

# FY 2018-19 ANNUAL BUDGET

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*Harris County Courthouse*

**HARRIS COUNTY, GEORGIA**

# FY 2018-19 ANNUAL BUDGET

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## BOARD OF COUNTY COMMISSIONERS

Harry Lange, Chairman  
Susan Andrews, Vice-Chairman  
Martha Chewning, Commissioner  
Becky Langston, Commissioner  
Jim Woods, Commissioner

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Randall Dowling, County Manager  
Nancy McMichael, County Clerk/Assistant County Manager  
Clint Chastain, Chief Financial Officer  
Christy Searcy, Finance Department  
Kris Summerall, Human Resources

# **HARRIS COUNTY BOARD OF COMMISSIONERS**



*From Left to Right, Martha Chewning, Harry Lange, Becky Langston, Jim Woods, and Susan Andrews*

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# **FY 2017-18 ACCOMPLISHMENTS**

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1. Hired a new full-time Information Technology Manager.
2. Hired a new full-time Parks and Recreation Director.
3. Hired a new full-time Tax Appraiser I for the Tax Assessor's Office.
4. Added four new full-time Deputy Sheriffs for the Sheriff's Office.
5. Purchased five patrol vehicles for the Sheriff's Office.
6. Began the deployment of a new fund accounting software package to modernize the county's financial system.
7. Began to use Georgia Fund I to invest the county's funds to improve investment management and significantly increase interest income.
8. Refinanced the Community Center's debt to lower payments and to make that debt eligible for SPLOST-2019 repayment.
9. Replaced the Prison's old analog camera system with a more modern digital system.
10. Acquired a new Prison inmate medical services contract through a competitive bid process.
11. Completed the modernization of the county's 911 Center by evaluating the public safety radio system and installing a Next Generation 911 telephone system and CAD system using SPLOST-2014 funds and General Funds.
12. Purchased eight new fire trucks for the Volunteer Fire Departments using SPLOST-2014 funds.
13. Received a \$200,000 federal Land & Water Conservation Fund grant and a federal \$250,000 Recreational Trails Project grant for the Rails to Trails project.
14. Resurfaced 6.9 miles of Lick Skillet Road using 2016 LMIG and SPLOST-2009 funds.
15. Resurfaced 5.5 miles of roads including Hunter Road, Terry Lane/Krogland, Vorhees, Madison Way, and Mt. Airy Road using 2017 LMIG and SPLOST-2009 funds.
16. Resurfaced 5.9 miles of road including Cold Springs Road, Davis Lake Road, Goat Rock Road, and Waterford Drive using 2018 LMIG, SPLOST-2009, and SPLOST-2014 funds.
17. Installed guardrails on Hamilton Pleasant Grove Road and Lick Skillet Road using 2017 additional LMIG funds.
18. Paved 0.6 miles of Hardage Road and installed new water lines using SPLOST-2009 and SPLOST-2014 funds.
19. Began the road improvements into the Hamilton Business Park using a GDOT grant and SPLOST-2014 funds.

# FY 2017-18 ACCOMPLISHMENTS

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20. Began to acquire right-of-way to pave 0.6 miles of Holland Drive.
21. Increased four part-time mower operators to full-time status in the Public Works Department to better perform the county's right-of-way mowing operations.
22. Approved the conceptual plan, development schedule, and engineering design proposal to develop the 139 acre Ellerslie Park. In addition, was awarded a \$60,000 grant to install a new playground at Ellerslie Park.
23. Resurfaced the two tennis courts at Pate Park.
24. Began Phase I of the airport fencing project using GDOT and TSPLOST funds.
25. Began a masterplan of the airport.
26. Renovated the airport terminal building.
27. Purchased an AV gas truck for the airport.
28. Completed the airport security system.
29. Purchased two replacement garbage trucks for the Solid Waste Department using Solid Waste funds.
30. Replaced two compactors at the Hamilton convenience site and the Harrisville convenience site using Solid Waste funds.
31. Engaged a new solid waste contractor through a competitive bid to transport and dispose of the county's collected solid waste. The new five year contract will save the county over \$250,000 per year.
32. Conducted a two-day tire amnesty event at the Transfer Station to accept old tires for free funded by a state grant. Collected over 30 tons (2,700 tires) during the two-day event.
33. Completed the construction of the new \$5.2M 15,000 s.f. library on time and on budget using state funds, SPLOST-2009, SPLOST-2014, and donations.
34. Conducted four quarterly retreats to establish future goals.
35. Prepared a five-year Capital Improvement Program.
36. Prepared a SPLOST-2019 continuation plan and related documents. The results of the election were 67.2% for and 32.8% against. SPLOST-2019 will begin April 1, 2019 and continue until March 31, 2025.
37. Updated all fee schedules.
38. Approved a new animal shelter intergovernmental agreement with the City of West Point using the updated fee schedule.
39. Issued over 200 single family home building permits during the fiscal year.

# FY 2017-18 ACCOMPLISHMENTS

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40. Began the update of the county's Comprehensive Plan as required by state law.
41. Maintained the county's website and kept the content fresh and updated.
42. Continued the quarterly employee random drug testing.
43. Began a major project to replace and upgrade all the county's 8,500 water meters to smart meters using a GEFA loan.
44. Began a water line replacement project on SR 219 using Water Works funds.
45. Received a \$2,500 grant from ACCG to hire a summer intern for the Community Development Department.
46. Cleaned up the Hamilton Cemetery.



*New Fire Truck for the Ellerslie Volunteer Fire Department  
Paid by SPLOST-2014 Funds*

# HARRIS COUNTY HISTORY

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Long before Harris County came into existence, the area played an important part of Creek Indian affairs. William McIntosh played an important role in the affairs of Georgia. He was the son of British Army officer and cousin of Georgia Governor George M. Troup. McIntosh, from Creek Indian decent, rose from obscurity and became leader of the Lower Creek Indians. He was awarded the rank of Brigadier General in the U.S. Army due to his friendly demeanor toward the Americans during the War of 1812. McIntosh's greatest service to Georgia was his influence in getting the Lower Creek Indians to assent to the famous treaty of Indian Springs during 1825 which opened land for settlement which became Muscogee County and later a part of Harris County. By the Treaty of Indian Springs, Indian lands were ceded to Georgia and the Creek Indians moved across the Chattahoochee River to Alabama.

Harris County was created during December 1827 by an act of the Georgia General Assembly and assented to by Governor John Forsyth. The county was formed from portions of Muscogee and Troup counties. Georgia's 71st county, with an area of 465 square miles, was named for Charles Harris (1772-1827), a distinguished Savannah attorney who was born in England, educated in France, and immigrated to the United States in 1788 at the age of 16. He traveled to Savannah to study law. While living in Savannah, he served as mayor of the city. Mr. Harris died on March 13, 1827 and is buried in the old Colonial Cemetery in Savannah.

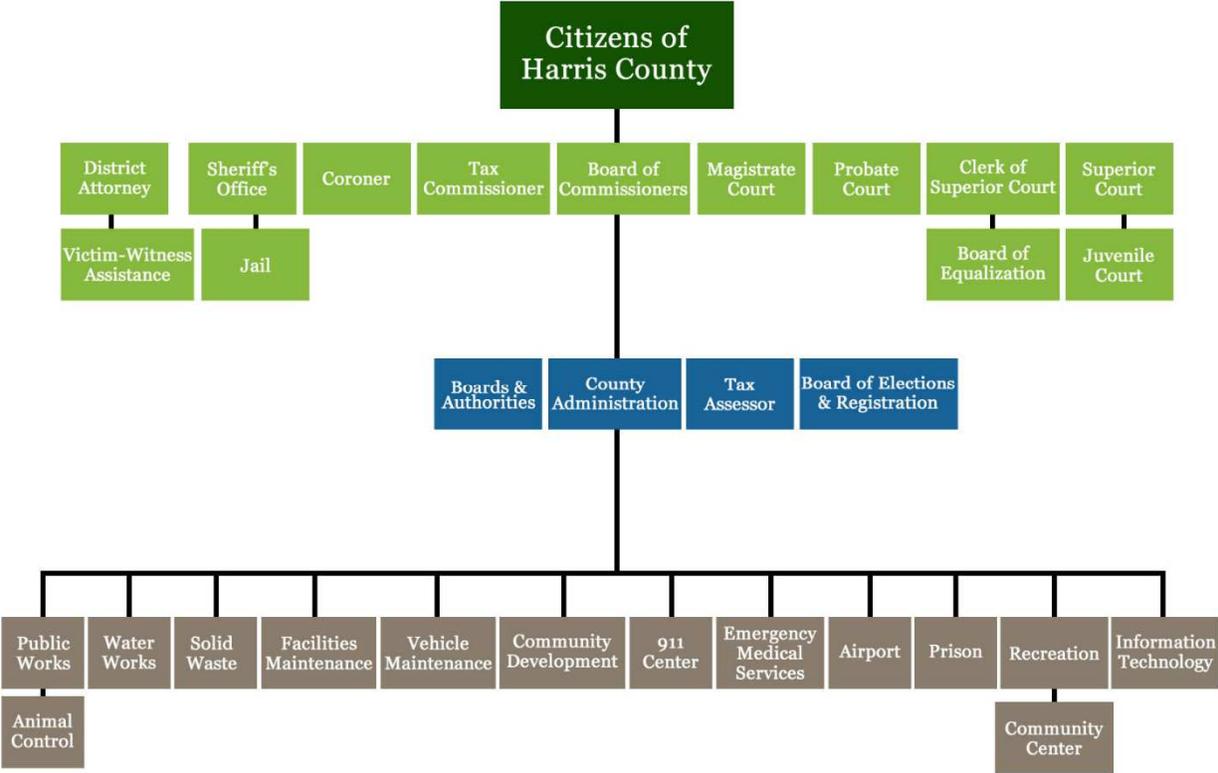
Harris County built its first courthouse in 1831 in Hamilton, the county seat that was incorporated in December 1828. The present courthouse was planned and a construction contract for \$35,000 was let on October 7, 1907, the cornerstone made of white Tennessee marble was laid on January 25, 1908, the building was formally accepted on May 22, 1908, and the first court was conducted in the new courthouse on June 1, 1908. The courthouse was renovated during 1986-87 to include new electrical wiring, ceilings, roof, insulation, HVAC systems, handicap access, storm windows, carpeting, paint, and new telephone system. A new courthouse wing consisting of an additional 25,000 square feet was added during 1998-99. The main courtroom in the 1908 courthouse was renovated during 2002.



Harris County is also notable for being the first county in Georgia to have a commission form of government and having a U.S. Navy ship named for the county. During 1869, the Georgia General Assembly approved a local act creating a three-member Board of Commissioners of Roads and Revenues with more counties using this form of government in subsequent years. Today, the county has a commission-manager form of government whereby the elected and part-time Board of Commissioners appoints a full-time county manager to run the day-to-day operations of the county government. The USNS *Harris County* was built and commissioned during 1944 as a tank landing ship for World War II. The 328-foot diesel powered ship with a complement of 8-10 officers and 89-100 enlisted men and a troop capacity of 130 participated in the Battle of Okinawa during April 1945 and saw action in the Korean War from 1950 to 1953 and the Vietnam War during 1954. The ship was also used in Artic operations from 1955 to 1956 and Pacific Ocean operations from 1956 to 1976 when it was sold to the Philippine Navy during September 1976 and renamed the *Aurora*. During the 1980s, the ship was decommissioned from the Philippine Navy and probably sold for scrap.

Harris County has retained its rural charm throughout the years and is home to Callaway Gardens, F.D. Roosevelt State Park, Lake Harding, and many other recreational amenities.

# HARRIS COUNTY ORGANIZATION



# **FY 2018-19 BUDGET CALENDAR**

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February 2018	Board of Commissioners conducts budget retreat to outline the general goals for the upcoming fiscal year.
March 5, 2018	Budget instructions sent to department directors, elected officials, and outside agencies.
March 16, 2018	All budget information is submitted to the County Manager.
March 19-23, 2018	County Manager and Finance Director meet with department directors, elected officials, and outside agencies to review and discuss their budget requests.
March 26-May 4, 2018	County Manager and Finance Director compile all budget requests and other budget information to prepare the proposed budget.
May 15, 2018	Proposed budget submitted to the Board of Commissioners (included in agenda package of May 11) and budget workshop #1.  Copy of proposed budget displayed in the County Administration Building and on the county's web site.  Copy of proposed budget sent to the Harris County Journal.
May 22 & May 29, 2018	Budget workshops #2 and #3 conducted with the Board of Commissioners and county staff to discuss the proposed budget.
May 17 & 24, 2018	Newspaper advertisement notifying the public that the proposed budget is available for review and the time and date of the budget public hearings.
June 5, 2018	Budget public hearing #1 to obtain citizen comments (during commission meeting).
June 7, 2018	Newspaper advertisement notifying the public that the proposed budget is available for review and the time and date of the adoption of the budget resolution.
June 19, 2018	Budget public hearing #2 and adoption of the budget resolution (during commission meeting).
July 1, 2018	FY 2018-19 budget in effect through June 30, 2019.

# FY 2018-19 BUDGET RESOLUTION

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**WHEREAS**, the county's fiscal year begins July 1 and ends June 30, and

**WHEREAS**, state law requires that each county operate under a balanced budget adopted by ordinance or resolution, and

**WHEREAS**, the annual budget can be amended during the fiscal year to adapt to changing governmental needs, and

**WHEREAS**, county staff prepared a proposed balanced budget stating the anticipated revenues by source and expenditures by department for the proposed fiscal year, the current fiscal year, as well as the previous fiscal year, and

**WHEREAS**, the County Manager submitted the proposed budget to the Board of Commissioners on May 15, 2018, displayed a copy of the proposed budget in the County Administration Office and on the county's website for public review, and provided the Harris County Journal, the county's legal organ, with a copy of the proposed budget, and

**WHEREAS**, county staff notified the public, through a newspaper advertisement and county web site announcement, that the proposed budget is available for review at the County Administration Office and on the county's website and the time and day of the budget public hearings, and

**WHEREAS**, the Board of County Commissioners conducted public hearings on June 5 and June 19, 2018 to discuss the proposed budget, and

**WHEREAS**, county staff notified the public, through a newspaper advertisement and county web site announcement, of the adoption of the proposed budget, and

**WHEREAS**, the Board of Commissioners adopted the budget resolution on June 19, 2018 as follows:

General Fund Expenditures	\$22,418,633
Special Revenue Fund Expenditures	\$ 1,335,124
Capital Project Fund Expenditures	\$ 8,364,771
Debt Service Fund Expenditures	\$ 143,958
Enterprise Fund Expenditures	\$13,480,506
<u>Less Interfund Transfers</u>	<u>\$ (5,291,506)</u>
Total Annual Budget	\$40,451,486

**THEREFORE, BE IT RESOLVED**, that the Board of County Commissioners hereby adopts the FY 2018-19 annual budget as provided herein.

**SO RESOLVED THIS** 19<sup>th</sup> day of June, 2018.

\_\_\_\_\_  
Harry Lange, Chairman

\_\_\_\_\_  
Susan Andrews, Vice Chairman

\_\_\_\_\_  
Martha Chewing, Commissioner

\_\_\_\_\_  
Becky Langston, Commissioner

\_\_\_\_\_  
Jim Woods, Commissioner

# HARRIS COUNTY, GEORGIA

## MEMORANDUM

To: Board of County Commissioners  
Subject: FY 2018-19 Proposed Annual Budget  
Date: May 15, 2018

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Presented herewith in accordance with section 36-81-(1-6) of the Official Code of Georgia Annotated is the FY 2018-19 proposed annual budget. This budget represents the proposed plan for providing needed county services for the upcoming fiscal year that begins July 1, 2018 and ends on June 30, 2019. The budget contains the collective input from all county department directors, elected officials, and outside agencies.

### **Local Economic Climate**

The FY 2018-19 proposed budget was prepared during somewhat stable economic times relative to the Great Recession during 2007-2009. Below are several local and national economic statistics:

- The county's population has increased from 32,026 in 2010 to 33,915 in 2017, an increase of 6%.
- The county's single-family home building permits and their values have been increasing over the previous several years. The county is now issuing over 200 building permits per year for new single-family homes.
- The county's solid waste tonnage amount collected has been flat during the previous several years at about 13,000 tons per year.
- Sales tax collections including LOST, SPLOST, and TSPLOST have all been flat for the previous few years.
- The county's tax digest has been decreasing since 2012 from \$1,266,739,959 in 2012 to \$1,223,323,808 in 2016, a decrease of 3.4%. The 2017 tax digest saw a slight increase to \$1,273,766,678, an increase of 4.1%.
- The county's taxes levied have also been decreasing since 2012 from \$7,724,759 in 2012 to \$7,463,561 in 2016, a decrease of 3.4%. The 2017 taxes levied saw a 46.6% increase to 10,938,674 due to a 2.5 mill tax rate increase.
- The General Fund unassigned fund balance was increasing each year until 2013 when it reached a peak of \$13,094,136 but has been decreasing ever since to \$6,584,917 in 2017, a decrease of 50%.
- The county's tax millage rate has decreased from 7.9 in 2005 to 6.14 in 2008 and has remained at that rate ever since. The Board increased the millage rate to 8.64 for the 2017 tax year.
- The local unemployment rate has been declining from 8.3% in January 2010 to 4.0% in February 2018 as compared to the current national rate of 3.9%.
- The national rate of inflation has been low for several years averaging about 1.3% in 2016, 2.1% in 2017, and about 2.2% for 2018 as of March.

# BUDGET MESSAGE

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## Budget Overview

The county's all-fund proposed budget for FY 2018-19 totals \$39,404,836, a decrease of \$6,705,418 (14.5%) from the previous fiscal year. The proposed budget contains a 2% salary increase for all eligible employees effective July 1, 2018 at a cost of \$300,600. The employee health insurance has no plan changes and only a 0.37% increase in the dental plan from the previous year due to favorable medical claims. The entire budget is detailed by Fund as follows:

## **General Fund**

The General Fund totals \$22,446,083, a decrease of \$1,811,846 (7.5%) from the previous fiscal year. The proposed General Fund budget does not contain a tax increase but is being balanced by using transfers from the Water Works Fund (\$150,000), Solid Waste Fund (\$1,400,000), and General Fund (\$554,583 of which \$308,888 is from the previous sale of land that is restricted for the Ellerslie Park project). Listed below, by department, are the major or new expenses that are being proposed for the upcoming fiscal year.

### Animal Control

- \$64,000 for two pick-up trucks (one new and one replacement) with animal cages.

### Board of Elections & Registration

- For FY 2018-19, two elections are scheduled to occur – the primary runoff in July and the General election in November 2018. Those elections will increase printing expenses to print ballots (\$1,500) and contract labor expenses to pay poll workers (\$10,225).

### Community Center

- \$12,000 for new and improved Internet service at the Community Center.
- \$2,300 to conduct more advertising to generate more interest in the facility and its programming.
- \$40,000 to purchase various items including a pool heater enclosure (\$2,000), commercial fitness equipment (\$16,000 for treadmills, bikes, medicine balls, weights) to replace the existing aging and broken equipment, commercial patio furniture (\$12,000 for tables, chairs, grill) to install in the empty patio area to enhance paid events, and a replacement telephone system (\$10,000).
- Pay the re-financed and lower annual debt service on this facility as a transfer to the Public Improvements Authority Fund - \$411,352 (principal and interest) and \$3,625 for trustee fees for a total of \$414,977.

### Community Development

- \$30,000 for a replacement vehicle.

### Emergency Medical Services

- \$20,000 to purchase a new rescue tool “jaws of life” and \$30,000 for a replacement vehicle for a total of \$50,000.

### Extension Service

- Personal services and employee benefits have increased due to the conversion of the part-time 4-H Program Assistant position to full-time during the previous fiscal year.

# BUDGET MESSAGE

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## Budget Overview

### General Fund

#### Information Technology

- \$10,000 for the firewall maintenance agreement and to obtain specialized outside vendors to repair various computerized systems such as fuel systems and camera systems as needed.
- \$22,000 for county-wide Internet services were relocated to this department from the Non-Departmental Department for better record keeping and \$15,000 was added for the Point Broadband connection to the 911 center.
- \$10,000 for replacement wi-fi access points, computer cabling, backup batteries, and cellphone boosters among other items.
- \$40,000 for various software to perform needed activities such as computer backups, antivirus protection, operating systems, and productivity systems.
- \$25,000 to replace the aging analog security camera system with a digital system at the courthouse.

#### Jail

- \$7,000 for a replacement double stacked convection oven for the jail's kitchen.

#### Non-Departmental

- \$30,000 for dues and fees to the River Valley Regional Commission, \$33,000 for the Valley Partnership, and \$23,000 for the Georgia Forestry Commission for a total of \$86,000.

#### Prison

- \$2,500 to perform a state required Prison Rape Elimination Act (PREA) audit that is required every three years.
- \$27,000 for a replacement vehicle, \$23,000 for two replacement water heaters, and \$50,000 to replace the aging locking/intercom system for all interior and exterior doors that are not working properly for a total of \$100,000.

#### Public Works

- Personal services and employee benefits have increased due to converting four part-time mower operator positions to full-time status during the previous fiscal year.
- \$75,000 for consulting services for the Melody Lakes Dam project as required by the state EPD.
- \$10,000 to purchase an extended warranty from Caterpillar for the 320EL excavator that has just came off lease.
- \$10,000 to purchase more safety barricades and equipment.
- Begin and complete the 2019 LMIG projects of resurfacing 4.8 miles of Barnes Mill Road and 4.5 miles of Lower Blue Springs Road. The state's LMIG portion is \$800,000, the state required 10% matching portion is \$80,000 and will come from the SPLOST-2014 Fund, and any overage will also come from the SPLOST-2014 Fund.
- \$477,500 for Melody Lakes Dam improvements (\$350,000), hay rake (\$8,500), two replacement vehicles (\$64,000), and a replacement fuel pump card reader system for both gasoline and diesel pumps (\$55,000).

# BUDGET MESSAGE

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## Budget Overview

### **General Fund**

#### Recreation

- \$16,000 for portable mounds and \$5,300 for other needed small equipment.
- Continue the construction of Ellerslie Park Phase II (GDOT required turn lanes, internal gravel road/parking areas, three entrance features/gates, several trail bridges, and directional signage) using \$308,888 from the previous sale of land proceeds and \$201,112 from the SPLOST-2014 Fund for a total project cost of \$510,000.
- \$33,000 for various replacement equipment including a commercial mower (\$9,000), tractor (\$16,000), and field groomer (\$8,000).

#### Sheriff's Office

- \$201,000 for five replacement 2018 patrol vehicles including lights, cages, camera systems, and graphics.

#### Tax Assessor

- \$14,000 for a replacement large format printer/copier/scanner.

#### Tax Commissioner

- \$12,500 for new computers and scanners as mandated by the state to convert from the state's existing motor vehicle tag system to a new system.

#### Troup-Harris Regional Library

- Due to a new larger library facility becoming operational and other reasons, library expenses will increase primarily due to increases in state retirement rates, employee health benefits of an employee that was not on the health plan last fiscal year but is now on the health plan, Internet service, and electricity. The annual supplement will increase from \$237,570 to \$263,868 (11%).

### **Special Revenue Funds**

The Special Revenue Funds total \$1,335,124, a decrease of \$982,156 (42.4%) from the previous fiscal year. They are the Confiscated Assets Fund (\$11,000), County Jail Fund (\$71,900), County Law Library Fund (\$8,900), Drug Abuse Treatment & Education Fund (\$25,000), Emergency Telephone System Fund (\$1,171,324), and the Hotel/Motel Tax Fund (\$47,000). The Emergency Telephone System Fund is balanced by a \$550,274 transfer in from the General Fund, a decrease of \$377,505 (40.7%) from the previous fiscal year. Listed below, by Fund, are the major or new expenses that are being proposed for the upcoming fiscal year.

#### County Jail Fund

- \$71,900 for indirect cost allocation to the General Fund to pay for operating expenditures of the county jail and prison.

#### Emergency Telephone System Fund

- \$30,000 to replace the aging back-up generator and \$30,000 for a replacement vehicle.

# BUDGET MESSAGE

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## Budget Overview

### **Capital Project Funds**

The Capital Project Funds total \$7,764,671, a decrease of \$9,023,780 (53.7%) from the previous fiscal year. They are the Public Improvements Authority Fund (\$1,246,625), SPLOST-2004 Fund (\$100,000), SPLOST-2014 Fund (\$2,103,837), TSPLOST-2013 Fund (\$1,688,118), Economic Development Project Fund (\$1,405,500) and the Rails to Trails Project Fund (\$1,220,591). Listed below, by Fund, are the major or new expenses that are being proposed for the upcoming fiscal year.

#### Public Improvements Authority Fund

- \$216,000 to continue the debt payments for the Grove Development's water and sewer improvements paid by the developer.
- \$615,648 (principal and interest) to continue the debt payments for the 2012 Water Works revenue bonds paid by the Water Works Enterprise Fund.
- \$411,352 (principal and interest) to continue the recently refinanced debt payments for the Community Center paid by the General Fund.

#### SPLOST-2004 Fund

- \$100,000 for a playground for Pate Park that will close out the SPLOST-2004 Fund.

#### SPLOST-2014 Fund

- \$10,000 to continue construction administration of the Hamilton Business Park road improvements and \$60,000 for design and construction administration for Eilerslie Park improvements.
- \$100,000 to continue road improvements to the Hamilton Business Park.
- Continue the construction of Eilerslie Park Phase II (GDOT required turn lanes, internal gravel road/parking areas, three entrance features/gates, several trail bridges, and directional signage) using \$201,112 from this Fund and \$308,888 from the previous sale of land proceeds included in the Recreation Department's budget for a total project cost of \$510,000.
- Fund the 2019 LMIG state required 10% match and overage for the resurfacing of Barnes Mill Road and Lower Blue Springs Road - \$235,000. The LMIG grant amount of \$800,000 is in the Public Works Department's budget.
- \$65,000 to restripe various county roads.
- \$312,625 to purchase the Cataula VFD fire truck.
- \$624,600 for the allocation to the cities.
- Transfer \$555,500 to the Economic Development Project Fund to assist with the Daesol site preparation cost.

#### TSPLOST -2013 Fund

- \$65,000 to have a consulting engineer design and supervise the construction and paving 0.6 miles of Holland Drive.
- \$890,000 to pave Holland Drive.
- \$325,000 transfer to the Airport Enterprise Fund to pave the access road and a \$408,118 transfer to the Rails to Trails Capital Project Fund to fund that project's required grant matches, TE grant administration, construction administration, and a utility vehicle.

# BUDGET MESSAGE

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## Budget Overview

### Capital Project Funds

#### Economic Development Project Fund

- \$10,000 for an engineering consultant to provide construction administration for the Daesol site preparation project.
- \$1,395,500 for the actual site preparation cost to assist Daesol in constructing a new industrial plant directly adjacent to their existing plant in the Northwest Harris Business Park.

#### Rails to Trails Project Fund

- Revenues for this Fund consist of three federal grants that total \$812,473 that were previously awarded and a \$408,118 contribution from TSPLOST funds.
- \$18,000 for TE grant administration and construction administration for the Rails to Trails project.
- \$1,190,591 to construct Phase II of the Rails to Trails project which consist of constructing a ten-foot wide asphalt multi-modal trail from downtown Pine Mountain to the bridge over SR 27 and \$12,000 to purchase a utility vehicle to perform rail line security and maintenance.

### Debt Service Fund

The Debt Service Fund totals \$143,958, the same amount as last year. Listed below are the major or new expenses that are being proposed for the upcoming fiscal year.

#### Callaway Conservation Easement Fund

- \$143,958 to continue the debt payments for the Callaway conservation easement paid by the Callaway Foundation.

### Enterprise Funds

The Enterprise Funds total \$13,006,506, an increase of \$3,009,704 (30.1%) from the previous fiscal year. They are the Airport Fund (\$1,516,489), Solid Waste Fund (\$3,710,411), and the Water Works Fund (\$7,779,606). The Airport Fund is balanced by a \$10,989 transfer in from the General Fund. Listed below, by Fund, are the major or new expenses that are being proposed for the upcoming fiscal year.

#### Airport Enterprise Fund

- \$175,000 for the airport consultant to prepare various studies including a runway extension environmental assessment (\$105,000), a runway pavement strength analysis (\$35,000), a runway extension justification study (\$15,000), and design a runway remarking project (\$20,000) all funded by grants from the Georgia Department of Transportation. Also, \$1,000 for audit services.
- \$3,500 for the AWOS maintenance agreement, \$1,000 for security system maintenance, and \$350 for web hosting and maintenance for a total of \$4,850.
- \$65,000 to acquire property to complete the fencing project funded by a Georgia Department of Transportation grant, \$585,000 to install Phase II of the wildlife fencing funded by a Georgia Department of Transportation grant, \$55,000 to remark the runway funded by a Georgia Department of Transportation grant, \$325,000 to pave the access road using TSPLOST funds, and \$30,000 to purchase a tractor/mower to allow the inmate assigned to the airport to mow the entire airport property and not rely on the Public Works Dept. for a total of \$1,060,000.

# BUDGET MESSAGE

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## Budget Overview

### Enterprise Funds

#### Solid Waste Enterprise Fund

- \$30,000 for a replacement vehicle and \$12,000 for a utility vehicle.
- \$100,000 for indirect cost allocation to the General Fund to pay for indirect cost such as finance, IT, administration, and purchasing services.
- Transfer \$1,400,000 to the General Fund to balance that budget and \$850,000 to the Economic Development Fund to help fund the Daesol site preparation project.

#### Water Works Enterprise Fund

- \$70,000 for the engineering consultant to provide construction administration for the water meter replacement project, \$70,000 for the engineering consultant to provide construction administration for the SR 219 water relocation project, \$30,000 for general engineering services as needed, \$1,000 for legal assistance, and \$9,500 for audit services for a total of \$180,500.
- \$2,000 for communication repairs, \$9,500 for billing system maintenance and support, and \$100,000 for water tank maintenance for a total of \$111,500.
- \$155,000 for a replacement backhoe, a replacement backhoe trailer, and two replacement trucks. Also \$80,000 for general water system improvements, \$50,000 for general water plant improvements, \$1,030,000 to relocate the water line on SR 219, \$1,500,000 to replace and upgrade all county water meters to smart meters using a GEFA loan, and \$150,000 to install 10,800 linear feet of 6-inch water line/hydrants on Hadley Road using in-house crews.
- \$150,000 for indirect cost allocation to the General Fund to pay for indirect cost such as finance, IT, administration, and purchasing services.
- Transfers out includes \$615,648 (principal and interest) to the Public Improvements Authority Fund to pay debt service on the 2012 revenue bonds and \$150,000 to the General Fund.

### Interfund Transfers

Interfund Transfers total \$5,291,506. These transfers include:

- \$414,977 transfer out from the General Fund (Community Center Department) to the Public Improvements Authority to fund the community center debt.
- \$550,274 transfer out from the General Fund to the Emergency Telephone System Fund to pay for a portion of 911 Center operations.
- \$10,989 transfer out from the General Fund to the Airport Fund to pay for a portion of airport operations.
- \$11,000 transfer out from the Hotel/Motel Tax Fund to the General Fund to pay for tourism promotion.
- \$1,400,000 transfer out from the Solid Waste Enterprise Fund to the General Fund to balance the General Fund budget.
- \$850,000 transfer out from the Solid Waste Enterprise Fund to the Economic Development Project Fund to assist with the Daesol site preparation cost.
- \$150,000 transfer out from the Water Works Enterprise Fund to the General Fund to balance the General Fund budget.

# **BUDGET MESSAGE**

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## **Budget Overview**

### **Interfund Transfers**

- \$615,648 transfer out from the Water Works Enterprise Fund to the Public Improvements Authority Capital Project Fund to pay for debt payments.
- \$325,000 transfer out of the TSPLOST-2013 Capital Project Fund to the Airport Enterprise Fund to pay for the paving of the airport access road.
- \$408,118 transfer out of the TSPLOST-2013 Fund to the Rails to Trails Project Fund to fund that project's required grant matches, TE grant administration, construction administration, and a utility vehicle.
- \$555,500 transfer out of the SPLOST-2014 Fund to the Economic Development Project Fund to assist with the Daesol site preparation cost.

### **County Manager's Reductions**

To keep the cost of the proposed budget down and to balance the budget using the least amount of reserves as possible, the County Manager has already reduced the proposed budget by \$1,696,134 in the General Fund and \$180,000 in the Solid Waste Fund for a total of \$1,876,134 by recommending the following reductions:

#### **Administration**

- \$43,059 (salary and benefits) was eliminated for a full-time Accounting Clerk position.

#### **Animal Control**

- \$41,397 (salary and benefits) was eliminated for a full-time Animal Control Officer position.
- \$450 was reduced for uniform expenses due to the requested new position not being filled.
- \$17,000 was eliminated to pave the driveway and parking area.
- \$17,000 was eliminated for two 12x16 storage buildings for storage of materials and additional housing for cats.

#### **Clerk of Superior Court**

- \$12,000 was eliminated for printing and binding expenses to preserve two old deed/minute books at \$6,000 each. Alternate funding sources have been identified.

#### **Community Center**

- \$39,810 (salary and benefits) was eliminated for a full-time Aquatic Program Coordinator position.
- \$20,000 was eliminated for a part-time maintenance technician position.
- \$35,000 was eliminated for a back-up generator.
- \$3,000 was reduced for the pool heater enclosure.

#### **Community Development**

- \$39,810 (salary and benefits) was eliminated for a full-time Administrative Assistant position.
- \$1,000 was reduced for repairs and maintenance of equipment to last year's level.

#### **Coroner**

- \$2,300 was reduced for small equipment.

# **BUDGET MESSAGE**

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## **County Manager's Reductions**

### District Attorney

- \$3,311 was eliminated for an extra 2% requested salary increases for three departmental employees.
- \$1,000 was reduced for gasoline expenses.

### Emergency Medical Services

- \$40,000 was eliminated to resurface the parking area at the Hamilton EMS headquarters.
- \$360,000 was eliminated for two replacement ambulances.

