



**FAYETTE COUNTY, GEORGIA**

**OPERATING AND CAPITAL BUDGET**

**FISCAL YEAR: JULY 1, 2021 TO JUNE 30, 2022**

Prepared By:  
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# **FAYETTE COUNTY, GEORGIA**

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The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **Fayette County, Georgia** for its Annual Budget for the fiscal year beginning **July 1, 2020**.

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

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

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## **Fiscal Year 2022 Budget Message**

June 24, 2021

The Honorable Lee Hearn, 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.

### **INTRODUCTION**

It is our pleasure to present the fiscal year 2022 adopted budget for Fayette County Georgia. The adopted budget covers the period beginning **July 1, 2021, and ending June 30, 2022.**

The adopted budget includes **expenditures of \$104,582,559**, operating **transfers of \$309,500**, **transfers of \$3,705,134** to Governmental Funds capital/CIP projects, **transfers of \$2,012,267** to Enterprise Funds capital projects, and **transfers of \$1,725,000** to the Vehicles and Equipment fund for **total appropriations of \$112,334,460**. 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. 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 120,684** as of April 1, 2021.



Major components of the approved expenditures include:

Budget Components	Expenditures
Operating Governmental Funds	\$ 80,272,345
Operating Enterprise Funds	16,714,858
Governmental Funds Capital Projects	3,705,134
Enterprise Funds Projects	2,012,267
Internal Service Funds	1,877,955
<b>Total Budget</b>	<b>\$ 104,582,559</b>

### **BUDGET IN BRIEF**

The adopted **operating expenditures budget** for FY 2022 total **\$96,987,203**. This is a **5.8% increase** from the FY 2021 budget. The adopted **operating revenue budget** totals **\$104,118,521**, **increasing 5.5%** from the previous year. As in the FY 2021 adopted operating budget, the FY 2022 budget projects revenue higher than expenditures having a positive effect on fund balance from operations.

Operating Budget				
	2022	2021	\$ Diff.	% Change
Revenue	\$ 104,118,521	\$ 98,652,416	\$ 5,466,105	5.5
Expenditures	96,987,203	91,634,973	5,352,230	5.8
Fund Balance	\$ 7,131,318	\$ 7,017,443	\$ 113,875	1.6

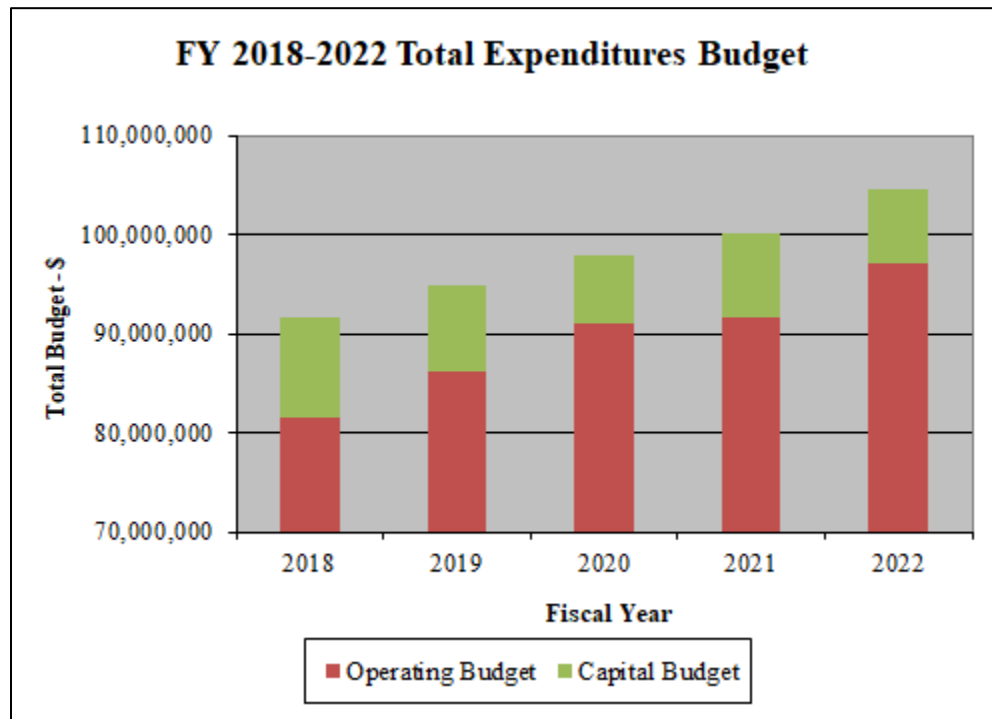
The FY 2022 adopted **capital expenditures budget** is **\$799K less** than the previous year. This represents a decrease of **9.5%**.

Capital Budget	FY 2022	FY 2021	\$ Diff	% Diff
Capital/CIP Projects	\$ 3,705,134	\$ 3,831,045	\$ (125,911)	(3.3)
Water System CIP	2,012,267	2,213,250	(200,983)	(9.1)
Vehicle/Equipment Fund	1,877,955	2,349,613	(471,658)	(20.1)
<b>Total Capital Budget</b>	<b>\$ 7,595,356</b>	<b>\$ 8,393,908</b>	<b>\$ (798,552)</b>	<b>(9.5)</b>

The Fayette County total adopted expenditures budget for FY 2022 is **\$4.5 million** more than the previous year. This represents an overall increase of **4.6%** from the prior year's total adopted expenditures budget.

## Fayette County Georgia - FY 2018 to 2022 Budget Operating and Capital Expenditures

Fiscal Year	Operating Budget	% Change	Capital Budget	% Change	Total Budget	% Change
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
2020	90,981,299	5.5	6,894,196	(19.6)	97,875,495	3.2
2021	91,634,973	0.7	8,393,908	21.8	100,028,881	2.2
2022	96,987,203	5.8	7,595,356	(9.5)	104,582,559	4.6



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

(The list of County Goals linked to the Significant items is located later in the section)

### **SIGNIFICANT ITEMS FOR CURRENT FY 2021 AND BUDGET FY 2022**

1. The **total actual operating revenue (unaudited)** for FY 2021 is \$104.8 million. The **total actual operating expenditures (unaudited)** amount for FY 2021 is \$88.6 million. At the end of FY 2021, operating revenue exceeds operating expenditures and total fund balance from operations increases by \$16.2 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 2021 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 2022 is projected to total \$5.7 million: \$3.7 million in Governmental Funds projects and \$2.0 million in Enterprise Funds projects. This represents a decrease of \$0.3 million or -5.45% from FY 2021. The Enterprise Funds projects are Water System Fund projects that will be funded with fund operating revenue. The Governmental Funds projects are funded with transfers from General Fund balance (\$3.4 million), Fire Services fund balance (\$210K), and Emergency Medical Services fund balance (\$42K). (County Goal: CG1, CG2, CG4, CG5)

**3. Replacement/New Vehicles and Heavy Equipment** - the FY 2022 budget includes \$1.9 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 2022, transfers to the Vehicle & Equipment Fund from the General Fund (\$725K), Fire Services Fund (\$650K), and the EMS Fund (\$350K) 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 2022 Budget, the Water System included in their budget \$289K 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 2021, the Board of Commissioners approved to close forty-three (49) 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. Property Taxes** – 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 2021 (FY 2022), the countywide net tax digest increased by \$449.3 million or 6.7%. The Board of Commissioners directed to decrease the General Fund M&O millage rate to 4.034 mills, down from 4.277 mills. This will result in a small decrease in property taxes paid by the average county citizen. Since the 2014 tax year, millage rate rollbacks of the General Fund M&O millage rate approved by the Board of Commissioners have resulted in cumulative savings to the taxpayers of over \$40 million. This reflects the Board of Commissioners’ commitment to continue offering superior service to the citizens of Fayette County while at the same time keeping property taxes as low as possible. (County Goal: CG2)

**6. Pay for Performance** – A Pay for Performance Plan was included in the approved FY 2022 budget. Regular full-time and part-time employees who are in good standing are eligible for merit pay. Merit distribution is allocated based upon performance and performance evaluations. The amount included in the FY 2022 budget for merit pay is \$1.4 million or approximately 3.3% of total payroll. (County Goal: CG4)

7. **2017 SPLOST** – this 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. Collections started on July 1, 2017. During the first two years of the 2017 SPLOST, approximately \$3.75M was collected over the original estimated amount. In FY 2020, the Board of Commissioners approved to appropriate the additional \$3.75M collected so the additional funds are available for allocation to existing Stormwater, Transportation, and Fire SPLOST projects. Collections will continue for two more years. (County Goal: CG1, CG2, CG5)

8. **Fayette County Water System's Revenue Bonds** – on March 25, 2021, the Board of Commissioners approved to refinance and restructure all the Water System's outstanding revenue bonds. The advance refunding, besides paying a lower interest rate and being able to use debt service reserve to pay down debt, will allow the Water System to pay its debt three years early and increase the Water System's annual cash flow. (County Goal: CG2)

9. **American Rescue Plan Act of 2021 (ARPA)** – signed into law on March 11, 2021, it provides \$350 billion in funding for states and local governments. Fayette County's share, based on population, is \$22.2 million in direct federal aid. The first installment (\$11.1 million) was received in May 2021. The second installment (\$11.1 million) is expected at the end of FY 2022. These ARPA funds are non-recurring so their use should be for limited to non-recurring expenditures. The Board of Commissioners approved on May 13, 2021, to use the ARPA proceeds to fund capital projects for public safety, public health, and water system improvements. (County Goal: CG1, CG2, CG4, CG5)

#### Comparison of the FY 2022 and FY 2021 Operating Expenditures Budgets

OPERATING EXPENDITURES BUDGET - SUMMARY FY 2022 TO FY 2021 COMPARISON - BY FUND				
Fund	FY 2022	FY 2021	\$ Diff.	% Change
General Fund	59,845,975	55,144,753	4,701,222	8.5
Special Revenue Funds				
Law Library	50,000	55,000	(5,000)	(9.1)
Accountability State Court	260,213	398,044	(137,831)	(34.6)
911 Communications	3,960,364	3,744,925	215,439	5.8
Jail Surcharge	363,000	384,000	(21,000)	(5.5)
Juvenile Supervision	10,000	10,539	(539)	(5.1)
Victims Assistance	154,821	154,821	-	-
Drug Abuse and Treatment	436,913	716,766	(279,853)	(39.0)
Fire Services Fund	11,264,233	10,871,747	392,486	3.6
Street Lights	354,049	346,701	7,348	2.1
EMS Fund	3,552,777	3,348,191	204,586	6.1
Animal Control Spay Neuter	20,000	17,000	3,000	17.6
Enterprise Funds				
Solid Waste	247,500	230,836	16,664	7.2
Water System	16,467,358	16,211,650	255,708	1.6
<b>Total Operating Budget</b>	<b>\$ 96,987,203</b>	<b>\$ 91,634,973</b>	<b>\$ 5,352,230</b>	<b>5.8</b>

## **CONCLUSION**

The Fayette County Board of Commissioners continues their commitment to a balanced budget and excellent customer service for the Citizens of Fayette County. From FY 2014 to FY 2019, the Fayette County Board of Commissioners rolled back the General Fund maintenance and operations millage rate. The FY 2020 budget did not include a rollback when the millage rate remained the same. For FY 2021 and FY 2022, the Board of Commissioners rolled back the General Fund maintenance and operations millage rate. The millage rate rollbacks approved by the Board of Commissioners since FY 2014 represent cumulative net savings to the Citizens of Fayette County of approximately \$40M. For FY 2022, the projected impact of the operating budget on the fund balance for the General Fund is an increase of \$35K and for the Special Revenue Funds an increase of \$3.4M. 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 2022 budget highlights related to the General Fund include the following:

1. Maintaining a fund balance committed stabilization of \$15.2M,
2. An emergency fund balance of \$2.0M,
3. A \$1.6M non-spendable balance on loans for Stormwater Projects,
4. An assigned fund balance for capital/CIP projects of \$9.3M,
5. An unassigned fund balance of approximately \$7.4M.

The budget also provides adequate funding for healthcare costs while maintaining health insurance options and increased 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 2022 Budget, the Fayette County's Board of Commissioners continues to stand strong in a fiscally conservative position. 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.

## 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 31,500 customers in the unincorporated areas of the County and through the County-owned distribution systems in the City of Peachtree City and the Towns of Tyrone and Woolsey. By contractual agreement, the County operates the system owned by the town of Brooks. The Water System also wholesales water to the City of Fayetteville pursuant to a wholesale water contract which 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 49<sup>th</sup> 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 (195 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 54.4 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 2.77 and nearly 81.0 percent of housing is defined as owner-occupied.

Fayette County exhibits some excellent physical characteristics, in terms of climate and geography. Average rainfall for the immediate area is 49 inches per year, and average temperatures range from a high of 90 degrees in July to a low of 36 degrees in January, with a year round average temperature of 61 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 five interstate highway systems, I-20, I-75, I-85, I-675 and I-285. 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 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 four commission districts. Four Commissioners are elected by the citizens in their respective district, while the fifth Commissioner is elected at-large. 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 boards, 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. Hartsfield-Jackson is the state's largest employer, with more than 63,000 airline, ground transportation, concessionaire, security, federal government, City of Atlanta and Airport tenant employees. The total annual economic impact of the airport for metro Atlanta 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.

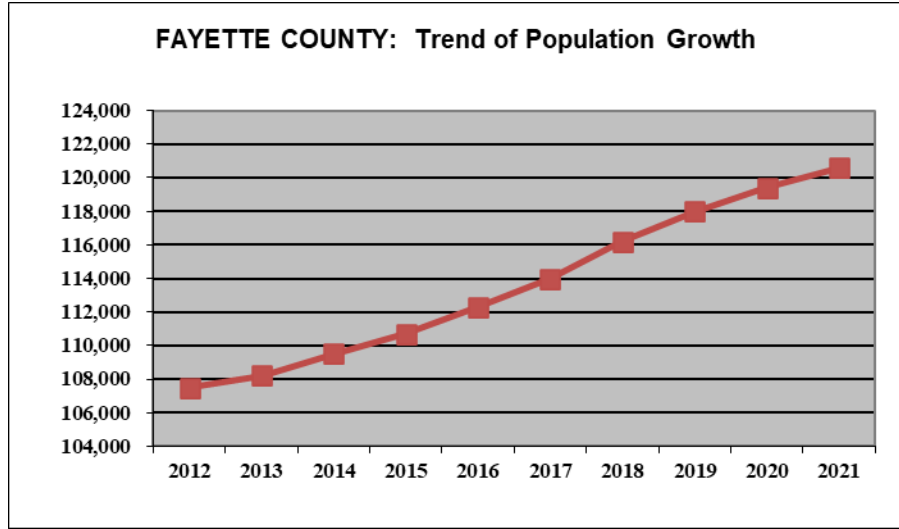
The quality and quantity of services provided by the County to its residents are second to none. The College and Career Ready Performance Index released by the Georgia Department of Education and based on data from the 2017-2018 school year shows that Fayette Counties' elementary, middle and high schools are among the best in the state and in metro Atlanta. Scores for Fayette's elementary and middle schools were the 2<sup>nd</sup> highest and high schools were the 5<sup>th</sup> 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 U.S. Census Bureau estimates the population of Fayette County at approximately 120,574 as of July 1, 2021. Fayette County is the twenty-first most populous county in the State of Georgia. Even though the population growth will not continue at the same unprecedented rate of the 1980's and 1990's, the Atlanta region will continue to be one of the fastest growing metropolitan areas in the Country.

## Fayette County Community



% estimates as of July 1, 2021

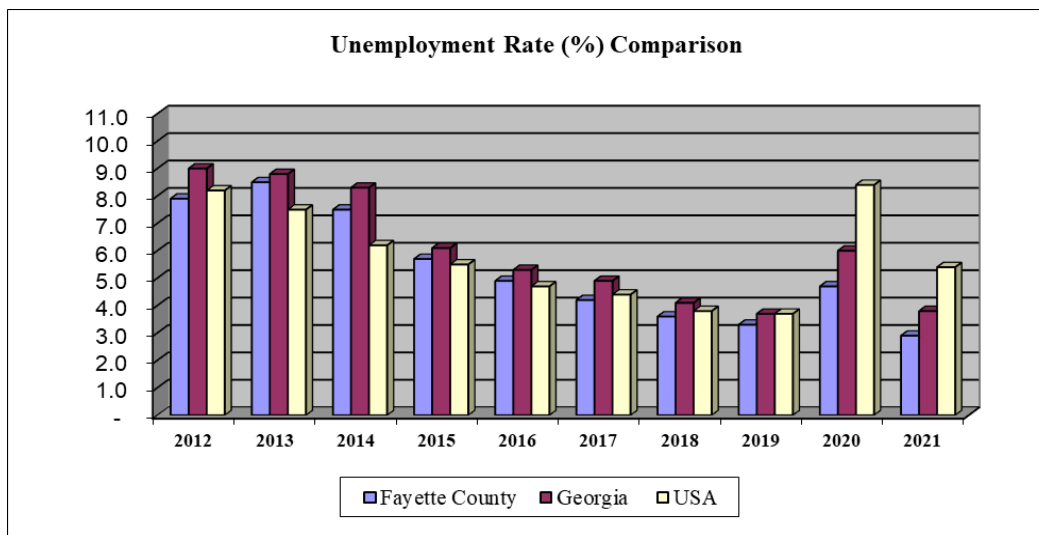
Age and Sex - %	Fayette	Georgia	US
Persons under 5 years	4.4%	6.0%	5.8%
Persons under 18 years	22.7%	23.3%	21.9%
Persons 65 years and over	19.4%	14.7%	16.9%
Female persons	51.4%	51.3%	50.6%

Race - %	Fayette	Georgia	US
White alone	65.4%	59.6%	75.9%
Black or African American alone	25.5%	32.6%	13.5%
Asian alone	5.2%	4.6%	6.1%
Native Hawaiian and Other Pacific Islander alone	0.1%	0.1%	0.3%
Two or more races	2.5%	2.3%	2.9%
Hispanic or Latino	7.9%	10.2%	18.8%

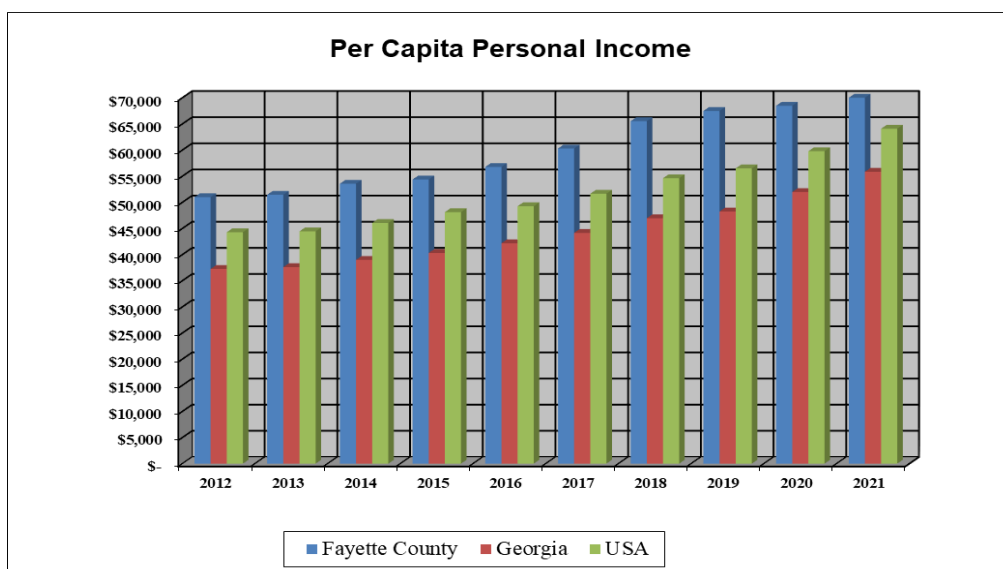
Education - %	Fayette	Georgia	US
High school graduate or higher, persons 25 years+	95.1%	87.7%	88.9%
Bachelor's degree or higher, persons 25 years+	46.2%	32.2%	32.9%

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 and ACT scores at local high schools are above the metro area, state and national averages. Fayette's average SAT scores in 2021 are the second highest in the metro Atlanta Region. Fayette's average ACT scores in 2021 is 24.1. The scores are 1.5 points higher than the state average and 3.8 points higher than the national average. Approximately 69% of our current residents aged 18 to 65+ have attended some college; attained a 2-year or a 4-year college degree; or have post-graduate studies or degrees. 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 2021, Fayette County has the third highest Per Capita Personal Income in the state of Georgia. It is 128 percent of the state average and 112 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.



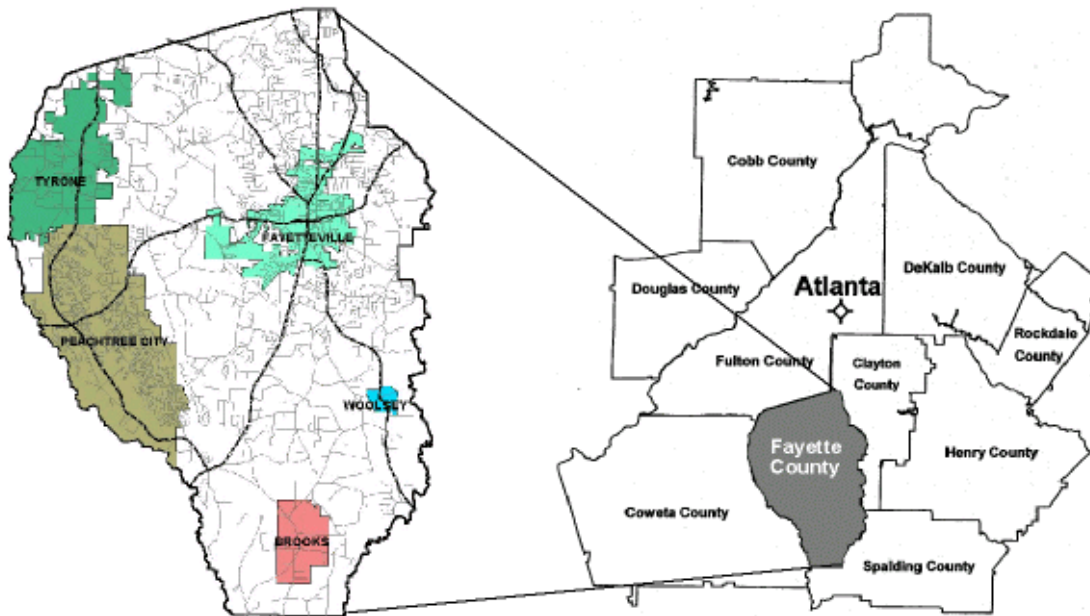
The Fayette County Development Authority is the lead economic development entity for Fayette County. Fayette County Board of Commissioners resolution established it in 1986. It focuses on recruitment, retention and expansion of major industry and corporate office operations as well as

workforce issues. It promotes and markets the entire county as a prime location for new and expanding businesses.

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 consistently in the top ten 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.

## 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 122,030 people (per 2022 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 19,687 in 2022.

**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, three lakes, an amphitheater, a tennis center, an indoor swimming complex, and 100 miles of pedestrian and golf-cart pathways connecting all parts of the city. The population is estimated at 39,562 in 2022.

**Brooks** – The town of Brooks was first known as Haistentown after the Haisten family that were the first settlers to arrive in the area. The community became known as Sharon Grove in the 1840’s. When the railroad came through in 1871, Hillery Brooks gave a lot for the train station with the stipulation that the station would bear his name. The village was known as Brooks Station. In 1905, the village name was shortened to Brooks. The population is estimated at 592 in 2021.

**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 184 in 2021.

**Tyrone** - Tyrone was settled by Irish farmers and the town first known as Hopewell. The town was incorporated in 1911 by railroad builders who were mainly Scotch and Irish. They named the town Tyrone because they thought the area reminded them of their home area around County Tyrone in Ireland. Tyrone got its first pave street in 1948. The population is estimated at 7,615 in 2021.

## **Mission Statement**

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

## **Budget Parameters**

The Budget Parameters establish the guidelines that the annual budget process will follow. The Board of Commissioners determines these parameters. The County Administrator's responsibility is to assure that the county departments and the outside agencies that receive county funding abide by these parameters. The FY 2022 Budget follows the following parameters:

1. No deficit budgeting (no use of unassigned fund balance).
2. Revenues are conservatively projected based on an objective, analytical process of detailed trending.
3. Continued commitment of delivering outstanding services while keeping property taxes as low as possible.
4. Maintaining employee benefits while strengthening reserves.
5. Continuing to pursue grant opportunities.

## **Long-Term Goals**

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:

**County Goal 1:** To protect and enhance the health, safety and welfare of county citizens to ensure a quality lifestyle.

**County Goal 2:** To provide services that are efficient and fiscally and environmentally responsible.

**County Goal 3:** To be a government that conducts business in an open and easily accessible manner that generates trust and confidence.

**County Goal 4:** 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.

**County Goal 5:** 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 short and long-term goals and objectives and how each individual unit contributes to the attainment of these goals. This discussion sets the direction for the next year(s) and establishes the initiatives that are necessary to attain the goals. The changes in

funding requirements from new initiatives and/or new programs are incorporated in the next year budget process.

### **Strategic Plan/Initiatives to Attain Long Term Goals**

#### **County Goal 1: To protect and enhance the health, safety and welfare of county citizens to ensure a quality lifestyle.**

Initiative 1.1 – The Board of Commissioners approved in FY 2020 a capital project for a new facility for the Fayette County Health Department with an initial county contribution of \$2.0 million. In FY 2021 the BOC approved to use ARPA proceeds of \$3.5 million and a contribution of \$1.0 million from the Health Department as funding for the new facility. Total funding of \$6.5 million is currently in place for the new building. The new building will allow for the improvement and expansion of health services for the citizens.

Initiative 1.2 – In response to concerns of many citizens regarding the current animal shelter facility's intake volume, the Board of Commissioners approved a capital project for a new animal shelter building. In FY 2020 funding of \$1.1 million was approved. The FY 2022 budget includes additional funding of \$468k from the proceeds of the sale of the old building. Two proposals are now being considered for the location of the new building. Cost estimates of both proposals are being finalized. The new building is expected to yield significant operational enhancements without the need of additional staffing.

Initiative 1.3 – Place a high priority on fire prevention. The most effective method of fire prevention is public education. The Fire Marshal's Office conducts fire safety education for elementary school students within the unincorporated Fayette County; provide public education to senior citizen organization groups, as well as fire extinguisher training to business owners and the public within the community.

Initiative 1.4 – The Fayette County Sheriff's Office Neighborhood Watch Program will assist communities in establishing a watch group and will provide signs and tips on how to make your community safer.

#### **County Goal 2: To provide services that are efficient and fiscally and environmentally responsible.**

Initiative 2.1 – The County Administrator conducts weekly meetings with County Department Heads to inform of new initiatives and programs and to determine which and how the departments will be involved. In addition, the weekly meetings are used to get status updates on ongoing initiatives. These meetings encourage interdepartmental coordination and avoid duplicity of efforts; which turns into an efficient way of conducting county operations.

Initiative 2.2 – The Purchasing Department procures materials, supplies, equipment and services for the County departments in their function of serving the citizens of Fayette County. The procurement process ensures that contract awards go to responsive and responsible bidders that provide quality and maximum dollar savings.

Initiative 2.3 – Every Fayette County department is encouraged to apply for available federal/state grants. Grants are a fiscally responsible way for the county to "do more with less". Grant requirements range from no required match by the county to 10%-50% match required. As an example, for the period of FY 2013 to FY 2021, Fayette County has incurred in approximately \$9.5 million on Local Maintenance & Improvement Grant (LMIG) funds for



eligible activities and projects to repair and improve roads and bridges in the county. The LMIG program has awarded the county \$7.1 million in grant funding for these activities/projects. This is a cost of only \$2.4 million to the citizens of Fayette County.

**County Goal 3: To be a government that conducts business in an open and easily accessible manner that generates trust and confidence.**

Initiative 3.1 – The Board of Commissioners conducts regular **public** meetings twice a month, usually the second and fourth Thursday of each month. Members of the press attend the meetings. Each meeting has a Public Comment section where speakers/citizens have the opportunity to speak to the Board of Commissioners about various topics, issues, and concerns.

Initiative 3.2 – The dates of the Board of Commissioners public meetings are published on the Fayette County website. In addition, the agenda for each public meeting is placed on the county website. County meetings are available live the day of the meeting and archived for later viewing.

Initiative 3.3 – Under the Georgia Open Records Act, all Fayette County public records are available for inspection and copying unless they are specifically exempted from disclosure under the law.

Initiative 3.4 - Besides the regular public meetings, the Board of Commissioners conducts additional public meetings throughout the year. These are meetings to discuss specific matters. Ex. Proposed SPLOST, Property Tax Millage rate, Special called budget meetings, Annual Retreat, etc.

Initiative 3.5 – Fayette County sponsors throughout the year Face-to-Face meetings for the public in which different county departments conduct presentations. These meetings promote greater awareness between government and residents, allows for an exchange of ideas, and provides an opportunity for citizens to have direct access to Fayette County officials.

**County Goal 4: 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.**

Initiative 4.1 – Fayette County encourages employees to pursue training opportunities to strengthen their skills so they can provide outstanding customer service and can obtain advance certifications and recertification in their fields.

Initiative 4.2 – Fire Services and Emergency Medical Services personnel receive initial and recurrent training across all disciplines within the departments. The Fire/EMS Training Section designs programs for professional development of employees. In training, personnel interface with local, state and federal agencies that govern and monitor Fire and EMS training to ensure compliance.

Initiative 4.3 – Fayette County provides its eligible employees a full range of benefits. Among the benefits provided are Medical/Dental/Vision health insurance, no cost basic life insurance, low cost voluntary life insurance. In addition, there is an Employee Assistant Plan at no cost to employees that offers counseling services to employees and eligible dependents who suffer from problems that currently impair or have the potential to impair productivity.

Initiative 4.4 – The FY 2022 budget includes approximately \$1.27M to fund a Pay for Performance Plan. This will be a salary increase for employees meeting specific requirements. The performance pay is determined using performance evaluations and ranges between 1.25% and 6.25%, with a weighted average of 3.31%.

Initiative 4.5 – Fayette County offers retirement benefits to its eligible employees. The county matches ½ of employee contributions up to 2.5%. The vesting period for retirement benefits was normalized from ten (10) to five (5) years. In addition, the multiplier for calculating retirement pay for employees under the Defined Benefits Retirement Plan changed from 1.5% to 2.0% for each service year.

**County Goal 5: To build, maintain, and improve facilities, equipment, and infrastructure to meet the present and future needs of the county.**

Initiative 5.1 - Approval of \$2.0 million in projects for the Water System to upgrade waterlines, refurbish equipment used in water processing, and make improvements to private water systems.

Initiative 5.2 – The Comprehensive Transportation Plan (CTP) is a planning document updated periodically using funding from the Atlanta Regional Commission (ARC) and is an important tool in identifying and prioritizing transportation needs, recommending possible solutions, and establishing a plan for project delivery and funding.

Initiative 5.3 – Every year, Fayette County prepares a Capital Improvement Program Plan. This is an implementation plan for the construction, maintenance, and renovation of facilities and infrastructure over a five-year period. This plan is updated every year during the budget process.

Initiative 5.4 – The Board of Commissioners approved the Advance Metering Infrastructure (AMI) project in FY 2021. This project is for the acquisition of an integrated system of smart meters, communication networks, and remote collection of meter data for billing and maintenance. This system will improve customer satisfaction with a user-friendly customer portal. It is a cost-effective approach to address the County's aging infrastructure. It will address significant meter population under-registering due to meters reaching end of life.

**FAYETTE COUNTY, GEORGIA**  
**Long-Term Strategic Financial Forecast**

<b><u>General Fund</u></b>	<b>ACTUALS</b>		<b>FORECAST</b>		
	<b><u>FY 2020</u></b>	<b><u>FY 2021</u></b>	<b><u>FY 2022</u></b>	<b><u>FY 2023</u></b>	<b><u>FY 2024</u></b>
<b>REVENUES</b>					
Property Tax	\$ 34,418,263	\$ 36,575,603	\$ 35,960,700	\$ 41,647,700	\$ 46,138,500
Sales & Use Tax	12,968,871	15,413,452	15,000,000	16,500,000	18,500,000
Other Taxes	759,897	1,013,100	846,600	790,000	678,500
Licenses & Permits	750,275	916,014	883,500	915,500	911,000
Intergovernmental Revenue	1,471,735	2,633,466	2,170,478	1,421,354	2,241,732
Charges for Services	3,774,101	4,319,784	3,982,139	3,970,869	4,319,335
Fines, Forfeits & Penalties	1,170,415	920,412	1,540,000	1,170,000	1,175,000
Investment Income	974,004	108,034	370,000	295,000	905,000
Contributions/Donations	22,883	8,733	19,000	14,500	10,000
Miscellaneous Revenue	120,775	135,543	67,900	123,200	170,700
Total Revenues	56,431,218	62,044,141	60,840,317	66,848,123	75,049,767
<b>OTHER FINANCING SOURCES</b>					
Sale of Gen Fixed Asset	3,000	505,955	25,000	25,000	10,000
Refunding Bond Proceeds	29,120,000	-	-	-	-
Transfers from other funds	308,237	1,742,743	25,000	60,000	160,000
Total Revenues and Other Financing Sources	\$ 85,862,455	\$ 64,292,839	\$ 60,890,317	\$ 66,933,123	\$ 75,219,767
<b>EXPENDITURES</b>					
Personal Services	\$ 33,308,074	\$ 34,131,651	\$ 37,000,203	\$ 42,067,546	\$ 44,162,087
Operating Expenses	12,433,539	15,085,997	17,694,913	17,538,725	18,912,913
Capital Outlay	409,860	196,373	137,710	138,498	170,046
Debt Service	518,997	3,128,790	3,255,463	3,258,238	3,259,753
Other Costs	860,981	873,481	1,757,686	1,837,096	4,915,095
Interfund Charges	-	-	-	-	-
	47,531,450	53,416,292	59,845,975	64,840,103	71,419,894
<b>OTHER FINANCING USES</b>					
Payments to Refunded Bond Escrow	29,479,278	-	-	-	-
Transfers to other funds	7,009,798	5,636,116	4,441,239	3,681,261	3,404,751
Total Expenditures and Other Financing Uses	\$ 84,020,526	\$ 59,052,408	\$ 64,287,214	\$ 68,521,364	\$ 74,824,645
Net Increase (Decrease) In Fund Balance	1,841,929	5,240,431	(3,396,897)	(1,588,241)	395,122
FUND BALANCE JULY 1	\$ 29,940,691	\$ 31,782,620	\$ 37,023,051	\$ 32,037,913	\$ 30,844,794
FUND BALANCE JUNE 30	\$ 31,782,620	\$ 37,023,051	\$ 33,626,154	\$ 30,449,672	\$ 31,239,916

## FAYETTE COUNTY, GEORGIA Long-Term Strategic Financial Forecast

Fayette County presents a three-year long-term financial forecast for the General Fund. FY 2020 and FY 2021 amounts are included as reference and historical data. The forecast includes the FY 2022 budget amounts plus two years beyond the budget year.

### Revenue and Other Sources

The past two years, **Property taxes** increased an average of just below 3.0%. It is forecasted that Property taxes should increase at least 10.0% annually the next few years. The assessed value of property in the county is projected to increase over 12% annually. With the millage rate expected to remain at the same level, the 10.0% projected increase in Property taxes is a conservative estimate.

The effect of COVID should be beyond us. **Sales & Use Tax** revenue increased 18.8% from FY 2020 to FY 2021. Even though it is conservatively projected flat in FY 2022, the forecast for FY 2023 and FY 2024 is to grow by approximately 10.0%.

Revenue from **Licenses & Permits** is expected to increase 5.0% annually. New construction and renovations of existing properties are increasing. **Intergovernmental Revenue** (federal/state reimbursements; intergovernmental grants; maintenance and improvements; etc.) projected flat FY 2022 thru FY 2024.

**Charges for Services** revenue conservatively projected to increase 3.0% FY 2023 thru FY 2024. **Fines, Forfeits & Penalties** revenue projected flat. No increase to court fines & fees, zoning fees, Sheriff's fees, recreation program fees, and library fines are expected.

Interest rates are rising after COVID. **Invested Income** is projected to increase approximately 25.0%. **Contributions/Donations** amounts are unpredictable. These are forecasted flat. **Miscellaneous Revenue** projected to increase 10.0%. This follows the percent increase from FY 2020 to FY 2021.

**Other Financing Sources (Sale of Fixed Assets and Transfers from Other Funds)** projected flat. These are difficult to estimate because they change annually based on several factors (ex., amount of funding to capital/CIP projects). The \$29.1 million in Other Financing Sources in FY 2020 is a one-time occurrence from the proceeds of refunding the revenue series 2011 bonds.

### Expenditures and Other Uses

**Personal Services** projected to increase an average of approximately 5.0% from FY 2022 thru FY 2024. This accounts for an annual increase in salaries for the Merit Pay plan and a potential increase in the cost of medical/dental/vision plans for employees.

**Operating Expenses** projected to increase an estimated 3.0% during the forecast period (FY 2022 thru FY 2024). This is in contrast to the 20.9% increase from FY 2020 to FY 2021. This comparison is skewed by expenditures not incurred in FY 2020 due to the pandemic. The 3.0% increase is more in line with prior year-to-year increases.

Most **Capital Outlay** expenditures are included in the Capital Budget. Here you have capital outlays that do not satisfy the classification as capital expenditure. A modest 3.0% increase is projected.

**Debt Service** expenditures are set amounts from the principal and interest payments from the revenue bonds schedules.

**Other Costs** are essentially funding provided to outside agencies and the amount set aside in Contingency for the Merit Pay plan. Funding to other agencies mainly remains constant year-to-year. The forecasted annual 4.0% increase is due to the Merit Pay plan.

