entity.

Accruals – are adjustments for 1) revenues that have been earned but are not yet recorded, and 2) expenses that have been incurred but are not recorded.

Accrual Basis of Accounting - The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods and services are received (whether or not cash disbursements are made at that time).

ADA – Americans with Disabilities Act.

Ad Valorem Property Taxes - Taxes levied on an assessed valuation (40% of market value) of real and personal property, based on a valuation as of January 1 and a millage rate set by the County Commission.

Amortization - the systematic allocation of a balance sheet item to expense (or revenue) on the income statement. Example, amortization of bond issue costs.

Appropriation - An authorization made by the Board of Commissioners which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one year period.

ARC – Atlanta Regional Commission

Balanced Budget – a budget is defined as being balanced when the sum of estimated revenues and appropriated fund balance is equal to appropriations for each fund.

Board of Commissioners - The governing authority of the County. It consists of five members that serve on a part-time basis and are elected to staggered terms of four years.

Bond – a debt investment in which an investor loans money to an entity (corporate or governmental) that borrows the funds for a defined period of time at a fixed interest rate.

Budget - A financial plan for a specific period of time that matches all planned revenues and expenditures with various County services.

Budget Amendment - A legal procedure utilized by County staff to revise a budget appropriation. County administration staff has the authorization to adjust line item expenditures within a departmental budget but the County Commission must approve any increase in the total budget for a department.

CAFR – Comprehensive Annual Financial Report

Capital Budget - A component of the annual budget that serves as a guide for efficiently and effectively undertaking capital projects. The capital budget includes the Capital Improvement Program (CIP).

Capital Improvement Program (CIP) - A five-year plan of major capital projects. It includes the funds required for the completion of the projects and the sources for funding these projects.

Capital Project - A capital outlay for the acquisition of any asset or construction project with an anticipated cost of \$5,000 to \$49,999 and an estimated useful life of three or more years.

Cash basis – the basis of accounting under which revenue is recognized when received and expenditures are recognized when paid.

CIP Project - Is a major capital project with an anticipated cost of at least \$50,000 and an estimated useful life of at least three years.

Capital Outlay - Includes expenditures that result in the acquisition of or addition to fixed assets that have an estimated useful life greater than one year.

COLA – Cost of Living Adjustment.

Contingency - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

COOP - Continuity of Operations Plan.

Cost Center - An operating unit within the County for which an annual budget is approved by the County Commission.

Debt Service Fund - A fund used to account for resources intended for the payment of principal, interest, and any service charges on long-term debt.

Department - A major administrative unit of the County with overall management responsibility for an operation or a group of related operations within a functional area.

Depreciation – the systematic allocation of a tangible asset's cost to expense over the life of the asset. Example, depreciation of equipment and buildings.

Encumbrance - Obligations in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation and for which part of the appropriation is reserved. They cease to be encumbrances when paid or when an actual liability is set up.

Enterprise Fund - A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to ensure that revenues are adequate to meet all necessary expenditures.

Expenditure - Decrease in net financial resources. Expenditures include current operating expenses requiring the present and future use of net current assets, debt service, capital outlays and intergovernmental grants, entitlement, and shared revenues.

Fiscal Year - The time period designated by the County signifying the beginning and ending period for recording financial transactions. Fayette County has specified July 1 to June 30 as its fiscal year.

Fiscal Policies – guidelines that provide a framework as to how the financial responsibilities associated to the operation of the County are to be carried out.

Fixed Asset - Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery and furniture.

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

Fund - A fiscal and accounting entity which is comprised of a self-balancing set of accounts which reflect all assets, liabilities, equity, revenue and expenditures (or expenses) necessary to disclose financial position and the results of operations. Funds are established as individual entities in order to segregate financial records for the purpose of legal compliance, different natures of the activities performed, measurement of different objectives, and to facilitate management control.

Fund Balance - Refers to the excess of current assets over current liabilities.

GAAP – Generally Accepted Accounting Principles

GASB – Governmental Accounting Standards Board

GCIC – Georgia Crime Information Center

General Fund - It is the principal operating fund for the County.

General Obligation (G.O.) Bonds - Bonds sold to raise revenue for long-term capital financing needs. These bonds which pledge the full faith and credit of the County must be approved by voter referendum. The cost of financing is spread over the life of the improvement so that future users help to repay the cost of the improvement.

GFOA – Government Finance Officers Association

Governmental Fund - Used to account for all or most of a government's general activities. The measurement focus is on source and use of resources.

Infrastructure - Basic installations and facilities (e.g., roads, bridges) upon which the continuance and growth of a community depend.

Intergovernmental Revenue - Revenues received from other governmental entities in the form of grants, entitlements, shared revenues or payments in lieu of taxes.

Interest Income - Revenue earned for the use of idle monies.

Interfund Transfer - Contributions and operating transfers of cash made between the various funds of the County.

Internal Service Fund - A fund used to account for operations that provide services to other departments or agencies of the governmental unit on a cost-reimbursement basis.

Lease Purchase - A method of acquiring high cost equipment or property and spreading the payments over a specified period of time.

L.E.C.M. – Law Enforcement Confiscated Monies.

Legal Debt Margin - The net amount of external financing resources that is available to the County through the issuance of general obligation bonds. For Fayette County, it is limited to an amount equal to 10% of the assessed value of all taxable property located within the county, less any current general obligation bond debt.

Liability - Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

Line- Item Budget - A budget that lists each expenditure category separately along with the dollar amount budgeted for each specified category.

M&O – Maintenance and Operations

MARTA – Metropolitan Atlanta Rapid Transit Authority

Mill – A tax rate of one *mill* represents a tax liability of one dollar per \$1,000 of assessed value.

Millage Rate – The ad valorem tax rate expressed in terms of the levy per thousand dollars of taxable assessed value.

Modified Accrual Basis – The basis of accounting under which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred and revenues are recorded when received in cash except for material and/or other available revenues which should be accrued to reflect properly the taxes levied and revenue earned.

O.C.G.A. – Official Code of Georgia Annotated.

Moody's - a credit rating agency which performs international financial research and analysis on commercial and government entities.

Operating Budget - The portion of the budget pertaining to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, travel, fuel, and capital outlay.

Other Financing Sources – monies transferred-in from other funds.

Other Financing Uses – monies transferred-out to other funds.

Performance Measures - Specific quantitative and qualitative measures of work performed as an objective of the department or cost center.

Personal Per Capita Income – is the total income of all persons living in a community divided by the population of that community.

Property Tax - Revenue generated from the annual levy of taxes on property owners.

Revenue - The term designates an increase to fund assets that do not increase a liability, represent a repayment of an expenditure already made, represent a cancellation of certain liabilities or represent an increase in contributed capital.

Revenue Bond – a special type of bond distinguished by its guarantee of repayment solely from revenues generated by a specified revenue-generating entity associated with the purpose of the bonds.

RFP – Request for Proposal

Sales and Use Tax - A percentage tax imposed upon the sale or consumption of goods and/or services.

Special Revenue Fund – A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

S.P.L.O.S.T. – Special Local Option Sales Tax

Standard & Poor's – as a credit-rating agency (CRA), the company issues credit ratings for the debt of public and private corporations.

YTD – Year to Date