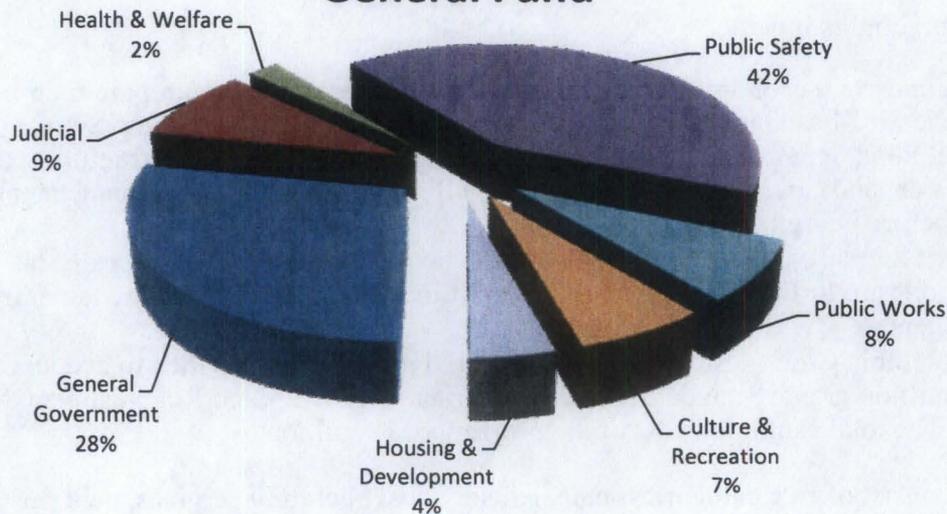


GENERAL FUND

The General Fund budget decreased \$2,342,919 from the fiscal year 2010 adopted budget, or -4.15%.

- Total General Fund expenditures decreased by 4.15% from the FY 2009/2010 adopted budget, including a contingency of \$1,561,256, or 2.94% of proposed expenditures.
- The decrease in General Fund expenditures consists of a decrease in personnel costs of 0.40%, a decrease in new personnel requests of 100.00%, a decrease in operating expenditures of 13.28%, and a decrease in capital requests of 5.43%.
- No interfund transfers were included for FY 2010/2011.
- New personnel requests within the General Fund consist of 0 new positions, reclassifications resulting in a net decrease of \$3,677, a 35 day delay in replacement of vacancies, no merit increase, funding for recommendations included within the salary study in the amount of \$15,000, funding for a "Healthy Lifestyle" program in the amount of \$15,000, and funding for wellness physicals in the amount of \$85,000. The combined cost of these additional personnel and benefit requests is (\$143,000).

FY 2011 Budgeted Expenditures - General Fund



EXPENDITURE SUMMARY

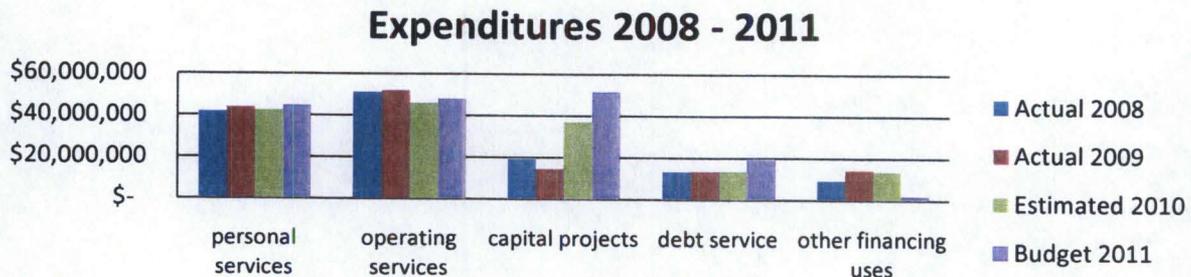
The budget for Columbia County, GA, for FY 2011 provides funding to maintain current levels of service, with a proposed decrease in the millage rate of 0.25 mills, while reducing operating costs and capital outlay where possible. The budget for all funds totals \$165,798,922, reflecting a decrease from the fiscal year 2010 adopted budget of \$172,964,764, or -4.15%. This decrease is due to (1) uncertainty in revenue collections resulting from changes in state legislation and the sluggish economy, (2) completion of capital projects, and (3) maturing debt. Every fund within the County's budget exhibited a decrease except for the following:

<u>Fund</u>	<u>Increase</u>
Fire Services Fund	0.74%
Debt Service Fund, 2007 General Obligation Bond	3.98%
Water and Sewer Fund	5.16%
Storm Water Utility Fund	3.66%
Employee Medical Fund	4.96%

Other budget highlights include:

- Due to uncertain economic times, all departments were asked to prepare their budgets using the zero-based method with a budget reduction of 5% from the previous year.
- General Fund departments should anticipate no new hires unless restructuring occurs that reduces expenditures and vacant positions will be reviewed by the Management Review Team before being filled.
- No merit increase will be budgeted until the tax digest is received and sales tax collections are further monitored. Any merit increase approved will be taken from Contingency.
- The Columbia County Broadband Utility Fund has been established to account for the \$13.5 million grant received under the American Recovery and Reinvestment Act of 2009. The total estimated cost of the project is \$18 million.

Expenditures consist of five categories: personal services, operating services, debt service, capital projects, and other financing uses.



CAPITAL EXPENDITURES

**COLUMBIA COUNTY BOARD OF COMMISSIONERS
FISCAL YEAR 2011 CAPITAL EXPENDITURES BUDGET
ALL FUNDS BY CATEGORY (EXCEPT CAPITAL PROJECTS FUNDS)**

BUILDINGS	Description	Budget
Sheriff's Office	Wiring rack for computer room	\$ 1,000
		<u>\$ 1,000</u>
VEHICLES		
Sheriff's Office	Emergency equipment for vehicles	\$ 36,500
Recreation	Utility cart	\$ 10,000
Community Centers	Golf cart	\$ 400
Water Utility	Golf cart	\$ 7,000
Water Utility	2 Service trucks	\$ 60,000
Water Utility	Crane truck	\$ 94,000
Water Utility	Service truck	\$ 49,000
Storm Water Utility	Dump truck	\$ 125,000
Fleet Replacement Fund:		
Sheriff	7 patrol vehicles	\$ 161,000
Construction & Maintenance	2 full size trucks	\$ 40,000
Construction & Maintenance	Bucket truck	\$ 180,000
		<u>\$ 762,900</u>
MACHINERY/EQUIPMENT		
Information Technology	Equipment replacement	\$ 50,000
Information Technology	Redundant exchange file server	\$ 14,500
Information Technology	Data center rack expansion	\$ 9,500
Information Technology	Fax server	\$ 30,000
Information Technology	100 thin clients	\$ 75,000
GIS	Large format plotter	\$ 7,000
Sheriff's Office	Camera and handycam	\$ 10,197
Sheriff's Office	Computer equipment	\$ 23,700
Sheriff's Office	Equipment for shoot house	\$ 16,115
Planning	Computer equipment	\$ 5,000
Probate Court	Computer equipment	\$ 10,000
Detention Center	Lexan replacement	\$ 3,250
Juvenile Court	Computer equipment	\$ 10,000
Construction & Maintenance	Thermal imager	\$ 8,500
Water Utility	Computer equipment	\$ 25,000
Water Utility	Equipment for waste water treatment	\$ 69,000
Water Utility	Equipment for waste water conveyance	\$ 70,500
Water Utility	Mechanical equipment	\$ 15,900
Storm Water Utility	Computer equipment	\$ 1,150
		<u>\$ 454,312</u>

**COLUMBIA COUNTY BOARD OF COMMISSIONERS
FISCAL YEAR 2011 CAPITAL EXPENDITURES BUDGET
ALL FUNDS BY CATEGORY (EXCEPT CAPITAL PROJECTS FUNDS)**

OTHER EQUIPMENT	Description	Budget
Sheriff's Office	Replacement computers	\$ 362,500
Water Utility	Support and personal protection equipment	\$ 35,489
Water Utility	Laboratory equipment	\$ 39,600
Water Utility	Meter upgrades	\$ 190,000
Water Utility	Water distribution equipment	\$ 75,500
Water Utility	Engineering and mapping equipment	\$ 10,500
Storm Water Utility	Testing equipment	\$ 9,500
Storm Water Utility	Straw blower	\$ 12,000
Storm Water Utility	Specialty tools	\$ 6,000
		<u>\$ 741,089</u>
OTHER		
911	Calea software	\$ 130
		<u>\$ 130</u>
TOTAL		<u><u>\$ 1,959,431</u></u>

**COLUMBIA COUNTY BOARD OF COMMISSIONERS
FISCAL YEAR 2011 CAPITAL EXPENDITURES BUDGET
CAPITAL PROJECTS FUNDS**

2001 - 2005 SPLOST	Budget
Transportation Projects	\$ 4,120,000
Recreation Projects - Passive Recreation & Greeways	\$ 27,173
Intergovernmental - Economic Development Related Infrastructure	\$ 375,000
Total 2001-2005 SPLOST Projects	\$ 4,522,173
2004 General Obligation Bond	
Recreation Projects - Performing Arts Center	\$ 77,000
County Facilities - Animal Shelter Improvements	\$ 175,000
Public Safety - Fire Apparatus for Fire Stations	\$ 339,000
Total 2004 General Obligation Bond Projects	\$ 591,000
2006 - 2010 SPLOST	
Georgia Department Of Transportation Projects	\$ 5,000,000
County Facilities:	
Building A Renovation	\$ 280,000
Renovate Other Existing County Buildings	\$ 426,500
	\$ 706,500
Recreation Projects:	
Wildwood Park Improvements	\$ 217,000
Canal Headgates	\$ 500,000
New Park Land Acquisition	\$ 1,885,000
Upgrade Existing Parks	\$ 300,000
Greenspace Land Acquisition	\$ 470,000
New Park Improvements	\$ 942,000
Baker Place Recreation Improvements	\$ 282,000
Blackstone Camp Road Park	\$ 188,500
Other Passive Recreation Projects	\$ 750,000
	\$ 5,534,500
Total 2006-2010 SPLOST Projects	\$ 11,241,000

**COLUMBIA COUNTY BOARD OF COMMISSIONERS
FISCAL YEAR 2011 CAPITAL EXPENDITURES BUDGET
CAPITAL PROJECTS FUNDS**

2007 General Obligation Bond	Budget
Transportation Projects	\$ 5,500,000
Recreation Projects:	
Blackstone Camp Road Park	\$ 220,000
Evans Town Center Park	\$ 440,000
Wildwood Park	\$ 440,000
Blanchard Woods Park	\$ 185,500
	\$ 1,285,500
Total 2007 General Obligation Bond Projects	\$ 6,785,500
2009 General Obligation Bond	
Public Buildings:	
Fleet Facility	\$ 1,577,500
Multi -purpose Facility	\$ 1,537,500
	\$ 3,115,000
Public Safety:	
Leah Fire Station	\$ 518,000
I-20 Fire Station	\$ 527,000
Sugar Creek Fire Station	\$ 214,000
Animal Control Facility	\$ 2,095,000
	\$ 3,354,000
Countywide Projects:	
Building C Expansion	\$ 6,100,000
Health Department Facility	\$ 2,930,000
Detention Center Addition	\$ 2,520,000
	\$ 11,550,000
Recreation Projects - Evans Town Center Park	\$ 1,230,000
Total 2009 General Obligation Bond Projects	\$ 19,249,000
TOTAL CAPITAL PROJECTS FUNDS	\$ 42,388,673

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GENERAL FUND

The General Fund is the primary operating fund of the County and is used to account for all activities of the County not included in other specified funds. The General Fund accounts for normal recurring activities such as public safety, parks and recreation, public works, general government, etc.

EXPENDITURE SUMMARY

GOVERNMENTAL FUNDS GENERAL FUND

	<u>Actual</u> <u>FY 2008</u>	<u>Actual</u> <u>FY 2009</u>	<u>Est. Actual</u> <u>FY 2010</u>	<u>Budget</u> <u>FY 2011</u>
GENERAL GOVERNMENT				
BOARD OF COMMISSIONERS	\$ 3,575,338	\$ 2,514,020	\$ 3,760,651	\$ 3,065,195
FINANCE	\$ 630,140	\$ 689,618	\$ 698,707	\$ 591,379
PROCUREMENT	\$ 502,209	\$ 479,967	\$ 417,971	\$ 417,072
CONTINGENCY	\$ -	\$ -	\$ 5,000	\$ 1,561,256
INFORMATION TECHNOLOGY	\$ 3,399,791	\$ 3,505,575	\$ 3,087,166	\$ 2,739,149
COUNTY ADMINISTRATOR	\$ 320,118	\$ 1,295,524	\$ 606,802	\$ 575,477
BOARD OF ELECTIONS	\$ 421,303	\$ 546,482	\$ 247,775	\$ 295,085
GENERAL OVERHEAD	\$ -	\$ -	\$ 3,020,360	\$ 2,800,812
NEW APPROPRIATIONS	\$ -	\$ -	\$ -	\$ (143,000)
HUMAN RESOURCES	\$ 734,339	\$ 675,810	\$ 567,094	\$ 606,913
MANAGEMENT SERVICES	\$ 1,164,090	\$ 113,323	\$ -	\$ -
TAX COMMISSIONER	\$ 1,459,387	\$ 1,515,183	\$ 1,535,984	\$ 1,531,919
TAX ASSESSOR	\$ 1,116,142	\$ 1,133,588	\$ 1,145,634	\$ 1,121,987
ENGINEERING SERVICES	\$ 939,812	\$ 666,266	\$ 382,783	\$ -
TOTAL	\$ 14,262,671	\$ 13,135,356	\$ 15,475,926	\$ 15,163,244
JUDICIAL				
CLERK OF SUPERIOR COUR	\$ 1,779,998	\$ 1,407,237	\$ 1,452,984	\$ 1,442,343
OFFICE OF SUPERIOR COU	\$ 108,042	\$ 511,447	\$ 649,632	\$ 726,292
PROBATE COURT	\$ 768,646	\$ 788,562	\$ 755,944	\$ 789,814
JUVENILE COURT	\$ 653,165	\$ 683,016	\$ 644,627	\$ 672,280
MAGISTRATE COURT	\$ 814,804	\$ 847,467	\$ 755,475	\$ 837,255
DISTRICT ATTORNEY	\$ 856,130	\$ 551,569	\$ 295,462	\$ 506,750
TOTAL	\$ 4,980,785	\$ 4,789,297	\$ 4,554,125	\$ 4,974,734
PUBLIC SAFETY				
SHERIFF'S OFFICE	\$ 13,094,580	\$ 13,798,005	\$ 12,912,699	\$ 13,511,893
DETENTION CENTER	\$ 7,508,016	\$ 7,743,789	\$ 7,413,696	\$ 7,663,102
EMERGENCY SERVICES	\$ 338,227	\$ 325,046	\$ 591,038	\$ 397,294
EMERGENCY MEDICAL SERV	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
ANIMAL SHELTER	\$ 621,706	\$ 653,852	\$ 486,415	\$ 532,705
CORONER	\$ 120,661	\$ 117,817	\$ 128,263	\$ 117,727
TOTAL	\$ 22,183,189	\$ 23,138,508	\$ 22,032,112	\$ 22,722,721
PUBLIC WORKS				
ROADS & BRIDGES	\$ 2,871,158	\$ 2,867,935	\$ 2,782,649	\$ 2,743,869
FLEET SERVICES	\$ 826,788	\$ 772,152	\$ 682,427	\$ 725,478
FACILITY MAINTENANCE	\$ 705,632	\$ 729,668	\$ 685,125	\$ 683,105
TOTAL	\$ 4,403,578	\$ 4,369,755	\$ 4,150,201	\$ 4,152,452
HEALTH & WELFARE				
PUBLIC TRANSIT	\$ 310,724	\$ 363,956	\$ 520,317	\$ 347,948
HEALTH DEPARTMENT	\$ 447,039	\$ 434,614	\$ 434,614	\$ 434,614
FAMILY & CHILDREN SERV	\$ 78,776	\$ 76,720	\$ 76,720	\$ 72,884

SENIOR CENTER	\$ 490,795	\$ 307,205	\$ 344,000	\$ 342,521
TOTAL	\$ 1,327,334	\$ 1,182,495	\$ 1,375,651	\$ 1,197,967
CULTURE/RECREATION				
COMMUNITY SERVICES	\$ 498,021	\$ 517,990	\$ 320,394	\$ 331,297
LIBRARIES	\$ 1,314,869	\$ 1,350,322	\$ 1,153,891	\$ 1,208,939
RECREATION	\$ 2,040,833	\$ 2,039,374	\$ 1,892,695	\$ 1,904,874
WILDWOOD PARK	\$ 131,257	\$ 170,404	\$ 150,372	\$ 148,118
TOTAL	\$ 3,984,980	\$ 4,078,089	\$ 3,517,352	\$ 3,593,228
HOUSING & DEVELOPMENT				
GEOGRAPHIC INFORMATION	\$ 694,850	\$ 685,705	\$ 664,247	\$ 725,618
ECONOMIC DEVELOPMENT	\$ 34,945	\$ 869,740	\$ 839,750	\$ 257,750
PLANNING & DEVELOPMENT	\$ 610,185	\$ 458,712	\$ 295,683	\$ 420,605
CODE COMPLIANCE	\$ 337,476	\$ 348,796	\$ 285,267	\$ 253,367
PLAN REVIEW & ENGINEER	\$ 83,874	\$ 84,249	\$ 80,403	\$ 511,828
EXTENSION SERVICE	\$ 128,640	\$ 136,264	\$ 144,119	\$ 131,260
FORESTRY	\$ 15,521	\$ 15,086	\$ 14,715	\$ 19,184
TOTAL	\$ 1,905,491	\$ 2,598,552	\$ 2,324,184	\$ 2,319,612
TOTAL GENERAL FUND	\$ 53,292,053	\$ 53,292,053	\$ 53,429,550	\$ 54,123,958

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GENERAL GOVERNMENT

General Government accounts for all expenditures of departments that carry out the executive, administrative, and general management functions for the County. The County operates under an elected Commission form of government. The County is governed by a board of 5 elected Commissioners. The Chairman is elected county-wide and the other 4 commissioners are elected by district. Below are listed the departments included within this function. A brief description of each department precedes the detailed budget reports.

**Board of Commissioners
Finance
Procurement
Contingency
Information Technology
County Administrator
Board of Elections
General Overhead
New Appropriations
Human Resources
Management Services
Tax Commissioner
Tax Assessor**

COMMISSION OFFICE

FUND/DEPARTMENT NUMBER: 1001

MISSION STATEMENT

Maintain and manage the official records created by the Board of Commissioners and County Administrator and perform the required administrative responsibilities.

DEPARTMENT DESCRIPTION

The Commission Office performs the operational functions of the Board of Commissioners, maintains the Code of Ordinances of Columbia County, and provides record retention management for the County.

ACCOMPLISHMENTS FOR FY 2010

- Completed the implementation of DocDepot repository to provide county documents to the public.
- Developed a more efficient process for Divisions to provide information for commission meetings.
- Created a website to allow citizens to make public records requests. The site includes an email address that is distributed to multiple employees, ensuring requests are viewed and responded to quickly.
- Identified hundreds of records that were redundant and/or past the retention age and were destroyed.

GOALS FOR FY 2011

- Update Board and Authority members and create a database to manage current members.
- Continue reviewing records for redundancy.
- Update records retention policies.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
GENERAL GOVERNMENT						
1001 BOARD OF COMMISSIONERS						
51 PERSONAL SERVICES						
1011001	511001	SAL/WAGES	\$ 143,898	\$ 137,638	\$ 143,459	\$ 161,913
1011001	511030	VACATION	\$ 20,482	\$ 2,818	\$ 2,624	\$ -
1011001	511033	HOLIDAY	\$ 4,905	\$ 4,327	\$ 4,015	\$ -
1011001	511051	EMPLOYEE MEDICAL	\$ 27,844	\$ 29,214	\$ 39,798	\$ 44,913
1011001	511052	GROUP LIFE INSURANCE	\$ 332	\$ 421	\$ 384	\$ 401
1011001	511053	RETIREMENT	\$ 18,575	\$ 14,940	\$ 11,116	\$ 11,755
1011001	511054	FICA	\$ 12,899	\$ 10,950	\$ 11,245	\$ 11,009
1011001	511055	WORK COMP	\$ 359	\$ 146	\$ 7	\$ 400
1011001	511060	EXPENSE ALLOWANCE	\$ 6,619	\$ 8,627	\$ 10,173	\$ 9,981
1011001	511070	UNEMPLOYMENT	\$ 82	\$ 96	\$ 109	\$ 118
TOTAL	PERSONAL SERVICES		\$ 235,995	\$ 209,176	\$ 222,930	\$ 240,490
52 OPERATING-SUPPLIES						
1011001	522040	POSTAGE	\$ 4,062	\$ 1,653	\$ 1,823	\$ 2,500
1011001	522070	OPERATING SUPPLIES	\$ 7,358	\$ 4,346	\$ 3,882	\$ 12,000
1011001	522080	UTILITIES	\$ 10,840	\$ 10,584	\$ -	\$ -
1011001	522100	MINOR PROPERTY	\$ 8,203	\$ 399	\$ 379	\$ 6,000
1011001	522130	BOOKS & REPORTS	\$ 426	\$ 987	\$ -	\$ 1,500
TOTAL	OPERATING-SUPPLIES		\$ 30,889	\$ 17,969	\$ 6,084	\$ 22,000
53 OPERATING-PURCHASING/CONTRACTS						
1011001	533001	PROFESSIONAL FEES	\$ 37,760	\$ 80,141	\$ 157,707	\$ 138,655
1011001	533002	ATTORNEY FEES	\$ 275,419	\$ 231,063	\$ 323,818	\$ 315,000
1011001	533003	ACCOUNTING	\$ 6,220	\$ -	\$ -	\$ -
1011001	533010	INDIGENT DEFENSE	\$ -	\$ 165	\$ 452,887	\$ 425,000
1011001	533025	ADVER/MARKETING	\$ 18,038	\$ 19,468	\$ 21,282	\$ 20,000
1011001	533035	CONTRACT SERVICES	\$ 13,658	\$ 18,841	\$ 6,087	\$ 146,250
1011001	533060	GENERAL SERVICES	\$ 1,910	\$ 63	\$ -	\$ 4,000
1011001	533063	EQUIPMENT RENTAL	\$ 512	\$ -	\$ -	\$ 600
1011001	533070	CASUALTY EXPENSE	\$ -	\$ -	\$ 144,103	\$ 418,157
1011001	533115	TRAVEL/TRAINING	\$ 48,101	\$ 54,005	\$ 44,261	\$ 60,000
1011001	533120	DUES & SUBSCRIPTIONS	\$ 82,719	\$ 84,938	\$ 112,181	\$ 90,000
1011001	533125	RENT ON BUILDINGS	\$ -	\$ 35,105	\$ 37,205	\$ 32,120
1011001	533130	INSURANCE	\$ -	\$ -	\$ 414,769	\$ 268,124
1011001	533135	COMMUNICATIONS	\$ 2,935	\$ 2,861	\$ 1,302	\$ 1,000
1011001	533140	PRINTING	\$ 85,726	\$ 89,080	\$ 98,325	\$ 98,900
TOTAL	OPERATING-PURCHASING/CONTRACTS		\$ 572,997	\$ 615,729	\$ 1,813,927	\$ 2,017,806
54 OPERATING-OTH COSTS						
1011001	544001	MISCELLANEOUS	\$ 1,409	\$ 1,721	\$ 763	\$ 3,000
55 OPERATING-INTFND CHG						
1011001	555001	COUNTY SVS	\$ 273,871	\$ 554,733	\$ 735,360	\$ 781,899
58 OTHER FINANCING USES						
1011001	588001	INTERFUND TRANSFERS	\$ 2,460,178	\$ 1,109,000	\$ 981,586	\$ -
60 CAPITAL						
1011001	601081	CIP MACH/EQUIPMENT	\$ -	\$ 5,692	\$ -	\$ -
TOTAL	BOARD OF COMMISSIONERS		\$ 3,575,339	\$ 2,514,020	\$ 3,760,651	\$ 3,065,195