### Facilities Maintenance

- \$44,795 (salary and benefits) was eliminated for a full-time Facilities Maintenance technician position, \$32,000 for a new vehicle, \$200 for uniforms, and \$800 for tools for the new position.
- \$32,000 was eliminated for a replacement vehicle.

### Information Technology

- \$1,000 was reduced for travel expenses.
- \$600 was reduced for general supplies for the office.
- \$10,000 was reduced for small equipment.
- \$25,000 was eliminated for a vehicle.

### Prison

- \$28,000 was eliminated for a vehicle.

### Probate Court

- \$15,762 was eliminated for a part-time Deputy Clerk position.
- \$8,141 was eliminated for a reclassification/salary increase for the Chief Clerk.
- \$5,000 was eliminated for repairs and maintenance for a building project to remodel the front lobby.
- \$2,850 was reduced for travel expenses to last year's level.
- \$1,000 was reduced for dues and fees expenses to last year's level.
- \$500 was reduced for education and training expenses to last year's level.
- \$1,000 was reduced for general supplies office expenses to last year's level.
- \$1,500 was eliminated for food expenses.
- \$16,500 was reduced for small equipment expenses to last year's level.

### Public Works

- \$79,620 (salary and benefits) was eliminated for two full-time mower operator positions and \$2,000 for uniform expenses for the new positions.
- \$5,000 was reduced for uniform expenses.
- \$120,000 was eliminated for three new tractor/mowers.

# **BUDGET MESSAGE**

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## **County Manager's Reductions**

### Recreation

- \$39,810 (salary and benefits) was eliminated for a full-time park maintenance technician position for Ellerslie Park.
- \$14,297 was eliminated for a part-time park maintenance technician position for Ellerslie Park.
- \$4,400 was reduced for repairs and maintenance for equipment expenses to last year's level.
- \$3,000 was reduced for repairs and maintenance for building expenses to last year's level.
- \$19,500 was reduced for repairs and maintenance for site improvements to last year's level.
- \$1,800 was reduced for general supplies-janitorial expenses to last year's level.
- \$3,250 was reduced for general supplies-other expenses to last year's level.
- \$12,000 was reduced for electricity expenses to last year's level.
- \$2,500 was reduced for gasoline expenses to last year's level.
- \$4,200 was reduced for small equipment expenses.
- \$70,000 was eliminated for fencing improvements.
- \$8,000 was eliminated for a field groomer machine.

### Sheriff's Office

- \$40,000 was reduced for one replacement vehicle.

### Tax Assessor

- \$25,000 was eliminated for a replacement vehicle.
- \$20,578 was eliminated for an aerial flight for GIS purposes.

### Vehicle Maintenance

- \$41,394 (salary and benefits) was eliminated for a full-time mechanic position.
- \$37,000 was eliminated for a replacement vehicle.

### Emergency Telephone System Fund

- \$40,000 was eliminated to resurface the parking area at the 911 Center.

### Airport Enterprise Fund

- \$200,000 was eliminated to construct a two-bay garage to house a fire truck.

### Solid Waste Enterprise Fund

- \$180,000 was eliminated for a replacement garbage truck.

## **Looking Forward to FY 2019-20**

Looking forward to next fiscal year, county staff is projecting a stable year with flat sales taxes, flat building permit activity, minimal tax digest increases, and continued increases in employee health care expenses. No new SPLOST projects have been included in the proposed budget waiting for the results of the May 22, 2018 election. In addition, several items were discussed and purposely not included in this year's budget but will resurface next year including employee longevity increases to reduce compression issues, Tetra radio system improvements, and general replacement of vehicles and equipment.

# BUDGET MESSAGE

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To increase revenues, a storm water utility could be created to generate funds to replace drain pipes rather than use General Funds for that purpose to, a fire tax district could be created fund the volunteer fire departments rather than use General Funds for that purpose, and the cable television franchise fee could be increased from 2% to 5% to fund general county operations.

The preceding information is intended to provide the Board of Commissioners with a broad overview of the proposed budget, the major or new expenses that are contained in the proposed budget, and specific information regarding what was originally requested from each department and the county manager's proposed reductions to achieve a balanced budget.

Respectively submitted,

*Randall Dowling*

County Manager

# BUDGET MESSAGE

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## Budget Changes

The following changes were made to the FY 2018-19 proposed budget during the various budget work sessions and public hearings:

### **General Fund**

#### Community Center

- reduced commercial patio furnishings from \$12,000 to \$1,600.
- reduced commercial fitness equipment from \$16,000 to \$8,000.

#### Information Technology

- eliminated \$25,000 for courthouse security cameras.
- added \$5,000 to small equipment.

#### Non-Departmental

- eliminated \$33,000 for membership dues to the Valley Partnership Joint Development Authority.

#### Probate Court

- added \$200 to education and training, \$700 to dues and fees, and \$3,050 to travel expenses.

#### Public Works

- added \$40,000 for one tractor/mower.

#### Recreation

- eliminated \$16,000 for portable mounds in small equipment.
- added \$16,000 for fencing repairs to backstops at Moultrie Park.

### **Capital Project Funds**

#### SPLOST-2019 Fund

- due to recent voter approval of SPLOST-2019 during May 2018, a SPLOST-2019 Fund has been created to account for these proceeds that will begin April, 2019. This will add \$600,100 to the budget.

### **Enterprise Funds**

#### Airport Fund

- due to Phase I of the airport fencing project being delayed, those funds need to be reallocated to next year's budget. Added \$60,000 for professional services for the airport consultant to perform construction administration services and \$360,000 for the actual fencing construction. These expenses will be funded by GDOT.

#### Solid Waste Fund

- added \$54,000 for replacement vehicle scales.

Total of changes – \$1,046,650.



## **GENERAL FUND**

The General Fund is used to account for all financial transactions of a general nature which are not accounted for in other funds. The General Fund is supported by revenues derived from taxes, licenses, permits, charges for services, fines, investments, and other sources. Services funded by the General Fund include general government, law enforcement, court system, and health and human services.

# GENERAL FUND REVENUES

## TAXES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
100-01-311100	Real Property-Current Year		9,275,000	10,000,000	10,000,000	10,000,000
100-01-311120	Timber		42,000	33,000	33,000	33,000
100-01-311200	Real Property-Prior Year		62,000	75,000	75,000	75,000
100-01-311310	Motor Vehicle		240,000	140,000	140,000	140,000
100-01-311315	Motor Vehicle-TAVT		885,000	900,000	900,000	900,000
100-01-311316	Motor Vehicle-AAVT		8,800	10,000	10,000	10,000
100-01-311320	Mobile Home		8,000	8,000	8,000	8,000
100-01-311340	Intangible		192,600	180,000	180,000	180,000
100-01-311350	Railroad Equipment		11,000	5,000	5,000	5,000
100-01-311600	Real Estate Transfer		40,000	40,000	40,000	40,000
100-01-311750	CATV Franchise Tax		57,000	50,000	50,000	50,000
100-01-313100	Local Option Sales Tax		1,800,000	1,800,000	1,800,000	1,800,000
100-01-314200	Alcoholic Beverage Excise		175,000	165,000	165,000	165,000
100-01-316100	Business & Occupation Taxes		53,000	53,000	53,000	53,000
100-01-316200	Insurance Premium Taxes		1,637,000	1,750,000	1,750,000	1,750,000
100-01-316300	Financial Institution Taxes		25,000	18,000	18,000	18,000
100-01-319000	Penalties and Interest		170,000	160,000	160,000	160,000
100-01-319500	Fi fa		30,000	25,000	25,000	25,000
<b>Total Taxes</b>			<b>14,711,400</b>	<b>15,412,000</b>	<b>15,412,000</b>	<b>15,412,000</b>

## LICENSES & PERMITS

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
100-01-321100	Alcoholic Beverages		54,000	47,000	47,000	47,000
100-01-322201	Building Permits		250,000	250,000	250,000	250,000
100-01-322202	Manufacturing Housing Permits		1,000	1,500	1,500	1,500
100-01-322211	Land Disturbance Permits		500	500	500	500
<b>Total Licenses &amp; Permits</b>			<b>305,500</b>	<b>299,000</b>	<b>299,000</b>	<b>299,000</b>

## INTERGOVERNMENTAL REVENUE

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
100-01-331101	EMA Grant		10,117	8,500	8,500	8,500
100-01-331301	Transportation Enhancement Grant		512,473	0	0	0
100-01-334301	LMIG		750,000	800,000	800,000	800,000
100-01-336001	ACCG Wellness Grant		2,500	2,500	2,500	2,500
<b>Total Intergovernmental</b>			<b>1,275,090</b>	<b>811,000</b>	<b>811,000</b>	<b>811,000</b>

# GENERAL FUND REVENUES

## CHARGES FOR SERVICES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
100-01-341101	Superior Court Web Site Fees		4,000	4,000	4,000	4,000
100-01-341300	Zoning Fees & Appeals		1,000	1,000	1,000	1,000
100-01-341310	Plat & Plan Review Fees		8,000	3,000	3,000	3,000
100-01-341400	Copies		500	500	500	500
100-01-341501	Sale of Computer Lists		500	500	500	500
100-01-341719	Solid Waste Fund Indirect Cost		0	100,000	100,000	100,000
100-01-341761	County Jail Fund Indirect Cost.		0	71,900	71,900	71,900
100-01-341793	Water Works Fund Indirect Cost		0	150,000	150,000	150,000
100-01-341910	Election Qualifying Fees		2,000	0	0	0
100-01-341930	Sale of Maps		800	1,000	1,000	1,000
100-01-341940	Commissions on Tax Collections		571,000	575,000	575,000	575,000
100-01-342101	Sheriff Office Receipts		27,000	30,000	30,000	30,000
100-01-342301	Prison Inmate Reimbursements		2,500	2,500	2,500	2,500
100-01-342330	Prison Inmate Housing Fee		1,073,000	1,080,000	1,080,000	1,080,000
100-01-342331	Jail Inmate Housing Fee -State		20,000	15,000	15,000	15,000
100-01-342332	Jail Inmate Housing Fee-Federal		75,000	15,000	15,000	15,000
100-01-342600	Ambulance Charges		680,000	775,000	775,000	775,000
100-01-343301	GDOT Crew		39,500	39,500	39,500	39,500
100-01-343901	Pipe Sales		40,000	40,000	40,000	40,000
100-01-343902	Prison Crew-City of Manchester		40,000	40,000	40,000	40,000
100-01-346001	New Horizon Mental Health Center		6,000	6,000	6,000	6,000
100-01-346002	Harris/Talbot MR Center		6,000	6,000	6,000	6,000
100-01-346100	Animal Control Fees		5,000	5,000	5,000	5,000
100-01-346300	Child Support Fees		1,000	500	500	500
100-01-347001	Community Center Memberships		90,000	60,000	60,000	60,000
100-01-347002	Community Center Rental Fees		0	3,000	3,000	3,000
100-01-347003	Community Center Program Fees		0	1,500	1,500	1,500
100-01-349300	Return Check Fees		0	100	100	100
100-01-382001	Jail Telephone		8,000	5,000	5,000	5,000
100-01-382002	Prison Telephone		20,000	25,000	25,000	25,000
<b>Total Charges for Services</b>			<b>2,720,800</b>	<b>3,056,000</b>	<b>3,056,000</b>	<b>3,056,000</b>

## FINES & FORFEITURES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
100-01-351110	Superior Court		230,000	150,000	150,000	150,000
100-01-351130	Magistrate Court		50,000	50,000	50,000	50,000
100-01-351150	Probate Court		630,000	500,000	500,000	500,000
<b>Total Fines &amp; Forfeitures</b>			<b>910,000</b>	<b>700,000</b>	<b>700,000</b>	<b>700,000</b>

## INVESTMENT INCOME

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
100-01-361000	Interest Revenues		30,000	30,000	30,000	30,000
<b>Total Investment Income</b>			<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>

# GENERAL FUND REVENUES

## CONTRIBUTIONS & DONATIONS FROM PRIVATE SOURCES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
100-01-371000	Various Contributions		500	500	500	500
<b>Total Contributions &amp; Donations</b>			<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>

## MISCELLANEOUS REVENUE

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
100-01-381001	Rents		1,500	2,000	2,000	2,000
<b>Total Miscellaneous Revenue</b>			<b>1,500</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>

## OTHER FINANCING SOURCES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
100-01-391011	Transfer In from County Jail Fund		664,396	0	0	0
100-01-391275	Transfer In from Hotel/Motel Tax F		11,000	11,000	11,000	11,000
100-01-391505	Transfer In from Water Works Fund		300,000	150,000	150,000	150,000
100-01-391540	Transfer In from Solid Waste Fund		1,500,000	1,400,000	1,400,000	1,400,000
100-01-392100	Sale of Assets		25,000	20,000	20,000	20,000
100-01-399999	Use of Reserves*		1,802,743	2,250,717	554,583	527,133
<b>Total Other Financing Sources</b>			<b>4,303,139</b>	<b>3,831,717</b>	<b>2,135,583</b>	<b>2,108,133</b>

<b>Total General Fund Revenues</b>			<b>24,257,929</b>	<b>24,142,217</b>	<b>22,446,083</b>	<b>22,418,633</b>
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- Includes \$308,888 from the previous sale of land for the Ellerslie Park project.

# GENERAL FUND EXPENDITURES

## GENERAL FUND DEPARTMENTS

Department Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
100-02	Administration		845,841	806,209	763,150	763,150
100-21	Animal Control		133,312	273,581	197,734	197,734
100-50	Board of Commissioners		146,382	150,765	150,765	150,765
100-24	Board of Elections & Registration		51,523	100,914	100,914	100,914
100-53	Board of Equalization		6,400	6,400	6,400	6,400
100-07	Clerk of Superior Court		505,841	530,542	518,542	518,542
100-28	Community Center		929,974	879,624	781,814	763,414
100-29	Community Development		359,808	410,470	369,660	369,660
100-14	Coroner		57,603	59,318	57,018	57,018
100-26	District Attorney		310,547	304,601	300,290	300,290
100-08	Emergency Medical Service		2,632,208	2,792,560	2,392,560	2,392,560
100-04	Extension Service		89,548	110,904	110,904	110,904
100-06	Facilities Maintenance		767,602	895,609	785,814	785,814
100-51	Information Technology		92,951	250,164	213,564	193,564
100-11	Jail		1,824,463	1,829,084	1,829,084	1,829,084
100-23	Magistrate Court		244,845	239,124	239,124	239,124
100-35	Non-Departmental		970,973	441,500	441,500	408,500
100-15	Prison		2,283,355	2,251,652	2,223,652	2,223,652
100-09	Probate Court		273,590	327,890	275,637	279,587
100-16	Public Works		3,390,883	3,079,697	2,873,077	2,913,077
100-32	Recreation		847,189	1,063,274	880,517	880,517
100-10	Sheriff's Office		3,748,370	3,686,412	3,646,412	3,646,412
100-22	Superior Court		385,576	392,017	392,017	392,017
100-05	Tax Assessor		554,650	618,621	573,043	573,043
100-03	Tax Commissioner		455,551	474,526	474,526	474,526
100-17	Vehicle Maintenance		345,891	401,924	323,530	323,530
100-36	Volunteer Fire Departments		555,534	417,534	417,534	417,534
<b>Total General Fund Departments</b>			<b>22,810,410</b>	<b>22,794,916</b>	<b>21,338,782</b>	<b>21,311,332</b>

## GENERAL FUND OUTSIDE AGENCIES

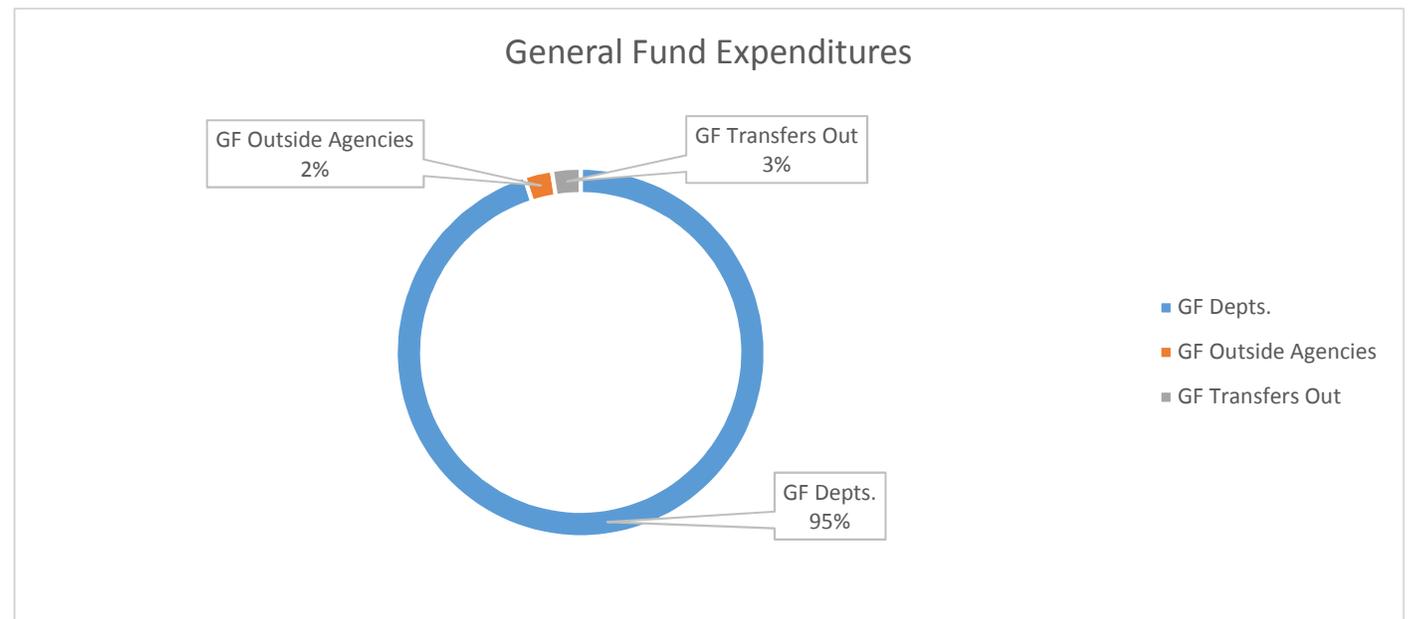
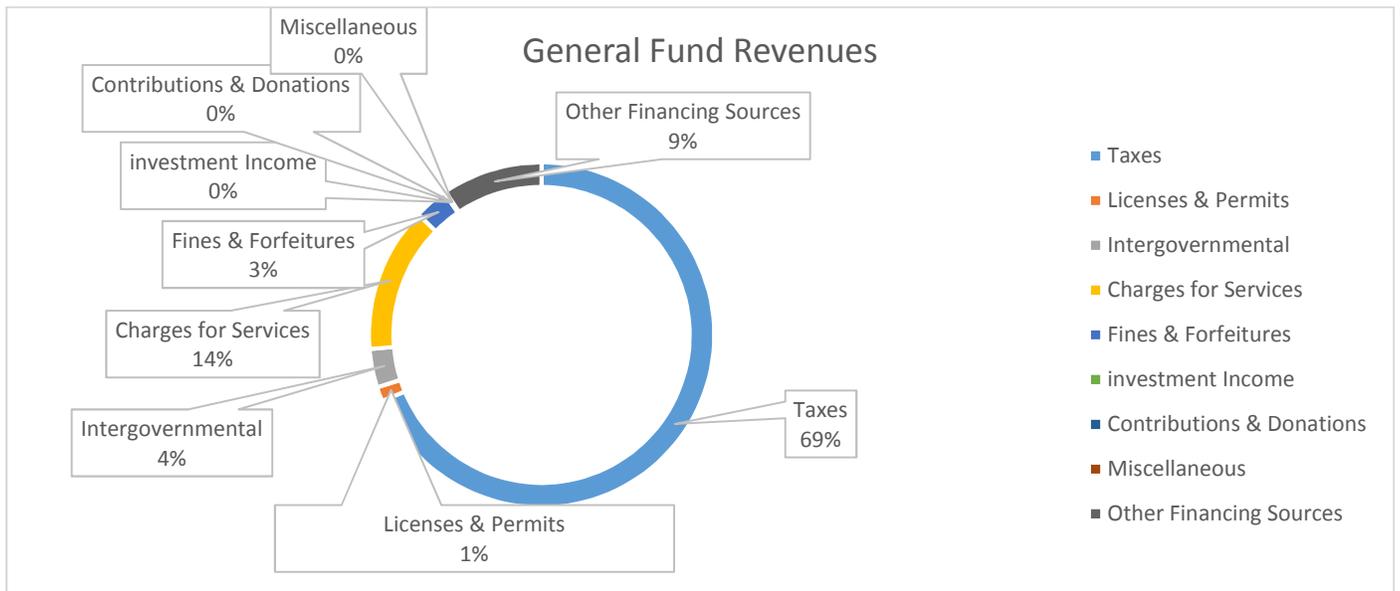
Department Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
100-34	GA DFACS		17,070	17,070	17,070	17,070
100-31	Health Department		250,000	250,000	250,000	250,000
100-34	New Horizon Community Service Bd.		6,000	6,000	6,000	6,000
100-34	Senior Citizens Center		9,100	9,100	9,100	9,100
100-27	Troup-Harris Regional Library		237,570	263,868	263,868	263,868
<b>Total General Fund Outside Agencies</b>			<b>519,740</b>	<b>546,038</b>	<b>546,038</b>	<b>546,038</b>

# GENERAL FUND EXPENDITURES

## GENERAL FUND TRANSFERS OUT

Department Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
35-611013	Transfer Out to 911 Fund		927,779	590,274	550,274	550,274
35-611037	Transfer Out to Airport Fund		0	210,989	10,989	10,989
<b>Total General Fund Transfers Out</b>			<b>927,779</b>	<b>801,263</b>	<b>561,263</b>	<b>561,263</b>

<b>Total General Fund Expenditures</b>		<b>24,257,929</b>	<b>24,142,217</b>	<b>22,446,083</b>	<b>22,418,633</b>
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## **GENERAL FUND**

Departmental Budgets of the  
General Fund Departments and Outside Agencies

# ADMINISTRATION

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## ***DEPARTMENT PROFILE***

This department performs the administrative functions for the county and is composed of many facets including the appointed County Manager who implements Board policy, supervises the daily operations of the departments under the Board's jurisdiction, coordinates activities among those departments, elected officials, and outside agencies, and prepares and monitors the annual budget. The appointed County Clerk/Assistant County Manager serves as clerk to the Board, prepares commission agendas, records all commission meetings, prepares commission meeting minutes, maintains county records, responds to open records requests, develops all bids and RFPs/RFQs, issues alcohol licenses, and maintains insurance records. The County Clerk also serves as the Human Resources Director responsible for the recruitment of new employees for all county departments, prepares all payroll documents, maintains employee records, and administers all employee benefits. The Chief Financial Officer performs the total accounting and finance functions for the county including processing account receivables and account payables, assisting in preparing and monitoring the annual budget, coordinating the annual audit, maintaining fixed asset records, and preparing various financial reports required by federal, state, and other regulatory agencies.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
County Manager	1	1	1
County Clerk/Assistant County Manager	1	1	1
HR Payroll Clerk	1	1	1
Chief Financial Officer	1	1	1
Accounting Technician	1	1	1
Administrative Assistant (part-time)	2	2	2
<b>Total Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Personal services and employee benefit expenses have decreased due to allocating 50% of the salary and benefits of the Administrative Assistant who also acts as the Election Superintendent/Chief Registrar to the Board of Elections & Registration.
- Professional services include \$125,000 for legal fees and \$56,000 for audit fees for a total of \$181,000.
- Technical services include \$4,000 for quarterly random drug tests, \$35,000 for computer maintenance agreements, and \$1,000 for web site maintenance for a total of \$40,000.
- Begin and complete the updates of the Comprehensive Master Plan and Service Delivery Strategy by June 30, 2019 as mandated by the state. The River Valley Regional Commission will assist the county in these updates at no charge.

# ADMINISTRATION

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

02-511100	Regular Employees		377,386	401,343	373,429	373,429
02-512100	Group Insurance		55,100	48,703	41,208	41,208
02-512200	FICA		23,399	24,881	23,150	23,150
02-512300	Medicare		5,473	5,819	5,414	5,414
02-512400	Retirement Contributions		50,635	49,020	44,940	44,940
02-512600	Unemployment Insurance		352	247	209	209
02-512700	Workers' Compensation		19,216	2,996	1,600	1,600
<b>Total Personal Services and Employee Benefits</b>			<b>531,561</b>	<b>533,009</b>	<b>489,950</b>	<b>489,950</b>

### Purchased / Contracted Services

02-521200	Professional Services		214,280	181,000	181,000	181,000
02-521300	Technical Services		10,000	40,000	40,000	40,000
02-522210	Repairs and Maintenance-Equipment		500	500	500	500
02-522260	Repairs and Maintenance-Vehicle		300	300	300	300
02-523210	Communications-Telephone		4,000	4,000	4,000	4,000
02-523250	Communications-Postage		5,000	5,000	5,000	5,000
02-523300	Advertising		19,000	15,000	15,000	15,000
02-523400	Printing and Binding		200	200	200	200
02-523500	Travel		8,000	8,000	8,000	8,000
02-523600	Dues and Fees		2,000	2,200	2,200	2,200
02-523700	Education and Training		3,000	3,500	3,500	3,500
02-523901	Other Services		500	500	500	500
<b>Total Purchased / Contracted Services</b>			<b>266,780</b>	<b>260,200</b>	<b>260,200</b>	<b>260,200</b>

### Supplies

02-531101	General Supplies-Office		9,500	9,500	9,500	9,500
02-531150	General Supplies-Tires		0	500	500	500
02-531270	Gasoline/Diesel/Oil		500	500	500	500
02-531600	Small Equipment		2,500	2,500	2,500	2,500
<b>Total Supplies</b>			<b>12,500</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>

### Capital Outlays

02-542410	Financial Software		35,000	0	0	0
<b>Total Capital Outlays</b>			<b>35,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total Administration</b>			<b>845,841</b>	<b>806,209</b>	<b>763,150</b>	<b>763,150</b>
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# **ANIMAL CONTROL**

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## ***DEPARTMENT PROFILE***

The Animal Control Department enforces the county’s animal control ordinance on a county-wide basis including all municipalities. This department responds to complaints regarding stray and nuisance animals, animal cruelty, animal bites, and rabies exposure in conjunction with the local Health Department. The department provides temporary shelter for stray, unwanted, and homeless animals at the 20-unit dog and 12-unit cat animal shelter. The department also conducts an adoption program, trap loan program, and coordinates with the local Humane Society.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Animal Control Officer	2	2	2
Inmates	1	1	1
<b>Total Positions</b>	<b>3</b>	<b>3</b>	<b>3</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Professional services include \$5,000 for veterinary services to spay/neuter, install location chips, and provide shots and testing.
- General supplies-other includes \$9,000 for pet food and litter.
- Capital outlay expenses includes \$64,000 for two pick-up trucks (one new and one replacement) with animal cages.

# ANIMAL CONTROL

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

21-511100	Regular Employees		61,439	89,718	63,135	63,135
21-511300	Overtime		2,655	2,829	2,829	2,829
21-512100	Group Insurance		15,123	22,479	14,985	14,985
21-512200	FICA		3,975	5,739	4,090	4,090
21-512300	Medicare		930	1,343	957	957
21-512400	Retirement Contributions		8,430	12,955	9,038	9,038
21-512600	Unemployment Insurance		100	138	100	100
21-512700	Workers' Compensation		3,073	2,330	1,000	1,000
<b>Total Personal Services and Employee Benefits</b>			<b>95,725</b>	<b>137,531</b>	<b>96,134</b>	<b>96,134</b>

### Purchased / Contracted Services

21-521200	Professional Services		5,000	5,000	5,000	5,000
21-522210	Repairs and Maintenance-Equipment		500	500	500	500
21-522220	Repairs and Maintenance-Building		3,500	3,500	3,500	3,500
21-522260	Repairs and Maintenance-Vehicle		3,800	3,800	3,800	3,800
21-523210	Communications-Telephone		3,157	4,500	4,500	4,500
21-523250	Communications-Postage		100	100	100	100
21-523300	Advertising		200	200	200	200
21-523400	Printing and Binding		200	200	200	200
21-523500	Travel		200	200	200	200
21-523600	Dues and Fees		100	200	200	200
21-523700	Education and Training		200	200	200	200
<b>Total Purchased / Contracted Services</b>			<b>16,957</b>	<b>18,400</b>	<b>18,400</b>	<b>18,400</b>

### Supplies

21-531101	General Supplies-Office		1,930	500	500	500
21-531120	General Supplies-Janitorial		2,000	2,000	2,000	2,000
21-531150	General Supplies-Tires		800	800	800	800
21-531190	General Supplies-Other		9,000	9,000	9,000	9,000
21-531270	Gasoline/Diesel/Oil		3,000	3,000	3,000	3,000
21-531600	Small Equipment		3,000	3,000	3,000	3,000
21-531710	Uniforms		900	1,350	900	900
<b>Total Supplies</b>			<b>20,630</b>	<b>19,650</b>	<b>19,200</b>	<b>19,200</b>

### Capital Outlays

21-541200	Pave Driveway & Parking Area		0	17,000	0	0
21-542200	Vehicle		0	64,000	64,000	64,000
21-541300	Storage Buildings (2)		0	17,000	0	0
<b>Total Capital Outlays</b>			<b>0</b>	<b>98,000</b>	<b>64,000</b>	<b>64,000</b>

<b>Total Animal Control</b>			<b>133,312</b>	<b>273,581</b>	<b>197,734</b>	<b>197,734</b>
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# BOARD OF COMMISSIONERS

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## ***DEPARTMENT PROFILE***

The Board of County Commissioners is composed of five members elected by the voters through district elections for four year staggered terms. The Board selects a Chairman and Vice-Chairman every January. The Board, as the county’s governing authority, is responsible for establishing policy for county operations, enacting ordinances and resolutions to promote the county’s health, safety, and welfare, and approving the annual budget and millage rate which funds the operations of the departments under the Board’s jurisdiction, other elected officials, and various outside agencies. The Board appoints a county manager to supervise the day-to-day operations of the county.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
County Commissioner (elected)	5	5	5
<b>Total Positions</b>	<b>5</b>	<b>5</b>	<b>5</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Travel, education, and training expenses are expected to increase due to new county commissioners attending training classes and other meetings.
- Dues and fees include \$4,350 for the annual ACCG dues and \$150 for the annual Chamber of Commerce dues for a total of \$4,500.

# BOARD OF COMMISSIONERS

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### *Personal Services and Employee Benefits*

50-511100	Regular Employees		72,918	74,863	74,863	74,863
50-512100	Group Insurance		38,995	37,461	37,461	37,461
50-512200	FICA		4,521	4,642	4,642	4,642
50-512300	Medicare		1,058	1,086	1,086	1,086
50-512400	Retirement Contributions		10,253	10,623	10,623	10,623
50-512600	Unemployment Insurance		247	190	190	190
50-512700	Workers' Compensation		3,646	1,800	1,800	1,800
<b>Total Personal Services and Employee Benefits</b>			<b>131,638</b>	<b>130,665</b>	<b>130,665</b>	<b>130,665</b>

### *Purchased / Contracted Services*

50-523400	Printing and Binding		100	300	300	300
50-523500	Travel		8,000	10,000	10,000	10,000
50-523600	Dues and Fees		3,544	4,500	4,500	4,500
50-523700	Education and Training		3,000	5,000	5,000	5,000
<b>Total Purchased / Contracted Services</b>			<b>14,644</b>	<b>19,800</b>	<b>19,800</b>	<b>19,800</b>

### *Supplies*

50-531101	General Supplies-Office		100	300	300	300
<b>Total Supplies</b>			<b>100</b>	<b>300</b>	<b>300</b>	<b>300</b>

<b>Total Board of Commissioners</b>			<b>146,382</b>	<b>150,765</b>	<b>150,765</b>	<b>150,765</b>
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# **BOARD OF ELECTIONS & REGISTRATION**

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## ***DEPARTMENT PROFILE***

The Board of Elections & Registration consists of three members appointed by the Board of County Commissioners for four year staggered terms. The Board of Elections & Registration recommends and the Board of County Commissioners appoints an Election Supervisor/Chief Registrar to conduct county elections, register citizens to vote, maintain the list of registered voters, issue absentee ballots, disseminate information to the public, train poll workers, keep abreast of all state laws pertaining to elections and voter registration, and assist the cities with their elections.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Election Supervisor/Chief Registrar (part-time)	1	1	1
Board Members (part-time at \$48 per meeting)	3	3	3
Poll Workers (as needed)	90	90	90
<b>Total Positions</b>	<b>1</b>	<b>1</b>	<b>1</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Personal services and employee benefit expenses have increased due to allocating 50% of the salary and benefits of the Election Supervisor/Chief Registrar that was previously included in the Administration Department’s budget to this budget.
- For FY 2018-19, two elections are scheduled to occur – the primary runoff in July and the General election in November 2018. Those elections will increase printing expenses to print ballots (\$1,500) and contract labor expenses to pay poll workers (\$10,225).