**Other Financing Uses** include transfers out to fund the acquisition of vehicles and equipment, transfers out to fund capital and CIP projects, and operating transfers to other funds. The operating transfers to other funds are sometimes necessary to keep some funds from having a negative fund balance. These are projected flat during FY 2022 thru FY 2024. The \$29.4 million in FY 2020 is a one-time occurrence for the payment to escrow for refunding the revenue series 2011 bonds.

Total actual revenue is consistently over the total revenue budget amount. Total actual expenditures are consistently under the total expenditures budget amount. The forecast is a conservative estimate of the result of operations of Fayette County from FY 2022 thru FY 2024.

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

<b>County Goals (CG)</b>	<b>CG1</b>	<b>CG2</b>	<b>CG3</b>	<b>CG4</b>	<b>CG5</b>
	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 accesible 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.
<b>Function: General Government</b>					
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		
<b>Function: Judicial</b>					
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			
<b>Function: Public Safety</b>					
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**

<b>County Goals (CG)</b>	<b>CG1</b>	<b>CG2</b>	<b>CG3</b>	<b>CG4</b>	<b>CG5</b>
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Fire Services	X	X	X		
Sheriff's Office	X	X	X		
<b>Function: Public Works</b>					
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
<b>Function: Health &amp; Welfare</b>					
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		
<b>Function: Culture &amp; Recreation</b>					
Library		X			
Recreation	X	X	X		X
<b>Function: Planning &amp; Development</b>					
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 2022 Budget Calendar**  
**Approved by BOC - February 25, 2021**

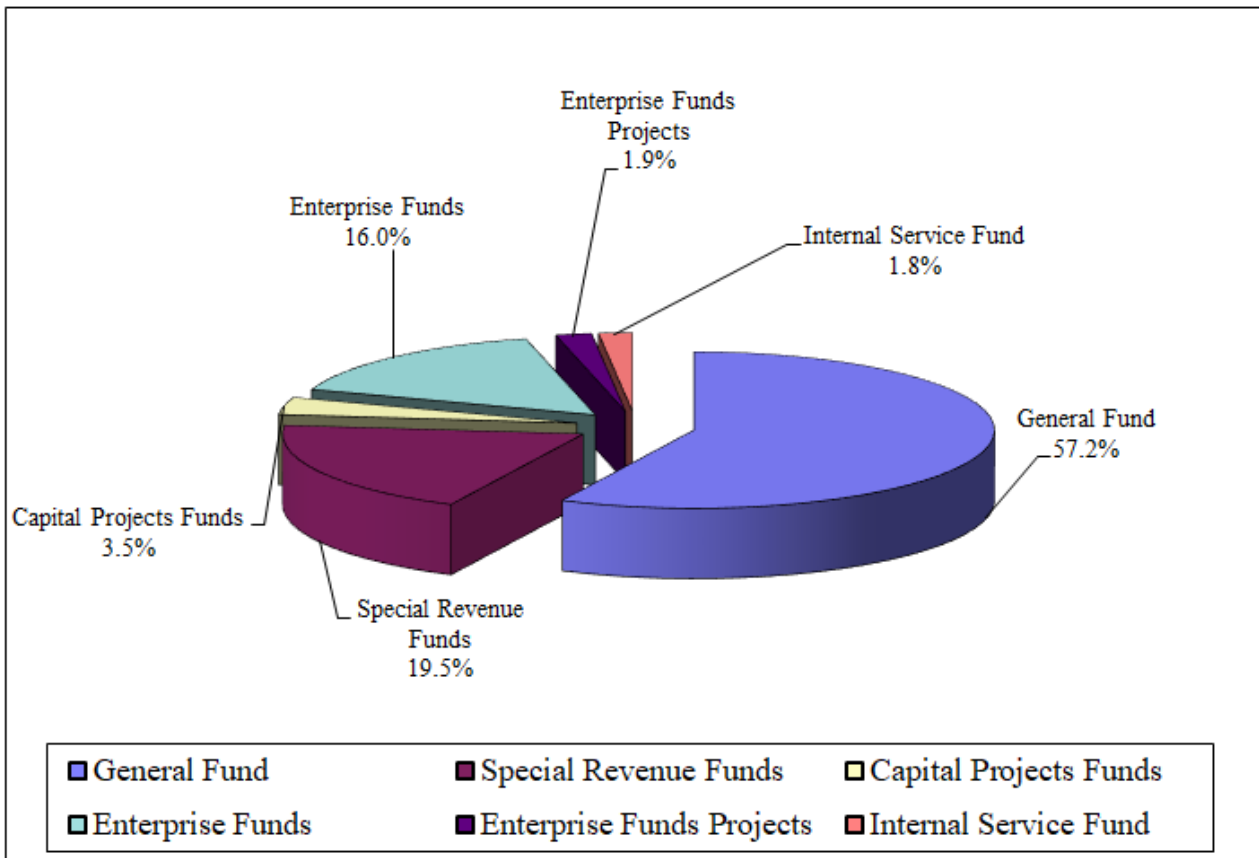
2021 DATE		PARTICIPANTS	BUDGET TASK
March 8, 2021	Mon	Finance / Departments / Agencies	Budget forms, budget calendar, instructions published. Budget entry available
<i>TBD</i>	<i>TBD</i>	<i>Finance</i>	<i>Next Year Budget Entry Training - New personnel</i>
March 22, 2021	Mon	Agencies / Finance	Budget requests submissions due from Agencies
March 26, 2021	Fri	Departments / Finance	Budget requests submissions due from County Departments
March 26, 2021	Fri	Human Resources / Finance	Human Resources - Post Salary/Benefits projection to budget projection
April 16, 2021	Fri	Commissioners / County Staff (Open to the Public)	BOC Annual Retreat - Policy and Board of Commissioner Discussions
April 19, 2021	Mon	Finance / County Administrator	Countywide budget requests to the County Administrator
April 28 - April 30	Wed - Fri	County Administrator / County Staff	Budget Workshops as necessary
May 26, 2021	Wed	Finance / County Administrator	Publish the FY 2022 Proposed Budget Summary and Public Hearings dates and times in local newspapers and on the County's website. Make available detail binders of the FY 2022 Proposed Budget.
May 27, 2021	Thu	Commissioners / County Administrator / County Staff (Open to the Public)	Conduct Special Called Budget Meeting to formally present the FY 2022 Proposed Budget to the Board of Commissioners.
June 10, 2021	Tue		Hold first Public Hearing on the FY 2022 Proposed Budget.
June 24, 2021	Thu		Hold second Public Hearing on the FY 2022 Proposed Budget. Request BOC to adopt FY 2022 Budget.



**FAYETTE COUNTY, GEORGIA**  
**FY 2022 BUDGET**  
**ALL BUDGETED FUNDS**  
**TOTAL EXPENDITURES\***

General Fund	\$	59,845,975
Special Revenue Funds		20,426,370
Capital Projects Funds		3,705,134
Enterprise Funds		16,714,858
Enterprise Funds Projects		2,012,267
Internal Service Funds		1,877,955
<b>Total</b>	<b>\$</b>	<b>104,582,559</b>

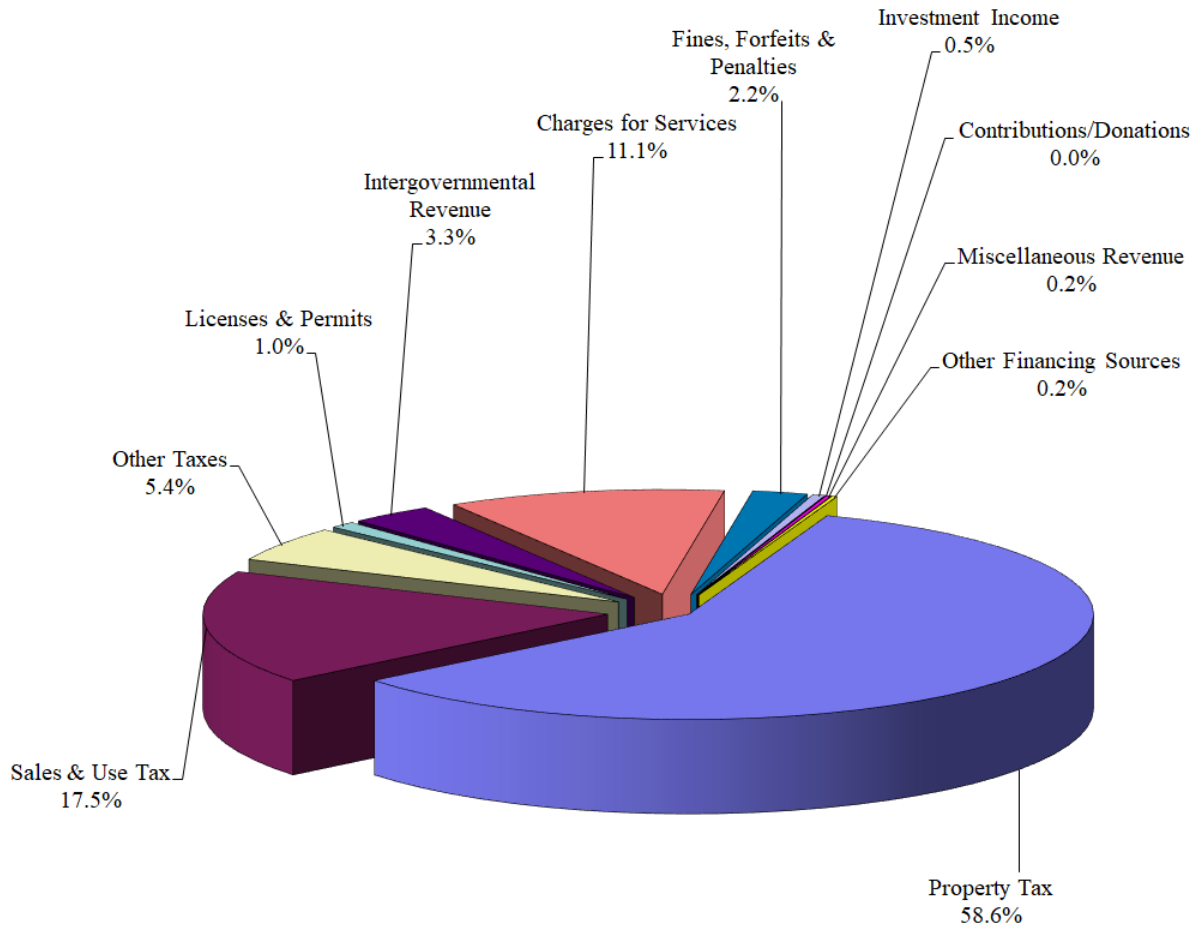
\*Does not include transfers to other funds of \$7,751,901 for total appropriations of \$112,334,460.



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

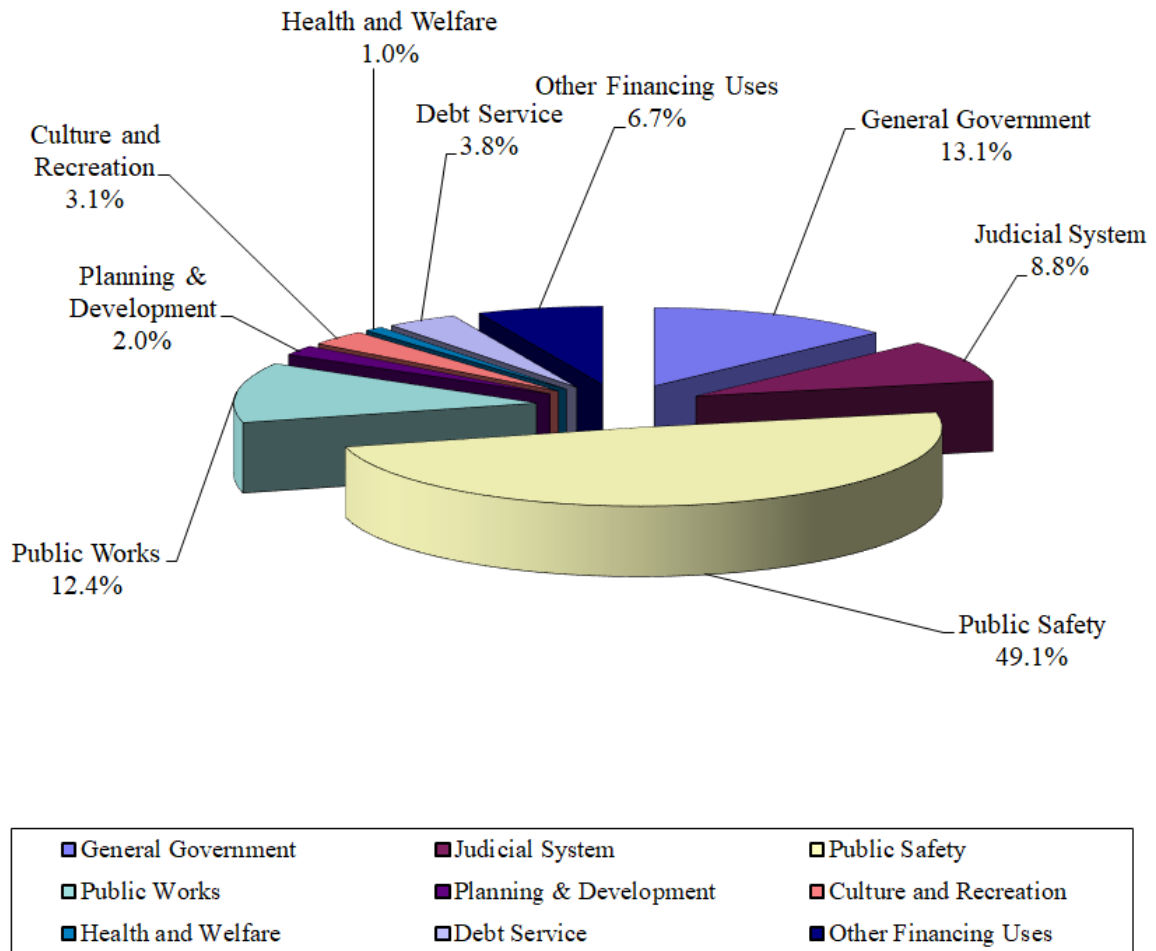
<b>BUDGETED FUNDS</b>	<b>GENERAL FUND</b>			<b>SPECIAL REVENUE FUNDS</b>			<b>TOTAL GOVERNMENTAL FUNDS</b>		
	FY 2020 ACTUAL	FY 2021 ACTUAL*	FY 2022 BUDGET	FY 2020 ACTUAL	FY 2021 ACTUAL*	FY 2022 BUDGET	FY 2020 ACTUAL	FY 2021 ACTUAL*	FY 2022 BUDGET
<b>REVENUES</b>									
Property Tax	\$ 34,418,263	\$ 36,609,433	\$ 35,960,700	\$ 12,557,948	\$ 13,420,408	\$ 14,231,700	\$ 46,976,211	\$ 50,029,841	\$ 50,192,400
Sales & Use Tax	12,968,871	15,413,452	15,000,000	-	-	-	12,968,871	15,413,452	15,000,000
Other Taxes	759,897	1,012,683	846,600	3,371,597	3,582,616	3,790,400	4,131,494	4,595,299	4,637,000
Licenses & Permits	750,275	916,014	883,500	-	-	-	750,275	916,014	883,500
Intergovernmental Revenue	1,471,735	2,633,466	2,170,478	827,976	2,501,472	698,575	2,299,711	5,134,938	2,869,053
Charges for Services	3,774,101	4,319,774	3,982,139	5,359,338	5,342,634	5,536,104	9,133,439	9,662,408	9,518,243
Fines, Forfeits & Penalties	1,170,415	920,412	1,540,000	651,970	497,409	366,500	1,822,385	1,417,821	1,906,500
Investment Income	974,004	108,034	370,000	98,125	7,154	29,000	1,072,129	115,188	399,000
Contributions/Donations	22,882	8,733	19,000	75	310	200	22,957	9,043	19,200
Miscellaneous Revenue	120,775	135,543	67,900	84,092	72,437	71,100	204,867	207,980	139,000
Total Revenues	56,431,218	62,077,544	60,840,317	22,951,121	25,424,440	24,723,579	79,382,339	87,501,984	85,563,896
<b>OTHER FINANCING SOURCES</b>									
Sale of Gen Fixed Asset	3,000	505,955	25,000	-	5,080	5,000	3,000	511,035	30,000
Refunding Bond Proceeds	29,120,000	-	-	-	-	-	29,120,000	-	-
Transfers from other funds	308,237	1,786,569	25,000	130,279	3,105,000	112,000	438,516	4,891,569	137,000
Total Revenues and Other Financing Sources	\$ 85,862,455	\$ 64,370,068	\$ 60,890,317	\$ 23,081,400	\$ 28,534,520	\$ 24,840,579	\$ 108,943,855	\$ 92,904,588	\$ 85,730,896
<b>EXPENDITURES</b>									
General Government	\$ 9,111,740	\$ 10,106,974	\$ 11,310,104	\$ -	\$ -	\$ -	\$ 9,111,740	\$ 10,106,974	\$ 11,310,104
Judicial System	5,905,412	6,167,664	6,646,397	1,111,583	932,429	911,947	7,016,995	7,100,093	7,558,344
Public Safety	21,446,809	21,284,455	23,183,150	17,539,288	17,741,939	19,160,374	38,986,097	39,026,394	42,343,524
Public Works	5,761,071	7,993,553	10,291,610	336,500	346,980	354,049	6,097,571	8,340,533	10,645,659
Planning & Development	1,491,964	1,560,543	1,696,379	-	-	-	1,491,964	1,560,543	1,696,379
Culture and Recreation	2,417,382	2,327,468	2,627,341	-	-	-	2,417,382	2,327,468	2,627,341
Health and Welfare	878,075	890,612	835,531	-	-	-	878,075	890,612	835,531
Debt Service	518,997	3,128,850	3,255,463	-	-	-	518,997	3,128,850	3,255,463
	47,531,450	53,460,119	59,845,975	18,987,371	19,021,348	20,426,370	66,518,821	72,481,467	80,272,345
<b>OTHER FINANCING USES</b>									
Payment to refunded bond escrow	29,479,278	-	-	-	-	-	29,479,278	-	-
Transfers to other funds	7,009,798	5,636,116	4,441,239	1,300,178	4,773,027	1,298,395	8,309,976	10,409,143	5,739,634
Total Expenditures and Other Financing Uses	\$ 84,020,526	\$ 59,096,235	\$ 64,287,214	\$ 20,287,549	\$ 23,794,375	\$ 21,724,765	\$ 104,308,075	\$ 82,890,610	\$ 86,011,979
Net Increase (Decrease) In Fund Balance	1,841,929	5,273,833	(3,396,897)	2,793,851	4,740,145	3,115,814	4,635,780	10,013,978	(281,083)
FUND BALANCE JULY 1	\$ 29,940,691	\$ 31,782,620	\$ 37,056,453	\$ 13,461,745	\$ 16,255,596	\$ 20,995,741	\$ 43,402,436	\$ 48,038,216	\$ 58,052,194
FUND BALANCE JUNE 30	\$ 31,782,620	\$ 37,056,453	\$ 33,659,556	\$ 16,255,596	\$ 20,995,741	\$ 24,111,555	\$ 48,038,216	\$ 58,052,194	\$ 57,771,111
*Unaudited									

**FAYETTE COUNTY, GEORGIA**  
**FY 2022 BUDGET**  
**OPERATING GOVERNMENTAL TYPE FUNDS**  
**ESTIMATED REVENUE AND OTHER SOURCES**

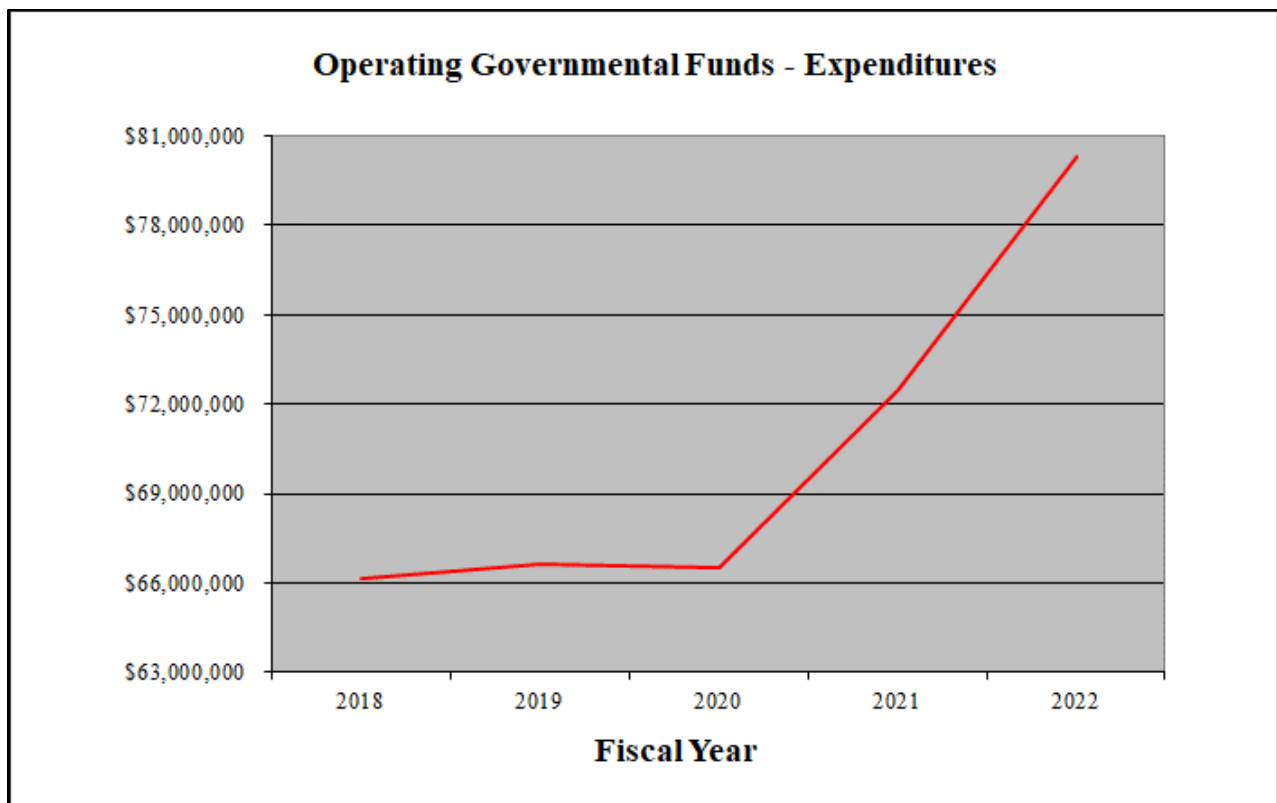
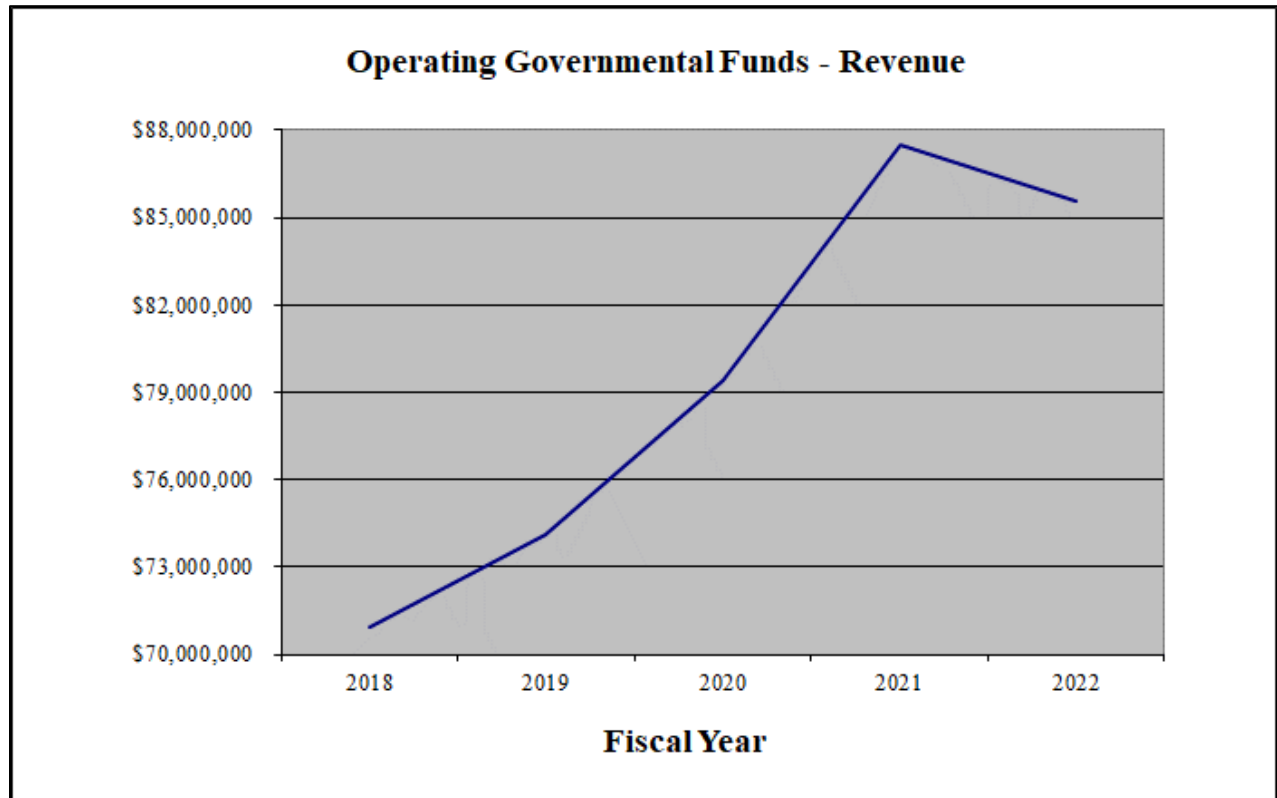


■ Property Tax	■ Sales & Use Tax	■ Other Taxes
■ Licenses & Permits	■ Intergovernmental Revenue	■ Charges for Services
■ Fines, Forfeits & Penalties	■ Investment Income	■ Contributions/Donations
■ Miscellaneous Revenue	■ Other Financing Sources	

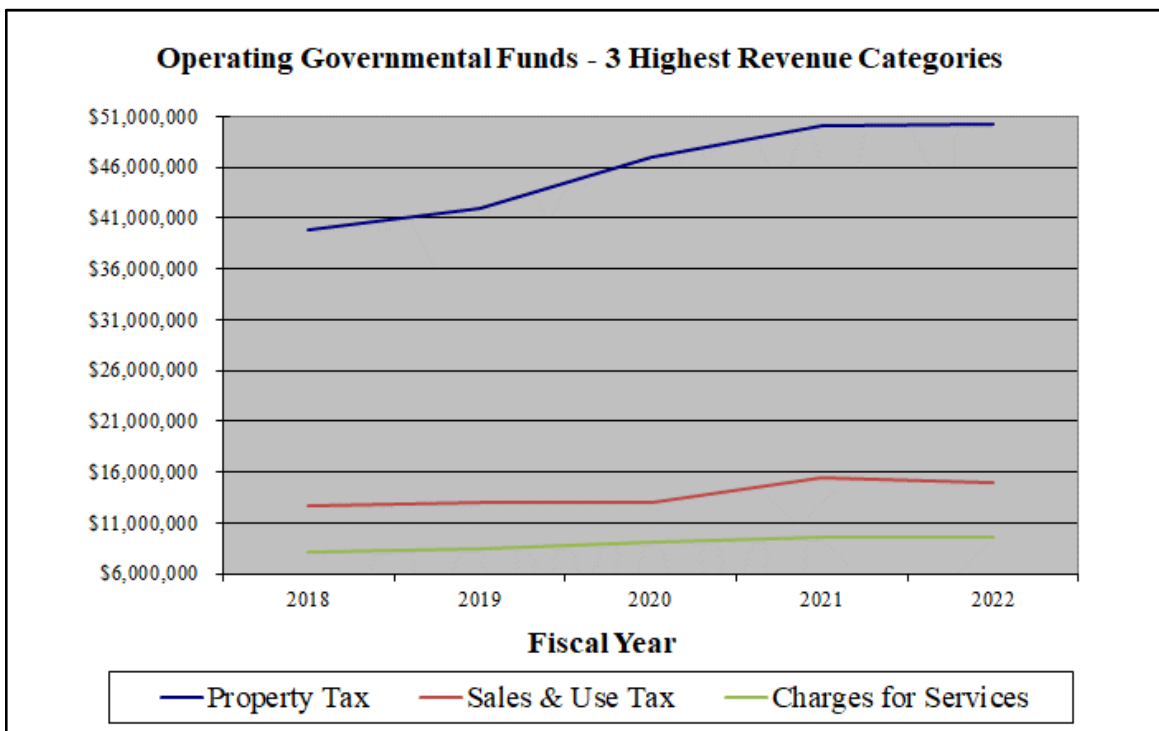
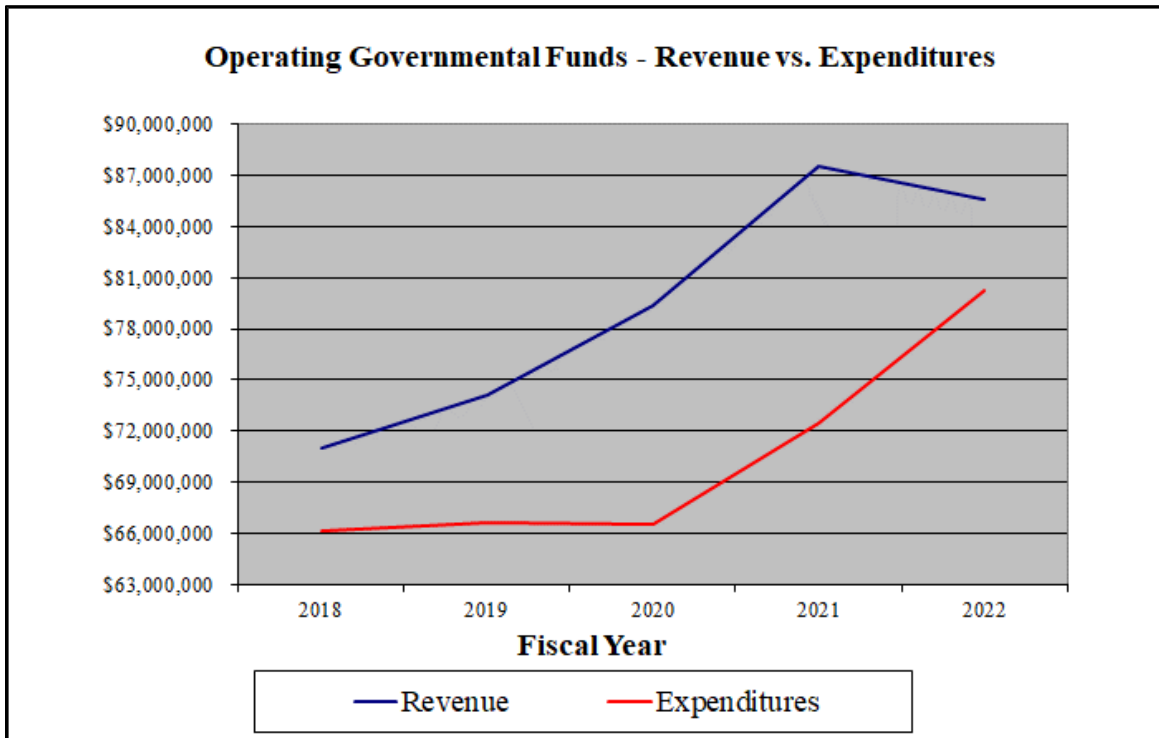
**FAYETTE COUNTY, GEORGIA**  
**FY 2022 BUDGET**  
**OPERATING GOVERNMENTAL TYPE FUNDS**  
**ESTIMATED EXPENDITURES AND OTHER USES**



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



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



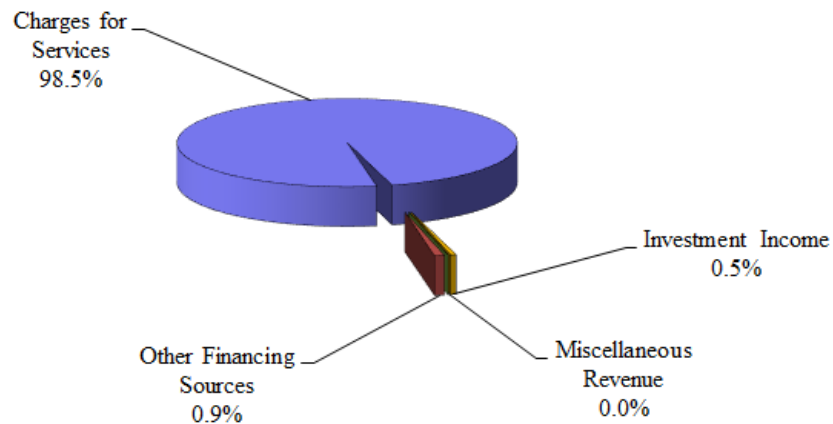
**FAYETTE COUNTY, GEORGIA**  
**SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND NET POSITION**  
**OPERATING ENTERPRISE TYPE FUNDS**  
**COMPARISON OF THREE MOST RECENT FISCAL YEARS**

<b>BUDGETED FUNDS</b>	<b>SOLID WASTE FUND</b>			<b>WATER SYSTEM FUND</b>			<b>TOTAL ENTERPRISE FUNDS</b>		
	<u>FY 2020</u> <u>ACTUAL</u>	<u>FY 2021</u> <u>ACTUAL*</u>	<u>FY 2022</u> <u>BUDGET</u>	<u>FY 2020</u> <u>ACTUAL</u>	<u>FY 2021</u> <u>ACTUAL*</u>	<u>FY 2022</u> <u>BUDGET</u>	<u>FY 2020</u> <u>ACTUAL</u>	<u>FY 2021</u> <u>ACTUAL*</u>	<u>FY 2022</u> <u>BUDGET</u>
<b>REVENUES</b>									
Property Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sales & Use Tax	-	-	-	-	-	-	-	-	-
Other Taxes	-	-	-	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	34,500	-	-	34,500	-
Charges for Services	80,614	73,234	75,000	17,376,522	16,147,068	18,376,125	17,457,136	16,220,302	18,451,125
Fines, Forfeits & Penalties	-	-	-	-	-	-	-	-	-
Investment Income	-	-	-	226,007	10,019	100,000	226,007	10,019	100,000
Contributions/Donations	-	-	-	1,607,295	983,450	-	1,607,295	983,450	-
Miscellaneous Revenue	-	-	-	2,580	25,553	3,500	2,580	25,553	3,500
Total Revenues	80,614	73,234	75,000	19,212,404	17,200,590	18,479,625	19,293,018	17,273,824	18,554,625
<b>OTHER FINANCING SOURCES</b>									
Sale of Gen Fixed Asset/Timber	-	-	-	-	7,936	-	-	7,936	-
Transfers from other funds	100,000	160,000	172,500	-	-	-	100,000	160,000	172,500
Total Revenues and Other Financing Sources	\$ 180,614	\$ 233,234	\$ 247,500	\$ 19,212,404	\$ 17,208,526	\$ 18,479,625	\$ 19,393,018	\$ 17,441,760	\$ 18,727,125
<b>EXPENDITURES</b>									
Personal Services	\$ 79,044	\$ 63,504	\$ 86,928	\$ 5,534,271	\$ 4,411,748	\$ 5,108,171	\$ 5,613,315	\$ 4,475,252	\$ 5,195,099
Operating Expenses	168,378	119,361	142,170	4,442,468	4,068,794	5,313,777	4,610,846	4,188,155	5,455,947
Capital Outlays	804	4,611	10,700	42,583	54,927	394,575	43,387	59,538	405,275
Interfund Charges	7,380	6,652	6,159	850,221	857,675	2,522,787	857,601	864,327	2,528,946
Depreciation & Amortization	16,326	16,326	-	5,649,240	5,558,360	-	5,665,567	5,574,686	-
Other Costs	-	-	1,543	21,496	26,313	124,433	21,496	26,313	125,976
Debt Service	-	-	-	1,113,796	933,508	3,003,615	1,113,796	933,508	3,003,615
	271,933	210,454	247,500	17,654,075	15,911,325	16,467,358	17,926,008	16,121,779	16,714,858
<b>OTHER FINANCING USES</b>									
Transfers to other funds	-	-	-	-	-	2,012,267	-	-	2,012,267
Total Expenditures and Other Financing Uses	\$ 271,933	\$ 210,454	\$ 247,500	\$ 17,654,075	\$ 15,911,325	\$ 18,479,625	\$ 17,926,008	\$ 16,121,779	\$ 18,727,125
<b>Net Increase (Decrease) In Net Position</b>	(91,319)	22,780	-	1,558,329	1,297,201	-	1,467,010	1,319,981	-
<b>TOTAL NET ASSETS JULY 1**</b>	\$ 203,304	\$ 111,985	\$ 134,765	\$ 86,678,977	\$ 88,237,306	\$ 89,534,507	\$ 86,882,281	\$ 88,349,291	\$ 89,669,272
<b>TOTAL NET ASSETS JUNE 30**</b>	\$ 111,985	\$ 134,765	\$ 134,765	\$ 88,237,306	\$ 89,534,507	\$ 89,534,507	\$ 88,349,291	\$ 89,669,272	\$ 89,669,272