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1006 COUNTY ADMINISTRATOR						
51 PERSONAL SERVICES						
1011006	511001	SAL/WAGES	\$ 197,168	\$ 285,842	\$ 291,932	\$ 271,075
1011006	511030	VACATION	\$ 5,952	\$ 5,720	\$ 19,814	\$ -
1011006	511033	HOLIDAY	\$ 2,841	\$ 7,727	\$ 8,231	\$ -
1011006	511051	EMPLOYEE MEDICAL	\$ 11,556	\$ 18,748	\$ 18,569	\$ 19,322
1011006	511052	GROUP LIFE INSURANCE	\$ 164	\$ 287	\$ 228	\$ 167
1011006	511053	RETIREMENT	\$ 18,260	\$ 26,503	\$ 28,239	\$ 27,642
1011006	511054	FICA	\$ 15,063	\$ 22,434	\$ 23,983	\$ 23,216
1011006	511055	WORK COMP	\$ 406	\$ 165	\$ 9	\$ 450
1011006	511060	EXPENSE ALLOWANCE	\$ 21,462	\$ 33,069	\$ 33,013	\$ 34,327
1011006	511070	UNEMPLOYMENT	\$ 139	\$ 265	\$ 282	\$ 278
TOTAL	PERSONAL SERVICES		\$ 273,011	\$ 400,759	\$ 424,301	\$ 376,477
52 OPERATING-SUPPLIES						
1011006	522040	POSTAGE	\$ 6	\$ 44	\$ 19	\$ -
1011006	522065	OFFICE SUPPLIES	\$ 93			
1011006	522070	OPERATING SUPPLIES	\$ 437	\$ 958	\$ 488	\$ 2,000
1011006	522080	UTILITIES	\$ 14,853	\$ 24,489	\$ -	\$ -
1011006	522100	MINOR PROPERTY	\$ 6,495	\$ 185	\$ 10,893	\$ 10,000
1011006	522130	BOOKS & REPORTS	\$ 1,140	\$ 476	\$ 772	\$ 1,500
TOTAL	OPERATING-SUPPLIES		\$ 23,023	\$ 26,153	\$ 12,172	\$ 13,500
53 OPERATING-PURCH/CONT						
1011006	533010	INDIGENT DEFENSE	\$ -	\$ 361,853	\$ -	\$ -
1011006	533035	CONTRACT SERVICES	\$ 8,608	\$ 92,100	\$ 127,012	\$ 125,000
1011006	533070	CASUALTY EXPENSE	\$ -	\$ 164,446	\$ -	\$ -
1011006	533115	TRAVEL/TRAINING	\$ 10,804	\$ 18,152	\$ 39,828	\$ 52,000
1011006	533120	DUES & SUBSCRIPTIONS	\$ 1,705	\$ 3,499	\$ 2,205	\$ 6,000
1011006	533130	INSURANCE	\$ -	\$ 224,470	\$ -	\$ -
1011006	533135	COMMUNICATIONS	\$ 2,966	\$ 4,092	\$ 1,284	\$ 2,500
1011006	533140	PRINTING	\$ -			
TOTAL	OPERATING-PURCH/CONT		\$ 24,084	\$ 868,612	\$ 170,330	\$ 185,500
TOTAL	COUNTY ADMINISTRATOR		\$ 320,118	\$ 1,295,524	\$ 606,802	\$ 575,477

1002 DEPARTMENT

FUND/DEPARTMENT NUMBER: 1011002

MISSION STATEMENT

The Mission of the Financial Services Division is to conduct the financial operations of Columbia County, Georgia, in accordance with the applicable laws and standards and Generally Accepted Accounting Principles.

VISION STATEMENT

The Financial Services Division will ensure the effective and economical use of the public resources by promoting competent and professional financial management while providing superior customer service to all County departments and the citizens of Columbia County.

DEPARTMENT DESCRIPTION

The Financial Services Division is responsible for collecting, monitoring, analyzing, and presenting financial data, to include outstanding bonded indebtedness, capital projects, grants, and all other general ledger activities; developing and monitoring the annual budget; processing all pay requests and issuing checks; processing cash receipts; processing payroll.

ACCOMPLISHMENTS FOR FY 09/10

- Obtained the GFOA Certificate of Achievement for Excellence in Financial Reporting for 11th consecutive year.
- Updated Standard Operating Procedures for Financial Services Division.
- Received Award from GFOA budget awards program.
- Updated/Revised Financial Policy Manual.
- Developed capital asset policies and procedures manual in compliance with GASB 34.
- Assisted in implementation of new software systems for Water Utility Division.

GOALS FOR FY 10/11

- Obtain the GFOA Certificate of Achievement for Excellence in Financial Reporting for 12th consecutive year.
- Obtain the GFOA Certificate of Achievement for Excellence in Budget Reporting for 2nd consecutive year.
- Implement quarterly budget projections to constantly monitor revenues and expenditures.
- Prepare mid-year financial reporting, multi-year forecasting and mid-year financial reports.
- Evaluate restructuring possibilities; evaluate each department for efficiency and best use of staff and functions.
- Implement electronic bid system, electronic contract system and on-line purchasing card system.

1002 DEPARTMENT

FUND/DEPARTMENT NUMBER: 1011002

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Number of invoices processed	30,814	32,831	35,000
Number of Funds/Depts.	33/77	33/77	45/77
Budgets managed in 000's:			
General Fund	\$56,806	\$56,466	\$54,123
Other Funds budgets	\$100,283	\$116,509	\$111,675
Total Budget	\$157,089	\$172,975	\$165,798

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 11/10
Efficiency: Number of invoices processed/FTE	3,274	3,648	3,648
Cost per invoice processed	\$3.66	\$3.69	\$3.69
Dun & Bradstreet paydex score (maximum=80)	78	78	78
Effectiveness: Revenue projection accuracy (Goal: within +/-5%)			
General Fund	99%	99%	99%
Other Funds	95%	95%	95%
Expenditure Projection accuracy (Goal: within +/-5%)			
General Fund	98%	99%	98%
Other Funds	95%	95%	95%
Finance operations expense as a% of total Columbia County Expenditures	.47%	.41%	.43%

1002 DEPARTMENT

FUND/DEPARTMENT NUMBER: 1011002

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 11/10
Finance Director	1	1	1
Accounting Manager	1	1	1
Project Manager	1	1	1
Budget Analyst	1	1	1
Staff Accountant	2	2	2
Accounting Coordinator	1	1	1
Sr. Accounting Clerk	1	1	1
Accounting Clerk	1	1	1
Administrative Specialist	1	1	1
Total	9	9	10

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 11/12
Authorized Vehicles	0	0	0
Heavy Equipment	0	0	0
Vehicle Allowances	1	1	1
Total	1	1	1

EXPENDITURE DETAIL

GENERAL FUND			Actual <u>FY 2008</u>	Actual <u>FY 2009</u>	Est. Actual <u>FY 2010</u>	Budget <u>FY 2011</u>
1002 FINANCE						
51 PERSONAL SERVICES						
1011002	511001	SAL/WAGES	\$ 334,402	\$ 381,328	\$ 373,728	\$ 348,369
1011002	511030	VACATION	\$ 33,306	\$ 23,965	\$ 27,137	\$ -
1011002	511031	SICK LEAVE	\$ 530	\$ 1,073	\$ -	\$ -
1011002	511033	HOLIDAY	\$ 16,236	\$ 16,499	\$ 16,879	\$ -
1011002	511051	EMPLOYEE MEDICAL	\$ 46,914	\$ 44,829	\$ 41,677	\$ 34,060
1011002	511052	GROUP LIFE INSURANCE	\$ 661	\$ 687	\$ 505	\$ 336
1011002	511053	RETIREMENT	\$ 29,050	\$ 30,208	\$ 30,028	\$ 27,327
1011002	511054	FICA	\$ 28,945	\$ 31,591	\$ 31,007	\$ 27,099
1011002	511055	WORK COMP	\$ 730	\$ 296	\$ 17	\$ 750
1011002	511060	EXPENSE ALLOWANCE	\$ 10,175	\$ 11,899	\$ 11,456	\$ 10,941
1011002	511070	UNEMPLOYMENT	\$ 245	\$ 349	\$ 343	\$ 321
TOTAL	PERSONAL SERVICES		\$ 501,193	\$ 542,725	\$ 532,776	\$ 449,203
52 OPERATING-SUPPLIES						
1011002	522040	POSTAGE	\$ 1,336	\$ 3,489	\$ 3,378	\$ 2,500
1011002	522070	OPERATING SUPPLIES	\$ 12,566	\$ 12,561	\$ 12,189	\$ 13,000
1011002	522080	UTILITIES	\$ 25,191	\$ 29,324	\$ -	\$ -
1011002	522100	MINOR PROPERTY	\$ 5,409	\$ -	\$ -	\$ -
1011002	522130	BOOKS/REPORTS	\$ 581	\$ -	\$ -	\$ -
TOTAL	OPERATING-SUPPLIES		\$ 45,083	\$ 45,374	\$ 15,567	\$ 15,500
53 OPERATING-PURCH/CONT						
1011002	533003	ACCOUNTING	\$ 49,241	\$ 67,987	\$ 135,763	\$ 112,500
1011002	533035	CONTRACT SERVICES	\$ 18,815	\$ 19,255	\$ 1,233	\$ 2,000
1011002	533115	TRAVEL/TRAINING	\$ 3,786	\$ 3,553	\$ 2,559	\$ 2,000
1011002	533120	DUES & SUBSCRIPTIONS	\$ 2,377	\$ 2,606	\$ 3,036	\$ 2,176
1011002	533135	COMMUNICATIONS	\$ 4,463	\$ 4,263	\$ 320	\$ 500
1011002	533140	PRINTING	\$ 5,183	\$ 3,855	\$ 7,452	\$ 7,500
TOTAL	OPERATING-PURCH/CONT		\$ 83,865	\$ 101,519	\$ 150,364	\$ 126,676
TOTAL	FINANCE		\$ 630,141	\$ 689,618	\$ 698,707	\$ 591,379

PROCUREMENT DEPARTMENT

FUND/DEPARTMENT NUMBER: 1003

MISSION STATEMENT

Procurement will, by working closely with departments and divisions, assist in identifying their operating needs using the highest standards of professionalism and ethical conduct, diligently investing tax payers' money in the purchase of materials, services, and capital equipment to achieve overall success for Columbia County.

VISION STATEMENT

To be an organization of highly trained procurement professionals, utilizing advances technology, dedicated to delivering value-added. Proactive, innovative procurement services that consistently exceed our customer expectations

DEPARTMENT DESCRIPTION

Procurement is responsible for overseeing an automated purchasing system, guiding departments with the writing of Bid specifications, Request for Proposals, processing and analyzing all Bids and Request for Proposals. Procurement also puts for great effort in identifying areas and services that can potentially save Columbia County taxpayers money. Procurement is charged with operating a warehouse facility for the storage of County supplies, equipment, and surplus items which are disposed of using GovDeals online auction. In addition, Procurement also oversees a County-wide contract management strategy that efficiently establishes, coordinates, and monitors all price and service agreements. Finally, Procurement is responsible for the receipt, storage, and retrieval of County records retention files, as well as the day to day operations of delivering the mail and supplies to County departments.

ACCOMPLISHMENTS FOR FY 09/10

- “Achievement of Excellence in Procurement” award for 5th consecutive year
- “Outstanding Agency Accreditation Achievement Award” ,a three year certification, for the 3rd consecutive term
- Revised Purchasing Card Program
- Revised Procurement Policies and Procedures
- Implemented revised Bid/RFP evaluation process
- Implemented SunTrust Enterprise Spend Platform for tracking P-Card purchases
- Increase in revenue using GovDeals online auction program for all surplus and confiscated items
- Consolidated County owned cell phones into one plan to save money

PROCUREMENT DEPARTMENT

FUND/DEPARTMENT NUMBER: 1003

GOALS FOR FY 10/11

- Continue to focus on the use of “Best Procurement Practices” and training for all departments
- Received recertification through National Institute of Governmental Purchasing (NIGP) by being awarded the “Achievement of Excellence in Procurement” award
- Continue to use GovDeals online auction program to generate revenues for all surplus and confiscated items
- Create intranet website to display all warehoused items that are available to other departments
- Revise Columbia County P-Card Policies and Procedures

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
PO Processed	12,464	11,600	11,000
Contracts Administered	95	95	95
Bid/RFPs Prepared	52	86	90

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Saving from Bid/RFP process	\$2,391,870	\$5,084,633	\$5,500,000
GovDeals Revenue	\$61,045	\$152,835	\$160,000

PROCUREMENT DEPARTMENT

FUND/DEPARTMENT NUMBER: 1003

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Procurement Manager	1	1	1
Procurement Supervisor	1	1	1
Contract Analyst	1	1	1
Buyer I	1	1	1
Administrative Assistant	1	1	1
Clerk III	1	1	1
Warehouse Coordinator	1	1	1
Courier III	1	1	1
Total	8	8	8

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles	2	2	2
Heavy Equipment	1	1	1
Vehicle Allowances	2	2	2
Total	5	5	5

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
1003 PROCUREMENT/DISTRIBUTION			FY 2008	FY 2009	FY 2010	FY 2011
51 PERSONAL SERVICES						
1011003	511001	SAL/WAGES	\$ 249,471	\$ 266,676	\$ 242,222	\$ 287,157
1011003	511030	VACATION	\$ 21,215	\$ 16,895	\$ 31,684	\$ -
1011003	511031	SICK LEAVE	\$ -	\$ 2,553	\$ -	\$ -
1011003	511033	HOLIDAY	\$ 11,650	\$ 12,959	\$ 11,356	\$ -
1011003	511050	FRINGE BENEFITS	\$ -	\$ -	\$ -	\$ 5,913
1011003	511051	EMPLOYEE MEDICAL	\$ 63,886	\$ 58,513	\$ 50,873	\$ 50,034
1011003	511052	GROUP LIFE INSURANCE	\$ 561	\$ 567	\$ 390	\$ 273
1011003	511053	RETIREMENT	\$ 16,201	\$ 16,924	\$ 16,313	\$ 16,238
1011003	511054	FICA	\$ 21,002	\$ 22,247	\$ 21,290	\$ 19,043
1011003	511055	WORK COMP	\$ 1,683	\$ 683	\$ 23	\$ 1,700
1011003	511060	EXPENSE ALLOWANCE	\$ 12,150	\$ 14,836	\$ 14,134	\$ 15,321
1011003	511070	UNEMPLOYMENT	\$ 182	\$ 251	\$ 240	\$ 243
TOTAL	PERSONAL SERVICES		\$ 398,001	\$ 413,104	\$ 388,526	\$ 395,922
52 OPERATING-SUPPLIES						
1011003	522001	UNIFORMS	\$ 463	\$ 339	\$ 452	\$ -
1011003	522040	POSTAGE	\$ 708	\$ 1,254	\$ 814	\$ 500
1011003	522065	OFFICE SUPPLIES	\$ 364	\$ -	\$ 32	\$ -
1011003	522070	OPERATING SUPPLIES	\$ 6,311	\$ 5,645	\$ 4,290	\$ 6,000
1011003	522080	UTILITIES	\$ 18,793	\$ 20,508	\$ -	\$ -
1011003	522113	INVENTORY	\$ -	\$ 713	\$ -	\$ -
1011003	522114	INVENTORY RECEIPT	\$ -	\$ -	\$ 4,828	\$ -
1011003	522120	VEHICLE/EQUIPMENT	\$ -	\$ 148	\$ -	\$ 1,000
1011003	522121	GAS/OIL/DEISEL	\$ 4,082	\$ 2,324	\$ 2,128	\$ 2,350
1011003	522130	BOOKS & REPORTS	\$ 40	\$ 1,130	\$ -	\$ 500
TOTAL	OPERATING-SUPPLIES		\$ 30,761	\$ 32,060	\$ 12,544	\$ 10,350
53 OPERATING-PURCH/CONT						
1011003	533035	CONTRACT SERVICES	\$ 14,012	\$ 15,796	\$ 2,451	\$ 2,000
1011003	533060	GENERAL SERVICES	\$ 703	\$ 79	\$ -	\$ -
1011003	533061	ADMINISTRATION	\$ 2,545	\$ 3	\$ 50	\$ -
1011003	533064	GEN REPAIRS	\$ 1,789	\$ 313	\$ 1,494	\$ -
1011003	533095	VEH REPAIRS	\$ 68	\$ 929	\$ 57	\$ -
1011003	533115	TRAVEL/TRAINING	\$ 12,090	\$ 11,994	\$ 10,394	\$ 5,000
1011003	533120	DUES & SUBSCRIPTIONS	\$ 1,653	\$ 850	\$ 290	\$ 1,000
1011003	533125	RENT ON BLDGS	\$ 34,755	\$ -	\$ -	\$ -
1011003	533135	COMMUNICATIONS	\$ 5,731	\$ 4,839	\$ 2,016	\$ 2,200
1011003	533140	PRINTING	\$ 99	\$ -	\$ 149	\$ 600
TOTAL	OPERATING-PURCH/CONT		\$ 73,445	\$ 34,803	\$ 16,901	\$ 10,800
TOTAL	PROCUREMENT		\$ 502,207	\$ 479,967	\$ 417,971	\$ 417,072

EXPENDITURE DETAIL

			<u>Actual</u>			<u>Actual</u>			<u>Est. Actual</u>			<u>Budget</u>
			<u>FY 2008</u>			<u>FY 2009</u>			<u>FY 2010</u>			<u>FY 2011</u>
GENERAL FUND												
	1004	CONTINGENCY										
	54	OPERATING-OTH COSTS										
1011004	544007	OPERATING SUPPLIES	\$	-	\$	-	\$	5,000	\$	1,561,256		
TOTAL	CONTINGENCY		\$	-	\$	-	\$	5,000	\$	1,561,256		

INFORMATION TECHNOLOGY DEPARTMENT

FUND/DEPARTMENT NUMBER:1011005

MISSION STATEMENT

To provide world-class support services to effectively serve our customers.

VISION STATEMENT

To be a premier technology services leader in local government with a focus on customer service

DEPARTMENT DESCRIPTION

The Information Technology Department is responsible for administration of technology services which includes hardware and software, networking, training, software development, telephones, pagers, cell phone and communication infrastructure.

Information Technology (IT) reports to the County Administrator Office that provides technology integration and support services. These service teams include Application Support, Business Administration, Network Communications, and Technical Support. IT support staff places a major emphasis on agencies that have direct interaction with the public. The "customers" IT supports fall into three categories:

- Public - citizens and external government agencies
- Constitution Offices
- County Departments that report directly to the Board of Commissioners

IT supports more than 775 customers located in over 85 locations. Critical services are provided both onsite and on-call support 365 day a year, 7 days a week, 24 hours a day.

Application Support Team: The Application Support Team (AST) is responsible for application support, application implementation and development, business analysis, and database management services to our customers.

The application support services consists of how to use software efficiently and effectively, troubleshooting application problems; educating customers, and access security. The application implementation and development services consist of evaluating, designing, developing, installing, configuring, documenting, and deploying applications.

The business analysis services ensure that current and proposed applications meet regulation and business requirements to fulfill customer's expectations. The database management services role is to design, create, install, monitor, maintain, and performance tune databases.

INFORMATION TECHNOLOGY DEPARTMENT

FUND/DEPARTMENT NUMBER:1011005

Business Administration Team: The Business Administration Team (BAT) is responsible for providing administrative support to the three Information Technology teams. This support includes Service Desk, strategic planning, project management, budget management, and procurement management. The team also manages cell phones, pagers and radios issued to various county agencies.

The Service Desk is responsible for assisting customers with technical questions and incidents. Every service request placed with Service Desk is tracked until the incident or problem has been resolved. Service requests that cannot be resolved by the Service Desk will be assigned to the appropriate support team to facilitate problem resolution.

The strategic planning services formulate and deploy long term strategic plans to ensure IT services are aligned with business expectations. The project management services includes defining project scope, goals, deliverables, resource allocation, scheduling, and effectively communicate project expectations to team members, stakeholders in a timely and clear fashion.

The budget management services include development and monitoring expenses to ensure they comply with goals, guidelines and objectives. The procurement management services includes developing Bids and RFP's, requesting quotes, ordering, paying invoices, correspondence, and scheduling meetings.

Network Communications Team: The Network Communications Team (NCT) is responsible for the core of the County's data network. This responsibility includes design and support of all Wide Area Network (WAN) and Local Area Network (LAN) equipment. This support includes the design and implementation of both hardwired and wireless network equipment. NCT is responsible for network security and IP Telephony. NCT is responsible for monitoring network utilization.

NCT provides support for the following equipment: VoIP systems, routers, switches, firewalls, intrusion detection systems, wireless access points, VPN concentrators, network management systems, cabling, and circuits. NCT is also responsible for training, maintenance, inventory, documentation, and specifications for all support communications equipment.

Technical Support Team: The Technical Support Team (TST) is responsible for managing Intel and AS/400 (iSeries) servers, network file storage including retrieval and backup, supporting personal computers and peripherals attached to the county network, and multimedia audio visual presentation systems. TST is also responsible for data center environmental equipment, maintenance, installation, inventory, training, documentation, and writing specifications of all supported server and personal computer hardware and software, and operating systems.

TST provides support for standard personal computer systems that includes: file and print sharing, e-mail, office automation products, security and anti-virus products, and Internet access. Upgrades and replacement of these products are routine managed by TST. Specialized workstations are also maintained and supported with applications such as GIS.

INFORMATION TECHNOLOGY DEPARTMENT

FUND/DEPARTMENT NUMBER:1011005

ACCOMPLISHMENTS FOR FY 2009/2010

- Received \$13.5 million grant for broadband from US Department of Commerce
- Received Columbia County 2009 Team of Year and Team of Quarter awards
- Ranked 9th in Digital Communities Survey with population under 150,000
- Best of Web Finalist in County Portal Category
- Presented Green Data Center Presentation in San Francisco for IBM
- Established Traffic Engineering network for Traffic signals
- Consolidated 18 servers into 3 servers utilizing VMware virtualization software
- Implemented Applicant Tracking System including web based employment application
- Rebranded and enhanced County website to include Social Networking (Facebook and Twitter)
- Implemented Magistrate Court Case Management including public access
- Migrated 2003 Microsoft Exchange and Office to 2007 Microsoft Exchange and Office
- Integrated Cisco Unified Messaging with 2007 Microsoft Exchange
- Participated in Early Adopter for Munis 8.1 release
- Implemented Intranet using 2007 Microsoft SharePoint portal
- Implemented Probate Court new Case management system including traffic payments via web
- Installed or upgraded Audio Visual Systems in Auditorium, Fleet Services, Water Utility and Performing Arts Center
- Setup and Configured Munis Dashboard
- Installed software releases for Tax, Odyssey , Chameleon, RecTrac, Call Manager, WinZip and Anti Virus
- Adopted new E-mail policy
- Installed Redundant Call Managers for Sheriff Office and Emergency Operations Center
- Migrated various databases from SQL 2005 to SQL 2008
- Installed network security monitoring system to actively identify and mitigate threats
- Installed NetMotion on Inspector and Tax Assessors laptops for remote access
- Updated GIS servers and software including data migration
- Provided Open Enrollment Support including enhancing employee merit increase system

INFORMATION TECHNOLOGY DEPARTMENT

FUND/DEPARTMENT NUMBER:1011005

- Provided November 3 election support
- Setup Cisco IP Telephony and Wireless network at Point Comfort Water Treatment Plant
- Setup new connectivity at Evans Library for Evergreen and Internet Access
- Relocated main data communications closet at Sheriff Substation
- Reduced remote user outages by installing redundant servers for Net Motion application
- Risk Management Data Analyst
- Upgraded Wireless phones at Sheriff Office
- Setup Call recording for 311
- Provided new construction support (cabling, connectivity, equipment procurement and relocation of users) for Water Utility and Wildwood Park
- Provided network connectivity at Water Treatment Plants
- Completed Verizon Air card audit.
- Upgraded iSeries server to utilize blade technology
- Upgraded Enterprise Resource Program (ERP) servers, storage and software and migrated data.
- Replaced 200 traditional desktop computers with virtual thin client systems.