# BOARD OF ELECTIONS & REGISTRATION

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

24-511100	Regular Employees		6,313	33,937	33,937	33,937
24-511300	Overtime		1,200	1,200	1,200	1,200
24-512100	Group Insurance		0	7,493	7,493	7,493
24-512200	FICA		660	2,105	2,105	2,105
24-512300	Medicare		155	493	493	493
24-512400	Retirement Contributions		20	2,386	2,386	2,386
24-512600	Unemployment Insurance		34	100	100	100
24-512700	Workers' Compensation		316	100	100	100
<b>Total Personal Services and Employee Benefits</b>			<b>8,698</b>	<b>47,814</b>	<b>47,814</b>	<b>47,814</b>

### Purchased / Contracted Services

24-521310	Technical Services-Maint. Agreement		11,650	12,600	12,600	12,600
24-522210	Repairs and Maintenance-Equipment		200	200	200	200
24-523210	Communications-Telephone		300	300	300	300
24-523250	Communications-Postage		2,200	2,200	2,200	2,200
24-523300	Advertising		200	200	200	200
24-523400	Printing and Binding		4,500	6,000	6,000	6,000
24-523500	Travel		3,800	3,500	3,500	3,500
24-523600	Dues and Fees		1,900	1,800	1,800	1,800
24-523700	Education and Training		3,000	2,000	2,000	2,000
24-523850	Contract Labor		11,475	21,700	21,700	21,700
<b>Total Purchased / Contracted Services</b>			<b>39,225</b>	<b>50,500</b>	<b>50,500</b>	<b>50,500</b>

### Supplies

24-531101	General Supplies-Office		600	600	600	600
24-531600	Small Equipment		3,000	2,000	2,000	2,000
<b>Total Supplies</b>			<b>3,600</b>	<b>2,600</b>	<b>2,600</b>	<b>2,600</b>

<b>Total Board of Elections &amp; Registration</b>			<b>51,523</b>	<b>100,914</b>	<b>100,914</b>	<b>100,914</b>
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# BOARD OF EQUALIZATION

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## ***DEPARTMENT PROFILE***

This six-member board (three members and three alternates) is appointed by the Grand Jury for three year terms and receives oversight from the Clerk of Superior Court. This Board hears taxpayer appeals from assessments made by the Board of Tax Assessors and can take action to obtain uniformity. Board of Equalization decisions may be appealed to Superior Court.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Board of Equalization Member (\$50 per meeting)	3	3	3
Board of Equalization Alternate (\$50 per meeting)	3	3	3
<b>Total Positions</b>	<b>6</b>	<b>6</b>	<b>6</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- No significant changes from the previous fiscal year.

# BOARD OF EQUALIZATION

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## **EXPENDITURES**

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### ***Purchased / Contracted Services***

53-523250	Communications-Postage		650	650	650	650
53-523500	Travel		1,600	1,600	1,600	1,600
53-523600	Dues and Fees		2,500	2,500	2,500	2,500
53-523700	Education and Training		800	800	800	800
53-523850	Contract Labor		500	500	500	500
<b>Total Purchased / Contracted Services</b>			<b>6,050</b>	<b>6,050</b>	<b>6,050</b>	<b>6,050</b>

### ***Supplies***

53-531101	General Supplies-Office		350	350	350	350
<b>Total Supplies</b>			<b>350</b>	<b>350</b>	<b>350</b>	<b>350</b>

<b>Total Board of Equalization</b>			<b>6,400</b>	<b>6,400</b>	<b>6,400</b>	<b>6,400</b>
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# CLERK OF SUPERIOR COURT

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## **OFFICE PROFILE**

The Clerk of Superior Court is a constitutional officer and is elected by the voters for four year terms. This office maintains Superior Court records, transmits all appeals to the Georgia Court of Appeals and Georgia Supreme Court, and records real estate transactions such as warranty deeds, quit claim deeds, security deeds, assignments, right-of-way deeds, easements, property plats, and power of attorney documents. In addition, this office is also responsible for recording fi fas, military discharges, trade names, UCCs, and various sorts of liens including mechanic liens, property tax liens, and hospital/doctor liens. In addition, this office also collects probation fines, child support payments, and property transfer taxes. This elected office also files criminal cases, maintains criminal warrants, and transmits documents to GCIC and the DMV. This office also files civil cases such as divorces/annulments, adoptions, child support, name changes, habeas corpus cases, suits for damages, garnishments, and repossessions. This office also issues notary appointments, performs jury management, keeps election ballots for the statutory time limit of two years, and assists the public with obtaining various court records. Lastly, this office provides administrative support to the Board of Equalization.

## **STAFFING PLAN**

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Clerk of Superior Court (elected)	1	1	1
Chief Deputy Court Clerk	1	1	1
Deputy Court Clerk	5	5	5
<b>Total Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>

## **FY 2018-19 BUDGET HIGHLIGHTS**

- Technical services expenses include a variety of maintenance agreements including Icon, website hosting, Kofile, Peachcourt, and Mozy Pro. Kofile increased their fees from \$1.50 per instrument to \$3.00 per instrument.
- Dues and fees consists of \$31,000 for juror fees, \$950 for jury commissions, and \$450 for general dues for professional memberships for a total of \$32,400.

# CLERK OF SUPERIOR COURT

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

07-511100	Regular Employees		287,798	293,442	293,442	293,442
07-512100	Group Insurance		57,329	52,446	52,446	52,446
07-512200	FICA		17,844	18,194	18,194	18,194
07-512300	Medicare		4,173	4,255	4,255	4,255
07-512400	Retirement Contributions		37,700	39,024	39,024	39,024
07-512600	Unemployment Insurance		375	266	266	266
07-512700	Workers' Compensation		14,390	1,500	1,500	1,500
<b>Total Personal Services and Employee Benefits</b>			<b>419,609</b>	<b>409,127</b>	<b>409,127</b>	<b>409,127</b>

### Purchased / Contracted Services

07-521310	Technical Services-Maint. Agreements		21,564	44,750	44,750	44,750
07-522210	Repairs and Maintenance-Equipment		500	500	500	500
07-523210	Communications-Telephone		750	1,665	1,665	1,665
07-523250	Communications-Postage		7,000	5,000	5,000	5,000
07-523400	Printing and Binding		518	12,600	600	600
07-523500	Travel		3,000	4,000	4,000	4,000
07-523600	Dues and Fees		32,400	32,400	32,400	32,400
07-523700	Education and Training		1,000	1,000	1,000	1,000
<b>Total Purchased / Contracted Services</b>			<b>66,732</b>	<b>101,915</b>	<b>89,915</b>	<b>89,915</b>

### Supplies

07-531101	General Supplies-Office		19,000	19,000	19,000	19,000
07-531600	Small Equipment		500	500	500	500
<b>Total Supplies</b>			<b>19,500</b>	<b>19,500</b>	<b>19,500</b>	<b>19,500</b>

<b>Total Clerk of Superior Court</b>			<b>505,841</b>	<b>530,542</b>	<b>518,542</b>	<b>518,542</b>
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# COMMUNITY CENTER

## DEPARTMENT PROFILE

The Community Center, managed by the Recreation Department, is a 42,000-square foot state-of-the-art recreational complex consisting of two indoor basketball/volleyball courts, indoor swimming pool, fitness center, concession stand, meeting room, classroom, restrooms/locker rooms, offices, outdoor patio area, and paved parking. This complex offers numerous activities including water aerobics and yoga and rents space for private functions. The use of the Community Center is on a membership basis.

## STAFFING PLAN

Position Title	FY 2016-17	FY 2017-18	FY 2018-19
Community Center Technician	1	1	1
Pool Technician (part-time)	1	1	1
Attendant (part-time)	6	6	6
Lifeguard (part-time)	15	15	15
Inmates	2-3	2-3	2-3
<b>Total Positions</b>	<b>23</b>	<b>23</b>	<b>23</b>

## FY 2018-19 BUDGET HIGHLIGHTS

- Communications – Internet service expenses have increased \$12,000 due to new and improved Internet service at the facility.
- Advertising expenses have increased \$2,300 to conduct more advertising to generate more interest in the facility and its programming.
- Capital outlay expenses consist of \$21,600 to purchase various items including a pool heater enclosure, commercial fitness equipment (treadmills, bikes, medicine balls, weights) to replace the existing aging and broken equipment, commercial patio furniture (two picnic tables) to install in the empty patio area to enhance paid events, and a replacement telephone system.
- Pay the re-financed and lower annual debt service on this facility as a transfer to the Public Improvements Authority Fund - \$411,352 (principal and interest) and \$3,625 for trustee fees for a total of \$414,977.



*Harris County Community Center*

# COMMUNITY CENTER

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

28-511100	Regular Employees		152,812	160,500	117,466	117,466
28-512100	Group Insurance		7,562	17,518	7,493	7,493
28-512200	FICA		9,475	9,952	7,283	7,283
28-512300	Medicare		2,216	2,328	1,704	1,704
28-512400	Retirement Contributions		4,442	5,718	4,488	4,488
28-512600	Unemployment Insurance		643	429	353	353
28-512700	Workers' Compensation		7,643	5,352	3,200	3,200
<b>Total Personal Services and Employee Benefits</b>			<b>184,793</b>	<b>201,797</b>	<b>141,987</b>	<b>141,987</b>

### Purchased / Contracted Services

28-521200	Professional Services		1,000	1,000	1,000	1,000
28-521310	Technical Services-Maint. Agreements		6,700	4,000	4,000	4,000
28-522210	Repairs and Maintenance-Equipment		1,000	1,000	1,000	1,000
28-522220	Repairs and Maintenance-Buildings		30,000	30,000	30,000	30,000
28-522222	Repairs and Maintenance-Site		1,250	1,500	1,500	1,500
28-523002	Sewer Disposal		1,000	1,000	1,000	1,000
28-523210	Communications-Telephone		6,000	4,000	4,000	4,000
28-523211	Communications-Internet Service		0	12,000	12,000	12,000
28-523250	Communications-Postage		400	400	400	400
28-523300	Advertising		700	3,000	3,000	3,000
28-523500	Travel		500	1,000	1,000	1,000
28-523600	Dues and Fees		1,700	2,350	2,350	2,350
28-523700	Education and Training		500	1,000	1,000	1,000
<b>Total Purchased / Contracted Services</b>			<b>50,750</b>	<b>62,250</b>	<b>62,250</b>	<b>62,250</b>

### Supplies

28-531101	General Supplies-Office		2,500	2,500	2,500	2,500
28-531120	General Supplies-Janitorial		5,400	5,400	5,400	5,400
28-531121	General Supplies-Chemicals		17,700	17,000	17,000	17,000
28-531210	Water		11,500	8,000	8,000	8,000
28-531230	Electricity		95,044	86,000	86,000	86,000
28-531600	Small Equipment		2,700	2,700	2,700	2,700
28-532710	Uniforms		500	1,000	1,000	1,000
<b>Total Supplies</b>			<b>135,344</b>	<b>122,600</b>	<b>122,600</b>	<b>122,600</b>

### Capital Outlays

28-542100	Back-up Generator		0	35,000	0	0
28-542100	Pool Heater Enclosure		0	5,000	2,000	2,000
28-542300	Commercial Fitness Equipment		0	16,000	16,000	8,000
28-542300	Commercial Patio Furnishings		0	12,000	12,000	1,600
28-542300	Telephone System		0	10,000	10,000	10,000
<b>Total Capital Outlays</b>			<b>0</b>	<b>78,000</b>	<b>40,000</b>	<b>21,600</b>

# COMMUNITY CENTER

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Other Financing Uses

28-611079	Transfer Out to PIA for Debt Payments		559,087	414,977	414,977	414,977
<b>Total Other Financing Uses</b>			<b>559,087</b>	<b>414,977</b>	<b>414,977</b>	<b>414,977</b>

<b>Total Community Center</b>			<b>929,974</b>	<b>879,624</b>	<b>781,814</b>	<b>763,414</b>
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*Community Center's  
25 meter eight lane competition pool and children's zero-entry leisure area*

# COMMUNITY DEVELOPMENT

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## ***DEPARTMENT PROFILE***

This department is a multifaceted department that is responsible for many developmental policies, regulations, and procedures for the protection of public health, safety, and welfare. Specifically, this department administers the county's comprehensive master plan, enforces state building codes and local zoning regulations, and maintains the official zoning map. This department performs plan reviews to determine code compliance, issues building construction permits, occupational licenses, land disturbance permits, as well as conducts code enforcement activities. The department also administers the zoning and variance process, provides staff support to the Planning Commission and the Board of Zoning Adjustments, and provides technical assistance to citizens, developers, builders, and other county departments. Lastly, this department assists Pine Mountain with building inspections, code enforcement, planning and zoning, and soil and erosion, Waverly Hall with building inspections, code enforcement, and planning and zoning, and Hamilton with building inspections through intergovernmental agreements.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Director	1	1	1
Building Official	1	1	1
Code Enforcement Officer/Building Inspector	1	1	1
Administrative Assistant	1	1	1
Administrative Assistant (part-time)	1	1	1
Planning Commission Members (part-time-\$50)	7	7	7
Board of Zoning Adjustments Members (part-time-\$35)	5	5	5
<b>Total Positions</b>	<b>5</b>	<b>5</b>	<b>5</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Professional services include \$10,000 for reviews of submitted site plans and construction drawings performed by an engineering consultant and \$10,000 for GIS services performed by the Regional Commission or another company as needed.
- Dues and fees include \$2,000 for credit card fees, \$6,900 for Planning Commission and Board of Zoning Adjustments member fees, and \$1,000 for membership dues for a total of \$9,900.
- Capital outlay expenses include \$30,000 for a replacement vehicle.

# COMMUNITY DEVELOPMENT

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

29-511100	Regular Employees		198,148	227,279	201,965	201,965
29-511300	Overtime		480	200	200	200
29-512100	Group Insurance		39,831	41,209	33,715	33,715
29-512200	FICA		12,315	14,094	12,524	12,524
29-512300	Medicare		2,881	3,296	2,929	2,929
29-512400	Retirement Contributions		24,950	29,417	25,656	25,656
29-512600	Unemployment Insurance		247	209	171	171
29-512700	Workers' Compensation		9,908	5,066	3,800	3,800
<b>Total Personal Services and Employee Benefits</b>			<b>288,760</b>	<b>320,770</b>	<b>280,960</b>	<b>280,960</b>

### Purchased / Contracted Services

29-521200	Professional Services		34,148	20,000	20,000	20,000
29-522210	Repairs and Maintenance-Equipment		500	2,000	1,000	1,000
29-522260	Repairs and Maintenance-Vehicle		1,000	2,000	2,000	2,000
29-523210	Communications-Telephone		2,500	2,500	2,500	2,500
29-523250	Communications-Postage		2,000	2,000	2,000	2,000
29-523500	Travel		6,000	6,000	6,000	6,000
29-523600	Dues and Fees		9,900	9,900	9,900	9,900
29-523700	Education and Training		2,500	2,500	2,500	2,500
<b>Total Purchased / Contracted Services</b>			<b>58,548</b>	<b>46,900</b>	<b>45,900</b>	<b>45,900</b>

### Supplies

29-531101	General Supplies-Office		5,000	5,000	5,000	5,000
29-531150	General Supplies-Tires		1,000	1,000	1,000	1,000
29-531270	Gasoline/Diesel/Oil		6,000	6,000	6,000	6,000
29-531600	Small Equipment		0	0	0	0
29-531710	Uniforms		500	800	800	800
<b>Total Supplies</b>			<b>12,500</b>	<b>12,800</b>	<b>12,800</b>	<b>12,800</b>

### Capital Outlays

29-542200	Vehicle		0	30,000	30,000	30,000
<b>Total Capital Outlays</b>			<b>0</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>

<b>Total Community Development</b>			<b>359,808</b>	<b>410,470</b>	<b>369,660</b>	<b>369,660</b>
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# CORONER

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## **OFFICE PROFILE**

The Coroner is elected by the voters for four year terms. The Coroner, with the assistance from the Georgia Bureau of Investigations and other state and local agencies, investigates the cause and manner of death when a person dies under four situations: 1) as a result of violence, suicide, or accident, 2) suddenly when in apparent good health, 3) when unattended by a physician, or 4) in any suspicious manner.

## **STAFFING PLAN**

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Coroner (elected)	1	1	1
Deputy Coroner (\$187.53 per call + millage)	3	3	3
<b>Total Positions</b>	<b>4</b>	<b>4</b>	<b>4</b>

## **FY 2018-19 BUDGET HIGHLIGHTS**

- Travel includes \$10,500 for the transportation expenses to training functions and mileage for deputy coroner calls.
- Education and training expenses have increased due to state per diem requirements for the four positions when traveling.
- Contract labor includes \$5,200 for the transportation of bodies by a private company.

# CORONER

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

14-511100	Regular Employees		12,280	12,240	12,240	12,240
14-512100	Group Insurance		7,562	7,493	7,493	7,493
14-512200	FICA		793	759	759	759
14-512300	Medicare		178	178	178	178
14-512400	Retirement Contributions		2,130	1,500	1,500	1,500
14-512600	Unemployment Insurance		50	50	50	50
14-512700	Workers' Compensation		612	300	300	300
<b>Total Personal Services and Employee Benefits</b>			<b>23,605</b>	<b>22,520</b>	<b>22,520</b>	<b>22,520</b>

### Purchased / Contracted Services

14-521321	Technical-Deputy Coroner Calls		10,748	10,748	10,748	10,748
14-522320	Rentals		600	600	600	600
14-523210	Communications-Telephone		150	150	150	150
14-523500	Travel		10,500	10,500	10,500	10,500
14-523600	Dues and Fees		300	300	300	300
14-523700	Education and Training		1,200	4,000	4,000	4,000
14-523850	Contract Labor		5,200	5,200	5,200	5,200
<b>Total Purchased / Contracted Services</b>			<b>28,698</b>	<b>31,498</b>	<b>31,498</b>	<b>31,498</b>

### Supplies

14-531101	General Supplies-Office		300	300	300	300
14-531190	General Supplies-Other		1,500	1,500	1,500	1,500
14-531600	Small Equipment		2,800	2,800	500	500
14-531710	Uniforms		700	700	700	700
<b>Total Supplies</b>			<b>5,300</b>	<b>5,300</b>	<b>3,000</b>	<b>3,000</b>

<b>Total Coroner</b>			<b>57,603</b>	<b>59,318</b>	<b>57,018</b>	<b>57,018</b>
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# DISTRICT ATTORNEY

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## **OFFICE PROFILE**

The District Attorney is elected by the voters of the Chattahoochee Judicial Circuit that consist of Harris, Chattahoochee, Muscogee, Marion, Talbot, and Taylor counties for a four-year term. The District Attorney represents the state in all criminal cases in Superior Court and in all cases taken up from Superior Court to the Court of Appeals and the Supreme Court. The District Attorney advises grand juries in relation to matters of law, prepares indictments or presentments when requested by the grand jury, prosecutes all indictable offenses, prosecutes or defends any civil action in which the state is interested, argues criminal cases on appeal, and assists the attorney general when certain prosecutions are transferred to a U.S. District Court. The District Attorney also supervises the county's Victim-Witness Assistance Program.

## **STAFFING PLAN**

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
District Attorney (elected)	1	1	1
Assistant District Attorney	2	2	2
Assistant District Attorney (supplement)	1	1	1
Investigator	1	1	1
Executive Assistant	1	1	1
Victim Advocate (grant funded)	0	1	1
<b>Total Positions</b>	<b>6</b>	<b>7</b>	<b>7</b>

## **FY 2018-19 BUDGET HIGHLIGHTS**

- No significant changes from the previous fiscal year.

# DISTRICT ATTORNEY

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

26-511100	Regular Employees		208,085	212,187	209,488	209,488
26-512100	Group Insurance		31,434	29,969	29,969	29,969
26-512200	FICA		12,902	13,157	12,989	12,989
26-512300	Medicare		3,018	3,077	3,038	3,038
26-512400	Retirement Contributions		24,087	23,277	23,007	23,007
26-512600	Unemployment Insurance		297	228	228	228
26-512700	Workers' Compensation		10,403	2,135	2,000	2,000
<b>Total Personal Services and Employee Benefits</b>			<b>290,226</b>	<b>284,030</b>	<b>280,719</b>	<b>280,719</b>

### Purchased / Contracted Services

26-521320	Technical Services-Computers		1,000	1,000	1,000	1,000
26-522260	Repairs and Maintenance-Vehicle		1,750	1,000	1,000	1,000
26-523210	Communications-Telephone		3,200	3,200	3,200	3,200
26-523250	Communications-Postage		500	500	500	500
26-523500	Travel		1,500	1,500	1,500	1,500
26-523600	Dues and Fees		0	1,000	1,000	1,000
26-523700	Education and Training		1,000	1,000	1,000	1,000
<b>Total Purchased / Contracted Services</b>			<b>8,950</b>	<b>9,200</b>	<b>9,200</b>	<b>9,200</b>

### Supplies

26-531101	General Supplies-Office		5,500	5,500	5,500	5,500
26-531150	General Supplies-Tires		500	500	500	500
26-531270	Gasoline/Diesel/Oil		3,000	3,000	2,000	2,000
26-531600	Small Equipment		2,371	2,371	2,371	2,371
<b>Total Supplies</b>			<b>11,371</b>	<b>11,371</b>	<b>10,371</b>	<b>10,371</b>

<b>Total District Attorney</b>			<b>310,547</b>	<b>304,601</b>	<b>300,290</b>	<b>300,290</b>
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# EMERGENCY MEDICAL SERVICES

## DEPARTMENT PROFILE

The Emergency Medical Services (EMS) Department provides advanced life support (ALS) ambulance service on a county-wide basis including the municipalities. The county has four EMS stations located throughout the county operating 24/7 with two paramedics/EMTs per shift/station. The department has four ambulances and two reserve ambulances and performs emergency transport to area hospital facilities. Non-emergency transport is provided by private companies. EMS billing is performed by a private billing company under a contractual basis. This department also assists and receives assistance from neighboring counties with their EMS needs through mutual aid agreements.

## STAFFING PLAN

Position Title	FY 2016-17	FY 2017-18	FY 2018-19
Chief of Emergency Services	1	1	1
Assistant Chief of Emergency Services	1	1	1
Shift Supervisor	2	2	2
Paramedic	15	15	15
EMT	4	4	4
Cardiac Technician	1	1	1
Paramedic (part-time)	15	15	15
EMT (part-time)	8	8	8
<b>Total Positions</b>	<b>47</b>	<b>47</b>	<b>47</b>

## FY 2018-19 BUDGET HIGHLIGHTS

- Technical services include \$55,000 for fees paid to the private EMS billing company for their services.
- Repair and maintenance for vehicle expenses have increased due to more repairs needed for an aging fleet.
- Rentals include \$2,400 for payments to rent the Waverly Hall and Pine Mountain stations.
- Dues and fees include \$11,000 for the annual state required license fee paid to the Georgia Department of Public Health and \$1,000 for credit card processing fees for a total of \$12,000.
- Capital outlay expenses include \$20,000 to purchase a new rescue tool “jaws of life” and \$30,000 for a replacement vehicle for a total of \$50,000.

# EMERGENCY MEDICAL SERVICES

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

08-511100	Regular Employees		1,422,059	1,216,308	1,216,308	1,216,308
08-511300	Overtime		348,591	341,961	341,961	341,961
08-512100	Group Insurance		227,144	187,305	187,305	187,305
08-512200	FICA		109,924	96,613	96,613	96,613
08-512300	Medicare		25,748	22,595	22,595	22,595
08-512400	Retirement Contributions		199,536	163,808	163,808	163,808
08-512600	Unemployment Insurance		2,298	1,520	1,520	1,520
08-512700	Workers' Compensation		71,303	64,000	64,000	64,000
<b>Total Personal Services and Employee Benefits</b>			<b>2,406,603</b>	<b>2,094,110</b>	<b>2,094,110</b>	<b>2,094,110</b>

### Purchased / Contracted Services

08-521300	Technical Services		55,000	55,000	55,000	55,000
08-522210	Repairs and Maintenance-Equipment		14,000	14,000	14,000	14,000
08-522220	Repairs and Maintenance-Building		2,000	2,000	2,000	2,000
08-522260	Repairs and Maintenance-Vehicle		22,000	40,000	40,000	40,000
08-522310	Rentals		2,400	2,400	2,400	2,400
08-523210	Communications-Telephone		8,200	10,000	10,000	10,000
08-523250	Communications-Postage		50	50	50	50
08-523500	Travel		1,000	1,000	1,000	1,000
08-523600	Dues and Fees		12,000	12,000	12,000	12,000
08-523700	Education and Training		1,000	1,000	1,000	1,000
<b>Total Purchased / Contracted Services</b>			<b>117,650</b>	<b>137,450</b>	<b>137,450</b>	<b>137,450</b>

### Supplies

08-531101	General Supplies-Office		3,000	3,000	3,000	3,000
08-531120	General Supplies-Janitorial		3,000	3,000	3,000	3,000
08-531150	General Supplies-Tires		7,000	7,000	7,000	7,000
08-531160	General Supplies-Medical		33,955	34,000	34,000	34,000
08-531270	Gasoline/Diesel/Oil		55,000	55,000	55,000	55,000
08-531600	Small Equipment		1,000	1,000	1,000	1,000
08-531710	Uniforms		5,000	7,500	7,500	7,500
<b>Total Supplies</b>			<b>107,955</b>	<b>110,500</b>	<b>110,500</b>	<b>110,500</b>

### Capital Outlays

08-541200	Resurface Hamilton Station Parking Lot		0	40,000	0	0
08-542100	Rescue Tool		0	20,000	20,000	20,000
08-542200	Vehicles		0	390,000	30,000	30,000
<b>Total Capital Outlays</b>			<b>0</b>	<b>450,000</b>	<b>50,000</b>	<b>50,000</b>

### Other Costs

08-573001	State Highway Impact Fee		0	500	500	500
<b>Total Other Costs</b>			<b>0</b>	<b>500</b>	<b>500</b>	<b>500</b>

<b>Total Emergency Medical Services</b>			<b>2,632,208</b>	<b>2,792,560</b>	<b>2,392,560</b>	<b>2,392,560</b>
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# EXTENSION SERVICE

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## ***DEPARTMENT PROFILE***

This department, under the direction of the University of Georgia Cooperative Extension, distributes updated agricultural research material to local agricultural producers, farmers, and homeowners. This department has three program areas: Agriculture & Natural Resources, Family & Consumer Sciences, and 4-H Youth Development. The Agriculture & Natural Resources program provides soil, water, and forage testing, insect identification, plant disease diagnostics, and educational workshops on lawns, pastures, vegetables, sustainable agriculture, and livestock. The Family & Consumer Sciences program deals with all aspects of the economics and management of the home and community including nutrition, food preparation, parenting, early childhood education, and family economics. The 4-H Youth Development program assists 4th-12th graders in acquiring knowledge, developing life skills, and forming attitudes that will enable them to become self-directing, productive, and contributing members of society.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Extension Agent (supplement)	2	2	2
Secretary (supplement)	1	1	1
4-H Program Assistant (supplement)	1	1	1
4-H Program Assistant (county paid)	0	0	1
4-H Program Assistant (part-time)	1	1	0
<b>Total Positions</b>	<b>5</b>	<b>5</b>	<b>5</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Personal services and employee benefits have increased due to the conversion of the part-time 4-H Program Assistant position to full-time during the previous fiscal year.

# EXTENSION SERVICE

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### *Personal Services and Employee Benefits*

04-511100	Regular Employees		56,657	68,525	68,525	68,525
04-512100	Group Insurance		630	7,493	7,493	7,493
04-512200	FICA		3,511	4,249	4,249	4,249
04-512300	Medicare		822	994	994	994
04-512400	Retirement Contributions		1,250	3,259	3,259	3,259
04-512410	Teachers' Retirement		7,798	9,888	9,888	9,888
04-512600	Unemployment Insurance		238	185	185	185
04-512700	Workers' Compensation		2,831	500	500	500
<b>Total Personal Services and Employee Benefits</b>			<b>73,737</b>	<b>95,093</b>	<b>95,093</b>	<b>95,093</b>

### *Purchased / Contracted Services*

04-521320	Technical Services-Computers		500	500	500	500
04-522210	Repairs and Maintenance-Equipment		500	500	500	500
04-522220	Repairs and Maintenance-Building		511	511	511	511
04-523210	Communications-Telephone		3,000	3,000	3,000	3,000
04-523250	Communications-Postage		400	400	400	400
04-523500	Travel		6,000	6,000	6,000	6,000
04-523600	Dues and Fees		400	400	400	400
04-523700	Education and Training		2,000	2,000	2,000	2,000
<b>Total Purchased / Contracted Services</b>			<b>13,311</b>	<b>13,311</b>	<b>13,311</b>	<b>13,311</b>

### *Supplies*

04-531101	General Supplies-Office		2,000	2,000	2,000	2,000
04-531600	Small Equipment		500	500	500	500
<b>Total Supplies</b>			<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>

<b>Total Extension Service</b>			<b>89,548</b>	<b>110,904</b>	<b>110,904</b>	<b>110,904</b>
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# **FACILITIES MAINTENANCE**

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## ***DEPARTMENT PROFILE***

The Facilities Maintenance Department maintains approximately 40+/- county-owned buildings, performs county-wide preventive maintenance functions, and provides janitorial services for the courthouse, administration building, community development building, 911 center, and the 4-H building. This department also constructs small projects, conducts minor renovations, assists with major renovations, and resolves building related complaints on a county-wide basis.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Director	1	1	1
Senior Facilities Maintenance Technician	1	1	1
Facilities Maintenance Technician	1	1	1
Custodian	1	1	1
Inmates	6-8	6-8	6-8
<b>Total Positions</b>	<b>4</b>	<b>4</b>	<b>4</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Due to the addition of the new library, several expenses have increased including technical services for building alarm monitoring, pest extermination, and water/sewer for the old library.
- Repairs and maintenance for buildings include \$85,000 for general building maintenance and cleaning.
- Extermination expenses have increased due to more county buildings needing their ten year termite treatments.

# FACILITIES MAINTENANCE

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

06-511100	Regular Employees		137,544	174,589	145,282	145,282
06-512100	Group Insurance		30,246	40,393	29,969	29,969
06-512200	FICA		8,528	10,515	8,698	8,698
06-512300	Medicare		1,994	2,460	2,035	2,035
06-512400	Retirement Contributions		18,935	20,847	19,528	19,528
06-512600	Unemployment Insurance		198	190	152	152
06-512700	Workers' Compensation		6,878	5,965	4,500	4,500
<b>Total Personal Services and Employee Benefits</b>			<b>204,323</b>	<b>254,959</b>	<b>210,164</b>	<b>210,164</b>

### Purchased / Contracted Services

06-521321	Technical Services-Alarms/Software		14,600	16,000	16,000	16,000
06-522210	Repairs and Maintenance-Equipment		3,500	3,500	3,500	3,500
06-522220	Repairs and Maintenance-Buildings		85,500	85,000	85,000	85,000
06-522260	Repairs and Maintenance-Vehicles		2,100	2,100	2,100	2,100
06-523001	Extermination		22,000	30,000	30,000	30,000
06-523003	Septic Tank Service-LEC		15,000	21,000	21,000	21,000
06-523210	Communications-Telephone		2,000	2,000	2,000	2,000
06-523500	Travel		1,500	1,500	1,500	1,500
06-523600	Dues and Fees		2,600	2,600	2,600	2,600
06-523700	Education and Training		1,000	1,000	1,000	1,000
<b>Total Purchased / Contracted Services</b>			<b>149,800</b>	<b>164,700</b>	<b>164,700</b>	<b>164,700</b>

### Supplies

06-531101	General Supplies-Office		100	150	150	150
06-531120	General Supplies-Janitorial		8,000	8,000	8,000	8,000
06-531130	General Supplies-Hardware		3,000	3,000	3,000	3,000
06-531150	General Supplies-Tires		800	800	800	800
06-531210	Water/Sewer		45,000	47,000	47,000	47,000
06-531230	Electricity		279,000	279,000	279,000	279,000
06-531240	Bottled Gas		69,579	65,000	65,000	65,000
06-531270	Gasoline/Diesel/Oil		4,300	4,300	4,300	4,300
06-531600	Small Equipment		3,400	4,200	3,400	3,400
06-531710	Uniforms		300	500	300	300
<b>Total Supplies</b>			<b>413,479</b>	<b>411,950</b>	<b>410,950</b>	<b>410,950</b>

### Capital Outlays

06-542200	Vehicle		0	64,000	0	0
<b>Total Capital Outlays</b>			<b>0</b>	<b>64,000</b>	<b>0</b>	<b>0</b>

<b>Total Facilities Maintenance</b>			<b>767,602</b>	<b>895,609</b>	<b>785,814</b>	<b>785,814</b>
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# INFORMATION TECHNOLOGY

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## ***DEPARTMENT PROFILE***

The Information Technology Department is responsible for the county-wide computer network including the acquisition, implementation, and maintenance of the county's Local Area Network (LAN), Wide Area Network, (WAN), and all wireless networks. This department maintains about 11 servers at seven different locations, over 250 desktop and laptop computers, multi-building security camera systems, network electronics, and other related technology such as printers, fax machines, and copiers. This department also maintains the county's internet connections, all county software including e-mail, back-up, and network security, and oversees various licenses and agreements. The IT Manager also conducts periodic computer training for all county employees on items of interest.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Information Technology Manager	0	1	1
<b>Total Positions</b>	<b>0</b>	<b>1</b>	<b>1</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Technical services consist of \$10,000 for the firewall maintenance agreement and to obtain specialized outside vendors to repair various computerized systems such as fuel systems and camera systems as needed.
- Communication-Internet services expenses of \$22,000 were relocated to this department from the Non-Departmental Department for better record keeping and increased \$15,000 for the Point Broadband connection to the 911 center for a total of \$37,000.
- Small equipment expenses of \$15,000 include various items such as replacement wi-fi access points, computer cabling, backup batteries, and cellphone boosters among other items.
- Software expenses of \$40,000 includes various software to perform needed activities such as computer backups, antivirus protection, operating systems, and productivity systems.