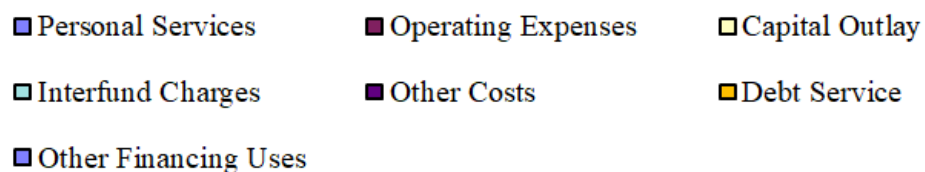
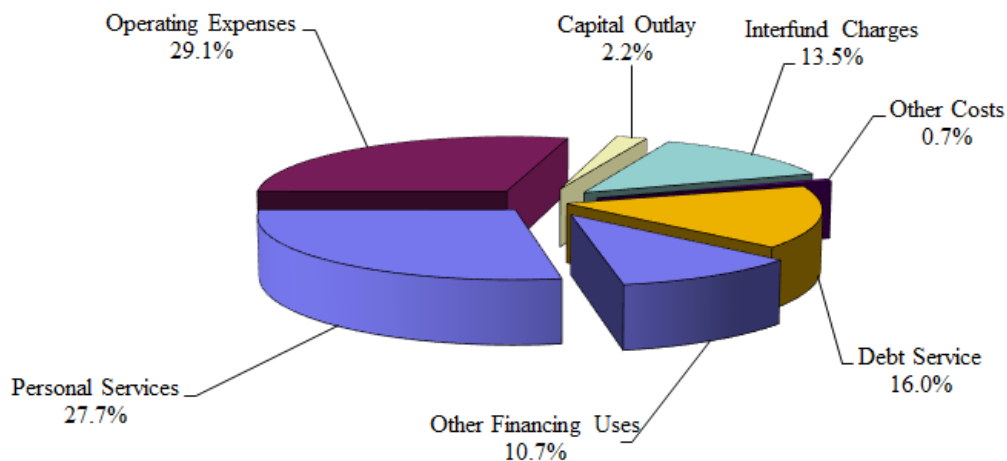
\*Unaudited

**FAYETTE COUNTY, GEORGIA  
FY 2022 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**

<b><u>BUDGETED FUNDS</u></b>	<b>VEHICLE/EQUIPMENT FUND</b>		
	<b><u>FY 2020</u></b> <b><u>ACTUAL</u></b>	<b><u>FY 2021</u></b> <b><u>ACTUAL*</u></b>	<b><u>FY 2022</u></b> <b><u>BUDGET</u></b>
<b>REVENUES</b>			
Investment Income	\$ 56,126	\$ 20,424	\$ -
Contributions/Donations	171,339	57,962	-
Miscellaneous Revenue	7,682	18,875	-
Total Revenues	235,147	97,261	-
<b>OTHER FINANCING SOURCES</b>			
Sale of Gen Fixed Assets	59,980	69,067	-
Transfers from other funds	1,475,000	1,725,000	1,725,000
<b>Total Revenues and</b>			
<b>Other Financing Sources</b>	<b>\$ 1,770,127</b>	<b>\$ 1,891,328</b>	<b>\$ 1,725,000</b>
<b>EXPENDITURES</b>			
Personal Services	\$ -	\$ -	\$ -
Operating Expenses	-	-	-
Capital Outlay	1,779,683	1,120,340	1,877,955
Depreciation & Amortization	1,372,460	1,408,150	-
Other Costs	-	-	-
Debt Service	10,609	(8,502)	-
Contra Capital Outlay	(1,779,683)	(1,120,340)	-
	1,383,069	1,399,648	1,877,955
<b>OTHER FINANCING USES</b>			
Transfers to other funds	-	-	-
<b>Total Expenditures and</b>			
<b>Other Financing Uses</b>	<b>\$ 1,383,069</b>	<b>\$ 1,399,648</b>	<b>\$ 1,877,955</b>
Net Increase (Decrease)			
In Fund Balance	387,058	491,680	(152,955)
<b>TOTAL NET ASSETS JULY 1</b>	<b>\$ 9,721,517</b>	<b>\$ 10,108,575</b>	<b>\$ 10,600,255</b>
<b>TOTAL NET ASSETS JUNE 30</b>	<b>\$ 10,108,575</b>	<b>\$ 10,600,255</b>	<b>\$ 10,447,300</b>

\*Unaudited

**FAYETTE COUNTY, GEORGIA**  
**SUMMARY OF REVENUES, EXPENDITURES, AND OTHER FINANCING SOURCES AND USES**  
**ALL BUDGETED FUNDS**  
**FISCAL YEAR ENDED JUNE 30, 2022**

	<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>
<b>REVENUES</b>								
Property Tax	\$ 50,192,400	\$ 35,960,700	\$ 14,231,700	\$ -	\$ -	\$ -	\$ -	\$ -
Sales & Use Tax	15,000,000	15,000,000	-	-	-	-	-	-
Other Taxes	4,637,000	846,600	3,790,400	-	-	-	-	-
License & Permits	883,500	883,500	-	-	-	-	-	-
Intergovernmental Revenues	2,869,053	2,170,478	698,575	-	-	-	-	-
Charges for Services	27,969,368	3,982,139	5,536,104	-	18,376,125	75,000	-	-
Fines, Forfeits & Penalties	1,906,500	1,540,000	366,500	-	-	-	-	-
Investment Income	499,000	370,000	29,000	-	100,000	-	-	-
Contributions/Donations	19,200	19,000	200	-	-	-	-	-
Miscellaneous Revenue	142,500	67,900	71,100	-	3,500	-	-	-
<b>Total Revenues</b>	<b>\$104,118,521</b>	<b>\$ 60,840,317</b>	<b>\$ 24,723,579</b>	<b>\$ -</b>	<b>\$ 18,479,625</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>OTHER FINANCING SOURCES</b>								
Sale of Gen Fixed Assets	30,000	25,000	5,000	-	-	-	-	-
Transfers from other funds	7,751,901	25,000	112,000	3,705,134	-	172,500	2,012,267	1,725,000
<b>Total Revenues and Other Financing Sources</b>	<b>\$111,900,422</b>	<b>\$ 60,890,317</b>	<b>\$ 24,840,579</b>	<b>\$ 3,705,134</b>	<b>\$ 18,479,625</b>	<b>\$ 247,500</b>	<b>\$ 2,012,267</b>	<b>\$ 1,725,000</b>
<b>EXPENDITURES</b>								
Personal Services	\$ 57,363,293	\$ 37,000,203	\$ 15,167,991	\$ -	\$ 5,108,171	\$ 86,928	\$ -	\$ -
Operating Expenses	27,088,755	17,694,913	3,937,895	-	5,313,777	142,170	-	-
Capital Outlay	8,309,531	137,710	171,190	3,705,134	394,575	10,700	2,012,267	1,877,955
Debt Service	6,259,078	3,255,463	-	-	3,003,615	-	-	-
Other Costs	2,271,481	1,757,686	387,819	-	124,433	1,543	-	-
Interfund Charges	3,290,421	-	761,475	-	2,522,787	6,159	-	-
<b>Total Expenditures</b>	<b>\$104,582,559</b>	<b>\$ 59,845,975</b>	<b>\$ 20,426,370</b>	<b>\$ 3,705,134</b>	<b>\$ 16,467,358</b>	<b>\$ 247,500</b>	<b>\$ 2,012,267</b>	<b>\$ 1,877,955</b>
<b>OTHER FINANCING USES</b>								
Transfers to other funds	7,751,901	4,441,239	1,298,395	-	2,012,267	-	-	-
<b>Total Expenditures and Other Financing Uses</b>	<b>\$112,334,460</b>	<b>\$ 64,287,214</b>	<b>\$ 21,724,765</b>	<b>\$ 3,705,134</b>	<b>\$ 18,479,625</b>	<b>\$ 247,500</b>	<b>\$ 2,012,267</b>	<b>\$ 1,877,955</b>
<b>Net Increase to (Appropriated) Fund balance</b>	<b>\$ (434,038)</b>	<b>\$ (3,396,897)</b>	<b>\$ 3,115,814</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (152,955)</b>

**FAYETTE COUNTY, GEORGIA  
BUDGET SUMMARY INFORMATION  
BUDGETED APPROPRIATIONS  
COMPARISON OF FY 2022 ADOPTED BUDGET WITH PRIOR YEAR'S BUDGET**

The Budget Summary Information contained on the following three pages compares the 2022 fiscal year budgeted appropriations with that of the 2021 fiscal year. The FY 2021 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 section shown later in this document. This section presents data on individual cost centers (departments).

The two columns of information for FY 2021 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.

The % Comparison is the percentage of the FY 2022 budget amount when compared to the FY 2021 revised budget amount.

**FAYETTE COUNTY, GEORGIA**  
**EXPENDITURES AND OTHER FINANCING USES**  
**COMPARISON OF FY 2022 BUDGET TO FY 2021 REVISED BUDGET**

	<b>FY 2021 Budget</b>		<b>FY 2022 Budget</b>	<b>%</b>
	<b>Adopted</b>	<b>Revised*</b>	<b>Adopted</b>	<b>Comparison</b>
<b>GENERAL FUND</b>				
General Government				
Non-Departmental	\$ 448,976	\$ 478,938	\$ 462,181	96.5
Commissioners	680,901	684,742	592,718	86.6
Administration	372,021	430,967	546,071	126.7
Elections	740,512	1,054,988	730,342	69.2
Finance	1,252,452	1,326,110	1,283,286	96.8
Purchasing	286,148	293,503	301,689	102.8
Law Department	225,600	225,600	232,600	103.1
Information Systems	1,187,910	1,223,868	1,198,534	97.9
Human Resources	538,690	550,379	571,701	103.9
Tax Commissioner	1,064,697	1,077,549	1,101,026	102.2
Tax Assessor	1,329,530	1,378,356	1,317,212	95.6
Building & Grounds Maintenance	1,763,186	1,843,565	1,846,315	100.1
Engineering Office	268,627	268,627	184,550	68.7
Contingency	524,286	-	941,879	n/a
<b>Total General Government</b>	<b>\$ 10,683,536</b>	<b>\$ 10,837,192</b>	<b>\$ 11,310,104</b>	<b>104.4</b>
Judicial System				
Non-Departmental	264,732	305,628	266,320	87.1
Superior Court Judges	622,003	622,003	605,185	97.3
Clerk of Superior Court	1,797,983	1,823,618	1,839,275	100.9
Board of Equalization-Clerk of Courts	17,556	17,556	16,944	96.5
District Attorney	364,736	388,932	423,028	108.8
Clerk of State Court	347,093	350,049	338,633	96.7
State Court Solicitor	801,267	810,649	840,021	103.6
State Court Judge	465,233	467,301	451,838	96.7
Magistrate Court	386,135	389,492	397,047	101.9
Probate Court	479,376	484,684	555,410	114.6
Juvenile Court	385,065	376,192	405,976	107.9
Public Defender	488,652	489,306	506,720	103.6
<b>Total Judicial System</b>	<b>\$ 6,419,831</b>	<b>\$ 6,525,410</b>	<b>\$ 6,646,397</b>	<b>101.9</b>
Public Safety				
Non-Departmental	1,002,467	1,092,097	1,029,034	94.2
Sheriff's Office	20,192,512	20,397,016	21,055,921	103.2
County Coroner	154,677	168,297	159,928	95.0
Animal Control	520,128	526,813	531,707	100.9
Emergency Management	337,340	345,530	406,560	117.7
<b>Total Public Safety</b>	<b>\$ 22,207,124</b>	<b>\$ 22,529,753</b>	<b>\$ 23,183,150</b>	<b>102.9</b>

\*Unaudited

**FAYETTE COUNTY, GEORGIA**  
**EXPENDITURES AND OTHER FINANCING USES**  
**COMPARISON OF FY 2022 BUDGET TO FY 2021 REVISED BUDGET**

	<b>FY 2021 Budget</b>		<b>FY 2022 Budget</b>	<b>%</b>
	<b>Adopted</b>	<b>Revised*</b>	<b>Adopted</b>	<b>Comparison</b>
<b>Public Works</b>				
Non-Departmental	64,370	64,370	72,926	113.3
Public Works Administration	225,526	231,313	233,379	100.9
Road Department	6,032,171	6,595,157	8,594,677	130.3
Environmental Management	539,422	625,975	669,917	107.0
Fleet Maintenance	678,792	687,851	720,711	104.8
<b>Total Public Works</b>	<b>\$ 7,540,281</b>	<b>\$ 8,204,666</b>	<b>\$ 10,291,610</b>	<b>125.4</b>
<b>Planning &amp; Development</b>				
Non-Departmental	8,637	8,637	10,254	118.7
County Extension	141,740	141,740	142,950	100.9
Georgia Forestry Commission	3,530	3,530	3,530	100.0
Building Safety	783,976	795,352	805,410	101.3
Planning & Zoning	357,165	365,411	377,411	103.3
Code Enforcement Section	115,536	117,163	118,574	101.2
Development Authority	238,250	238,250	238,250	100.0
<b>Total Planning and Development</b>	<b>\$ 1,648,834</b>	<b>\$ 1,670,083</b>	<b>\$ 1,696,379</b>	<b>101.6</b>
<b>Culture and Recreation</b>				
Non-Departmental	9,176	9,176	10,535	114.8
Recreation	1,475,821	1,489,267	1,475,909	99.1
Library	1,136,120	1,173,301	1,140,897	97.2
<b>Total Culture and Recreation</b>	<b>\$ 2,621,117</b>	<b>\$ 2,671,744</b>	<b>\$ 2,627,341</b>	<b>98.3</b>
<b>Health and Welfare</b>				
Public Health	284,029	284,029	184,084	64.8
Fayette Counseling Center	135,732	135,732	142,522	105.0
Dept of Family & Children Services	39,325	39,325	39,325	100.0
Fayette Community Options	67,270	67,270	67,270	100.0
Senior Citizens Center	368,294	368,294	402,330	109.2
<b>Total Health and Welfare</b>	<b>\$ 894,650</b>	<b>\$ 894,650</b>	<b>\$ 835,531</b>	<b>93.4</b>
<b>Debt Service</b>				
Criminal Justice Center	3,129,380	3,129,380	3,255,463	104.0
<b>Total Debt Service</b>	<b>\$ 3,129,380</b>	<b>\$ 3,129,380</b>	<b>\$ 3,255,463</b>	<b>104.0</b>
Transfer to Jail Surcharge	60,000	115,000	112,000	97.4
Transfer to Capital/CIP Projects	3,133,018	4,636,116	3,431,739	74.0
Transfer to Solid waste	160,000	160,000	172,500	107.8
Transfer to Vehicles & Equipment	725,000	725,000	725,000	100.0
<b>Total Transfer to Other Funds</b>	<b>\$ 4,078,018</b>	<b>\$ 5,636,116</b>	<b>\$ 4,441,239</b>	<b>78.8</b>
<b>TOTAL GENERAL FUND</b>	<b>\$ 59,222,771</b>	<b>\$ 62,098,994</b>	<b>\$ 64,287,214</b>	<b>103.5</b>

\*Unaudited

**FAYETTE COUNTY, GEORGIA**  
**EXPENDITURES AND OTHER FINANCING USES**  
**COMPARISON OF FY 2022 BUDGET TO FY 2021 REVISED BUDGET**

	FY 2021 Budget		FY 2022 Budget	%
	Adopted	Revised*	Adopted	Comparison
<b>SPECIAL REVENUE FUNDS</b>				
Law Library	55,000	55,000	50,000	90.9
Confiscated Property-State	-	30,349	-	0.0
U.S. Customs	-	121,459	-	0.0
Confiscated Property-Federal	-	72,747	-	0.0
Accountability State Court	398,044	223,775	260,213	116.3
911 Communications	3,744,925	3,783,825	3,960,364	104.7
Jail Construction	384,000	384,000	363,000	94.5
Juvenile Supervision	10,539	10,539	10,000	94.9
Victims Assistance	154,821	154,821	154,821	100.0
Drug Abuse and Treatment	716,766	515,222	436,913	84.8
Fire Services	10,871,747	10,871,747	11,264,233	103.6
Street Lights	346,701	346,981	354,049	102.0
Emergency Medical Services	3,348,191	3,411,113	3,552,777	104.2
Animal Sterilization	17,000	17,000	20,000	117.6
Transfer to Other Funds				
Transfer to General Fund	85,000	85,000	25,000	29.4
Transfer to Capital/CIP Projects	698,027	3,688,027	273,395	7.4
Transfer to Vehicle/Equipment	1,000,000	1,000,000	1,000,000	100.0
<b>Total Transfer to Other Funds</b>	<b>\$ 1,783,027</b>	<b>\$ 4,773,027</b>	<b>\$ 1,298,395</b>	<b>27.2</b>
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>\$ 21,830,761</b>	<b>\$ 24,771,605</b>	<b>\$ 21,724,765</b>	<b>87.7</b>
<b>CAPITAL/CIP FUNDS</b>				
Capital/Capital Improvement Program	3,831,045	3,831,045	3,705,134	96.7
Transfers to Other Funds	-	-	-	n/a
<b>TOTAL CAPITAL/CIP FUNDS</b>	<b>\$ 3,831,045</b>	<b>\$ 3,831,045</b>	<b>\$ 3,705,134</b>	<b>96.7</b>
<b>ENTERPRISE FUNDS</b>				
Solid Waste Fund	\$ 230,836	\$ 239,692	\$ 247,500	103.3
Water System Fund	16,211,650	16,720,860	16,467,358	98.5
Transfer to Other Funds				
Transfer to Enterprise CIP	2,213,250	2,213,250	2,012,267	90.9
<b>TOTAL ENTERPRISE FUNDS</b>	<b>\$ 18,655,736</b>	<b>\$ 19,173,802</b>	<b>\$ 18,727,125</b>	<b>97.7</b>
<b>ENTERPRISE FUNDS PROJECTS</b>				
Enterprise CIP Projects	\$ 2,213,250	\$ 2,213,250	\$ 2,012,267	90.9
Transfer to Other Funds	-	-	-	n/a
<b>TOTAL ENTERPRISE FUNDS PROJECTS</b>	<b>\$ 2,213,250</b>	<b>\$ 2,213,250</b>	<b>\$ 2,012,267</b>	<b>90.9</b>
<b>INTERNAL SERVICE FUNDS</b>				
Vehicle/Equipment Fund	\$ 2,349,613	\$ 2,377,645	\$ 1,877,955	79.0
<b>TOTAL OF ALL BUDGETED FUNDS</b>	<b>\$ 108,103,176</b>	<b>\$ 114,466,341</b>	<b>\$ 112,334,460</b>	<b>98.1</b>

\*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 2022 revenue projection process, total revenue collections through the 2021 fiscal year are estimated. As actual monthly activity is recorded, original estimated FY 2021 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 2022, it is projected that these two sources of revenue will account for approximately 83.8 percent of General Fund total revenues. These two sources of revenue account for a consistent percent of total revenue. In the last three years this percent goes from a low of 83.7% to a high of 84.0 percent.

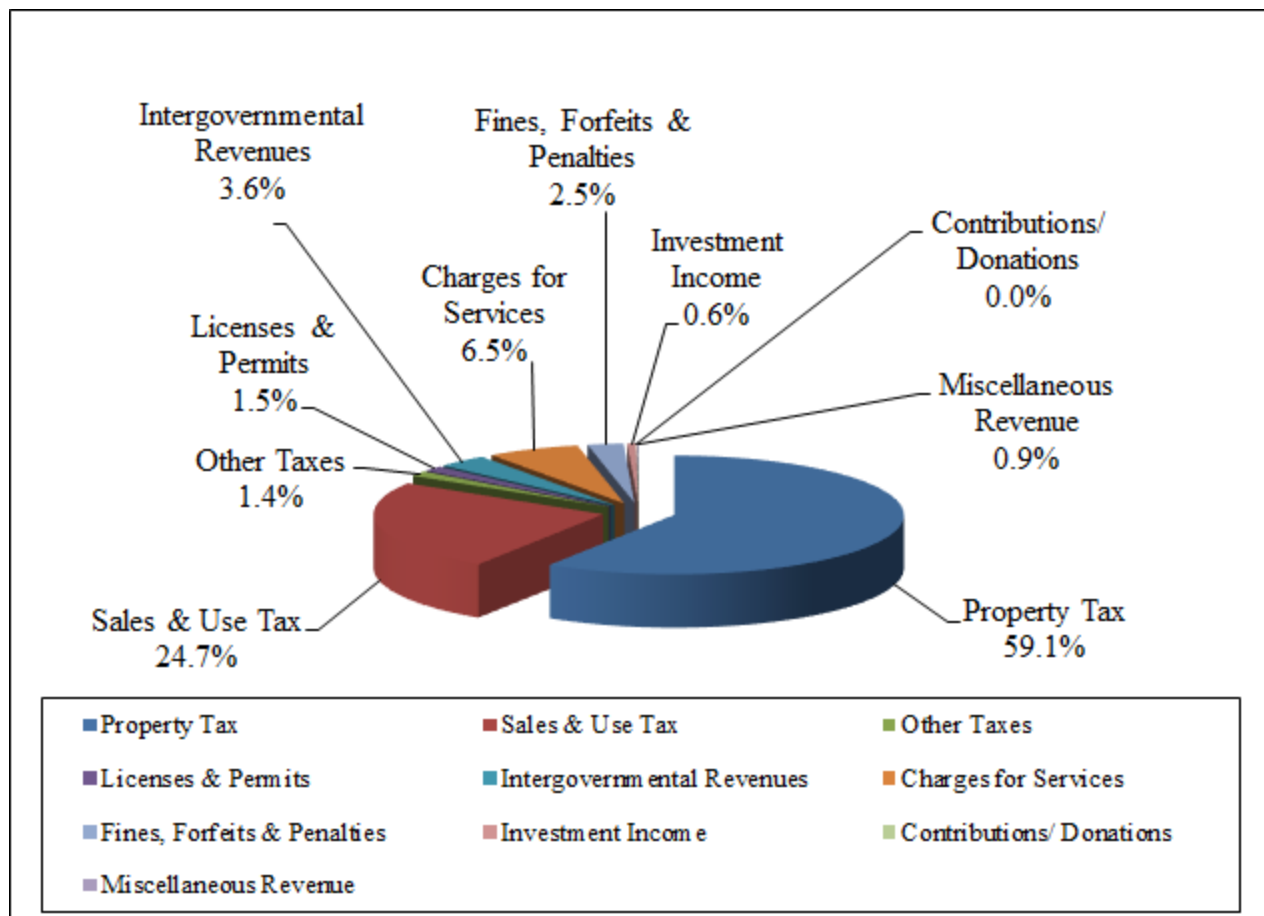


## General Fund

### Three Year Comparison of Revenue Sources

REVENUE	2020 ACTUAL	2021 BUDGET	2021 ACTUAL*	2022 BUDGET
Property Tax	\$ 34,418,263	\$ 34,937,100	\$ 36,609,433	\$ 35,960,700
Sales & Use Tax	12,968,871	12,100,000	15,413,452	15,000,000
Other Taxes	759,897	729,000	1,012,683	846,600
Licenses & Permits	750,275	891,000	916,014	883,500
Intergovernmental Revenues	1,471,735	1,560,534	2,633,466	2,170,478
Charges for Services	3,774,101	3,826,586	4,319,774	3,982,139
Fines, Forfeits & Penalties	1,170,415	1,556,000	920,412	1,540,000
Investment Income	974,004	460,000	108,034	370,000
Contributions/Donations	22,882	28,000	8,733	19,000
Miscellaneous Revenue	120,775	131,700	135,543	67,900
<b>Total Revenues</b>	<b>\$ 56,431,218</b>	<b>\$ 56,219,920</b>	<b>\$ 62,077,544</b>	<b>\$ 60,840,317</b>

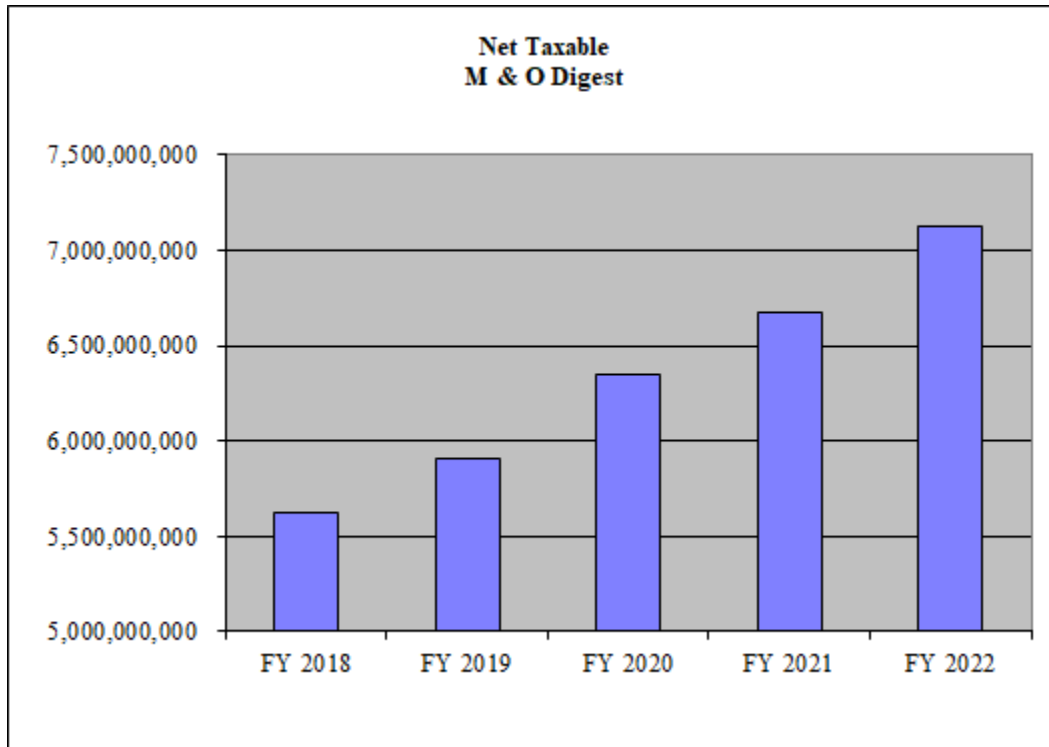
### Percentage Contribution of Revenue Sources FY 2022 Budget



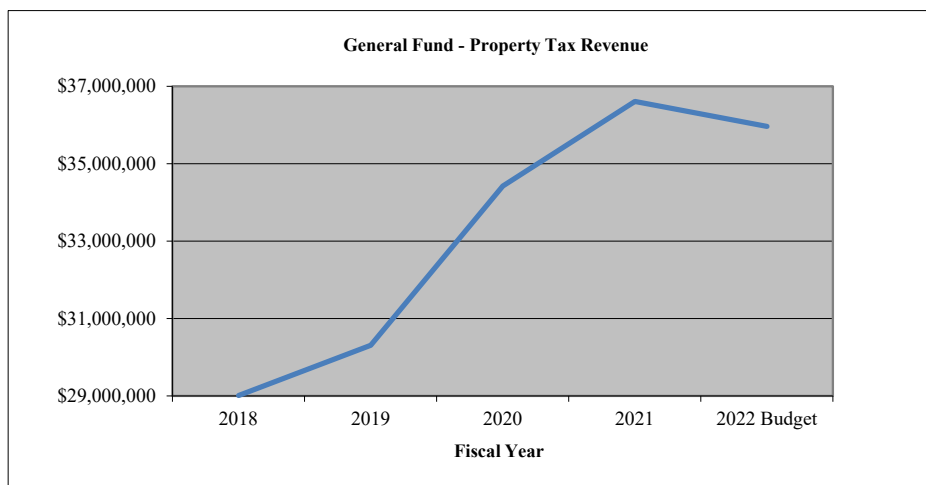


## Property Tax

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. The Net Taxable M&O Digest has consistently increased the last five years.

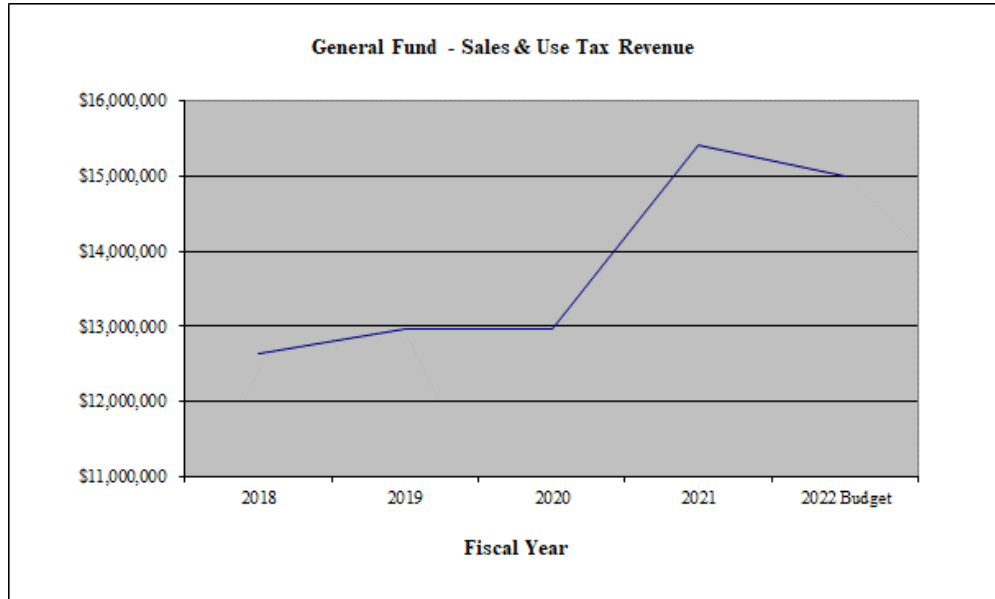


Digest Information	Fiscal Year	Net taxable M&O Digest	Digest Growth	Millage Rate	Change in Millage
2017 Tax Year (Actual)	FY 2018	5,621,113,147	11.7%	4.509	-8.3%
2018 Tax Year (Actual)	FY 2019	5,901,669,198	5.0%	4.392	-2.6%
2019 Tax Year (Actual)	FY 2020	6,351,075,145	7.6%	4.392	0.0%
2020 Tax Year (Actual)	FY 2021	6,672,714,734	5.1%	4.277	-2.6%
2021 Tax Year (Projected)	FY 2022	7,122,008,224	6.7%	4.034	-5.7%



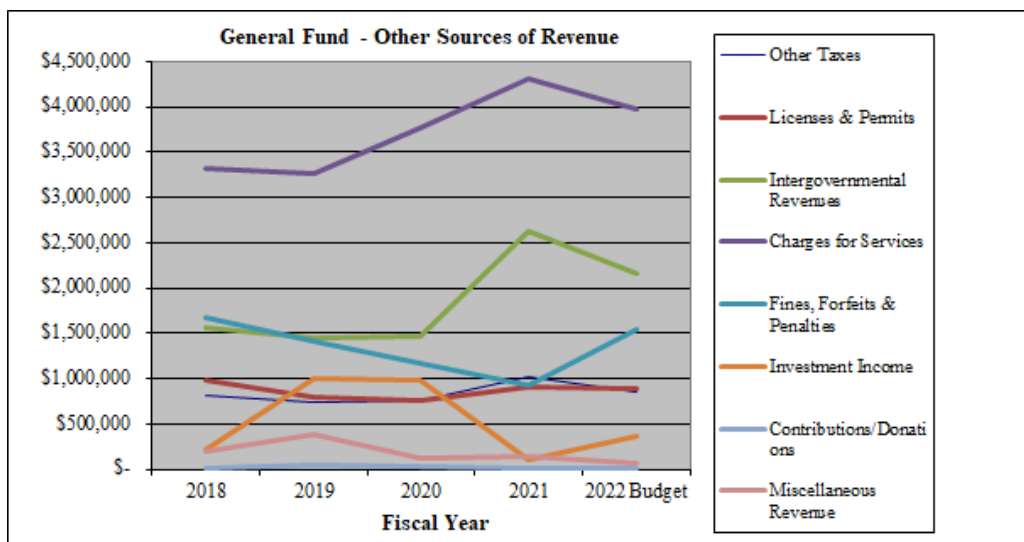
## Sales and Use Tax

The Sales and Use Tax (also referred to as a one-percent Local Option Sales Tax or L.O.S.T.) represents approximately 24.7% of total budgeted revenue for FY 2022. Except for the pandemic year of FY 2020, Sales and Use Tax revenue has increased steadily every year. The FY 2022 budget amount is approximately \$2.4 million or 18.7% higher than the FY 2018 actual amount collected. The Sales and Use Tax revenue in FY 2022 is projected conservatively following the budget principles set for county annual budgets.



## Other Sources of Revenue

For FY 2022, other significant sources of revenue are Charges for Services (\$4.0 million), Fines, Forfeits & Penalties (\$1.5 million), Intergovernmental Revenue (\$2.2 million), Licenses & Permits (\$0.9 million), Other Taxes (\$0.8 million), and other minor sources of revenue total (\$0.4 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.

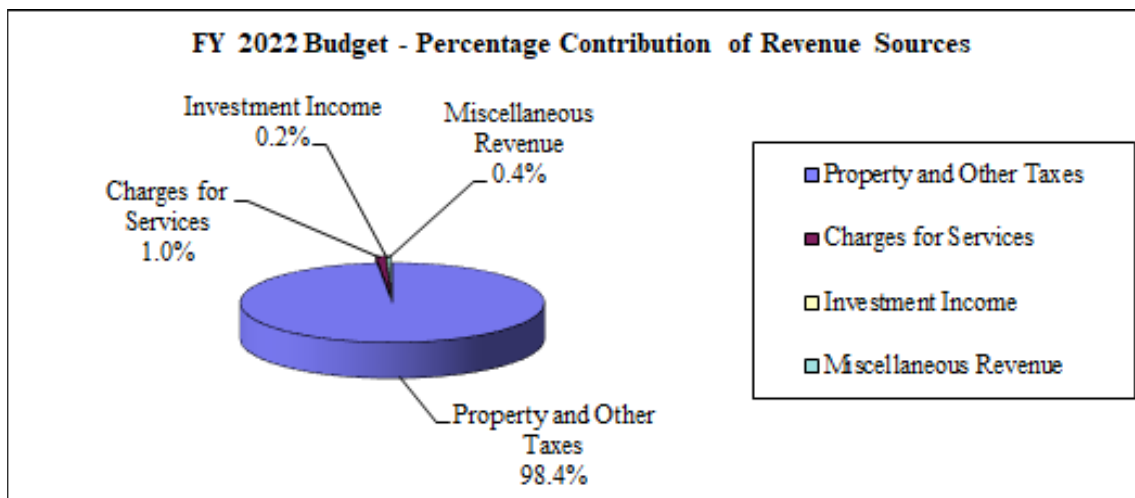
### Fire Services - Special Revenue Fund

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 2022, approximately 98.4% of the total revenue projects 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. Even though, the fire services millage rate will stay the same at 3.070 mills, revenue from property and other taxes is projected to increase \$0.8 million or 6.29%. The reason is that the fire services tax district taxable digest is growing.

### Three Year Comparison of Revenue Sources

REVENUE	2020	2021	2021	2022
	ACTUAL	BUDGET	ACTUAL*	BUDGET
Property and Other Taxes	\$ 12,385,132	\$ 12,929,350	\$ 13,228,914	\$ 14,041,850
Intergovernmental Revenues	38,426	-	675,239	-
Charges for Services	138,944	158,000	135,224	141,000
Investment Income	67,043	90,000	5,526	25,000
Miscellaneous Revenue	60,186	58,100	61,846	61,100
Contributions/ Donations	-	-	-	-
<b>Total Revenues</b>	<b>\$ 12,689,731</b>	<b>\$ 13,235,450</b>	<b>\$ 14,106,749</b>	<b>\$ 14,268,950</b>
*Unaudited				



### **911 Communications - Special Revenue Fund**

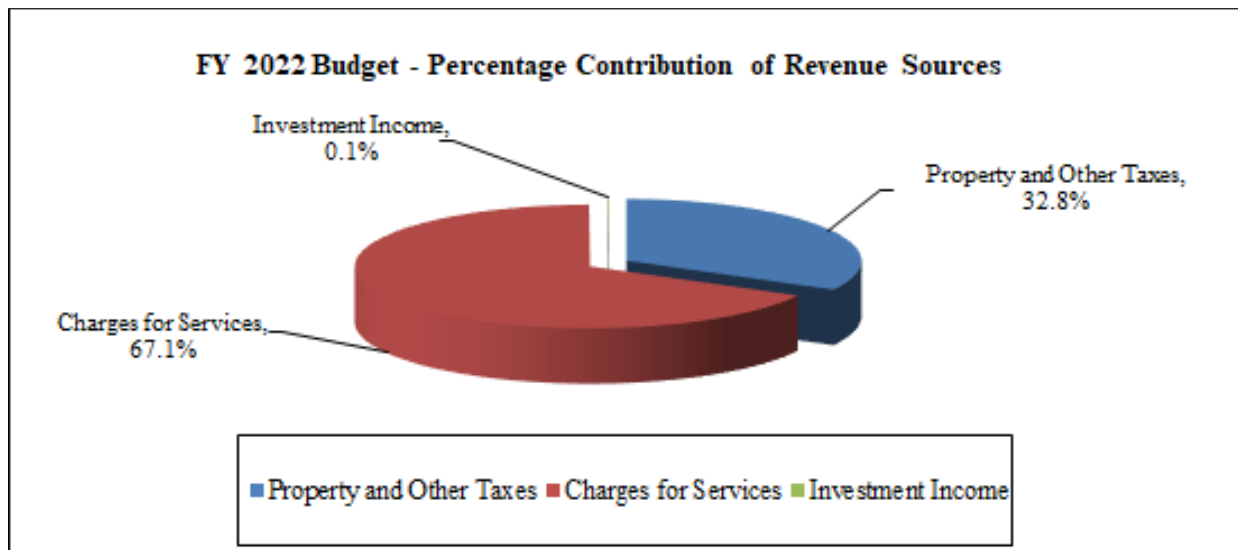
911 Communications main sources of revenue are property taxes and charges for services. The special tax district provides 911 communications services to all citizens in the county. For FY 2022, the tax district is projected to generate approximately \$1.5 million or 32.8% of the total revenue for the fund. The tax district net taxable digest is growing 6.7% and the millage rate remains at 0.210 mills. The growth in the net taxable digest drives the projected 5.2% increase in property tax revenue.