GOALS FOR FY 2010/2011

- Convert Cisco voice licenses and upgrade voice platforms to version 8.0. The new platform will also include configuring online collaboration software.
- Enhance network performance by configuring a layer 3 connection between Evans campus buildings to the core and between the server distribution and core.
- Install wiring and connectivity equipment for new facilities under construction at Water Utility Chamblin Rd campus, Animal Control, Health Department, SRP, and Building C expansion.
- Implement Video Management Software for all County departments.
- Upgrade the Traffic Network core network equipment
- Implement Enterprise Fax System for all county departments
- Replace 100 traditional desktop computers with virtual thin client systems
- Replace older equipment (servers, laptops, UPS units, and Switches) as needed
- Install redundant e-mail server to reduce e-mail service outages

INFORMATION TECHNOLOGY DEPARTMENT

FUND/DEPARTMENT NUMBER:1011005

- Implement Water Utility Billing System including self service payment web portal
- Implement Work Order System for Roads and Bridges, and Water Utility
- Implement Citizen Connect system for 311 to include self service web portal
- Implement Employment Facebook Application

WORKLOAD MEASUREMENTS

Category	Actual FY 2008/2009	Estimated FY 2009/2010	Forecast FY 2010/2011
Customers	670	790	795
Incident Requests	2,169	2380	2440
Change Requests	1,837	1783	1830
Total Service Requests	4006	4163	4270
Employees Trained	525	500	500
Email Transactions	18,119,853	10,584,043	10,848,644
Web Site Activity	22,420,835	41,584,774	42,624,394
Website Sessions	786,396	945,558	969,197
Systems Supported	93	125	126
<u>Equipment Supported</u>			
Audio Visual Equipment	185	321	329
Communication Equipment	1,025	1029	1,050
Communication Routers	22	22	22
Communication Switches	98	110	120
Personal Computers	650	718	568
Printers	257	268	250
Scanners	116	123	125
Servers (Physical/Virtual)	53	65	67
Thin Clients	0	21	221
Uninterruptible Power Supply	410	445	475
<u>Communication Services Supported</u>			
Cell Phones	198	97	90
Pagers	233	229	200
Telephone Lines	1181	1252	1260
<u>Staffing Ratio</u>			
Technical Staff to User Ratio	1 to 96	1 to 113	1 to 114
Application Staff to User Ratio	1 to 168	1 to 113	1 to 114
Communications Staff to User Ratio	1 to 96	1 to 198	1 to 199

INFORMATION TECHNOLOGY DEPARTMENT

FUND/DEPARTMENT NUMBER:1011005

PERFORMANCE MEASURES

Category	Actual FY 2008/2009	Estimated FY 2009/2010	Forecast FY 2010/2011
Routine Service Requests Completed:	98.07%	98.52%	98.40
Change Requests Completed	95.07%	96.08%	97.20

STAFFING

Position	Actual FY 2008/2009	Estimated FY 2009/2010	Forecast FY 2010/2011
Manager Information Technology	1	1	1
Application Support Manager	1	1	1
Network Communications Manager	1	1	1
Technical Support Manager	1	1	1
Administrative Coordinator	1	1	1
Systems Analyst	1	1	1
Application Support Analyst	2	2	2
Programmer Analyst I	1	1	1
Programmer Analyst II	1	1	1
Database Administrator	1	1	1
Network Security Administrator	1	1	1
Network Engineer I	1	1	1
Network Engineer II	1	1	1
Service Desk	1	1	1
Computer Support Specialist	3	3	3
Lan Server Administrator I	2	2	2
Lan Server Administrator II	1	1	1
Total	21	21	21

VEHICLE SCHEDULE

Category	Actual FY 2008/2009	Estimated FY 2009/2010	Forecast FY 2010/2011
Authorized Vehicles	0	0	0
Heavy Equipment	0	0	0
Vehicle Allowances	13	13	13
Total	13	13	13

INFORMATION TECHNOLOGY DEPARTMENT

FUND/DEPARTMENT NUMBER:1011005

BUDGET HIGHLIGHTS

The Information Technology budget includes an overall reduction of 5% from previous fiscal year. Some of the categories receiving reductions, operating material and supplies 13.3%, Outside Service Contracts 2.32%, and Capital 48.27%. The total Capital expenses included in the budget are \$179,000.00. The capital budget consists of 100 virtual thin Clients, Enterprise Fax System, Redundant e-mail server and replacement of older equipment. The primary focuses of the capital items are to improve County operational efficiency while reducing long term operational expenses.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY-2011</u>
1005 INFORMATION TECHNOLOGY						
51 PERSONAL SERVICES						
1011005	511001	SAL/WAGES	\$ 815,352	\$ 893,171	\$ 877,292	\$ 790,484
1011005	511004	OVERTIME	\$ 14,466	\$ 20,446	\$ 10,527	\$ 10,000
1011005	511010	ON CALL	\$ 8,638	\$ 9,212	\$ 9,123	\$ 9,125
1011005	511030	VACATION	\$ 80,580	\$ 69,221	\$ 90,302	\$ -
1011005	511031	SICK LEAVE	\$ -	\$ 3,017	\$ 3,254	\$ -
1011005	511033	HOLIDAY	\$ 37,892	\$ 41,464	\$ 40,760	\$ -
1011005	511051	EMPLOYEE MEDICAL	\$ 160,412	\$ 145,910	\$ 149,817	\$ 150,699
1011005	511052	GROUP LIFE INSURANCE	\$ 1,287	\$ 1,308	\$ 996	\$ 748
1011005	511053	RETIREMENT	\$ 71,921	\$ 79,441	\$ 78,967	\$ 79,713
1011005	511054	FICA	\$ 74,443	\$ 80,592	\$ 79,908	\$ 73,863
1011005	511055	WORK COMP	\$ 1,970	\$ 799	\$ 43	\$ 2,000
1011005	511060	EXPENSE ALLOWANCE	\$ 70,965	\$ 85,145	\$ 80,854	\$ 77,753
1011005	511070	UNEMPLOYMENT	\$ 636	\$ 901	\$ 890	\$ 895
TOTAL	PERSONAL SERVICES		\$ 1,338,560	\$ 1,430,628	\$ 1,422,731	\$ 1,195,280
52 OPERATING-SUPPLIES						
1011005	522040	POSTAGE	\$ 442	\$ 189	\$ 148	\$ 300
1011005	522065	OFFICE SUPPLIES	\$ 249	\$ 168	\$ -	\$ -
1011005	522070	OPERATING SUPPLIES	\$ 31,881	\$ 39,509	\$ 36,672	\$ 30,000
1011005	522080	UTILITIES	\$ 61,421	\$ 68,685	\$ -	\$ -
1011005	522100	MINOR PROPERTY	\$ 235,102	\$ 31,681	\$ 57,362	\$ -
1011005	522130	BOOKS & REPORTS	\$ 58	\$ -	\$ -	\$ 350
TOTAL	OPERATING-SUPPLIES		\$ 329,152	\$ 140,232	\$ 94,183	\$ 30,650
53 OPERATING-PURCH/CONT						
1011005	533001	PROFESSIONAL FEES	\$ 11,638			
1011005	533015	LEASED EQUIPMENT	\$ 93,904	\$ 294,688	\$ 247,736	\$ 300,784
1011005	533035	CONTRACT SERVICES	\$ 823,457	\$ 962,717	\$ 965,553	\$ 917,135
1011005	533055	O/S SVCS-TEMP EMP	\$ -	\$ 22,752	\$ 12,760	\$ 25,000
1011005	533060	GENERAL SERVICES	\$ -	\$ -	\$ 685	\$ -
1011005	533063	EQUIPMENT RENTAL	\$ 10,813	\$ 11,799	\$ 11,718	\$ 11,000
1011005	533115	TRAVEL/TRAINING	\$ 93,623	\$ 55,569	\$ 34,449	\$ 35,000
1011005	533120	DUES & SUBSCRIPTIONS	\$ 365	\$ 499	\$ 300	\$ 300
1011005	533135	COMMUNICATIONS	\$ 35,394	\$ 38,838	\$ 27,414	\$ 45,000
TOTAL	OPERATING-PURCH/CONT		\$ 1,069,194	\$ 1,386,863	\$ 1,300,615	\$ 1,334,219
60 CAPITAL						
1011005	601081	CIP MACH/EQUIPMENT	\$ 662,884	\$ 547,852	\$ 269,637	\$ 179,000
TOTAL	INFORMATION TECHNOLOGY		\$ 3,399,791	\$ 3,505,575	\$ 3,087,166	\$ 2,739,149

BOARD OF ELECTIONS

FUND/DEPARTMENT NUMBER: 1007

MISSION STATEMENT

To serve the public and register all eligible Columbia County citizens to vote and assign voters to respective precincts in accordance with state and federal laws in order to conduct fair and impartial elections. We accomplish this mission by providing excellent customer service to candidates and the public by answering questions regarding elected officials and election districts, election statistics, and other registration and election related matters.

VISION STATEMENT

The Board of Elections is committed to meeting the election needs of the voters in Columbia County and continues to serve a growing population by maintaining accountability of all constituents.

DEPARTMENT DESCRIPTION

- Maintain registration records for the County, Cities of Harlem and Grovetown
- Conduct all county, state, federal and special elections
- Conduct municipality's elections for the cities of Grovetown and Harlem
- Provide information to federal and county jury commission in preparation of jury list
- Process all petitions for elections
- Receive and maintain all reports pertaining to the Georgia Ethics in Government Act
- Provide information on election law to candidates, public officials, civic groups and general public
- Provide training to poll workers and candidates.
- Promote and perform public education on elections for the schools in Columbia County.

ACCOMPLISHMENTS FOR FY 09/10

- Participate in a Pilot Program for the state to test new Express Poll procedures
- Train 159 counties on how Columbia County conducts training our poll workers
- Relocated 9 precincts from schools to churches
- Notified close to 15, 000 voters (in writing) of precinct changes

BOARD OF ELECTIONS

FUND/DEPARTMENT NUMBER: 1007

ACCOMPLISHMENTS FOR FY 09/10

- Along with the State of Georgia implemented and conducted the first uniform method of electronic voting
- Implemented Optical Scan Voting for Absentee
- Trained over 380 Poll Workers on the new DRE Voting System
- Completed certifications for all employees and Board Members
- Updated over 45,381 registration and elections records(change of address, added new registration and absentee)
- Over 79,942 registered voters in the county- 89% of the County's eligible population(Eighteen and over)
- Redistrict 2 of the largest precincts
- Setup our first workshop style classes for poll workers
- Moved to a more productive location.
- Setup three additional Advance Voting Sites.
- Early Voting/Advance Voting

GOALS FOR FY 10/11

- Continue updating voting system
- Add new computer program/Absentee Touch Screen System
- Continue election support to the municipalities in the County
- Continue attending training sessions required by the Georgia Election Code
- Continue providing election training to poll workers, candidates and general public
- Establish more voting precincts by 2008
- Program for the new electronic voting
- To conduct more public training on the election process
- Acquire warehouse space for Touch Screen units with carts
- Program for the new Express Poll electronic voting list.

BOARD OF ELECTIONS

FUND/DEPARTMENT NUMBER: 1007

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
New registration records	9456	2500	6000
Notification of change	2963	8000	7000
Major elections	5	2	4
Absentee voted in the office	37,035	3600	7000
Seminars poll workers- candidates	48	42	18
Records updates of voters	45,381	20,000	32,000

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Executive Director	1	1	1
Elections Coordinator	1	1	1
Registration Coordinator	1	1	1
Deputy Clerk	1	1	1
(*Temp Employees)	3	3	3
Total	7	7	7

BUDGET HIGHLIGHTS

- Conducted five successful elections for the County for 2008.
- Added over 9,456 new voters as of January 2009.
- Completed inventory of all election and registration equipment.
- Split two of our largest precincts.
- Checked all 45 precincts for handicap accessibility.
- Added three additional Advance Voting Sites.
- Voted 15,822 voters during the Early Voting periods for Nov. & Dec.
- Voted 20,515 voters during Advance Voting weeks for all five elections.

EXPENDITURE DETAIL

GENERAL FUND			<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1007 BOARD OF ELECTIONS						
51 PERSONAL SERVICES						
1011007	511001	SAL/WAGES	\$ 130,691	\$ 144,906	\$ 126,021	\$ 157,747
1011007	511004	OVERTIME	\$ 11,540	\$ 27,246	\$ 10,815	\$ 8,000
1011007	511030	VACATION	\$ 9,410	\$ 8,219	\$ 14,530	\$ -
1011007	511031	SICK LEAVE	\$ -	\$ -	\$ 7,089	\$ -
1011007	511033	HOLIDAY	\$ 5,931	\$ 5,945	\$ 5,843	\$ -
1011007	511050	FRINGE BENEFITS	\$ -	\$ -	\$ -	\$ 7,884
1011007	511051	EMPLOYEE MEDICAL	\$ 14,122	\$ 12,012	\$ 13,604	\$ 12,097
1011007	511052	GROUP LIFE INSURANCE	\$ 315	\$ 317	\$ 225	\$ 136
1011007	511053	RETIREMENT	\$ 10,977	\$ 12,581	\$ 11,518	\$ 9,396
1011007	511054	FICA	\$ 11,801	\$ 13,877	\$ 12,173	\$ 9,458
1011007	511055	WORK COMP	\$ 290	\$ 118	\$ 7	\$ 300
1011007	511060	EXPENSE ALLOWANCE	\$ 483	\$ 482	\$ 482	\$ 481
1011007	511070	UNEMPLOYMENT	\$ 96	\$ 149	\$ 132	\$ 111
TOTAL	PERSONAL SERVICES		\$ 195,656	\$ 225,853	\$ 202,440	\$ 205,610
52 OPERATING-SUPPLIES						
1011007	522001	UNIFORMS	\$ 394	\$ 398	\$ 562	\$ -
1011007	522040	POSTAGE	\$ 18,326	\$ 10,023	\$ 9,015	\$ 6,000
1011007	522070	OPERATING SUPPLIES	\$ 4,970	\$ 4,418	\$ 2,857	\$ 2,500
1011007	522080	UTILITIES	\$ 9,845	\$ 11,143	\$ -	\$ -
1011007	522100	MINOR PROPERTY	\$ -	\$ 3,239	\$ -	\$ -
TOTAL	OPERATING-SUPPLIES		\$ 33,535	\$ 29,221	\$ 12,434	\$ 8,500
53 OPERATING-PURCH/CONT						
1011007	533035	CONTRACT SERVICES	\$ 10,443	\$ 10,330	\$ 2,378	\$ 52,000
1011007	533055	O/S SVCS-TEMP EMP	\$ 14,017	\$ 27,351	\$ 9,912	\$ 10,000
1011007	533060	GENERAL SERVICES	\$ 85,641	\$ 181,922	\$ 1,215	\$ -
1011007	533064	GEN REPAIRS	\$ 2,950	\$ 4,286	\$ -	\$ 1,500
1011007	533105	PER DIEM FEES	\$ 300	\$ -	\$ -	\$ -
1011007	533110	OTHER FEES	\$ 7,800	\$ 7,600	\$ 9,350	\$ 9,600
1011007	533115	TRAVEL/TRAINING	\$ 15,839	\$ 8,005	\$ 8,925	\$ 6,500
1011007	533120	DUES & SUBSCRIPTIONS	\$ 194	\$ 210	\$ 178	\$ 175
1011007	533125	RENT ON BUILDINGS	\$ 3,848	\$ 7,172	\$ 315	\$ -
1011007	533127	EQUIPMENT RENTAL	\$ -	\$ -	\$ -	\$ 200
1011007	533135	COMMUNICATIONS	\$ 1,884	\$ 1,816	\$ 85	\$ 1,000
1011007	533140	PRINTING	\$ 24,878	\$ 27,716	\$ 543	\$ -
TOTAL	OPERATING-PURCH/CONT		\$ 167,793	\$ 276,407	\$ 32,901	\$ 80,975
60 CAPITAL						
1011007	601081	CIP MACH/EQUIPMENT	\$ 24,320	\$ 15,000	\$ -	\$ -
TOTAL	BOARD OF ELECTIONS		\$ 421,303	\$ 546,482	\$ 247,775	\$ 295,085

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1008 GENERAL OVERHEAD						
52 OPERATING-SUPPLIES						
1011008	522080	UTILITIES	\$ -	\$ -	\$ 1,788,487	\$ 1,600,000
1011008	522080	20501 UTILITIES	\$ -	\$ -	\$ 1,712	\$ -
1011008	522080	20502 UTILITIES	\$ -	\$ -	\$ 111	\$ -
1011008	522080	20506 UTILITIES	\$ -	\$ -	\$ 201	\$ -
1011008	522081	UTILSTMWTR	\$ -	\$ -	\$ 12,030	\$ 10,000
1011008	522121	GAS/OIL/DEISEL	\$ -	\$ -	\$ (689)	\$ -
TOTAL	OPERATING-SUPPLIES		\$ -	\$ -	\$ 1,801,852	\$ 1,610,000
53 OPERATING-PURCH/CONT						
1011008	533035	CONTRACT SERVICES	\$ -	\$ -	\$ 649,557	\$ 560,312
1011008	533045	JANITOR SVCS	\$ -	\$ -	\$ 312,334	\$ 350,500
1011008	533060	GENERAL SERVICES	\$ -	\$ -	\$ -	\$ -
1011008	533135	COMMUNICATIONS	\$ -	\$ -	\$ 256,617	\$ 280,000
TOTAL	OPERATING-PURCH/CONT		\$ -	\$ -	\$ 1,218,507	\$ 1,190,812
TOTAL	GENERAL OVERHEAD		\$ -	\$ -	\$ 3,020,360	\$ 2,800,812

EXPENDITURE DETAIL

			<u>Actual</u>			<u>Actual</u>			<u>Est. Actual</u>			<u>Budget</u>
			<u>FY 2008</u>			<u>FY 2009</u>			<u>FY 2010</u>			<u>FY 2011</u>
GENERAL FUND												
	1009 NEW APPROPRIATION REQUEST											
	51 PERSONAL SERVICES											
1011009	511080	PERSONNEL ADJUSTMENTS	\$	-	\$	-	\$	-	\$	-	\$	(143,000)
TOTAL	NEW APPROPRIATION REQU		\$	-	\$	-	\$	-	\$	-	\$	(143,000)

HUMAN RESOURCES DEPARTMENT

FUND/DEPARTMENT NUMBER: 101/1011

MISSION STATEMENT

The Human Resources Department will develop and provide personnel services in a courteous and professional manner to internal and external customers while utilizing cost savings measures to strategically align with the Board of Commissioners mission.

VISION STATEMENT

The Human Resources Department is inspired to become a Center of Excellence to meet the employment and personnel service needs of internal and external customers.

DEPARTMENT DESCRIPTION

The Human Resources Department is dedicated to providing County departments, employees and the general public excellent service. The team seeks opportunities to provide professional services, to improve the working environment, to improve the quality of our workforce through recruitment, orientation, benefits, compensation, training and development programs, and to insure all internal and external customers are afforded equal opportunities of fair treatment and non-discrimination in Columbia County hiring and employment practices.

ACCOMPLISHMENTS FOR FY 09/10

- Life and disability products RFP resulted in a 35% decrease to employer and employee premium costs
- Medical renewal was renegotiated at -0.4% resulting in a negative renewal with no premium increase to employer or employee.
- Dental rate did not increase due to negotiated two year contract.
- Medical claims were \$900,000+ below expected claims.
- Wellness initiatives were improved by adding "Weight Watchers at Work" program.
- Open enrollment process and rollover to Munis payroll system resulted in 0 errors.
- Implemented Munis Applicant Tracking module.
- Implemented Munis Workers' Compensation module.
- Implemented online Employee Survey form.
- Evaluated benefits products and wellness program effectiveness.
- Removed manual input of merit increases by exporting performance appraisal scores to merit parameters then importing salary data to each employee salary fields in Munis.

HUMAN RESOURCES DEPARTMENT

FUND/DEPARTMENT NUMBER: 101/1011

- Conducted Performance Pro and Merit Increase System computer training August 2009.
- Completed successful rollover of accruals and merit recommendations January 2010.
- Facilitated mandatory policy training for ninety-nine (99) supervisory employees.
- Completed thirty three (33) compensation surveys.
- Flu immunization vaccine was administered to one hundred eighty (180) employees.
- Thirty (30) employees participated in the Education Reimbursement Program.
- Ninety-eight (98) active and four (4) retired employees were recognized for service; one (1) employee was recognized posthumously; and nine (9) employees with military service were recognized at the annual Service Recognition Program.
- Human Resources, Information Technology and Construction and Maintenance Division fulfilled Christmas 2009 wish lists for twelve (12) families (26 children) through the Columbia County Children's Foundation purchasing clothes, educational, and recreational toys for the children.

GOALS FOR FY 10/11

- Implement innovative communication concepts using technology to reduce energy costs.
- Implement employee kiosks at strategic locations for open enrollment and information.
- Introduce new wellness initiatives to improve employee health and reduce medical costs.
- Utilize Munis benefits applications enhancements to improve report exports to providers.
- Design and implement new employee relations programs and activities.
- Improve the Human Resources web page.
- Revise Employee Handbook and place on Employee Self Service Center.
- Continue benefits, compensation and employee relations cross training.

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Employment Applications	7,225	7,500	7,750
Applications by E-mail	5,125	5,250	5,500
Job Fairs Attended	2	2	3
Internal Position Postings	17	35	25
External Position Postings	34	5	20
New Hires Processed	88	80	95
Terminations Processed	99	90	100
Grievances Filed	0	1	1
Grievances Resolved	0	1	1
Workers Comp Claims	126	130	135

HUMAN RESOURCES DEPARTMENT

FUND/DEPARTMENT NUMBER: 101/1011

ST Disability Claims	17	20	22
LT Disability Claims	2	3	4
FMLA Cases	67	80	85
Advertisement Savings	\$3,025	\$5,000	\$5,500
401(a) Transactions	230	235	240
401(a) Payouts	106	110	115
457(b) Transactions	240	245	250
457(b) Payouts	270	275	280
New Roth IRA	5	6	8

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Non-exempt Recruitment Less than or = 30 days	32.0%	35.0%	36.0%
Non-exempt Recruitment Greater than 30 days	68.0%%	65.0%	64.0%
Exempt Recruitment Less than or = 60 days	58.0%	60.0%	62.0%
Exempt Recruitment Greater than 60 days	42.0%	40.0%	38.0%
Compensation % classes studied	19.0%	16.0%	18.0%
Training Programs % employees in training	15.0%	18.0%	20.0%

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Human Resources Manager	1	1	1
Assistant Human Resources Manager	1	1	1
Benefits Specialist II	1	0	0
Human Resources Specialist III	1	1	1
Human Resources Specialist I	1	1	1
Employee Relations Specialist I	1	1	1
Recruiter Assistant	1	1	1
Total	7	6	6

HUMAN RESOURCES DEPARTMENT

FUND/DEPARTMENT NUMBER: 101/1011

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Vehicle Allowances	2	2	2
Total	2	2	2

BUDGET HIGHLIGHTS

The Human Resources team is currently comprised of 50% (3:6) degreed team members. One additional employee achieved Certified Professional Secretary certification through IAAP May 2009. The team will continue pursuit of educational opportunities through various resources including higher education, continuing education, and membership with professional organizations focused on government and public sector human resources management.