# INFORMATION TECHNOLOGY

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

51-511100	Regular Employees		59,408	57,284	57,284	57,284
51-512100	Group Insurance		7,562	7,493	7,493	7,493
51-512200	FICA		3,684	3,552	3,552	3,552
51-512300	Medicare		862	831	831	831
51-512400	Retirement Contributions		6,615	6,404	6,404	6,404
51-512600	Unemployment Insurance		50	50	50	50
51-512700	Workers' Compensation		2,970	100	100	100
<b>Total Personal Services and Employee Benefits</b>			<b>81,151</b>	<b>75,714</b>	<b>75,714</b>	<b>75,714</b>

### Purchased / Contracted Services

51-521321	Technical Services		0	10,000	10,000	10,000
51-522210	Repairs and Maintenance-Equipment		300	3,800	3,800	3,800
51-522260	Repairs and Maintenance-Vehicle		500	1,000	1,000	1,000
51-523210	Communications-Telephone		800	800	800	800
51-523211	Communications-Internet Services		0	37,000	37,000	37,000
51-523500	Travel		1,000	5,000	4,000	4,000
51-523600	Dues and Fees		200	1,200	1,200	1,200
51-523700	Education and Training		1,000	2,500	2,500	2,500
<b>Total Purchased / Contracted Services</b>			<b>3,800</b>	<b>61,300</b>	<b>60,300</b>	<b>60,300</b>

### Supplies

51-531101	General Supplies-Office		100	1,100	500	500
51-531150	General Supplies-Tires		0	500	500	500
51-531270	Gasoline/Diesel/Oil		700	1,000	1,000	1,000
51-531400	Books and Periodicals		200	300	300	300
51-531600	Small Equipment		7,000	20,000	10,000	15,000
51-531710	Uniforms		0	250	250	250
51-531712	Software		0	40,000	40,000	40,000
<b>Total Supplies</b>			<b>8,000</b>	<b>63,150</b>	<b>52,550</b>	<b>57,550</b>

### Capital Outlays

51-542400	Courthouse Security Cameras		0	25,000	25,000	0
51-542410	Vehicle		0	25,000	0	0
<b>Total Capital Outlays</b>			<b>0</b>	<b>50,000</b>	<b>25,000</b>	<b>0</b>

<b>Total Information Technology</b>			<b>92,951</b>	<b>250,164</b>	<b>213,564</b>	<b>193,564</b>
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# JAIL

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## **OFFICE PROFILE**

The county jail, under the direction of the elected Sheriff, is a 100-bed facility that is a holding facility for men and women charged with a criminal offense waiting for a court appearance and for persons already sentenced but waiting for a transfer to a state or federal facility. The county jail also holds persons found guilty of certain misdemeanors and sentenced to twelve months or less. This facility does not hold juveniles.

## **STAFFING PLAN**

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Jail Administrator (Major)	1	1	1
Assistant Jail Administrator (Lieutenant)	1	1	1
Corporal	4	4	4
Detention Officer	19	19	19
<b>Total Positions</b>	<b>25</b>	<b>25</b>	<b>25</b>

## **FY 2018-19 BUDGET HIGHLIGHTS**

- Technical services expenses have increased \$3,540 due to the addition of a live scan machine located at the courthouse to fingerprint citizens for firearm permits and employees of the school system.
- Contract labor expenses include \$136,890 for inmate medical expenses and \$195,885 for inmate food expenses both performed by separate private companies for a total of \$332,775.
- Water/sewer expenses have been included in this department since this department is a large water user - \$15,000.
- Small equipment expenses have increased \$3,000 to purchase additional tasers for the jail staff on a five year payment plan.
- Purchase and installation of a replacement double stacked convection oven for the jail's kitchen - \$7,000.

# JAIL

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

11-511100	Regular Employees		924,888	935,605	935,605	935,605
11-511300	Overtime		4,975	8,140	8,140	8,140
11-512100	Group Insurance		192,375	187,305	187,305	187,305
11-512200	FICA		57,652	58,513	58,513	58,513
11-512300	Medicare		13,484	13,685	13,685	13,685
11-512400	Retirement Contributions		131,754	122,821	122,821	122,821
11-512600	Unemployment Insurance		1,235	950	950	950
11-512700	Workers' Compensation		46,245	26,000	26,000	26,000
<b>Total Personal Services and Employee Benefits</b>			<b>1,372,608</b>	<b>1,353,019</b>	<b>1,353,019</b>	<b>1,353,019</b>

### Purchased / Contracted Services

11-521310	Technical Services-Maint. Agreement		14,250	17,790	17,790	17,790
11-522210	Repairs and Maintenance-Equipment		3,500	3,500	3,500	3,500
11-522220	Repairs and Maintenance-Building		22,000	22,000	22,000	22,000
11-523210	Communications-Telephone		20,000	20,000	20,000	20,000
11-523500	Travel		2,500	2,500	2,500	2,500
11-523700	Education and Training		1,000	1,000	1,000	1,000
11-523850	Contract Labor		324,605	332,775	332,775	332,775
<b>Total Purchased / Contracted Services</b>			<b>387,855</b>	<b>399,565</b>	<b>399,565</b>	<b>399,565</b>

### Supplies

11-531101	General Supplies-Office		7,000	7,000	7,000	7,000
11-531120	General Supplies-Janitorial		25,000	25,000	25,000	25,000
11-531160	General Supplies-Medical		1,000	1,000	1,000	1,000
11-531210	Water/Sewer		0	15,000	15,000	15,000
11-531600	Small Equipment		3,000	6,000	6,000	6,000
11-531710	Uniforms		8,500	8,500	8,500	8,500
11-531711	Inmate Clothing		7,000	7,000	7,000	7,000
<b>Total Supplies</b>			<b>51,500</b>	<b>69,500</b>	<b>69,500</b>	<b>69,500</b>

### Capital Outlays

11-542500	Washing Machine		12,500	0	0	0
11-542500	Kitchen Equipment		0	7,000	7,000	7,000
<b>Total Capital Outlays</b>			<b>12,500</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>

<b>Total Jail</b>			<b>1,824,463</b>	<b>1,829,084</b>	<b>1,829,084</b>	<b>1,829,084</b>
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# MAGISTRATE COURT

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## **OFFICE PROFILE**

The Chief Magistrate of the Magistrate Court is elected by the voters for four year terms. The Magistrate Court has criminal and civil jurisdictions. The **criminal** jurisdiction's responsibilities include issuing arrest and search warrants as well as good behavior bonds, conducting first appearances, setting bonds, extradition, committal, and warrant application hearings, and presiding over and conducting trials for county ordinance violations, misdemeanor bad checks, criminal trespass, alcohol beverage violations involving persons under 21 years of age, shoplifting, and possession of marijuana less than one ounce. The **civil** jurisdiction's responsibilities include the trial and adjudication of civil claims for \$15,000 or less, dispossessory and distress warrant proceedings, abandoned vehicles, foreclosures, and garnishments.

## **STAFFING PLAN**

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Chief Magistrate (elected)	1	1	1
Magistrate (part-time)	1	1	1
Chief Deputy Court Clerk	1	1	1
Deputy Court Clerk	1	1	1
Deputy Court Clerk (part-time)	1	1	1
<b>Total Positions</b>	<b>5</b>	<b>5</b>	<b>5</b>

## **FY 2018-19 BUDGET HIGHLIGHTS**

- Technical services include \$3,600 for software maintenance agreements and interpreter services.
- Small equipment consists of \$2,428 for computer monitors and scanners.

# MAGISTRATE COURT

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

23-511100	Regular Employees		165,181	167,056	167,056	167,056
23-512100	Group Insurance		22,685	22,477	22,477	22,477
23-512200	FICA		10,300	10,358	10,358	10,358
23-512300	Medicare		2,477	2,423	2,423	2,423
23-512400	Retirement Contributions		17,156	17,132	17,132	17,132
23-512600	Unemployment Insurance		250	200	200	200
23-512700	Workers' Compensation		8,318	1,000	1,000	1,000
<b>Total Personal Services and Employee Benefits</b>			<b>226,367</b>	<b>220,646</b>	<b>220,646</b>	<b>220,646</b>

### Purchased / Contracted Services

23-521310	Technical Services -Maint. Agreement		4,000	3,600	3,600	3,600
23-522210	Repairs and Maintenance-Equipment		1,500	1,500	1,500	1,500
23-523210	Communications-Telephone		1,500	1,500	1,500	1,500
23-523250	Communications-Postage		2,000	2,000	2,000	2,000
23-523500	Travel		2,500	2,500	2,500	2,500
23-523700	Education and Training		1,000	1,000	1,000	1,000
<b>Total Purchased / Contracted Services</b>			<b>12,500</b>	<b>12,100</b>	<b>12,100</b>	<b>12,100</b>

### Supplies

23-531101	General Supplies-Office		2,200	2,600	2,600	2,600
23-531400	Books and Periodicals		1,350	1,350	1,350	1,350
23-531600	Small Equipment		2,428	2,428	2,428	2,428
<b>Total Supplies</b>			<b>5,978</b>	<b>6,378</b>	<b>6,378</b>	<b>6,378</b>

<b>Total Magistrate Court</b>			<b>244,845</b>	<b>239,124</b>	<b>239,124</b>	<b>239,124</b>
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# NON-DEPARTMENTAL

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## ***DEPARTMENT PROFILE***

This department consists of several large expenditures that are not contained in other departmental budgets including employee health reimbursements, rental of postage machine, rental of county-wide copiers, property and casualty insurance for all county-owned buildings and vehicles, and annual dues for the River Valley Regional Commission and the Georgia Forestry Commission. This department also includes other expenses such as county-wide copy paper, indigent burials, insurance claims and judgements against the county, and the contingency account.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
No Positions in this Department	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Communication-Internet services expenses have been transferred to the Information Technology Department for better accountability.
- Dues and fees expense includes \$30,000 for the River Valley Regional Commission and \$23,000 for the Georgia Forestry Commission for a total of \$53,000.
- The Rails to Trails project has been transferred to a capital project fund for better accountability.

# NON-DEPARTMENTAL

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

35-512120	Health Reimbursement Arrangements		60,000	85,000	85,000	85,000
<b>Total Personal Services and Employee Benefits</b>			<b>60,000</b>	<b>85,000</b>	<b>85,000</b>	<b>85,000</b>

### Purchased / Contracted Services

35-522322	Rental of Postage Machine		7,500	7,500	7,500	7,500
35-522323	Rental of Copiers		65,000	45,000	45,000	45,000
35-523100	Property and Casualty Insurance		210,000	200,000	200,000	200,000
35-523211	Communications-Internet Services		22,000	0	0	0
35-523600	Dues and Fees		86,000	86,000	86,000	53,000
<b>Total Purchased / Contracted Services</b>			<b>390,500</b>	<b>338,500</b>	<b>338,500</b>	<b>305,500</b>

### Supplies

35-531100	General Supplies – Copy Paper		0	10,000	10,000	10,000
<b>Total Supplies</b>			<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

### Capital Outlays

35-541400	Rails to Trails Project Phase I		512,473	0	0	0
<b>Total Capital Outlays</b>			<b>512,473</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Other Costs

35-573003	Indigent Burials		3,000	3,000	3,000	3,000
35-573110	Insurance Claims and Judgements		5,000	5,000	5,000	5,000
35-579000	Contingency		0	0	0	0
<b>Total Other Costs</b>			<b>8,000</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>

<b>Total Non-Departmental</b>			<b>970,973</b>	<b>441,500</b>	<b>441,500</b>	<b>408,500</b>
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# PRISON

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## ***DEPARTMENT PROFILE***

This department, under the direction of the County Manager, consists of a 150-bed county correctional facility that houses minimum to medium security male state inmates for sentencing of one or more years. This facility operates an inmate labor program that allows the inmates to work on county property and provide county services including lawn care, janitorial services, garbage collection services, and other services. The major revenue source for this department is a per day fee for each inmate paid from the Georgia Department of Corrections.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Warden	1	1	1
Deputy Warden	1	1	1
Lieutenant	2	2	2
Sergeant	4	4	4
Corporal	1	1	1
Correctional Officer	19	19	19
Counselor	1	1	1
Records Specialist	0	0	0
Executive Assistant	1	1	1
Inmates	30	30	30
<b>Total Positions</b>	<b>30</b>	<b>30</b>	<b>30</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Repairs and maintenance for equipment expenses have increased \$4,500 due to more projects being performed which increases equipment repairs.
- Dues and fees expenses have increased \$2,500 to perform a state required Prison Rape Elimination Act (PREA) audit that is required every three years.
- Contract labor consists of \$124,000 for inmate medical expenses performed by a private company.
- General supplies for inmate food expenses include \$245,000 to purchase food for the inmates.
- Capital outlay expenses include \$27,000 for a replacement vehicle, \$23,000 for two replacement water heaters, and \$50,000 to replace the aging locking/intercom system for all interior and exterior doors that are not working property for a total of \$100,000.

# PRISON

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

15-511100	Regular Employees		1,075,013	1,067,184	1,067,184	1,067,184
15-511300	Overtime		27,540	24,526	24,526	24,526
15-512100	Group Insurance		235,481	232,259	232,259	232,259
15-512200	FICA		68,358	67,686	67,686	67,686
15-512300	Medicare		15,987	15,830	15,830	15,830
15-512400	Retirement Contributions		138,934	140,377	140,377	140,377
15-512600	Unemployment Insurance		1,532	1,140	1,140	1,140
15-512700	Workers' Compensation		53,751	30,000	30,000	30,000
<b>Total Personal Services and Employee Benefits</b>			<b>1,616,596</b>	<b>1,579,002</b>	<b>1,579,002</b>	<b>1,579,002</b>

### Purchased / Contracted Services

15-521200	Professional Services		17,531	10,000	10,000	10,000
15-522210	Repairs and Maintenance-Equipment		9,500	14,000	14,000	14,000
15-522220	Repairs and Maintenance-Building		12,000	12,000	12,000	12,000
15-522260	Repairs and Maintenance-Vehicle		10,000	10,000	10,000	10,000
15-523002	Septic Tank Service		21,500	18,000	18,000	18,000
15-523210	Communications-Telephone		4,000	4,500	4,500	4,500
15-523500	Travel		1,000	500	500	500
15-523600	Dues and Fees		200	2,700	2,700	2,700
15-523700	Education and Training		1,000	750	750	750
15-523850	Contract Labor-Inmate Medical		356,000	124,000	124,000	124,000
<b>Total Purchased / Contracted Services</b>			<b>432,731</b>	<b>196,450</b>	<b>196,450</b>	<b>196,450</b>

### Supplies

15-531101	General Supplies-Office		2,800	2,800	2,800	2,800
15-531120	General Supplies-Janitorial		17,000	17,000	17,000	17,000
15-531150	General Supplies-Tires		2,500	3,000	3,000	3,000
15-531171	General Supplies Security		2,700	3,000	3,000	3,000
15-531172	General Supplies-Inmate		17,500	17,000	17,000	17,000
15-531210	Water/Sewer		0	15,000	15,000	15,000
15-531270	Gasoline/Diesel/Oil		9,000	10,000	10,000	10,000
15-531300	General Supplies -Inmate Food		0	245,000	245,000	245,000
15-531600	Small Equipment		10,000	10,000	10,000	10,000
15-531710	Uniforms		10,000	10,000	10,000	10,000
15-531711	Inmate Clothing		15,463	15,400	15,400	15,400
<b>Total Supplies</b>			<b>86,963</b>	<b>348,200</b>	<b>348,200</b>	<b>348,200</b>

# PRISON

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Capital Outlays

15-542100	Commercial Mower		7,700	0	0	0
15-542200	Vehicle		0	55,000	27,000	27,000
15-542300	Water Heaters (2)		0	23,000	23,000	23,000
15-542300	Locking System /Intercom		0	50,000	50,000	50,000
15-542400	Camera System Upgrade		126,865	0	0	0
15-542500	Washing Machine		12,500	0	0	0
<b>Total Capital Outlays</b>			<b>147,065</b>	<b>128,000</b>	<b>100,000</b>	<b>100,000</b>

<b>Total Prison</b>			<b>2,283,355</b>	<b>2,251,652</b>	<b>2,223,652</b>	<b>2,223,652</b>
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# PROBATE COURT

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## ***OFFICE PROFILE***

The Judge of the Probate Court is a non-partisan constitutional officer elected by the voters of the county to serve four year terms. The Probate Court has exclusive and original jurisdiction over the probate of wills, administration of estates, and the appointment of guardians and conservators for minors and incapacitated adults. Additionally, the Probate Court hears county-wide misdemeanor traffic cases except those in the city limits and other misdemeanor offenses including game and fish violations. This court also issues marriage licenses, weapons carry licenses, residency verifications, and public fireworks display permits. The Judge of the Probate Court also performs various administrative duties such as administering oaths of office to elected officials and approving and recording required bonds of those officials.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Probate Court Judge (elected)	1	1	1
Chief Deputy Court Clerk	1	1	1
Deputy Court Clerk	2	2	2
<b>Total Positions</b>	<b>4</b>	<b>4</b>	<b>4</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Professional expenses include \$2,000 for attorney fees for guardianship proceedings.
- Technical services expense includes \$7,650 for computer, microfilming, and GCIC services, \$3,000 for interpreters, and \$1,800 for witness fees for a total of \$12,450.
- Small equipment includes \$3,500 for computer equipment.

# PROBATE COURT

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

09-511100	Regular Employees		160,477	187,422	166,829	166,829
09-512100	Group Insurance		30,246	29,969	29,969	29,969
09-512200	FICA		9,950	11,622	10,344	10,344
09-512300	Medicare		2,327	2,720	2,420	2,420
09-512400	Retirement Contributions		19,386	21,877	21,213	21,213
09-512600	Unemployment Insurance		198	190	152	152
09-512700	Workers' Compensation		8,025	2,030	1,000	1,000
<b>Total Personal Services and Employee Benefits</b>			<b>230,609</b>	<b>255,830</b>	<b>231,927</b>	<b>231,927</b>

### Purchased / Contracted Services

09-521200	Professional Services		2,000	2,000	2,000	2,000
09-521300	Technical Services		12,321	12,450	12,450	12,450
09-522210	Repairs and Maintenance-Equipment		400	1,000	1,000	1,000
09-522220	Repairs and Maintenance-Building		0	5,000	0	0
09-523210	Communications-Telephone		660	660	660	660
09-523250	Communications-Postage		1,000	1,000	1,000	1,000
09-523400	Printing and Binding		450	450	450	450
09-523500	Travel		5,150	8,000	5,150	8,200
09-523600	Dues and Fees		1,000	2,000	1,000	1,700
09-523700	Education and Training		1,000	1,500	1,000	1,200
<b>Total Purchased / Contracted Services</b>			<b>23,981</b>	<b>34,060</b>	<b>24,710</b>	<b>28,660</b>

### Supplies

09-531101	General Supplies-Office		15,500	16,500	15,500	15,500
09-531300	Food		0	1,500	0	0
09-531600	Small Equipment		3,500	20,000	3,500	3,500
<b>Total Supplies</b>			<b>19,000</b>	<b>38,000</b>	<b>19,000</b>	<b>19,000</b>

<b>Total Probate Court</b>			<b>273,590</b>	<b>327,890</b>	<b>275,637</b>	<b>279,587</b>
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# PUBLIC WORKS

## DEPARTMENT PROFILE

The Public Works Department maintains and repairs 486 miles of paved county roads, 86 miles of unpaved county roads, 32 bridge structures, and many culverts and storm drainage pipes in the unincorporated area of the county. This department also mows all county rights-of-ways, maintains ditches, trims trees, installs traffic signs, removes storm debris from county rights-of-way, and conducts in-house projects on an as-needed basis. This department also supervises contracted road and bridge work and large pipe and bridge replacements, prepares the annual LMIG list of resurfacing needs, and keeps the county road improvement program updated. This department issues driveway, utility encroachment, and timber permits, sells driveway pipe for installation within the county by private contractors, performs preliminary plan reviews regarding new roads for county acceptance, performs traffic studies, and responds to citizen complaints regarding traffic safety issues.

## STAFFING PLAN

Position Title	FY 2016-17	FY 2017-18	FY 2018-19
Director	1	1	1
Administrative Assistant	1	1	1
Construction Inspector	1	1	1
Heavy Equipment Operator	5	5	5
Light Equipment Operator	6	6	6
Mower Operator	0	0	4
Mower Operator (part-time)	4	4	0
Inmates	5-7	5-7	5-7
<b>Total Positions</b>	<b>18</b>	<b>18</b>	<b>18</b>

## FY 2018-19 BUDGET HIGHLIGHTS

- Personal services and employee benefits have increased due to converting four part-time mower operator positions to full-time status during the previous fiscal year.
- Professional services include \$75,000 for consulting services for the Melody Lakes Dam project as required by the state EPD and \$5,000 for engineering services as needed for a total of \$80,000.
- Technical services include \$10,000 to purchase an extended warranty from Caterpillar for the 320EL excavator that has just come off lease.
- Small equipment consists of \$10,000 to purchase more safety barricades and equipment.
- Begin and complete the 2019 LMIG projects of resurfacing 4.8 miles of Barnes Mill Road and 4.5 miles of Lower Blue Springs Road. The state’s LMIG portion is \$800,000, the state required 10% matching portion is \$80,000 and will come from the SPLOST-2014 Fund, and any overage will also come from the SPLOST-2014 Fund.
- Capital outlay expenses include \$350,000 for Melody Lakes Dam improvements, \$8,500 for a hay rake, \$64,000 for two replacement vehicles, \$40,000 for a new tractor/mower, and \$55,000 for a replacement fuel pump card reader system for both gasoline and diesel pumps for a total of \$517,500.

# PUBLIC WORKS

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

16-511100	Regular Employees		555,301	699,065	648,437	648,437
16-511300	Overtime		11,049	2,500	2,500	2,500
16-512100	Group Insurance		108,123	149,848	134,860	134,860
16-512200	FICA		35,115	43,496	40,356	40,356
16-512300	Medicare		8,213	10,172	9,438	9,438
16-512400	Retirement Contributions		72,458	94,436	86,914	86,914
16-512600	Unemployment Insurance		766	760	684	684
16-512700	Workers' Compensation		27,765	34,532	32,000	32,000
<b>Total Personal Services and Employee Benefits</b>			<b>818,790</b>	<b>1,034,809</b>	<b>955,189</b>	<b>955,189</b>

### Purchased / Contracted Services

16-521200	Professional Services		50,000	80,000	80,000	80,000
16-521300	Technical Services		2,000	12,000	12,000	12,000
16-522210	Repairs and Maintenance-Equipment		1,000	1,000	1,000	1,000
16-522220	Repairs and Maintenance-Building		3,000	3,000	3,000	3,000
16-522260	Repairs and Maintenance-Vehicle		70,000	70,000	70,000	70,000
16-522270	Repairs and Maintenance-Road Damage		11,077	11,077	11,077	11,077
16-523210	Communications-Telephone		1,200	1,200	1,200	1,200
16-523250	Communications-Postage		100	100	100	100
16-523500	Travel		1,500	1,500	1,500	1,500
16-523600	Dues and Fees		100	100	100	100
16-523700	Education and Training		2,500	2,500	2,500	2,500
<b>Total Purchased / Contracted Services</b>			<b>142,477</b>	<b>182,477</b>	<b>182,477</b>	<b>182,477</b>

### Supplies

16-531101	General Supplies-Office		1,500	1,500	1,500	1,500
16-531131	General Supplies-Road Materials		160,000	160,000	160,000	160,000
16-531150	General Supplies-Tires		20,000	20,000	20,000	20,000
16-531230	Electricity		4,000	4,000	4,000	4,000
16-531270	Gasoline/Diesel/Oil		76,000	76,000	76,000	76,000
16-531591	Pipe for Resale		40,000	50,000	50,000	50,000
16-531600	Small Equipment		3,500	13,500	13,500	13,500
16-531710	Uniforms		14,500	25,000	18,000	18,000
<b>Total Supplies</b>			<b>319,500</b>	<b>350,000</b>	<b>343,000</b>	<b>343,000</b>

### Capital Outlays

16-541400	LMIG Resurfacing		1,974,183	800,000	800,000	800,000
16-541400	Melody Lakes Dam Improvements		0	350,000	350,000	350,000
16-542100	Hay Rake		0	8,500	8,500	8,500
16-542200	Vehicle (2)		0	64,000	64,000	64,000
16-542200	Tractor/Mowers		0	120,000	0	40,000
16-542400	Fuel Pump Card Reader		0	55,000	55,000	55,000
<b>Total Capital Outlays</b>			<b>1,974,183</b>	<b>1,397,500</b>	<b>1,277,500</b>	<b>1,317,500</b>

# PUBLIC WORKS

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Other Costs

16-573001	State Highway Impact Fee		1,200	1,200	1,200	1,200
<b>Total Other Costs</b>			<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>

### Debt Service

16-581200	Principal-Various Equipment		100,615	103,883	103,883	103,883
16-581200	Principal-416F Backhoe		9,113	6,240	6,240	6,240
16-581200	Principal-320EL		17,560	0	0	0
16-582200	Interest-Various Equipment		6,780	3,512	3,512	3,512
16-582200	Interest-416F Backhoe		359	76	76	76
16-582200	Interest-320EL		306	0	0	0
<b>Total Debt Service</b>			<b>134,733</b>	<b>113,711</b>	<b>113,711</b>	<b>113,711</b>

<b>Total Public Works</b>			<b>3,390,883</b>	<b>3,079,697</b>	<b>2,873,077</b>	<b>2,913,077</b>
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# RECREATION

## DEPARTMENT PROFILE

The Recreation Department provides county-wide recreational programming to all citizens of the county. This department manages the Community Center, five parks (Pate Park, Moultrie Park, Soccer Complex, Pine Mountain Valley Park, and Ellerslie Park that is under construction), 23 miles of gravel “rails to trails” walking trails, and four miles of paved walking trails in Hamilton. The 100-acre **Pate Park** consist of six lighted ballfields, a lighted football field, two lighted tennis courts, two lighted basketball courts, two concession stands, two pavilions, and paved parking. The 29-acre **Moultrie Park** consists of seven ballfields of which five are lighted, concession stand, ½ mile paved looped walking trail, restrooms, pavilion, and paved parking. The 34-acre **Soccer Complex** consists of many soccer fields, two concession stands with restrooms, a pavilion with restrooms, 9/10 of a mile paved walking trail, and gravel parking. The 12-acre **Pine Mountain Valley Park** consists of a large pavilion, restrooms, tennis court, baseball field, basketball court, and a playground. The department offers numerous organized youth recreational programs through community associations including baseball/softball, football, basketball, track, wrestling, swimming, soccer, and cheerleading using both county and Board of Education facilities.

## STAFFING PLAN

Position Title	FY 2016-17	FY 2017-18	FY 2018-19
Director	1	1	1
Assistant Director	1	1	1
Maintenance Technician	3	3	3
Recreation Attendants (part-time)	2	2	2
Inmates	12	12	12
<b>Total Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>

## FY 2018-19 BUDGET HIGHLIGHTS

- Contract labor expenses include \$65,000 to hire umpires and officials for all recreational programming (football, soccer, basketball, baseball, track, swim).
- Small equipment consists of \$5,300 for needed small equipment.
- Continue the construction of Ellerslie Park Phase II (GDOT required turn lanes, internal gravel road/parking areas, three entrance features/gates, several trail bridges, and directional signage) using \$308,888 from the previous sale of land proceeds and \$201,112 from the SPLOST-2014 Fund for a total project cost of \$510,000.
- Capital outlay expenses consist of \$49,000 for various replacement equipment including fencing repairs for backstops at Moultrie Park, a commercial mower, tractor, and field groomer.

# RECREATION

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

32-511100	Regular Employees		198,978	245,078	207,107	207,107
32-512100	Group Insurance		37,808	54,979	44,954	44,954
32-512200	FICA		12,337	15,196	12,841	12,841
32-512300	Medicare		2,886	3,555	3,004	3,004
32-512400	Retirement Contributions		25,854	27,735	26,505	26,505
32-512600	Unemployment Insurance		264	319	243	243
32-512700	Workers' Compensation		9,950	7,399	5,500	5,500
<b>Total Personal Services and Employee Benefits</b>			<b>288,077</b>	<b>354,261</b>	<b>300,154</b>	<b>300,154</b>

### Purchased / Contracted Services

32-522210	Repairs and Maintenance-Equipment		12,800	17,200	12,800	12,800
32-522220	Repairs and Maintenance-Building		2,000	5,000	2,000	2,000
32-522222	Repairs and Maintenance-Site		40,500	60,000	40,500	40,500
32-522260	Repairs and Maintenance-Vehicle		6,350	7,500	7,500	7,500
32-523002	Septic System Disposal		1,000	1,000	1,000	1,000
32-523500	Travel		500	1,000	1,000	1,000
32-523600	Dues and Fees		575	575	575	575
32-523700	Education and Training		500	1,000	1,000	1,000
32-523850	Contract Labor		63,499	65,000	65,000	65,000
<b>Total Purchased / Contracted Services</b>			<b>127,724</b>	<b>158,275</b>	<b>131,375</b>	<b>131,375</b>

### Supplies

32-531120	General Supplies-Janitorial		4,700	6,500	4,700	4,700
32-531150	General Supplies-Tires		1,000	1,500	1,500	1,500
32-531190	General Supplies-Other		6,500	9,750	6,500	6,500
32-531230	Electricity		60,000	72,000	60,000	60,000
32-531270	Gasoline/Diesel/Oil		12,500	15,000	12,500	12,500
32-531600	Small Equipment		5,300	25,500	21,300	5,300
32-531710	Uniforms		500	600	600	600
<b>Total Supplies</b>			<b>90,500</b>	<b>130,850</b>	<b>107,100</b>	<b>91,100</b>

### Capital Outlays

32-541200	Soccer Parking Area Improvements		0	0	0	0
32-541200	Fencing Improvements		0	70,000	0	16,000
32-541200	Ellerslie Park Construction		333,888	308,888	308,888	308,888
32-542100	Mower		7,000	9,000	9,000	9,000
32-542100	Tractor		0	16,000	16,000	16,000
32-542100	Field Groomer		0	16,000	8,000	8,000
<b>Total Capital Outlays</b>			<b>340,888</b>	<b>419,888</b>	<b>341,888</b>	<b>357,888</b>

<b>Total Recreation</b>			<b>847,189</b>	<b>1,063,274</b>	<b>880,517</b>	<b>880,517</b>
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# SHERIFF'S OFFICE

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## **OFFICE PROFILE**

The Sheriff is a county constitutional officer and is elected by the voters for four year terms. This elected office is composed of three divisions, uniform patrol, criminal investigations, and court services. The Sheriff and his staff enforce all state and county laws enacted for the protection of property, health, and welfare of all county citizens and its visitors. This office provides security for all courts, processes warrants, and operates a 100-bed county jail.

## **STAFFING PLAN**

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Sheriff (elected)	1	1	1
Chief Deputy	1	1	1
Deputy Lt.	4	4	4
Deputy Captain	2	2	2
Deputy Sergeant	11	11	11
Deputy Corporal	2	2	2
Deputy	23	27	27
Executive Assistant	1	1	1
Administrative Assistant	1	1	1
Courthouse Security (part-time)	2	2	2
<b>Total Positions</b>	<b>48</b>	<b>52</b>	<b>52</b>

## **FY 2018-19 BUDGET HIGHLIGHTS**

- Technical services include \$37,048 for annual maintenance agreements and fees for various software such as patrol software, SIM cards, Lexis-Nexis system, and others.
- Repairs and maintenance to vehicle expenses have increased \$5,991 due to an aging fleet.
- Capital outlay expenses consist of \$201,000 to purchase five replacement 2018 patrol vehicles including lights, cages, camera systems, and graphics.

# SHERIFF'S OFFICE

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

10-511100	Regular Employees		2,136,946	2,134,481	2,134,481	2,134,481
10-511300	Overtime		40,645	28,413	28,413	28,413
10-512100	Group Insurance		384,627	367,118	367,118	367,118
10-512200	FICA		135,016	134,100	134,100	134,100
10-512300	Medicare		31,580	31,362	31,362	31,362
10-512400	Retirement Contributions		290,017	274,132	274,132	274,132
10-512600	Unemployment Insurance		2,572	1,938	1,938	1,938
10-512700	Workers' Compensation		106,847	60,000	60,000	60,000
<b>Total Personal Services and Employee Benefits</b>			<b>3,128,250</b>	<b>3,031,544</b>	<b>3,031,544</b>	<b>3,031,544</b>

### Purchased / Contracted Services

10-521310	Technical Services-Maint. Agreements		33,586	37,048	37,048	37,048
10-522210	Repairs and Maintenance-Equipment		2,000	2,000	2,000	2,000
10-522260	Repairs and Maintenance-Vehicle		54,009	60,000	60,000	60,000
10-523210	Communications-Telephone		23,500	23,500	23,500	23,500
10-523250	Communications-Postage		1,300	1,300	1,300	1,300
10-523500	Travel		3,000	4,000	4,000	4,000
10-523600	Dues and Fees		1,500	1,500	1,500	1,500
10-523700	Education and Training		2,000	2,000	2,000	2,000
<b>Total Purchased / Contracted Services</b>			<b>120,895</b>	<b>131,348</b>	<b>131,348</b>	<b>131,348</b>

### Supplies

10-531101	General Supplies-Office		9,000	9,000	9,000	9,000
10-531150	General Supplies-Tires		40,000	40,000	40,000	40,000
10-531170	General Supplies-Law Enforcement		11,595	5,000	5,000	5,000
10-531270	Gasoline/Diesel/Oil		191,000	191,000	191,000	191,000
10-531600	Small Equipment		31,130	21,020	21,020	21,020
10-531710	Uniforms		16,500	16,500	16,500	16,500
<b>Total Supplies</b>			<b>299,225</b>	<b>282,520</b>	<b>282,520</b>	<b>282,520</b>

### Capital Outlays

10-542100	Vehicles		200,000	241,000	201,000	201,000
<b>Total Capital Outlays</b>			<b>200,000</b>	<b>241,000</b>	<b>201,000</b>	<b>201,000</b>

<b>Total Sheriff's Office</b>			<b>3,748,370</b>	<b>3,686,412</b>	<b>3,646,412</b>	<b>3,646,412</b>
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# SUPERIOR COURT

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## **OFFICE PROFILE**

The Superior Court, in the Chattahoochee Judicial Circuit that consists of Harris, Chattahoochee, Muscogee, Marion, Talbot, and Taylor counties, is the highest-ranking court in the county with original and general trial jurisdiction. This court, consisting of Superior Court Judges elected by the voters for four year terms, has original, exclusive, or concurrent jurisdiction of all civil, criminal, misdemeanor, and certain juvenile cases. Specifically, the Superior Court has exclusive jurisdiction in felony and domestic relation cases, cases concerning title to land, adoptions except for such authority granted to juvenile courts, and equity cases. The elected Superior Court judges also conduct probation revocation hearings and validates voter approved bond issues. The Superior Court possesses appellate jurisdiction from judgements of the Probate Court and Magistrate Court and this court is empowered to exercise general supervision over all inferior courts and to review and correct their judgments. The Superior Court also appoints Juvenile Court Judges to hear juvenile cases.