Charges for Services revenue (67.1% of the total revenue for the fund) is generated by the \$1.50 monthly surcharge each telephone receiving service in the County. In FY 2022, there is a projected increase of 4.0% in the surcharge collected. 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	FY 2020 ACTUAL	FY 2021 BUDGET	FY 2021 ACTUAL*	FY 2022 BUDGET
Property and Other Taxes	\$ 1,356,451	\$ 1,404,050	\$ 1,441,392	\$ 1,515,700
Charges for Services	3,005,194	3,100,000	2,981,393	3,100,000
Investment Income	23,118	20,000	1,312	3,000
Contributions/Donations	-	-	10	-
<b>Total Revenues</b>	<b>\$ 4,384,763</b>	<b>\$ 4,524,050</b>	<b>\$ 4,424,107</b>	<b>\$ 4,618,700</b>
*Unaudited				

### **Percentage Contribution of Revenue Sources**



### **Emergency Medical Services (EMS) - Special Revenue Fund**

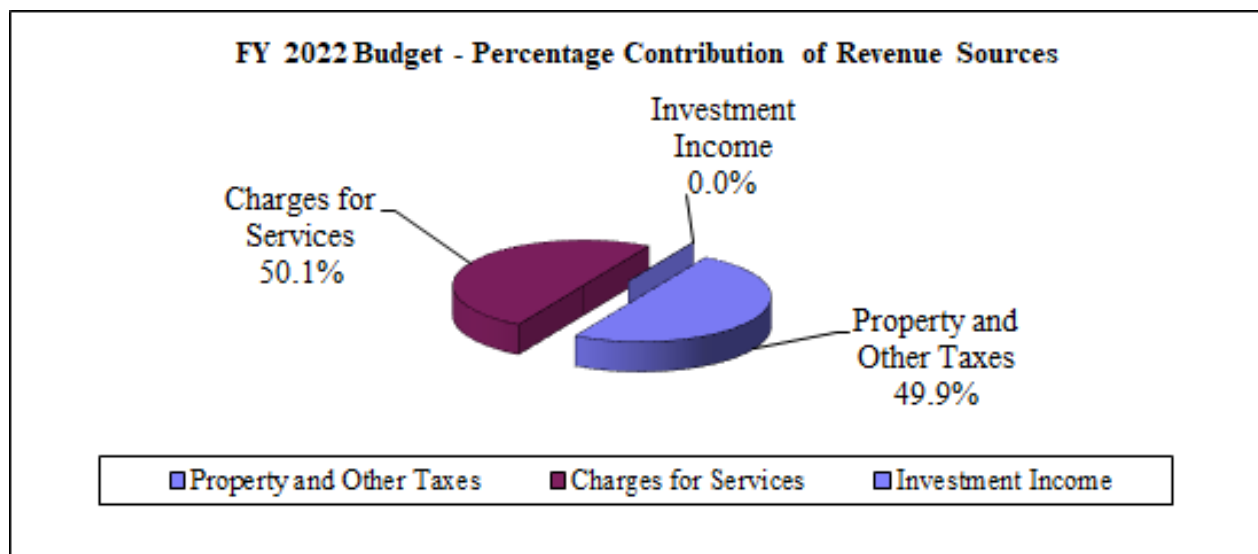
The special revenue tax district encompasses the entire county, with the exception of the City of Peachtree City. Peachtree City provides emergency medical services to its citizens. The EMS fund accounts exclusively for activities (revenues and expenditures) related to emergency medical services. Before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

The two main revenue sources for the EMS fund are Charges for Services (50.1% of total revenue) and Property and Other Taxes (49.9% of total revenue). Charges for services are for ambulance charges and ambulance recoveries of uncollectible. The EMS tax district net taxable digest is growing 8.4% and the millage rate remains at 0.456 mills. The growth of the net taxable digest drives the projected increase of 6.9% in property tax revenue.

#### **Three Year Comparison of Revenue Sources**

REVENUE	FY 2020 ACTUAL	FY 2021 BUDGET	FY 2021 ACTUAL*	FY 2022 BUDGET
Property and Other Taxes	\$ 1,794,391	\$ 1,830,350	\$ 1,931,690	\$ 2,064,550
Charges for Services	2,006,793	2,070,000	2,066,749	2,070,000
Investment Income	3,951	3,000	224	1,000
Miscellaneous Revenue	150	-	-	-
Intergovernmental Revenues	66,377	-	1,151,112	-
<b>Total Revenues</b>	<b>\$ 3,871,662</b>	<b>\$ 3,903,350</b>	<b>\$ 5,149,775</b>	<b>\$ 4,135,550</b>
*Unaudited				

#### **Percentage Contribution of Revenue Sources**



## **Water System Fund**

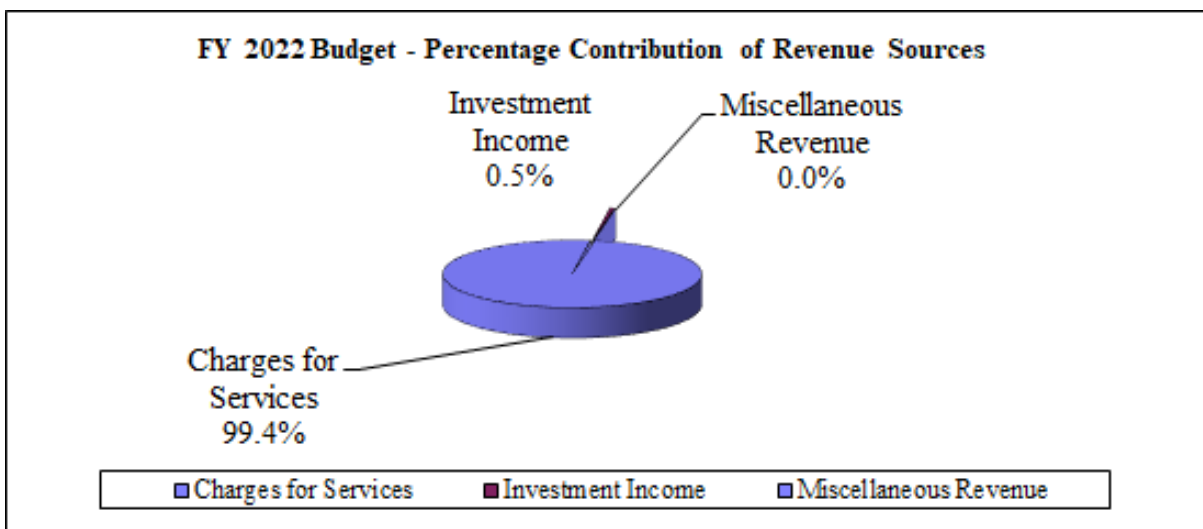
The primary mission of the Water System Fund is to serve as a funding mechanism for the provision of potable water to the residents of the County. Service fees are charged to cover the costs of building reservoirs, treating raw water, and distributing the finished product through miles of pipe. These 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 2022, it is projected at 99.4% of total revenue. After lower-than-expected revenue from charges for services in FY 2021, charges for services projected for FY 2022 are \$18.4 million. This represents a modest increase of 1.1% from the projection in FY 2021.

### **Three Year Comparison of Revenue Sources**

REVENUE	FY 2020	FY 2021	FY 2021	FY 2022
	ACTUAL	BUDGET	ACTUAL*	BUDGET
Charges for Services	\$ 17,376,522	\$ 18,167,600	\$ 16,147,068	\$ 18,376,125
Intergovernmental Revenues			\$ 34,500	
Investment Income	226,007	250,000	10,019	100,000
Contributed Capital	1,607,295	-	983,450	-
Miscellaneous Revenue	2,580	7,300	25,552	3,500
<b>Total Revenues</b>	<b>\$ 19,212,404</b>	<b>\$ 18,424,900</b>	<b>\$ 17,200,589</b>	<b>\$ 18,479,625</b>
*Unaudited				

### **Percentage Contribution of Revenue Sources**



## ANALYSIS OF MAJOR REVENUE SOURCES AND TRENDS

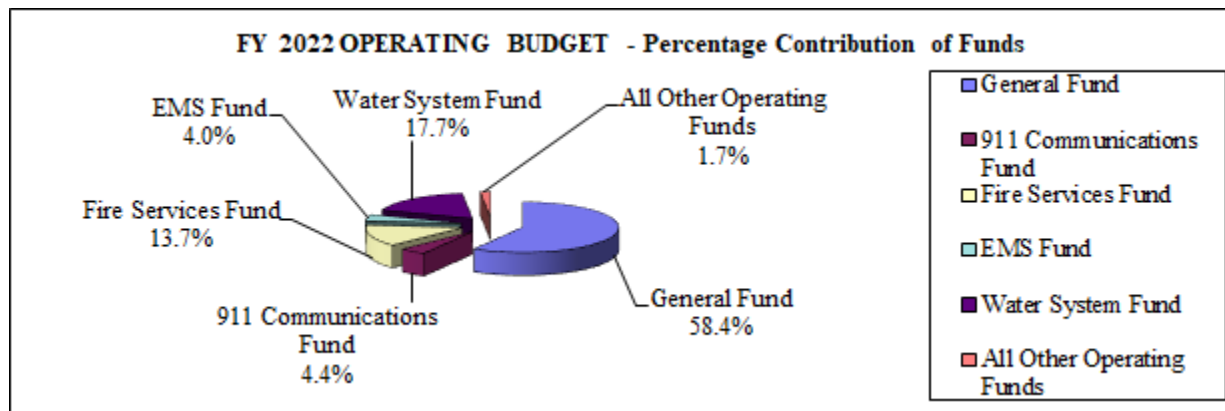
### All Funds

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 2020	FY 2021	FY 2021	FY 2022
	ACTUAL	BUDGET	ACTUAL*	BUDGET
General Fund	\$ 56,431,218	\$ 56,219,920	\$ 62,077,544	\$ 60,840,317
911 Communications Fund	4,384,763	4,524,050	4,424,107	4,618,700
Fire Services Fund	12,689,731	13,235,450	14,106,749	14,268,950
EMS Fund	3,871,662	3,903,350	5,149,775	4,135,550
Water System Fund	19,212,404	18,424,900	17,200,589	18,479,625
All Other Operating Funds	2,320,724	2,344,746	1,914,301	1,775,379
<b>Total Revenues</b>	<b>\$ 98,910,502</b>	<b>\$ 98,652,416</b>	<b>\$ 104,873,065</b>	<b>\$ 104,118,521</b>
*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.



## **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 2019 ACTUAL	FY 2020 ACTUAL	FY 2021 UNAUDITED	FY 2022 PROJECTED
<b>General Fund</b>	<b>29,940,691</b>	<b>31,782,620</b>	<b>37,056,453</b>	<b>33,659,556</b>
<b><u>Special Revenue Funds:</u></b>				
Law Library	10,696	2,878	2,558	2,558
Confiscated Property-State	134,526	98,549	87,892	87,892
U.S.Customs Fund	117,612	158,984	50,934	50,934
Confiscated Property-Federal	406,187	88,954	193,694	193,694
State Court - DUI Court	309,184	300,990	300,458	372,081
Emergency Phone E-911	5,233,277	6,545,066	7,591,412	8,228,748
Jail Surcharge	40,066	1,453	20,745	20,745
Juvenile Supervision	80,099	83,030	86,980	82,980
Victims Assistance	129,887	90,098	40,163	25,842
Drug Abuse and Treatment	660,205	607,954	590,525	644,655
Fire Services	4,475,667	6,070,516	8,490,855	10,640,177
Street Lights	153,588	138,755	117,552	148,503
Emergency Medical Services	1,706,985	2,061,566	3,410,543	3,601,316
Animal Control Spay Neuter	3,765	6,800	11,425	11,425
<b>Total Special Revenue Funds</b>	<b>13,461,745</b>	<b>16,255,593</b>	<b>20,995,736</b>	<b>24,111,550</b>
<b><u>Enterprise Funds</u></b>				
Solid Waste	203,304	111,985	134,765	134,765
Water System	86,678,977	88,237,306	89,534,507	89,534,507
<b>Total Enterprise Funds</b>	<b>86,882,281</b>	<b>88,349,291</b>	<b>89,669,272</b>	<b>89,669,272</b>
<b><u>Internal Service Funds</u></b>				
Vehicle/Equipment Fund	9,721,517	10,108,575	10,600,255	10,447,300
<b>Total All Funds*</b>	<b>\$ 140,006,234</b>	<b>\$ 146,496,079</b>	<b>\$ 158,321,716</b>	<b>\$ 157,887,678</b>
<b>*Except Governmental Capital/CIP Funds and Enterprise CIP Funds. Unaudited.</b>				

### **Funds with Anticipated Changes of 10% or More in Fund Balance**

**Accountability State Court, Special Revenue Fund** – the number of participants projected to participate in the programs of this fund are expected to increase in FY 2022. Revenue from grant programs, fees collected, and fines collected estimated to exceed fund expenditures by \$72K in FY 2022. Fund balance projected to increase 23.8%.

**Victims Assistance, Special Revenue Fund** – fund balance projected to decrease 35.7% in FY 2022. Fund balance has been decreasing since FY 2018. Again, expenditures are projected to exceed revenue for the fund. Fund balance is projected at \$25.8K by the end of FY 2022. If this trend continues, fund transfers from the General Fund will be needed to keep fund balance from going negative.

**Fire Services, Special Revenue Fund** – fund balance is projected to increase 25.3% in FY 2022. Revenue is projected to exceed expenditures by \$2.1 million.

**Street Lights, Special Revenue Fund** – fund balance is projected to increase 26.3% in FY 2022. Revenue and expenditure levels have remained consistent since FY 2019. The projected increase in fund balance for FY 2022 is a result of a decrease in the amount transferred to the General Fund. The amount transferred is to cover costs incurred by the General Fund in the administration of Street Lights operations.

# **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 Annual Comprehensive Financial Report (ACFR), 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.

Any cost-of-living adjustment (COLA) or pay-for-performance is determined by fund and included in the budget under the Contingency expenditure line for each fund. If approved, it will be allocated to each of the departments within each fund. If not approved, it will be taken out of the budget.

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, pay-for-performance, 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.

- 1<sup>st</sup> Violation    30 day P-card suspension
- 2<sup>nd</sup> 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,<br>hay blowers, loaders, rollers, sand & salt spreaders,<br>tack distributors, track hoes, large tractors, and<br>similar equipment | 15 years |
| 11) Dozers, graders, pan scrapers, skid steer loaders,<br>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 an Annual Comprehensive Financial Report (ACFR) 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 Annual Comprehensive Financial Report (ACFR)**

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 ACFR. 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 ACFR. These are not included in the budget.
3. Enterprise funds use the accrual basis of accounting in the ACFR and use the cash basis in the budget.
4. The results of operations of component units are included in the ACFR. 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**

**Governmental Funds**

100 – General Fund

Special Revenue Funds

- 205 – Law Library Surcharge
- 214 – Accountability State 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
- 540 – Solid Waste

**Internal Service Funds**

- 610 – Vehicle/Equipment

## FAYETTE COUNTY, GEORGIA FUND TYPES

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

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

2. ***Special Revenue Funds*** account for resources legally restricted to expenditures for specified current operating purposes. The focus of Special Revenue Fund accounting is on sources and uses of "available spendable resources" rather than on costs of services. They are accounted for on a spending measurement focus using the modified accrual basis of accounting. The following are Special Revenue Funds 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 ***Law Library Surcharge, Accountability State Court, Jail Surcharge, Juvenile Supervision Surcharge, Victims Assistance Surcharge, Drug Abuse and Treatment, 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.

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	10 - General Government	Administration
			Buildings & Grounds Maint
			Commissioners
			Contingency
			Elections
			Engineering Office
			Finance
			Human Resources
			Information Systems
			Law Department
			Non-Departmental - General Government
			Purchasing
			Tax Assessor
			Tax Commissioner
Governmental Fund	100 - General Fund	20 - Judicial System	Board Of Equalization
			Clerk Of State Court
			Clerk Of Superior Court
			District Attorney
			Juvenile Court
			Magistrate Court
			Non-Departmental - Judicial
			Probate Court
			Public Defender
			State Court Judge
			State Court Solicitor
			Superior Court Judges
Governmental Fund	100 - General Fund	30 - Public Safety	Animal Control
			County Coroner
			Emergency Management
			Non-Departmental - Public Safety
			Sheriff - Criminal Investigations
			Sheriff - Field Operations
			Sheriff - Jail Operations
			Sheriff - Support Services
Governmental Fund	100 - General Fund	40 - Public Works	Environmental Management
			Fleet Maintenance
			Non-Departmental - Public Works
			Public Works Administration
			Road Department
Governmental Fund	100 - General Fund	50 - Health and Welfare	Dept Of Family & Children
			Fayette Community Options
			Fayette Counseling Center
			Public Health
			Senior Citizens Center
Governmental Fund	100 - General Fund	60 - Culture & Recreation	Libraries
			Non-Departmental - Culture & Recreation
			Recreation

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

Fund Type	Fund	Function	Department
Governmental Fund	100 - General Fund	70 - Planning & Development	Building Safety
			Code Enforcement Section
			County Extension
			Development Authority
			Georgia Forestry Commission
			Non-Departmental - Planning & Development Planning & Zoning
Governmental Fund	100 - General Fund	80 - Debt Service	Criminal Justice Center Debt
Governmental Fund	100 - General Fund	90 - Other Financing Uses	Transfer To Other Funds
Governmental Fund	205 - Law Library Surcharge	20 - Judicial System	Law Library
	210 - Confiscated Property - State	30 - Public Safety	Confiscated Property
	211 - Confiscated Property - US Customs	30 - Public Safety	Confiscated Property
	212 - Confiscated Property - Federal	30 - Public Safety	Confiscated Property
	214 - Accountability State Court	20 - Judicial System	Accountability State Court
	215 - 911 Communications	30 - Public Safety	911 Communications
	216 - Jail Construction Surcharge	30 - Public Safety	Jail Surcharge
	217 - Juvenile Supervision Surcharge	20 - Judicial System	Juvenile Supervision
	218 - Victims' Assistance Surcharge	50 - Health and Welfare	Victim'S Assistance
	219 - Drug Abuse & Treatment	50 - Health and Welfare	Drug Abuse & Treatment
	270 - Fire Services	30 - Public Safety	Fire Services
	271 - Street Lights	40 - Public Works	Street Lights
	272 - Emergency Medical Services	30 - Public Safety	Emergency Medical Services
	291 - Animal Control Spay Neuter	30 - 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
			Field Operations
			Reservoir Management
			Water Admin
			Water Billing
			Water Crosstown
			Water Lab & Compliance
			Water Maintenance
			Water Marshal Water So Fayette
Enterprise Fund	540 - Solid Waste	Solid Waste	Solid Waste & Recycling
Internal Service Fund	610 - Vehicle/Equipment	Various functions	Various Departments

## FAYETTE COUNTY, GEORGIA CAPITAL BUDGET

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### **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, promote economic development, improve the delivery of services, 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 other 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 1<sup>st</sup>.

### **Process of How Capital Projects are Identified, Prioritized, and Selected**

The first criteria for identifying and selecting capital projects is their alignment with the county's long-term goals and objectives. Long-term goals and objectives of the governmental unit are set to fulfill the needs of the citizens. Also, capital projects might arise because of requirements imposed by federal, state, regional, or local mandates.

Needs can be identified thru citizen surveys, local advisory committees/boards, needs assessment studies, federal/state suggested guidelines, transportation plans, a task force created

to study a particular problem, etc. After identifying needs, a course of action is established to address these needs.

Departments submit capital projects request forms as part of the annual budget process. The request forms include a detailed description of the project, justification of the project, the estimated total cost of the project, and the estimated start and completion dates of the project. Project requests are categorized as new projects or continuation of existing projects. The \$ impact of the project on future operating budgets is also included. Specific funding sources for the projects are specified.

The initial prioritization of the projects is assigned to the department heads. Department heads are directly familiar with the capital needs in their respective areas. Meetings between department heads and county administration take place. Priority is given to capital projects in the following categories: required by mandate or legal requirement, capital projects to address high risk health and safety issues, and capital projects required for asset preservation based on asset life cycles. Capital projects requests that are not in the previous categories are given less priority and their selection is based on the availability of funding.

County administration determines which projects are selected to be recommended for approval by the county governing board. The effect of capital projects on future operating budgets is quantified. Also, funding sources from all funding alternatives are considered. As a county policy, the total funding needed to cover the total estimated cost of the entire 5-year CIP plan is assigned in fund balance for governmental funds.

### **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 included in the annual budget 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 a specific source of revenue other than general revenues** such as grants or donations, or the Special Purpose Local Option Sales Tax (S.P.L.O.S.T.),
- 3) **capital projects and CIP projects residual funding** from previously approved projects that have been already completed, from current projects that can be delayed to a future year, or projects that are deemed as no longer needed. The funding in these projects can then be transferred to fund future projects,
- 4) 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 and Solid Waste projects are accounted for in the **Solid Waste CIP** fund. The Water System and Solid Waste 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 2022 approved operating budget (**see also table Effect of Non-recurring Capital Projects on Operating Budgets at the end of this section**).

### **Capital/CIP/Vehicles/Equipment Projects Approved in the FY 2022 Budget**

The projects that fall under the **General Government** function, **ten (11) projects, total of \$717,100.**

- **Administration, one (1) project, \$21,000** for renovation of security cameras.
- **Building and Grounds Department, five (6) projects, \$204,500.**

These are projects for a storage building, IT Data Room repairs, roof analysis in different buildings, replacement of air handler unit coil at the Library, Kubota Mini Excavator, and Kubota Tractor with loader.

- **Elections, one (1) project, \$300,000** for the renovation of vacated Station #4.
- **Finance, one (1) project, \$9,695** for a folding/sealing machine.
- **Information Systems, one (1) project, \$175,000** for Systemwide replacement of computer equipment.
- **Purchasing, one (1) project, \$6,905** for color copier/printer.

**Three (3) projects for \$21,860** fall under the **Judicial** function.

- **Magistrate Court, one (1) project, \$4,431** for a copier.
- **Probate Court, one (1) project, \$10,644** for cubicle improvements.
- **State Court Solicitor, one (1) project, \$6,785** Toshiba E-Studio copier.

The projects that fall under the **Public Safety** function, **nineteen (19) projects, total of \$2,844,816.**

- **911 Communications, one (1) project, \$21,000** for A/C Unit replacement.
- **Animal Control Department, one (1) project, \$468,000** for partial funding of a new Animal Shelter building.

- **Emergency Medical Services Department, two (2) projects, \$93,836** for Power Cots and a Chevrolet Tahoe.
- **Fire Services Department, six (6) projects, \$898,552** for several phases of the Links Training Facility, Station 5 kitchen renovation, Station 6 gutter replacement, Station 7 parking lot resurfacing, three Chevrolet Tahoe, and a Fire Pumper.
- **Sheriff's Office, nine (9) projects, \$1,363,428** for Taser replacements, Justice Center security locks, upgrade of Jail Lobby doors, Block Wall for firing range, shower stalls, Dodge cargo van, nine Tahoe pursuit vehicles, and a Training Center driving course.

The projects that fall under the **Public Works** function, **nine (9) projects, total of \$1,424,247.**

- **Environmental Management, two (2) projects, \$279,304** for Countywide Non-2017 SPLOST pipe replacements and a Ford vehicle.
- **Fleet Maintenance, two (2) projects, \$35,600** for surveillance cameras and replacement of side post lifts in auto shop.
- **Road Department, five (5) projects, \$1,109,343** for subdivision pavement rehab, a Grapple Loader Truck, a 300 Gallon Tack Wagon, a Brush Chipper, and two (2) John Deere Utility Tractors.

The projects that fall under the **Culture and Recreation** function, **eleven (11) projects, total \$569,950.**

- **Library, two (2) projects, \$47,450** for large meeting room floor and library interior painting.
- **Recreation, nine (9) projects, \$522,500** for playground shade structure, field refurbishment, new pickleball courts, picnic area parking lot refurbishment, replacement of baseball/softball fence cap material, and walkway repairs in several park areas.

Under the **Planning and Development** function, **one (1) project, \$5,116** for a copier.

The projects that fall under the **Water System, eleven (11) projects, total of \$2,212,267.** These projects include System Yard Piping, Private Water System Improvements, SCADA, Waterline Extensions, Pump Refurbishment Program, SAGES, Well Improvement, Electrical Upgrades, TOC Analyzer, and Interconnectivity Coweta.

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 2022 operating budget of the Water System:

Tandem Dump Truck – \$187,840  
2021 Ford Explorer – \$34,325  
Two (2) 2021 Ford F-150 – \$67,178  
Total \$289,343

**Capital Budget  
Expenditures and Funding  
FY 2020 – FY 2022**

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**--Expenditures by Capital Fund--**

<b>Capital Fund</b>	<b>Approved FY 2020</b>	<b>Approved FY 2021</b>	<b>Approved FY 2022</b>
Capital Projects Fund	\$ 148,028	\$ 25,046	\$ 422,965
Capital Improvement Program Fund	3,441,948	3,805,999	3,282,169
Water System CIP Projects Fund	1,830,000	2,213,250	2,012,267
Vehicle/Equipment Fund	1,474,220	2,349,613	1,877,955
<b>Total Capital Budget</b>	<b>\$ 6,894,196</b>	<b>\$ 8,393,908</b>	<b>\$ 7,595,356</b>

**--Funding by Source--**

<b>Funding Source</b>	<b>Approved FY 2020</b>	<b>Approved FY 2021</b>	<b>Approved FY 2022</b>
General Fund	\$ 3,129,798	\$ 3,133,018	\$ 3,431,739
911 Communications Fund	-	-	21,000
Fire Services Fund	432,178	644,827	210,395
Emergency Medical Services Fund	28,000	53,200	42,000
Water System Fund	1,830,000	2,213,250	2,012,267
Vehicle/Equipment Fund	1,474,220	2,349,613	1,877,955
<b>Total Capital Budget</b>	<b>\$ 6,894,196</b>	<b>\$ 8,393,908</b>	<b>\$ 7,595,356</b>

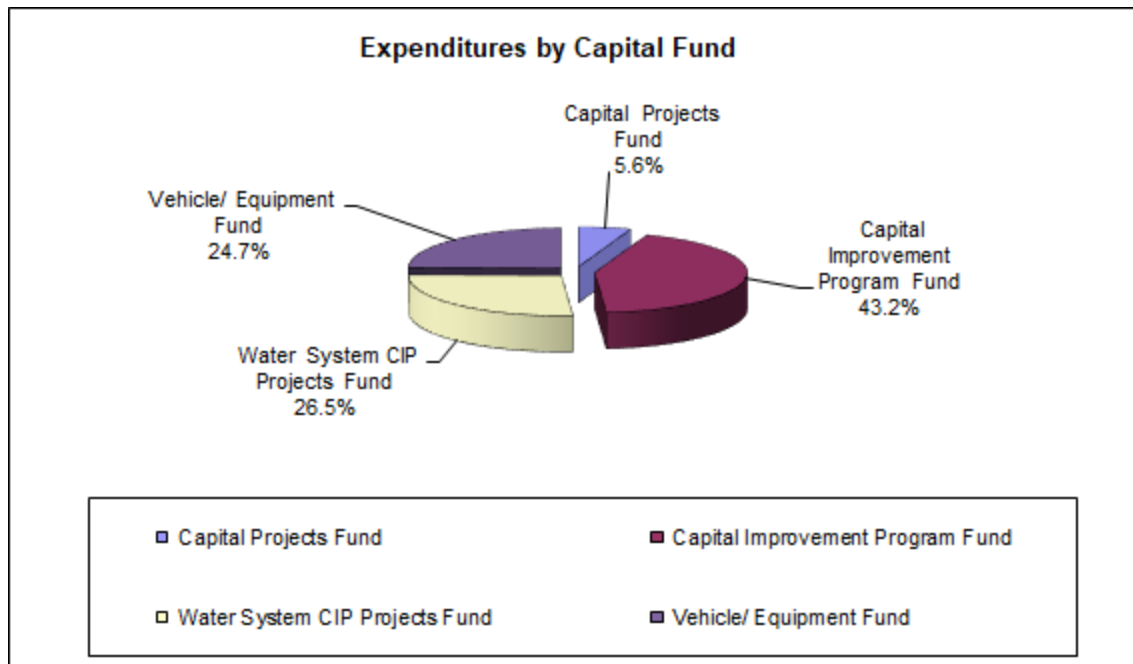
**--Expenditures by Function--**

<b>Function</b>	<b>Approved FY 2020</b>	<b>Approved FY 2021</b>	<b>Approved FY 2022</b>
General Government	\$ 526,879	\$ 753,757	\$ 717,100
Judicial	50,700	40,845	21,860
Public Safety	2,724,409	3,986,681	2,844,816
Public Works	790,949	1,209,875	1,424,247
Culture and Recreation	810,000	141,500	569,950
Planning & Development	161,259	48,000	5,116
Water System	1,830,000	2,213,250	2,012,267
<b>Total Capital Budget</b>	<b>\$ 6,894,196</b>	<b>\$ 8,393,908</b>	<b>\$ 7,595,356</b>

**Capital Budget  
Fiscal Year 2022  
Expenditures by Capital Fund**

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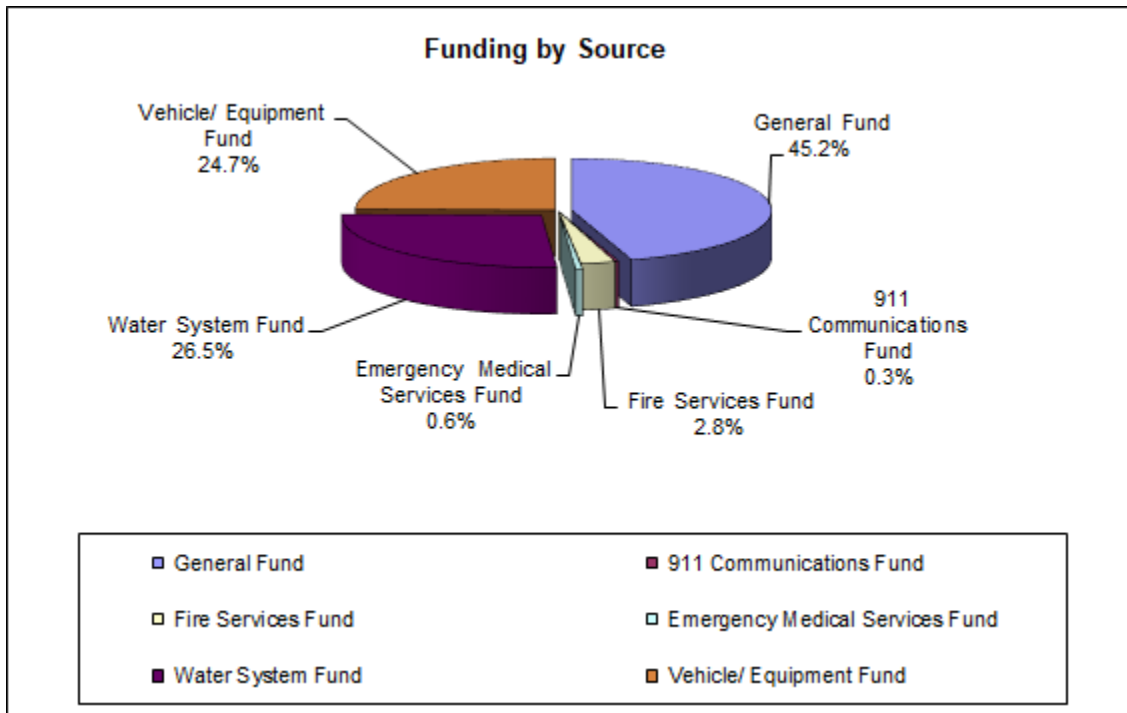
<b>Expenditures by Capital Fund</b>	<b>Amount</b>	<b>%</b>
Capital Projects Fund	422,965	5.6
Capital Improvement Program Fund	3,282,169	43.2
Water System CIP Projects Fund	2,012,267	26.5
Vehicle/ Equipment Fund	1,877,955	24.7
<b>Total Capital Budget</b>	<b>\$ 7,595,356</b>	



**Capital Budget  
Fiscal Year 2022  
Funding by Source**

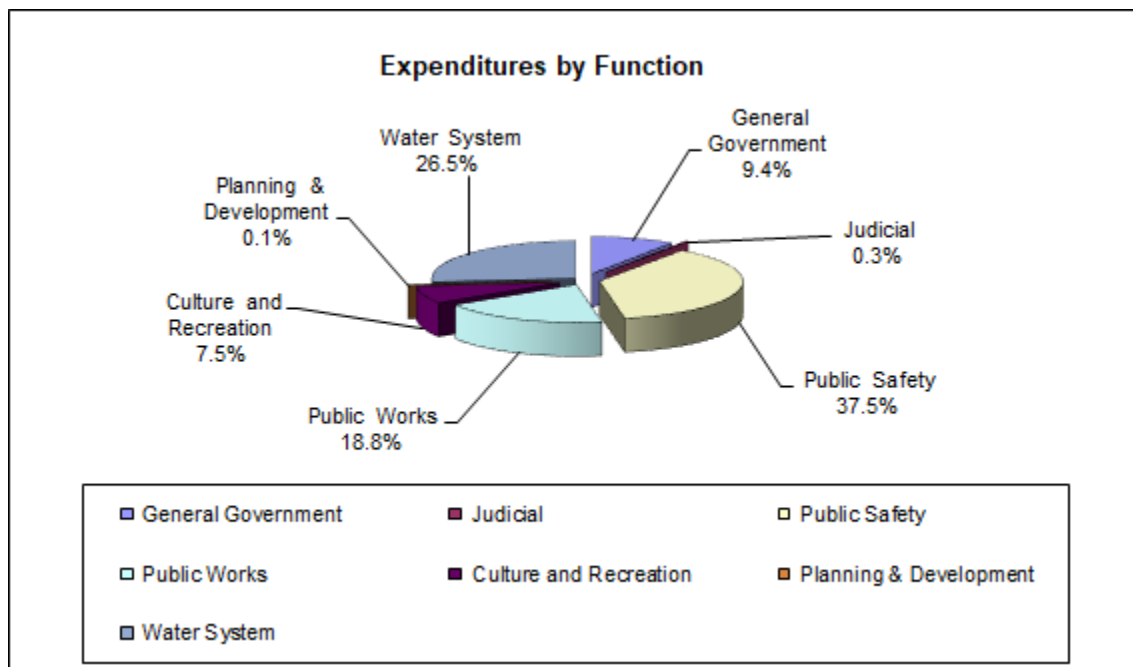
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<b>Funding by Source</b>	<b>Amount</b>	<b>%</b>
General Fund	\$ 3,431,739	45.2
911 Communications Fund	21,000	0.3
Fire Services Fund	210,395	2.8
Emergency Medical Services Fund	42,000	0.6
Water System Fund	2,012,267	26.5
Vehicle/ Equipment Fund	1,877,955	24.7
<b>Total Capital Budget</b>	<b>\$ 7,595,356</b>	



**Capital Budget  
Fiscal Year 2022  
Expenditures by Function**

<b>Expenditures by Function</b>	<b>Amount</b>	<b>%</b>
General Government	\$ 717,100	9.4
Judicial	21,860	0.3
Public Safety	2,844,816	37.5
Public Works	1,424,247	18.8
Culture and Recreation	569,950	7.5
Planning & Development	5,116	0.1
Water System	2,012,267	26.5
<b>Total Capital Budget</b>	<b>\$ 7,595,356</b>	



**Capital Budget  
Fiscal Year 2022  
Projects by Function  
Total - \$7,595,356**

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**Function: General Government**

<u>Department</u>	<u>Project #</u>	<u>Project Title</u>	<u>Amount</u>
Administration	221AA	Stonewall Security Camera Improvements (11)	\$ 21,000
Buildings & Grounds	211AC	Storage Building	35,000
	221AB	Liebert System Repair-Stonewall Complex IT Data Room	20,000
	221AC	Fayette County Buildings Roof Analysis	20,000
	221AD	Air Handler Unit Coil Replacement-Library	40,000
	221AG	Kubota Mini Excavator	59,000
	221AH	Kubota Tractor With Loader	30,500
<b>Total</b>			<b>204,500</b>
Elections	201AE	Renovation of Vacated Station #4	300,000
Finance	221AE	Folding/Sealing Machine-automatic	9,695
Information Systems	211AG	Systemwide Consolidate/Redesign	175,000
Purchasing	221AF	Color Copier/Printer	6,905
<b>Total General Government</b>			<b>\$ 717,100</b>

**Function: Judicial**

<u>Department</u>	<u>Project #</u>	<u>Project Title</u>	<u>Amount</u>
Magistrate Court	222AA	Copier	\$ 4,431
Probate Court	222AB	Cubicle Improvements	10,644
State Court Solicitor	222AC	Toshiba E-Studio Copier	6,785
<b>Total Judicial</b>			<b>\$ 21,860</b>



## Function: Public Safety

<u>Department</u>	<u>Project #</u>	<u>Project Title</u>	<u>Amount</u>
911 Communications	223AE	A/C Unit Replacement	\$ 21,000
Animal Control	203AR	New & Modern Animal Shelter	468,000
Emergency Medical Services	223AI	Power Cots	42,000
	223AJ	2022 Chevrolet Tahoe	51,836
		<b>Total</b>	<b>93,836</b>
Fire Services	193AH	Links Training Facility LP Tank Simulator	40,000
		Links Training Facility Vehicle Fire Simulator	52,000
		Links Training Facility Maze Confined Space Simulator	15,000
		Links Training Facility Auto Extrication Area	31,500
			138,500
	223AF	Station 5 Kitchen cabinets and countertop replacement	26,000
	223AG	Station 6 Gutter Replacement	15,000
	223AH	Station 7 Parking Lot Resurfacing	30,895
	223AK	2022 Chevrolet Tahoe (3)	158,307
	223AL	Fire Pumper (1)	529,850
		<b>Total</b>	<b>898,552</b>
Sheriff's Office	213AB	Taser Replacements	64,800
	223AA	Justice Center Security and Locks	18,460
	223AB	Upgrade Jail Lobby Doors	11,000
	223AC	Keystone Block Wall Firing Range	17,484
	223AD	Stainless steel shower stalls	65,214
	223AM	2021 Dodge 2500 Cargo Van	56,591
	223AN	2022 Chevrolet Tahoe Pursuit (3)	193,293
	223AO	2022 Chevrolet Tahoe Pursuit (6)	386,586
	5565H	Links Master Plan(Training Center - Driving Course)	550,000
		<b>Total</b>	<b>1,363,428</b>
		<b>Total Public Safety</b>	<b>\$ 2,844,816</b>

## Function: Public Works

<u>Department</u>	<u>Project #</u>	<u>Project Title</u>	<u>Amount</u>
Environmental Management	194AA	County Wide Non-2017 SPLOST Pipe Replacements	\$ 250,000
	224AC	2022 Ford Escape	29,304
		<b>Total</b>	<b>279,304</b>
Fleet Maintenance	224AA	Surveillance Cameras-Phase III (6)	12,000
	224AB	Replacement of Side Post Lifts	23,600
		<b>Total</b>	<b>35,600</b>
Road Department	204AC	Country Lake Estates Subdivision Rehab	726,655
	224AD	Grapple Loader Truck	155,000
	224AE	Leeboy 300 Gallon Tack Wagon	15,500
	224AF	Brush Chipper With Winch	134,300
	224AG	John Deere 5075 Utility Tractor (2)	77,888
		<b>Total</b>	<b>1,109,343</b>
<b>Total Public Works</b>			<b>\$ 1,424,247</b>

## Function: Culture and Recreation

<u>Department</u>	<u>Project #</u>	<u>Project Title</u>	<u>Amount</u>
Library	226AA	Library Large Meeting Room Floor Project	\$ 16,000
	226AB	Library Interior Painting	31,450
		<b>Total</b>	<b>47,450</b>
Recreation	226AC	Kenwood Playground Shade Structure -Phase II	70,000
	226AD	Brooks Park Field Refurbishment	100,000
	226AE	Kiwanis Park Pickleball Courts	150,000
	226AF	McCurry Park Picnic Parking Lot	50,000
	226AG	Replacement of baseball and softball fence cap material	40,000
	226AH	McCurry Park Picnic Walkway Repairs	8,500
	226AI	McCurry Park North Soccer Walkway Repairs	22,000
	226AJ	Kiwanis Park Baseball Walkway Repairs	25,000
	226AK	McCurry Park South Soccer Walkway Repairs	57,000
		<b>Total</b>	<b>522,500</b>
<b>Total Culture &amp; Recreation</b>			<b>\$ 569,950</b>

## Function: Planning and Development

<u>Department</u>	<u>Project #</u>	<u>Project Title</u>	<u>Amount</u>
Planning & Zoning	227AA	Copier	\$ 5,116
<b>Total Planning &amp; Development</b>			<b>\$ 5,116</b>

## Function: Water System

<u>Department</u>	<u>Project #</u>	<u>Project Title</u>	<u>Amount</u>
Water System	20WSA	Water System Yard Piping Crosstown	\$ 50,000
	21WSB	Private Water System Improvements	250,000
	6SCAD	SCADA	300,000
	8WTEX	Waterline Extensions	300,000
	9WSPR	Pump Refurbishment Program	153,000
	22WSA	Process Improvement - SAGES	44,000
	22WSB	3 MG Clear Well Improvement - S. Fayette	150,000
	22WSC	Health & Safety - Generator	177,000
	22WSD	Crosstown - Electrical Upgrades	50,000
	22WSE	TOC Analyzer with Auto Sampler	38,267
	22WSF	Interconnectivity Coweta	500,000
	<b>Total Water System</b>		<b>\$ 2,012,267</b>

## FY 2022 Total Capital Budget

<b>Total FY 2022 Capital Budget</b>	<b>\$ 7,595,356</b>
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**Capital Improvement Program (CIP) Plan  
Fiscal Year 2022 – Fiscal Year 2026  
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**

<b><u>Funding Sources:</u></b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2022-2026 Total</b>	<b>Future</b>
General Fund	3,431,739	1,144,344	2,086,367	1,575,147	1,125,000	9,362,597	\$ 13,211,469
911 Communications Fund	21,000	750,000	500,000	-	-	1,271,000	-
Fire Services Fund	210,395	10,000	-	10,000	-	230,395	3,815,000
Emergency Medical Services Fund	42,000	-	-	234,000	-	276,000	92,000
Water System Fund	2,012,267	2,049,550	2,650,000	2,650,000	1,950,000	11,311,817	18,320,620
<b>Total Approved</b>	<b>\$ 5,717,401</b>	<b>\$ 3,953,894</b>	<b>\$ 5,236,367</b>	<b>\$ 4,469,147</b>	<b>\$ 3,075,000</b>	<b>\$ 22,451,809</b>	<b>\$ 35,439,089</b>

The total funding of the 5-Year Capital Improvement Program for all governmental funds is assigned within the fund balance of each of the funds. This intentional constraint placed on fund balance by the county administration means that the entire 5-year CIP program is already funded, and it does not depend on funding to be generated in future years. It assures that the multi-year capital plan is fiscally sustainable.