The Human Resources Department FY10-11 budget reflects an overall 9.45% reduction that includes 5.11% reduction in operating expense and 4.34% reduction in personnel and fringes.

One authorized position was eliminated from the department FY09-10. Job functions of the eliminated position have been distributed to each department team member; major job functions of the eliminated position were redistributed to the Recruiter. As part of the FY10-11 budget, the Recruiter position is recommended to be reclassified to Human Resources Assistant, grade 15, due to a change in the scope, dimension and complexity of job functions. There is no FY10-11 budget impact.

Human Resources is responsible for management oversight of the employee medical fund. The fund has seen significant improvement in balance ranging between \$1.2MM-\$1.7MM. It is vital to maintain a healthy fund balance in the event of catastrophic medical events and to provide renewal negotiation leverage.

This improvement is attributed to continued wellness initiatives, wellness incentives, and fitness reimbursement programs. To enhance the wellness program, a new fitness reimbursement level has been recommended to provide an increase in the annual reimbursement to employees who meet the fitness criteria.

FY 10-11 County appropriation recommendations include a 0% increase in employer medical premium contributions due to plan performance. The Dental program negotiated rate expires January 2010. Staff will entertain Requests for Proposal to evaluate other dental program options if the dental renewal is considered inadequate.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1011 HUMAN RESOURCES						
51 PERSONAL SERVICES						
1011011	511001	SAL/WAGES	\$ 248,450	\$ 268,146	\$ 225,684	\$ 229,059
1011011	511004	OVERTIME	\$ 75	\$ 12	\$ -	\$ 100
1011011	511030	VACATION	\$ 18,763	\$ 15,674	\$ 15,221	\$ -
1011011	511031	SICK LEAVE	\$ 7,261	\$ 1,572	\$ -	\$ -
1011011	511033	HOLIDAY	\$ 12,557	\$ 13,106	\$ 9,509	\$ -
1011011	511051	EMPLOYEE MEDICAL	\$ 52,359	\$ 54,859	\$ 39,259	\$ 31,116
1011011	511052	GROUP LIFE INSURANCE	\$ 500	\$ 485	\$ 307	\$ 209
1011011	511053	RETIREMENT	\$ 19,713	\$ 19,270	\$ 15,423	\$ 12,747
1011011	511054	FICA	\$ 21,247	\$ 21,728	\$ 18,268	\$ 15,657
1011011	511055	WORK COMP	\$ 558	\$ 226	\$ 10	\$ 600
1011011	511060	EXPENSE ALLOWANCE	\$ 9,919	\$ 11,218	\$ 9,174	\$ 6,576
1011011	511062	NEW HIRES	\$ -	\$ -	\$ -	\$ -
1011011	511070	UNEMPLOYMENT	\$ 182	\$ 249	\$ 208	\$ 189
TOTAL	PERSONAL SERVICES		\$ 391,584	\$ 406,544	\$ 333,062	\$ 296,253
52 OPERATING-SUPPLIES						
1011011	522040	POSTAGE	\$ 1,018	\$ 885	\$ 1,295	\$ 1,750
1011011	522065	OFFICE SUPPLIES	\$ 13	\$ -	\$ -	\$ -
1011011	522070	OPERATING SUPPLIES	\$ 6,122	\$ 5,185	\$ 4,352	\$ 5,250
1011011	522075	XEROX USE	\$ 1,534	\$ 207	\$ -	\$ 1,575
1011011	522080	UTILITIES	\$ 18,716	\$ 20,621	\$ -	\$ -
1011011	522100	MINOR PROPERTY	\$ 6,070	\$ 7,076	\$ -	\$ -
1011011	522130	BOOKS & REPORTS	\$ 470	\$ 381	\$ 40	\$ 500
TOTAL	OPERATING-SUPPLIES		\$ 33,943	\$ 34,355	\$ 5,687	\$ 9,075
53 OPERATING-PURCH/CONT						
1011011	533020	MEDICAL SERVICES	\$ 35,652	\$ 33,387	\$ 35,201	\$ 40,000
1011011	533025	ADVER/MARKETING	\$ 50,098	\$ 43,610	\$ 30,859	\$ 42,000
1011011	533035	CONTRACT SERVICES	\$ 22,160	\$ 23,925	\$ 11,545	\$ 13,000
1011011	533055	O/S SVCS-TEMP EMP	\$ 68,420	\$ 24,656	\$ 50,316	\$ 55,000
1011011	533060	GENERAL SERVICES	\$ 20,725	\$ 23,092	\$ 19,050	\$ 25,000
1011011	533115	TRAVEL/TRAINING	\$ 5,823	\$ 3,834	\$ 3,186	\$ 4,185
1011011	533120	DUES & SUBSCRIPTIONS	\$ 1,667	\$ 1,802	\$ 1,522	\$ 1,700
1011011	533135	COMMUNICATIONS	\$ 3,579	\$ 3,113	\$ 298	\$ 1,200
1011011	533140	PRINTING	\$ 1,247	\$ 746	\$ 1,000	\$ 1,500
1011011	533165	STAFF DEVELOPMENT	\$ 99,442	\$ 76,745	\$ 75,369	\$ 118,000
TOTAL	OPERATING-PURCH/CONT		\$ 308,812	\$ 234,911	\$ 228,345	\$ 301,585
TOTAL	HUMAN RESOURCES		\$ 734,339	\$ 675,810	\$ 567,094	\$ 606,913

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1014 MANAGEMENT SERVICES						
51 PERSONAL SERVICES						
1011014	511001	SAL/WAGES	\$ 111,278	\$ 32,614	\$ -	\$ -
1011014	511030	VACATION	\$ 8,953	\$ 5,654	\$ -	\$ -
1011014	511033	HOLIDAY	\$ 3,403	\$ 1,902	\$ -	\$ -
1011014	511051	EMPLOYEE MEDICAL	\$ 5,718	\$ 1,487	\$ -	\$ -
1011014	511052	GROUP LIFE INSURANCE	\$ 188	\$ 59	\$ -	\$ -
1011014	511053	RETIREMENT	\$ 7,746	\$ 2,302	\$ -	\$ -
1011014	511054	FICA	\$ 10,108	\$ 3,254	\$ -	\$ -
1011014	511055	WORK COMP	\$ 1,768	\$ 717	\$ -	\$ -
1011014	511060	EXPENSE ALLOWANCE	\$ 10,175	\$ 3,100	\$ -	\$ -
1011014	511070	UNEMPLOYMENT	\$ 82	\$ 36	\$ -	\$ -
TOTAL	PERSONAL SERVICES		\$ 159,420	\$ 51,126	\$ -	\$ -
52 OPERATING-SUPPLIES						
1011014	522040	POSTAGE	\$ 19	\$ 24	\$ -	\$ -
1011014	522070	OPERATING SUPPLIES	\$ 846	\$ 361	\$ -	\$ -
1011014	522080	UTILITIES	\$ 8,383			
1011014	522100	MINOR PROPERTY	\$ 11,712			
1011014	522130	BOOKS & REPORTS	\$ 546			
TOTAL	OPERATING-SUPPLIES		\$ 21,506	\$ 384	\$ -	\$ -
53 OPERATING-PURCH/CONT						
1011014	533010	INDIGENT DEFENSE	\$ 385,253	\$ 68,275	\$ -	\$ -
1011014	533035	CONTRACT SERVICES	\$ 60,722	\$ 24,162	\$ -	\$ -
1011014	533070	CASUALTY EXPENSE	\$ 166,269			
1011014	533115	TRAVEL/TRAINING	\$ 4,450	\$ 33	\$ -	\$ -
1011014	533120	DUES & SUBSCRIPTIONS	\$ 1,500			
1011014	533130	INSURANCE	\$ 362,687	\$ (31,278)	\$ -	\$ -
1011014	533135	COMMUNICATIONS	\$ 2,283	\$ 591	\$ -	\$ -
1011014	533140	PRINTING	\$ -	\$ 30	\$ -	\$ -
TOTAL	OPERATING-PURCH/CONT		\$ 983,163	\$ 61,813	\$ -	\$ -
TOTAL	MANAGEMENT SERVICES		\$ 1,164,090	\$ 113,323	\$ -	\$ -

NOTE: DUE TO RESTRUCTURING, THIS DEPARTMENT WAS ELIMINATED IN 2009. ALL COSTS WERE TRANSFERRED TO OTHER DEPARTMENTS

TAX COMMISSIONER

FUND/DEPARTMENT NUMBER: 1011111

MISSION STATEMENT

Provide proficient tag and tax services that are accessible and responsive to the needs of the citizens of Columbia County through innovation, technology, and a professional workforce.

VISION STATEMENT

Enhance tax collection payment options through modern technological applications, improving customer service and increasing responsiveness to our citizens.

DEPARTMENT DESCRIPTION

The Tax Commissioner, as a duly elected constitutional officer, is responsible for billing, collecting, and disbursing all monies levied as taxes for the County, School System, Cities of Harlem and Grovetown and the State of Georgia. Property taxes, Motor Vehicle taxes, Mobile Home taxes, Timber taxes, and Heavy Equipment taxes are collected. In addition to collecting taxes, the Tax Commissioner serves as ex-officio Sheriff assuming the total responsibility for collection of any delinquent taxes.

ACCOMPLISHMENTS FOR FY 09/10

- In conjunction with the Columbia County Chamber of Commerce, implemented Kay Bucks program for motor vehicle renewals creating an incentive for taxpayers to renew tags via the internet, mail or telephone.
- Initiated IVR (Integrated Voice Response System) for motor vehicle registration renewals.
- Established tax collections over the internet for Heavy Trucks that register with IRP (International Registration Plan).
- Maintained a property delinquency rate of less than 1%.

GOALS FOR FY 10/11

- Increase the number of motor vehicle and property tax payments made online or by mail by encouraging taxpayers to take advantage of the Kay Bucks program.
- Facilitate a smooth transition for the Motor Vehicle Division from Building B to its new location in Building C upon completion of the new construction.
- Reduce budget expenses to enable the county to retain or lower the tax millage rate.

TAX COMMISSIONER

FUND/DEPARTMENT NUMBER: 1011111

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
MOTOR VEHICLE DIVISION			
Motor Vehicle Tax Collected	\$9.42 million	\$9.25 million*	\$9.43 million
Number of Tag Registrations	140,827	142,759	143,868
Number of Titles	25,072	26,503	29,480
Disabled Placards Issued	1,889	1,517	1,172
% of MV Registrations by Mail	23.33%	22.66%	24.00%
% of MV Registrations Online	3.63%	4.18%	5.27%
Number of Incoming Telephone Calls	37,763	39,295	40,878
PROPERTY TAX DIVISION			
Real & personal Property Tax Collected	\$97.3 million	\$100 million	\$102.9 million
# of Real & Personal Tax Bills	66,916	68,923	70,990
Mobile Home (MH) Tax Collected	\$295,347	\$272,405	\$272,000
# of Real Property MH Tax Bills	2567	2570	2571
# of Personal Property MH Tax Bills	2225	2206	2187
# of Homestead Exemption Applications	3138	1899	3001
Timber Tax Collected	\$71,012	\$72,554	\$70,000
# of Timber Tax Bills	66	68	65
Heavy Duty Tax Equipment Collected	\$3,016	\$200	\$500
# of Heavy Duty Equip Tax Bills	20	2	5
Number of Incoming Telephone Calls	24,139	28,269	28,834

*Tax collections decreased for this period because the overall *value* of registered vehicles decreased.

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Collection Rate – Real & Personal Property	99%	99%	99%
Collection Rate – Timber	100%	100%	100%
Collection Rate – Mobile Homes	99%	99%	99%

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Elected Officials	1	1	1
Managers	2	2	2
Employees	23	23	23
Total	26	26	26

TAX COMMISSIONER

FUND/DEPARTMENT NUMBER: 1011111

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles	2	2	2
Total	2	2	2

BUDGET HIGHLIGHTS

The Tax Commissioner's Office complied with the Board of Commissioners' request to decrease budget expenses for FY 2009, 2010, and 2011. The new IVR (Interactive Voice Response) and Kay Bucks programs encourage payment of taxes by phone, online, or mail and are two ways the Tax Commissioner's Office uses technology to help reduce costs and labor per transaction. Application of the delayed hiring of personnel to fill open positions and conscientious use of resources and supplies like scanning and emailing rather than copying and using paper have also contributed to alleviating ordinary expenses. The office continues to look for innovative ways to operate more efficiently and remain cost effective.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
1111 TAX COMMISSIONER			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
51 PERSONAL SERVICES						
1011111	511001	SAL/WAGES	\$ 816,997	\$ 855,573	\$ 899,585	\$ 1,055,623
1011111	511004	OVERTIME	\$ 2,732	\$ 2,114	\$ 2,301	\$ 6,000
1011111	511030	VACATION	\$ 61,611	\$ 49,605	\$ 74,744	\$ -
1011111	511031	SICK LEAVE	\$ 480	\$ 731	\$ 3,370	\$ -
1011111	511033	HOLIDAY	\$ 33,662	\$ 34,850	\$ 34,841	\$ -
1011111	511050	FRINGE BENEFITS	\$ -	\$ -	\$ -	\$ 13,336
1011111	511051	EMPLOYEE MEDICAL	\$ 124,096	\$ 112,020	\$ 104,012	\$ 100,580
1011111	511052	GROUP LIFE INSURANCE	\$ 1,440	\$ 1,394	\$ 1,103	\$ 986
1011111	511053	RETIREMENT	\$ 72,048	\$ 74,033	\$ 77,765	\$ 77,784
1011111	511054	FICA	\$ 67,091	\$ 68,696	\$ 74,473	\$ 70,784
1011111	511055	WORK COMP	\$ 2,283	\$ 926	\$ 39	\$ 2,300
1011111	511060	EXPENSE ALLOWANCE	\$ 14,439	\$ 15,784	\$ 15,030	\$ 14,518
1011111	511062	NEW HIRES	\$ -	\$ -	\$ -	\$ -
1011111	511070	UNEMPLOYMENT	\$ 499	\$ 669	\$ 719	\$ 726
TOTAL	PERSONAL SERVICES		\$ 1,197,378	\$ 1,216,393	\$ 1,287,981	\$ 1,342,637
52 OPERATING-SUPPLIES						
1011111	522040	POSTAGE	\$ 56,621	\$ 67,194	\$ 93,444	\$ 70,606
1011111	522070	OPERATING SUPPLIES	\$ 11,269	\$ 11,019	\$ 15,384	\$ 11,546
1011111	522080	UTILITIES	\$ 61,545	\$ 65,794	\$ -	\$ -
1011111	522100	MINOR PROPERTY	\$ 6,452	\$ 2,844	\$ 404	\$ 450
1011111	522121	GAS/OIL/DEISEL	\$ 886	\$ 961	\$ 1,951	\$ 1,275
1011111	522130	BOOKS & REPORTS	\$ 706	\$ 837	\$ 884	\$ 1,180
TOTAL	OPERATING-SUPPLIES		\$ 137,478	\$ 148,648	\$ 112,067	\$ 85,057
53 OPERATING-PURCH/CONT						
1011111	533015	LEASED EQUIPMENT	\$ 3,120	\$ 4,087	\$ 3,133	\$ 4,020
1011111	533025	ADVER/MARKETING	\$ -	\$ 558	\$ 612	\$ 1,000
1011111	533035	CONTRACT SERVICES	\$ 64,505	\$ 83,893	\$ 72,631	\$ 49,150
1011111	533055	O/S SVCS-TEMP EMP	\$ 24,417	\$ 25,853	\$ 27,744	\$ 20,000
1011111	533063	EQUIPMENT REPAIRS	\$ 1,105	\$ 1,490	\$ 2,003	\$ 2,650
1011111	533064	GEN REPAIRS	\$ -	\$ 270	\$ 107	\$ 3,000
1011111	533095	VEH REPAIRS	\$ 29	\$ 266	\$ 573	\$ 650
1011111	533115	TRAVEL/TRAINING	\$ 6,372	\$ 6,719	\$ 5,944	\$ 6,750
1011111	533120	DUES & SUBSCRIPTIONS	\$ 1,183	\$ 1,132	\$ 1,272	\$ 1,160
1011111	533127	EQUIPMENT RENTAL	\$ 4,736	\$ 3,750	\$ 3,944	\$ 4,015
1011111	533135	COMMUNICATIONS	\$ 11,416	\$ 9,941	\$ 885	\$ 1,005
1011111	533140	PRINTING	\$ 7,648	\$ 12,184	\$ 17,087	\$ 10,825
TOTAL	OPERATING-PURCH/CONT		\$ 124,531	\$ 150,141	\$ 135,935	\$ 104,225
TOTAL	TAX COMMISSIONER		\$ 1,459,387	\$ 1,515,183	\$ 1,535,984	\$ 1,531,919

TAX ASSESSOR DEPARTMENT

FUND/DEPARTMENT NUMBER: 1112

MISSION STATEMENT

To seek out all taxable and non-taxable properties within the county and value each property so that each taxpayer pays their fair share of the tax burden but no more than their fair share of the burden.

VISION STATEMENT

The Tax Assessors Office desires to continue to provide superior customer service and become more technologically advanced, while increasing efficiency and productivity.

DEPARTMENT DESCRIPTION

- Locate and identify all properties and property ownership
- Inventory all taxable property and important characteristics
- Determine taxability of properties
- Determine market value
- Calculate assessed value of property
- Prepare digest to be approved by State Revenue Department
- Notify property owners of changes in assessment values
- Provide and execute the appeal process that is required by law
- Aid the general public by providing maps and general property information

ACCOMPLISHMENTS FOR FY 09/10

- Complied with the Taxpayer's Bill of Rights
- Submitted Real & Personal Property Digest as required by State Revenue Department (Digest was approved)
- Met training requirements set by Georgia Department of Revenue
- Worked with GIS Manager to improve and enhance mapping system
- Maintained department webpage

TAX ASSESSOR DEPARTMENT

FUND/DEPARTMENT NUMBER: 1112

GOALS FOR FY 10/11

- Complete the Real & Personal Property Tax Digest on schedule
- Revalue all property in County
- Continue to improve quality of customer service
- Update system to scan documents and store electronically to eliminate paper storage
- Continue taking and storing digital images of all improvements located in the county

WORKLOAD MEASUREMENTS

Category	Actual FY 2008/2009	Estimated FY 2009/2010	Forecast FY 2010/2011
Parcels Reviewed & Revalued	49,346	50,965	51,554
New Main Improvements	1,748	1,394	1,100
Personal Property Accounts	11,639	13,943	11,770
Deeds Processed	8,502	6,812	6,800
Mapping Splits	1,056	800	500
Personal Property Mobile Homes	2,265	2,221	2,200

PERFORMANCE MEASURES

Category	Actual FY 2008/2009	Estimated FY 2009/2010	Forecast FY 2010/2011
Increased Real Property Digest	4.4841%	0.8296% **Moratorium enacted by Governor**	0.50% **Moratorium still in place**
Increased Personal Property Digest	3.6371%	2.8089%	2.8%

STAFFING

Position	Actual FY 2008/2009	Estimated FY 2009/2010	Forecast FY 2010/2011
Manager V	1	1	1
Manager II	2	2	2

TAX ASSESSOR DEPARTMENT

FUND/DEPARTMENT NUMBER: 1112

Commercial Specialist V	1	1	1
Residential Specialist V	1	1	1
Personal Property Specialist V	0	1	0
Appraiser I	6	4	7
Appraiser II	1	3	3
Appraiser III	2	1	1
Clerk III	5	5	4
Specialist II	3	3	3
Total	22	22	23

VEHICLE SCHEDULE

Category	Actual FY 2008/2009	Estimated FY 2009/2010	Forecast FY 2010/2011
Authorized Vehicles	7	5	5
Heavy Equipment	0	0	0
Vehicle Allowances	1	1	1
Total	8	6	6

BUDGET HIGHLIGHTS

The Tax Assessor's Office staff complied with the request of the County Commission and reduced the overall department budget by 17% in the areas of personnel, operating materials, minor property, general outside services, general repairs/maintenance, dues/subscriptions and other equipment.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
1112 TAX ASSESSOR			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
51 PERSONAL SERVICES						
1011112	511001	SAL/WAGES	\$ 620,528	\$ 651,645	\$ 655,966	\$ 782,330
1011112	511030	VACATION	\$ 55,853	\$ 63,836	\$ 65,849	\$ -
1011112	511031	SICK LEAVE	\$ 2,687	\$ 451	\$ 13,853	\$ -
1011112	511033	HOLIDAY	\$ 27,489	\$ 31,156	\$ 27,812	\$ -
1011112	511050	FRINGE BENEFITS	\$ -	\$ -	\$ -	\$ 7,884
1011112	511051	EMPLOYEE MEDICAL	\$ 119,640	\$ 118,570	\$ 116,516	\$ 109,492
1011112	511052	GROUP LIFE INSURANCE	\$ 1,281	\$ 1,292	\$ 944	\$ 952
1011112	511053	RETIREMENT	\$ 50,105	\$ 51,938	\$ 75,278	\$ 50,969
1011112	511054	FICA	\$ 51,508	\$ 53,959	\$ 55,478	\$ 51,021
1011112	511055	WORK COMP	\$ 9,156	\$ 3,713	\$ 59	\$ 9,200
1011112	511060	EXPENSE ALLOWANCE	\$ 4,736	\$ 5,433	\$ 5,294	\$ 4,943
1011112	511062	NEW HIRES	\$ -			
1011112	511070	UNEMPLOYMENT	\$ 440	\$ 605	\$ 615	\$ 621
TOTAL	PERSONAL SERVICES		\$ 943,421	\$ 982,599	\$ 1,017,665	\$ 1,017,412
52 OPERATING-SUPPLIES						
1011112	522001	UNIFORMS	\$ -	\$ 1,170	\$ 1,561	\$ 1,575
1011112	522040	POSTAGE	\$ 20,661	\$ 4,455	\$ 36,434	\$ 25,000
1011112	522070	OPERATING SUPPLIES	\$ 7,203	\$ 6,760	\$ 6,958	\$ 9,000
1011112	522080	UTILITIES	\$ 46,745	\$ 50,112	\$ -	\$ -
1011112	522100	MINOR PROPERTY	\$ 3,356	\$ 2,687	\$ 7,313	\$ -
1011112	522121	GAS/OIL/DEISEL	\$ 6,347	\$ 6,521	\$ 9,239	\$ 6,000
TOTAL	OPERATING-SUPPLIES		\$ 84,311	\$ 71,705	\$ 61,504	\$ 41,575
53 OPERATING-PURCH/CONT						
1011112	533035	CONTRACT SERVICES	\$ 40,639	\$ 34,586	\$ 23,283	\$ 16,500
1011112	533060	GENERAL SERVICES	\$ -	\$ -	\$ -	\$ -
1011112	533064	GEN REPAIRS	\$ -	\$ -	\$ -	\$ -
1011112	533095	VEH REPAIR	\$ 1,489	\$ 1,905	\$ 3,007	\$ 2,000
1011112	533105	PER DIEM FEES	\$ 19,470	\$ 21,690	\$ 20,550	\$ 21,000
1011112	533115	TRAVEL/TRAINING	\$ 10,097	\$ 8,947	\$ 13,820	\$ 15,000
1011112	533120	DUES & SUBSCRIPTIONS	\$ 2,382	\$ 1,437	\$ 1,768	\$ 2,000
1011112	533135	COMMUNICATIONS	\$ 13,895	\$ 10,895	\$ 3,916	\$ 6,500
1011112	533140	PRINTING	\$ 437	\$ (176)	\$ 120	\$ -
TOTAL	OPERATING-PURCH/CONT		\$ 88,410	\$ 79,284	\$ 66,464	\$ 63,000
60 CAPITAL						
1011112	601082	HEAVY EQUIPMENT	\$ -	\$ -	\$ -	\$ -
TOTAL	TAX ASSESSOR		\$ 1,116,142	\$ 1,133,588	\$ 1,145,634	\$ 1,121,987

ENGINEERING DEPARTMENT

FUND/DEPARTMENT NUMBER: 1011500

MISSION STATEMENT

"To enhance the quality of life in Columbia County by providing reliable, proficient and effective engineering programs for management of sustainable development and natural resources in an environmentally responsible and aesthetically pleasing manner."