## **STAFFING PLAN**

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Superior Court Judges (elected)	7	7	7
Superior Court Judges (retired)	2	2	4
Assistant to Superior Court Judges (supplement)	1	1	1
Bailiffs (per diem)	8	8	8
<b>Total Positions</b>	<b>18</b>	<b>18</b>	<b>20</b>

## **FY 2018-19 BUDGET HIGHLIGHTS**

- Professional services include \$15,000 for attorney and court reporter expenses for Juvenile Court.
- Technical services include \$66,000 for interpreters, court reporters, and witness expenses.
- Contract labor includes \$115,000 for Superior Court public defender expenses under a contractual arrangement, \$21,000 for Juvenile Court public defender expenses, and \$42,000 for retired judges expense for a total of \$178,000. Additional judges have retired recently which increased this line.

# SUPERIOR COURT

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### *Personal Services and Employee Benefits*

22-511100	Regular Employees		132,426	118,911	118,911	118,911
22-512100	Group Insurance		0	0	0	0
22-512200	FICA		8,211	6,514	6,514	6,514
22-512300	Medicare		1,921	1,524	1,524	1,524
22-512400	Retirement Contributions		0	202	202	202
22-512600	Unemployment Insurance		541	316	316	316
22-512700	Workers' Compensation		6,622	500	500	500
<b>Total Personal Services and Employee Benefits</b>			<b>149,721</b>	<b>127,967</b>	<b>127,967</b>	<b>127,967</b>

### *Purchased / Contracted Services*

22-521200	Professional Services		22,000	15,000	15,000	15,000
22-521300	Technical Services		58,805	66,000	66,000	66,000
22-523210	Communications-Telephone		500	1,000	1,000	1,000
22-523250	Communications-Postage		50	50	50	50
22-523500	Travel		1,500	1,500	1,500	1,500
22-523850	Contract Labor		150,500	178,000	178,000	178,000
<b>Total Purchased / Contracted Services</b>			<b>233,355</b>	<b>261,550</b>	<b>261,550</b>	<b>261,550</b>

### *Supplies*

22-531101	General Supplies-Office		2,500	2,500	2,500	2,500
<b>Total Supplies</b>			<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>

<b>Total Superior Court</b>			<b>385,576</b>	<b>392,017</b>	<b>392,017</b>	<b>392,017</b>
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# TAX ASSESSOR

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## ***DEPARTMENT PROFILE***

The three-member Board of Tax Assessors is appointed by the Board of Commissioners for three year terms. The Board of Tax Assessors hires a Chief Appraiser to run the day-to-day operations of the department. The Chief Appraiser and his staff determines what property in the county is subject to taxation, prepares annual property tax assessments, prepares the annual tax digest, examines and corrects errors in all real and personal property tax returns, and ensures that all property is returned for taxes at fair valuations and that the valuations between individual taxpayers are fairly equalized so that each pays as nearly as possible only his or her proportionate share of taxes. In addition, this department also hears taxpayer appeals regarding property tax valuations, maintains county tax records and maps of 19,657 real property parcels, 1,527 personal property accounts, and inspects 323 mobile homes to ensure that the proper decals are attached. Lastly, this department compiles building costs, adheres to policies set by the Georgia Department of Revenue, and provides staff support to the Board of Tax Assessors.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Chief Appraiser	1	1	1
Administrative Division Chief	1	1	1
Real Property Division Chief	1	1	1
Personal Property Appraiser	1	1	1
Tax Appraiser I	2	3	3
Tax Appraiser II	1	1	1
Board Members (\$75 per meeting)	3	3	3
<b>Total Positions</b>	<b>7</b>	<b>8</b>	<b>8</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Technical services include \$2,000 for the annual Wingap maintenance agreement and \$7,500 for the annual Q-Public maintenance agreement for a total of \$9,500.
- Contract labor expenses include \$7,500 for a private company to perform personal property audits, \$11,000 for parcel maintenance conducted by the Regional Commission, and \$13,000 for the preparation and mailing of assessment notices for a total of \$31,500.
- Small equipment expenses include \$3,750 for three replacement computers.
- Capital outlay expenses consist of \$14,000 for a replacement large format printer/copier/scanner.

# TAX ASSESSOR

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

05-511100	Regular Employees		341,768	352,463	352,463	352,463
05-512100	Group Insurance		60,493	59,938	59,938	59,938
05-512200	FICA		21,190	21,853	21,853	21,853
05-512300	Medicare		4,956	5,111	5,111	5,111
05-512400	Retirement Contributions		43,819	44,274	44,274	44,274
05-512600	Unemployment Insurance		396	304	304	304
05-512700	Workers' Compensation		17,089	5,500	5,500	5,500
<b>Total Personal Services and Employee Benefits</b>			<b>489,711</b>	<b>489,443</b>	<b>489,443</b>	<b>489,443</b>

### Purchased / Contracted Services

05-521310	Technical Services-Maint. Agreement		9,500	9,500	9,500	9,500
05-522210	Repairs and Maintenance-Equipment		0	0	0	0
05-522260	Repairs and Maintenance-Vehicle		500	500	500	500
05-523210	Communications-Telephone		1,889	2,300	2,300	2,300
05-523250	Communications-Postage		1,500	1,500	1,500	1,500
05-523500	Travel		6,000	6,000	6,000	6,000
05-523600	Dues and Fees		2,450	2,450	2,450	2,450
05-523700	Education and Training		3,500	3,500	3,500	3,500
05-523850	Contract Labor		31,500	31,500	31,500	31,500
<b>Total Purchased / Contracted Services</b>			<b>56,839</b>	<b>57,250</b>	<b>57,250</b>	<b>57,250</b>

### Supplies

05-531101	General Supplies-Office		4,500	4,500	4,500	4,500
05-531150	General Supplies-Tires		600	600	600	600
05-531270	Gasoline/Diesel/Oil		3,000	3,500	3,500	3,500
05-531600	Small Equipment		0	3,750	3,750	3,750
<b>Total Supplies</b>			<b>8,100</b>	<b>12,350</b>	<b>12,350</b>	<b>12,350</b>

### Capital Outlays

05-542200	Vehicle		0	25,000	0	0
05-542400	Large Format Printer/Copier/Scanner		0	14,000	14,000	14,000
05-543000	Aerial Flight		0	20,578	0	0
<b>Total Capital Outlays</b>			<b>0</b>	<b>59,578</b>	<b>14,000</b>	<b>14,000</b>

<b>Total Tax Assessor</b>			<b>554,650</b>	<b>618,621</b>	<b>573,043</b>	<b>573,043</b>
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# TAX COMMISSIONER

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## ***OFFICE PROFILE***

The Tax Commissioner is elected by the voters for four year terms. The Tax Commissioner is responsible for collecting all county, Board of Education, and state property taxes as well as motor vehicle taxes. The Tax Commissioner mails approximately 20,000 property tax bills and 41,000 motor vehicle tag pre-bills. This elected official also issues executions against delinquent taxpayers, sells motor vehicle license plates, transfers vehicle titles, and issues mobile home decals.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Tax Commissioner (elected)	1	1	1
Deputy Tax Commissioner	1	1	1
Motor Vehicle Supervisor	1	1	1
Motor Vehicle Clerk	3	3	3
Property Tax Clerk	1	1	1
Property Tax Clerk (part-time)	1	0	0
<b>Total Positions</b>	<b>8</b>	<b>7</b>	<b>7</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Small equipment consists of \$12,500 for the purchase of new computers and scanners as mandated by the state to convert from the state's existing motor vehicle tag system to a new system.

# TAX COMMISSIONER

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

03-511100	Regular Employees		253,094	273,644	273,644	273,644
03-512100	Group Insurance		55,306	52,446	52,446	52,446
03-512200	FICA		15,692	16,966	16,966	16,966
03-512300	Medicare		3,670	3,968	3,968	3,968
03-512400	Retirement Contributions		33,091	34,202	34,202	34,202
03-512600	Unemployment Insurance		347	304	304	304
03-512700	Workers' Compensation		12,655	1,300	1,300	1,300
<b>Total Personal Services and Employee Benefits</b>			<b>373,855</b>	<b>382,830</b>	<b>382,830</b>	<b>382,830</b>

### Purchased / Contracted Services

03-521310	Technical Services -Maint. Agreements		24,500	24,500	24,500	24,500
03-522210	Repairs and Maintenance-Equipment		0	0	0	0
03-523210	Communications-Telephone		1,800	1,800	1,800	1,800
03-523250	Communications-Postage		39,396	39,396	39,396	39,396
03-523500	Travel		3,000	3,000	3,000	3,000
03-523600	Dues and Fees		500	500	500	500
03-523700	Education and Training		1,000	1,000	1,000	1,000
<b>Total Purchased / Contracted Services</b>			<b>70,196</b>	<b>70,196</b>	<b>70,196</b>	<b>70,196</b>

### Supplies

03-531101	General Supplies-Office		9,000	9,000	9,000	9,000
03-531600	Small Equipment		2,500	12,500	12,500	12,500
<b>Total Supplies</b>			<b>11,500</b>	<b>21,500</b>	<b>21,500</b>	<b>21,500</b>

<b>Total Tax Commissioner</b>			<b>455,551</b>	<b>474,526</b>	<b>474,526</b>	<b>474,526</b>
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# VEHICLE MAINTENANCE

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## ***DEPARTMENT PROFILE***

The Vehicle Maintenance Department is responsible for the maintenance of approximately 300 county-owned vehicles, heavy equipment, and small equipment and the maintenance of about 20 fire trucks owned by the volunteer fire departments during normal business hours, after hours, and in the field when necessary. This department also assists other departments with preparing specifications for their vehicle and equipment purchases, disposes of all unneeded equipment in accordance with state laws and local policies, and repairs the fleet for the cities of Shiloh and Hamilton on a contractual basis.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Director	1	1	1
Assistant Director	1	1	1
Lead Mechanic	1	1	1
Mechanic	1	1	1
Parts Inventory Specialist	1	1	1
Inmates	4-6	4-6	4-6
<b>Total Positions</b>	<b>5</b>	<b>5</b>	<b>5</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- No significant changes from the previous fiscal year.

# VEHICLE MAINTENANCE

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

17-511100	Regular Employees		179,572	209,740	183,158	183,158
17-512100	Group Insurance		37,808	44,956	37,461	37,461
17-512200	FICA		11,134	13,004	11,356	11,356
17-512300	Medicare		2,605	3,042	2,656	2,656
17-512400	Retirement Contributions		24,503	28,975	25,059	25,059
17-512600	Unemployment Insurance		247	228	190	190
17-512700	Workers' Compensation		8,979	4,829	3,500	3,500
<b>Total Personal Services and Employee Benefits</b>			<b>264,848</b>	<b>304,774</b>	<b>263,380</b>	<b>263,380</b>

### Purchased / Contracted Services

17-521310	Technical-Maintenance Agreement		4,500	4,500	4,500	4,500
17-522210	Repairs and Maintenance-Equipment		2,200	2,500	2,500	2,500
17-522220	Repairs and Maintenance-Building		3,500	4,000	4,000	4,000
17-522260	Repairs and Maintenance-Vehicle		7,500	7,500	7,500	7,500
17-523210	Communications-Telephone		2,700	2,700	2,700	2,700
17-523700	Education and Training		2,000	2,000	2,000	2,000
<b>Total Purchased / Contracted Services</b>			<b>22,400</b>	<b>23,200</b>	<b>23,200</b>	<b>23,200</b>

### Supplies

17-531101	General Supplies-Office		2,100	2,500	2,500	2,500
17-531110	General Supplies-Shop		15,993	18,000	18,000	18,000
17-531150	General Supplies-Tires		2,000	2,000	2,000	2,000
17-531270	Gasoline/Diesel/Oil		2,950	2,950	2,950	2,950
17-531600	Small Equipment		10,000	8,000	8,000	8,000
17-531710	Uniforms		4,000	3,500	3,500	3,500
<b>Total Supplies</b>			<b>37,043</b>	<b>36,950</b>	<b>36,950</b>	<b>36,950</b>

### Capital Outlays

17-542100	Tire Balancer		15,500	0	0	0
17-542200	Vehicle		0	37,000	0	0
17-542500	Rolling Jack		6,100	0	0	0
<b>Total Capital Outlays</b>			<b>21,600</b>	<b>37,000</b>	<b>0</b>	<b>0</b>

<b>Total Vehicle Maintenance</b>			<b>345,891</b>	<b>401,924</b>	<b>323,530</b>	<b>323,530</b>
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# VOLUNTEER FIRE DEPARTMENTS

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## ***DEPARTMENT PROFILE***

The county has ten volunteer fire departments that provide fire protection to the incorporated and unincorporated areas of the county. A portion of the city of West Point is located within the county and that city has a paid fire department. The ten volunteer fire departments currently maintain 17 stations and substations located throughout the county. The county provides each station with annual stipends for their operations and equipment purchases, performs repairs on the vehicles and equipment, funds property insurance for the vehicles and stations as well as workers' compensation insurance and accident and sickness insurance. A Council of Fire Chiefs meets monthly to coordinate activities and operations.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
No Positions in this Department	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Continue the equipment stipend of \$10,000 per year for each of the 10 volunteer fire departments - \$100,000.
- Continue the operations stipend of \$13,894 per year for each of the 10 volunteer fire stations and the city of West Point's paid fire station - \$152,834.
- Continue the operation stipend of \$3,800 per year for each of the six volunteer substations - \$22,800.

# VOLUNTEER FIRE DEPARTMENTS

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

36-512101	Accident & Sickness Insurance		12,500	12,500	12,500	12,500
36-512102	Cancer Insurance		53,000	23,000	23,000	23,000
36-512700	Workers' Compensation		5,500	7,300	7,300	7,300
36-512911	Hepatitis B Shots		500	500	500	500
<b>Total Personal Services and Employee Benefits</b>			<b>71,500</b>	<b>43,300</b>	<b>43,300</b>	<b>43,300</b>

### Purchased / Contracted Services

36-522210	Repairs and Maintenance-Equipment		12,000	12,000	12,000	12,000
36-522260	Repairs and Maintenance-Vehicles		21,000	21,000	21,000	21,000
36-523100	Property Insurance		47,000	47,000	47,000	47,000
36-523700	Education and Training		10,000	10,000	10,000	10,000
<b>Total Purchased / Contracted Services</b>			<b>90,000</b>	<b>90,000</b>	<b>90,000</b>	<b>90,000</b>

### Supplies

36-531150	General Supplies -Tires		5,000	4,500	4,500	4,500
36-531270	Gasoline/Diesel/Oil		0	500	500	500
36-531600	Small Equipment		0	0	0	0
<b>Total Supplies</b>			<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>

### Other Costs

36-572020	VFD Equipment Stipend		210,000	100,000	100,000	100,000
36-572021	VFD Operations Stipend-Stations		152,834	152,834	152,834	152,834
36-572022	VFD Operations Stipend-Substations		22,800	22,800	22,800	22,800
36-573001	State Highway Impact Fee		0	3,100	3,100	3,100
36-573004	Vehicle License Tags		3,400	500	500	500
<b>Total Other Costs</b>			<b>389,034</b>	<b>279,234</b>	<b>279,234</b>	<b>279,234</b>

<b>Total Volunteer Fire Departments</b>			<b>555,534</b>	<b>417,534</b>	<b>417,534</b>	<b>417,534</b>
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# OUTSIDE AGENCIES

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## ***AGENCY PROFILES***

The Board of County Commissioners funds five outside agencies that are outside the structure of Harris County government operations. The county considers these five agencies essential to the county residents, and therefore, partly funds their annual operations. The outside agencies are:

### **Georgia Division of Family & Children Services**

This state agency, under the direction of the Georgia Department of Human Services Region 8, provides and administers all welfare and public assistance functions for the county including such programs as temporary assistance to needy families (TANF), adult Medicaid, food stamps, employment services, child protective social services, foster care, and adoptions. The county provides this agency with an annual supplement.

### **Health Department**

This state agency, under the direction of the local Board of Health, determines the county's health needs and develops programs to meet those needs. This agency administers numerous community health related programs such as children and adult immunizations, hearing, vision, and dental screenings, STD screenings and treatment, TB detection and treatment, tobacco use prevention, teen clinic, women's health programs, emergency preparedness, WIC program, and maintains vital records including birth and death certificates. In addition, this agency has an environmental health unit that reviews plans and inspects tourist accommodations, inspects cleanliness of restaurants, inspects public swimming pools, evaluates and protects private water wells, issues septic tank permits, performs rabies control activities, investigates health and disease related issues, and performs various public education activities. The county provides this agency with a county-owned building and an annual supplement.

### **New Horizons Behavioral Health Community Service Board**

This agency is responsible for delivering publicly funded mental health, developmental disabilities, and addictive diseases services to eight area counties including Harris. The county provides this agency with two county-owned buildings on a rental basis to house their programs and an annual supplement.

### **Senior Citizens Center**

The Senior Citizens Center, through a partnership with the River Valley Area Agency on Aging who subcontracts with Direct Services, provides many programs for the county's senior adults. Those programs include physical exercises, arts and crafts, day trips, inspirational speakers, themed parties, bingo games, and noon-time meals. The center also provides in-home services such as Homemaker Aide Service that consists of light housekeeping, laundry, and essential errands and home delivered meals through the Meals-on-Wheels program. The county provides this program with a county-owned building and an annual supplement.

### **Troup-Harris Regional Library**

The Troup-Harris Regional Library offers a full-range of library services to all citizens of the county to meet the citizens' informational, educational, and recreational needs. The library system operates three libraries (Harris County, Hogansville, and LaGrange Memorial) and is headquartered in LaGrange. The library is a member of the Public Information Network for Electronic Services (PINES) to increase the community's access to information. The county provides this agency with a county-owned building and an annual supplement.

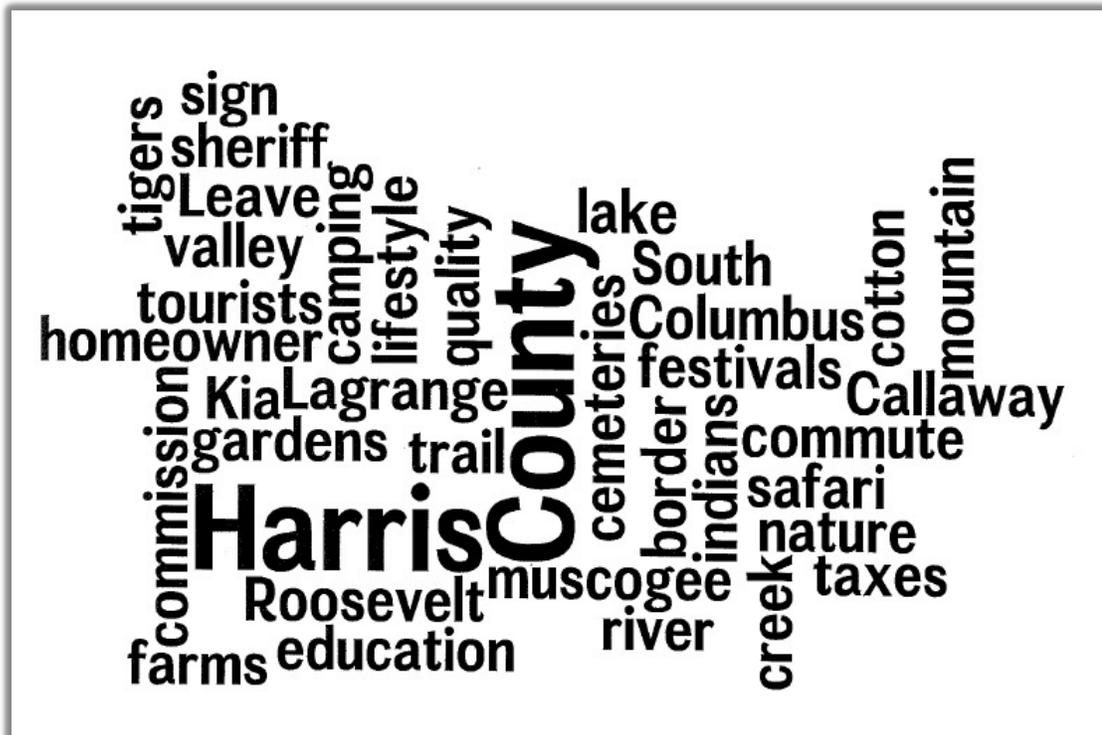
# OUTSIDE AGENCIES

## FY 2018-19 BUDGET HIGHLIGHTS

- Due to a new larger library facility becoming operational and other reasons, library expenses will increase primarily due to increases in state retirement rates, employee health benefits of an employee that was not on the health plan last fiscal year but is now on the health plan, Internet service, and electricity. The annual supplement will increase from \$237,570 to \$263,868 (11%).

## EXPENDITURES

Account Number	Agency Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
34-572001	GA DFACS		17,070	17,070	17,070	17,070
31-572004	Health Department		250,000	250,000	250,000	250,000
34-572002	New Horizon Community Service Bd.		6,000	6,000	6,000	6,000
34-572003	Senior Citizens Center		9,100	9,100	9,100	9,100
27-572005	Troup-Harris Regional Library		237,570	263,868	263,868	263,868
<b>Total Outside Agencies</b>			<b>519,740</b>	<b>546,038</b>	<b>546,038</b>	<b>546,038</b>





## **SPECIAL REVENUE FUNDS**

Special Revenue Funds are used to account for all financial resources that are legally or administratively restricted for special purposes. The county has six Special Revenue Funds: Confiscated Assets Fund, County Jail Fund, County Law Library Fund, Drug Abuse Treatment & Education Fund, Emergency Telephone System Fund, and the Hotel/Motel Tax Fund.

# CONFISCATED ASSETS FUND

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## ***DEPARTMENT PROFILE***

This Special Revenue Fund, authorized by O.C.G.A. 16-13-49 and under the direction of the elected Sheriff, is used to account for revenues generated from confiscated items. These funds are legally restricted to be used for any official law enforcement purpose except for the payment of salaries or rewards to law enforcement personnel.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
No Positions in this Fund	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- No significant changes from the previous fiscal year.

# CONFISCATED ASSETS FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### *Fines & Forfeitures*

52-351300	Confiscations		10,000	10,000	10,000	10,000
<b>Total Fines &amp; Forfeitures</b>			<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

### *Investment Income*

52-361000	Interest Revenues		1,000	1,000	1,000	1,000
<b>Total Investment Income</b>			<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>

<b>Total Revenues</b>			<b>11,000</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>
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## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### *Purchased / Contracted Services*

52-523900	Other Purchased Services		6,000	6,000	6,000	6,000
<b>Total Purchased / Contracted Services</b>			<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>

### *Supplies*

52-531170	General Supplies and Materials		5,000	5,000	5,000	5,000
<b>Total Supplies</b>			<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>

<b>Total Expenditures</b>			<b>11,000</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>
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# COUNTY JAIL FUND

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## ***FUND PROFILE***

This Special Revenue Fund, authorized by O.C.G.A. 15-21-90 to 15-21-95, is used to account for the proceeds of an additional 10% penalty placed on all criminal and traffic cases and cases involving violations of county ordinances collected in the county courts. These funds are legally restricted to be used for the purpose of constructing, operating, and staffing county jails, correctional institutions, and detention facilities.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
No Positions in this Fund	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Indirect cost allocation of \$71,900 from this Fund to the General Fund to pay for operating expenditures of the county jail and prison.

# COUNTY JAIL FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Fines & Forfeitures

61-351110	Superior Court Fees		10,000	9,000	9,000	9,000
61-351130	Magistrate Court Fees		1,000	900	900	900
61-351150	Probate Court Fees		61,000	50,000	50,000	50,000
61-351170	Municipal Fees		14,000	11,000	11,000	11,000
<b>Total Fines &amp; Forfeitures</b>			<b>86,000</b>	<b>70,900</b>	<b>70,900</b>	<b>70,900</b>

### Investment Income

61-361000	Interest Revenues		1,000	1,000	1,000	1,000
<b>Total Investment Income</b>			<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>

### Other Financing Sources

61-399999	Use of Fund Reserves		577,396	0	0	0
<b>Total Other Financing Sources</b>			<b>577,396</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total Revenues</b>			<b>664,396</b>	<b>71,900</b>	<b>71,900</b>	<b>71,900</b>
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## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Interfund / Interdepartmental Charges

61-551000	Indirect Cost Allocation		0	71,900	71,900	71,900
<b>Total Interfund / Interdepartmental Charges</b>			<b>0</b>	<b>71,900</b>	<b>71,900</b>	<b>71,900</b>

### Other Financing Uses

61-611100	Transfer Out to General Fund		664,396	0	0	0
<b>Total Other Financing Uses</b>			<b>664,396</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total Expenditures</b>			<b>664,396</b>	<b>71,900</b>	<b>71,900</b>	<b>71,900</b>
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# COUNTY LAW LIBRARY FUND

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## ***FUND PROFILE***

This Special Revenue Fund, authorized by O.C.G.A. 36-15-1 to 36-15-9, is used to account for an additional sum not to exceed \$5.00 (\$2.00 for Harris County) placed on civil and criminal cases filed in Superior Court, Magistrate Court, Probate Court, and any other courts of record. These funds are legally restricted to be used for the purchase of law books, reports, texts periodicals, supplies, desks, and equipment for the operations of the law library among other items. This Fund has a five-member Law Library Board of Trustees to oversee its operations.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
No Positions in this Fund.	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- No significant changes from the previous fiscal year.

# COUNTY LAW LIBRARY FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Fines & Forfeitures

38-351110	Superior Court Fees		1,300	1,300	1,300	1,300
38-351130	Magistrate Court Fees		1,000	1,100	1,100	1,100
38-351150	Probate Court Fees		7,500	6,500	6,500	6,500
<b>Total Fines &amp; Forfeitures</b>			<b>9,800</b>	<b>8,900</b>	<b>8,900</b>	<b>8,900</b>

### Investment Income

38-361000	Interest Revenues		100	0	0	0
<b>Total Investment Income</b>			<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Other Financing Sources

38-399999	Use of Fund Reserves		0	0	0	0
<b>Total Other Financing Sources</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total Revenues</b>			<b>9,900</b>	<b>8,900</b>	<b>8,900</b>	<b>8,900</b>
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## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Supplies

38-531190	General Supplies and Materials		3,000	3,000	3,000	3,000
38-531400	Books and Periodicals		6,900	5,900	5,900	5,900
<b>Total Supplies</b>			<b>9,900</b>	<b>8,900</b>	<b>8,900</b>	<b>8,900</b>

<b>Total Expenditures</b>			<b>9,900</b>	<b>8,900</b>	<b>8,900</b>	<b>8,900</b>
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# **DRUG ABUSE TREATMENT & EDUCATION FUND**

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## ***FUND PROFILE***

This Special Revenue Fund, authorized by O.C.G.A. 15-21-100 to 15-21-101, is used to account for an additional 50% penalty placed on certain drug related fines collected in Superior Court, Magistrate Court, and Probate Court. These funds are legally restricted to be used for drug abuse treatment and education programs relating to controlled substances, alcohol, and marijuana.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
No Positions in this Fund	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- No significant changes from the previous fiscal year.

# DRUG ABUSE TREATMENT & EDUCATION FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Fines & Forfeitures

40-351110	Superior Court Fees		15,000	12,000	12,000	12,000
40-351130	Magistrate Court Fees		4,500	2,500	2,500	2,500
40-351150	Probate Court Fees		15,000	10,000	10,000	10,000
40-351170	Municipal Fees		500	500	500	500
<b>Total Fines &amp; Forfeitures</b>			<b>35,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>

### Investment Income

40-361000	Interest Revenues		100	0	0	0
<b>Total Investment Income</b>			<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Other Financing Sources

40-399999	Use of Fund Reserves		20,000	0	0	0
<b>Total Other Financing Sources</b>			<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total Revenues</b>			<b>55,100</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
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## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Purchased / Contracted Services

40-521200	Professional Counseling		34,800	24,500	24,500	24,500
40-523900	Chamber Drug Free Workplace		300	500	500	500
<b>Total Purchased / Contracted Services</b>			<b>35,100</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>

### Supplies

40-531600	Small Equipment		20,000	0	0	0
<b>Total Supplies</b>			<b>20,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total Expenditures</b>			<b>55,100</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
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# **EMERGENCY TELEPHONE SYSTEM FUND**

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**FUND PROFILE**

This Special Revenue Fund, authorized by O.C.G.A. 46-5-133 to 46-5-134, is used to account for the revenues collected from a monthly \$1.50 surcharge placed on all landline telephones, a monthly \$1.50 surcharge placed on all wireless telephones (Phase I and II), a monthly \$1.50 surcharge placed on all VoIP telephones, and a \$1.50 surcharge placed on prepaid wireless devices. These funds are legally restricted to be used to operate the county-wide 911 emergency telephone system. This department’s certified communication officers receive and process emergency and non-emergency telephone calls on a county-wide basis and dispatches emergency personnel from the Sheriff’s Office, Hamilton, Pine Mountain, Shiloh, and Waverly Hall police departments, county-wide EMS, ten volunteer fire departments, and assists many other county departments and state agencies with their various communication needs. This department also maintains the county-wide Master Street Address Guide (MSAG). Lastly, this department acts as the local emergency management agency to coordinate various local and state agencies to prepare, respond, and recover from natural and manmade hazards, updates the local emergency operations plan, and performs community services for schools and civic organizations.

**STAFFING PLAN**

Position Title	FY 2016-17	FY 2017-18	FY 2018-19
911/EMA Director	1	1	1
Deputy 911/ Deputy EMA Director	1	1	1
Communication Officer	16	16	16
<b>Total Positions</b>	<b>18</b>	<b>18</b>	<b>18</b>

**FY 2018-19 BUDGET HIGHLIGHTS**

- The state has created a Georgia Emergency Communications Authority with various powers (O.C.G.A. 38-3-180). Beginning January 1, 2019, all telephone service suppliers will collect and remit their 911 fees to the authority for remittance back to the county instead of paying the county directly. The prepaid wireless device rate will increase from \$0.75 to \$1.50.
- Professional services include \$7,500 to continue with radio system improvements.
- Technical services include \$90,000 for maintenance agreements for the weather computer, public safety radio system, telephone and CAD systems, Code Red, 911 recorder, and GCIC.
- Continue to rent tower space at the Phenix City Tetra site (\$10,800 per year) and Waverly Hall site (\$6,000 per year) for a total of \$16,800.
- Communication-telephone expenses have increased \$31,000 due to the telephone providers increasing their rates.
- Capital outlay expenses include \$30,000 to replace the aging back-up generator and \$30,000 for a replacement vehicle.

# EMERGENCY TELEPHONE SYSTEM FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Charges for Services

13-342501	E-911 Landline Charges		160,000	130,000	130,000	130,000
13-342502	E-911 Wireless Charges		390,000	420,000	420,000	420,000
13-342510	E-911 Prepaid Charges		65,000	70,000	70,000	70,000
13-342520	E-911 Fireworks Excise Tax		0	50	50	50
<b>Total Charges for Services</b>			<b>615,000</b>	<b>620,050</b>	<b>620,050</b>	<b>620,050</b>

### Investment Income

13-361000	Interest Revenues		100	1,000	1,000	1,000
<b>Total Investment Income</b>			<b>100</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>

### Other Financing Sources

13-391100	Transfer In From General Fund		927,779	590,274	550,274	550,274
<b>Total Other Financing Sources</b>			<b>927,779</b>	<b>590,274</b>	<b>550,274</b>	<b>550,274</b>

<b>Total Revenues</b>			<b>1,542,879</b>	<b>1,211,324</b>	<b>1,171,324</b>	<b>1,171,324</b>
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## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

13-511100	Regular Employees		545,643	533,492	533,492	533,492
13-511300	Overtime		62,550	68,736	68,736	68,736
13-512100	Group Insurance		137,295	134,860	134,860	134,860
13-512120	Health Reimbursement Arrangement		5,000	2,000	2,000	2,000
13-512200	FICA		37,710	37,339	37,339	37,339
13-512300	Medicare		8,821	8,732	8,732	8,732
13-512400	Retirement Contributions		76,435	78,128	78,128	78,128
13-512600	Unemployment Insurance		980	687	687	687
13-512700	Workers' Compensation		27,283	3,000	3,000	3,000
<b>Total Personal Services and Employee Benefits</b>			<b>901,717</b>	<b>866,974</b>	<b>866,974</b>	<b>866,974</b>

# EMERGENCY TELEPHONE SYSTEM FUND

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### *Purchased / Contracted Services*

13-521200	Professional Services		151,400	7,500	7,500	7,500
13-521310	Technical Services-Maint. Agreement		123,100	90,000	90,000	90,000
13-522210	Repairs and Maintenance-Equipment		11,000	10,000	10,000	10,000
13-522260	Repairs and Maintenance-Vehicle		1,700	1,700	1,700	1,700
13-522220	Repairs and Maintenance-Building		1,000	1,000	1,000	1,000
13-522321	Rentals		18,000	16,800	16,800	16,800
13-523100	Property and Vehicle Insurance		3,000	10,000	10,000	10,000
13-523210	Communication-Telephone		14,000	45,000	45,000	45,000
13-523500	Travel		5,000	5,000	5,000	5,000
13-523600	Dues and Fees		350	350	350	350
13-523700	Education and Training		2,000	3,000	3,000	3,000
<b>Total Purchased / Contracted Services</b>			<b>330,550</b>	<b>190,350</b>	<b>190,350</b>	<b>190,350</b>

### *Supplies*

13-531101	General Supplies-Office		2,000	2,000	2,000	2,000
13-531150	General Supplies-Tires		500	500	500	500
13-531210	Water/Sewer		2,500	2,500	2,500	2,500
13-531230	Electricity		5,000	5,000	5,000	5,000
13-531270	Gasoline/Diesel/Oil		6,000	4,000	4,000	4,000
13-531600	Small Equipment		13,617	10,000	10,000	10,000
<b>Total Supplies</b>			<b>29,617</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>

### *Capital Outlays*

13-541200	Resurface Parking Lot		0	40,000	0	0
13-542100	Generator		0	30,000	30,000	30,000
13-542200	Vehicle		0	30,000	30,000	30,000
13-542400	NG911 Equipment		220,000	0	0	0
<b>Total Capital Outlays</b>			<b>220,000</b>	<b>100,000</b>	<b>60,000</b>	<b>60,000</b>

### *Other Costs*

13-573100	911 Cost Recovery		50,000	30,000	30,000	30,000
<b>Total Other Costs</b>			<b>50,000</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>

<b>Total Expenditures</b>			<b>1,531,884</b>	<b>1,211,324</b>	<b>1,171,324</b>	<b>1,171,324</b>
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# HOTEL/MOTEL TAX FUND

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## ***DEPARTMENT PROFILE***

This Special Revenue Fund, authorized by O.C.G.A. 48-13-51, is used to account for the proceeds of the 3% hotel/motel tax collected from hotels located within the unincorporated area of the county. These funds are distributed as follows: funds collected from F.D. Roosevelt State Park are returned to the Georgia Department of Natural Resources less a 3% administrative fee to be used by them to promote the state park and tourism within the county. The remaining funds are divided between the Chamber of Commerce (66.7%) and the county (33.3%) to be used to promote local tourism and for other purposes.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
No Positions in this Fund	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- The distribution of the hotel/motel tax is \$21,000 to the Chamber of Commerce, \$15,000 to the Georgia Department of Natural Resources, and \$11,000 to the county for a total of \$47,000.