**Capital Improvement Program (CIP) Plan  
Fiscal Year 2022 – Fiscal Year 2026  
Projects Cost Summaries by Department**

<b>Project #</b>	<b>Project Description</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2022-2026 Total</b>	<b>Future</b>
221AA	Stonewall Security Camera Improvements (11)	21,000	-	-	-	-	21,000	-
	<b>Total - Administration</b>	<b>21,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>21,000</b>	<b>-</b>
203AR	New & Modern Animal Shelter	468,000	-	-	-	-	468,000	-
	<b>Total - Animal Control</b>	<b>468,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>468,000</b>	<b>-</b>
211AC	Storage Building	35,000					35,000	-
	HVAC Roof Top Unit Replacement-Justice Center	-		650,000			650,000	-
	Roof Replacement- Justice Center	-			290,000		290,000	-
221AB	Liebert System Repair-Stonewall Complex IT Data Room	20,000					20,000	-
221AC	Fayette County Buildings Roof Analysis	20,000					20,000	-
221AD	Air Handler Unit Coil Replacement-Library	40,000					40,000	-
	<b>Total - Bldg. &amp; Grounds</b>	<b>115,000</b>	<b>-</b>	<b>650,000</b>	<b>290,000</b>	<b>-</b>	<b>1,055,000</b>	<b>-</b>
201AE	Renovation of Vacated Station #4	300,000	-	-	-	-	300,000	-
	<b>Total - Elections</b>	<b>300,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>300,000</b>	<b>-</b>
194AA	County Wide Non-2017 SPLOST Pipe Replacements	250,000	250,000	250,000	250,000	250,000	1,250,000	-
	<b>Total - Environmental Management</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>250,000</b>	<b>1,250,000</b>	<b>-</b>
221AE	Folding/Sealing Machine-automatic	9,695	-	-	-	-	9,695	-
	<b>Total - Finance</b>	<b>9,695</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,695</b>	<b>-</b>
224AA	Surveillance Cameras-Phase III (6)	12,000	-	-	-	-	12,000	-
224AB	Replacement of Side Post Lifts	23,600	-	-	-	-	23,600	-
	<b>Total - Fleet</b>	<b>35,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>35,600</b>	<b>-</b>
205AA	Public Health Building	-	-	-	-	-	-	5,956,166
	<b>Total - Health Department</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,956,166</b>

**Capital Improvement Program (CIP) Plan  
Fiscal Year 2022 – Fiscal Year 2026  
Projects Cost Summaries by Department**

211AG	Systemwide Consolidate/Redesign	175,000	175,000	175,000	175,000	175,000	875,000	-
	<b>Total - Info Systems</b>	<b>175,000</b>	<b>175,000</b>	<b>175,000</b>	<b>175,000</b>	<b>175,000</b>	<b>875,000</b>	<b>-</b>
226AA	Library Large Meeting Room Floor Project	16,000	-	-	-	-	16,000	-
226AB	Library Interior Painting	31,450	-	-	-	-	31,450	-
	<b>Total - Library</b>	<b>47,450</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>47,450</b>	<b>-</b>
222AA	Copier	4,431	-	-	-	-	4,431	-
	<b>Total - Magistrate Court</b>	<b>4,431</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,431</b>	<b>-</b>
227AA	Copier	5,116	-	-	-	-	5,116	-
	<b>Total - Planning &amp; Zoning</b>	<b>5,116</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,116</b>	<b>-</b>
222AB	Cubicle Improvements	10,644	-	-	-	-	10,644	-
	<b>Total - Probate Court</b>	<b>10,644</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,644</b>	<b>-</b>
221AF	Color Copier/Printer	6,905	-	-	-	-	6,905	-
	<b>Total - Purchasing</b>	<b>6,905</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,905</b>	<b>-</b>
226AC	Playground Shade Structure for Phase II - Kenwood Park Playground	70,000	-	-	-	-	70,000	-
	Kiwanis Park Restroom Facility	-	120,000	-	-	-	120,000	-
206AD	McCurry Pk Soccer Field Lighting Refurbishment-South Field #24.	-	150,000	-	-	-	150,000	150,000
206AF	McCurry Pk - Multi-purpose fields light installation	-	150,000	150,000	-	-	300,000	-
226AD	Brooks Park Field Refurbishment	100,000	-	-	-	-	100,000	-
226AE	Kiwanis Park Pickleball Courts	150,000	-	-	-	-	150,000	-
226AF	McCurry Park Picnic Parking Lot	50,000	-	-	-	-	50,000	-
226AG	Replacement of baseball and softball fence cap material	40,000	-	-	-	-	40,000	-
226AH	McCurry Park Picnic Walkway Repairs	8,500	-	-	-	-	8,500	-
226AI	McCurry Park North Soccer Walkway Repairs	22,000	-	-	-	-	22,000	-
226AJ	Kiwanis Park Baseball Walkway Repairs	25,000	-	-	-	-	25,000	-
226AK	McCurry Park South Soccer Walkway Repairs	57,000	-	-	-	-	57,000	-
FUTURE	Land - Future Parks/Recreation Facilities	-	-	-	-	-	-	500,000
FUTURE	Multi-purpose Building	-	-	-	-	-	-	5,094,406
	<b>Total - Recreation</b>	<b>522,500</b>	<b>420,000</b>	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>1,092,500</b>	<b>5,744,406</b>

**Capital Improvement Program (CIP) Plan  
Fiscal Year 2022 – Fiscal Year 2026  
Projects Cost Summaries by Department**

Project #	Project Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2022-2026	Future
							Total	
204AC	Country Lake Estates Subdivision Rehab	726,655	-	-	-	-	726,655	-
	Clearing of ROW on Padgett Road	-	114,364	-	-	-	114,364	-
	Road Department Warehouse, Sign Shop and Crew Offices		50,000	300,000	300,000	-	650,000	-
	<b>Total - Road Department</b>	<b>726,655</b>	<b>164,364</b>	<b>300,000</b>	<b>300,000</b>	<b>-</b>	<b>1,491,019</b>	<b>-</b>
5565H	Links Master Plan/Phase 2 (Sheriff's Training Center - Driving Course)	550,000	-	-	-	-	550,000	603,967
	Firearms-Driving Training Simulator	-	-	-	-	-	-	301,361
	Integrated Ballistic Identification System (IBIS-NBIN)	-	-	-	-	-	-	314,754
	Roofing Replacement for all Sheriff's Office Facilities	-	-	500,000	500,000	650,000	1,650,000	-
	Replacement of Total Station- Traffic	-	35,041	-	-	-	35,041	-
	Watch Office Reconfiguration and Upgrade	-	-	-	-	-	-	290,815
223AA	Justice Center Security and Locks	18,460	-	-	-	-	18,460	-
223AB	Upgrade Jail Lobby Doors	11,000	-	-	-	-	11,000	-
	Anti-Splash system -Jail Feeding Ports	-	27,400	-	-	-	27,400	-
213AB	Taser Replacements	64,800	50,000	50,000	50,000	50,000	264,800	-
223AC	Keystone Block Wall Firing Range	17,484					17,484	
	Watch Guard WIFI Camera Station			11,367			11,367	
	In-Vehicle Radar & Laser Project		22,539				22,539	
223AD	Stainless steel shower stalls	65,214					65,214	
	Watch Guard WIFI Camera Station				10,147		10,147	
	<b>Total - Sheriff's Office</b>	<b>726,958</b>	<b>134,980</b>	<b>561,367</b>	<b>560,147</b>	<b>700,000</b>	<b>2,683,452</b>	<b>1,510,897</b>
222AC	Toshiba E-Studio Copier	6,785	-	-	-	-	6,785	-
	<b>Total - Solicitor</b>	<b>6,785</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,785</b>	<b>-</b>
223AE	A/C Unit Replacement	21,000					21,000	
FUTURE	911 Phone System	-	250,000	-	-	-	250,000	-
FUTURE	Upgrade Spillman	-	500,000	500,000	-	-	1,000,000	-
	<b>Total - 911 Communications</b>	<b>21,000</b>	<b>750,000</b>	<b>500,000</b>	<b>-</b>	<b>-</b>	<b>1,271,000</b>	<b>-</b>

**Capital Improvement Program (CIP) Plan  
Fiscal Year 2022 – Fiscal Year 2026  
Projects Cost Summaries by Department**

Project #	Project Description	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2022-2026 Total	Future
193AH	Links Training Facility LP Tank Simulator	40,000					40,000	
193AH	Links Training Facility Vehicle Fire Simulator	52,000					52,000	
193AH	Links Training Facility Maze Confined Space Simulator	15,000					15,000	
193AH	Links Training Facility Auto Extrication Area	31,500					31,500	
193AH	Links Training Facility Fire Training Tower/Burn Building						-	1,650,000
193AH	Links Training Facility Driver Training Area (Cone Course)						-	665,000
193AH	Links Training Facility Training Building (13,300 SF)						-	1,500,000
223AF	Station 5 Kitchen cabinets and countertop replacement	26,000	-	-	-	-	26,000	-
223AG	Station 6 Gutter Replacement	15,000					15,000	-
223AH	Station 7 Parking Lot Resurfacing	30,895					30,895	-
FUTURE	Fire Hose - Replacement of 4" to 5"		10,000		10,000		20,000	-
	<b>Total - Fire Services</b>	<b>210,395</b>	<b>10,000</b>	<b>-</b>	<b>10,000</b>	<b>-</b>	<b>230,395</b>	<b>3,815,000</b>
223AJ	Power Load System and Power Cot	42,000					42,000	
FUTURE	Power Cots	-	-	-	-		-	92,000
FUTURE	Cardiac Monitors	-	-	-	234,000		234,000	-
	<b>Total - EMS</b>	<b>42,000</b>	<b>-</b>	<b>-</b>	<b>234,000</b>	<b>-</b>	<b>276,000</b>	<b>92,000</b>
6SCAD	SCADA	300,000	200,000	300,000	300,000	300,000	1,400,000	-
8WTEX	Waterline Extensions	300,000	100,000	100,000	100,000	100,000	700,000	-
9WPMS	Water Plan Maintenance & Storage Building Improvements	-	35,000	-	-	-	35,000	-
20WSA	Water System Yard Piping Crosstown	50,000	-	-	-	-	50,000	-
9WSPR	Pump Refurbishment Program	153,000	480,000	-	-	500,000	1,133,000	-
20WSF	Sodium Hypochlorite Crosstown	-	600,000	300,000	-	-	900,000	-
21WSB	Private Water System Improvements	250,000	250,000	250,000	250,000	250,000	1,250,000	
22WSA	Process Improvement - SAGES	44,000					44,000	
	Production Capacity Increase - Sludge Thickener - Crosstown		284,550	1,500,000	1,500,000		3,284,550	
22WSB	3 MG Clear Well Improvement - S. Fayette	150,000					150,000	
22WSC	Health & Safety - Generator	177,000				200,000	377,000	
22WSD	Emergency, Health and Safety - Electrical Upgrades - Crosstown	50,000	100,000	200,000	200,000		550,000	
22WSE	TOC Analyzer with Auto Sampler	38,267					38,267	
22WSF	Interconnectivity Coweta	500,000					500,000	



**Capital Improvement Program (CIP) Plan  
Fiscal Year 2022 – Fiscal Year 2026  
Projects Cost Summaries by Department**

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<b>Project #</b>	<b>Project Description</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>	<b>FY 2022-2026 Total</b>	<b>Future</b>
FUTURE	AMI Metering Infrastructure							11,200,000
FUTURE	Horseman's Water Tank	-	-	-	-	-	-	2,000,000
FUTURE	Sodium Hypochlorite South Fayette	-	-	-	300,000	600,000	900,000	
FUTURE	Porter Road Line Extension	-	-	-	-	-	-	2,000,000
FUTURE	Porter Road Water Tank	-	-	-	-	-	-	2,000,000
FUTURE	Highway 74 Pressure Improvement	-	-	-	-	-	-	1,000,000
FUTURE	Bottle Water Equipment \$80,000	-	-	-	-	-	-	80,000
FUTURE	Lake McIntosh Dock Launch	-	-	-	-	-	-	40,620
	<b>Total - Water System</b>	<b>2,012,267</b>	<b>2,049,550</b>	<b>2,650,000</b>	<b>2,650,000</b>	<b>1,950,000</b>	<b>11,311,817</b>	<b>18,320,620</b>
	<b>Total - Cost</b>	<b>\$ 5,717,401</b>	<b>\$ 3,953,894</b>	<b>\$ 5,236,367</b>	<b>\$ 4,469,147</b>	<b>\$ 3,075,000</b>	<b>\$ 22,451,809</b>	<b>\$ 35,439,089</b>

**FY 2022 Capital Budget - Nonrecurring Projects over \$100,000**

<b>Department</b>	<b>Project Name</b>	<b>Project #</b>	<b>2022 Amount</b>	<b>2021 Amount</b>	<b>2020 Amount</b>	<b>2019 Amount</b>	<b>Total</b>
<b>Elections</b>	<b>Renovation of vacated station #4</b>	<b>201AE</b>	<b>300,000</b>	<b>150,000</b>	<b>100,000</b>		<b>550,000</b>
This project is for the renovation of old station #4 to accommodate the Fayette County Elections Office operations and early voting. The Elections Office is currently located in the 2nd floor of the Administration Building, The new location at the renovated fire station will offer ground floor access, adequate office space, expanded voter parking, and expanded handicapped parking. This multi-year funding stream started in FY 2020 and has a current approved funding total of \$550,000. The estimated completion of the project is November 2021.							
<b>Animal Control</b>	<b>New Animal Shelter Building</b>	<b>203AR</b>	<b>468,000</b>		<b>1,098,216</b>		<b>1,566,216</b>
The current facility built in 1983, is not capable of housing the average number of intake animals in Fayette County. The new facility would have more kennels and new office space. Added space would also be used for housing cats, adoption bonding areas, and much needed storage of food and other supplies. The new kennels will be built to modern standards that expedites cleaning and disease control management. This will allow the new animal shelter to operate with the same amount of personnel. This multi-year funding stream started in FY 2020 and has current approved funding of \$1,566,216.							
<b>Fire Services</b>	<b>Links Training Facility</b>	<b>193AH</b>	<b>138,500</b>	<b>600,000</b>	<b>200,000</b>	<b>-</b>	<b>938,500</b>
Fire & Emergency Medical Services has approximately 8 acres designated for their use at the Links Public Safety Training Center shared with the Sheriff's Office. This site will be used for all fire and EMS training. Facilities will include Pump test/Cistern, Vehicle Extrication, Driving Competency course, Classroom Building, Tower & Burn building, and LP/Natural gas area. This multi-year funding stream started in FY 2020 and has current approved funding of \$938,500. Additional funding of \$2.8M is projected thru FY 2024.							
	<b>Fire Pumper</b>	<b>223AL</b>	<b>529,850</b>				<b>529,850</b>
This is for the replacement of a 2000 Central States Freightliner pumper. This truck is 20 years old and due for replacement after 15 years in frontline service and 5 years as a reserve. The vehicle will be traded during the purchase process or auctioned. This new pumper will be assigned to Engine-6, and the current 19 year-old Engine-6 will move into reserve status.							
<b>Sheriff's Office</b>	<b>Links Master Plan - Training center / driving course</b>	<b>5565H</b>	<b>550,000</b>	<b>750,000</b>	<b>500,000</b>	<b>250,000</b>	<b>2,050,000</b>
This project is part of the Links Public Safety Training Center shared with Fire and Emergency Medical Services. This phase of the project is for the construction of a drivers course for the training in the operation of emergency vehicles. Deputies would train in the operation of pursuit vehicles. This multi-year funding stream started in FY 2019 and has current approved funding of \$3,840,302.							
<b>Road Department</b>	<b>Country Lake Estates Subdivision Rehab</b>	<b>204AC</b>	<b>726,655</b>	<b>874,434</b>	<b>316,111</b>		<b>1,917,200</b>
This large subdivision is showing signs of aging and failing pavement. Pavement coring samples were collected and a FDR Engineering Report was completed. 4.40 miles of road need to be repaired. The initial cost estimate in FY 2020 was \$1.19M. An additional \$726k was approved in FY 2022 to cover increase in material costs and for contractor to complete 100% of the work.							
<b>Recreation</b>	<b>Kiwanis Park Pickleball Courts</b>	<b>226AE</b>	<b>150,000</b>				<b>150,000</b>
Installation of dedicated pickleball courts for one of the fastest growing sports in America. The pickleball courts will be located in Kiwanis Park.							
<b>Water System</b>	<b>Interconnectivity Coweta</b>	<b>22WSF</b>	<b>500,000</b>				<b>500,000</b>
This project is for initiatives related to the S.B. 380 - Interconnection, Redundancy and Reliability Act. It states that it is in the best interests of the State of Georgia for public water systems in the Metropolitan North GEORGIA Water Planning District to evaluate their withdrawal, treatment, and distribution systems and to take proactive measures to reduce the risk of catastrophic interruptions of water service during emergencies.							
	<b>3MG Clear Well Improvement - South Fayette</b>	<b>22WSB</b>	<b>150,000</b>				<b>150,000</b>
The South Fayette water plant 3 MG clear well is leaking and the area around it has stayed wet continuously. This project requires a special inspection of the underdrain system. In addition to leak repairs, two additional hatches will be installed for maintenance access and improvements to the underdrain system will be performed.							
	<b>Total</b>		<b>3,513,005</b>	<b>2,374,434</b>	<b>2,214,327</b>	<b>250,000</b>	<b>8,351,766</b>

### FY 2022 Capital Budget - Effect on Operating Budget of Nonrecurring Projects

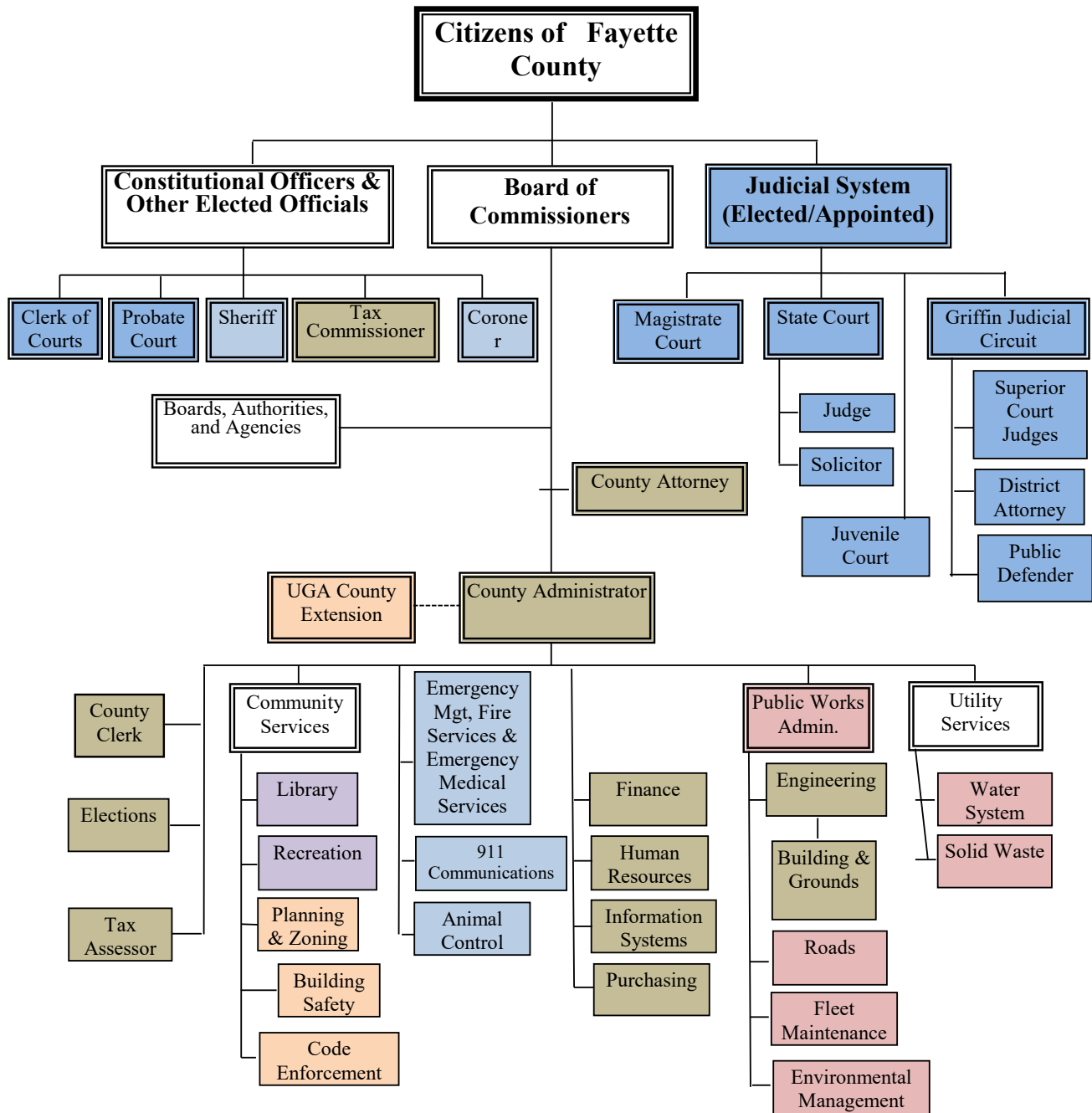
<u>Department</u>	<u>Project Name</u>		<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>	<u>Total</u>
<b>Elections</b>	<b>Project 201AE - Renovation of vacated station #4 for new Elections Building</b>							
	Effect on Operating Budget: personnel, maintenance, utilities, & other.		3,000	7,000	8,000	9,000	10,000	<b>37,000</b>
	The current location is at the County Administration Complex. In new stand-alone building, cost of utilities and building maintenance costs will increase because no longer shared with other departments. No need for additional personnel is expected. Project expected completion is November 2021. Effect on operating budget will start in FY 2022 (6-months).							
<b>Animal Control</b>	<b>Project 203AR - New Animal Shelter Building</b>							
	Effect on Operating Budget: personnel, maintenance, utilities, & other.		-	-	2,500	6,000	7,000	<b>15,500</b>
	The new facility will have more square footage than the current facility. An increase in the cost of utilities and maintenance is expected. There will be an increase in the intake of animals with additional kennels. The cost of food, medicine, and supplies will increase. Even with more animals, the animal shelter is expected to be operated with the same amount of personnel. New kennels built at modern standards will expedite cleaning and disease control. Project expected completion is December 2023. Effect on operating budget will start in FY 2024 (6-months).							
<b>Fire Services</b>	<b>Project 193AH - Links Training Facility</b>							
	Effect on Operating Budget (50% of total): personnel, maintenance, utilities, & other.		-	-	-	18,000	20,000	<b>38,000</b>
	The Links Training Facility is a shared project with the Sheriff's Office (project 5565H). Estimated share of operating costs is 50/50. This will be a new facility that will require additional maintenance, utilities, and other costs. Project expected completion is June 2024. Effect on operating budget will start in FY 2025.							
	<b>Project 223AL - Fire Pumper</b>							
	Effect on Operating Budget: personnel, maintenance, utilities, & other.		-	1,500	2,000	2,500	3,000	<b>9,000</b>
	This is a replacement pumper. No increase to Fire Services fleet of vehicles. No significant increase to future operating budgets. This unit is expected to be placed in service by the end of FY 2022.							
<b>Sheriff's Office</b>	<b>Project 5565H - Links Master Plan - Training center / driving course</b>							
	Effect on Operating Budget (50% of total): personnel, maintenance, utilities, & other.		-	-	-	18,000	20,000	<b>38,000</b>
	The Links Master Plan is a shared project with the Fire Services (project 193AH). Estimated share of operating costs is 50/50. This will be a new facility that will require additional maintenance, utilities, and other costs. Project expected completion is June 2024. Effect on operating budget will start in FY 2025.							

**FY 2022 Capital Budget - Effect on Operating Budget of Nonrecurring Projects**

<u>Department</u>	<u>Project Name</u>		<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>	<u>FY 2026</u>	<u>Total</u>
<b>Road Department</b>	<b>Project 204AC - Country Lake Estates Subdivision Rehab</b>							
	Effect on Operating Budget: personnel, maintenance, utilities, & other.		-	2,000	2,000	2,000	2,000	<b>8,000</b>
	This project is expected to be completed by the end of FY 2022. No significant increase to future operating budgets is expected from this type of capital project.							
<b>Recreation</b>	<b>Project 226AE - Kiwanis Park Pickleball Courts</b>							
	Effect on Operating Budget: personnel, maintenance, utilities, & other.		-	2,500	3,000	3,500	4,000	<b>13,000</b>
	This project will require additional lighting and maintenance and repairs to courts and surrounding areas. Project completion is expected in June 2022.							
<b>Water System</b>	<b>Project 22 WSF - Interconnectivity Coweta</b>							
	Effect on Operating Budget: personnel, maintenance, utilities, & other.		-	-	-	-	-	-
	This is an ongoing project that will not be completed prior to FY 2026.							
	<b>Project 22WSB - 3MG Clear Well Improvement - South Fayette</b>							-
	Effect on Operating Budget: personnel, maintenance, utilities, & other.		-	-	2,000	2,000	2,000	<b>6,000</b>
	This project is to repair a leak and to add a few features to increase ease of maintenance. No significant effect on future operating budgets. Project completion is expected June 2023.							
	<b>Total Effect on Future Operating Budgets</b>		<b>3,000</b>	<b>13,000</b>	<b>19,500</b>	<b>61,000</b>	<b>68,000</b>	<b>164,500</b>

# FAYETTE COUNTY, GEORGIA

## ORGANIZATIONAL CHART



Fayette County functions:

General Government  
Judicial  
Public Safety

Public Works  
Culture & Recreation  
Planning & Development

Health & Welfare are carried out by Outside Agencies to which the county provides funding.

## **FAYETTE COUNTY, GEORGIA**

### **Elected Officials**

#### **Board of Commissioners – 770.305.5200**

Lee Hearn, Chairman  
Edward Gibbons, Vice Chairman  
Charles W. Oddo  
Eric K. Maxwell  
Charles Rousseau

**Clerk of Courts – Sheila Studdard, 770.716.4290**

**Coroner – W. Bee Huddleston, 770.305.5359**

**District Attorney – Marie G. Broder, 770.716.4250**

#### **Magistrate Court Judges – 770.716.4230**

Robert A. Ruppenthal, Chief  
Christy Dunkelberger  
James A. White  
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**

W. Fletcher Sams, Chief Judge  
Scott Ballard  
Ben Coker  
Ben Miller, Jr.

**Tax Commissioner – Kristie King, 770.461.3652**

### **Judicially Appointed Officials**

#### **Juvenile Court Judges – 770.716.4210**

Stephen D. Ott, Presiding Judge  
Rhonda Kreuziger, Associate Judge

**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** – Brian Hill, 770.305.5408  
**Finance** – Sheryl Weinmann, 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  
**Water System** – Vanessa Tigert, 770.461.1146

**Community Services Division** – Pete Frisina, Director, 770.305.5421

**Code Enforcement** – Harold Myers, 770-305-5417  
**Library** – Michelle Bennett-Copeland, 770.305.5426  
**Building Safety** – Steve Tafoya, 770.305.5403  
**Planning & Zoning** – Pete Frisina, 770.305.5421  
**Recreation** – Anita Godbee, 770.716.4320

**Fire & Emergency Services** – Jeff Hill, Fire Chief, 770.305.5414

**911 Communications** – Katie Vogt, 770.320.6051  
**Animal Control** – Jerry Collins, 770.631.7210

**Public Works Division** – Phil Mallon, Director, 770.320.6010

**Building & Grounds** – Larry Mitchell, 770.320.6004  
**Engineering** – Vacant, 770.320.6010  
**Environmental Management & Solid Waste** – Bryan Keller, 770.305.5410  
**Fleet Maintenance** – Bill Lackey, 770.461.3142  
**Road Department** – Steve Hoffman, 770. 461.3142

**Outside Agencies**

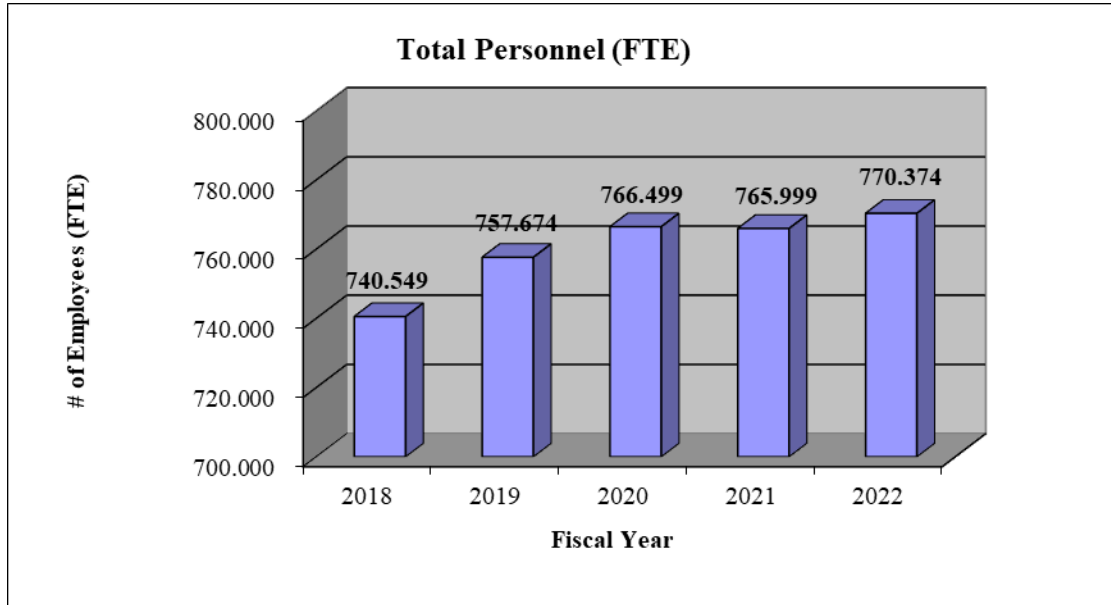
**County Extension** – 770.305.5412  
**Fayette County Development Authority** – Megan Baker, 770.461.5253  
**Family & Children's Services** – Holly Line, 770.460.2555  
**Georgia Forestry Commission** – 478.751.3500  
**Fayette Community Options (McIntosh Trail)** – Kenyatta Walker, 770.358.5252  
**Fayette Counseling Center (McIntosh Trail)** – Kenyatta Walker, 770.358.5252  
**Health Department:** Physical Health – 770.305.5416  
Environmental Health – 770.305.5415  
**Senior Citizens Center** – Nancy Meaders, 770.461.0813