VISION STATEMENT

To continue being a lead public sector for the County's Engineering Program.

DEPARTMENT DESCRIPTION

The Engineering Department is responsible for review of public and private development plans (Preliminary Plat) in compliance with the Columbia County rules, regulations and codes. Perform Erosion, Sedimentation and Pollution Control (ES&PC) review of public and private developments for compliance with the Columbia County ES&PC rules, regulations and codes. Perform engineering review of final plat for compliance with approved preliminary plat and for acceptance of improvements dedicated to Columbia County. Perform environmental inspection of all subdivision and commercial sites under construction for compliance with ES&PC minimum applicable standards and rules, and regulations.

Manage the Columbia County Floodplain Management Program and Community Rating System Program. Disseminate floodplain and flood insurance related information to general public and assist Columbia County citizens to comply with County Flood Prevention Ordinance Requirements.

Perform engineering inspections of improvements (infrastructure) for residential and commercial sites (when such improvements will be deeded to Columbia County) for compliance with applicable Engineering Specifications and Standards.

Manage the Columbia County Street Light Program.

ACCOMPLISHMENTS FOR FY 2009/2010

- Assisted with the Columbia County Storm Water Design Manual Update.
- Maintained engineering plan review turn-around time at an average of three (3) days.
- Improved Community Rating System (CRS) from eight to seven.
- Restructure of the division has streamlined and enabled us to improve with our Customer Service.

ENGINEERING DEPARTMENT

FUND/DEPARTMENT NUMBER: 1011500

GOALS FOR FY 2010/11

- Complete revisions to the County Development Standards.
- Acquire funds for LOMR (Letter of Map Revision) in Betty's Branch and Jones Creek.
- Improve Customer Service Rating.
- Street Light Policy Ordinance will be rewritten.
- Improve access to public information.
- Maintain engineering plan review efficiency.
- Maintain infrastructure inspections program.
- Maintain coordination with County's other division to enhance work efficiency.
- Assist with Ordinance Marketing decisions.
- Increase ratio of proactive to reactive actions.

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09-10	Forecast FY 10/11
Infrastructure Inspections within 24 hours	95%	95%	98%
Resolution of Soil Erosion & Sedimentation Deficiencies/Violations within 24 hours	95%	95%	98%
Assist citizens with the Flood Insurance Program & provide needed/requested information within 24 hours	95%	100%	100%
Complete Development Plan Review within five work days.	95%	98%	100%

ENGINEERING DEPARTMENT

FUND/DEPARTMENT NUMBER: 1011500

PERFORMANCE MEASURES

Category	Actual FY 08-09	Estimated FY 09-10	Forecast FY 10-11
Infrastructure Inspections within 24 hours	95%	95%	98%
Resolution of Soil Erosion & Sedimentation Deficiencies/Violations within 24 hours	95%	95%	98%
Assist citizens with the Flood Insurance Program & provide needed/requested information within 24 hours	95%	100%	100%
Complete Development Plan Review within five work days.	95%	98%	100%

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Building & Commercial Division Manager	0	1	1
Engineering Manager	0	1	1
Engineering Inspector	4	5	2
Erosion & Sediment Control Inspector	2	3	2
ES&&PC Reviewer	1	1	1
Administrative Specialist	1	1	1
Clerk IV	0	0	1
Total	8	12	9

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles	7	8	3
Heavy Equipment	0	0	0
Vehicle Allowances	3	1	1
Total	10	9	4

ENGINEERING DEPARTMENT

FUND/DEPARTMENT NUMBER: 1011500

BUDGET HIGHLIGHTS

The operating budget has been cut by 8.72 percent. The plan review process has been decreased tremendously, due to the efficiency of the plan reviewers, and the Field Infrastructure Program has become more efficient allowing for accelerated approvals of field warranted changes.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1500 ENGINEERING SERVICES						
51 PERSONAL SERVICES						
1011500	511001	SAL/WAGES	\$ 512,452	\$ 365,199	\$ 229,697	\$ -
1011500	511004	OVERTIME	\$ -	\$ -	\$ 26	\$ -
1011500	511030	VACATION	\$ 41,773	\$ 24,621	\$ 22,222	\$ -
1011500	511031	SICK LEAVE	\$ -	\$ 11,484	\$ 277	\$ -
1011500	511033	HOLIDAY	\$ 24,241	\$ 17,899	\$ 10,887	\$ -
1011500	511051	EMPLOYEE MEDICAL	\$ 104,829	\$ 68,701	\$ 42,499	\$ -
1011500	511052	GROUP LIFE INSURANCE	\$ 612	\$ 413	\$ 218	\$ -
1011500	511053	RETIREMENT	\$ 46,143	\$ 32,183	\$ 20,142	\$ -
1011500	511054	FICA	\$ 44,029	\$ 31,370	\$ 19,419	\$ -
1011500	511055	WORK COMP	\$ 10,947	\$ 4,439	\$ 24	\$ -
1011500	511060	EXPENSE ALLOWANCE	\$ 28,926	\$ 16,441	\$ 6,063	\$ -
1011500	511070	UNEMPLOYMENT	\$ 388	\$ 350	\$ 215	\$ -
TOTAL	PERSONAL SERVICES		\$ 814,340	\$ 573,101	\$ 351,689	\$ -
52 OPERATING-SUPPLIES						
1011500	522040	POSTAGE	\$ 826	\$ 684	\$ 948	\$ -
1011500	522065	OFFICE SUPPLIES	\$ 14			\$ -
1011500	522070	OPERATING SUPPLIES	\$ 10,705	\$ 7,273	\$ 3,464	\$ -
1011500	522080	UTILITIES	\$ 38,607	\$ 28,084	\$ -	\$ -
1011500	522100	MINOR PROPERTY	\$ -	\$ 1,786	\$ -	\$ -
1011500	522121	GAS/OIL/DEISEL	\$ 20,858	\$ 12,890	\$ 14,050	\$ -
1011500	522130	BOOKS & REPORTS	\$ 35	\$ -	\$ -	\$ -
TOTAL	OPERATING-SUPPLIES		\$ 71,044	\$ 50,717	\$ 18,462	\$ -
53 OPERATING-PURCH/CONT						
1011500	533001	PROFESSIONAL FEES	\$ 28	\$ 175	\$ -	\$ -
1011500	533035	CONTRACT SERVICES	\$ 25,948	\$ 18,119	\$ 779	\$ -
1011500	533060	GENERAL SERVICES	\$ 281	\$ -	\$ -	\$ -
1011500	533064	GEN REPAIRS	\$ -	\$ 30	\$ -	\$ -
1011500	533095	VEH REPAIR	\$ 4,251	\$ 2,437	\$ 2,461	\$ -
1011500	533105	PER DIEM FEES	\$ 48			\$ -
1011500	533115	TRAVEL/TRAINING	\$ 8,420	\$ 10,044	\$ 5,476	\$ -
1011500	533120	DUES & SUBSCRIPTIONS	\$ 1,204	\$ 375	\$ 150	\$ -
1011500	533135	COMMUNICATIONS	\$ 13,140	\$ 9,524	\$ 3,055	\$ -
1011500	533140	PRINTING	\$ 1,109	\$ 1,192	\$ 135	\$ -
TOTAL	OPERATING-PURCH/CONT		\$ 54,428	\$ 41,897	\$ 12,056	\$ -
54 OPERATING-OTH COSTS						
1011500	544001	MISCELLANEOUS	\$ -	\$ 552	\$ 576	\$ -
TOTAL	ENGINEERING SERVICES		\$ 939,812	\$ 666,266	\$ 382,783	\$ -
NOTE: IN FY 2011, THIS DEPARTMENT WAS COMBINED WITH PLAN REVIEW DUE TO RESTRUCTURING						
TOTAL	GENERAL GOVERNMENT		\$ 14,262,672	\$ 13,135,356	\$ 15,475,926	\$ 15,163,244

JUDICIAL

The Judicial function accounts for activities of the court system. Below is a list of the courts included within the County. A brief description of each department precedes the detailed budget reports.

**Clerk of Superior Court
Office of Superior Court
Probate Court
Juvenile Court
Magistrate Court
District Attorney**

CLERK OF COURT

FUND/DEPARTMENT NUMBER: 1211

MISSION STATEMENT

The Office of Superior Court Clerk serves the citizens of Columbia County by ensuring fair and accurate records are available to all parties, regardless of position in the community. We will provide that service in a timely and cost-effective manner but always with courtesy, efficiency and the highest ethical standards.

VISION STATEMENT

The Office of Superior Court Clerk seeks to continually develop innovative processes to further its mission. We strive to become a model for other government agencies at the local, state and national levels.

DEPARTMENT DESCRIPTION

The Clerk of Superior and Juvenile Courts office is responsible for:

- Filing, recording and indexing all documents related to real estate within Columbia County, including deeds, plats and cancellations.
- Filing and processing for service of all divorce cases, adoptions, name changes, child support, change of custody and contempts.
- Filing and processing all Juvenile cases
- Files and processes for service all civil cases relating to suit on account, condemnations, appeals from magistrate and probate court, writs of possession, insurance, etc.
- Files, records and indexes all judgments, tax liens and fifa's
- Files and processes all warrants, indictments, accusations and sentences on all felony and misdemeanor cases.
- Processes sentencing packages for sentence review panel and Department of Corrections for transfer of prisoners into the state system and applications for sentence review.
- Files and processes all Uniform Commercial Code (UCC's), liens on personal property for public notice.
- Prepares records of all appeal cases in the Civil, Domestic and Criminal Divisions for the Court of Appeals and the Supreme Court of Georgia.

CLERK OF COURT

FUND/DEPARTMENT NUMBER: 1211

ACCOMPLISHMENTS

Digital archiving of old records; we have continued to have growth and work productivity even during the state of our economy. This office has weekly jury trials and daily court hearings for eight (8) Superior Court Judges and one (1) Juvenile Court Judge.

GOALS FOR FY 10/11

To continue digital archiving for future paperless office to satisfy the need for additional work/storage space.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
20 JUDICIAL			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1211 CLERK OF SUPERIOR COURT						
51 PERSONAL SERVICES						
1011211	511001	SAL/WAGES	\$ 625,731	\$ 666,325	\$ 709,460	\$ 850,884
1011211	511030	VACATION	\$ 47,163	\$ 42,685	\$ 66,238	\$ -
1011211	511031	SICK LEAVE	\$ 2,579	\$ 4,250	\$ 14,880	\$ -
1011211	511033	HOLIDAY	\$ 26,217	\$ 27,608	\$ 26,705	\$ -
1011211	511050	FRINGE BENEFITS	\$ -	\$ -	\$ -	\$ 15,211
1011211	511051	EMPLOYEE MEDICAL	\$ 156,476	\$ 136,374	\$ 139,421	\$ 131,285
1011211	511052	GROUP LIFE INSURANCE	\$ 1,198	\$ 1,192	\$ 918	\$ 649
1011211	511053	RETIREMENT	\$ 48,098	\$ 50,656	\$ 76,910	\$ 55,416
1011211	511054	FICA	\$ 50,400	\$ 52,928	\$ 58,657	\$ 52,115
1011211	511055	WORK COMP	\$ 1,345	\$ 546	\$ 42	\$ 1,400
1011211	511060	EXPENSE ALLOWANCE	\$ 4,176	\$ 4,712	\$ 4,427	\$ 4,224
1011211	511062	NEW HIRES	\$ -	\$ -	\$ -	\$ -
1011211	511070	UNEMPLOYMENT	\$ 433	\$ 600	\$ 657	\$ 659
TOTAL	PERSONAL SERVICES		\$ 963,815	\$ 987,876	\$ 1,098,315	\$ 1,111,843
52 OPERATING-SUPPLIES						
1011211	522040	POSTAGE	\$ 21,180	\$ 26,000	\$ 19,126	\$ 26,000
1011211	522065	OFFICE SUPPLIES	\$ -	\$ -	\$ 519	\$ -
1011211	522070	OPERATING SUPPLIES	\$ 44,203	\$ 44,349	\$ 67,872	\$ 53,000
1011211	522080	UTILITIES	\$ 47,137	\$ 51,241	\$ -	\$ -
1011211	522100	MINOR PROPERTY	\$ 149,297	\$ (4,321)	\$ 34,000	\$ 34,000
1011211	522130	BOOKS & REPORTS	\$ 625	\$ 3,000	\$ 2,970	\$ 3,000
TOTAL	OPERATING-SUPPLIES		\$ 262,442	\$ 120,269	\$ 124,487	\$ 116,000
53 OPERATING-PURCH/CONT						
1011211	533001	PROFESSIONAL FEES	\$ 244,497			
1011211	533025	ADVER/MARKETING	\$ 3,077	\$ 5,766	\$ 4,000	\$ 4,000
1011211	533035	CONTRACT SERVICES	\$ 74,815	\$ 87,027	\$ 56,382	\$ 56,000
1011211	533060	GENERAL SERVICES	\$ 43,423	\$ 44,000	\$ 41,141	\$ 44,000
1011211	533105	PER DIEM FEES	\$ 100,125	\$ 96,652	\$ 100,027	\$ 82,000
1011211	533115	TRAVEL/TRAINING	\$ 10,659	\$ 7,793	\$ 7,589	\$ 7,000
1011211	533120	DUES & SUBSCRIPTIONS	\$ 1,050	\$ 2,500	\$ 2,138	\$ 2,500
1011211	533127	EQUIPMENT RENTAL	\$ -	\$ -	\$ -	\$ 1,000
1011211	533135	COMMUNICATIONS	\$ 12,041	\$ 12,288	\$ 5,826	\$ 4,500
1011211	533140	PRINTING	\$ 12,450	\$ 11,667	\$ 12,000	\$ 12,000
TOTAL	OPERATING-PURCH/CONT		\$ 502,137	\$ 267,692	\$ 229,102	\$ 213,000
54 OPERATING-OTH COSTS						
1011211	544001	MISCELLANEOUS	\$ 1,343	\$ 966	\$ 1,080	\$ 1,500
TOTAL	OPERATING-OTH COSTS		\$ 1,343	\$ 966	\$ 1,080	\$ 1,500
60 CAPITAL						
1011211	601081	CIP MACH/EQUIPMENT	\$ 29,477	\$ 30,433	\$ -	\$ -
1011211	601090	CIP OTHER	\$ 20,784			
TOTAL	CAPITAL		\$ 50,261			
TOTAL	CLERK OF SUPERIOR COURT		\$ 1,779,998	\$ 1,407,237	\$ 1,452,984	\$ 1,442,343

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1212 OFFICE OF SUPERIOR COURT						
51 PERSONAL SERVICES						
1011212	511001	SAL/WAGES	\$ 43,930	\$ 18,229	\$ -	\$ -
1011212	511033	HOLIDAY	\$ 1,639	\$ 922	\$ -	\$ -
1011212	511051	EMPLOYEE MEDICAL	\$ 6,689	\$ 5,645	\$ -	\$ -
1011212	511052	GROUP LIFE INSURANCE	\$ 61			
1011212	511053	RETIREMENT	\$ 2,039	\$ 1,527	\$ -	\$ -
1011212	511054	FICA	\$ 3,358	\$ 1,316	\$ -	\$ -
1011212	511055	WORK COMP	\$ 82	\$ 33	\$ -	\$ -
1011212	511070	UNEMPLOYMENT	\$ 29	\$ 15	\$ -	\$ -
TOTAL	PERSONAL SERVICES		\$ 57,826	\$ 27,687	\$ -	\$ -
52 OPERATING-SUPPLIES						
1011212	522040	POSTAGE	\$ 848	\$ 595	\$ 794	\$ -
1011212	522070	OPERATING SUPPLIES	\$ 4,491	\$ 2,606	\$ 110	\$ -
1011212	522080	UTILITIES	\$ 3,309	\$ 1,402	\$ -	\$ -
1011212	522100	MINOR PROPERTY	\$ -			
1011212	522130	BOOKS & REPORTS	\$ 1,143	\$ 2,741	\$ -	\$ -
TOTAL	OPERATING-SUPPLIES		\$ 9,791	\$ 7,343	\$ 904	\$ -
53 OPERATING-PURCH/CONT						
1011212	533001	PROFESSIONAL FEES	\$ 29,298	\$ 248,713	\$ 222,066	\$ 220,564
1011212	533035	CONTRACT SERVICES	\$ 1,918	\$ 226,023	\$ 423,809	\$ 495,728
1011212	533055	O/S SVCS-TEMP EMPLOYEES	\$ -			
1011212	533064	GEN REPAIRS	\$ 5,947			
1011212	533110	OTHER FEES	\$ -	\$ -	\$ 427	\$ 10,000
1011212	533115	TRAVEL/TRAINING	\$ 336	\$ 567	\$ 44	\$ -
1011212	533120	DUES & SUBSCRIPTIONS	\$ 1,511	\$ 104	\$ -	\$ -
1011212	533135	COMMUNICATIONS	\$ 700	\$ 278	\$ 2,383	\$ -
1011212	533140	PRINTING	\$ 716	\$ 732	\$ -	\$ -
TOTAL	OPERATING-PURCH/CONT		\$ 40,426	\$ 476,417	\$ 648,729	\$ 726,292
TOTAL	OFFICE OF SUPERIOR COU		\$ 108,042	\$ 511,447	\$ 649,632	\$ 726,292

PROBATE COURT

FUND/DEPARTMENT NUMBER: 1213

MISSION STATEMENT

- Probate Court is a court of limited jurisdiction, meaning it is responsible for the probating or proving of all wills of Columbia County residents. Probate Court is also a Court of Record, which means all documents are recorded and kept permanently. Probate Court is divided into three divisions: Civil, Vital Records and Criminal Division.
- The Probate Judges is an elected constitutional officer of said court. The Probate Judges' goal is to maintain all records with the utmost dignity and care, and to facilitate the office with the latest technology, while efficiently serving the citizens of Columbia County.

VISION STATEMENT

- Probate Court is responsible for matters including wills, administrations, guardianships and year's support proceedings. This Court issues and records permits, handles traffic, game and fish cases as well as cases for the Department of Transportation and the Public Service Commission.

ACCOMPLISHMENTS FOR FY 09/10

- Continuing to have old records in the vault microfilmed, rebound and laminated.
- Judge and clerks attended school and seminars to maintain certification.
- Implemented a new computer system to compile with Georgia Superior Court Clerks Cooperative Authority.

GOALS FOR FY 10/11

- Improve the computer network capability so that we can provide a full and complete service at both office locations.
- Continue training and education for clerks.
- To operate in the most economical and efficient manner.
- To provide service to the citizens in a prompt and professional manner
- Continue a superior accounting system to assure accuracy and accountability.
- Continue to keep office personnel staffed to meet the growing needs of Columbia County.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
1213 PROBATE COURT			FY 2008	FY 2009	FY 2010	FY 2011
51 PERSONAL SERVICES						
1011213	511001	SAL/WAGES	\$ 449,890	\$ 468,034	\$ 480,091	\$ 540,479
1011213	511004	OVERTIME	\$ 17,573	\$ 19,162	\$ 16,643	\$ -
1011213	511030	VACATION	\$ 31,106	\$ 30,038	\$ 35,619	\$ -
1011213	511031	SICK LEAVE	\$ -	\$ 316	\$ -	\$ -
1011213	511033	HOLIDAY	\$ 16,912	\$ 16,528	\$ 15,392	\$ -
1011213	511051	EMPLOYEE MEDICAL	\$ 57,469	\$ 55,269	\$ 64,801	\$ 69,044
1011213	511052	GROUP LIFE INSURANCE	\$ 601	\$ 667	\$ 506	\$ 435
1011213	511053	RETIREMENT	\$ 30,103	\$ 28,024	\$ 28,057	\$ 27,840
1011213	511054	FICA	\$ 35,703	\$ 37,288	\$ 37,910	\$ 34,893
1011213	511055	WORK COMP	\$ 1,905	\$ 773	\$ 25	\$ 2,000
1011213	511060	EXPENSE ALLOWANCE	\$ 3,600	\$ 3,600	\$ 3,600	\$ 3,600
1011213	511070	UNEMPLOYMENT	\$ 236	\$ 321	\$ 325	\$ 323
TOTAL	PERSONAL SERVICES		\$ 645,097	\$ 660,019	\$ 682,970	\$ 678,614
52 OPERATING-SUPPLIES						
1011213	522040	POSTAGE	\$ 2,460	\$ 5,021	\$ 5,854	\$ 5,000
1011213	522065	OFFICE SUPPLIES	\$ -	\$ 29	\$ -	\$ -
1011213	522070	OPERATING SUPPLIES	\$ 11,694	\$ 17,419	\$ 13,071	\$ 11,500
1011213	522080	UTILITIES	\$ 33,890	\$ 35,992	\$ -	\$ -
1011213	522100	MINOR PROPERTY	\$ -	\$ 2,129	\$ -	\$ -
1011213	522130	BOOKS & REPORTS	\$ 2,333	\$ 2,461	\$ 1,786	\$ 4,000
TOTAL	OPERATING-SUPPLIES		\$ 50,378	\$ 63,051	\$ 20,711	\$ 20,500
53 OPERATING-PURCH/CONT						
1011213	533015	LEASED EQUIPMENT	\$ 6,181	\$ 197	\$ 197	\$ -
1011213	533035	CONTRACT SERVICES	\$ 42,854	\$ 37,756	\$ 26,810	\$ 37,000
1011213	533055	O/S SVCS-TEMP EMPLOYEES	\$ -	\$ 6,371	\$ -	\$ 7,000
1011213	533064	GEN REPAIRS	\$ 210	\$ -	\$ -	\$ 4,000
1011213	533105	PER DIEM FEES	\$ 7,525	\$ 6,155	\$ 13,766	\$ 10,000
1011213	533115	TRAVEL/TRAINING	\$ 5,628	\$ 6,990	\$ 5,942	\$ 10,000
1011213	533120	DUES & SUBSCRIPTIONS	\$ 200	\$ 120	\$ 200	\$ 700
1011213	533135	COMMUNICATIONS	\$ 6,060	\$ 5,441	\$ 773	\$ 2,000
1011213	533140	PRINTING	\$ 3,281	\$ 2,310	\$ 3,055	\$ 5,000
TOTAL	OPERATING-PURCH/CONT		\$ 71,940	\$ 65,339	\$ 50,743	\$ 75,700
54 OPERATING-OTH COSTS						
1011213	544001	MISCELLANEOUS	\$ 1,231	\$ 152	\$ 1,520	\$ 5,000
TOTAL	OPERATING-OTH COSTS		\$ 1,231	\$ 152	\$ 1,520	\$ 5,000
60 CAPITAL						
1011213	601082	HEAVY EQUIPMENT	\$ -	\$ -	\$ -	\$ 10,000
TOTAL	PROBATE COURT		\$ 768,646	\$ 788,562	\$ 755,944	\$ 789,814

JUVENILE COURT

FUND/DEPARTMENT NUMBER: 1214

MISSION STATEMENT

To receive and dispose of all non-criminal and criminal charges placed against persons under the age of seventeen and Unruly offenders under the age of eighteen. Additionally, to monitor on a timely basis cases of children placed in the care of the Columbia County Department of Family and Children Services.