# HOTEL/MOTEL TAX FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Taxes

80-314100	Hotel/Motel Tax		45,000	47,000	47,000	47,000
<b>Total Taxes</b>			<b>45,000</b>	<b>47,000</b>	<b>47,000</b>	<b>47,000</b>

<b>Total Revenues</b>			<b>45,000</b>	<b>47,000</b>	<b>47,000</b>	<b>47,000</b>
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## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Purchased / Contracted Services

80-572006	Chamber of Commerce		20,000	21,000	21,000	21,000
80-572007	GA Dept. of Natural Resources		14,000	15,000	15,000	15,000
<b>Total Purchased / Contracted Services</b>			<b>34,000</b>	<b>36,000</b>	<b>36,000</b>	<b>36,000</b>

### Other Financing Uses

80-611100	Transfer Out to General Fund		11,000	11,000	11,000	11,000
<b>Total Other Financing Uses</b>			<b>11,000</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>

<b>Total Expenditures</b>			<b>45,000</b>	<b>47,000</b>	<b>47,000</b>	<b>47,000</b>
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## **CAPITAL PROJECT FUNDS**

Capital Project Funds are used to account for financial resources that are used for the acquisition of major capital facilities other than those financed by other Funds. The county has nine Capital Project Funds: Public Improvements Authority Fund, SPLOST-2004 Fund, SPLOST-2009 Fund (closed), SPLOST-2014 Fund, TSPLOST-2013 Fund, SPLOST-2019 Fund, Library Construction Fund (closed), Economic Development Project Fund, and the Rails to Trails Project Fund.

# **PUBLIC IMPROVEMENTS AUTHORITY FUND**

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## ***FUND PROFILE***

This authority was created by an act of the Georgia General Assembly during 1995 and activated during 2001 as a way to provide basic infrastructure and recreational facilities, improvements, and services to the citizens of Harris County. This Fund was also created to promote the growth and development of the county and enhance the general welfare of its citizens.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
No Positions in this Fund	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Continue the debt payments for the Grove Development's water and sewer improvements paid by the developer - \$216,000.
- Continue the debt payments for the 2012 Water Works revenue bonds paid by the Water Works Enterprise Fund - \$615,648 (principal and interest).
- Continue the recently refinanced debt payments for the Community Center paid by the General Fund - \$411,352 (principal and interest).
- Pay \$3,625 in trustee fees.

# PUBLIC IMPROVEMENTS AUTHORITY FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Intergovernmental Revenues

79-331300	Federal BAB Interest Subsidy		107,201	0	0	0
<b>Total Intergovernmental Revenues</b>			<b>107,201</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Contributions from Private Sources

79-371020	Grove Dev. Contributions		216,000	216,000	216,000	216,000
<b>Total Contributions from Private Sources</b>			<b>216,000</b>	<b>216,000</b>	<b>216,000</b>	<b>216,000</b>

### Other Financing Sources

79-391100	Transfer In from General Fund		559,087	414,977	414,977	414,977
79-391505	Transfer In from Waterworks Fund		622,173	615,648	615,648	615,648
<b>Total Other Financing Sources</b>			<b>1,181,260</b>	<b>1,030,625</b>	<b>1,030,625</b>	<b>1,030,625</b>

<b>Total Revenues</b>			<b>1,504,461</b>	<b>1,246,625</b>	<b>1,246,625</b>	<b>1,246,625</b>
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## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Debt Service

79-581101	Principal-Grove Dev. W & S		0	0	0	0
79-581102	Principal-Waterworks		470,000	485,000	485,000	485,000
79-581103	Principal-Community Center		360,000	280,000	280,000	280,000
79-582101	Interest-Grove Dev. W & S		216,000	216,000	216,000	216,000
79-582102	Interest-Waterworks		152,173	130,648	130,648	130,648
79-582103	Interest-Community Center		306,288	131,352	131,352	131,352
79-583001	Trustee Fee		0	3,625	3,625	3,625
<b>Total Debt Service</b>			<b>1,504,461</b>	<b>1,246,625</b>	<b>1,246,625</b>	<b>1,246,625</b>

<b>Total Expenditures</b>			<b>1,504,461</b>	<b>1,246,625</b>	<b>1,246,625</b>	<b>1,246,625</b>
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# SPLOST – 2004 FUND

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## FUND PROFILE

A referendum was held during November 2003 to determine if the county voters wanted to continue the 1% Special Purpose Local Option Sales Tax (SPLOST) for a five-year period to raise \$14,000,000 for a variety of purposes including economic development to include acquisition of industrial sites, developing, installing, and maintaining infrastructure to include sewer, water, natural gas, and roads, construction of industrial buildings, and associated uses, improvements at Pate Park to include a building and playground equipment, construction and equipping of a walking trail to include lighting, benches, and associated equipment, construction of a community center for recreation and civic purposes, equipment for emergency medical services and fire services, and city projects. During the referendum, 2,606 citizens voted – 1,891 (72.6%) for the SPLOST and 715 (27.4%) against. Since the referendum was approved, the SPLOST went into effect on April 1, 2004 and continued until March 31, 2009. This Fund is used to account for the SPLOST-2004 proceeds and ensure that these funds are used for the intended purposes.

## STAFFING PLAN

Position Title	FY 2016-17	FY 2017-18	FY 2018-19
No Positions in this Fund	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## FY 2018-19 BUDGET HIGHLIGHTS

- Purchase and installation of a \$100,000 playground for Pate Park that will close out the SPLOST-2004 Fund.



*New playground at Pate Park*

# SPLOST – 2004 FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Other Financing Sources

72-399999	Use of Fund Reserves		145,563	100,000	100,000	100,000
<b>Total Other Financing Sources</b>			<b>145,563</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>

<b>Total Revenues</b>			<b>145,563</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
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## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Capital Outlays

72-541200	Site Improvements - Pate Park		145,563	100,000	100,000	100,000
<b>Total Capital Outlays</b>			<b>145,563</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>

<b>Total Expenditures</b>			<b>145,563</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
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# SPLOST – 2009 FUND

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## **FUND PROFILE**

A referendum was held during November 2008 to determine if the county voters wanted to continue the 1% Special Purpose Local Option Sales Tax (SPLOST) for a five-year period to raise \$21,000,000 for economic development activities including industrial park improvements, library construction, recreation improvements, fire/EMS and public safety improvements and equipment, road and bridge improvements, and city projects. During the referendum, 13,730 citizens voted – 9,298 (67.7%) for the SPLOST and 4,432 (32.3%) against. At the time of the referendum, the county had 19,240 registered voters. Therefore, the referendum had an 71.4% voter turn-out rate. Since the referendum was approved, the SPLOST went into effect on April 1, 2009 and continued until March 31, 2014. This Fund is used to account for the SPLOST-2009 proceeds and ensure that these funds are used for the intended purposes.

## **STAFFING PLAN**

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
No Positions in this Fund	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## **FY 2018-19 BUDGET HIGHLIGHTS**

- This Fund has been depleted and is closed.

# SPLOST – 2009 FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Other Financing Sources

73-399999	Use of Fund Reserves		3,242,325	0	0	0
<b>Total Other Financing Sources</b>			<b>3,242,325</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total Revenues</b>			<b>3,242,325</b>	<b>0</b>	<b>0</b>	<b>0</b>
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## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Capital Outlays

73-541400	Hardage Road		889,225	0	0	0
73-541400	LMIG Match-2016,2017,2018		197,412	0	0	0
73-541400	County Roads		687,821	0	0	0
<b>Total Capital Outlays</b>			<b>1,774,458</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Other Costs

73-572051	Allocation to Hamilton		1,887	0	0	0
73-572052	Allocation to Shiloh		3,909	0	0	0
73-572053	Allocation to Waverly Hall		87,841	0	0	0
<b>Total Other Costs</b>			<b>93,637</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Other Financing Uses

73-611082	Transfer Out to Library Constr. Fund		1,374,230	0	0	0
<b>Total Other Financing Uses</b>			<b>1,374,230</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total Expenditures</b>			<b>3,242,325</b>	<b>0</b>	<b>0</b>	<b>0</b>
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# SPLOST – 2014 FUND

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## FUND PROFILE

A referendum was held during November 2013 to determine if the county voters wanted to continue the 1% Special Purpose Local Option Sales Tax (SPLOST) for a five-year period to raise \$19,000,000 for economic development activities including industrial park improvements, library construction, public safety equipment, water system improvements, agri-center improvements, road and bridge improvements, fire equipment, recreation improvements and equipment, debt reduction, jail addition, an AWOS system for the airport, and city projects. During the referendum, 1,674 citizens voted – 1,277 (76.3%) for the SPLOST and 397 (23.7%) against. At the time of the referendum, the county had 18,780 registered voters. Therefore, the referendum had an 8.9% voter turn-out rate. Since the referendum was approved, the SPLOST went into effect on April 1, 2014 and will continue until March 31, 2019. This Fund is used to account for the SPLOST-2014 proceeds and ensure that these funds are used for the intended purposes.

## STAFFING PLAN

Position Title	FY 2016-17	FY 2017-18	FY 2018-19
No Positions in this Fund	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## FY 2018-19 BUDGET HIGHLIGHTS

- SPLOST-2014 will end during the fiscal year on March 31, 2019 making revenues appear less than expected.
- Professional services include \$10,000 for continuing construction administration of the Hamilton Business Park road improvements and \$60,000 for design and construction administration for Ellerslie Park improvements.
- Continue road improvements to the Hamilton Business Park - \$100,000.
- Continue the construction of Ellerslie Park Phase II (GDOT required turn lanes, internal gravel road/parking areas, three entrance features/gates, several trail bridges, and directional signage) using \$201,112 from this Fund and \$308,888 from the previous sale of land proceeds included in the Recreation Department's budget for a total project cost of \$510,000.
- Fund the 2019 LMIG state required 10% match and overage for the resurfacing of Barnes Mill Road and Lower Blue Springs Road - \$235,000. The LMIG grant amount of \$800,000 is in the Public Works Department's budget.
- Restripe various county roads - \$65,000.
- Purchase of the Cataula VFD fire truck - \$312,625
- Allocation to the cities - \$624,600.
- Transfer \$555,500 to the Economic Development Project Fund to assist with the Daesol site preparation cost.

# SPLOST – 2014 FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Taxes

81-313200	SPLOST – 2014		2,500,000	1,800,000	1,800,000	1,800,000
<b>Total Taxes</b>			<b>2,500,000</b>	<b>1,800,000</b>	<b>1,800,000</b>	<b>1,800,000</b>

### Investment Income

81-361000	Interest Revenues		2,000	2,000	2,000	2,000
<b>Total Investment Income</b>			<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>

### Other Financing Sources

81-399999	Use of Fund Reserves		3,038,372	301,837	301,837	301,837
<b>Total Other Financing Sources</b>			<b>3,038,372</b>	<b>301,837</b>	<b>301,837</b>	<b>301,837</b>

<b>Total Revenues</b>			<b>5,540,372</b>	<b>2,103,837</b>	<b>2,103,837</b>	<b>2,103,837</b>
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# SPLOST – 2014 FUND

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Purchased / Contracted Services

81-521200	Professional Services		0	70,000	70,000	70,000
<b>Total Purchased / Contracted Services</b>			<b>0</b>	<b>70,000</b>	<b>70,000</b>	<b>70,000</b>

### Capital Outlays

81-541200	Hamilton Business Park Improvements		200,000	100,000	100,000	100,000
81-541200	Ellerslie Park Construction		250,000	141,112	141,112	141,112
81-541400	Hadley Road Water Improvements		200,000	0	0	0
81-541400	Hardage Road Water Improvements		203,500	0	0	0
81-541400	LMIG Match/Overage		0	235,000	235,000	235,000
81-541400	Road Stripping		0	65,000	65,000	65,000
81-542100	Fire Truck Purchase		2,683,872	312,625	312,625	312,625
81-542400	911 CAD System Upgrades		80,000	0	0	0
<b>Total Capital Outlays</b>			<b>3,617,372</b>	<b>853,737</b>	<b>853,737</b>	<b>853,737</b>

### Other Costs

81-572051	Allocation to Hamilton		52,500	37,800	37,800	37,800
81-572052	Allocation to Shiloh		65,000	46,800	46,800	46,800
81-572053	Allocation to Waverly Hall		382,500	275,400	275,400	275,400
81-572054	Allocation to Pine Mountain		170,000	122,400	122,400	122,400
81-572055	Allocation to West Point		197,500	142,200	142,200	142,200
<b>Total Other Costs</b>			<b>867,500</b>	<b>624,600</b>	<b>624,600</b>	<b>624,600</b>

### Other Financing Uses

81-611082	Transfer Out to Library Constr. Fund		500,000	0	0	0
81-611083	Transfer Out to Econ. Dev. Proj. Fund		555,500	555,500	555,500	555,500
<b>Total Other Financing Uses</b>			<b>1,055,500</b>	<b>555,500</b>	<b>555,500</b>	<b>555,500</b>

<b>Total Expenditures</b>			<b>5,540,372</b>	<b>2,103,837</b>	<b>2,103,837</b>	<b>2,103,837</b>
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# TSPLOST – 2013 FUND

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## **FUND PROFILE**

A regional referendum was held during July 2012 to determine if the voters of the 16 county River Valley Regional Commission District, that includes Harris County, wanted to begin a new 1% Transportation Special Purpose Local Option Sales Tax (TSPLOST) for a ten-year period to raise funds for regional and county-wide transportation improvement projects. During the referendum, 55,655 citizens voted – 30,202 (54.3%) for the TSPLOST and 25,453 (45.7%) against. In Harris County, a total of 5,429 citizens voted – 2,471 (45.5%) for the TSPLOST and 2,958 (54.5%) against. Since the regional referendum was approved by a majority of the region, the TSPLOST went into effect on January 1, 2013 and will continue until December 31, 2022. This Fund is used to account for the TSPLOST-2013 proceeds and ensure that these funds are used for the intended purposes.

## **STAFFING PLAN**

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
No Positions in this Fund	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## **FY 2018-19 BUDGET HIGHLIGHTS**

- Professional services consist of \$65,000 to have a consulting engineer design and supervise the construction and paving 0.6 miles of Holland Drive.
- Capital outlay expenses include \$890,000 to pave Holland Drive.
- Other financing uses include a \$325,000 transfer to the Airport Enterprise Fund to pave the access road and a \$408,118 transfer to the Rails to Trails Capital Project Fund to fund that project's required grant matches, TE grant administration, construction administration, and a utility vehicle.

# TSPLOST – 2013 FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Taxes

96-313400	T-SPLOST		960,000	960,000	960,000	960,000
<b>Total Taxes</b>			<b>960,000</b>	<b>960,000</b>	<b>960,000</b>	<b>960,000</b>

### Investment Income

96-361000	Interest Revenues		1,000	4,000	4,000	4,000
<b>Total Investment Income</b>			<b>1,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>

### Other Financing Sources

96-399999	Use of Fund Reserves		89,000	724,118	724,118	724,118
<b>Total Other Financing Sources</b>			<b>89,000</b>	<b>724,118</b>	<b>724,118</b>	<b>724,118</b>

<b>Total Revenues</b>			<b>1,050,000</b>	<b>1,688,118</b>	<b>1,688,118</b>	<b>1,688,118</b>
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## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Purchased / Contracted Services

96-521200	Professional Services		0	65,000	65,000	65,000
<b>Total Purchase / Contracted Services</b>			<b>0</b>	<b>65,000</b>	<b>65,000</b>	<b>65,000</b>

### Capital Outlays

96-541400	County Roads and Bridges		223,882	0	0	0
96-541400	Rails to Trails Project Phase I		258,118	0	0	0
96-541400	Fortson Rd. Bridge@Standing Boy Creek		188,000	0	0	0
96-541400	Holland Drive Paving		0	890,000	890,000	890,000
<b>Total Capital Outlays</b>			<b>670,000</b>	<b>890,000</b>	<b>890,000</b>	<b>890,000</b>

### Other Financing Uses

96-611037	Transfer Out to Airport Enterprise Fund		380,000	325,000	325,000	325,000
96-611084	Transfer Out to Rails to Trails Proj. Fund		0	408,118	408,118	408,118
<b>Total Other Financing Uses</b>			<b>380,000</b>	<b>733,118</b>	<b>733,118</b>	<b>733,118</b>

<b>Total Expenditures</b>			<b>1,050,000</b>	<b>1,688,118</b>	<b>1,688,118</b>	<b>1,688,118</b>
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# SPLOST – 2019 FUND

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## **FUND PROFILE**

A referendum was held during May 2018 to determine if the county voters wanted to continue the 1% Special Purpose Local Option Sales Tax (SPLOST) for a six-year period to raise \$15,300,000 for public safety vehicles and equipment, community center debt repayments, renovations to the courthouse, old library, and community development building, economic development and broadband, a public works facility, road and bridge improvements, the rails to trails project, and city projects. During the referendum, 5,261 citizens voted – 3,535 (67.2%) for the SPLOST and 1,726 (32.8%) against. At the time of the referendum, the county had 23,678 registered voters. Therefore, the referendum had an 22.2% voter turn-out rate. Since the referendum was approved, the SPLOST will go into effect on April 1, 2019 and will continue until March 31, 2025. This Fund is used to account for the SPLOST-2019 proceeds and ensure that these funds are used for the intended purposes.

## **STAFFING PLAN**

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
No Positions in this Fund	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## **FY 2018-19 BUDGET HIGHLIGHTS**

- This Fund will begin collecting proceeds during April, May, and June for this fiscal year.
- Begin the design and renovations of the old library into a county administration building - \$54,100.
- Purchase two new jaws of life tools - \$50,000.
- Purchase two new ambulances - \$400,000.
- Allocation to the cities - \$96,000.

# SPLOST – 2019 FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Taxes

85-313200	SPLOST – 2019		0	600,000	600,000	600,000
<b>Total Taxes</b>			<b>0</b>	<b>600,000</b>	<b>600,000</b>	<b>600,000</b>

### Investment Income

85-361000	Interest Revenues		0	100	100	100
<b>Total Investment Income</b>			<b>0</b>	<b>100</b>	<b>100</b>	<b>100</b>

<b>Total Revenues</b>			<b>0</b>	<b>600,100</b>	<b>600,100</b>	<b>600,100</b>
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## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Capital Outlays

85-541301	Renovation to the old Library		0	54,100	54,100	54,100
85-542100	Jaws of Life Tool (2)		0	50,000	50,000	50,000
85-542200	Ambulances (2)		0	400,000	400,000	400,000
<b>Total Capital Outlays</b>			<b>0</b>	<b>504,100</b>	<b>504,100</b>	<b>504,100</b>

### Other Costs

85-572051	Allocation to Hamilton		0	22,200	22,200	22,200
85-572052	Allocation to Shiloh		0	12,000	12,000	12,000
85-572053	Allocation to Waverly Hall		0	19,200	19,200	19,200
85-572054	Allocation to Pine Mountain		0	24,600	24,600	24,600
85-572055	Allocation to West Point		0	18,000	18,000	18,000
<b>Total Other Costs</b>			<b>0</b>	<b>96,000</b>	<b>96,000</b>	<b>96,000</b>

<b>Total Expenditures</b>			<b>0</b>	<b>600,100</b>	<b>600,100</b>	<b>600,100</b>
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# LIBRARY CONSTRUCTION FUND

## FUND PROFILE

A new library was approved by the voters during the 2009 SPLOST in the amount of \$1,500,000 and also during the 2014 SPLOST in the amount of \$500,000. The state is also contributing \$2,000,000 toward this project. The county also expects to receive donations in the amount of \$1,226,000. The total cost of the new library is expected to be \$5,226,000. This Fund is used to account for those funding sources and ensure they are used for library purposes.

## STAFFING PLAN

Position Title	FY 2016-17	FY 2017-18	FY 2018-19
No Positions in this Fund	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## FY 2018-19 BUDGET HIGHLIGHTS

- The library construction project has been completed and this Fund has been closed.



*New Harris County Public Library  
Opened March 29, 2018*

# LIBRARY CONSTRUCTION FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Intergovernmental Revenues

82-334310	State Reimbursements		1,500,000	0	0	0
<b>Total Intergovernmental Revenues</b>			<b>1,500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Contributions and Donations from Private Sources

82-371000	Donations		1,226,000	0	0	0
<b>Total Contributions and Donations</b>			<b>1,226,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Other Financing Sources

82-391073	Transfer In from SPLOST-2009		1,374,230	0	0	0
82-391081	Transfer In from SPLOST-2014		500,000	0	0	0
<b>Total Other Financing Sources</b>			<b>1,874,230</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total Revenues</b>			<b>4,600,230</b>	<b>0</b>	<b>0</b>	<b>0</b>
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## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Capital Outlays

82-541300	Library Construction		4,600,230	0	0	0
<b>Total Capital Outlays</b>			<b>4,600,230</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total Expenditures</b>			<b>4,600,230</b>	<b>0</b>	<b>0</b>	<b>0</b>
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# ECONOMIC DEVELOPMENT PROJECT FUND

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## FUND PROFILE

The Board entered into an agreement with Daesol Materials Georgia, LLC during March 2016 to assist them with site preparation costs for a new industrial plant located within the Northwest Harris Business Park. This Fund is used to account for those funding sources and expenses to ensure they are used for the intended purposes.

## STAFFING PLAN

Position Title	FY 2016-17	FY 2017-18	FY 2018-19
No Positions in this Fund	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## FY 2018-19 BUDGET HIGHLIGHTS

- Professional services expenses consist of \$10,000 for an engineering consultant to provide construction administration for the Daesol site preparation project.
- Capital outlay expenses include \$1,395,500 for the actual site preparation cost to assist Daesol in constructing a new industrial plant directly adjacent to their existing plant in the Northwest Harris Business Park.

# ECONOMIC DEVELOPMENT PROJECT FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Intergovernmental Revenues

83-334310	State EDGE Grant		150,000	0	0	0
<b>Total Intergovernmental Revenues</b>			<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

### Other Financing Sources

83-391081	Transfer In from SPLOST-2014 Fund		555,500	555,500	555,500	555,500
83-391019	Transfer In from Solid Waste Fund		0	850,000	850,000	850,000
<b>Total Other Financing Sources</b>			<b>555,500</b>	<b>1,405,500</b>	<b>1,405,500</b>	<b>1,405,500</b>

<b>Total Revenues</b>			<b>705,500</b>	<b>1,405,500</b>	<b>1,405,500</b>	<b>1,405,500</b>
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## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Purchased / Contracted Services

83-521200	Professional Services		0	10,000	10,000	10,000
<b>Total Purchased / Contracted Services</b>			<b>0</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>

### Capital Outlays

83-541300	Construction		555,500	1,395,500	1,395,500	1,395,500
<b>Total Capital Outlays</b>			<b>555,500</b>	<b>1,395,500</b>	<b>1,395,500</b>	<b>1,395,500</b>

### Other Costs

83-573000	Payment to Others		150,000	0	0	0
<b>Total Other Costs</b>			<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total Expenditures</b>			<b>705,500</b>	<b>1,405,500</b>	<b>1,405,500</b>	<b>1,405,500</b>
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# RAILS TO TRAILS PROJECT FUND

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## **FUND PROFILE**

The Board of County Commissioners purchased 21.5 miles of abandoned gravel rail line beginning at the Meriwether County line and extending to the Columbus-Muscogee County line from Georgia Southwestern Railroad during 2008. The total cost to acquire this abandoned gravel rail line was \$300,000 with the county funding half and Callaway Gardens funding half. The purpose of this purchase was to eventually develop a paved pedestrian walkway to provide county-wide outdoor recreational opportunities including walking, jogging, running, and bicycling. This Fund is used to account for funding sources and expenses to ensure they are used to improve this rail line.

## **STAFFING PLAN**

Position Title	FY 2016-17	FY 2017-18	FY 2018-19
No Positions in this Fund	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## **FY 2018-19 BUDGET HIGHLIGHTS**

- Revenues for this Fund consist of three federal grants that total \$812,473 that were previously awarded and a \$408,118 contribution from TSPLOST funds.
- Professional services consist of \$18,000 for TE grant administration and construction administration for the Rails to Trails project.
- Capital outlay expenses include \$1,190,591 to construct Phase I of the Rails to Trails project which consist of constructing a ten-foot wide asphalt multi-modal trail from downtown Pine Mountain to the bridge over SR 27 and \$12,000 to purchase a utility vehicle to perform rail line security and maintenance.



*Typical Rails to Trails Section*

# RAILS TO TRAILS PROJECT FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Intergovernmental Revenues

84-331301	Transportation Enhancement Grant		0	512,473	512,473	512,473
84-331350	LWCF Grant		0	100,000	100,000	100,000
84-331350	Rails to Trails Grant		0	200,000	200,000	200,000
<b>Total Intergovernmental Revenues</b>			<b>0</b>	<b>812,473</b>	<b>812,473</b>	<b>812,473</b>

### Other Financing Sources

84-391096	Transfer In From TSPLOST		0	408,118	408,118	408,118
<b>Total Other Financing Sources</b>			<b>0</b>	<b>408,118</b>	<b>408,118</b>	<b>408,118</b>

<b>Total Revenues</b>			<b>0</b>	<b>1,220,591</b>	<b>1,220,591</b>	<b>1,220,591</b>
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## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Purchased / Contracted Services

84-521200	Professional Services		0	18,000	18,000	18,000
<b>Total Purchased / Contracted Services</b>				<b>18,000</b>	<b>18,000</b>	<b>18,000</b>

### Capital Outlays

84-541300	Construction		0	1,190,591	1,190,591	1,190,591
84-542200	Utility Vehicle (R to T)		0	12,000	12,000	12,000
<b>Total Capital Outlays</b>			<b>0</b>	<b>1,202,591</b>	<b>1,202,591</b>	<b>1,202,591</b>

<b>Total Expenditures</b>			<b>0</b>	<b>1,220,591</b>	<b>1,220,591</b>	<b>1,220,591</b>
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## **DEBT SERVICE FUND**

Debt Service Funds are used to account for all financial resources that are used to pay for the principal and interest of certain debt not contained in any other Funds. The county has one Debt Service Fund: the Callaway Conservation Easement Fund.

# **CALLAWAY CONSERVATION EASEMENT FUND**

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## ***FUND PROFILE***

This Debt Service Fund is used to account for revenues paid by the Callaway Foundation to the county to service the debt for the 2,078.14 acre conservation easement until 2026.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
No Positions in this Fund	0	0	0
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Continue the debt payments for the Callaway conservation easement paid by the Callaway Foundation - \$143,958.

# CALLAWAY CONSERVATION EASEMENT FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Contributions from Private Sources

77-371021	Callaway Contributions		143,957	143,958	143,958	143,958
<b>Total Contributions from Private Sources</b>			<b>143,957</b>	<b>143,958</b>	<b>143,958</b>	<b>143,958</b>

<b>Total Revenues</b>			<b>143,957</b>	<b>143,958</b>	<b>143,958</b>	<b>143,958</b>
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## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Debt Service

77-581104	Principal-Conservation Easement		109,526	112,858	112,858	112,858
77-582104	Interest-Conservation Easement		34,431	31,100	31,100	31,100
<b>Total Debt Service</b>			<b>143,957</b>	<b>143,958</b>	<b>143,958</b>	<b>143,958</b>

<b>Total Expenditures</b>			<b>143,957</b>	<b>143,958</b>	<b>143,958</b>	<b>143,958</b>
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## **ENTERPRISE FUNDS**

Enterprise Funds are used to account for all county operations that are financed and operated in the same manner as private enterprises, on a self-supporting basis. The county has three Enterprise Funds: Airport Fund, Solid Waste Fund, and the Water Works Fund.

# AIRPORT FUND

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## ***FUND PROFILE***

The Harris County Airport located in Pine Mountain is a 235-acre general aviation airport serving business aviation and recreational flying. The airport consists of a 5,001-foot long and 100-foot wide lighted asphalt runway with instrument approach, historic terminal building, fuel system, 29 T-hangars, 65 tie-down locations, and two 10,000 square foot corporate hangars. The airport offers 24/7 Jet A and Avgas self-service and full-service fueling, hangar rental, aircraft maintenance through a private contractor, flight training, courtesy cars, and an annual fly-in community event. The major revenue sources for this Fund are fuel sales, hanger rentals, and tie-down fees.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Airport Manager	1	1	1
Attendant (part-time)	1	1	1
<b>Total Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Professional services include \$236,000 for the airport consultant to prepare various studies including a runway extension environmental assessment (\$105,000), a runway pavement strength analysis (\$35,000), a runway extension justification study (\$15,000), design a runway remarking project (\$20,000), and perform construction administration services for the fencing installation project (\$60,000) all funded by grants from the Georgia Department of Transportation. Also, \$1,000 for audit services.
- Technical services include \$3,500 for the AWOS maintenance agreement, \$1,000 for security system maintenance, and \$350 for web hosting and maintenance for a total of \$4,850.
- Capital outlay expenses consists of \$65,000 to acquire property to complete the fencing project funded by a Georgia Department of Transportation grant, \$945,000 to install Phase I and Phase II of the wildlife fencing funded by a Georgia Department of Transportation grant, \$55,000 to remark the runway funded by a Georgia Department of Transportation grant, \$325,000 to pave the access road using TSPLOST funds, and \$30,000 to purchase a tractor/mower to allow the inmate assigned to the airport to mow the entire airport property and not rely on the Public Works Dept. for a total of \$1,420,000.

# AIRPORT FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Intergovernmental Revenues

37-331150	GDOT Airport Grant		50,000	0	0	0
37-331151	GDOT Grant for Fencing Design		60,000	0	0	60,000
37-331152	GDOT Grant for Fencing Installation		300,000	585,000	585,000	945,000
37-331153	GDOT Grant for Fencing Property		0	65,000	65,000	65,000
37-331154	GDOT Grant for Various Studies		0	155,000	155,000	155,000
37-331155	GDOT Grant For Runway Remarking		0	75,000	75,000	75,000
<b>Total Intergovernmental Revenues</b>			<b>410,000</b>	<b>880,000</b>	<b>880,000</b>	<b>1,300,000</b>

### Charges for Services

37-345301	Av Gas Sales		280,000	150,000	150,000	150,000
37-345302	Jet Fuel Sales		50,000	60,000	60,000	60,000
37-345303	Hangar Rental Fees		95,000	90,000	90,000	90,000
37-345304	Tie Down Fees		2,000	500	500	500
<b>Total Charges for Services</b>			<b>427,000</b>	<b>300,500</b>	<b>300,500</b>	<b>300,500</b>

### Other Financing Sources

37-391100	Transfer In from General Fund		0	210,989	10,989	10,989
37-391096	Transfer In from TSPLOST		380,000	325,000	325,000	325,000
<b>Total Other Financing Sources</b>			<b>380,000</b>	<b>535,989</b>	<b>335,989</b>	<b>335,989</b>

<b>Total Revenues</b>			<b>1,217,000</b>	<b>1,716,489</b>	<b>1,516,489</b>	<b>1,936,489</b>
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## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Unaudited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

37-511100	Regular Employees		56,898	56,538	56,538	56,538
37-511300	Overtime		1,110	1,000	1,000	1,000
37-512100	Group Insurance		7,562	7,493	7,493	7,493
37-512200	FICA		3,597	3,506	3,506	3,506
37-512300	Medicare		842	820	820	820
37-512400	Retirement Contributions		4,819	4,902	4,902	4,902
37-512600	Unemployment Insurance		108	80	80	80
37-512700	Workers' Compensation		2,845	1,100	1,100	1,100
<b>Total Personal Services and Employee Benefits</b>			<b>77,781</b>	<b>75,439</b>	<b>75,439</b>	<b>75,439</b>

# AIRPORT FUND

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### *Purchased / Contracted Services*

37-521200	Professional Services (GDOT)		141,000	176,000	176,000	236,000
37-521300	Technical Services		7,000	4,850	4,850	4,850
37-522210	Repair and Maintenance-Equipment		9,000	14,000	14,000	14,000
37-522220	Repair and Maintenance-Building		25,000	5,000	5,000	5,000
37-522260	Repair and Maintenance-Vehicle		1,000	1,000	1,000	1,000
37-523100	Property and Vehicle Insurance		3,000	9,500	9,500	9,500
37-523210	Communications-Telephone		2,900	3,400	3,400	3,400
37-523211	Communications-Internet		1,300	1,300	1,300	1,300
37-523300	Advertising		2,000	3,000	3,000	3,000
37-523500	Travel		1,000	1,000	1,000	1,000
37-523600	Dues and Fees		300	500	500	500
37-523700	Education and Training		1,000	1,000	1,000	1,000
<b>Total Purchased / Contracted Services</b>			<b>194,500</b>	<b>220,550</b>	<b>220,550</b>	<b>280,550</b>

### *Supplies*

37-531101	General Supplies-Office		900	1,200	1,200	1,200
37-531150	General Supplies-Tires		200	500	500	500
37-531210	Water/Sewer		2,500	1,500	1,500	1,500
37-531230	Electricity		14,000	16,000	16,000	16,000
37-531270	Gasoline/Diesel/Oil		500	800	800	800
37-531521	Av Gas for Resale		200,000	100,000	100,000	100,000
37-531522	Jet Fuel for Resale		32,000	40,000	40,000	40,000
37-531600	Small Equipment		500	500	500	500
<b>Total Supplies</b>			<b>250,600</b>	<b>160,500</b>	<b>160,500</b>	<b>160,500</b>

### *Capital Outlays*

37-541100	Property for Fencing Project		0	65,000	65,000	65,000
37-541200	Wildlife Fencing-Phase II (GDOT)		300,000	585,000	585,000	945,000
37-541200	Runway Remarketing		0	55,000	55,000	55,000
37-541300	2 Bay Garage		0	200,000	0	0
37-541400	Access Road Paving (TSPLOST)		300,000	325,000	325,000	325,000
37-542200	Tractor/Mower		0	30,000	30,000	30,000
37-542200	Av Gas Vehicle		45,000	0	0	0
37-542500	Security System		15,000	0	0	0
<b>Total Capital Outlays</b>			<b>660,000</b>	<b>1,260,000</b>	<b>1,060,000</b>	<b>1,420,000</b>

<b>Total Expenditures</b>			<b>1,182,881</b>	<b>1,716,489</b>	<b>1,516,489</b>	<b>1,936,489</b>
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# SOLID WASTE FUND

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## ***FUND PROFILE***

The Solid Waste Enterprise Fund is responsible for collecting residential and commercial solid waste on a weekly county-wide basis. The waste is collected curbside and transported to the county's transfer station. The waste is then transported to a certified MSW landfill by a private contractor. This department also operates three manned collection sites for county residents' use, maintains the permanently closed landfill, and performs recycling services. This Fund generates revenue from a fee placed on the annual tax bills and tipping fees.