# SUMMARY OF PERSONNEL - FULL-TIME EQUIVALENTS (FTE)

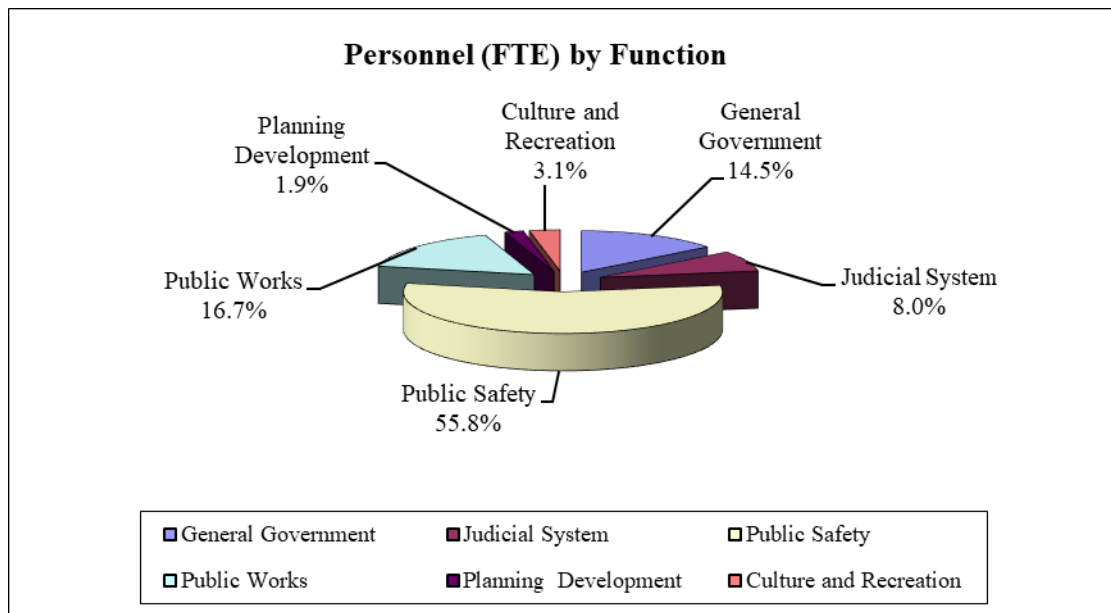
Function	FY 2018	Change	FY 2019	Change	FY 2020	Change	FY 2021	Change	FY 2022
<b>General Government</b>									
Administration	2.000	-	2.000	-	2.000	-	2.000	-	2.000
Buildings and Grounds Maint	26.600	-	26.600	1.000	27.600	-	27.600	-	27.600
Commissioners	6.000	0.625	6.625	0.375	7.000	-	7.000	-	7.000
Elections	4.500	0.625	5.125	-	5.125	0.375	5.500	-	5.500
Engineering	3.000	-	3.000	-	3.000	(1.000)	2.000	-	2.000
Finance	14.650	0.625	15.275	1.000	16.275	(0.625)	15.650	-	15.650
Human Resources	5.000	1.000	6.000	-	6.000	-	6.000	-	6.000
Information Systems	10.000	1.000	11.000	-	11.000	(1.000)	10.000	-	10.000
Purchasing	3.000	1.000	4.000	-	4.000	-	4.000	-	4.000
Tax Assessor	14.725	1.000	15.725	-	15.725	-	15.725	-	15.725
Tax Commissioner	16.000	-	16.000	-	16.000	-	16.000	-	16.000
<b>Total General Government</b>	<b>105.475</b>	<b>5.875</b>	<b>111.350</b>	<b>2.375</b>	<b>113.725</b>	<b>(2.250)</b>	<b>111.475</b>	<b>-</b>	<b>111.475</b>
<b>Judicial System</b>									
Clerk of State Court	5.000	-	5.000	-	5.000	-	5.000	-	5.000
Clerk of Superior Court	20.434	3.000	23.434	2.000	25.434	-	25.434	-	25.434
Juvenile Court	4.625	-	4.625	-	4.625	-	4.625	-	4.625
Magistrate Court	9.625	(3.000)	6.625	0.375	7.000	-	7.000	-	7.000
Probate Court	6.625	-	6.625	-	6.625	0.375	7.000	1.125	8.125
State Court Judge	3.625	-	3.625	-	3.625	-	3.625	-	3.625
State Court Solicitor	8.700	-	8.700	-	8.700	-	8.700	-	8.700
<b>Total Judicial System</b>	<b>58.634</b>	<b>-</b>	<b>58.634</b>	<b>2.375</b>	<b>61.009</b>	<b>0.375</b>	<b>61.384</b>	<b>1.125</b>	<b>62.509</b>
<b>Public Safety</b>									
Animal Control	7.000	0.625	7.625	-	7.625	-	7.625	-	7.625
County Coroner	3.625	-	3.625	-	3.625	-	3.625	-	3.625
911 Communications	35.735	-	35.735	1.000	36.735	-	36.735	0.250	36.985
EMS	37.000	2.000	39.000	(6.000)	33.000	-	33.000	-	33.000
Fire Services	105.000	4.000	109.000	6.000	115.000	-	115.000	1.000	116.000
Emergency Management	3.000	-	3.000	-	3.000	-	3.000	-	3.000
Sheriff's Office - Support Svc	25.600	-	25.600	0.400	26.000	1.000	27.000	-	27.000
Sheriff's Office - CID	45.000	(1.000)	44.000	-	44.000	(1.000)	43.000	-	43.000
Sheriff's Office - Field Operations	64.000	-	64.000	1.000	65.000	-	65.000	-	65.000
Sheriff's Office - Jail Operations	93.000	3.000	96.000	-	96.000	-	96.000	-	96.000
<b>Sheriff's Office - Total</b>	<b>227.600</b>	<b>2.000</b>	<b>229.600</b>	<b>1.400</b>	<b>231.000</b>	<b>-</b>	<b>231.000</b>	<b>-</b>	<b>231.000</b>
<b>Total Public Safety</b>	<b>418.960</b>	<b>8.625</b>	<b>427.585</b>	<b>2.400</b>	<b>429.985</b>	<b>-</b>	<b>429.985</b>	<b>1.250</b>	<b>431.235</b>
<b>Public Works</b>									
Environmental Management	8.000	-	8.000	0.625	8.625	1.375	10.000	-	10.000
Fleet Maintenance	9.000	-	9.000	-	9.000	-	9.000	-	9.000
Public Works Administration	1.000	1.000	2.000	-	2.000	-	2.000	1.000	3.000
Road Department	36.000	-	36.000	-	36.000	-	36.000	-	36.000
Solid Waste Management	1.000	-	1.000	-	1.000	-	1.000	-	1.000
Water System	69.000	1.000	70.000	1.000	71.000	1.000	72.000	-	72.000
<b>Total Public Works</b>	<b>124.000</b>	<b>2.000</b>	<b>126.000</b>	<b>1.625</b>	<b>127.625</b>	<b>2.375</b>	<b>130.000</b>	<b>1.000</b>	<b>131.000</b>
<b>Planning Development</b>									
County Extension	0.950	-	0.950	(0.950)	-	-	-	-	-
Building Safety	8.000	-	8.000	1.000	9.000	-	9.000	-	9.000
Planning & Zoning	3.625	-	3.625	-	3.625	-	3.625	-	3.625
Code Enforcement Section	2.000	-	2.000	-	2.000	-	2.000	-	2.000
<b>Total Planning Development</b>	<b>14.575</b>	<b>-</b>	<b>14.575</b>	<b>0.050</b>	<b>14.625</b>	<b>-</b>	<b>14.625</b>	<b>-</b>	<b>14.625</b>
<b>Culture and Recreation</b>									
Recreation	7.000	-	7.000	-	7.000	-	7.000	-	7.000
Library	11.905	0.625	12.530	-	12.530	-	12.530	-	12.530
<b>Total Culture and Recreation</b>	<b>18.905</b>	<b>0.625</b>	<b>19.530</b>	<b>-</b>	<b>19.530</b>	<b>-</b>	<b>19.530</b>	<b>-</b>	<b>19.530</b>
<b>Total Personnel</b>	<b>740.549</b>	<b>17.125</b>	<b>757.674</b>	<b>8.825</b>	<b>766.499</b>	<b>0.500</b>	<b>766.999</b>	<b>3.375</b>	<b>770.374</b>



**FAYETTE COUNTY, GEORGIA  
TOTAL PERSONNEL (FTE) - APPROVED**



**FY 2022 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**

<b>FY 2022 BUDGET - POSITIONS (FTE)</b>				
<b>FUNCTION</b>	<b>ADDED</b>	<b>ELIMINATED</b>	<b>TRANSFER</b>	<b>NET CHANGE</b>
GENERAL GOVERNMENT	1.000	(1.000)	-	-
JUDICIAL	1.125	-	-	1.125
PUBLIC SAFETY	2.250	(1.000)	-	1.250
PUBLIC WORKS*	1.000	-	-	1.000
HEALTH & WELFARE	-	-	-	-
CULTURE & RECREATION	-	-	-	-
PLANNING & DEVELOPMENT	-	-	-	-
<b>TOTAL</b>	<b>5.375</b>	<b>(2.000)</b>	<b>-</b>	<b>3.375</b>

\*Includes the Water System.

**Positions Added**

**General Government function, 1 FTE** – a full time Accounts Payable Specialist position was added in the Finance Office to keep pace with the increasing work level.

**Judicial function, 1.125 FTE** – added a part-time Deputy Clerk and a part time Associate Probate Judge in the Probate Court.

**Public Safety function, 2.000 FTE** – added two part time Communication Officers in the 911 Communication Office and one full time Firefighter/AEMT.

**Public Works function, 2.000 FTE** – added a SPLOST full time Transportation Engineer and a full time Operations Director.

**Positions Eliminated**

**General Government function, (1.000) FTE** – eliminated a full-time Financial Analyst position in the Finance Department.

**Public Safety function, (1.000) FTE** – eliminated a full-time Communication Coordinator position in the 911 Communications Department.

**Public Works function, (1.000) FTE** – eliminated a full time Utility Service Technician.

**Positions Transferred**

No positions transferred in the FY 2022 budget.

<b>Department:</b>	<b>Administration</b>	<b>Cost Center:</b>	<b>10010320</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 334,238	\$ 344,059	\$ 408,850	\$ 393,416
Operating	22,577	27,962	22,084	152,655
Total Appropriations	\$ 356,814	\$ 372,021	\$ 430,934	\$ 546,071

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	2.00	2.00	2.00	2.00

<b>WORKLOAD INDICATORS</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>
County Work Force	757.674	766.499	766.999	770.374
General Fund Operating Budget:				
Expenditures	\$ 52,141,144	\$ 54,917,809	\$ 59,222,771	\$ 64,287,214
	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
Meetings	28	26	27	27

<b>Department:</b>	<b>Administration</b>	<b>Cost Center:</b>	<b>10010320</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

<b>PERFORMANCE MEASURES</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Estimate</b>
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%

<b>Department:</b>	<b>Buildings &amp; Grounds Maintenance</b>	<b>Cost Center:</b>	<b>10010565</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

### **Mission Statement**

The mission of the Building and Grounds Department seeks to provide a safe, clean attractive environment in and on most county-owned buildings and parks. Staff members are dedicated to providing an aesthetically pleasing and healthy work environment for over 700,000 square feet of office, customer service areas, courtrooms, storage spaces along with maintaining approximately 90 acres parks and recreational areas. We strive to be a friendly and responsive department and the measure of our success is directly proportional to the success of the people we serve - those who serve Fayette County, GA

### **Major Department Functions**

The major functions of this Department is to maintain to 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.

### **Goals and Objectives**

One goal of the Building & Grounds Department is to operate more efficiently and productively towards the completion of all work orders and assigned Capital Projects. To ensure that all buildings and grounds maintenance staff are 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. We propose 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 objectives with the least amount of disruption. Our objectives will be realized as we see the results and receive feedback from our citizens, employees and associations that utilize our facilities.

### **Workload for Building Maintenance**

Buildings staff has the task of providing the maintenance & upkeep for over 141 County owned Building's totaling in excess of 700,000sf. With 8 maintenance technicians we typically are issued and complete more than 2,000 work orders each year, averaging more than 167 work orders per month. We have custodial staff that maintains the cleanliness and upkeep of our Administrative and Justice Center Buildings. It is essential that we have a flexible, knowledgeable and qualified staff as our facility responsibilities include varying tasks some of which are highly technical. To name a few, we set up tables & chairs, paint, repair air conditioning systems, pour concrete, remodel, refurbish and assist the associations with their requests. Maintain same day work order completion and work closely with the recreation department to keep their facilities operating optimally. Since all the work we do is typically visible to the public our work success is evident by regular facility inspections, in addition to comments received from our recreational associations, employees and citizens.

<b>Department:</b>	<b>Buildings &amp; Grounds Maintenance</b>	<b>Cost Center:</b>	<b>10010565</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

### Workload for Grounds Maintenance

Grounds staff has the primary task of cutting & maintaining approximately 90 acres of County owned property on a weekly or regular basis. This includes managing and coordinating the grass cutting of 78-acres done by contractors. We also provide the daily cleanup and maintenance of ±25-restroom facilities within all Fayette County Parks. In addition to the above noted task, our staff of 12 grounds people are issued and completes approximately 400 work orders per year. Work entails cutting grass, pruning, ball field preparation, setting up meeting rooms for county functions, landscape design, planting, assisting associations with their requests and working closely with the recreation department to develop a plan for the quality maintenance and professional upkeep of our fields within County Parks. Our success is closely monitored by the comments we get from the community and daily inspections of our parks.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 1,480,821	\$ 1,565,161	\$ 1,553,408	\$ 1,609,448
Operating	175,936	195,925	234,919	220,812
Capital Outlay	146,177	2,100	29,417	16,055
Total Appropriations	\$ 1,802,934	\$ 1,763,186	\$ 1,817,744	\$ 1,846,315

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	26.600	27.600	27.600	27.600

<b>WORKLOAD INDICATORS</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Estimate</b>
Number of work orders	2,200	2,400	2,400	2,400
Square footage of buildings	700,000	700,000	700,000	700,000
# of Building Maintenance Techs	8	8	8	8
Maintenance of buildings - sq. feet per Tech	87,500	87,500	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

<b>Department:</b>	<b>County Commission</b>	<b>Cost Center:</b>	<b>10010110</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

### **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.

<b>Department:</b>	<b>County Commission</b>	<b>Cost Center:</b>	<b>10010110</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 329,100	\$ 336,572	\$ 350,509	\$ 364,080
Operating	177,168	344,329	216,024	228,638
Total Appropriations	\$ 506,267	\$ 680,901	\$ 566,533	\$ 592,718

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	6.625	7.000	7.000	7.000

<b>WORKLOAD INDICATORS</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Fayette County Population - ARC annual estimates	114,000	116,200	116,200	119,400
Commission Meetings	29	29	29	29



<b>Department:</b>	<b>Contingency</b>	<b>Cost Center:</b>	<b>10010599</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

### Major Department Functions

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

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Contingency		\$ 524,286		\$ 841,879
Total Appropriations	\$ -	\$ 524,286	\$ -	\$ 841,879

<b>Department:</b>	<b>Elections</b>	<b>Cost Center:</b>	<b>10010400</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

### **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.

<b>Department:</b>	<b>Elections</b>	<b>Cost Center:</b>	<b>10010400</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 572,945	\$ 625,880	\$ 892,298	\$ 621,100
Operating	99,229	114,632	149,843	108,142
Capital Outlay	-	-	12,756	1,100
Total Appropriations	\$ 672,174	\$ 740,512	\$ 1,054,897	\$ 730,342

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	5.125	5.125	5.500	5.500

<b>WORKLOAD INDICATORS</b>	<b>FY 2008 Actual</b>	<b>FY 2009 Actual</b>	<b>FY 2010 Actual</b>	<b>FY 2011 Estimate</b>
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

<b>Department:</b>	<b>Engineering</b>	<b>Cost Center:</b>	<b>10010575</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

### **Mission Statement - Environmental Management (Engineering) Department**

The mission of the Environmental Management Department is to protect human health, the environment and provide for safe and efficient infrastructure within Fayette County through development regulation implementation, planning, design, review, and construction oversight of drainage, transportation, and related projects. This includes implementation of the County's SPLOST program. The Department also provides technical assistance to other County Departments and programs. We strive to perform these tasks in a knowledgeable, timely and professional manner that generates trust and confidence with County residents and taxpayers.

### **Major Department Functions**

The Engineering Department 1) interprets and enforces Articles within the County's Development Regulations; 2) provides in-house design, permitting and construction oversight services; 3) acquires and maintains documentation of right-of-way; 4) manages utility permitting within County right-of-way; and 4) implements the County's Special Purpose Local Option Sales Tax (SPLOST) program.

### **Goals and Objectives for FY 2022**

- ◇ Start construction of roundabout at Countyline Road, Inman Road, Northbridge Road and South Jeff Davis;
- ◇ Start construction of roundabout at Hampton Road realignment with SR 92;
- ◇ Start construction on at least six stormwater SPLOST projects;
- ◇ Adopt policy and standards for utility accommodations;
- ◇ Update the Non-Residential Landscape and Tree Protection regulations;
- ◇ Start construction of Longview Dam; and
- ◇ Start and complete concept design for SR 279 and Corinth Road.

### **Significant Expenditure and Staffing Changes**

- ◇ Environmental Management began to incorporate Engineering into our office. Environmental Management added a Senior Civil Engineer and the GIS Technician became full time. The Environmental Permit Engineer was restructured to the Development Permit Engineer.
- ◇ Staff offices are currently in three (3) separate locations. Our goal is to have all staff in the same physical office by the end of FY 22.

<b>Department:</b>	<b>Engineering</b>	<b>Cost Center:</b>	<b>10010575</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 95,260	\$ 256,319	\$ 133,465	\$ 170,464
Operating	6,685	12,308	6,569	14,086
Capital Outlay	-		380	
	\$ 101,945	\$ 268,627	\$ 140,414	\$ 184,550

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	3.000	3.000	2.000	2.000

<b>WORKLOAD INDICATORS</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 YTD</b>
<b>Plan Review</b>				
<u>Initial Review/Resubmittals</u>				
Preliminary Plats	6 / 9	3 / 6	2 / 4	4 / 3
Final Plats	26 / 21	41 / 19	55 / 39	37 / 42
Non-Residential Site Plans	10 / 13	7 / 11	8 / 5	9 / 15
Subdivision Construction Plans	3 / 3	3 / 7	1 / 1	2 / 3
Erosion Control Plans	53	78	68	76
Rezoning Requests / Zoning Appeals	32	10 / 18	2 / 20	12 / 14
Annexation Requests	9	2	0	0
Land Disturbance Permits	194	136	121	121
Stormwater Inspections	36	34	24	5

<b>Field Inspectors</b>				
Customer Service Requests	278	387	338	278
E&SC Inspections	1,007	2,132	1,032	463
Notice of Violations	36	44	35	9
Stop Work Orders	9	46	19	5
Preconstruction Meetings	7	7	2	3

<b>Effectiveness Measures</b>				
Disturbed Area Approved	67	219	43	187
Linear Feet of New Road	0	4,641	13,635	1,515

<b>Department:</b>	<b>Finance</b>	<b>Cost Center:</b>	<b>10010510</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

### **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 Finance processes including Budget, CIP, and Asset Management.
- ◇ Continue the process of automating and integrating the county's financial software with the county's purchasing card vendor.
- ◇ Work with the county's financial software to ensure a smooth transition to upgraded system hardware and software.
- ◇ Continue to monitor and streamline the tracking, reconciliation, and reporting process for all CIP projects, including SPLOST.

<b>Department:</b>	<b>Finance</b>	<b>Cost Center:</b>	<b>10010510</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 1,024,878	\$ 1,116,097	\$ 1,070,540	\$ 1,147,436
Operating	\$ 86,110	\$ 136,355	\$ 96,658	\$ 135,850
Capital Outlay	\$ 2,925.19	\$ -	\$ 10,535	\$ -
Total Appropriations	\$ 1,113,913	\$ 1,252,452	\$ 1,177,733	\$ 1,283,286

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	15.275	16.275	15.650	15.650

<b>WORKLOAD INDICATORS</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
County Work Force (full-time equivalent)	740.549	757.674	766.499	770.374
Accounts payable checks processed	9,063	9,126	5,465	7,723
Accounts payable invoices	17,523	17,940	10,149	14,418
ACH - Utility payments	3,659	4,085	4,100	4,167
Budget Amendments/Transfers	101	93	93	96
New Occupational Tax Certificates	1,812	1,757	1,712	1,816
G/L Journals	3,767	2,320	4,975	4,975
Travel requests processed	283	293	205	114
P-Card Transactions	4,361	4,330	4,472	3,763
Receipts	10,308	10,207	8,829	10,099

<b>RESULTS MEASURES</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>
Bond Credit rating:				
Standard & Poors (highest quality)	AAA	n/a	n/a	n/a
Moody's Highest quality)	Aaa	Aaa	Aaa	Aaa
M&O Millage Rate	4.917	4.509	4.392	4.277
Distinguished Budget Presentation Award received	Yes	Yes	Yes	Yes
Financial Reporting Achievement Award (CAFR) received	Yes	Yes	Yes	Yes

<b>Department:</b>	<b>Human Resources</b>	<b>Cost Center:</b>	<b>10010540</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

### 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

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 439,467	\$ 453,300	\$ 444,297	\$ 479,709
Operating	58,376	85,390	60,145	91,992
Total Appropriations	\$ 497,844	\$ 538,690	\$ 504,442	\$ 571,701



<b>Department:</b>	<b>Human Resources</b>	<b>Cost Center:</b>	<b>10010540</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	6.000	6.000	6.000	6.000

<b>WORKLOAD INDICATORS</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Estimate</b>
County Work Force	794	765	759	763
Personnel Requisitions	88	96	87	90
Job Applications	2187	1851	3017	2500
Classification Changes	302	136	174	166
Exit Interviews	96	75	30	15
Vision Reimbursement Claims	362	370	1572	1600
Workers Comp Claims	91	96	98	63

<b>Department:</b>	<b>Information Systems</b>	<b>Cost Center:</b>	<b>10010535</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

### **Mission Statement**

Ensure the effective and 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, and information security to county departments and the constituents they serve.

#### **Network Operations**

◇ Network infrastructure, 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, baseline standards and build, deployment, and support services for on premise and cloud based critical infrastructure.

#### **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 Enterprise Infrastructure on a 24x7 basis running mission critical applications for Jail, 911-dispatch and connected public safety agencies operating in the county.

#### **Wireless Technologies**

◇ Enhances the County's data and voice connectivity through the strategical use of reliable, resilient, and secure wireless technologies.

#### **IT Security and Governance**

◇ Assures the IT decision-making process considers the County's mission including effective strategy alignment, risk management, compliance and value delivery.

#### **Enterprise Application Services**

◇ Create 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.

<b>Department:</b>	<b>Information Systems</b>	<b>Cost Center:</b>	<b>10010535</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

#### **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.

### **Department Goals**

- ◇ Continue implementing Multi-Factor Authentication throughout the county decreasing the risk of unauthorized access to information systems.
- ◇ Employing Enterprise Risk Management program by cross training staff on recognizing cyber threats, such as continuous monitoring of email.
- ◇ Updating telecommunications systems to SIP connectivity.
- ◇ Implement VLAN's to increase network performance and strengthen network security.
- ◇ Data Center revitalization: Install fire suppression, physical access control and improve monitoring.
- ◇ Implement technology to accurately reveal location of caller - SIP trunk.
- ◇ Work with Motorola to stabilize Spillman Public Safety system.
- ◇ Remediate end-of-life software revealed by performing routine risk analysis.
- ◇ Revitalize Enterprise data architecture to support increase in storage of digital content.
- ◇ Institute standard requiring all IT staff obtain CompTia Security + certification.
- ◇ Increase wireless coverage.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 800,623	\$ 811,142	\$ 821,261	\$ 845,769
Operating	196,713	361,318	224,998	347,015
Capital Outlay	13,876	15,450	10,742	5,750
Total Appropriations	\$ 1,011,211	\$ 1,187,910	\$ 1,057,001	\$ 1,198,534

<b>Department:</b>	<b>Information Systems</b>	<b>Cost Center:</b>	<b>10010535</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	11.000	11.000	10.000	10.000

<b>WORKLOAD INDICATORS</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
Total Work Orders	4,406	4,823	5,181	5,475

<b>PERFORMANCE MEASURES</b>	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>
<b>Hardware:</b>				
Work Days (260 days less vacation and holidays)	250	250	250	250
Closed Work Orders	1,110	1,158	1,204	1,229
Average Closed Per Day	4.4	4.6	4.8	4.9
Percent of Total Work Orders	25.19%	24.01%	23.24%	22.45%
<b>Software:</b>				
Work Days	250	250	250	250
Closed Work Orders	1,348	1,443	1,518	1,370
Average Closed Per Day	5.4	5.8	6.1	5.5
Percent of Total Work Orders	30.59%	29.90%	29.30%	25.02%
<b>Phones</b>				
Work Days	250	250	250	250
Closed Work Orders	413	504	444	535
Average Closed Per Day	1.7	2.0	1.8	2.1
Percent of Total Work Orders	9.37%	10.40%	8.57%	9.77%
<b>Network/Internet</b>				
Work Days	250	250	250	250
Closed Work Orders	792	728	603	674
Average Closed Per Day	3.2	2.9	2.4	2.7
Percent of Total Work Orders	17.98%	15.10%	11.64%	12.31%
<b>Internet:</b>				
Work Days	250	250	250	250
Closed Work Orders	743	990	1,412	1,667
Average Closed Per Day	3.0	4.0	5.6	6.7
Percent of Total Work Orders	16.86%	20.50%	27.25%	30.45%
<b>Total Closed per Day</b>	<b>17.6</b>	<b>19.3</b>	<b>20.7</b>	<b>21.9</b>

<b>Department:</b>	<b>Law Department</b>	<b>Cost Center:</b>	<b>10010530</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Operating	166,518	225,600	202,469	232,600
Total Appropriations	\$ 166,518	\$ 225,600	\$ 202,469	\$ 232,600

<b>Department:</b>	<b>General Government Non Departmental</b>	<b>Cost Center:</b>	<b>10010090</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

### Major Department Functions

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

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Operating	\$ 449,503	\$ 448,976	\$ 440,287	\$ 462,181
Total Appropriations	\$ 449,503	\$ 448,976	\$ 440,287	\$ 462,181

<b>Department:</b>	<b>Purchasing</b>	<b>Cost Center:</b>	<b>10010517</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 210,718	\$ 267,121	\$ 275,428	\$ 282,044
Operating	9,538	19,027	8,918	19,645
Total Appropriations	\$ 220,256	\$ 286,148	\$ 284,346	\$ 301,689

<b>Department:</b>	<b>Purchasing</b>	<b>Cost Center:</b>	<b>10010517</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	4.00	4.00	4.00	4.00

<b>WORKLOAD MEASURES</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Estimate</b>
Purchase Orders Issued	564	550	471	500
Invitation for Bids Released	17	27	18	25
Request for proposals released	14	8	2	6
Request for quotes released	98	84	47	50
Items/lots of surplus sold	20	4	6	117

<b>RESULTS MEASURES</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Estimate</b>
Avg. # of days to process sealed bids	80	85	92	85
Avg. # of days to process request for proposals	73	87	89	90
Avg. # of days to process request for quotes	-	64	59	58
Amount of revenue from sale of surplus	\$39,386.00	\$33,720.00	\$15,920.00	\$106,251.00



<b>Department:</b>	<b>Tax Assessor</b>	<b>Cost Center:</b>	<b>10010550</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

### **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.

### **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.
- ◇ Successfully Implement HB116 Floating Homestead Exemption.

<b>Department:</b>	<b>Tax Assessor</b>	<b>Cost Center:</b>	<b>10010550</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

<b>Budget Summary</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 1,000,845	\$ 1,044,751	\$ 1,044,038	\$ 1,085,005
Operating	163,894	\$ 284,579	233,446	\$ 232,007
Capital Outlay	1,579	200	31,379	200
Total Appropriations	\$ 1,166,318	\$ 1,329,530	\$ 1,308,864	\$ 1,317,212

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	15.725	15.725	15.725	15.725

<b>WORKLOAD INDICATORS</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Estimate</b>	<b>FY 2021 Estimate</b>
Real Estate Parcels assessed	43,450	43,780	44,200	44,730
Personal Property Accounts assessed	6,000	6,250	6,800	7,096
Mobile Homes assessed	1,120	1,125	1,142	1,142
Real Estate Parcels mapped	600	550	560	500
Deeds & PT-61 (Real Estate Transfer Declaration) forms researched and entered in database	13000	13500	13250	13000
Homestead Exemptions reviewed & placed on digest	29,500	28,440	27,300	27,520
Current Use Assessments reviewed & placed on digest	620	629	622	360
Freeport Exemptions reviewed & assessed	100	100	110	93
Pollution Control Exemptions reviewed & assessed	1	1	1	1
Assessment Notices generated & mailed for Real Estate Parcels	43,450	43,780	44,200	44,730
Assessment Notices generated & mailed for personal property accounts	1,300	1,275	1,325	1,500

<b>PERFORMANCE MEASURES</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Estimate</b>	<b>FY 2021 Estimate</b>
# of Real Estate parcels inspected	3,500	3,500	3,500	3,000
# of appeals as a % of taxable real estate parcels	5.00%	5.00%	5.00%	5.00%
# of appeals as a % of taxable personal property accounts	5.00%	5.00%	2.00%	2.00%
Net reduction in tax base due to appeals as a % of Total Market Value appealed	2.00%	2.00%	9.00%	6.00%

<b>Department:</b>	<b>Tax Commissioner</b>	<b>Cost Center:</b>	<b>10010545</b>
<b>Function:</b>	<b>General Government</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022Budget</b>
APPROPRIATIONS				
Personal Services	\$ 857,561	\$ 864,570	\$ 879,779	\$ 904,899
Operating	188,481	197,627	193,050	196,127
Capital Outlay	-	2,500	4,656	-
Total Appropriations	\$ 1,046,042	\$ 1,064,697	\$ 1,077,485	\$ 1,101,026

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	16.000	16.000	16.000	16.000

<b>WORKLOAD INDICATORS</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Number of tax bills	43,074	42,638	43,067	n/a
Number of tags sold	109,054	124,355	112,257	n/a
Percentage of tax bills collected	99.3%	99.0%	92.0%	n/a

<b>Department:</b>	<b>Board of Equalization</b>	<b>Cost Center:</b>	<b>10020185</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

### Mission Statement

The mission of the Board of Equalization is to provide a fair and open forum to appeal property tax assessments. To effectively provide citizens a true, correct and comprehensive record of tax assessments appeals and other official documents in an expedient approach through the automation and computerization of indexes and digitized legal documents. The Clerk of Court is committed to strengthen and uphold the participation of the Clerk in the Judicial Process and the Tax Appeal Process by ensuring compliance with statutes and to facilitate interaction between the Citizens, Jurors, Judges, Attorneys and other governmental agencies.

### Major Department Functions

- Attend ALL sessions and hearings as deemed by law.
- Ensure ALL Board members are trained as required by Georgia law.
- Record and maintain a complete and accurate record of all court cases and proceedings.
- Calendar ALL cases as pursuant to Georgia law and time frames require..
- Real Estate Division: Preserve and index all deed, mortgages, plats, liens and other real estate documents mandated by law that relates to real property ownership and the timely transmit of data to the State Index.
- Administrative Division: To accurately and timely balance reports; Ensure confidentiality of personnel records and payroll. Prepare budget and reconcile expenditures.
- Ensure the cooperation with other agencies.

### Major FY2022 Goals

- To effectively manage the Clerk's Office on a REDUCED budget for the benefit of all County Departments.
  - Enhance Computer Storage capabilities and redundancies for better safety of data and better performance.
- Restore Real Estate books (Federal Tax Liens) to Online Index Books for Disaster
- Cross train employees to improve efficiency.

### Major Goals Completed in FY2021

- Complete full implementation of e-filing in Real Estate with Statewide portal.
- Roll out Windows 10 to all workstations in the Clerk's Office.
- Implement Video conferencing with livestream capabilities due to COVID 19.

BUDGET SUMMARY	FY 2020 Actual	FY 2021 Budget	FY 2021 Actual	FY 2022 Budget
APPROPRIATIONS				
Personal Services	\$ 7,156	\$ 7,599	\$ 2,602	\$ 7,599
Operating	\$ 5,736	\$ 9,957	\$ 8,157	\$ 9,345
Total Appropriations	\$ 12,892	\$ 17,556	\$ 10,759	\$ 16,944

<b>Department:</b>	<b>Board of Equalization</b>	<b>Cost Center:</b>	<b>10020185</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

<b>WORKLOAD INDICATORS</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Projected</b>
Number of Cases Filed	418	654	829	830
Number of Cases Processed	418	654	829	830
Number of Cases Withdrawn	-	-	-	-
Number of No Show Cases	64	83	144	145
Scanned Proceedings	3,423	3,925	5,565	5,570
Scanned Pages	6,294	6,227	8,836	8,840
Number of Calendars	16	25	24	25
Number of Hearings	470	636	576	580

<b>Department:</b>	<b>Clerk of State Court</b>	<b>Cost Center:</b>	<b>10020310</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

### **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 FY2022 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
- ◇ Implement Criminal Efiling.
- ◇ Cross train employees to improve efficiency.

### **Major FY2021 Goals Achieved**

- ◇ Implement Criminal Judicial Data Exchange eSearch warrant to allow for more efficient searches.
- ◇ Implement electronic filing of Judicial Orders.
- ◇ Roll out Windows 10 platform across all computers used by Deputy Court Clerks.

<b>Department:</b>	<b>Clerk of State Court</b>	<b>Cost Center:</b>	<b>10020310</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 302,164	\$ 307,098	\$ 284,065	\$ 299,054
Operating	35,109	39,995	32,371	39,579
Total Appropriations	\$ 337,273	\$ 347,093	\$ 316,436	\$ 338,633

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>
Total Personnel	5.000	5.000	5.000	5.000

<b>WORKLOAD INDICATORS</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Projected</b>	<b>2020 Actual</b>
Civil Cases processed	848	927	930	105
Criminal Cases processed	3,739	3,146	3,200	3,292
Traffic Cases processed	3,203	6,988	7,000	4,235
Ordinances Cases processed	331	309	310	212
Revocation Cases processed	1,170	1,118	1,120	400
DPS Case Notices processed	462	359	360	283
DUI Court Cases	-	-	-	-
<b>Total Cases Filed</b>	<b>9,753</b>	<b>12,847</b>	<b>12,920</b>	<b>8,527</b>
<b>Total GCIC Transmissions</b>	<b>3,635</b>	<b>3,640</b>	<b>3,640</b>	<b>924</b>
<b>Total DPS Transmissions</b>	<b>2,925</b>	<b>2,950</b>	<b>3,000</b>	<b>1,681</b>
Number of Civil Proceedings	13,270	22,880	22,900	9,350
Number of Criminal Proceedings	41,118	47,221	47,225	26,395
Number of Traffic Proceedings	10,561	13,528	13,530	12,124
Number of Ordinance Proceedings	1,385	1,339	1,340	1,721
<b>Total Number of Proceedings</b>	<b>66,334</b>	<b>84,968</b>	<b>84,995</b>	<b>49,590</b>
Number of Civil Scanned Pages	60,847	104,834	105,000	33,603
Number of Criminal Scanned Pages	69,608	58,942	59,000	34,488
Number of Traffic Scanned Pages	14,999	14,512	14,525	9,432
Number of Ordinance Scanned Pages	1,600	1,186	1,190	1,836
Number of Peach court Image Transfers	6,487	12,080	12,090	12,909
<b>Total Number of Scanned Pages</b>	<b>147,054</b>	<b>191,554</b>	<b>191,560</b>	<b>92,268</b>
<b>Total Minute Book Pages Recorded</b>	<b>1,723</b>	<b>2,736</b>	<b>2,750</b>	<b>2,412</b>
<b>Total Final Minutes Pages</b>	<b>148,777</b>	<b>19,290</b>	<b>194,300</b>	<b>94,680</b>
Book Numbers	387-391	361-395		361-393
Court days scheduled	294	224	225	196
Calendars generated	476	429	430	228
Civil Hearings and Trials Scheduled	732	927	930	105
Criminal Hearings and Trials Scheduled	16,033	11,384	11,390	3,292
Traffic Hearings and Trials Scheduled	6,880	6,988	7,000	4,235

<b>Department:</b>	<b>Clerk of State Court</b>	<b>Cost Center:</b>	<b>10020310</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

<b>WORKLOAD INDICATORS (can't)</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Projected</b>	<b>2020 Actual</b>
Special Set and Revocation Hearings	1,170	1,118	1,120	400
Ordinance Hearings and Trials Scheduled	409	309	310	212
Drug Screening Hearings	649	249	250	98
Alternative Language Hearings (started 07-01-08)	40	54	55	24
Drug Court Hearings	22	26	30	26
DUI Court Hearings	24	24	24	26
Total Scheduling	<b>25,959</b>	<b>21,079</b>	<b>21,109</b>	<b>8,418</b>

Cases with Self represented litigants	168	39	50	118
Cases with Interpreters	40	31	50	35



<b>Department:</b>	<b>Clerk of Superior Court</b>	<b>Cost Center:</b>	<b>10020180</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

### Mission Statement

The mission of the Clerk of Superior Court is to effectively provide citizens a true, correct and 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 of Court is committed to strengthen and uphold the participation of the Clerk in the Judicial Process by ensuring compliance with statutes and to facilitate interaction between the Citizens, Jurors, Judges, Attorneys and other government agencies.

### Major Department Functions

- ◇ **Attend ALL 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:** Calendar cases as pursuant to Georgia Code, 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 dispositions; 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 the timely of data to the State Index.
- ◇ **Administrative Division:** To accurately and timely balance reports; make Deposits; and disburse monies according to Georgia law. Ensure confidentiality of personnel records and payroll. Prepare budget and reconcile expenditures. Ensure the cooperation with other agencies.

### Major FY 2022 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
- ◇ Include District Attorney and Public Defender's Offices & GCIC to the current arrest warrant exchange.
- ◇ Implement a web-based jury portal for citizen access.
- ◇ Implement Criminal Efiling.
- ◇ Implement Video conferencing with livestream capabilities due to COVID 19.

<b>Department:</b>	<b>Clerk of Superior Court</b>	<b>Cost Center:</b>	<b>10020180</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

- ◇ Enhance Computer Storage capabilities and reduncancies for better safety of data and better performance.
- ◇ Cross train employees to improve efficiency.