VISION STATEMENT

Juvenile Court will provide prevention and early intervention services in an effort to reduce delinquency for minor offenders and supply opportunities for rehabilitation for more serious offenders.

DEPARTMENT DESCRIPTION

The Court is the primary agency for the judicial functions relating to persons under the age of seventeen years and Unruly offenders under the age of eighteen. The Court is required to receive and dispose of complaints in a timely manner that is in the best interest of the child and the community. Charges may be disposed of by dismissal, Informal probation and formal probation or placing the youth in the custody of the Georgia Department of Juvenile Justice.

GOALS FOR FY 10/11

- Administer the functions of Juvenile Court as delegated by law.
- Develop and implement local programs administered by the court to meet the needs of and empower at-risk youth/families at minimal at no budget impact to the County.
- Strive to maintain the services provided to the citizens of Columbia County at the lowest financial impact to the County's budget.
- Maintain qualification/certification as a Georgia Crime Information Certification Terminal Agency Coordinator.
- Maintain certification as Parent Reducing Incidents of Driver Error (P.R.I.D.E.) instructors.
- Continue implementing and providing proactive programs such as Transitioning From Elementary to Middle School, The Bullying Program For Elementary and Middle School and Choices & Consequences to all Columbia County Schools in an effort to empower and improve the decision making skills of students with the ultimate goal being to decrease the number of complaints received by the court.

JUVENILE COURT

FUND/DEPARTMENT NUMBER: 1214

GOALS FOR FY 10/11

- Maintain the Citizen Panel Foster Reviews with volunteers and a part-time Coordinator and provide appropriate training.
- Fund rental fees for community service vans at no expense to County.
- Selected as Team of the 4th Quarter for 2005 for the County
- Selected as Team of the Year 2005 for the County
- Continued implementation and creation of programs to meet the needs of youthful offenders at no financial impact to the County's budget:
 - MYSPACE – (Anger Management/Decision Making)
 - Mediation
 - Truancy Reduction Program
 - Choices and Consequences (Elementary, Middle and High School)
 - Character Education Program
 - Adolescent Safe Passage Program (Phase I)
 - Adolescent Safe Passage Educational Program (Phase II)
 - Seven Challenges Substance Abuse/Life Skills Program
 - Prevention and Diversion Program
 - Community Service Program
 - Traffic Intervention Program (T.I.P.)
 - Parents Reducing Incidents of Driving Error (P.R.I.D.E.) Class
 - Families Interchanging With A Purpose Program (F.I.W.A.P.P.)
 - Shoplifter's Choices & Consequences Program
 - Juvenile & Family Firesetters/Arson/Explosive Intervention Program
 - The Determined Youth Program
 - D.I.V.A.S. (Developing Values, Insight, An assertive Attitude and Self-worth)
 - G.E.N.T.S. (Generating Excellence Necessary To Succeed)

JUVENILE COURT

FUND/DEPARTMENT NUMBER: 1214

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Cases	1267	1300	1390

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Cases	1267	1300	1390

STAFFING

Position	Actual FY 008/09	Estimated FY 09/10	Forecast FY 10/11
Chief Probation Officer	1	1	1
Probation Officer	6	6	6
Admin. Coordinator	1	1	1
Clerk	1	1	1
Total	9	9	9

EXPENDITURE DETAIL

GENERAL FUND			<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>
1214 JUVENILE COURT			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
51 PERSONAL SERVICES						
1011214	511001	SAL/WAGES	\$ 267,805	\$ 302,011	\$ 379,547	\$ 434,183
1011214	511030	VACATION	\$ 22,166	\$ 25,049	\$ 29,635	\$ -
1011214	511031	SICK LEAVE	\$ 500			
1011214	511033	HOLIDAY	\$ 13,043	\$ 14,442	\$ 13,586	\$ -
1011214	511051	EMPLOYEE MEDICAL	\$ 59,523	\$ 53,483	\$ 67,117	\$ 67,958
1011214	511052	GROUP LIFE INSURANCE	\$ 537	\$ 514	\$ 513	\$ 372
1011214	511053	RETIREMENT	\$ 23,900	\$ 24,345	\$ 32,248	\$ 33,001
1011214	511054	FICA	\$ 23,969	\$ 20,885	\$ 32,723	\$ 30,085
1011214	511055	WORK COMP	\$ 4,890	\$ 1,983	\$ 39	\$ 5,000
1011214	511060	EXPENSE ALLOWANCE	\$ 26,129	\$ 30,325	\$ 28,261	\$ 26,907
1011214	511070	UNEMPLOYMENT	\$ 202	\$ 292	\$ 361	\$ 374
TOTAL	PERSONAL SERVICES		\$ 442,665	\$ 473,329	\$ 584,030	\$ 597,880
52 OPERATING-SUPPLIES						
1011214	522040	POSTAGE	\$ 955	\$ 898	\$ 548	\$ 2,000
1011214	522070	OPERATING SUPPLIES	\$ 2,481	\$ 2,086	\$ 2,607	\$ 5,600
1011214	522080	UTILITIES	\$ 20,174	\$ 23,225	\$ -	\$ -
1011214	522100	MINOR PROPERTY	\$ -	\$ -	\$ 389	\$ 700
1011214	522121	GAS/OIL/DEISEL	\$ 1,084	\$ 762	\$ 763	\$ 2,200
1011214	522130	BOOKS & REPORTS	\$ 590	\$ 1,021	\$ 279	\$ 1,300
TOTAL	OPERATING-SUPPLIES		\$ 25,283	\$ 27,992	\$ 4,586	\$ 11,800
53 OPERATING-PURCH/CONT						
1011214	533001	PROFESSIONAL FEES	\$ 14,725	\$ 15,155	\$ 15,751	\$ 18,300
1011214	533015	LEASED EQUIPMENT	\$ -	\$ -	\$ 22	\$ -
1011214	533035	CONTRACT SERVICES	\$ 30,167	\$ 32,753	\$ 19,542	\$ 22,000
1011214	533055	O/S SVCS-TEMP EMPLOYEES	\$ 5,805	\$ 4,940	\$ 7,228	\$ -
1011214	533060	GENERAL SERVICES	\$ 8,344	\$ 7,795	\$ 6,899	\$ 7,500
1011214	533105	PER DIEM FEES	\$ 88	\$ 182	\$ 198	\$ 700
1011214	533115	TRAVEL/TRAINING	\$ 4,110	\$ 2,229	\$ 6,089	\$ 6,500
1011214	533135	COMMUNICATIONS	\$ 4,055	\$ 3,561	\$ 184	\$ 6,000
1011214	533140	PRINTING	\$ -	\$ 173	\$ 98	\$ 1,600
TOTAL	OPERATING-PURCH/CONT		\$ 67,292	\$ 66,788	\$ 56,011	\$ 62,600
54 OPERATING-OTH COSTS						
1011214	544035	10701 JUV JUDGE GRANT	\$ 114,307	\$ 114,907	\$ -	\$ -
1011214	544035	12201 FAMILY SOLUTIONS GRANT	\$ 3,617			
TOTAL	OPERATING-OTH COSTS		\$ 117,925	\$ 114,907	\$ -	\$ -
TOTAL	JUVENILE COURT		\$ 653,165	\$ 683,016	\$ 644,627	\$ 672,280

MAGISTRATE COURT

FUND/DEPARTMENT NUMBER: 1215

MISSION STATEMENT

The Magistrate Court is a venue for the professional resolution of disputes and enforcement of the civil and criminal laws of the State of Georgia and Columbia County.

DEPARTMENT DESCRIPTION

Every county in Georgia has a Magistrate Court by operation of the Georgia Constitution and Georgia Statutes. The Magistrate Court of Columbia County is made up of three distinct groups- the Clerk's Office, the Marshal's Office and the Magistrate Judges. All three groups fall under the direct supervision of the Chief Magistrate and are vital to the ability of the Magistrate's Office to function properly. There are presently 16 employees of the Magistrate Court, including the elected Chief Magistrate.

The Clerk's Office handles recording and scheduling of all criminal and civil cases in Magistrate Court. The Clerks handle the operation of the Magistrate's Office and process the vast number of filings that occur within the Court. The Clerks also draft all Court Orders, process garnishment payments, prepare default judgments, issue calendars and subpoenas, schedule court reporters, schedule probation revocation hearings, process bad check citations, oversee the office accounting and assist with the management of the budget which is set by the Board of Commissioners.

The Marshals are responsible for service of all documents or papers relating to Magistrate Court, including personal service of summons, subpoenas, evictions, garnishments, bad check citations, Rule Nisi Orders and other documents as required by the Court. The Marshals also are required by law to oversee evictions to ensure that the process is peaceful. They also work with the parties in civil cases to carry out the orders of the Court. The Marshals provide courtroom security for Magistrate Court for the multiple hearings that are conducted every week.

The Magistrates are on duty 7 days per week, 24 hours per day to consider arrest and search warrant requests from law enforcement officials. Requests for warrants by private individuals are considered by way of a Warrant Application Hearing. The Magistrates preside over those prewarrant hearings on a weekly basis. The Magistrates make initial determinations relating to bond and are responsible for the setting of bond in 90% of all criminal cases. The Magistrates perform First Appearance Hearings and Extradition Hearings on a regular basis.

MAGISTRATE COURT

FUND/DEPARTMENT NUMBER: 1215

WORKLOAD MEASUREMENTS

The Magistrate Court has jurisdiction over criminal and civil matters. Within this report, we have attempted to give an accurate overview of the activity of the Court during 2008.

Under the heading of civil matters, the Court handles general civil suits, dispossessory actions, garnishments, mechanics liens/abandoned motor vehicles and performs weddings. Each civil matter requires court personnel to docket and manage every document that is filed with the Court. This also includes the issuance of subpoenas, preparation of hearing notices, preparation of court calendars, docketing and entering miscellaneous litigation and preparing court orders. Some cases or filings require a hearing by the Court to resolve the case which requires court personnel to attend the hearings. However, not all civil cases require a hearing. Within the context of civil actions, the Marshal's Office must attempt to serve various types of documents, including the enforcement of the Court's Orders. It is impossible to estimate the amount of time that each case requires from Court personnel as every case is different. The civil matters addressed by the Court in 2008 appear below:

- Number of new civil cases filed- 1,336
- Number of dispossessories filed- 961
- Number of garnishments filed- 415

The Court also presides over criminal matters. One of the primary duties of the Magistrate Court is to consider criminal arrest and search warrants by law enforcement personnel. Private citizens may also seek criminal arrest warrants through a process that requires a Warrant Application Hearing prior to any warrants being issued. There are several duties of the Court which are related to the issuance of arrest warrants to include the consideration of bond, First Appearance Hearings, Extradition Hearings and Preliminary Hearings.

Also within the heading of criminal matters, Magistrate Court is charged with the responsibility of hearing misdemeanor deposit account fraud matters and county ordinance violations. Defendants who are found guilty of such violations are subject to penalties and frequently are placed on probation to avoid incarceration. The Marshal's Office is charged with the responsibility of serving various papers relating to criminal matters, including citations, subpoenas, Rule Nisi Orders, warrants and certain hearing notices. The criminal matters addressed by the Court in 2008 appear below:

- Criminal warrants issued- 2,191 (1,194 Felonies, 997 Misdemeanors)
- Search warrants issued- 84
- First Appearance Hearings conducted- 290
- Preliminary Hearings- 292
- County Ordinance cases disposed- 622
- Misdemeanor Deposit Account Fraud Citations filed- 205
- Warrant Applications/Hearings- 128
- Good Behavior Orders and Hearings- 73

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
1215 MAGISTRATE COURT			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
51 PERSONAL SERVICES						
1011215	511001	SAL/WAGES	\$ 491,223	\$ 505,134	\$ 500,604	\$ 607,141
1011215	511004	OVERTIME	\$ -	\$ 84	\$ -	\$ -
1011215	511030	VACATION	\$ 18,054	\$ 33,037	\$ 34,199	\$ -
1011215	511031	SICK LEAVE	\$ -	\$ 11,519	\$ -	\$ -
1011215	511033	HOLIDAY	\$ 13,279	\$ 13,047	\$ 13,660	\$ -
1011215	511050	FRINGE BENEFITS	\$ -	\$ -	\$ -	\$ 11,869
1011215	511051	EMPLOYEE MEDICAL	\$ 73,171	\$ 63,782	\$ 60,078	\$ 59,323
1011215	511052	GROUP LIFE INSURANCE	\$ 885	\$ 951	\$ 735	\$ 730
1011215	511053	RETIREMENT	\$ 35,694	\$ 48,926	\$ 39,661	\$ 41,044
1011215	511054	FICA	\$ 38,993	\$ 41,737	\$ 40,892	\$ 40,939
1011215	511055	WORK COMP	\$ 6,029	\$ 2,445	\$ 60	\$ 6,000
1011215	511060	EXPENSE ALLOWANCE	\$ 1,240	\$ 1,931	\$ 3,362	\$ 3,361
1011215	511061	SUPPLEMENT	\$ 6,353	\$ 5,687	\$ 5,415	\$ 5,824
1011215	511070	UNEMPLOYMENT	\$ 318	\$ 451	\$ 446	\$ 474
TOTAL	PERSONAL SERVICES		\$ 685,239	\$ 728,731	\$ 699,111	\$ 776,705
52 OPERATING-SUPPLIES						
1011215	522001	UNIFORMS	\$ 2,653	\$ 2,474	\$ 3,697	\$ 3,000
1011215	522040	POSTAGE	\$ 6,834	\$ 5,656	\$ 5,365	\$ 5,100
1011215	522070	OPERATING SUPPLIES	\$ 6,499	\$ 8,020	\$ 4,743	\$ 5,000
1011215	522080	UTILITIES	\$ 37,004	\$ 38,845	\$ -	\$ -
1011215	522100	MINOR PROPERTY	\$ 1,999	\$ 1,307	\$ 744	\$ 1,500
1011215	522121	GAS/OIL/DEISEL	\$ 12,084	\$ 8,136	\$ 10,138	\$ 10,500
1011215	522130	BOOKS & REPORTS	\$ 2,171	\$ 2,718	\$ 2,001	\$ 2,500
TOTAL	OPERATING-SUPPLIES		\$ 69,244	\$ 67,157	\$ 26,687	\$ 27,600
53 OPERATING-PURCH/CONT						
1011215	533035	CONTRACT SERVICES	\$ 33,036	\$ 28,182	\$ 4,687	\$ 6,000
1011215	533064	GEN REPAIRS	\$ 66	\$ -	\$ -	\$ 1,000
1011215	533095	VEH REPAIR	\$ 2,967	\$ 539	\$ 6,703	\$ 4,000
1011215	533105	PER DIEM FEES	\$ 175	\$ 125	\$ 225	\$ 750
1011215	533115	TRAVEL/TRAINING	\$ 8,259	\$ 8,500	\$ 10,035	\$ 9,500
1011215	533120	DUES & SUBSCRIPTIONS	\$ 239	\$ 24	\$ 52	\$ 450
1011215	533135	COMMUNICATIONS	\$ 10,513	\$ 9,724	\$ 3,626	\$ 5,000
1011215	533140	PRINTING	\$ 5,065	\$ 4,486	\$ 4,349	\$ 6,250
TOTAL	OPERATING-PURCH/CONT		\$ 60,321	\$ 51,579	\$ 29,677	\$ 32,950
TOTAL	MAGISTRATE COURT		\$ 814,804	\$ 847,467	\$ 755,475	\$ 837,255

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1314 DISTRICT ATTORNEY						
52 OPERATING-SUPPLIES						
1011314	522040	POSTAGE	\$ 61	\$ 40	\$ 38	\$ 250
53 OPERATING-PURCH/CONT						
1011314	533035	CONTRACT SERVICES	\$ 850,362	\$ 543,431	\$ 287,325	\$ 500,000
1011314	533135	COMMUNICATIONS	\$ 5,644	\$ 7,663	\$ 7,880	\$ 6,000
TOTAL	OPERATING-PURCH/CONT		\$ 856,006	\$ 551,093	\$ 295,205	\$ 506,000
54 OPERATING-OTH COSTS						
1011314	544001	MISCELLANEOUS	\$ 63	\$ 436	\$ 218	\$ 500
TOTAL	DISTRICT ATTORNEY		\$ 856,130	\$ 551,569	\$ 295,462	\$ 506,750
TOTAL	JUDICIAL		\$ 4,980,785	\$ 4,789,297	\$ 4,554,125	\$ 4,974,734

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PUBLIC SAFETY

Public Safety has as its objective the protection of persons and property. This function accounts for expenditures relating to administration of the County's public safety activities. Below are listed the departments included within this function. A brief description of each department precedes the detailed budget reports.

**Sheriff's Office
Detention Center
Emergency Services
Emergency Medical Services
Animal Care & Control
Coroner**

SHERIFF'S OFFICE

FUND/DEPARTMENT NUMBER: 1311

MISSION STATEMENT

To improve the quality of life in Columbia County by providing the highest level of law enforcement service through a working partnership with the community in order to maintain respect for individual's rights and human dignity.

To recognize and reward Sheriff's Office employees for their value and importance by establishing and maintaining high standards of conduct.

To ensure that all employees are treated equitably and fairly and to provide the members of the Sheriff's Office with the leadership, training and equipment necessary to fulfill their potential into the next millennium.

DEPARTMENT DESCRIPTION

The Columbia County Sheriff's Office (CCSO) is headed by Sheriff Clay N. Whittle. Serving as Chief Deputy is Louis P. Ciamillo. The CCSO uses a triple-cylindrical management system with the three bureaus. The Field Operations Bureau, commanded by Major Rick Whitaker, is comprised of the Patrol, Investigations and Special Operations Divisions. The Management Services Bureau, commanded by Major Michael L. Adams, is comprised of the Administrative Services Division and Community Services Division. The Detention and Court Services Bureau, commanded by Major John Wheeler, is comprised of the Detention Center, Court Security, Transportation and Classification. The Majors answer directly to the Chief Deputy. The Chief Deputy oversees the Office of Professional Standards and Training Division.

GOALS FOR FY 10/11

- Expand our community oriented policing initiatives through more education at the first line supervisory and command level as well as rank and file of the agency.
- Become aware of community concerns and problems.
- Implement problem-oriented policing initiatives agency-wide.
- Expand the training and education for entire agency from the command staff down to the rank and file.
- Ensure that members of the agency who initiate P.O.P projects are recognized.
- Educate key stakeholders in the public regarding C.O.P and P.O.P philosophy.
- Continue to lower the crime rate through aggressive crime analysis and suppression techniques.
- Improve the overall quality of life by conducting quarterly citizen surveys to random citizens to ensure high levels of customer service.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			FY 2008	FY 2009	FY 2010	FY 2011
30 PUBLIC SAFETY						
1311 SHERIFF'S OFFICE						
51 PERSONAL SERVICES						
1011311	511001	SAL/WAGES	\$ 6,647,146	\$ 7,072,561	\$ 7,309,306	\$ 8,086,525
1011311	511002	SAL/TEMP	\$ 19,400			
1011311	511004	OVERTIME	\$ 265,999	\$ 321,976	\$ 205,278	\$ 175,000
1011311	511030	VACATION	\$ 522,896	\$ 467,861	\$ 589,955	\$ -
1011311	511031	SICK LEAVE	\$ 20,733	\$ 25,120	\$ 27,587	\$ -
1011311	511033	HOLIDAY	\$ 274,209	\$ 339,019	\$ 289,212	\$ -
1011311	511040	LAKE PATROL	\$ 8,920			
1011311	511051	EMPLOYEE MEDICAL	\$ 1,314,371	\$ 1,166,435	\$ 1,238,534	\$ 1,238,601
1011311	511052	GROUP LIFE INSURANCE	\$ 10,897	\$ 11,061	\$ 8,516	\$ 7,022
1011311	511053	RETIREMENT	\$ 568,124	\$ 591,252	\$ 605,167	\$ 578,523
1011311	511054	FICA	\$ 577,893	\$ 608,347	\$ 626,737	\$ 544,230
1011311	511055	WORK COMP	\$ 113,642	\$ 46,096	\$ 1,492	\$ 115,000
1011311	511060	EXPENSE ALLOWANCE	\$ 121,904	\$ 142,752	\$ 170,706	\$ 187,736
1011311	511061	SUPPLEMENT	\$ 55,871	\$ 55,099	\$ 58,283	\$ 58,695
1011311	511062	NEW HIRES	\$ -	\$ -	\$ -	\$ 2,494
1011311	511070	UNEMPLOYMENT	\$ 4,805	\$ 6,649	\$ 6,830	\$ 6,627
TOTAL	PERSONAL SERVICES		\$ 10,526,812	\$ 10,854,227	\$ 11,137,603	\$ 11,000,453
52 OPERATING-SUPPLIES						
1011311	522001	UNIFORMS	\$ 104,993	\$ 92,240	\$ 89,900	\$ 204,000
1011311	522040	POSTAGE	\$ 5,862	\$ 3,520	\$ 6,122	\$ 8,000
1011311	522070	OPERATING SUPPLIES	\$ 108,140	\$ 140,153	\$ 103,153	\$ 185,000
1011311	522071	DARE EXP	\$ 17,528	\$ 26,203	\$ 22,484	\$ 40,000
1011311	522080	UTILITIES	\$ 500,734	\$ 543,732	\$ -	\$ -
1011311	522100	MINOR PROPERTY	\$ 112,797	\$ 357,750	\$ 282,470	\$ 37,701
1011311	522110	CANINE EXPENSE	\$ 4,773	\$ 2,417	\$ 6,940	\$ 5,000
1011311	522121	GAS/OIL/DEISEL	\$ 587,492	\$ 444,645	\$ 488,943	\$ 600,000
1011311	522130	BOOKS & REPORTS	\$ 2,368	\$ 1,486	\$ 1,568	\$ 5,650
TOTAL	OPERATING-SUPPLIES		\$ 1,444,687	\$ 1,612,147	\$ 1,001,579	\$ 1,085,351
53 OPERATING-PURCH/CONT						
1011311	533020	MEDICAL SERVICES	\$ 4,311	\$ 3,865	\$ 2,113	\$ 10,000
1011311	533025	ADVER/MARKETING	\$ 482	\$ 515	\$ 958	\$ 20,000
1011311	533035	CONTRACT SERVICES	\$ 465,003	\$ 684,746	\$ 305,846	\$ 395,615
1011311	533060	GENERAL SERVICES	\$ 3,518	\$ 4,880	\$ 1,575	\$ 9,000
1011311	533064	GEN REPAIRS	\$ 36,736	\$ 15,435	\$ 21,409	\$ 37,500
1011311	533095	VEH REPAIR	\$ 102,835	\$ 110,101	\$ 124,658	\$ 100,000
1011311	533115	TRAVEL/TRAINING	\$ 128,353	\$ 193,358	\$ 184,137	\$ 225,880
1011311	533120	DUES & SUBSCRIPTIONS	\$ 4,251	\$ 5,722	\$ 3,851	\$ 8,082
1011311	533135	COMMUNICATIONS	\$ 194,455	\$ 176,530	\$ 113,176	\$ 150,000
1011311	533140	PRINTING	\$ 13,244	\$ 14,874	\$ 13,213	\$ 20,000
TOTAL	OPERATING-PURCH/CONT		\$ 953,187	\$ 1,210,026	\$ 770,937	\$ 976,077
54 OPERATING-OTH COSTS						
1011311	544035	11703 ED BYRNE GRANT	\$ -	\$ 2,644	\$ -	\$ -
60 CAPITAL						
1011311	601076	CIP BUILDINGS	\$ -	\$ 22,660	\$ -	\$ 1,000
1011311	601079	CIP VEHICLES	\$ 120,389	\$ -	\$ -	\$ 36,500
1011311	601081	CIP MACH/EQUIPMENT	\$ 49,505	\$ 49,312	\$ 2,580	\$ 50,012
1011311	601090	CIP OTHER	\$ -	\$ 46,990	\$ -	\$ 362,500
TOTAL	CAPITAL		\$ 169,894	\$ 118,962	\$ 2,580	\$ 450,012
TOTAL	SHERIFF'S OFFICE		\$ 13,094,580	\$ 13,798,005	\$ 12,912,699	\$ 13,511,893