## ***STAFFING PLAN***

<b>Position Title</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
Director	1	1	1
Assistant Director	1	1	1
Scale Operator	1	1	1
Sanitation Equipment Operator	8	8	8
Collection Site Attendant	3	3	3
Collection Site Attendant (part-time)	1	1	1
Inmates	15	15	15
<b>Total Positions</b>	<b>15</b>	<b>15</b>	<b>15</b>

## ***FY 2018-19 BUDGET HIGHLIGHTS***

- Technical services include \$13,200 for a private company to perform landfill monitoring and well testing.
- Capital outlay expenses include \$54,000 to purchase replacement vehicle scales, \$30,000 to purchase a replacement vehicle and \$12,000 to purchase a utility vehicle.
- Indirect cost allocation of \$100,000 to the General Fund to pay for indirect cost such as finance, IT, administration, and purchasing services.
- Continue the debt service on the 420F backhoe for a total expense of \$21,074.
- Transfers of \$1,400,000 to the General Fund to help balance that budget and \$850,000 to the Economic Development Fund to help fund the Daesol site preparation project.

# SOLID WASTE FUND

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Charges for Services

19-344110	Garbage Collection Charges		1,910,000	1,900,000	1,900,000	1,900,000
19-344111	Garbage Collection Charges-Delinquent		43,500	2,000	2,000	2,000
19-344112	Commercial Dumpster Fees		23,000	22,000	22,000	22,000
19-344130	Sale of Salvage		15,000	15,000	15,000	15,000
19-344150	Landfill Tipping Fees		42,000	42,000	42,000	42,000
<b>Total Charges for Services</b>			<b>2,033,500</b>	<b>1,981,000</b>	<b>1,981,000</b>	<b>1,981,000</b>

### Investment Income

19-361000	Interest Revenues		2,500	30,000	30,000	30,000
<b>Total Investment Income</b>			<b>2,500</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>

### Other Financing Sources

19-392100	Sale of Assets		50,000	10,000	10,000	10,000
19-399999	Use of Fund Reserves		1,645,071	1,869,411	1,689,411	1,743,411
<b>Total Other Financing Sources</b>			<b>1,695,071</b>	<b>1,879,411</b>	<b>1,699,411</b>	<b>1,753,411</b>

<b>Total Revenue</b>			<b>3,731,071</b>	<b>3,890,411</b>	<b>3,710,411</b>	<b>3,764,411</b>
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# SOLID WASTE FUND

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

19-511100	Regular Employees		424,054	417,075	417,075	417,075
19-512100	Group Insurance		108,124	104,891	104,891	104,891
19-512120	Health Reimbursement Arrangement		15,000	15,000	15,000	15,000
19-512200	FICA		26,292	25,859	25,859	25,859
19-512300	Medicare		6,151	6,048	6,048	6,048
19-512400	Retirement Contributions		53,003	52,625	52,625	52,625
19-512600	Unemployment Insurance		714	549	549	549
19-512700	Workers' Compensation		21,203	22,160	22,160	22,160
<b>Total Personal Services and Employee Benefits</b>			<b>654,541</b>	<b>644,207</b>	<b>644,207</b>	<b>644,207</b>

### Purchased / Contracted Services

19-521200	Professional Services		3,000	3,000	3,000	3,000
19-521300	Technical Services		13,200	13,200	13,200	13,200
19-522112	Disposal-Septic Tank		1,000	1,000	1,000	1,000
19-522210	Repairs and Maintenance-Equipment		1,500	1,500	1,500	1,500
19-522220	Repairs and Maintenance-Buildings		18,500	8,000	8,000	8,000
19-522222	Repairs and Maintenance-Sites		37,000	5,000	5,000	5,000
19-522260	Repairs and Maintenance-Vehicle		105,000	105,000	105,000	105,000
19-523001	Extermination		0	300	300	300
19-523100	Property and Vehicle Insurance		14,000	16,900	16,900	16,900
19-523210	Communications-Telephone		6,200	6,200	6,200	6,200
19-523250	Communications-Postage		30	30	30	30
19-523500	Travel		500	500	500	500
19-523700	Education and Training		500	500	500	500
<b>Total Purchased / Contracted Services</b>			<b>200,430</b>	<b>161,130</b>	<b>161,130</b>	<b>161,130</b>

### Supplies

19-531101	General Supplies-Office		1,300	1,300	1,300	1,300
19-531120	General Supplies-Janitorial		500	500	500	500
19-531150	General Supplies-Tires		30,000	30,000	30,000	30,000
19-531190	General Supplies-Other		4,500	4,500	4,500	4,500
19-531210	Water/Sewer		0	1,000	1,000	1,000
19-531230	Electricity		9,200	9,200	9,200	9,200
19-531270	Gasoline/Diesel/Oil		130,700	90,000	90,000	90,000
19-531600	Small Equipment		2,000	1,000	1,000	1,000
19-531710	Uniforms		1,500	1,500	1,500	1,500
<b>Total Supplies</b>			<b>179,700</b>	<b>139,000</b>	<b>139,000</b>	<b>139,000</b>

# SOLID WASTE FUND

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Capital Outlays

19-541300	24x25 Storage Building		12,000	0	0	0
19-542100	Lawn Mower		6,000	0	0	0
19-542100	Compactors (2)		34,000	0	0	0
19-542100	Vehicle Scales		0	0	0	54,000
19-542200	Garbage Trucks		380,000	180,000	0	0
19-542200	Vehicle		0	30,000	30,000	30,000
19-542200	Utility Vehicle		0	12,000	12,000	12,000
19-542500	Receiving Containers (2)		13,000	0	0	0
19-542500	Pressure Washer		6,000	0	0	0
<b>Total Capital Outlays</b>			<b>451,000</b>	<b>222,000</b>	<b>42,000</b>	<b>96,000</b>

### Interfund / Interdepartmental Charges

19-551000	Indirect Cost Allocation		0	100,000	100,000	100,000
<b>Total Interfund / Interdepartmental Charges</b>			<b>0</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>

### Other Costs

19-573001	State Highway Impact Fee		1,100	1,500	1,500	1,500
19-573002	Tipping Fees		552,000	350,000	350,000	350,000
19-573120	Refunds		1,500	1,500	1,500	1,500
<b>Total Other Costs</b>			<b>554,600</b>	<b>353,000</b>	<b>353,000</b>	<b>353,000</b>

### Debt Service

19-581200	Principal-420F Backhoe		19,317	20,509	20,509	20,509
19-581200	Principal-D6 Track Type Tractor		158,613	0	0	0
19-582200	Interest-420F Backhoe		1,192	565	565	565
19-582200	Interest-D6 Track Type Tractor		2,416	0	0	0
<b>Total Debt Service</b>			<b>181,538</b>	<b>21,074</b>	<b>21,074</b>	<b>21,074</b>

### Other Financing Uses

19-611100	Transfer Out to General Fund		1,500,000	1,400,000	1,400,000	1,400,000
19-611083	Transfer Out to Econ. Dev. CPF		0	850,000	850,000	850,000
<b>Total Other Financing Uses</b>			<b>1,500,000</b>	<b>2,250,000</b>	<b>2,250,000</b>	<b>2,250,000</b>

<b>Total Expenditures</b>			<b>3,721,809</b>	<b>3,890,411</b>	<b>3,710,411</b>	<b>3,764,411</b>
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# WATER WORKS FUND

## FUND PROFILE

The Water Works Enterprise Fund provides clean drinking water and fire protection to over 8,550 customers in the unincorporated area of the county. The water source is surface water from the Chattahoochee River. The Water Works Fund consists of three divisions – Administration, Filter Plant, and Distribution. The Administration Division is responsible for the overall supervision of the Fund and conducts monthly customer billing and customer service support. The Filter Plant Division operates a 3.0 MGD plant and is responsible for all water treatment operations and ensures that all treated water is in compliance with all state and federal regulations. The Distribution Division is responsible for the maintenance of over 500 miles of water lines, ten pump stations, eight elevated water storage tanks, and four ground water storage tanks, repairing leaks, and installing water meters. This Fund also purchases water as needed from the Columbus Water Department, Georgia Power, and Talbot County.

## STAFFING PLAN

Position Title	FY 2016-17	FY 2017-18	FY 2018-19
<b>Administration</b>			
Director	1	1	1
Customer Service Supervisor	1	1	1
Customer Service Representative	3	3	3
Water Service Worker	1	1	1
Customer Service Representative (part-time)	1	1	1
<b>Total Administration</b>	<b>7</b>	<b>7</b>	<b>7</b>
<b>Filter Plant</b>			
Supervisor	1	1	1
WTP Operator I	2	2	2
WTP Operator II	3	3	3
WTP Operator III	3	3	3
WTP Operator Trainee	1	1	1
<b>Total Filter Plant</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>Distribution</b>			
Distribution Supervisor	1	1	1
Meter Reader Supervisor	1	1	1
Crew Supervisor	1	1	1
Maintenance Supervisor	1	1	1
Heavy Equipment Operator	2	2	2
Utility Locator	1	1	1
Meter Reader	2	2	2
Water Maintenance Specialist	1	1	1
Inmates	2	2	2
<b>Total Distribution</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>Total Positions</b>	<b>27</b>	<b>27</b>	<b>27</b>

## FY 2018-19 BUDGET HIGHLIGHTS

- Professional services include \$70,000 for the engineering consultant to provide construction administration for the water meter replacement project, \$70,000 for the engineering consultant to provide construction administration for the SR 219 water relocation project, \$30,000 for general engineering services as needed, \$1,000 for legal assistance, and \$9,500 for audit services for a total of \$180,500.

# WATER WORKS FUND

## FY 2018-19 BUDGET HIGHLIGHTS

- Technical services include \$2,000 for communication repairs, \$9,500 for billing system maintenance and support, and \$100,000 for water tank maintenance for a total of \$111,500.
- Capital outlay expenses consist of \$155,000 to purchase various equipment that includes a replacement backhoe, a replacement backhoe trailer, and two replacement trucks. Also \$80,000 for general water system improvements, \$50,000 for general water plant improvements, \$1,030,000 to relocate the water line on SR 219, \$1,500,000 to replace and upgrade all county water meters to smart meters using a GEFA loan, and \$150,000 to install 10,800 linear feet of 6-inch water line/hydrants on Hadley Road using in-house crews.
- Indirect cost allocation of \$150,000 to the General Fund to pay for indirect cost such as finance, IT, administration, and purchasing services.
- Transfers out includes \$615,648 (principal and interest) to the Public Improvements Authority Fund to pay debt service on the 2012 revenue bonds and \$150,000 to the General Fund.

## REVENUES

Account Number	Revenue Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Charges for Services

93-344210	Water Charges		4,734,185	4,600,000	4,600,000	4,600,000
93-344211	Service Installations		125,000	140,000	140,000	140,000
93-344212	Reconnect Fees		40,000	35,000	35,000	35,000
93-344213	Surcharges (to repay 2002 GEFA Loan)		17,000	17,000	17,000	17,000
93-344214	Late Fees		60,000	65,000	65,000	65,000
93-344215	Credit Card Convenience Fees		10,000	30,000	30,000	30,000
<b>Total Charges for Services</b>			<b>4,986,185</b>	<b>4,887,000</b>	<b>4,887,000</b>	<b>4,887,000</b>

### Investment Income

93-361000	Interest Revenues		500	2,500	2,500	2,500
<b>Total Investment Income</b>			<b>500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>

### Miscellaneous Revenue

93-389001	Miscellaneous Revenues		12,000	7,000	7,000	7,000
<b>Total Miscellaneous Revenue</b>			<b>12,000</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>

### Other Financing Sources

93-125303	GEFA Loan for Water Meter Project		0	1,570,000	1,570,000	1,570,000
93-399999	Use of Fund Reserves		107,103	1,313,106	1,313,106	1,313,106
<b>Total Other Financing Sources</b>			<b>107,103</b>	<b>2,883,106</b>	<b>2,883,106</b>	<b>2,883,106</b>

<b>Total Revenue</b>			<b>5,105,788</b>	<b>7,779,606</b>	<b>7,779,606</b>	<b>7,779,606</b>
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# WATER WORKS FUND

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Personal Services and Employee Benefits

93-511100	Regular Employees		1,044,179	1,111,719	1,111,719	1,111,719
93-511300	Overtime		94,708	95,688	95,688	95,688
93-512100	Group Insurance		204,097	202,290	202,290	202,290
93-512120	Health Reimbursement Arrangement		15,000	25,000	25,000	25,000
93-512200	FICA		70,613	74,860	74,860	74,860
93-512300	Medicare		16,515	17,508	17,508	17,508
93-512400	Retirement Contributions		146,448	154,463	154,463	154,463
93-512600	Unemployment Insurance		1,285	1,064	1,064	1,064
93-512700	Workers' Compensation		52,210	49,000	49,000	49,000
<b>Total Personal Services and Employee Benefits</b>			<b>1,645,055</b>	<b>1,731,592</b>	<b>1,731,592</b>	<b>1,731,592</b>

### Purchased / Contracted Services

93-521200	Professional		30,500	180,500	180,500	180,500
93-521300	Technical		111,500	111,500	111,500	111,500
93-522210	Repairs and Maintenance-Equipment		20,000	20,000	20,000	20,000
93-522211	Repairs and Maintenance-Office Equip.		1,000	1,300	1,300	1,300
93-522220	Repairs and Maintenance-Buildings		75,000	75,000	75,000	75,000
93-522260	Repairs and Maintenance-Vehicles		25,000	25,000	25,000	25,000
93-523001	Extermination		700	700	700	700
93-523100	Property & Equipment Insurance		31,625	37,800	37,800	37,800
93-523210	Communications-Telephone		12,000	12,000	12,000	12,000
93-523250	Communications-Postage		32,000	32,000	32,000	32,000
93-523500	Travel		9,000	9,000	9,000	9,000
93-523600	Dues and Fees		6,700	6,700	6,700	6,700
93-523601	Credit Card Fees		6,000	18,000	18,000	18,000
93-523602	Bank Fees		7,000	9,000	9,000	9,000
93-523700	Education and Training		4,000	4,000	4,000	4,000
<b>Total Purchased / Contracted Services</b>			<b>372,025</b>	<b>542,500</b>	<b>542,500</b>	<b>542,500</b>

### Supplies

93-531101	General Supplies-Office		20,500	20,500	20,500	20,500
93-531121	General Supplies-Chemicals		130,000	130,000	130,000	130,000
93-531122	General Supplies-Lab		13,000	13,000	13,000	13,000
93-531123	General Supplies-System Maintenance		250,000	250,000	250,000	250,000
93-531230	Electricity		314,500	314,500	314,500	314,500
93-531240	Bottled Gas		1,500	1,500	1,500	1,500
93-531270	Gasoline/Diesel/Oil		57,000	57,000	57,000	57,000
93-531600	Small Equipment		5,000	5,000	5,000	5,000
93-531710	Uniforms		14,000	15,000	15,000	15,000
<b>Total Supplies</b>			<b>805,500</b>	<b>806,500</b>	<b>806,500</b>	<b>806,500</b>

# WATER WORKS FUND

## EXPENDITURES

Account Number	Expenditure Description	FY 2016-17 Audited	FY 2017-18 Amended Budget	FY 2018-19 Department Requested Budget	FY 2018-19 Manager Proposed Budget	FY 2018-19 Commission Approved Budget
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### Other Costs

93-531511	Water Purchase from Columbus		600,000	450,000	450,000	450,000
93-531512	Water Purchase from Talbot		110,000	120,000	120,000	120,000
93-531513	Water Purchase from GA Power		60,000	50,000	50,000	50,000
93-572007	DNR Fees		44,000	44,000	44,000	44,000
<b>Total Other Costs</b>			<b>814,000</b>	<b>664,000</b>	<b>664,000</b>	<b>664,000</b>

### Capital Outlays

93-542100	Equipment		202,503	155,000	155,000	155,000
93-541400	General Water System Improvements		80,000	80,000	80,000	80,000
93-541400	General Water Plant Improvements		50,000	50,000	50,000	50,000
93-541400	SR 219 Water Line Relocation		0	1,030,000	1,030,000	1,030,000
93-541400	Water Meter Replacement Project		0	1,500,000	1,500,000	1,500,000
93-541400	Hadley Road Water Improvements		0	150,000	150,000	150,000
93-542410	Financial Software		24,600	0	0	0
<b>Total Capital Outlays</b>			<b>357,103</b>	<b>2,965,000</b>	<b>2,965,000</b>	<b>2,965,000</b>

### Interfund / Interdepartmental Charges

93-551000	Indirect Cost Allocation		0	150,000	150,000	150,000
<b>Total Interfund / Interdepartmental Charges</b>			<b>0</b>	<b>150,000</b>	<b>150,000</b>	<b>150,000</b>

### Debt Service

93-581105	Principal-2002 GEFA		10,256	10,256	10,256	10,256
93-581106	Principal-2016 GEFA		146,000	110,148	110,148	110,148
93-582105	Interest-2002 GEFA		0	0	0	0
93-582106	Interest-2016 GEFA		20,000	33,962	33,962	33,962
<b>Total Debt Service</b>			<b>176,256</b>	<b>154,366</b>	<b>154,366</b>	<b>154,366</b>

### Other Financing Uses

93-611079	Transfer Out to PIA		622,173	615,648	615,648	615,648
93-611100	Transfer Out to General Fund		300,000	150,000	150,000	150,000
<b>Total Other Financing Uses</b>			<b>922,173</b>	<b>765,648</b>	<b>765,648</b>	<b>765,648</b>

<b>Total Expenditures</b>			<b>5,092,112</b>	<b>7,779,606</b>	<b>7,779,606</b>	<b>7,779,606</b>
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## **LONG TERM DEBT SCHEDULE**

# LONG TERM DEBT

## WATERWORKS METER REPLACEMENT GEFA LOAN

Facility Type	Acquisition Date	Fiscal Year Due	Principal	Interest	Total
Replacement of 8,400+/- water meters to AMR smart meters funded through a GEFA Loan at 0.89%. Paid by Water Works Enterprise Fund.  This project is under construction and will be converted into a loan when completed.	2018	2018-19			
		2019-20			
		2020-21			
		2021-22			
		2022-23			
		2023-24			
		2024-25			
		2025-26			
		2026-27			
		2027-28			
		2028-29			
2029-30					
<b>Total</b>					

## WATERWORKS IMPROVEMENTS GEFA LOAN

Facility Type	Acquisition Date	Fiscal Year Due	Principal	Interest	Total
Construction of a water filter plant expansion funded through a GEFA Loan at 1.4%. Paid by Water Works Enterprise Fund.	2016	2018-19	110,148	33,962	144,110
		2019-20	111,700	32,410	144,110
		2020-21	113,274	30,836	144,110
		2021-22	114,870	29,240	144,110
		2022-23	116,488	27,622	144,110
		2023-24	118,129	25,980	144,110
		2024-25	119,794	24,316	144,110
		2025-26	121,482	22,628	144,110
		2026-27	123,194	20,916	144,110
		2027-28	124,929	19,181	144,110
		2028-29	126,690	17,420	144,110
		2029-30	128,475	15,635	144,110
		2030-31	130,285	13,825	144,110
		2031-32	132,121	11,989	144,110
		2032-33	133,982	10,128	144,110
		2033-34	135,870	8,240	144,110
		2034-35	137,785	6,325	144,110
		2035-36	139,726	4,384	144,110
		2036-37	141,695	2,415	144,110
2037-38	95,569	503	96,072		
<b>Total</b>			<b>2,476,206</b>	<b>357,955</b>	<b>2,834,161</b>

# LONG TERM DEBT

## PUBLIC IMPROVEMENTS AUTHORITY REVENUE BONDS – THE GROVE DEVELOPMENT

Facility Type	Acquisition Date	Fiscal Year Due	Principal	Interest	Total
Water and sewer improvements related to the Grove development. 4%. Paid by developer to the Public Improvements Authority Fund.	2015	2018-19	0	216,000	216,000
		2019-20	0	216,000	216,000
		2020-21	0	216,000	216,000
		2021-22	0	216,000	216,000
		2022-23	0	216,000	216,000
		2023-24	0	216,000	216,000
		2024-25	0	216,000	216,000
		2025-26	0	216,000	216,000
		2026-27	0	216,000	216,000
		2027-28	0	216,000	216,000
		2028-29	0	216,000	216,000
		2029-30	0	216,000	216,000
		2030-31	0	216,000	216,000
		2031-32	0	216,000	216,000
		2032-33	0	216,000	216,000
2033-34	0	216,000	216,000		
		2034-35	5,400,000	216,000	5,616,000
<b>Total</b>			<b>5,400,000</b>	<b>3,672,000</b>	<b>9,072,000</b>

## PUBLIC WORKS EQUIPMENT LEASE-PURCHASE

Facility Type	Acquisition Date	Fiscal Year Due	Principal	Interest	Total
Purchase of heavy equipment (924K wheel loader, 3 12M3 motor graders, D5 track type tractor, and 953D track loader) for the Public Works Dept. through a lease-purchase agreement with Caterpillar Financial Services Corporation. 3.2%. Paid by General Fund.	2014	2018-19	103,883	3,512	107,395
		2019-20	53,200	498	53,698
<b>Total</b>			<b>157,083</b>	<b>4,010</b>	<b>161,093</b>

## PUBLIC WORKS EQUIPMENT LEASE-PURCHASE

Facility Type	Acquisition Date	Fiscal Year Due	Principal	Interest	Total
Purchase of 416F backhoe loader for the Public Works Dept. through a lease-purchase agreement with Caterpillar Financial Services Corporation. 3.2%. Paid by General Fund.	2014	2018-19	6,240	76	6,316
<b>Total</b>			<b>6,240</b>	<b>76</b>	<b>6,316</b>

# LONG TERM DEBT

## SOLID WASTE EQUIPMENT LEASE-PURCHASE

Facility Type	Acquisition Date	Fiscal Year Due	Principal	Interest	Total
Purchase of 420F backhoe loader for the Solid Waste Fund through a lease-purchase agreement with Caterpillar Financial Services Corporation. 3.2%. Paid by Solid Waste Enterprise Fund.	2014	2018-19	20,509	565	21,074
		2019-20	6,837	46	6,883
<b>Total</b>			<b>27,346</b>	<b>611</b>	<b>27,957</b>

## PUBLIC IMPROVEMENTS AUTHORITY REVENUE BONDS – WATERWORKS IMPROVEMENTS

Facility Type	Acquisition Date	Fiscal Year Due	Principal	Interest	Total
Improvements to water system. 2.46%. Paid by a transfer from the Water Works Enterprise Fund to the Public Improvements Authority Fund.	2012	2018-19	485,000	130,648	615,648
		2019-20	505,000	113,473	618,473
		2020-21	520,000	103,223	623,223
		2021-22	530,000	92,392	622,392
		2022-23	540,000	80,685	620,685
		2023-24	555,000	68,020	623,020
		2024-25	565,000	54,367	619,367
		2025-26	580,000	39,764	619,764
		2026-27	595,000	24,415	619,415
		2027-28	615,000	8,303	623,303
<b>Total</b>			<b>5,490,000</b>	<b>715,290</b>	<b>6,205,290</b>

## PUBLIC IMPROVEMENTS AUTHORITY REVENUE BONDS - COMMUNITY CENTER

Facility Type	Acquisition Date	Fiscal Year Due	Principal	Interest	Total
Community Center construction, other equipment, and improvements. 2.09%. Paid by a transfer from the General Fund or SPLOST-2019* Fund to the Public Improvements Authority Fund.	2010 Refi - 2017	2018-19	280,000	131,352	411,352
		2019-20	245,000	125,866	370,866
		2020-21*	615,000	116,879	731,879
		2021-22*	630,000	103,868	733,868
		2022-23*	645,000	90,545	735,545
		2023-24*	655,000	76,960	731,960
		2024-25*	670,000	63,113	733,113
		2025-26	655,000	49,267	704,267
		2026-27	665,000	35,473	700,473
		2027-28	675,000	21,470	696,470
2028-29	690,000	7,208	697,208		
<b>Total</b>			<b>6,425,000</b>	<b>822,001</b>	<b>7,247,001</b>

# LONG TERM DEBT

## CONSERVATION EASEMENT GEFA LOAN

Facility Type	Acquisition Date	Fiscal Year Due	Principal	Interest	Total
Acquisition of a 2,078.14 acre conservation easement from the Callaway Foundation through a GEFA Clean Water State Revolving Loan at 3%. Paid by Callaway to the Debt Service Fund.	2008	2018-19	112,858	31,100	143,958
		2019-20	116,247	27,711	143,958
		2020-21	119,867	24,091	143,958
		2021-22	123,472	20,486	143,958
		2022-23	127,228	16,730	143,958
		2023-24	131,078	12,880	143,958
		2024-25	135,100	8,858	143,958
		2025-26	139,194	4,764	143,958
		2026-27	83,269	833	84,102
<b>Total</b>			<b>1,088,313</b>	<b>147,453</b>	<b>1,235,766</b>

## WATERWORKS IMPROVEMENTS GEFA LOAN

Facility Type	Acquisition Date	Fiscal Year Due	Principal	Interest	Total
Construction cost for water improvements (250,000-gallon elevated water tank, booster pump station, 20,800 l.f. of water mains with hydrants in Kings Gap area funded through a GEFA loan at 0%. Paid by Water Works Enterprise Fund.	2002	2018-19	10,256	0	10,256
		2019-20	10,256	0	10,256
		2020-21	10,256	0	10,256
		2021-22	10,256	0	10,256
		2022-23	10,256	0	10,256
		2023-24	5,136	0	5,136
<b>Total</b>			<b>56,416</b>	<b>0</b>	<b>56,416</b>

### TOTAL DEBT PAYMENTS FOR FY 2018-19

Principal	Interest	Total
1,128,894	547,215	1,676,109

### TOTAL DEBT OUTSTANDING

Principal	Interest	Total
21,126,604	5,719,396	26,846,000

### DEBT PER CAPITA

\$26,846,000/ 33,915 = \$792



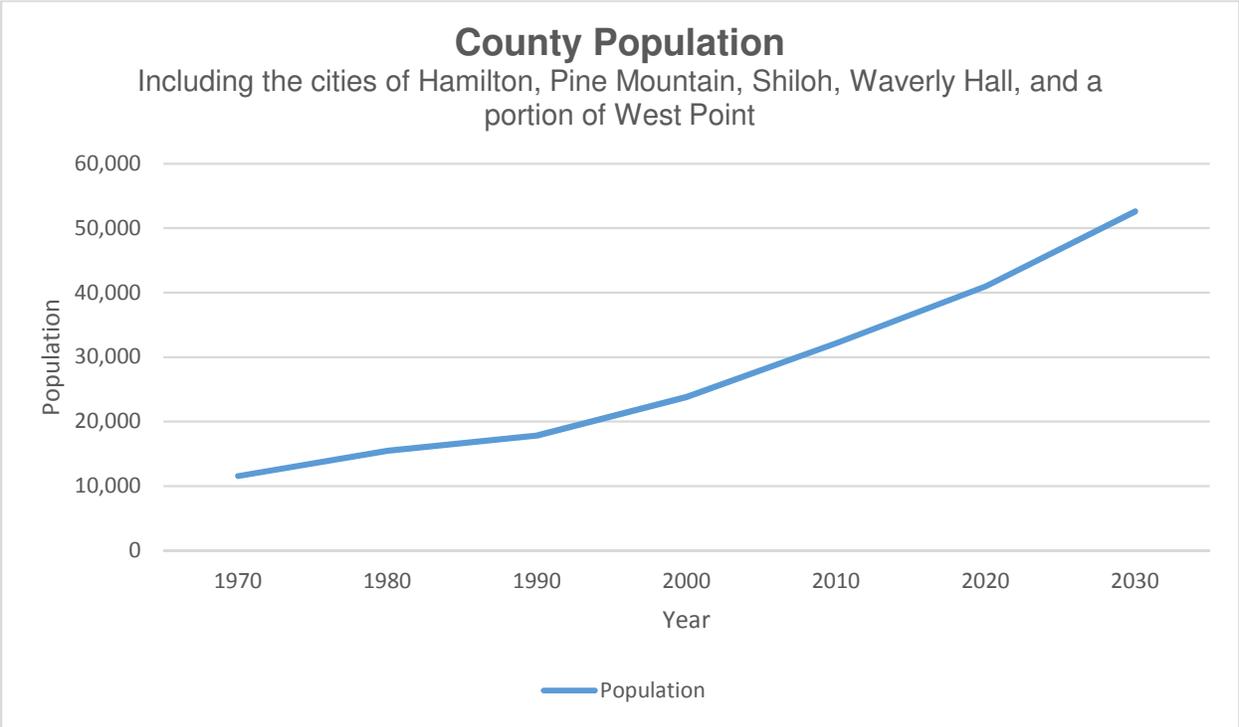
## **STATISTICAL INFORMATION**

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## HARRIS COUNTY EMPLOYEES BY TYPE

Department	Total Employees	Full-Time	Part-Time	Elected	Board Member	Paid Supplement	Inmates
<b>General Fund</b>							
Administration	7	5	2				
Animal Control	2	2	0				1
Board of Commissioners	5	0	0	5			
Board of Elections & Reg.	4	0	1		3		
Board of Equalization	6	0	0		6		
Clerk of Superior Court	7	6	0	1			
Community Center	23	1	22				2-3
Community Development	17	4	1		12		
Coroner	4	0	0	1		3	
District Attorney	7	4	0	1		2	
EMS	48	28	20				
Extension Service	5	1	0			4	
Facilities Maintenance	4	4	0				6-8
Information Technology	1	1	0				
Jail	25	25	0				
Magistrate Court	5	2	2	1			
Non-Departmental	0	0	0				
Prison	30	30	0				30
Probate Court	4	3	0	1			
Public Works	18	18	0				5-7
Recreation	7	5	2				12
Sheriff's Office	52	49	2	1			
Superior Court	20	0	8	7		5	
Tax Assessor	11	8	0		3		
Tax Commissioner	7	6	0	1			
Vehicle Maintenance	5	5	0				4-6
Volunteer Fire Depts.	0	0	0				
<b>Special Revenue Funds</b>							
911 Center	18	18	0				
<b>Enterprise Funds</b>							
Airport	2	1	1				
Solid Waste	15	14	1				15
Water Works	27	26	1				2
<b>Total Employees</b>	<b>386</b>	<b>266</b>	<b>63</b>	<b>19</b>	<b>24</b>	<b>14</b>	<b>77-84</b>

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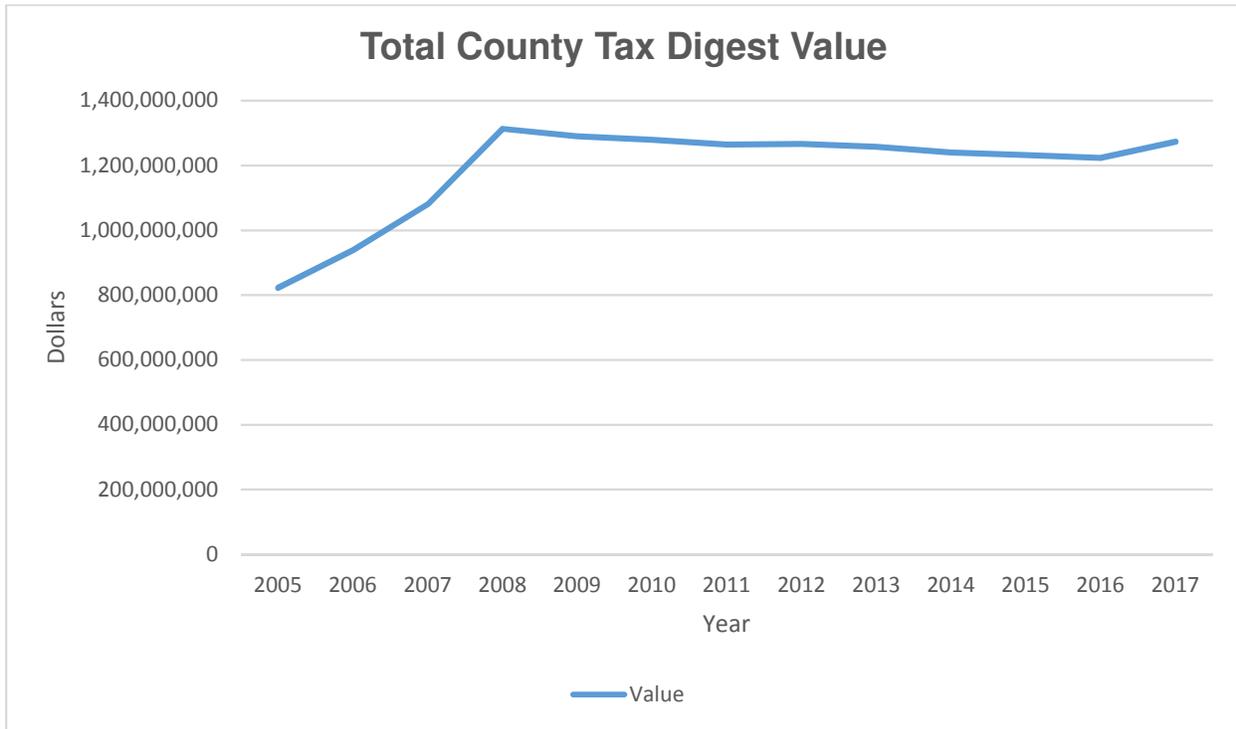


<u>Year</u>	<u>Population</u>
1970	11,545
1980	15,464
1990	17,837
2000	23,797
2010	32,026
2020	41,001
2030	52,606

Harris County’s 2017 population estimate is 33,915, a 6% increase from 2010.