### Major Goals Completed in FY2021

- ◇ Complete full implementation of e-filing in Real Estate with Statewide portal.
- ◇ Restore Real Estabe book (Federal Tax Liens) to Online Index Books for Disaster Preparedness.
- ◇ Roll out Windows 10 to all workstations in the Clerk's Office.
- ◇ Implement Criminal Judician Data Exchange eSearch warrant to allow for more efficient searches.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
<b>APPROPRIATIONS</b>				
Personal Services	\$ 1,329,454	\$ 1,496,311	\$ 1,375,240	\$ 1,554,335
Operating	278,842	301,672	287,727	284,940
Capital Outlay	23,253		6,430	-
Other Cost				
Total Appropriations	\$ 1,631,549	\$ 1,797,983	\$ 1,669,398	\$ 1,839,275

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	23.434	25.434	25.434	25.434

<b>WORKLOAD INDICATORS</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Projected</b>	<b>2020 Actual</b>
Total Civil and Domestic Files Closed	1,181	1,242	1,065	1,066
Total Civil Cases Opened	1,618	1,842	1,668	1,670
Total Number of Proceeding Entries	26,284	17,581	15,355	15,360
Total Number of Pages Scanned	114,655	60,778	49,722	49,725
Total Civil Minute Book Pages Recorded	3,823	1,516	3,454	3,400
Total Adoption Minute Pages Recorded	5,849	3,617	25,037	300
Self Represented Litigants	1,017	643	294	300
Paupers Cases Filed	18	23	12	15
New Attorney	6	15	4	5
Total Number of Adoptions Filed	32	53	44	45
Applications for Trade Names Processed	125	131	127	130
Notary Public Applications Processed	554	543	464	465
Military Discharges Processed	1	2	1	2
Total Applications Processed	680	676	592	595
Total Application Pages Recorded	1,788	1,762	1,520	1,192

<b>Department:</b>	<b>Clerk of Superior Court</b>	<b>Cost Center:</b>	<b>10020180</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

E-filed Cases	341	531	1,236	1,300
E-filed Subsequent Documents	6,471	6,647	22,848	22,850
E-filed Child Support Cases	143	768	132	135
E-filed Child Support Documents	790	264	591	595
Total Financing Statements	3,320	6,224	2,664	2,665

<b>WORKLOAD INDICATORS (con't)</b>	<b>2018 Actuals</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Estimate</b>
Total Real Estate Instruments	17,394	25,381	28,070	28,075
Total Hospital Liens	1,508	1,517	680	685
Total General Execution Instruments	6,367	5,229	3,377	3,380
Total Real Estate Plats	110	136	127	130
Total Real Estate Pages Scanned	108,634	120,593	164,839	164,840
Total Number of Grantors Indexed	41,779	42,507	45,877	45,880
Total Number of Grantees Indexed	42,252	41,370	44,314	44,315
Total Intangible Tax Forms Processed	3,672	4,147	6,297	6,300
Total Transfer Tax Forms	4,884	4,932	5,027	5,030
Total Number of Criminal Cases Filed	541	500	528	530
Total Number of Criminal Cases Closed	1,338	1,069	567	270
Total Number of Proceeding Entries	23,388	25,669	17,224	17,230
Total Number of Pages Scanned	62,386	53,092	34,051	34,055
Total Criminal Minute Pages Recorded	1,803	1,726	1,412	1,415
Total Number of Drug Court Hearings	24	24	24	24
Total Number of Drug Court Cases	-	46	32	35
Probation Revocations	334	371	237	240
Georgia Crime Information Transmittals	4,034	1,726	847	850
Georgia Dept. of Motor Vehicle Service Form	181	150	52	55
Notices of Appeals Filed	11	10	5	18
Total Number of Calendars Generated	246	204	260	275
Total Court Days Scheduled (Four Judges)	228	293	204	210
Total Civil Cases for Hearings and Trials	1,771	1,271	84	850
Total Criminal Cases for Hearings and Trials	2,575	2,300	1,358	1,360
Total Special Set Cases	122	17	91	95
Total Number of Jurors Summoned	6,761	7,060	1,959	1,960

<b>Department:</b>	<b>District Attorney</b>	<b>Cost Center:</b>	<b>10020200</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 322,939	\$ 346,810	\$ 362,454	\$ 375,298
Operating	13,429	17,926	18,500	40,825
District Attorney Contract Services	2,683		2,070	6,905
Total Appropriations	\$ 339,052	\$ 364,736	\$ 383,024	\$ 423,028

<b>Department:</b>	<b>Drug Abuse and Treatment</b>	<b>Cost Center:</b>	<b>21920160</b>
<b>Function:</b>	<b>Health and Welfare</b>	<b>Fund:</b>	<b>Special Rev</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 221,291	\$ 235,360	\$ 233,139	\$ 234,244
Operating Expenses	\$ 369,536	\$ 279,862	\$ 281,988	\$ 196,952
Capital Outlays	\$ -	\$ -	\$ -	\$ -
Other Costs				\$ 5,717
Total Appropriations	\$ 590,828	\$ 515,222	\$ 515,127	\$ 436,913

<b>Department:</b>	<b>Juvenile Court</b>	<b>Cost Center:</b>	<b>10020600</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

### **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

<b>Department:</b>	<b>Juvenile Court</b>	<b>Cost Center:</b>	<b>10020600</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

### 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.
- ◇ No significant changes

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 261,816	\$ 268,570	\$ 276,781	\$ 289,801
Operating	92,518	116,495	99,319	116,175
Capital Outlay	-	-	-	-
Total Appropriations	\$ 354,333	\$ 385,065	\$ 376,101	\$ 405,976

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	4.625	4.625	4.625	4.625

<b>WORKLOAD INDICATORS</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Estimate</b>
New juvenile cases docketed/filed	856	797	518	750
Judges in Fayette Court (two needed occasionally on same day)	113	96	86	100
Juveniles placed on probation/informal/adjustment/abeyances/short term program	75	126	61	75

<b>PERFORMANCE MEASURES</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Estimate</b>
Juvenile Cases closed	811	642	489	650
Days calendared	113	95	86	100
Fines/Fees/Restitution disbursed to agencies/individuals	\$ 7,866	\$ 11,611	\$ 5,444	\$ 8,000
Summons/subpoenas served	2164	n/a	n/a	n/a
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.	n/a	n/a	n/a	n/a

<b>Department:</b>	<b>Juvenile Supervision</b>	<b>Cost Center:</b>	<b>21720610</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>Special Rev</b>

### **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.



<b>Department:</b>	<b>Juvenile Supervision</b>	<b>Cost Center:</b>	<b>21720610</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>Special Rev</b>

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
<b>APPROPRIATIONS</b>				
Personal Services	\$ 2,845	\$ -	\$ -	\$ -
Operating	867	10,539	-	10,000
Capital Outlay				
Other Costs				
Total Appropriations	\$ 3,712	\$ 10,539	\$ -	\$ 10,000

<b>Department:</b>	<b>Law Library</b>	<b>Cost Center:</b>	<b>20520750</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>Special Rev</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
Operating	\$ 55,536	\$ 54,000	\$ 38,804	\$ 50,000
Capital Outlay	\$ -	\$ 1,000	\$ -	\$ -
Total Appropriations	\$ 55,536	\$ 55,000	\$ 38,804	\$ 50,000

<b>Department:</b>	<b>Magistrate Court</b>	<b>Cost Center:</b>	<b>10020400</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

### **Mission Statement**

To operate as a Magistrate Court pursuant to Georgia law consistent with the highest standards and best practices while being responsible to Fayette Citizens and taxpayers. In addition, we will provide an impartial forum to deliver timely, neutral, and just resolutions of civil and criminal cases through uniform and coherent application of the US Constitution and the laws of the State of Georgia. The Judges, Constables, and staff are 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, parties and other governmental agencies.

### **Major Department Functions**

#### **Judge Functions:**

- ◇ Preside over all sessions of court ensuring compliance Georgia Law and Court Rules.
- ◇ To receive evidence and testimony and make Judgments concerning all civil and criminal matters brought before the Fayette Magistrate Court.
- ◇ To issue and sign arrest warrants, search warrants, citizen applications and warrants, set bonds, and set special conditions of bond.
- ◇ To issue and sign Temporary Protective Orders pursuant to the authority delegated by the Superior Court.
- ◇ To enter Orders on Garnishments, Dispossessories, Abandon Vehicles, Forclosures of Personal Property, and all other genral civil matters.
- ◇ To review and authorize the setting of calendar.
- ◇ To Order the disbursement of funds in the Registry of the Court.
- ◇ To consider and enter Orders on al Motions or other requests made by any Party to the Court.
- ◇ To coordinate operations with the Clerk, Court Services, Prosecutors, Public Defenders, Parties, and Attorneys.
- ◇ To communicate and coordinate with all other Fayette County, Georgia and Federal departments and agencies on issues related to Magistrate functions.

#### **Administrative Functions by the Judges and Staff:**

- ◇ Administrative Division: To accurately and timely balance reports. Ensure confidentiality of personnel records and payroll. Prepare budget and reconcile expenditures. Ensure cooperation with all other agencies.
- ◇ Attend all sessions of Magistrate Court ensuring compliance of all Georgia statutes and Court rules.
- ◇ Ensure compliance of civil & criminal documents; and assist judges with research and preparation of Orders
- ◇ Constable Division: Receive and process large volume of Civil papers (civil, claims, dispossessories, garnishments, etc.) for legal service and to serve daily to all parts of the county. Schedule, coordinate, and oversee evictions for multiple locations to ensure a safe and lawful process. Assist citizens encountering mechanical breakdown by providing safety until assistance arrives.
- ◇ To maintain proof of all service of documents for every civil matter.
- ◇ To maintain status as sworn officers in Georgia.
- ◇ To represent the Fayette Magistrate Court at all times with the highest standards of professionalism, ethics, and courtesy to all citizens and individuals of all government departments.

<b>Department:</b>	<b>Magistrate Court</b>	<b>Cost Center:</b>	<b>10020400</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

### Major Goals

- ◇ To operate the Court and manage the Judicial Office on a Budget.
- ◇ To handle the projected increase in workload efficiently and professionally.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 352,472	\$ 360,280	\$ 364,019	\$ 370,376
Operating	16,681	25,855	16,174	25,541
Capital Outlay	-	-	-	1,130
Total Appropriations	\$ 369,153	\$ 386,135	\$ 380,192	\$ 397,047

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	6.625	7.000	7.000	7.000

<b>WORKLOAD INDICATORS</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>
Days on Duty		365	365	365
<b><u>CRIMINAL</u></b>				
Warrants Issued - Arrest (electronic & paper)		2,498	2,643	1,895
- Search (paper)		137	137	213
Criminal hearings		2,273		1,145
First Appearance Hearings: on Bench Warrants, Violations of Parole, Traffic tickets, and bond considerations				
Traffic tickets, and bond considerations				862
Preliminary Hearings Case calendar				263
Pre-issuance Hearings Case calendar				20
Search Warrants signed/returned/denied				213
Felony Warrants Issued				1,270
Misdemeanor Warrants Issued				625
Criminal Consent Bond Orders				11
Hearings on Bench Warrants, VOP, Citations				450
SPECIAL Conditions set (number of Defendants only)				53
Extradition Case calendar for hearings				13
Warrants Dismissed				6
Warrants Denied				554
Preissuance applications Reviewed and Decided				52
<b><u>CIVIL</u></b>				
Civil Cases filed		3,250	3,328	2,166

<b>Department:</b>	<b>Magistrate Court</b>	<b>Cost Center:</b>	<b>10020400</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

Civil hearings and trial case calendars				568
Temporary Protective Orders Reviewed & Decided		174	200	unknown
Civil Consent/Re-set/Default Orders Reviewed & Decided				
Service of Process		4,000	5,023	3,963
Evictions Carried out				48
Miles driven		31,200	41,800	48,100
<b>Language Line Used for interpretation in Civil &amp; Criminal case load</b>				7

\* 2020 was an unusual year. The Fayette County Magistrate Court continued to operate and perform its essential functions for the entire 365 days. This Court's criminal case functions were specifically authorized and directed to continue as essential pursuant to Justice Harold Melton's Orders as Chief Justice of the Georgia Supreme Court. Our judges and staff work diligently in a team effort under unprecedented circumstances to keep our legal functions and responsibilities moving in an orderly manner. We worked closely with other Departments including the Sheriff, the jail, and the police to adapt and innovate throughout the lockdown and the time since then. I am proud of the efforts and results our Department produced on behalf of Fayette County and its citizens.

<b>WORKLOAD INDICATORS</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Estimated</b>
Civil Cases processed	6,707	4,440	3,773	3,800
Civil Cases Filed	3,490	3,025	2,179	2,200
Civil Cases Disposed	2,854	2,223	1,594	1,600
Number of civil proceedings	23,853			
Number of civil scanned pages	64,025			
Civil Hearings Scheduled	1,132	1,103	587	600
Civil Bench Trials Scheduled	124	111	57	60
Number of Calendars Generated	87	51	75	80
<b>TOTAL HEARINGS AND TRIAL SCHEDULED</b>	<b>1,256</b>	<b>1,265</b>	<b>719</b>	<b>740</b>

<b>CRIMINAL CASES</b>				
Criminal Cases Filed	2,269	2,443	1,209	1,215
Number of criminal proceedings	5,294			
Number of criminal scanned pages	12,760			
Felony Warrants Issued	1,426	1,391	1,270	1,280
Misdemeanor Warrants Issued	1,072	952	625	630
Bond Hearings	1,598	2,592	862	865
Preliminary Hearings	675	793	263	265
Pre-issuance Hearings	57	93	20	25
Bad Check Hearings	3	7	-	-
<b>TOTAL NUMBER OF HEARINGS</b>	<b>2,333</b>	<b>3,485</b>	<b>1,145</b>	<b>1,155</b>

Self represented litigants	2,286	964	281	300
Interpreters	13	8	5	8

<b>Department:</b>	<b>Judicial Non - Departmental</b>	<b>Cost Center:</b>	<b>10020090</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

### Major Department Functions

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

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Operating	\$ 256,851	\$ 264,732	\$ 305,588	\$ 266,320
Capital Outlay				
Total Appropriations	\$ 256,851	\$ 264,732	\$ 305,588	\$ 266,320

<b>Department:</b>	<b>Probate Court</b>	<b>Cost Center:</b>	<b>10020450</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 408,699	\$ 448,539	\$ 445,629	\$ 517,882
Operating	\$ 22,878	\$ 30,837	\$ 31,711	\$ 31,728
Capital Outlay	\$ -	\$ -	\$ -	\$ 5,800
Total Appropriations	\$ 431,576	\$ 479,376	\$ 477,340	\$ 555,410
Total Personnel	6.625	6.625	7.000	8.125

<b>Department:</b>	<b>Public Defender</b>	<b>Cost Center:</b>	<b>10020800</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
Operating	\$ 488,553	\$ 488,652	\$ 489,305	\$ 506,720
Total Appropriations	\$ 488,553	\$ 488,652	\$ 489,305	\$ 506,720



<b>Department:</b>	<b>State Court Judge</b>	<b>Cost Center:</b>	<b>10020330</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

### **Mission Statement**

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

1. 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;
2. Treat with fairness and dignity all persons coming before the Court, no matter their station or circumstances in life;
3. Administer justice uniformly and impartially, without prejudice or favor to any party;
4. Provide an open forum for the redress of grievances, both public and private;
5. Maintain the highest standards of judicial ethics and conduct;
6. 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;
7. Through the DUI/Drug Court, to identify and educate those with addictions through accountability and treatment to strengthen our community in a collaborative court setting;
8. Through the Veterans Treatment Court, to identify and assist those in our community who have served our country and now need assistance and treatment while navigating their legal issues.

### **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,

<b>Department:</b>	<b>State Court Judge</b>	<b>Cost Center:</b>	<b>10020330</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 331,594	\$ 364,283	\$ 363,511	\$ 363,388
Operating	60,189	100,950	52,662	88,450
Total Appropriations	\$ 391,783	\$ 465,233	\$ 416,173	\$ 451,838

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	3.625	3.625	3.625	3.625

<b>WORKLOAD INDICATORS</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual</b>
Civil Cases filed	775	520	723	716
Criminal Cases filed	1,978	1,522	1,862	851
Traffic Cases filed	4,056	3,176	2,953	1,718
Ordinances Cases filed	unavailable	unavailable	unavailable	154
<b>Total Cases Filed</b>	<b>6,809</b>	<b>5,218</b>	<b>5,538</b>	<b>3,439</b>

<b>Department:</b>	<b>State Court Solicitor</b>	<b>Cost Center:</b>	<b>10020320</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

### 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 Statutes 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 with conflict cases throughout the State.

### Major FY 2022 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 other jurisdictions when requested and appointed Solicitor General Pro Tempore.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
Personal Services	\$ 725,538	\$ 755,095	\$ 749,425	\$ 797,271
Operating	21,716	45,797	14,056	42,700
Capital Outlay	45	375	-	50
Total Appropriations	\$ 747,299	\$ 801,267	\$ 763,480	\$ 840,021

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	8.700	8.700	8.700	8.700

<b>Department:</b>	<b>State Court Solicitor</b>			<b>Cost Center:</b>	<b>10020320</b>
<b>Function:</b>	<b>Judicial</b>			<b>Fund:</b>	<b>General</b>
<b>PERFORMANCE MEASURES FOR COST CENTERS: 10020320</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	
<b>State Court Criminal</b>	<b>1,610</b>	<b>1,210</b>	<b>1,106</b>	<b>851</b>	
<b>State Court Traffic</b>	<b>3,583</b>	<b>2,887</b>	<b>3,034</b>	<b>1,718</b>	
<b>State Court Ordinance</b>	<b>415</b>	<b>289</b>	<b>299</b>	<b>218</b>	
State Court - Pre-Accusation Pre-Trial Intervention	132	77	85	40	
State Court Revocations, Special Set Pleas, PTT's & Drug Ct. (calendar)	2,314	1,981	1,946	556	
State Court Bench Trials (calendar)	612	418	335	142	
State Court Jury Trials (Calendar Count)	1,431	1,912	1,496	253	
State Court Ordinance (1st Appearance, Arraignment, Bench Trials)	520	448	380	327	
Arraignment (Calendar Count)	2,084	1,263	1,268	934	
Arraignment (Traffic Calendar Count)	4,266	3,469	3,283	2,241	
Alternative Language	189	51	53	30	
Miscellaneous Hearings and Bench Warrants (Calendar Count)	524	507	483	187	
ALS Hearings (Calendar Count)	216	152	180	30	
Juvenile Court (Calendar Count)	-	-	-	-	
Special Appointments	5	3	5	3	
Phone Calls, Appointments, Walk-Ins (estimate for the	19,500	19,500	19,500	10,000	
Magistrate Court Pre-Accusation PTT's	2	8	1	-	
Magistrate Court First Appearance / calendar count	6	4	-	-	
Magistrate Court Arraignment / calendar count	4	3	-	-	
Magistrate Court Pre-Issuance / calendar count	-	-	1	-	
Magistrate Court Preliminary / calendar count	-	-	-	-	
Magistrate Court Revocations / calendar count	1	1	-	-	
Magistrate Court Trials / calendar count	-	-	-	-	
Magistrate Court Misc. Hearings / calendar count	3	3	5	-	
<b>Victim Witness (21850553)</b>	<b>2017 CY Actual</b>	<b>2018 CY Actual</b>	<b>2019 CY Actual</b>	<b>2020 CY Actual</b>	
Victim Assisted - Criminal Case with victims	384	260	455	453	
Victim Assisted - Ordinance estimates	21	20	22	6	
Victim Assisted - Traffic estimates	20	22	30	3	
Victim Assisted - Magistrate estimates Hearings (Bond, Warrants, Pre-Issuance)	260	220	250	120	
Speaking Engagements and Victim Impact Panel, Protocol, PD Training, DVTF	20	20	20	2	
Victim Non-case walk-ins and phone consultations, emails	12,000	10,560	10,560	4,680	

<b>Department:</b>	<b>State DUI Court</b>	<b>Cost Center:</b>	<b>21420330</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>Special Rev</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 86,828	102,913	\$ 91,968	119,521
Operating	219,771	115,862	127,921	147,409
Capital Outlay	912	5,000	3,788	-
Total Appropriations	\$ 307,512	\$ 223,775	\$ 223,677	\$ 266,930

<b>Department:</b>	<b>Superior Court Judges</b>	<b>Cost Center:</b>	<b>10020151</b>
<b>Function:</b>	<b>Judicial</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services				
Griffin Judicial Circuit Superior Court - Contract Services	425,343	446,577	446,577	438,623
Griffin Judicial Circuit Juvenile Court - Contract Services	59,073	71,876	71,876	88,512
Operating	60,640	103,550	61,455	78,050
Total Appropriations	545,056	622,003	579,908	605,185

<b>Department:</b>	<b>Victims Assistance</b>	<b>Cost Center:</b>	<b>21820200</b>
<b>Function:</b>	<b>Health and Welfare</b>	<b>Fund:</b>	<b>Special Rev</b>

### **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 Department 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 FY 2022 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**

- ◇ This program became operational in FY 1999 and is totally funded by assessments against criminal defendants and State grants.
- ◇ Additional funding began in FY 2023 for an attorney and secretary to assist the State Court Solicitor-General with victim assistance.
- ◇ Additional funding will begin in FY 2007 for an investigator to assist the Solicitor-General with victim cases.
- ◇ Funding is included for Promise Plate, which is a State certified program, who are eligible to receive Victim Assistance funds. This funding began in FY 2003.
- ◇ Funding for the District Attorney's Victim Assistance program is included in his budget. This funding began in FY 2003.
- ◇ FY 2010 staffing changes Attorney, Investigator, and Deputy Clerk II positions were moved into Solicitor-General Budget leaving only Victim Advocate.
- ◇ FY 2014 staffing changes Victim Advocate was moved into Solicitor-General Budget.
- ◇ FY 2016 added Victim Advocate position fueled by a Federal VOCA Grant.

Department:	Victims Assistance			Cost Center:	21820200
Function:	Health and Welfare			Fund:	Special Rev
BUDGET SUMMARY		FY 2020 Actual	FY 2021 Budget	FY 2021 Actual	FY 2022 Budget
District Attorney/Victims Assistance Program		134,175	134,175	134,821	134,821
Domestic Violence Services (Promise Place)		20,000	20,000	20,000	20,000
Total Appropriations		\$ 154,175	\$ 154,175	\$ 154,821	\$ 154,821

<b>WORKLOAD INDICATORS</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual</b>
<b>Promise Place</b>				
Number of individuals assisted	364	335	341	312
Number of Emergency Protective Orders	79	81	82	73
Number of Children Represented	38	38	36	39
Number of support groups	63	66	53	55
Number of Participants in Support Groups	239	190	198	197
Number of crisis hotline calls	1665	1580	1404	1302
Number of Students Dating Violence Classes	2233	2162	1636	1790
Number of Women housed in Emergency shelter	97	102	57	91
Number of children housed in Emergency shelter	87	86	73	115
Number of Community Awareness Presentations	45	48	13	16
Number of Persons in Attendance	982	348	947	875
Total Number of Units of Service - Intervention Services	2213	2293	2073	2017
Total Number of Units of Service - Prevention Services	3215	2510	2583	2665



<b>Department:</b>	<b>911 Communications</b>	<b>Cost Center:</b>	<b>21530800</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>Special Rev</b>

### **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
- ◇ Implementation of Carbyne 911 Technology
- ◇ Implementation of FSC and LE APCO Guide Cards
- ◇ Continue education and advanced training of personnel

<b>Department:</b>	<b>911 Communications</b>	<b>Cost Center:</b>	<b>21530800</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>Special Rev</b>

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 1,948,639	\$ 2,339,812	\$ 1,979,187	\$ 2,497,872
Operating	948,792	1,259,037	1,237,801	1,303,571
Capital Outlay	175,543	184,976	160,772	186,910
Total Appropriations	\$ 3,072,974	\$ 3,783,825	\$ 3,377,760	\$ 3,988,353

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Adopted</b>
Total Personnel	35.735	36.735	36.735	36.985

<b>Department:</b>	<b>Animal Control</b>	<b>Cost Center:</b>	<b>10030910</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>General</b>

### **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**

- \* Conduct proactive patrols and create a visual presence in the problem areas where high rates of violations are occurring.
- \* To manage increasing call loads efficiently and continue working with other law enforcement agencies.
- \* Continue cooperation with the local animal rescue groups to reduce time spent in the shelter for animals that are brought there.
- \* Increase operating times to allow for more time for prospective adopters other than normal business hours by extending office hours on certain nights and weekends.
- \* Create educational programs to educate the public on proper care and treatment of animals in accordance with local and county ordinances.
- \* Work with the architect on new shelter along with the engineers to complete the new shelter.

<b>Department:</b>	<b>Animal Control</b>	<b>Cost Center:</b>	<b>10030910</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>General</b>

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 425,798	\$ 442,150	\$ 410,980	\$ 452,775
Operating	64,670	77,978	59,953	78,932
Total Appropriations	\$ 490,468	\$ 520,128	\$ 470,933	\$ 531,707

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	7.625	7.625	7.625	7.625

<b>WORKLOAD INDICATORS</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Projected</b>
Animals impounded	857	953	860	850
Visitors	7,900	8,245	8,250	8,250
Court Cases	175	160	150	150
Enforcements	180	180	175	175
Complaint calls received	1,750	1,815	1,800	1,800
Vicious or biting animals calls received	54	54	65	60
Animals adopted	279	324	280	265

<b>PERFORMANCE MEASURES</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Projected</b>
Complaint calls resolved	1,657	1,521	1,550	1,645
Animals brought to shelter	857	953	850	906
Rabies tests	32	38	40	52
Animals sent to rescue	234	339	265	280
Animals handled	857	953	850	96
Animals adopted	279	324	280	280
Revenue collected for adoptions and reclaim fees	\$ 36,124	\$ 27,633	\$ 36,124	\$ 38,508

<b>Department:</b>	<b>Confiscated Property- Federal</b>	<b>Cost Center:</b>	<b>21230390</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>Special Rev</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Operating	\$ 247,911	50,734	50,734	65,013
Capital Outlay	\$ 219,219	22,013	22,012	32,862
Total Appropriations	\$ 467,129	\$ 72,747	\$ 72,746	\$ 97,875

<b>Department:</b>	<b>Confiscated Property- State</b>	<b>Cost Center:</b>	<b>21030390</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>Special Rev</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
<b>APPROPRIATIONS</b>				
Personal Services		\$ -		\$ -
Operating	\$ 11,604	\$ 16,151	\$ 16,150	12,771
Capital Outlay	\$ 33,920	\$ 14,198	\$ 14,198	5,510
Total Appropriations	\$ 45,524	\$ 30,349	\$ 30,348	\$ 18,281

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

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Operating	27,943	64,121	64,118	26,413
Capital Outlay	65,144	57,338	57,338	392
Total Appropriations	\$ 93,087	\$ 121,459	\$ 121,457	\$ 26,805

<b>Department:</b>	<b>Coroner</b>	<b>Cost Center:</b>	<b>10030700</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Budget</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 117,718	\$ 123,992	\$ 133,967	\$ 126,061
Operating	25,227	30,685	34,288	33,867
Total Appropriations	\$ 142,945	\$ 154,677	\$ 168,255	\$ 159,928

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	3.625	3.625	3.625	3.625



<b>Department:</b>	<b>Sheriff's Office- Criminal Investigations</b>	<b>Cost Center:</b>	<b>10030321</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>General</b>

### **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).

<b>Department:</b>	<b>Sheriff's Office- Criminal Investigations</b>	<b>Cost Center:</b>	<b>10030321</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>General</b>

### 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 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
APPROPRIATIONS				
Personal Services	\$ 3,522,346	\$ 3,563,653	\$ 3,239,225	\$ 3,599,236
Operating	238,440	398,733	344,255	448,353
Capital Outlay	6,316	6,350	15,504	7,620
Total Appropriations	\$ 3,767,102	\$ 3,968,736	\$ 3,598,985	\$ 4,055,209

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	44.000	44.000	43.000	43.000

<b>Department:</b>	<b>Sheriff's Office- Criminal Investigations</b>	<b>Cost Center:</b>	<b>10030321</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>General</b>

<b>WORKLOAD INDICATORS</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Actual</b>
<b>Criminal Investigations</b>				
General Investigations/Murder, Burglary, Theft & Fraud	667	882	788	761
Juvenile Investigations	23	48	49	29
Department of Family & Children Services - Referrals	209	238	778	810
Arrests	110	153	108	66
Consent Searches	141	130	96	741
Search Warrants Executed	156	176	176	286
Internal Affair Investigations	47	68	77	67
Raffle permits	19	20	31	-
<b>Crime Scene Unit</b>				
Persons Fingerprinted	2,557	942	392	2,401
Crime Scenes Processed -				
Accidents	32	32	42	29
Crimes against persons	97	63	115	79
Crimes against property	161	219	181	204
Miscellaneous scenes	4	10	n/a	3
AFIS runs	31	43	15	27
GCIC validations	515	208	259	212
Evidence Handling and Testing				
Items processed in-house	121	115	63	31
Marijuana tested	411	413	309	127
Items processed into evidence	2,497	2,952	3,766	1,557
Items transferred to GBI Crime Laboratory	302	224	312	221
Items of evidence destroyed	5,789	7,293	4,743	4,030
Assisting other Agencies	14	21	13	10
<b>Special Operations *</b>				
Crime Suppression				
Incident Reports	132	141	61	44
Arrests	81	79	184	32
Search Warrants	8	21	2	1
Consent Searches	12	56	40	6
Various Pills ( du)	89	217	n/a	11
Marijuana, Cocaine, Methamphetamine, Heroin (lbs)	57	23	n/a	5
Public Drug Complaints Received	17	17	n/a	n/a
Warrant Section				
Agency Criminal Arrest Warrants issued	4,076	3,915	4,126	3,103
Arrests on Warrants	522	156	252	85
Service Attempts	613	590	662	221
Medical Transports	38	29	49	
Court Ordered Apprehensions	11	26	Included above	10
Juvenile Transports	22	14	3	-
Mental Subject Transports	27	16	40	20
Interstate Extraditions	311	726	592	-
Interstate Extraditions ( over 50 miles)	151	236	404	-
SERFTF (South East Regional Fugitive Task Force)				
Arrests for Agent assigned	183	221	207	220

<b>Department:</b>	<b>Sheriff's Office- Criminal Investigations</b>	<b>Cost Center:</b>	<b>10030321</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>General</b>

<b>WORKLOAD INDICATORS (con't)</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual</b>	<b>2021 Actual</b>
<b>Customs/Homeland Security Investigations (ICE)</b>				
Investigations - which includes cases of National Security/terrorism, money laundering, and smuggling	63	61	60	55
<b>SWAT Team</b>				
Call Outs	8	14	12	8
Specialized training hours	192	398	368	384
<b>Crisis Negotiations Unit</b>				
Call Outs	1	-	3	6
Specialized training hours	24	6	22	10

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

### 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.

<b>WORKLOAD INDICATORS</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual</b>
Fires	202	178	127	164
Service calls	765	778	715	853
Good intent calls	551	577	564	552
Inspections	1,174	1,387	1,387	1,040
Pre-plans completed	1,094	1,180	1,180	1,180
Hydrants serviced	4,185	4,205	4,205	4,205
Investigations	28	37	37	28
Safety programs	111	93	93	117
Rescue/medical incidents	6,915	6,883	7,072	7,027
Fire loss	\$2,531,500	\$1,591,250	\$1,591,250	\$1,425,490

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

<b>PERFORMANCE MEASURES</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Estimate</b>	<b>2019 Estimate</b>
Avg response time - Fire units	5:44	5:19	5:19	5:54
NFPA standard	6:00	6:00	6:00	6:00
Avg response time - Ambulance	6:05	6:13	6:13	6:39
NFPA standard	9:20	9:20	9:20	9:20
Cardiac survival rate - Fayette County	24%	17%	17%	17%
Cardiac survival rate - National	12%	12%	12%	12%

<b>Department:</b>	<b>Emergency Management</b>	<b>Cost Center:</b>	<b>10030930</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>General</b>

### Major Department Functions

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

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 286,565	\$ 288,014	\$ 294,753	\$ 301,286
Operating	51,620	46,826	42,697	95,274
Capital Outlay	-	2,500	3,390	10,000
Total Appropriations	\$ 338,185	\$ 337,340	\$ 340,840	\$ 406,560

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	3.000	3.000	3.000	3.000

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

### Major Department Functions

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

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 2,580,968	\$ 2,631,607	\$ 2,615,595	\$ 2,936,391
Operating	510,209	549,571	562,477	659,357
Capital Outlay	6,849	78,489	68,081	43,053
Interfund Charges	141,054	151,446	151,446	138,918
Total Appropriations	\$ 3,239,081	\$ 3,411,113	\$ 3,397,599	\$ 3,777,719

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>
Total Personnel	39.00	33.00	33.00	33.00



<b>Department:</b>	<b>Sheriff's Office- Field Operations</b>	<b>Cost Center:</b>	<b>10030323</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>Department:</b>	<b>Sheriff's Office- Field Operations</b>	<b>Cost Center:</b>	<b>10030323</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>General</b>

### Significant Expenditure and Staffing Changes

◇ New FT Deputy Sherrif position, effective 1/2 5th Judgeship

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 4,473,255	\$ 4,934,981	\$ 4,500,387	\$ 5,123,424
	650,945	\$ 599,522	706,792	\$ 616,891
Capital Outlay	32,559	\$ 11,430	13,055	\$ 10,365
Total Appropriations	\$ 5,156,758	\$ 5,545,933	\$ 5,220,235	\$ 5,750,680

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	64.000	65.000	65.000	65.000

<b>WORKLOAD INDICATORS</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual</b>
Dispatched calls for service	18,747	18,985	18,753	15,315
Traffic stops initiated	14,036	11,034	11,516	4,565
Deputy initiated incidents	8,411	7,634	6,412	6,418
Traffic accidents worked	1,653	1,638	1,648	1,501
Citations issued	6,166	5,320	4,203	2,122
Warnings issued	2,511	2,136	2,671	1,095
Incident reports written	3,571	3,271	2,940	2,325
Impounds (not MVA's)	799	596	474	234
Civil papers served/returned	2,690	2,369	2,445	2,134
Mailed Subpoenas	4,127	4,829	4,725	1,455
Hand Served Subpoenas	7,575	7,856	6,397	2,621
Visitors screened through the courthouse entrance	136,883	125,703	125,203	56,389
Parcels Scanned	106,524	98,434	100,037	40,376
Court Sessions Held-All Courts	1,379	1,524	1,348	1,110
Firearms Fingerprinting	1,869	520	504	783
Juvenile transports	90	95	34	9

<b>Department:</b>	<b>Fire Services</b>	<b>Cost Center:</b>	<b>27030550</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>Special Rev</b>

### Major Department Functions

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

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 20212 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 8,936,170	\$ 9,572,345	\$ 9,134,661	\$ 10,421,229
Operating	642,534	696,409	665,394	777,178
Capital Outlay	170,624	93,495	87,089	167,708
Inter-fund Charges	518,657	509,498	509,498	467,834
Other Cost	-	-	-	-
Total Appropriations	\$ 10,267,984	\$ 10,871,747	\$ 10,396,642	\$ 11,833,948

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>
Total Personnel	109.00	115.00	115.00	116.00

<b>Department:</b>	<b>Jail Surcharge</b>	<b>Cost Center:</b>	<b>21630355</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>Special Rev</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Prisoners Medical Expenses	\$ -	\$ -	\$ -	\$ -
Prisoners Meals	340,786	384,000	332,471	411,632
Total Appropriations	\$ 340,786	\$ 384,000	\$ 332,471	\$ 411,632

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

### 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.

<b>BUDGET SUMMARY - ALL DIVISIONS</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 16,255,679	\$ 17,032,493	\$ 15,957,729	\$ 17,601,689
Operating	\$ 3,078,637	\$ 3,121,264	\$ 3,293,979	\$ 3,414,735
Capital Outlay	\$ 70,147	\$ 38,755	\$ 41,244	\$ 39,497
Total Appropriations	\$ 19,404,464	\$ 20,192,512	\$ 19,292,951	\$ 21,055,921

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Support Services	25.600	26.000	27.000	27.000
Criminal Investigations	44.000	44.000	43.000	43.000
Field Operations	64.000	65.000	65.000	65.000
Jail Operations	96.000	96.000	96.000	96.000
Total Personnel	229.600	231.000	231.000	231.000

<b>Department:</b>	<b>Sheriff's Office- Jail Operations</b>	<b>Cost Center:</b>	<b>10030326</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>General</b>

### 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 Sheriff's).

To that end, our goal is to maintain this facility to the highest degree with adequate staff requesting additional staff only when absolutely necessary, so as to lessen the impact on Fayette County taxpayers for each fiscal year.

<b>BUDGET SUMMARY</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Budget</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Adopted</b>
APPROPRIATIONS				
Personal Services	\$ 6,087,179	\$ 6,233,700	\$ 5,791,468	\$ 6,405,461
Operating	1,710,975	\$ 1,629,692	1,721,732	\$ 1,739,630
Capital Outlay	28,874	\$ 17,800	10,099	\$ 17,702
Total Appropriations	\$ 7,827,027	\$ 7,881,192	\$ 7,523,300	\$ 8,162,793

<b>Department:</b>	<b>Sheriff's Office- Jail Operations</b>	<b>Cost Center:</b>	<b>10030326</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>General</b>

<b>PERSONNEL - (FTE)</b>	<b>FY 2018 Budget</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Adopted</b>
Total Personnel	96.000	96.000	96.000	96.000

<b>WORKLOAD INDICATORS</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual</b>
Inmates Admitted	5,633	5,306	4,848	2,184
Average Daily Inmate Population	290	238	223	192
Inmates - Average length of stay in days	18.85	20.35	19.32	42
Releases	5,594	5,528	4,828	2,170

<b>Department:</b>	<b>Public Safety- Non Departmental</b>	<b>Cost Center:</b>	<b>10030090</b>
<b>Function:</b>	<b>Public Safety</b>	<b>Fund:</b>	<b>General</b>

### Major Department Functions

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

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ -	\$ -	\$ -	\$ -
Operating	1,070,748	1,002,467	1,011,477	1,029,034
Capital Outlay	-	-	-	-
Total Appropriations	\$ 1,070,748	\$ 1,002,467	\$ 1,011,477	\$ 1,029,034



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

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 2,172,900	\$ 2,300,159	\$ 2,426,648	\$ 2,473,568
Operating	478,278	493,317	521,199	609,861
Capital Outlay	2,399	3,175	2,585	3,810
Total Appropriations	\$ 2,653,577	\$ 2,796,651	\$ 2,950,432	\$ 3,087,239

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Adopted</b>
Total Personnel	25.600	26.000	27.000	27.000

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

<b>WORKLOAD INDICATORS - SUPPORT SERVICES</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Actual</b>
Accident Reports Processed	1,655	1,654	1,648	1,501
Traffic Citations Processed	6,395	5,127	4,203	2,112
Traffic Warnings Processed	2,511	2,210	2,671	1,095
Incident Reports	3,570	3,271	2,940	2,325
Civil Papers>Returns processed	2,604	2,393	2,445	1,981
Criminal Histories Processed	9,031	9,424	9,526	8,942
GCIC Entries	105,912	123,451	124,972	107,895
Employee Status Changes Processed	894	1,022	549	1,144
Employees Tested (P-1 for Detention Officers)	17	17	12	32
Employees Tested (Corporal/Sergeant Promotions)	35	13	30	5
Workers Compensation Cases Processed	25	41	55	19
FMLA Benefits Processed	3	7	4	1
Applicants Processed	295	186	242	188
Applicants Tested	127	82	152	95
Applicants Interviewed	119	74	93	96
Applicant Voice Stress Exams	100	66	75	79
Applicant Psychological Exams	52	33	44	43
Applicant Sports Physical Exams	48	31	42	44
Training Applications Processed	3,464	3,685	3,577	3,888
Federal Training Requests Processed	86	103	78	151
Total Training Hours (FCSO Employees)	13,644	17,230	12,320	11,048
Open Records Requests Processed	561	523	549	736
Restricted Records Processed	827	726	847	685

<b>Department:</b>	<b>Environmental Management</b>	<b>Cost Center:</b>	<b>10040250</b>
<b>Function:</b>	<b>Public Works</b>	<b>Fund:</b>	<b>General</b>

### **Mission Statement - Environmental Management (Engineering) Department**

The mission of the Environmental Management Department is to protect human health, the environment and provide for safe and efficient infrastructure within Fayette County through development regulation implementation, planning, design, review, and construction oversight of drainage, transportation, and related projects. This includes implementation of the County's SPLOST program. The Department also provides technical assistance to other County Departments and programs. We strive to perform these tasks in a knowledgeable, timely and professional manner that generates trust and confidence with County residents and taxpayers.