EXPENDITURE DETAIL

GENERAL FUND			Actual <u>FY 2008</u>	Actual <u>FY 2009</u>	Est. Actual <u>FY 2010</u>	Budget <u>FY 2011</u>
1312 DETENTION CENTER						
51 PERSONAL SERVICES						
1011312	511001	SAL/WAGES	\$ 3,721,211	\$ 3,889,958	\$ 3,994,956	\$ 4,567,509
1011312	511004	OVERTIME	\$ 132,310	\$ 120,714	\$ 152,302	\$ 120,000
1011312	511030	VACATION	\$ 252,204	\$ 268,777	\$ 281,676	\$ -
1011312	511031	SICK LEAVE	\$ 17,943	\$ 19,233	\$ 10,639	\$ -
1011312	511033	HOLIDAY	\$ 159,185	\$ 189,546	\$ 163,292	\$ -
1011312	511051	EMPLOYEE MEDICAL	\$ 524,843	\$ 473,651	\$ 523,862	\$ 572,973
1011312	511052	GROUP LIFE INSURANCE	\$ 6,275	\$ 6,356	\$ 4,937	\$ 5,186
1011312	511053	RETIREMENT	\$ 289,905	\$ 311,464	\$ 301,731	\$ 295,512
1011312	511054	FICA	\$ 318,187	\$ 331,136	\$ 340,763	\$ 313,504
1011312	511055	WORK COMP	\$ 66,083	\$ 26,806	\$ 837	\$ 70,000
1011312	511060	EXPENSE ALLOWANCE	\$ 26,784	\$ 29,089	\$ 42,193	\$ 41,986
1011312	511070	UNEMPLOYMENT	\$ 2,622	\$ 3,544	\$ 3,671	\$ 3,627
TOTAL	PERSONAL SERVICES		\$ 5,517,552	\$ 5,670,274	\$ 5,820,859	\$ 5,990,297
52 OPERATING-SUPPLIES						
1011312	522001	UNIFORMS	\$ 75,384	\$ 53,091	\$ 54,207	\$ 68,248
1011312	522040	POSTAGE	\$ 6,000	\$ 3,000	\$ 5,500	\$ 7,500
1011312	522069	PRISONER BOARDING COST	\$ 562,861	\$ 567,306	\$ 584,069	\$ 556,620
1011312	522070	OPERATING SUPPLIES	\$ 120,278	\$ 161,825	\$ 189,924	\$ 183,047
1011312	522080	UTILITIES	\$ 280,321	\$ 299,140	\$ -	\$ -
1011312	522100	MINOR PROPERTY	\$ 15,189	\$ 51,615	\$ 24,176	\$ 8,280
1011312	522121	GAS/OIL/DEISEL	\$ 89,914	\$ 57,222	\$ 84,329	\$ 80,000
TOTAL	OPERATING-SUPPLIES		\$ 1,149,948	\$ 1,193,199	\$ 942,206	\$ 903,695
53 OPERATING-PURCH/CONT						
1011312	533020	MEDICAL SERVICES	\$ 206,512	\$ 171,159	\$ 187,776	\$ 200,000
1011312	533035	CONTRACT SERVICES	\$ 434,640	\$ 516,648	\$ 370,804	\$ 403,200
1011312	533060	GENERAL SERVICES	\$ 40	\$ -	\$ 4,446	\$ -
1011312	533064	GEN REPAIRS	\$ 28,775	\$ 17,915	\$ 3,101	\$ 28,560
1011312	533065	SPRAY FIELD	\$ 38,898	\$ 38,520	\$ 38,520	\$ 37,000
1011312	533095	VEH REPAIR	\$ 7,187	\$ 9,896	\$ 18,729	\$ 10,000
1011312	533115	TRAVEL/TRAINING	\$ 20,061	\$ 45,483	\$ 15,577	\$ 51,000
1011312	533120	DUES & SUBSCRIPTIONS	\$ 2,515	\$ 2,635	\$ 3,073	\$ 16,000
1011312	533135	COMMUNICATIONS	\$ 51,514	\$ 44,166	\$ 1,710	\$ 9,000
1011312	533140	PRINTING	\$ 4,935	\$ 6,035	\$ 6,897	\$ 11,100
TOTAL	OPERATING-PURCH/CONT		\$ 795,077	\$ 852,456	\$ 650,632	\$ 765,860
60 CAPITAL						
1011312	601079	CIP VEHICLES	\$ 26,097	\$ 10,374	\$ -	\$ -
1011312	601081	CIP MACH/EQUIPMENT	\$ 19,343	\$ 17,486	\$ -	\$ -
1011312	601082	HEAVY EQUIPMENT	\$ -	\$ -	\$ -	\$ 3,250
TOTAL	CAPITAL		\$ 45,439	\$ 27,860	\$ -	\$ 3,250
TOTAL	DETENTION CENTER		\$ 7,508,016	\$ 7,743,789	\$ 7,413,696	\$ 7,663,102

EMERGENCY & OPERATIONS DIVISION

FUND/DEPARTMENT NUMBER: **# 101-1313**

MISSION STATEMENT

The mission of the Emergency & Operations Division is to provide a wide array of direct “quality of life” public services to the citizens of Columbia County in the most safe, efficient, and cost-effective manner possible by providing:

- A comprehensive emergency mitigation, preparedness, response and recovery program that will save lives, protect property, and reduce the effects of disaster
- Premier 3-1-1 call center for customer service and complaint tracking
- Dependable and courteous public transportation services
- Senior citizen programs that promote the mental, physical, and social well being of senior adults in our community
- Daily hot meals and a monthly supply of food staples to low-income senior citizens
- Emergency pre-hospital care and medical transportation for the sick and injured
- Fire, medical first response, extrication/rescue, and Haz-Mat response services for unincorporated Columbia County
- Wildfire prevention, education and response programs
- Healthcare to residents to assure the highest quality of health services
- Protection for children and adults who are victims of abuse or neglect and the provision of temporary support services for those seeking jobs or are unable to work
- Provide a safe working environment for all employees of Columbia County
- Provide professional cost-effective fleet maintenance and repair to all County-owned vehicles

VISION STATEMENT

To assure that the life-safety and operational services and programs provided by the division continuously evolve with the economic climate and technology revolution, while remaining consistent with the needs of the community.

DEPARTMENT DESCRIPTION

The **Emergency & Operations Division** Director also serves as Emergency Management Director whose directs reports include the Administrative Specialist, Operations Officer, EMA Deputy Director, Senior Center/Public Transit Manager, 3-1-1 Call Center Customer Service Supervisor, Risk Manager, and Fleet Services Manager.

Additionally, the Emergency & Operations Division Director has budget oversight and administrative coordination responsibilities for the Health Department, Department of Family & Children Services, Forestry Services; Manage contracts for fire and EMS and over-all management responsibilities for the emergency planning and response effort for all public and private sector agencies in Columbia County.

EMERGENCY & OPERATIONS DIVISION

FUND/DEPARTMENT NUMBER: # 101-1313

ACCOMPLISHMENTS FOR FY 09/10

(Accomplishments for other division departments will be included with their budget information)

- Applied for and received \$55,780 in State and Federal Grants; (Division total grants \$640,747)
- Restructured division to improve efficiency and related cost-savings
- Completed GO Bond projects and made significant progress on SPLOST projects
- Made significant progress on Hazard Mitigation Plan updated / Draft due to GEMA by June 2011
- Requested and received DOT stimulus funds to replace 3 county-owned senior center vans
- Coordinated and conducted 14 training classes for 495 citizens and emergency responders
- Increased number of trained and certified CERT members to 304
- Conducted 22 county-wide public education and information programs for 1,084 citizens
- 2008 LEPC Annual Report Distribution – 01/13/09
- Extended EMS Agreement though June 30, 2011 – 01/13/09
- Ratified Grovetown Fire Service Agreement for calendar year 2009 – 01/13/09
- Initiated Coordination of County Radio Frequencies for Narrow Banding – 01/13/09
- Director serving on Georgia EMRAC to improve EMA Statewide – 2009
- Severe Weather Awareness Week – 02/1-7/2009
- Statewide Tornado Drill – 02/04/09
- Presentation at Storm Fest Spotter Training 2009 – 02/21/09
- Completed and submitted budgets & related info for 13 ES Division Budgets – 02/26/09
- Blood Drive – 02/26/09 – (218 donors)
- Tier II Chemical Company Submissions for 2008 Received and Entered – 03/01/09
- ICMA CPM Data Submitted - 03/16/09
- Submitted GEMA Workplan Update to Area 3 Coordinator – 03/25/09
- Tabletop Exercise – 04/23/09
- Full-Scale Community-Wide Haz-Mat Exercise – 04/30/09
- CERT Group 13 Training Completed – (9 Graduates) – 05/05/09
- Martinez-Columbia Fire Rescue Fire Service Agreement – Approved 06/16/09
- Blood Drive – 06/10/09 – (230 donors)
- Hazard Mitigation Planning Grant – Kick-Off Meeting – 08/06/09
- Dedication Plaque for Station #13 – Winfield – Re-dedication Ceremony – 09/02/09
- Submitted 2009 Master Director Re-Certification info to GEMA – 09/09/09
- Coordinated 9/11 Remembrance Ceremony – 09/11/09
- CERT Group 14 Training Completed – (17 Graduated) – 10/20/09
- CERT Refresher Training Completed – (25 Graduated) – 11/16/09
- Coordinated Italian Thanksgiving Feast Event for Food Banks – 11/16/09
- National Weather Service Winter Weather Workshop – 11/16/09
- Grovetown DPS Pay Per Call Agreement Approved for 2010-2011 - (11-17-09)
- Blood Drive – 11/18/09 – (235 donors)
- Hosted National Weather Service Storm Spotter Class – (25) - 12/10/09
- Completed requirements for StormReady re-certification for 2010 - 12/10/09

EMERGENCY & OPERATIONS DIVISION

FUND/DEPARTMENT NUMBER: # 101-1313

GOALS FOR FY 10/11

(Goals for other division departments will be included with their budget information)

- Evaluate existing services and programs annually to weigh the cost and benefit of each both for the citizens served and county, and implement adjustments, where feasible
- Conduct inter-departmental cross training on an on-going basis to assure coverage during mass health related absences or other unforeseen staffing shortages, including management positions
- Evaluate each department for efficiency and best use of staff and restructure when departmental situations and/or personnel change, where feasible
- Coordinate with IT on an on-going basis to implement Munis and other computer software programs in all division departments
- Install GPS equipment in all vehicles for increased efficiency whenever funding becomes available
- Install radio equipment that meets the FCC narrow-banding requirements as it needs replacing and prior to January 2012 deadline
- Implement quarterly fleet status reports to constantly monitor vehicle usage
- Implement workflow processes to streamline vehicle maintenance, 3-1-1, and public transit system
- Apply for grants and other funding sources to off-set local budget costs
- Conduct quarterly reviews of ambulance units and response times for appropriate coverage and make appropriate recommendations to the BOC
- Coordinate with the MCFR Fire Chief to review the ISO inspection rating and implement improvements where funding is available
- Perform tasks required to obtain StormReady re-certification in April 2010
- Make significant progress on Hazard Mitigation Plan update during calendar year 2010
- Implementation of EOC Tower Weather Station Data on Website in 2010
- Coordinate meetings, drills, training sessions, and other activities in calendar year 2010 to prepare all disciplines in the public sector, private sector, federal sector, and social service agencies for emergencies and/or disasters
- Make significant progress in calendar year 2010 to complete SPLOST Projects, including seamless transitions into new fire stations and health department
- Identify and Train a "Points of Distribution Team" specifically to deploy tents assigned to EMA for rapid vaccinations during pandemics at sites specified by public health officials

EMERGENCY & OPERATIONS DIVISION

FUND/DEPARTMENT NUMBER: # 101-1313

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Public Information Presentations/News Releases/Interviews/Alerts	615	676	730
Training Courses	14	20	25
Number of Participants Certified	495	550	600
Emergency Responses / EOC Activations	36	45	50
Train Citizens in "Community Emergency Response Team" CERT	26	50	50
Re-certified CERT Members through Refresher Training	25	40	50
Grant Applications / PPA, Homeland Security, Hazard Mitigation, CERT, and LEOP	4	5	5

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Conduct Drills / Exercises - (public & private sector)	5	5	5
Develop / Update Emergency Plans & SOP's - (public & private sector)	10	10	10
Conduct Community Outreach Programs on Preparedness Issues	22	30	35
(Number of Participants ** targets)	1,084	1,325	1,500
Customer Service Actions - Telephone Calls & Walk Ins - Est.	32,569	34,000	35,000

EMERGENCY & OPERATIONS DIVISION

FUND/DEPARTMENT NUMBER: # 101-1313

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Division Director	1	1	1
Administrative Specialist	1	1	1
EMA Deputy Director	1	1	1
Operations Officer		1	1
Part time / Temporary Administrative Assistant	1	0	0
Total	4	4	4

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles (Dive Team Truck)	1	1	1
Heavy Equipment (Mobile Operations Center)	1	1	1
Watercraft (Dive Boat)	1	1	1
Vehicle Allowances	2	2	3
Total	5	5	6

BUDGET HIGHLIGHTS

- Continue to seek grants and other funding sources for projects during FY2010/2011

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1313 EMERGENCY SERVICES						
51 PERSONAL SERVICES						
1011313	511001	SAL/WAGES	\$ 152,949	\$ 167,300	\$ 197,424	\$ 258,411
1011313	511030	VACATION	\$ 15,677	\$ 9,550	\$ 18,591	\$ -
1011313	511031	SICK LEAVE	\$ -	\$ 1,729	\$ 1,966	\$ -
1011313	511033	HOLIDAY	\$ 6,230	\$ 6,996	\$ 9,205	\$ -
1011313	511051	EMPLOYEE MEDICAL	\$ 17,052	\$ 14,189	\$ 17,046	\$ 21,629
1011313	511052	GROUP LIFE INSURANCE	\$ 250	\$ 247	\$ 221	\$ 199
1011313	511053	RETIREMENT	\$ 15,232	\$ 16,468	\$ 19,976	\$ 22,660
1011313	511054	FICA	\$ 14,177	\$ 15,087	\$ 18,228	\$ 19,621
1011313	511055	WORK COMP	\$ 3,847	\$ 1,560	\$ 29	\$ 4,000
1011313	511060	EXPENSE ALLOWANCE	\$ 16,370	\$ 19,241	\$ 22,397	\$ 24,823
1011313	511070	UNEMPLOYMENT	\$ 115	\$ 166	\$ 200	\$ 228
TOTAL	PERSONAL SERVICES		\$ 241,900	\$ 252,532	\$ 305,282	\$ 351,571
52 OPERATING-SUPPLIES						
1011313	522001	UNIFORMS	\$ 490	\$ 500	\$ 411	\$ 500
1011313	522040	POSTAGE	\$ 608	\$ 240	\$ 195	\$ 600
1011313	522070	OPERATING SUPPLIES	\$ 8,141	\$ 11,369	\$ 9,828	\$ 5,458
1011313	522080	UTILITIES	\$ 11,522	\$ 12,866	\$ -	\$ -
1011313	522100	MINOR PROPERTY	\$ 6,194	\$ 3,783	\$ -	\$ 1,500
1011313	522120	VEHICLE/EQUIPMENT	\$ -	\$ -	\$ -	\$ 500
1011313	522121	GAS/OIL/DEISEL	\$ 1,706	\$ 366	\$ 532	\$ 1,500
1011313	522130	BOOKS & REPORTS	\$ 431	\$ 405	\$ 285	\$ 300
TOTAL	OPERATING-SUPPLIES		\$ 29,091	\$ 29,529	\$ 11,251	\$ 10,358
53 OPERATING-PURCH/CONT						
1011313	533015	LEASED EQUIPMENT	\$ 583	\$ 636	\$ 636	\$ 636
1011313	533025	ADVER/MARKETING	\$ 260	\$ 320	\$ 460	\$ 1,000
1011313	533035	CONTRACT SERVICES	\$ 22,562	\$ 11,540	\$ 14,262	\$ 19,000
1011313	533055	O/S SVCS-TEMP EMPLOYEES	\$ 11,409	\$ 7,289	\$ -	\$ -
1011313	533060	GENERAL SERVICES	\$ 37	\$ -	\$ -	\$ -
1011313	533064	GEN REPAIRS	\$ 2,721	\$ 1,514	\$ 630	\$ 1,000
1011313	533095	VEH REPAIR	\$ 1,803	\$ 2,775	\$ 802	\$ 1,500
1011313	533115	TRAVEL/TRAINING	\$ 2,820	\$ 1,520	\$ 1,371	\$ 3,500
1011313	533120	DUES & SUBSCRIPTIONS	\$ 33	\$ 70	\$ 70	\$ 75
1011313	533135	COMMUNICATIONS	\$ 16,529	\$ 5,910	\$ 5,366	\$ 6,500
1011313	533140	PRINTING	\$ 837	\$ -	\$ 91	\$ 1,000
TOTAL	OPERATING-PURCH/CONT		\$ 59,594	\$ 31,572	\$ 23,689	\$ 34,211
54 OPERATING-OTH COSTS						
1011313	544001	MISCELLANEOUS	\$ 2,981	\$ 2,425	\$ 816	\$ 1,154
1011313	544035	10204 HAZMAT GRANT	\$ 420	\$ 8,117	\$ -	\$ -
1011313	544035	10206 HOMELAND DEFENSE	\$ -	\$ 871	\$ -	\$ -
1011313	544035	12301 2005 CERT GRANT	\$ 4,241	\$ -	\$ -	\$ -
TOTAL	OPERATING-OTH COSTS		\$ 7,642	\$ 11,413	\$ 816	\$ 1,154
60 CAPITAL						
1011313	601082	HEAVY EQUIPMENT	\$ -	\$ -	\$ 250,000	\$ -
TOTAL	EMERGENCY SERVICES		\$ 338,227	\$ 325,046	\$ 591,038	\$ 397,294

GOLD CROSS EMS DEPARTMENT

FUND/DEPARTMENT NUMBER: 101-1315

MISSION STATEMENT

To provide the public with the highest level of care with the finest equipment, exceptionally trained personnel and with the compassion and commitment that is expected of those who have taken an oath to treat the sick and injured who rely on our services.

VISION STATEMENT

To continue to serve the citizens of Columbia County by saving lives through providing premiere emergency medical services.

DEPARTMENT DESCRIPTION

Gold Cross EMS is the Columbia County licensed provider of 9-1-1 emergency pre-hospital care for the citizens of Columbia County. Gold Cross provides effective training to their employees and the public in regard to safety and prevention, as well as assisting local emergency responding organizations as requested.

ACCOMPLISHMENTS FOR FY 09/10

- We replaced the Grovetown and Phinizy ambulances with new ambulances.
- Gold Cross has also updated all ambulances with new computers and the latest state of the art wireless mobile gateway.
- Gold Cross now has the ability to transmit 12 lead cardiac ECG's to any of the local Emergency Rooms with a press of a button on our cardiac monitors.
- Provided training for local schools in medical first responder course.
- Participated in all Training Programs and Exercises with other Emergency Response Agencies
- Provided Helicopter Services for Community Projects free of charge
- Assisted in CERT training along with the EMA office for citizens of Columbia County.

GOALS FOR FY 10/11

- Continue to evaluate, in coordination with County officials, the current ambulance locations and assist in assuring the best placement of ambulances throughout the community
- Conduct annual review call volume to determine if an additional ambulance is needed in Columbia County.
- Continue to provide training to local schools in medical first responder program.
- Maintain commitment to continuing quality service to the citizens of Columbia County. We strive to continue training civic organizations and additional training to citizens of our community while providing a superior quality of care.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1315 EMERGENCY MEDICAL SERVICES						
53 OPERATING-PURCH/CONT						
1011315	533035	CONTRACT SERVICES	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
TOTAL	EMERGENCY MEDICAL SERV		<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>

ANIMAL SERVICES DEPARTMENT

FUND/DEPARTMENT NUMBER: 1713

MISSION STATEMENT

To provide quality customer service in all phases of Animal Service operations and quality care for all domesticated animals in Columbia County.

DEPARTMENT DESCRIPTION

This Department is responsible for all animal service operations which include but not limited to nuisance complaints, animal cruelty investigations, animal attacks which include possible rabid animals, dead animals, daily care of animals housed at the shelter, injured animals, traps and the adoption program.