Source: U.S. Census Bureau

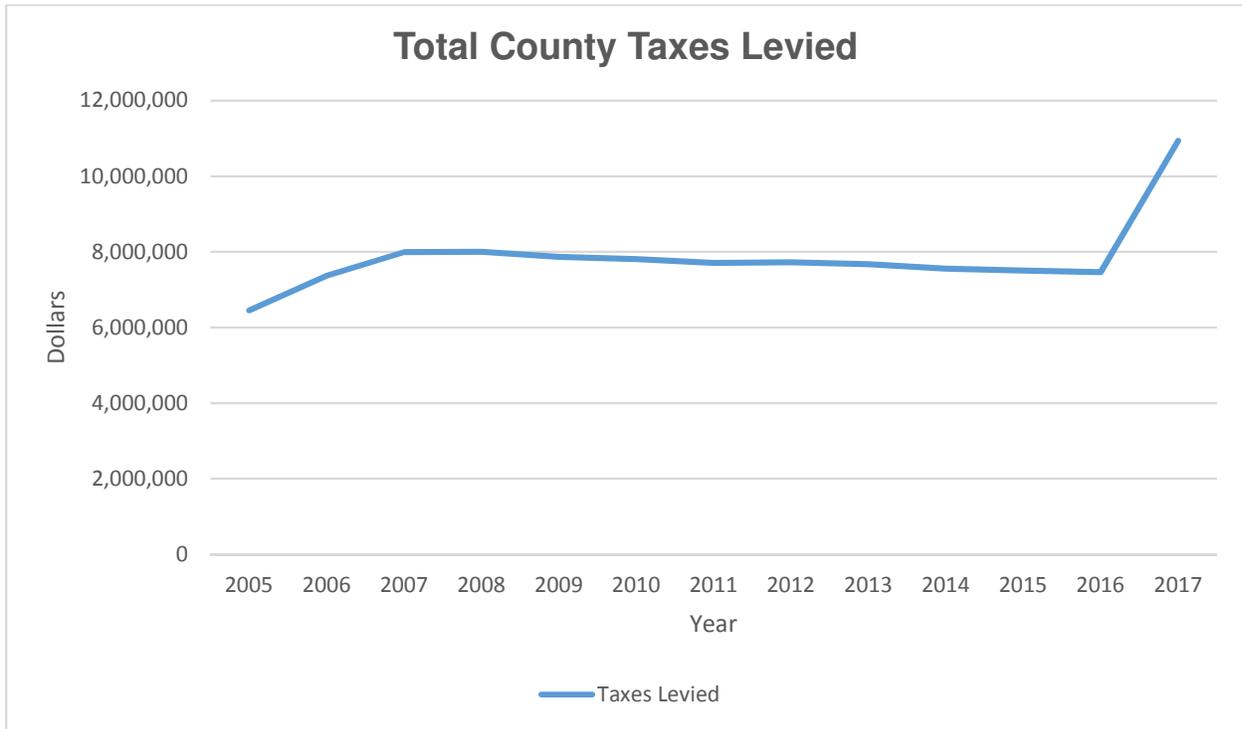
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<u>Year</u>	<u>Total County Tax Digest Value</u>
2005	\$822,520,006
2006	938,525,860
2007	1,079,681,571
2008	1,313,180,610
2009	1,290,392,603
2010	1,279,715,455
2011	1,264,466,453
2012	1,266,739,959
2013	1,258,133,263
2014	1,239,965,382
2015	1,232,083,688
2016	1,223,323,808
2017	1,273,766,678

Source: Five Year History of Levy

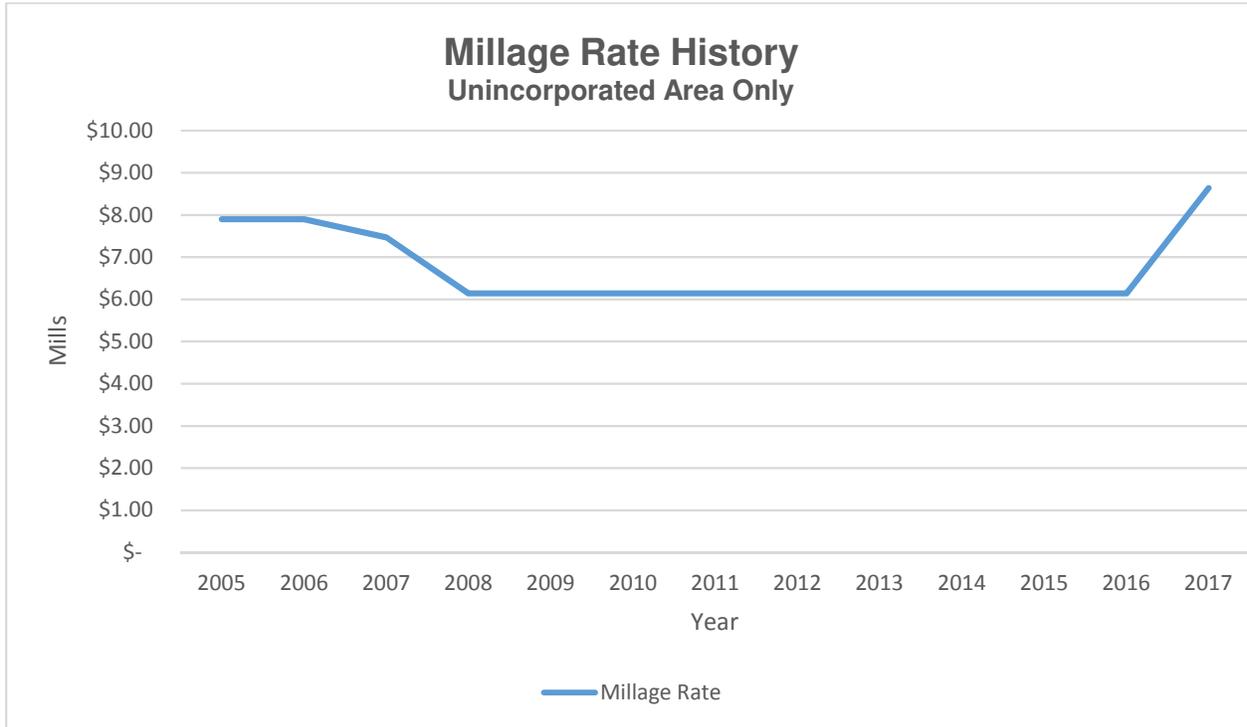
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<u>Year</u>	<u>Total County Taxes Levied</u>
2005	\$6,453,041
2006	7,368,979
2007	7,998,813
2008	8,005,653
2009	7,871,954
2010	7,806,571
2011	7,713,514
2012	7,724,759
2013	7,671,625
2014	7,561,435
2015	7,510,248
2016	7,463,561
2017	10,938,674

Source: Five Year History of Levy

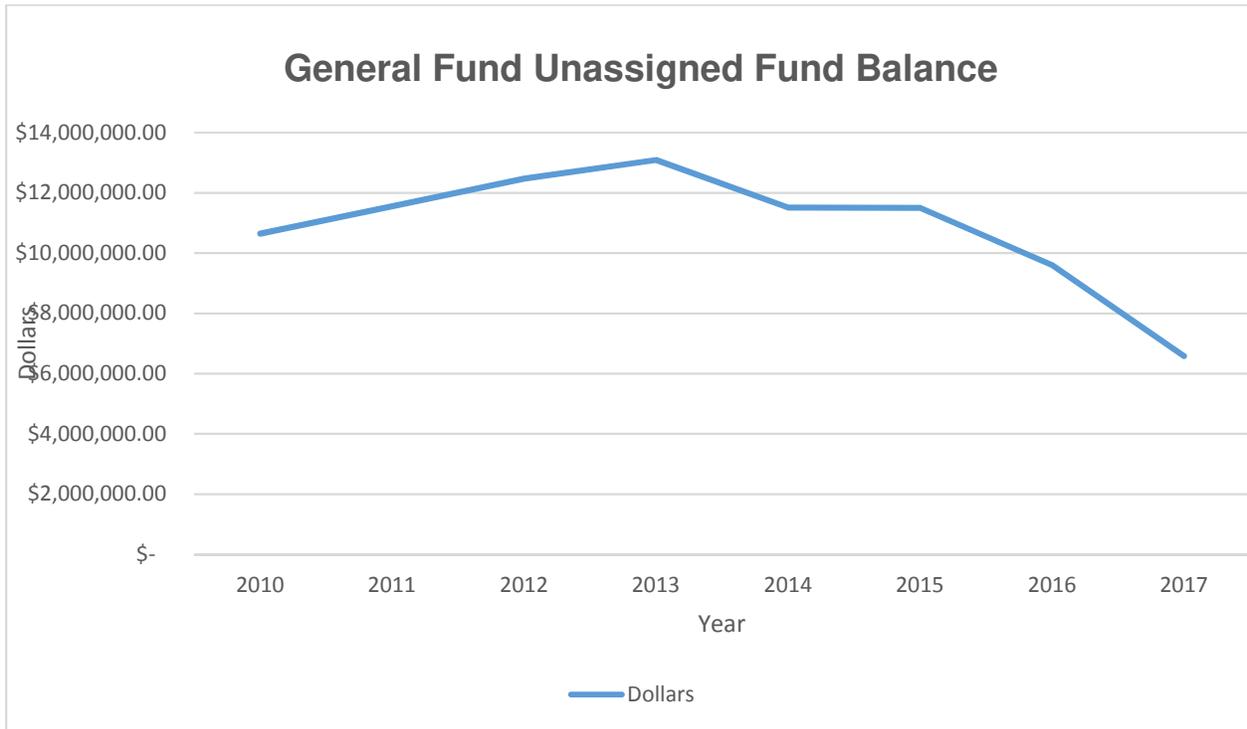
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<u>Year</u>	<u>Unincorporated Millage Rate</u>
2005	7.90
2006	7.90
2007	7.47
2008	6.14
2009	6.14
2010	6.14
2011	6.14
2012	6.14
2013	6.14
2014	6.14
2015	6.14
2016	6.14
2017	8.64

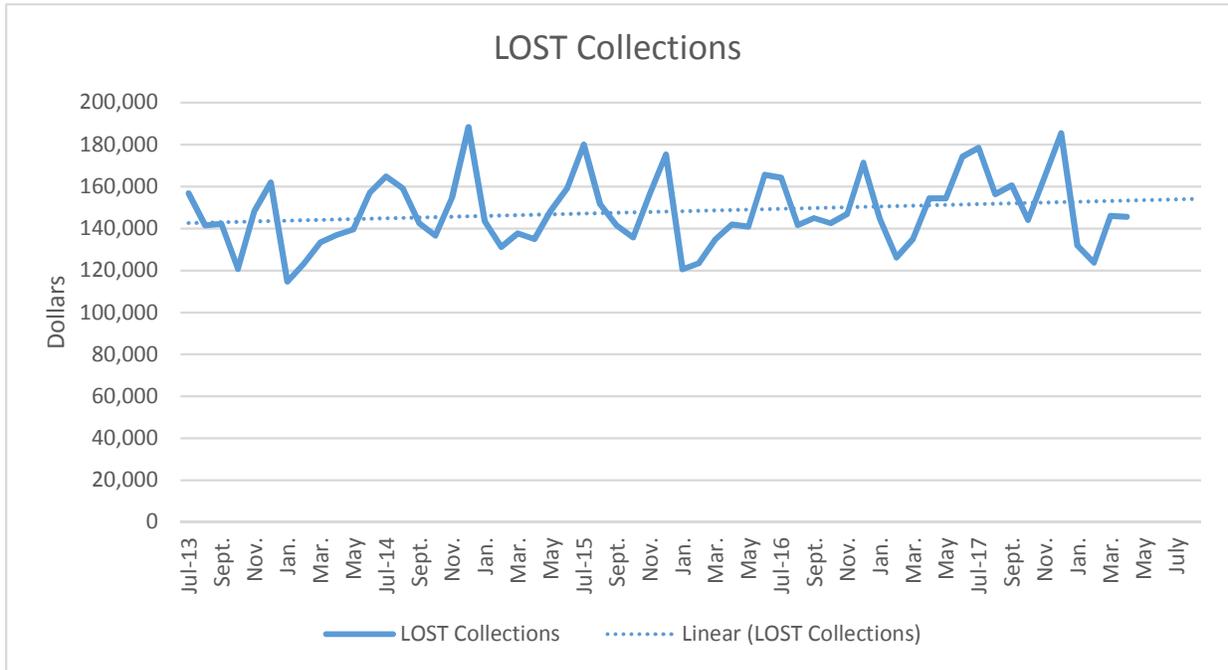
Source: Five Year History of Levy

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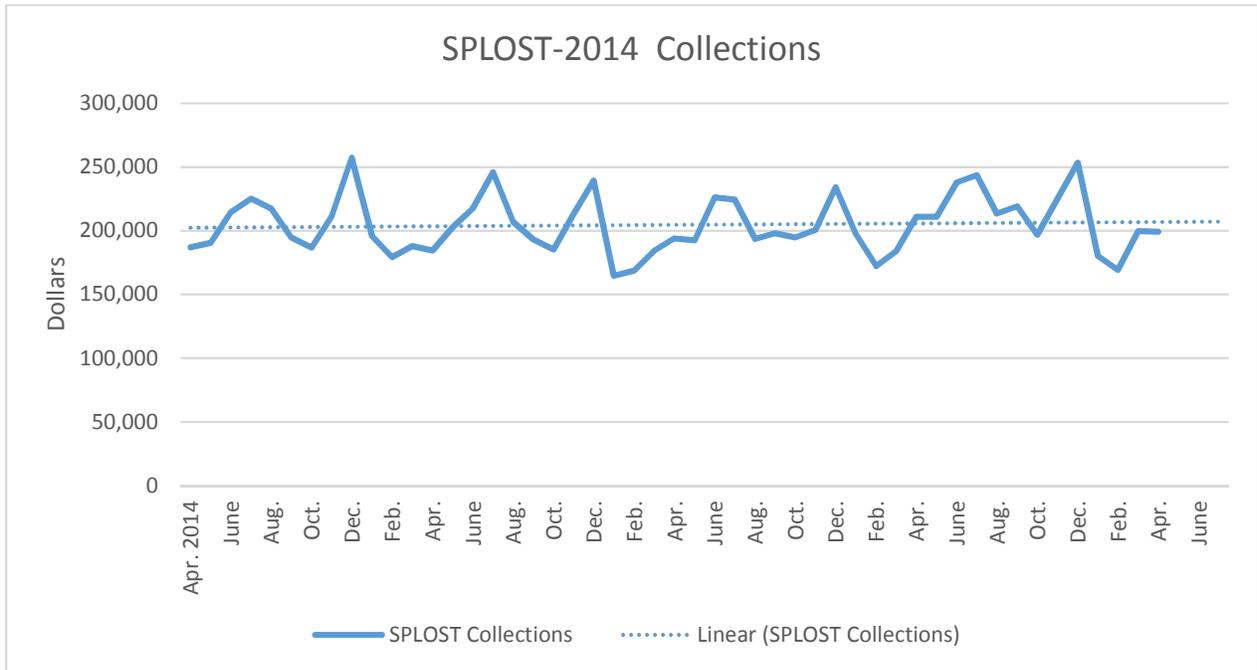
<u>Fiscal Year Ending</u>	<u>Unassigned Fund Balance</u>
2010	10,644,843
2011	11,558,308
2012	12,474,034
2013	13,094,136
2014	11,509,879
2015	11,499,343
2016	9,607,455
2017	6,584,917

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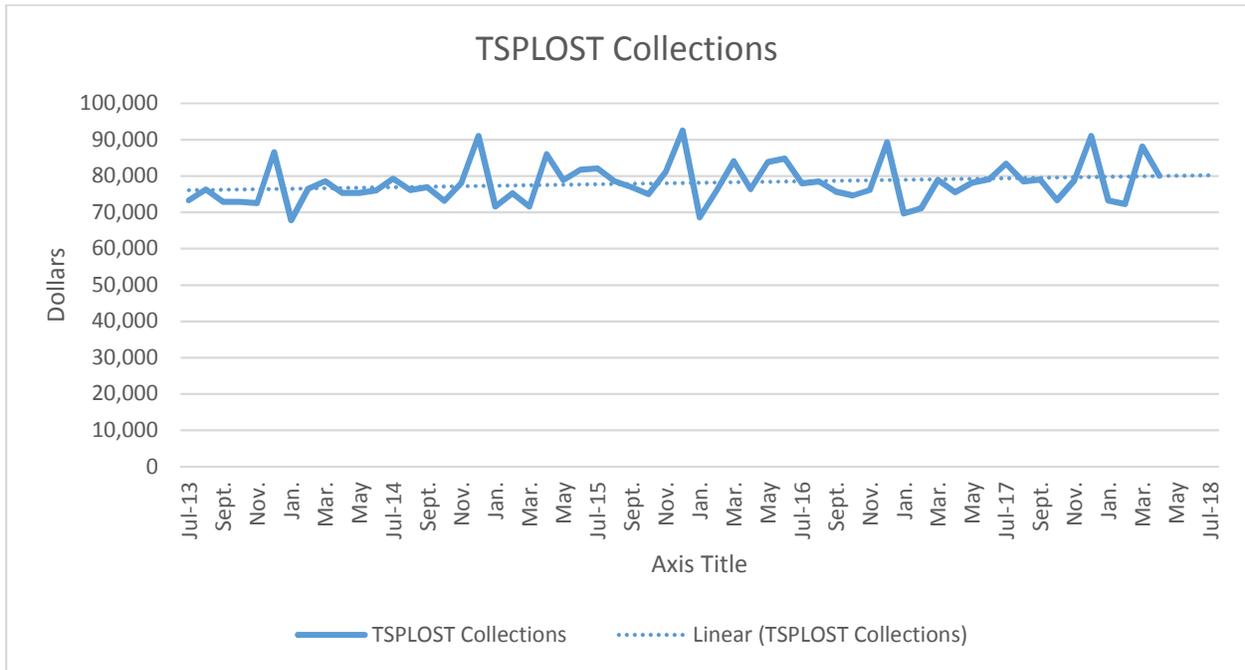
Month	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
July	156,799.72	164,846.40	179,956.17	164,263.05	178,428.06	
Aug.	141,521.85	159,152.07	151,599.48	141,675.41	156,321.09	
Sept.	142,256.43	142,500.20	141,485.55	144,934.76	160,525.24	
Oct.	120,673.41	136,619.35	135,680.46	142,510.02	143,984.69	
Nov.	148,462.92	154,696.68	156,025.90	146,992.25	164,576.71	
Dec.	161,944.20	188,371.04	175,274.57	171,332.59	185,441.25	
Jan.	114,665.20	143,375.63	120,522.28	144,628.34	131,927.61	
Feb.	123,271.50	131,219.11	123,461.68	126,106.53	123,792.99	
Mar.	133,381.95	137,662.41	134,853.92	134,761.84	146,053.10	
Apr.	136,856.28	135,000.17	141,910.13	154,434.89	145,589.97	
May	139,554.11	148,468.43	140,942.98	154,338.71		
June	157,098.74	159,194.68	165,647.73	174,228.63		
<b>Total</b>	<b>1,676,486.31</b>	<b>1,801,106.17</b>	<b>1,767,360.85</b>	<b>1,800,207.02</b>	<b>1,536,640.71</b>	
<b>Budget</b>				<b>1,750,000</b>	<b>1,800,000</b>	
<b>% Collected</b>				<b>102.9%</b>	<b>85.4%</b>	

# SELECTED GRAPH



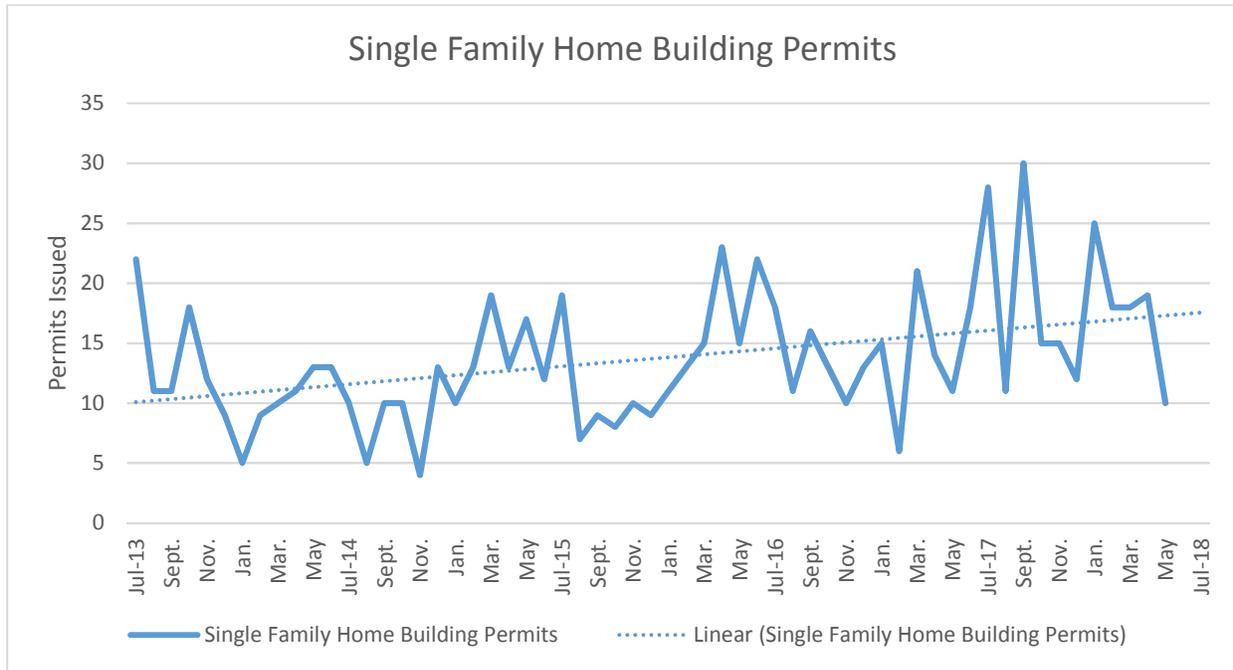
Month	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
July		225,181.27	245,821.69	224,392.66	243,750.32	
Aug.		217,415.09	207,094.58	193,552.53	213,552.32	
Sept.		194,652.36	193,271.16	197,993.03	219,293.95	
Oct.		186,628.68	185,349.84	194,632.98	196,698.35	
Nov.		211,306.32	213,147.77	200,804.23	224,825.79	
Dec.		257,306.76	239,459.30	234,068.93	253,328.71	
Jan.		195,848.14	164,645.60	197,582.01	180,359.00	
Feb.		179,249.77	168,658.70	172,272.62	169,280.44	
Mar.		187,876.08	184,225.05	184,097.70	199,794.98	
Apr.	186,906.82	184,413.49	194,012.62	210,974.50	199,143.92	
May	190,618.08	202,801.17	192,539.17	210,843.53		
June	214,520.58	217,465.14	226,289.54	238,014.03		
<b>Total</b>	<b>592,045.48</b>	<b>2,460,144.27</b>	<b>2,414,515.02</b>	<b>2,459,228.75</b>	<b>2,100,027.78</b>	
<b>Budget</b>					<b>2,500,000</b>	
<b>% Collected</b>					<b>84.0%</b>	
<b>Total to Date - \$10,025,961.30 or an average of \$204,611 per month.</b>						
<b>FY 2013-14 monthly average - \$197,348</b>						
<b>FY 2014-15 monthly average - \$205,012</b>						
<b>FY 2015-16 monthly average - \$201,210</b>						
<b>FY 2016-17 monthly average - \$204,936</b>						
<b>FY 2017-18 monthly average - \$210,003</b>						
<b>Projected collections during the 60-month period - \$12,276,660 or 64.6% (\$19,000,000 budgeted)</b>						
<b>Collection period ends March 31, 2019. 49 of the 60 months have been collected or 81.6%.</b>						

# SELECTED GRAPH



Month	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
July	73,293.75	79,301.77	82,115.26	77,943.73	83,443.31	
Aug.	76,286.92	76,111.25	78,552.59	78,485.07	78,530.10	
Sept.	72,913.25	76,940.46	76,920.89	75,669.23	79,063.32	
Oct.	72,862.95	73,193.67	74,958.82	74,675.19	73,291.03	
Nov.	72,551.85	78,038.94	81,135.23	76,152.86	78,803.63	
Dec.	86,585.46	90,998.24	92,533.83	89,245.46	90,976.10	
Jan.	67,836.18	71,602.51	68,628.32	69,645.07	73,224.45	
Feb.	76,466.44	75,265.94	75,925.23	71,039.64	72,247.71	
Mar.	78,601.60	71,599.02	84,103.83	78,896.55	88,109.01	
Apr.	75,320.01	85,985.67	76,438.07	75,533.37	80,106.25	
May	75,347.40	78,851.82	83,839.63	78,178.57		
June	76,025.45	81,750.86	84,799.86	79,152.41		
<b>Total</b>	<b>904,091.26</b>	<b>939,640.15</b>	<b>959,951.56</b>	<b>924,617.15</b>	<b>797,794.91</b>	
<b>Budget</b>					<b>960,000</b>	
<b>% Collected</b>					<b>83.1%</b>	

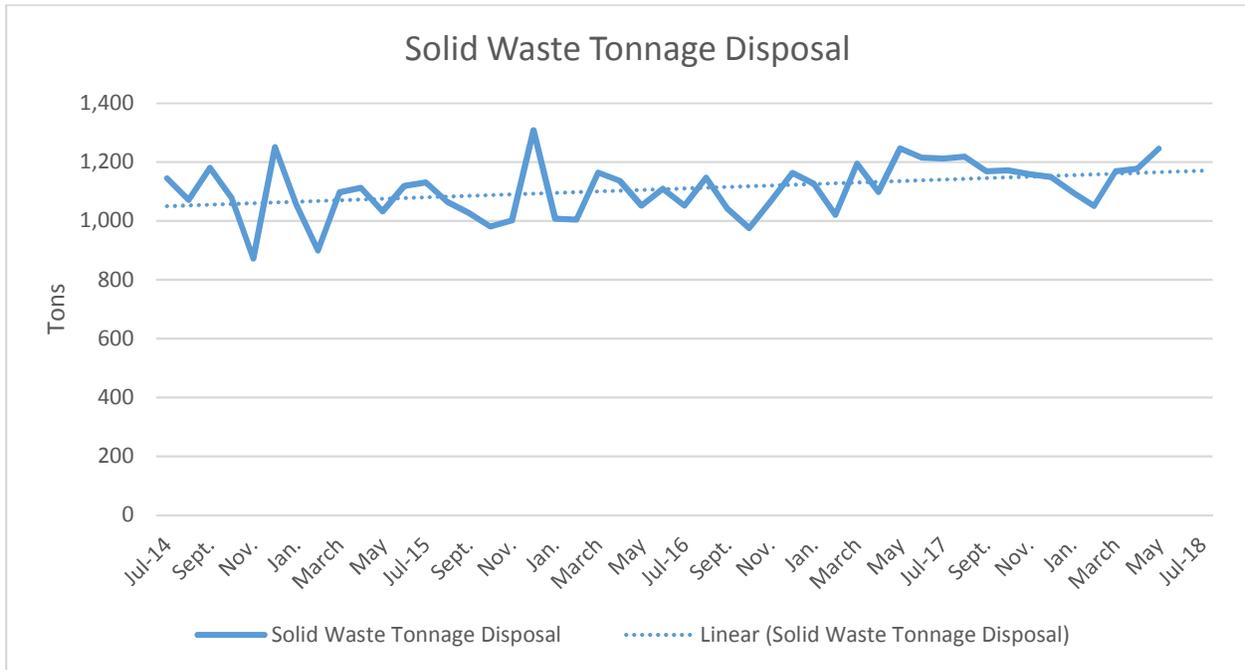
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Month	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
July	22	10	19	18	28	
Aug.	11	5	7	11	11	
Sept.	11	10	9	16	30	
Oct.	18	10	8	13	15	
Nov.	12	4	10	10	15	
Dec.	9	13	9	13	12	
Jan.	5	10	11	15	25	
Feb.	9	13	13	6	18	
Mar.	10	19	15	21	18	
Apr.	11	13	23	14	19	
May	13	17	15	11	10	
June	13	12	22	18		
<b>Total</b>	<b>144</b>	<b>136</b>	<b>161</b>	<b>166</b>	<b>201</b>	

Source: Community Development Department

# SELECTED GRAPH



Month	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18	FY 2018-19
July	1,144.62	1,130.58	1,052.35	1,212.16	
Aug.	1,072.24	1,065.33	1,147.43	1,219.47	
Sept.	1,181.17	1,026.90	1,040.56	1,169.34	
Oct.	1,077.75	980.69	974.66	1,171.84	
Nov.	871.76	1,000.66	1,066.68	1,159.20	
Dec.	1,250.77	1,308.53	1,163.04	1,149.49	
Jan.	1,054.61	1,007.95	1,126.84	1,097.77	
Feb.	900.24	1,004.78	1,021.48	1,050.59	
Mar.	1,097.89	1,165.06	1,194.52	1,169.40	
Apr.	1,112.93	1,135.65	1,099.43	1,178,11	
May	1,032.65	1,051.84	1,247.32	1,246.82	
June	1,118.58	1,108.78	1,214.79		
<b>Total</b>	<b>12,915.21</b>	<b>12,986.75</b>	<b>13,349.10</b>	<b>12,824.19</b>	

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## Top Ten Property Tax Payers for 2017

No.	Tax Payer	Assessed Value	Original Bill Amount
1	Georgia Power	\$78,665,365	\$2,138,913
2	JCG Foods of Georgia, LLC	11,682,472	312,754
3	Southern Natural Gas Co.	11,610,642	315,809
4	Callaway Gardens Resort, Inc.	11,351,622	308,764
5	Daehan Solutions Georgia	10,938,884	210,249
6	Adient US LLC	8,488,212	184,847
7	Diverse Power	7,789,192	210,889
8	Weyerhaeuser Company	5,796,058	115,249
9	Edgar Hughston Builder, Inc.	4,216,736	117,079
10	Mountain Creek Valley, Inc.	4,097,028	111,439
<b>Total</b>		<b>\$154,636,211 or 12.1% of the total county value.</b>	<b>\$4,025,992</b>

Source: Tax Commissioner's Office

# HARRIS COUNTY GOVERNMENT OFFICIALS

## Elected Officials

Harry Lange, Chairman  
Susan Andrews, Vice-Chairman  
Martha Chewning, Commissioner  
Becky Langston, Commissioner  
Jim Woods, Commissioner  
Gil McBride, Superior Court Chief Judge  
Ben Land, Superior Court Judge  
Maureen Gottfried, Superior Court Judge  
Arthur Smith, III, Superior Court Judge  
William Rumer, Superior Court Judge  
Bobby Peters, Superior Court Judge  
Ron Mullins, Superior Court Judge  
Stacy Haralson, Clerk of Superior Court  
Thomas Lakes, Probate Court Judge  
Jennifer Webb, Magistrate Court Judge  
Julia Slater, District Attorney  
Mike Jolley, Sheriff  
Vickie Jamerson, Tax Commissioner  
Joe Weldon, Coroner

## Appointed Officials

Randall Dowling, County Manager  
Nancy McMichael, County Clerk / Assistant County Manager  
John Taylor, County Attorney  
Sherrail Jarrett, Board of Elections & Registration  
Wayne Morris, Chief Appraiser  
Joey Loudermilk, Juvenile Court Judge  
Warner Kennon, Juvenile Court Judge

## Department Directors

Clint Chastain, Chief Financial Officer  
Jamie Webb, Facilities Maintenance Director  
Jimmy Carver, EMS Director  
Monty Davis, E911/EMA Director  
Cynthia Nelson, Prison Warden  
Mike Brown, Public Works Director  
Bobby Ammons, Vehicle Maintenance Director  
Ronnie Duke, Solid Waste Director  
Stephan Waskey, Parks & Recreation Director  
Brian Williams, Community Development Director  
Bill Champion, Airport Director  
Jeff Culpepper, Water Works Director  
Alex Santiago, Information Technology Director



**Harris County Board of Commissioners**

104 North College Street / P.O. Box 365  
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(706) 628-4958

[www.harriscountyga.gov](http://www.harriscountyga.gov)