### **Major Department Functions**

The Environmental Management Department 1) interprets and enforces Articles within the County's Development Regulations; 2) provides in-house design, permitting and construction oversight services; 3) acquires and maintains documentation of right-of-way; 4) manages utility permitting within County right-of-way; and 5) implements the County's Purpose Local Option Sales Tax (SPLOST) program.

### **Goals and Objectives for FY 2022**

- ◇ Start construction of roundabout at Countyline Road, Inman Road, Northbridge Road and South jeff Davis;
- ◇ Start construction of roundabout at Hampton Road realignment with SR 92;
- ◇ Start construction on at least six stormwater SPLOST projects;
- ◇ Adopt policy and standards for utility accommodations;
- ◇ Update the Non-Residential Landscape and Tree Protection regulations;
- ◇ Start construction on Longview Dam; and
- ◇ Start and complete concept design for SR 279 and Corinth Road.

### **Significant Expenditure and Staffing Changes**

- ◇ Environmental Management began to incorporate Engineering into our office. Environmental Management added a Senior Civil Engineer and the GIS Technician became full time. The Environmental Permit Engineer was restructured to the Development Permit Engineer.
- ◇ Staffs offices are currently in three (3) separate locations. Our goal is to have all staff in the same physical office by the end of FY 22.

<b>Department:</b>	<b>Environmental Management</b>	<b>Cost Center:</b>	<b>10040250</b>
<b>Function:</b>	<b>Public Works</b>	<b>Fund:</b>	<b>General</b>

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 20201 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 335,364.72	\$ 441,805.00	\$ 450,988	\$ 554,727
Operating	\$ 56,294.71	\$ 93,917.00	153,018	114,190
Capital Outlay	\$ 9,998.78	\$ 3,700.00	7,700	1,000
Total Appropriations	\$ 401,658	\$ 539,422	\$ 611,705	\$ 669,917

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>
Total Personnel	8.00	8.625	10.00	10.00

<b>WORKLOAD INDICATORS*</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 YTD</b>
<b>Plan Review</b>				
<u>Initial Review / Resubmittal</u>				
Preliminary Plats	6/9	3/6	2/4	4/3
Final Plats	26/21	41/19	55/39	37/42
Non-Residential Site Plans	10/13	7/11	8/5	9/15
Subdivision Construction Plans	3/3	3/7	1/1	2/3
Erosion Control Plans	53	78	68	76
Rezoning Requests / Zoning Appeals	32	10/18	2/20	12/14
Annexation Requests	9	2	0	0
Land Disturbance Permits	194	136	121	121
Stormwater Inspections	36	34	24	5

<b>Field Inspectors</b>				
Customer Service Requests	278	387	338	278
E&SC Inspections	1007	2132	1032	463
Notice of Violations	36	44	35	9
Stop Work Orders	9	46	19	5
Preconstruction meetings	7	7	2	3

<b>Effectiveness Measures*</b>				
Disturbed Area Approved	67.10	219.30	42.50	187.00
Linear Feet of New Road	-	4,641	13,635	1,515

<b>Department:</b>	<b>Fleet Maintenance</b>	<b>Cost Center:</b>	<b>10040900</b>
<b>Function:</b>	<b>Public Works</b>	<b>Fund:</b>	<b>General</b>

### **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.

### **Goals & Objectives FY 2022**

- ◇ 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.
- ◇ Continue to provide training opportunities for Fleet maintenance personnel including job specific safety training.
- ◇ Dispose of unserviceable assets more timely using contracted auction services.
- ◇ As County Wide Safety Director, continue to ensure safe and proficient utilization of County Vehicles and Equipment.
- ◇ Implement customer service survey program for work performed on vehicles and equipment.
- ◇ Replace two side posts lifts in automotive side of fleet shop.
- ◇ Upgrade shop lap-top computer and software to stay up-to-date on technology.
- ◇ Install additional security camera's to cover blind areas.

<b>Department:</b>	<b>Fleet Maintenance</b>	<b>Cost Center:</b>	<b>10040900</b>
<b>Function:</b>	<b>Public Works</b>	<b>Fund:</b>	<b>General</b>

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
<b>APPROPRIATIONS</b>				
Personal Services	\$ 523,112	\$ 592,211	\$ 448,166	\$ 631,521
Operating	63,709	\$ 84,681	54,229	\$ 75,690
Capital Outlay	13,984	1,900	5,348	13,500
Total Appropriations	\$ 600,805	\$ 678,792	\$ 507,743	\$ 720,711

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>
Total Personnel	9.00	9.00	9.00	9.00

<b>WORKLOAD MEASURES</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Actual</b>
Total vehicles serviced	562	576	589	593

<b>RESULTS MEASURES</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>
Maintenance & Repair Cost per Mile	\$ 0.150	\$ 0.150	\$ 0.130	\$ 0.160
Fuel Operating Cost per Mile	\$ 0.140	\$ 0.170	\$ 0.140	\$ 0.120

<b>PRODUCTIVITY MEASURES</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 (YTD)</b>
Number of Work Orders Processed	2,204	2,608	2,513	1715*

\*As of 3/26/21

<b>Department:</b>	<b>Public Works Administration</b>	<b>Cost Center:</b>	<b>10040100</b>
<b>Function:</b>	<b>Public Works</b>	<b>Fund:</b>	<b>General</b>

### 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 that 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

- ◇ Begin design of two Federal-Aid project (resurfacing and SR 279 realignment);
- ◇ Complete construction of the Brogdon Road roundabout;
- ◇ Start path construction along Redwine Road;
- ◇ ☐ Develop an access management policy/overlay for select corridors;
- ◇ Develop a project database; and
- ◇ Focus on employee safety, training, and retention.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 201,142	\$ 205,379	\$ 197,070	\$ 214,011
Operating	7,664	\$ 20,147	18,891	\$ 19,368
Capital Outlay	24,165	\$ -	-	\$ -
Total Appropriations	\$ 232,972	\$ 225,526	\$ 215,961	\$ 233,379

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Adopted</b>
Total Personnel	2.000	2.000	2.000	3.000

<b>Department:</b>	<b>Road Department</b>	<b>Cost Center:</b>	<b>10040220</b>
<b>Function:</b>	<b>Public Works</b>	<b>Fund:</b>	<b>General</b>

### 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.
- ◇ 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 1,817,872	\$ 2,236,658	\$ 1,933,069	\$ 2,318,158
Operating	2,634,838	\$ 3,782,387	4,642,937	\$ 6,263,640
Capital Outlay	16,542	\$ 13,126	18,810	\$ 12,879
Total Appropriations	\$ 4,469,252	\$ 6,032,171	\$ 6,594,815	\$ 8,594,677

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Adopted</b>
Total Personnel	36.000	36.000	36.000	36.000



<b>Department:</b>	<b>Solid Waste Management</b>	<b>Cost Center:</b>	<b>54040500</b>
<b>Function:</b>	<b>Public Works</b>	<b>Fund:</b>	<b>Solid Waste</b>

### 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

◇ To restructure the rate fees on the trash and yard waste in hopes to offset the cost to the Yard Waste Facility.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 79,044	\$ 60,110	\$ 63,453	\$ 88,471
Operating	168,378	\$ 158,830	135,565	\$ 142,170
Capital Outlay	804	14,100	4,611	10,700
Depreciation & Amortization	16,326		16,326	-
Inter-fund Charges	7,380	6,652	6,652	6,159
Other Cost	-	-	-	-
Operating Transfers Out				
Total Appropriations	\$ 271,933	\$ 239,692	\$ 226,607	\$ 247,500

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Adopted</b>
Total Personnel	1.00	1.00	1.00	1.00

<b>WORKLOAD INDICATORS</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 YTD</b>	<b>FY 2021 YTD</b>
Solid Waste Tons received	26,447	29,570	21,208	25,202
Residential Yard Waste	8,868	6,953	4,466	4,033
Waste Management Payments	\$ 71,877	\$ 76,498	\$ 44,377	\$ 45,764

<b>Department:</b>	<b>Street Lights</b>	<b>Cost Center:</b>	<b>27140200</b>
<b>Function:</b>	<b>Public Works</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Operating	331,361	\$ 339,912	339,911	\$ 349,836
Inter-fund Charges	5,139	7,069	7,069	6,813
Other Financing Use	90,000	85,000	85,000	25,000
Total	\$ 426,500	\$ 431,981	\$ 431,980	\$ 381,649

<b>Department:</b>	<b>Water System</b>	<b>Cost Center:</b>	<b>505</b>
<b>Function:</b>	<b>Public Works</b>	<b>Fund:</b>	<b>Water</b>

### 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

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Adopted</b>
APPROPRIATIONS				
Personal Services	5,534,271	4,922,077	4,406,237	5,236,910
Operating Expenses	4,442,468	5,413,963	4,068,794	5,726,914
Capital Outlays	42,583	274,075	54,927	503,868
Depreciation/Amortization	5,654,577		5,651,765	-
Other Costs	-	-	-	-
Debt Service	1,129,955	5,171,441	901,386	3,003,615
Inter-fund Charges	850,221	857,675	857,675	715,805
Other Financing Uses	-	2,294,880	-	3,970,779
Total Appropriations	17,654,075	18,934,110	15,940,784	19,157,891

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Adopted</b>
Total Personnel	70.000	71.000	72.000	72.000

<b>Department:</b>	<b>Department of Family and Children</b>	<b>Cost Center:</b>	<b>10050512</b>
<b>Function:</b>	<b>Health and Welfare</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Technical Services	\$ -	\$ -	\$ -	\$ -
DFCS Services	\$ 39,325	\$ 39,325	\$ 39,325	\$ 39,325
Total Appropriations	\$ 39,325	\$ 39,325	\$ 39,325	\$ 39,325

<b>WORKLOAD INDICATORS</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>
Abuse/Neglect Investigations	n/a	593	609	696

<b>Department:</b>	<b>Fayette Community Options</b>	<b>Cost Center:</b>	<b>10050514</b>
<b>Function:</b>	<b>Health and Welfare</b>	<b>Fund:</b>	<b>General</b>

### 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

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Mental Health Services	\$ 67,270	\$ 67,270	\$ 67,270	\$ 67,270
Total Appropriations	\$ 67,270	\$ 67,270	\$ 67,270	\$ 67,270

<b>Department:</b>	<b>Fayette Counseling Center</b>	<b>Cost Center:</b>	<b>10050511</b>
<b>Function:</b>	<b>Health and Welfare</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Mental Health Services	\$ 135,732	\$ 135,732	\$ 135,732	\$ 142,522
Total Appropriations	\$ 135,732	\$ 135,732	\$ 135,732	\$ 142,522

<b>Department:</b>	<b>Public Health</b>	<b>Cost Center:</b>	<b>1050110</b>
<b>Function:</b>	<b>Health and Welfare</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Operating	\$ 9,768	\$ 8,669	\$ 8,412	\$ 8,724
Public Health Services	275,360	275,360	275,360	175,360
Total Appropriations	\$ 285,128	\$ 284,029	\$ 283,772	\$ 184,084

<b>Department:</b>	<b>Senior Citizens Services</b>	<b>Cost Center:</b>	<b>10050520</b>
<b>Function:</b>	<b>Health and Welfare</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Senior Citizens Services	\$ 343,294	\$ 355,794	\$ 355,794	\$ 391,330
Operating Expenses	\$ 7,326	\$ 12,500	\$ 8,718	\$ 11,000
Total Appropriations	\$ 350,620	\$ 368,294	\$ 364,512	\$ 402,330



<b>Department:</b>	<b>Library</b>	<b>Cost Center:</b>	<b>10060500</b>
<b>Function:</b>	<b>Culture &amp; Recreation</b>	<b>Fund:</b>	<b>General</b>

### **Mission Statement**

Fayette County Public Library provides materials and services to help community residents obtain information to meet their personal, educational and cultural needs, and serves as a learning and educational center for its residents.

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 130,000 print materials, ebooks, audio books, DVDs, and other resource materials to all citizens.
- ◇ Provide circulation, reference and technology assistance, to citizens.
- ◇ Provide electronic database resources to educate/support citizen's learning interests.
- ◇ Provide weekly, virtual intergenerational activities to citizens.

### **Department Goals/Objectives**

#### ◇ Goal

Provide current, relevant information/resources to citizens.

#### Objective:

Staff will stay abreast of citizen's needs and library trends by: continuously reviewing professional journals, professional development training, as well as participating in various capacities with partnerships of the local.

#### ◇ Goal

Partner and build relationships with various businesses of the community to reach more citizens by: conducting outreach activities, ig. Library card drive, pop up libraries, and community storytime at local businesses.

#### Objective:

Increase Community/businesses partnerships by 20%

#### ◇ Goal

Increase Fayette County Public Library's virtual presence with social media.

Objective: Virtual program staff will monitor the number of citizens participating with virtual Events.

Promotions/marketing will allow goals to be met/increase by 10%.

<b>Department:</b>	<b>Library</b>	<b>Cost Center:</b>	<b>10060500</b>
<b>Function:</b>	<b>Culture &amp; Recreation</b>	<b>Fund:</b>	<b>General</b>

<b>BUDGET SUMMARY</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 737,245	\$ 740,381	\$ 714,535	\$ 730,159
Operating	344,450	389,620	369,885	404,619
Capital Outlay	16,801	\$ 6,119	5,820	\$ 6,119
Total Appropriations	\$ 1,098,496	\$ 1,136,120	\$ 1,090,240	\$ 1,140,897

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>
Total Personnel	12.530	12.530	12.530	12.530

<b>Department:</b>	<b>DEPARTMENTAL CULTURE &amp; REC - NON DEPART</b>	<b>Cost Center:</b>	<b>10060090</b>
<b>Function:</b>	<b>Culture and Recreation</b>	<b>Fund:</b>	<b>General</b>

### Major Department Functions

This is a cost center used to account for expenditures that are not allocated to individual Culture and Recreation departments.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Operating	\$ 8,393	\$ 9,176	\$ 8,625	\$ 10,535
Total Appropriations	\$ 8,393	\$ 9,176	\$ 8,625	\$ 10,535

<b>Department:</b>	<b>Recreation</b>	<b>Cost Center:</b>	<b>10060110</b>
<b>Function:</b>	<b>Culture &amp; Recreation</b>	<b>Fund:</b>	<b>General</b>

### **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 five divisions: Administration, Athletics, Programs, Special Events, 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.

### **FY 2022 Goals**

- ◇ Continue to complete existing park projects while maintaining existing park facilities.
- ◇ Maintain 20% yearly net income on all Recreation sponsored programs.
- ◇ Develop a Bullying Policy and Harrassment Policy
- ◇ Begin initial stages of incorporating a multiuse facility at Kiwanis Park
- ◇ Begin initial stages of replacing park infrastructure

### **FY 2021 Significant Expenditures**

- ◇ Developed Several Covid Safety Protocols so Parks and Programs could open safely
- ◇ Refurbish infield on field 3 at Brooks Park
- ◇ Partial refurbishment of Kenwood Park Phase I Playground
- ◇ Installed new shade structure at Kenwood Park Phase II Playground
- ◇ Installed new Playground safety boards at Kiwanis Park
- ◇ Refurbished dugouts on field 7 Kiwanis Park
- ◇ Refurbished field #1 at Kiwanis Park
- ◇ Painted all buildings and structures at McCurry Park
- ◇ Refurbished Field 21 Light Fixtures at McCurry Park South Soccer
- ◇ Resurfaced Oval Running Track at McCurry Park
- ◇ Purchased 2 Electronic Mini-message boards
- ◇ Installed Phase II security cameras at various parks
- ◇ Installed rule signs throughout the park system

<b>Department:</b>	<b>Recreation</b>	<b>Cost Center:</b>	<b>10060110</b>
<b>Function:</b>	<b>Culture &amp; Recreation</b>	<b>Fund:</b>	<b>General</b>

<b>BUDGET SUMMARY</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 445,073	\$ 475,502	\$ 444,091	\$ 478,866
Operating	803,196	996,319	780,420	986,393
Capital Outlay	62,223	4,000	4,092	10,650
Total Appropriations	\$ 1,310,493	\$ 1,475,821	\$ 1,228,603	\$ 1,475,909

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Adopted</b>
Total Personnel	7.00	7.00	7.00	7.00

<b>WORKLOAD INDICATORS</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Estimate</b>
Number of programs and classes offered	516 + 1 huge special event	511 + 1 huge special event	528	515
Reservations - Parks, Fields, and Indoor Facilities	253	193	176	150
Number of Background Checks Processed	617	605	359	500
Number of Association Meetings Attended	48	47	43	45

<b>Department:</b>	<b>Building Safety</b>	<b>Cost Center:</b>	<b>10070210</b>
<b>Function:</b>	<b>Planning and Development</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 561,632	\$ 646,023	\$ 622,041	\$ 665,563
Operating	107,025	135,553	103,892	137,372
Capital Outlay	-	2,400	1,604	2,475
Total Appropriations	\$ 668,657	\$ 783,976	\$ 727,538	\$ 805,410

<b>Department:</b>	<b>Building Safety</b>	<b>Cost Center:</b>	<b>10070210</b>
<b>Function:</b>	<b>Planning and Development</b>	<b>Fund:</b>	<b>General</b>

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Adopted</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>
Total Personnel	8.00	9.00	9.00	9.00

<b>WORKLOAD INDICATORS</b>	<b>FY 2018 Actual</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Estimate</b>
<b>Permitting</b>				
Building permits issued	n/a	1,190	1,846	2,248
Amount of revenue collected	n/a	\$ 881,323	\$ 820,358	\$ 975,792
Inspections processed	n/a	9,264	7,968	8,154
Permits closed & C.O. issued	n/a	568	650	544
<b>Plan Examination</b>				
Residential & commercial plan cases completed	n/a	293	829	1,016
Pre and post site inspections completed	n/a	n/a	n/a	n/a
Revisions reviewed	n/a	314	141	157
<b>Inspections</b>				
Scheduled inspections performed	n/a	9,264	7,968	8,154
% on-time inspections performed	n/a	90	97	97
<b>Enforcement</b>				
Complaints received	n/a	11	3	24
Site verifications	n/a	15	119	136
Notices of violations & stop orders issued	n/a	10	44	50
Disaster assessments performed	n/a	17	12	12

<b>Department:</b>	<b>Code Enforcement</b>	<b>Cost Center:</b>	<b>10070483</b>
<b>Function:</b>	<b>Planning and Development</b>	<b>Fund:</b>	<b>General</b>

### **Mission Statement**

Provide enforcement of all county codes to maintain the quality of life for the citizens of Fayette County.

### **Departmental 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
  - Sign Ordinance
  - Building Codes
  - Environmental Health
  - Environmental Management
- ◇ Serve Citations for county departments
- ◇ Investigate citizen complaints
- ◇ Issue permits
  - Alcohol
    - Licenses
  - Employee Permits
  - Personal Care Homes
    - Licenses
  - Employee backgrounds
  - 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.



<b>Department:</b>	<b>Code Enforcement</b>	<b>Cost Center:</b>	<b>10070483</b>
<b>Function:</b>	<b>Planning and Development</b>	<b>Fund:</b>	<b>General</b>

### Major FY 2021/22 Goals

**Tourist Accommodation Regulations** - We will continue to work with the Zoning and other applicable departments to enforce the changes to our Tourist Accommodation Ordinance so that the County can regulate this ever growing industry. We will continue to refine our short term rental program to identify and bring into compliance all short term rentals operating within the unincorporated county. The short term program involves contracting with an outside source to assist in the identification of listings on social media web sites.

**Visibility** - Our Code Enforcement Unit will continue to conduct security checks of 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 vehicle. We will continue to involve Code Enforcement personnel when attending HOA and other community meetings.

**Marshal's Office Code Enforcement Website** - We are in constant update mode in this area. Most recently, a Frequently Asked Questions document has been added to our web page and is included in permit application packages. 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 which contains contact information for Code Enforcement complaints.

**Security/Awareness Training** - Our Terminal Agency Coordinator (TAC) will ensure the CE, employees maintain the necessary level of certification training for access to Criminal Justice Information System.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 91,313	\$ 99,616	\$ 95,113	\$ 100,104
Operating	13,469	15,920	12,490	16,870
Capital Outlay	2,343	-	-	1,600
Total Appropriations	\$ 107,125	\$ 115,536	\$ 107,604	\$ 118,574
<b>PERSONNEL - (FTE)</b>	<b>Budget</b>	<b>Budget</b>	<b>Budget</b>	<b>Adopted</b>
Total Personnel	2.000	2.000	2.000	2.000

<b>Department:</b>	<b>County Extension</b>	<b>Cost Center:</b>	<b>10070130</b>
<b>Function:</b>	<b>Planning and Development</b>	<b>Fund:</b>	<b>General</b>

### **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.

<b>Department:</b>	<b>County Extension</b>	<b>Cost Center:</b>	<b>10070130</b>
<b>Function:</b>	<b>Planning and Development</b>	<b>Fund:</b>	<b>General</b>

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Contract for Services/University of Georgia	118,015	130,785	111,743	134,271
Operating	6,641	10,955	7,709	11,575
Capital Outlay	3,117	-	-	-
Total Appropriations	\$ 127,774	\$ 141,740	\$ 119,452	\$ 145,846

<b>PERSONNEL - (FTE)*</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Adopted</b>	<b>FY 2022 Budget</b>
Total Personnel	0.950	0.000	0.000	0.000

\*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.

<b>WORKLOAD INDICATORS</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Projected</b>	<b>FY 2022 Projected</b>
Phone Calls & Emails Answered	3,767	4,075	3,800	4,000
Face to Face Contact & Education Program Participants	17,930	13,085	15,000	15,000
Volunteer Hours (Calendar Year)	5,755	3,881	4,500	5,000
4-H Enrollment	944	428	350	650
Publications Distributed*	30,000	5,000	35,000	40,000
Soil Samples Performed	460	399	525	550
Water Samples	80	74	80	85
Microbiology Samples	28	21	35	40
Plant Tissue Samples	-	3	5	5
Radon Kits	10	14	10	10
Nematode Assays	11	27	7	15
Elemental Analysis	4	4	10	12
Home Site Visits	77	3	100	112
P.A.R. Produce Generated for Calendar Year (lbs.)@	<b>71,969</b>	<b>55,329</b>	<b>60,000</b>	<b>60,000</b>

# Water Use Registrants based from drought restrictions. Further registrants are based on future drought and drought restrictions.

\*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

@ A73Numbers include produce from Plant A Row in Fayette County as well as produce gleaned from other farms and distributed by the Master Gardener Extension Volunteer program.

<b>Department:</b>	<b>Development Authority</b>	<b>Cost Center:</b>	<b>10070510</b>
<b>Function:</b>	<b>Planning and Development</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Contract for Services	\$ 225,696	\$ 225,696	\$ 225,696	\$ 225,696
Utilities	12,786	\$ 12,554	11,328	\$ 12,554
Total Appropriations	\$ 238,482	\$ 238,250	\$ 237,024	\$ 238,250

<b>Department:</b>	<b>GA Forestry Commission</b>	<b>Cost Center:</b>	<b>10070140</b>
<b>Function:</b>	<b>Planning and Development</b>	<b>Fund:</b>	<b>General</b>

### 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 @ \$0.10582/per acre = \$3,530 annually

<b>BUDGET SUMMARY</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Budget</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>
APPROPRIATIONS				
Forest Wildfire Protection	\$ 3,530	\$ 3,530	\$ 3,530	\$ 3,530
Total Appropriations	\$ 3,530	\$ 3,530	\$ 3,530	\$ 3,530

<b>Department:</b>	<b>Housing and Development - Non Depart</b>	<b>Cost Center:</b>	<b>10070090</b>
<b>Function:</b>	<b>Planning and Development</b>	<b>Fund:</b>	<b>General</b>

### Major Department Functions

This is a cost center used to account for expenditures that are not allocated to individual Culture and Recreation departments.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Operating	\$ 7,539	8,637	7,975	10,254
Total Appropriations	\$ 7,539	\$ 8,637	\$ 7,975	\$ 10,254

<b>Department:</b>	<b>Planning and Zoning</b>	<b>Cost Center:</b>	<b>10070411</b>
<b>Function:</b>	<b>Planning and Development</b>	<b>Fund:</b>	<b>General</b>

### **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 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 re-zonings.
- ◇ Perform administrative review and approval of residential building permits for compliance with zoning regulations.

<b>Department:</b>	<b>Planning and Zoning</b>	<b>Cost Center:</b>	<b>10070411</b>
<b>Function:</b>	<b>Planning and Development</b>	<b>Fund:</b>	<b>General</b>

### Major Goals

- ◇ Continue with Comprehensive Plan, Zoning Ordinance and County Code amendments as needed.
- ◇ Work with Marshals/Code Enforcement to aid with regulation.
- ◇ Continue to work with applicable County departments to improve efficiency with paperless review procedure with the implementation of the Sages software.
- ◇ 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Personal Services	\$ 321,272	\$ 332,683	\$ 331,550	\$ 346,909
Operating	17,586	24,482	25,869	27,502
Capital Outlay	-	-	-	3,000
Total Appropriations	\$ 338,858	\$ 357,165	\$ 357,419	\$ 377,411

<b>PERSONNEL - (FTE)</b>	<b>FY 2019 Budget</b>	<b>FY 2020 Budget</b>	<b>FY 2021 Budget</b>	<b>FY 2022 Budget</b>
Total Personnel	3.625	3.625	3.625	3.625

<b>WORKLOAD INDICATORS</b>	<b>FY 2019 Actual</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Estimate</b>	<b>FY 2022 Estimate</b>
Rezoning petitions	19	8	15	10
Site plans	16	10	10	8
Preliminary plats	3	4	4	4
Final Plats	11	20	20	20
Number of variances (ZBA)	19	24	20	20
Businesses (non-home occupations) per occupation tax records	113	81	100	100
Home occupations per occupation tax records	197	208	200	200

<b>PERFORMANCE MEASURES</b>	<b>FY 2019 Estimate</b>	<b>FY 2020 Estimate</b>	<b>FY 2021 Estimate</b>	<b>FY 2022 Estimate</b>
Available residential building lots (platted)	650	600	500	450
Acres zoned for nonresidential use	200	2010	2020	2020
Acres under conservation easement for permanent protection	600	600	600	650



<b>Department:</b>	<b>Criminal Justice Center</b>	<b>Cost Center:</b>	<b>10080191</b>
<b>Function:</b>	<b>Debt Service</b>	<b>Fund:</b>	<b>General</b>

### 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.

<b>BUDGET SUMMARY</b>	<b>FY 2020 Actual</b>	<b>FY 2021 Budget</b>	<b>FY 2021 Actual</b>	<b>FY 2022 Budget</b>
APPROPRIATIONS				
Principal Payments	\$ -	\$ 2,530,000	\$ 2,530,000	\$ 2,710,000
Debt Insurance Costs	\$ 195,000	\$ -	\$ -	\$ -
Interest Payments	\$ 322,747	\$ 598,080	\$ 598,080	\$ 544,163
Bank Service Fees			\$ 60	
Paying Agent Fees	\$ 1,250	\$ 1,300	\$ 710	\$ 1,300
Refunded Bond Escrow Payments	\$ 29,479,278	\$ -	\$ -	\$ -
Total Appropriations	\$ 29,998,275	\$ 3,129,380	\$ 3,128,850	\$ 3,255,463

## LEGAL DEBT MARGIN

### GENERAL OBLIGATION DEBT FOR THE FISCAL YEAR ENDED JUNE 30, 2022

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 2021 fiscal year is \$753,557,630. It is based on the latest tax digest (2021 calendar year).

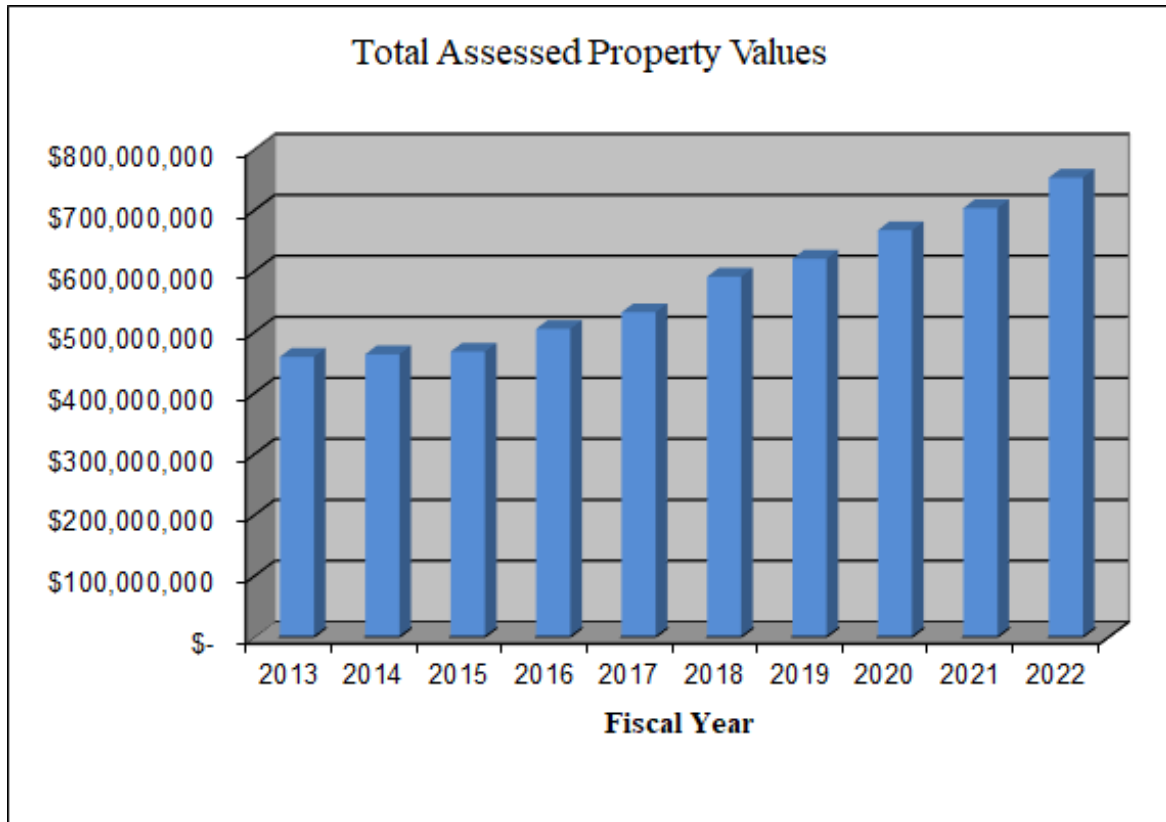
The legal debt margin amount is important in that it represents the net amount of external financing resources that is available to the County through the issuance of general obligation (G.O.) bonds. G.O. bonds are debt instruments issued in the name of the government and whose repayment is guaranteed 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>
2021	\$7,535,576,301	10.00%	\$753,557,630	\$0	\$753,557,630

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 estimated at approximately \$64.3 million for FY 2022, 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					
<u>Fiscal Year</u>	<u>Assessed Property Values</u>	<u>Percentage</u>	<u>Debt Service Monies Debt Limit</u>	<u>Net Bonded Debt</u>	<u>Legal Debt Margin</u>
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
2020	\$ 6,673,432,922	10.00%	\$ 667,343,292	-	\$ 667,343,292
2021	\$ 7,036,571,676	10.00%	\$ 703,657,168	-	\$ 703,657,168
2022	\$ 7,535,576,301	10.00%	\$ 753,557,630	-	\$ 753,557,630



## LONG-TERM DEBT AS OF JUNE 30, 2021

**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, credit, and taxing power 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 November of 2019, the Public Facilities Authority (PFA) issued \$29.12 million of series 2019 refunding revenue bonds with an interest rate of 2.10%. The proceeds along with \$565,003 in cash were used to advance refund \$27.8 million of outstanding series 2011 refunding revenue bonds which had interest rates ranging from 2.00% to 5.00%. The advance refunding reduced debt service payments by \$3,084,936 and to obtain an economic gain, difference between the present values of the debt service payments on the old and new debt, of \$2,948,150. The County's obligation is to make semiannual payments on December 1 and January 1 of principal and interest on the bonds. The semiannual installments are from \$1,250,000 to \$1,605,000 through June 1, 2030; with an interest of 2.1%. Also, there is an annual payment of agent fees on the bonds.

At June 30, 2021, 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
2022	2,710,000	544,163	3,254,163
2023	2,770,000	486,938	3,256,938
2024	2,830,000	428,453	3,258,453
2025-2027	8,855,000	921,795	9,776,795
2028-2030	9,425,000	349,178	9,774,178
<b>Totals</b>	<b>\$ 26,590,000</b>	<b>\$ 2,730,525</b>	<b>\$ 29,320,525</b>

*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.

On March 25, 2021, the Board of Commissioners approved a staff recommendation to refinance and restructure all the Fayette County Water System's outstanding revenue bonds. In July of 2021, the Water System issued \$18.9 million of Series 2021A and Series 2021B refunding revenue bonds with blended interest rate of 1.32%. The proceeds were used to advance refund outstanding series 2009, series 2012A, series 2012B, and series 2016 refunding revenue bonds with blended interest rate of 3.02%. The existing bonds carried a debt service reserve fund (DSRF). The DSRF cash balance of \$5.5M, is not required by the new series 2021 bonds. This

was also used to pay down debt. The advance refunding, besides paying a lower interest rate and being able to use the existing bonds debt service reserve fund (DSRF) cash balance to pay down debt, will allow the Water System to pay its debt three years early and increase the Water System's annual cash flow.

The Fayette County Water System's currently outstanding revenue bonds can be described as follows:

\$10,798,000 outstanding – **Series 2021A**, due in installments of \$752,000 to \$3,840,000 through October 1, 2026; and an interest of 1.156%

\$8,101,000 outstanding – **Series 2021B**, due in installments of \$2,176,000 to \$2,974,000 through October 1, 2026; and an interest of 1.136%

At June 30, 2021 (Issued July 14, 2021), 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
<b>2022</b>	-	105,811	105,811
<b>2023</b>	3,726,000	135,466	3,861,466
<b>2024</b>	3,751,000	109,818	3,860,818
<b>2025</b>	3,777,000	82,864	3,859,864
<b>2026-2027</b>	7,645,000	68,963	7,713,963
<b>Total</b>	<b>\$ 18,899,000</b>	<b>\$ 502,922</b>	<b>\$ 19,401,922</b>

## BOND RATINGS

Bond ratings are a representation of the creditworthiness of government issued bonds. They provide an evaluation of a bond issuer's financial strength and capacity to repay the bond's principal and interest. Bonds that are rated higher usually pay lower rates of interest. Investors are willing to receive lower interest when purchasing higher quality bonds. Paying lower interest on bonds represents cost savings to the issuer. Moody's Investor Services is one of the three main independent bond rating agencies. Following are the Moody's bond ratings for Fayette County, GA and Fayette County Water System.

*Fayette County, GA, rating of **Aaa*** – the county received the highest rating. Its rating is above the US counties median rating of Aa2. The debt that is issued by the county is subject to the lowest level of credit risk to investors. Fayette County is able to negotiate the lowest possible interest rates and this represents savings in issuance costs.

Comments from the rating agency: The financial position of the county is robust. The cash balance as a percent of operating revenues (103.6%) far exceeds the US median. The county's debt and pension burdens are low. The economy and tax base of the county are very strong. The full value per capita (\$148,559) is much stronger than other rated counties nationwide. The median family income equals a significant 139.7% of the US level.

*Fayette County Water System, rating of **Aa2*** – the Water System received a rating that is very strong and it slightly exceeds the US water systems median rating of Aa3. The key factors include a prosperous service area, a negligible debt profile, and robust liquidity.

## **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).

*Ad Valorem Property Taxes* - Taxes levied on an assessed valuation (40% of market value) of real and personal property, based on a valuation as of January 1 and a millage rate set by the County Commission.

*Appropriation* - An authorization made by the Board of Commissioners which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one year period.

*Assessed Value (or assessment)* – in Georgia, it is 40% of the fair market value of property. The Board of Assessors in each county assess property value of property.

*Atlanta Regional Commission (ARC)* – is the regional planning and intergovernmental coordination agency for the 10-county Atlanta region.

*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.

*Blended Component Unit* – is a component unit that is so intertwined with the primary government that it is, in substance, the same as the primary government.

*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.

*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.

*Contingency* - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

*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.

*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

*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.

*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.

*L.E.C.M.* – Law Enforcement Confiscated Monies.

*Legal Debt Margin* - The net amount of external financing resources that is available to the County through the issuance of general obligation bonds. For Fayette County, it is limited to an amount equal to 10% of the assessed value of all taxable property located within the county, less

any current general obligation bond debt.

*Liability* - Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

*Line- Item Budget* - A budget that lists each expenditure category separately along with the dollar amount budgeted for each specified category.

*Local Maintenance & Improvement Grant (LMIG)* – a grant program for Georgia local governments for the maintenance and improvement of roads and bridges. A 30% match is required to obtain LMIG grant funds.

*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.

*Pay for Performance Plan* – a method of compensation where workers are paid based on productivity, as opposed to a set salary.

*Performance Measures* - Specific quantitative and qualitative measures of work performed as an objective of the department or cost center.

*Per Capita Personal 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.

*Refunding bonds* – “refinancing” bonds. It is use by governments most frequently to achieve debt service savings on outstanding (not yet paid back) bonds.

*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.

*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 Purpose 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.

*Title Ad Valorem Tax (TAVT)* – is a one-time tax paid at the time a vehicle is titled. Effective July 1, 2019, the proceeds from TAVT are distributed monthly 35% to the State and 65% to local governments.

*YTD* – Year to Date