GOALS FOR FY 10/11

- Continue to provide NACA and SACA certification training for employees
- Continue to improve customer service
- Continue to meet the demand for services due to growing population
- Work closely with Animal Rescue Groups
- Continue to provide special adoptions
- Decrease the number of animals euthanized
- Expand public information/awareness through the use of the Department's website, distribution of literature and visits to schools and other facilities.
- Work closely with the Advisory Board
- Maintain contracts with the Fort Gordon Veterinary Services and the Department of Natural Resources/Wildlife Division

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Released Animals	400	500	700
Animals Handled	5800	6000	6500
Animals Adopted	960	1000	1500
Animals Returned	525	600	800
Violation Notices Issued		450	450

ANIMAL SERVICES DEPARTMENT

FUND/DEPARTMENT NUMBER: 1713

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Nuisance Complaints	5500	6100	6500
Locations Dispatched	9500	10000	10200
Bite Investigations	200	250	350
Dead Animals Picked up	2600	2700	3000
Cremations		723	850

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Manager	1	1	1
Clerks	2	3	1
Officers	6	6	4
Kennel Techs	3	5	3
Supervisors	2	2	2
Dispatcher	0	2	0
Total	14	19	11

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11)
Authorized Vehicles	6	6	6
Heavy Equipment	0	0	0
Vehicle Allowances	2	2	1
Total	8	8	7

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
1713 ANIMAL SHELTER			FY 2008	FY 2009	FY 2010	FY 2011
51 PERSONAL SERVICES						
1011713	511001	SAL/WAGES	\$ 316,752	\$ 328,751	\$ 278,482	\$ 342,138
1011713	511004	OVERTIME	\$ 5,136	\$ 5,452	\$ 5,939	-
1011713	511010	ON CALL	\$ 5,066	\$ 5,226	\$ 5,160	-
1011713	511030	VACATION	\$ 27,627	\$ 21,454	\$ 26,789	-
1011713	511031	SICK LEAVE	\$ 1,006			
1011713	511033	HOLIDAY	\$ 15,515	\$ 16,229	\$ 11,943	-
1011713	511050	FRINGE BENEFITS	\$ -	\$ -	\$ -	17,013
1011713	511051	EMPLOYEE MEDICAL	\$ 62,519	\$ 52,783	\$ 42,251	\$ 35,821
1011713	511052	GROUP LIFE INSURANCE	\$ 780	\$ 792	\$ 521	\$ 388
1011713	511053	RETIREMENT	\$ 24,287	\$ 26,198	\$ 23,934	\$ 21,344
1011713	511054	FICA	\$ 27,414	\$ 28,086	\$ 24,414	\$ 20,357
1011713	511055	WORK COMP	\$ 4,757	\$ 1,929	\$ 26	\$ 5,000
1011713	511060	EXPENSE ALLOWANCE	\$ 6,041	\$ 10,737	\$ 6,640	\$ 3,501
1011713	511070	UNEMPLOYMENT	\$ 211	\$ 287	\$ 268	\$ 243
TOTAL	PERSONAL SERVICES		\$ 497,111	\$ 497,924	\$ 426,368	\$ 445,805
52 OPERATING-SUPPLIES						
1011713	522001	UNIFORMS	\$ 5,100	\$ 5,765	\$ 6,239	\$ 6,000
1011713	522040	POSTAGE	\$ 170	\$ 141	\$ 111	\$ 150
1011713	522065	OFFICE SUPPLIES	\$ -	\$ 7	\$ -	\$ -
1011713	522070	OPERATING SUPPLIES	\$ 27,667	\$ 45,460	\$ 16,669	\$ 25,000
1011713	522080	UTILITIES	\$ 23,861	\$ 25,281	\$ -	\$ -
1011713	522120	VEHICLE/EQUIPMENT	\$ 494	\$ 1,178	\$ 500	\$ 2,000
1011713	522121	GAS/OIL/DEISEL	\$ 24,551	\$ 18,765	\$ 18,791	\$ 25,000
TOTAL	OPERATING-SUPPLIES		\$ 81,843	\$ 96,597	\$ 42,310	\$ 58,150
53 OPERATING-PURCH/CONT						
1011713	533001	PROFESSIONAL FEES	\$ 400	\$ 495	\$ 200	\$ 1,000
1011713	533035	CONTRACT SERVICES	\$ 24,010	\$ 27,967	\$ 7,516	\$ 15,000
1011713	533064	GEN REPAIRS	\$ -	\$ 42	\$ -	\$ -
1011713	533095	VEH REPAIR	\$ 4,233	\$ 3,506	\$ 4,186	\$ 2,000
1011713	533115	TRAVEL/TRAINING	\$ 8,691	\$ 4,044	\$ 4,926	\$ 5,000
1011713	533135	COMMUNICATIONS	\$ 4,998	\$ 3,798	\$ 849	\$ 4,500
1011713	533140	PRINTING	\$ 420	\$ 115	\$ 60	\$ 1,250
TOTAL	OPERATING-PURCH/CONT		\$ 42,752	\$ 39,968	\$ 17,737	\$ 28,750
60 CAPITAL						
1011713	601082	HEAVY EQUIPMENT	\$ -	\$ 19,363	\$ -	\$ -
TOTAL	ANIMAL SHELTER		\$ 621,706	\$ 653,852	\$ 486,415	\$ 532,705

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
1714 CORONER			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
51 PERSONAL SERVICES						
1011714	511001	SAL/WAGES	\$ 48,239	\$ 53,762	\$ 57,311	\$ 50,000
1011714	511052	GROUP LIFE INSURANCE	\$ 117	\$ 117	\$ 90	\$ 63
1011714	511053	RETIREMENT	\$ 2,466	\$ 2,540	\$ 2,673	\$ 2,102
1011714	511054	FICA	\$ 4,928	\$ 5,090	\$ 5,624	\$ 2,889
1011714	511055	WORK COMP	\$ 942	\$ 382	\$ 7	\$ 1,000
1011714	511060	EXPENSE ALLOWANCE	\$ 16,077	\$ 13,016	\$ 16,234	\$ 21,466
1011714	511070	UNEMPLOYMENT	\$ 39	\$ 53	\$ 59	\$ 32
TOTAL	PERSONAL SERVICES		\$ 72,806	\$ 74,961	\$ 81,998	\$ 77,552
52 OPERATING-SUPPLIES						
1011714	522040	POSTAGE	\$ -	\$ -	\$ 44	\$ -
1011714	522065	OFFICE SUPPLIES	\$ 240	\$ 356	\$ -	\$ -
1011714	522070	OPERATING SUPPLIES	\$ 1,818	\$ 1,181	\$ 2,543	\$ 2,250
1011714	522080	UTILITIES	\$ 3,634	\$ 4,134	\$ -	\$ -
1011714	522100	MINOR PROPERTY	\$ -	\$ -	\$ 11	\$ -
1011714	522121	GAS/OIL/DEISEL	\$ 872	\$ 677	\$ 962	\$ 1,000
TOTAL	OPERATING-SUPPLIES		\$ 6,564	\$ 6,348	\$ 3,560	\$ 3,250
53 OPERATING-PURCH/CONT						
1011714	533001	PROFESSIONAL FEES	\$ 32,825	\$ 25,925	\$ 37,625	\$ 25,375
1011714	533035	CONTRACT SERVICES	\$ 2,236	\$ 5,234	\$ 123	\$ 5,000
1011714	533095	VEH REPAIR	\$ 19	\$ 20	\$ 620	\$ -
1011714	533115	TRAVEL/TRAINING	\$ 4,261	\$ 2,648	\$ 3,078	\$ 5,000
1011714	533120	DUES & SUBSCRIPTIONS	\$ 225	\$ 225	\$ 225	\$ 300
1011714	533135	COMMUNICATIONS	\$ 1,608	\$ 1,424	\$ 1,034	\$ 1,000
1011714	533140	PRINTING	\$ 20	\$ 287	\$ -	\$ 250
TOTAL	OPERATING-PURCH/CONT		\$ 41,193	\$ 35,763	\$ 42,705	\$ 36,925
54 OPERATING-OTH COSTS						
1011714	544001	MISCELLANEOUS	\$ 97	\$ 745	\$ -	\$ -
TOTAL	CORONER		\$ 120,661	\$ 117,817	\$ 128,263	\$ 117,727
TOTAL	PUBLIC SAFETY		\$ 22,183,189	\$ 23,138,508	\$ 22,032,112	\$ 22,722,721

PUBLIC WORKS

This function includes expenditures for the maintenance, repair, and improvement of the County's road system. Also included is operation of the County's facility maintenance shop and fleet maintenance shop. Below are listed the departments included within this function. A brief description of each department precedes the detailed budget reports.

**Roads & Bridges
Fleet Services
Facility Maintenance**

ROADS & BRIDGES DEPARTMENT

FUND/DEPARTMENT NUMBER: 1011411

MISSION STATEMENT

To work cooperatively to plan for and accommodate the need for movement of people and commerce in a safe, reliable, cost-effective, environmentally responsible and equitable manner.

VISION STATEMENT

The Roads and Bridges Department vision is to sustain and build a quality of life for all people in Columbia County, through a road system that supports the economy, safeguards the environment, and strengthens communities. We want our road system to provide safe access and mobility for residents, workers and visitors, and to provide for the efficient movement of goods. Our road system will be maintained and preserved to support these uses, and we will protect the investment made by Columbia County Citizens in the county's transportation system.

DEPARTMENT DESCRIPTION

- Perform right-of-way, road and pavement maintenance.
- Provide for maintenance of dirt roads, storm drainage, signs and traffic control devices.
- Assist the preconstruction department with set up and paving of county maintained dirt roads.

ACCOMPLISHMENTS FOR FY 09/10

- Cleared, graded, and prepared base for paving on Jamison Drive, Harp Drive and White Road.
- Installed asphalt apron on Reynolds Farm Road at Old Louisville Road, on Duke Road at Harlem-Grovetown Road, and on Brown Circle at Harlem-Grovetown Road.
- Repaired and corrected erosion issues in Wood Bridge Subdivision.
- Constructed a retention pond for Georgia State Patrol, Recycling Center, Animal Control and Health Department.
- Hauled dirt and graded around concrete pads and set up sub-grade and base for Recycling Center Road.
- Installed electrical conduit across the road in Area 2 and removed trees and graded site pad for pavilion at Area 1 in Wildwood Park.
- Removed trees and debris from right-of-way and responded to calls concerning washed out roads due to flooding in November.

ROADS & BRIDGES DEPARTMENT

FUND/DEPARTMENT NUMBER: 1011411

- Maintained county gateways and school zone areas.
- Replaced drainage pipe on McZilkey Drive and Lakeview Drive.
- Bladed edge of pavement on Jordan Drive and repaired with asphalt. Dressed up shoulders after paving of road.
- Spread salt on bridges, removed trees and debris from right-of-way and scraped main roads throughout the county due to snow in February.
- Widened Flowing Wells Road at Columbia Road to extend left turn lane.
- Widened Flowing Wells Road at Pleasant Home Road to install a left turn lane.

GOALS FOR FY 10/11

- Install 5900 feet of sidewalk on Chamblin Road.
- Clear, grade & prepare sub-base for paving of additional parking lots at the Evans Government Center.
- Intersection improvements at Chamblin Road and Baker Place Road.
- Continue to maintain the following county Gateways: Highway 28, from the Richmond County Line to Blackstone Camp Road; Riverwatch Parkway, from the Richmond County Line to Lynnwood Drive; Wheeler Road at the I-20 Interchange; Stevens Creek Road; Baston Road; Washington Road, from the Richmond County Line to Baston Road.
- Continue to work with Fleet Services to analyze fleet to ensure that appropriate vehicles and equipment are being utilized.
- Scrape all dirt roads at least every 14–21 days.
- Continue to assist Stormwater Utility with drainage improvements.
- Continue to sweep roads within the Stormwater Utility service area.

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Number of Citizen Request	6117	8392	8812
Traffic Signals Resolved	249	208	218
Signs Replaced	412	180	189
Potholes Repaired	373	412	433

ROADS & BRIDGES DEPARTMENT

FUND/DEPARTMENT NUMBER: 1011411

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
% of Citizen Request Completed within 1 week	92.9%	94.3%	97.3%
% of Traffic Signal Problems within 1 day	96.8%	96.2%	99.2%
% of Primary Signs Replaced within 1 day	100.0%	88.0%	91.0%
% of Potholes Repaired within 48 hours	76.2%	75.7%	78.7%

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Manager IV	1	1	1
Manager III	1	0	0
Supervisor VII	0	6	6
Supervisor VI	5	0	0
Tech III	1	2	2
Specialist III	1	0	0
Foreman II	1	1	1
Tech II	1	1	1
Tech I	1	1	2
Tech I Trainee	0	1	0
Crew Leader II	6	5	5
Inventory Control	1	1	1
Heavy Equipment Operator	4	4	4
Light Equipment Operator	9	10	10
Customer Service Rep III	0	1	1
Customer Service Rep I	1	0	0
Sign & Marking Assistant	1	0	0
Maintenance Worker	11	10	10
Total	45	44	44

ROADS & BRIDGES DEPARTMENT

FUND/DEPARTMENT NUMBER: 1011411

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles	35	35	34
Heavy Equipment	74	73	68
Vehicle Allowances	0	0	0
Total	109	108	102

BUDGET HIGHLIGHTS

The right-of-way mowing contract came back substantially lower than the previous contract. That along with leaving a Light Equipment Operator position vacant will help deter some of the expenses in the budget. We have also requested a new articulated/telescopic aerial device to replace an existing bucket truck. This vehicle has more reach and safety features than our existing truck which will be more beneficial to our traffic technicians.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
40 PUBLIC WORKS						
1411 ROADS & BRIDGES						
51 PERSONAL SERVICES						
1011411	511001	SAL/WAGES	\$ 1,189,007	\$ 1,249,255	\$ 1,231,042	\$ 1,460,898
1011411	511004	OVERTIME	\$ 19,292	\$ 34,709	\$ 131,958	\$ 20,000
1011411	511010	ON CALL	\$ 9,150	\$ 7,675	\$ 9,375	\$ 9,100
1011411	511030	VACATION	\$ 136,658	\$ 98,601	\$ 119,923	\$ -
1011411	511031	SICK LEAVE	\$ 20,903	\$ 11,347	\$ 2,629	\$ -
1011411	511033	HOLIDAY	\$ 60,230	\$ 59,760	\$ 54,665	\$ -
1011411	511050	FRINGE BENEFITS	\$ -	\$ -	\$ -	\$ 7,884
1011411	511051	EMPLOYEE MEDICAL	\$ 303,956	\$ 267,904	\$ 264,002	\$ 267,404
1011411	511052	GROUP LIFE INSURANCE	\$ 2,445	\$ 2,446	\$ 1,813	\$ 1,578
1011411	511053	RETIREMENT	\$ 92,426	\$ 93,109	\$ 95,257	\$ 88,737
1011411	511054	FICA	\$ 103,285	\$ 104,255	\$ 111,606	\$ 90,970
1011411	511055	WORK COMP	\$ 53,332	\$ 20,264	\$ 695	\$ 55,000
1011411	511060	EXPENSE ALLOWANCE	\$ 4,345	\$ 4,306	\$ 5,526	\$ 5,770
1011411	511062	NEW HIRES	\$ -	\$ -	\$ -	\$ 2,751
1011411	511070	UNEMPLOYMENT	\$ 886	\$ 1,204	\$ 1,244	\$ 1,178
TOTAL	PERSONAL SERVICES		\$ 1,995,915	\$ 1,954,835	\$ 2,029,736	\$ 2,011,270
52 OPERATING-SUPPLIES						
1011411	522001	UNIFORMS	\$ 26,342	\$ 28,630	\$ 26,044	\$ 27,050
1011411	522010	ROAD SIGNS	\$ 38,255	\$ 44,812	\$ 52,330	\$ 45,000
1011411	522011	ROAD NAME	\$ 13,077	\$ 14,865	\$ 8,046	\$ 15,000
1011411	522020	DRAINAGE PIPE	\$ 13,616	\$ 284	\$ 3,541	\$ 5,000
1011411	522030	MOTORGRADE	\$ 6,275	\$ 7,695	\$ 7,889	\$ 8,000
1011411	522031	HERBICIDES	\$ 4,892	\$ -	\$ 1,550	\$ 3,400
1011411	522040	POSTAGE	\$ 25	\$ 6	\$ 85	\$ 100
1011411	522070	OPERATING SUPPLIES	\$ 28,567	\$ 26,900	\$ 33,639	\$ 35,000
1011411	522080	UTILITIES	\$ 89,569	\$ 96,003	\$ -	\$ -
1011411	522092	TRAFFIC SIGNALS	\$ 17,755	\$ 15,912	\$ 20,580	\$ 20,000
1011411	522100	MINOR PROPERTY	\$ 11,407	\$ 10,670	\$ 4,412	\$ 9,490
1011411	522120	VEHICLE/EQUIPMENT	\$ 27,255	\$ 20,925	\$ 22,793	\$ 27,000
1011411	522121	GAS/OIL/DEISEL	\$ 191,909	\$ 166,474	\$ 181,564	\$ 141,759
TOTAL	OPERATING-SUPPLIES		\$ 468,943	\$ 433,176	\$ 362,472	\$ 336,799
53 OPERATING-PURCH/CONT						
1011411	533035	CONTRACT SERVICES	\$ 268,038	\$ 265,215	\$ 205,670	\$ 249,000
1011411	533060	GENERAL SERVICES	\$ 16,087	\$ 19,075	\$ 17,882	\$ 20,000
1011411	533095	VEH REPAIR	\$ 95,072	\$ 121,890	\$ 155,014	\$ 113,000
1011411	533115	TRAVEL/TRAINING	\$ 7,139	\$ 8,668	\$ 6,144	\$ 9,000
1011411	533127	EQUIPMENT RENTAL	\$ 2,757	\$ 5,072	\$ 4,388	\$ 4,000
1011411	533135	COMMUNICATIONS	\$ 17,208	\$ 15,658	\$ 1,343	\$ 800
TOTAL	OPERATING-PURCH/CONT		\$ 406,301	\$ 435,578	\$ 390,441	\$ 395,800
60 CAPITAL						
1011411	601081	CIP MACH/EQUIPMENT	\$ -	\$ 44,346	\$ -	\$ -
TOTAL	ROADS & BRIDGES		\$ 2,871,158	\$ 2,867,935	\$ 2,782,649	\$ 2,743,869

FLEET SERVICES DEPARTMENT

FUND/DEPARTMENT NUMBER: #101-1414

MISSION STATEMENT

To operate in a professional manner, so as to provide a complete, safe, efficient and cost effective fleet to our Customer Departments/Divisions.

VISION STATEMENT

To become the central location for county wide fleet management, specializing in all aspects of effective and efficient vehicle/equipment management, from acquisition to liquidation.

DEPARTMENT DESCRIPTION

Fleet Services provides for the repair and maintenance of County owned vehicles, as well as vehicles/equipment under contract or inter-governmental agreements. These vehicles range from lawn mowers to the largest piece of earthmoving equipment, as well as fire trucks and fire apparatus. Fleet provides for routine and preventative maintenance, minor and most major repairs and, when needed, coordinates all major repairs with outside vendors. This department also administers the County's Motor Pool, which provides loaner vehicles to county employees while their main line units are being serviced. Fleet maintains an automated database which provides all of the various departments with data to assist in repair cost analysis and replacement decisions. Fleet also develops and supplies the departments with specifications for new fleet vehicles and equipment on an as needed basis. Since a high percentage of the fleet that is maintained by Fleet Services is emergency vehicles used in the preservation of life and property, 24 hour repair/road service is provided.

ACCOMPLISHMENTS FOR FY 09/10

- Implementation of a limited GPS technology for mobile vehicle fleet
- Completion of Phase III facility renovations
- Limited vehicle up fitting capability
- Renewal of inter-local service agreement with the City of Harlem
- National recognition as a "Blue Seal of Excellence" facility by the National Institute for Automotive Service Excellence (ASE)
- Revision of Standard Operating Guidelines for the Fleet Replacement Internal Service Fund.
- 95 % of mechanical staff achieved ASE certification; 5 staff members achieving "Master Technician" certifications.
- Established Evans Motor Pool at EOC in Evans

FLEET SERVICES DEPARTMENT

FUND/DEPARTMENT NUMBER: **#101-1414**

- Established satellite preventative maintenance program for Sheriff's office vehicles at Sheriff's Office sub-station in Evans

GOALS FOR FY 10/11

- Development and implementation of electronic notification to end users of vehicle status and completion by all 3 section supervisors.
- Develop and implement a "spare" fire apparatus program (located at Fleet Service, Appling) allowing main/front line unit's time to receive preventative maintenance on a routine scheduled basis.
- Development of inter-governmental agreement with the Georgia State Patrol.
- Research, development and implementation of new pollution controls for retrofit on current diesel engines to comply with 2010 EPA regulations. Explore grants available to fund project.
- Partner with IT to develop and implement Total Operating Cost report with data available in Munis
- Design/build and begin construction of an 8 bay light equipment shop at Appling facility, Phase IV
- Continued staff development through technical training.

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Work Orders Completed	2564	2898	3100
Man/hours for Repairs	3366	3089	3250
Service Repairs	2213	2450	2620
PM's Performed	1036	1000	1300
Vehicle responsibility	788	800	792

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
WO Expenditures	\$415,224.60	\$420,000.00	\$420,000.00
PM %	40%	34%	41%
Average WO Labor	1.31 hrs	1.06 hrs	1.04 hrs

FLEET SERVICES DEPARTMENT

FUND/DEPARTMENT NUMBER: #101-1414

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Fleet Manager	1	1	1
Fleet Op. Supervisor	1	1	1
Fleet Analyst	1	1	1
Auto Technicians	3	3	3
Heavy Equip. Technicians	3	3	3
Parts Personnel	2	2	2
Tire/Lube Technician	1	1	1
Data Entry Clerk	1	1	1
Total	13	13	13

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles	10	10	10
Heavy Equipment	0	0	0
Vehicle Allowances	0	0	0
Total	10	10	10

BUDGET HIGHLIGHTS

Economic forecasts for this fiscal year continue to project revenue shortfalls. With this economic downturn in view all general fund departments were instructed to reduce O&M budgets by 5%. Reduction in Fleet's O&M budget will result in the following reduction in service delivery systems:

- Elimination of uniforms and steel toed boots to employees
- Eliminate updates and upgrades to diagnostic equipment
- Require departments receiving replacement/new vehicles to either register vehicles themselves or provide funds for same
- Reduce road service to normal business hours, requires departments to move disabled units to Appling for repair
- Eliminate after hours/emergency roadside assistance or recovery
- Eliminate repairs to capital shop equipment/systems
- Eliminate motor pool and loaner vehicle programs
- Eliminate travel and training
- Eliminate standardized forms for tracking and scheduling work.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
1414 FLEET SERVICES			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
51 PERSONAL SERVICES						
1011414	511001	SAL/WAGES	\$ 373,434	\$ 409,443	\$ 408,079	\$ 479,666
1011414	511004	OVERTIME	\$ 2,635	\$ 2,351	\$ 856	\$ -
1011414	511010	ON CALL	\$ 2,618	\$ 3,366	\$ 2,557	\$ -
1011414	511030	VACATION	\$ 35,643	\$ 34,558	\$ 40,695	\$ -
1011414	511033	HOLIDAY	\$ 17,499	\$ 20,246	\$ 18,206	\$ -
1011414	511051	EMPLOYEE MEDICAL	\$ 75,781	\$ 78,036	\$ 85,331	\$ 89,070
1011414	511052	GROUP LIFE INSURANCE	\$ 642	\$ 689	\$ 550	\$ 432
1011414	511053	RETIREMENT	\$ 30,057	\$ 32,003	\$ 31,795	\$ 32,489
1011414	511054	FICA	\$ 31,842	\$ 33,818	\$ 33,929	\$ 30,543
1011414	511055	WORK COMP	\$ 9,862	\$ 4,000	\$ 77	\$ 10,000
1011414	511060	EXPENSE ALLOWANCE	\$ 1,207	\$ 1,911	\$ 2,407	\$ 2,403
1011414	511070	UNEMPLOYMENT	\$ 268	\$ 380	\$ 380	\$ 390
TOTAL	PERSONAL SERVICES		\$ 581,490	\$ 620,803	\$ 624,863	\$ 644,993
52 OPERATING-SUPPLIES						
1011414	522001	UNIFORMS	\$ 9,197	\$ 9,904	\$ 9,370	\$ 9,260
1011414	522040	POSTAGE	\$ -	\$ 84	\$ -	\$ -
1011414	522070	OPERATING SUPPLIES	\$ 14,030	\$ 10,793	\$ 7,479	\$ 10,000
1011414	522080	UTILITIES	\$ 28,131	\$ 31,486	\$ -	\$ -
1011414	522100	MINOR PROPERTY	\$ 8,414	\$ 16,827	\$ 4,029	\$ 4,000
1011414	522112	TAGS AND TITLES	\$ 1,886	\$ 1,725	\$ 900	\$ 1,025
1011414	522113	INVENTORY	\$ 10,477			
1011414	522114	INVENTORY RECEIPT	\$ 82,039	\$ 17,010	\$ 332	\$ 25,000
1011414	522120	VEHICLE/EQUIPMENT	\$ 1,311	\$ 760	\$ 1,249	\$ 500
1011414	522121	GAS/OIL/DEISEL	\$ 43,783	\$ 17,744	\$ 18,154	\$ 15,000
1011414	522130	BOOKS & REPORTS	\$ 1,682	\$ -	\$ 500	\$ 500
TOTAL	OPERATING-SUPPLIES		\$ 200,949	\$ 106,333	\$ 42,014	\$ 65,285
53 OPERATING-PURCH/CONT						
1011414	533035	CONTRACT SERVICES	\$ 18,209	\$ 20,858	\$ 690	\$ 1,400
1011414	533060	GENERAL SERVICES	\$ 1,800	\$ 1,500	\$ 561	\$ 1,150
1011414	533095	VEH REPAIR	\$ 10,194	\$ 11,355	\$ 9,454	\$ 6,450
1011414	533115	TRAVEL/TRAINING	\$ 5,472	\$ 3,676	\$ 1,864	\$ 3,000
1011414	533135	COMMUNICATIONS	\$ 7,674	\$ 7,482	\$ 2,291	\$ 2,500
1011414	533140	PRINTING	\$ 1,000	\$ 144	\$ 690	\$ 700
TOTAL	OPERATING-PURCH/CONT		\$ 44,348	\$ 45,016	\$ 15,550	\$ 15,200
TOTAL	FLEET SERVICES		\$ 826,788	\$ 772,152	\$ 682,427	\$ 725,478

FACILITY MAINTENANCE DEPARTMENT

FUND/DEPARTMENT NUMBER: 101/1415

MISSION STATEMENT

To provide timely and effective maintenance and custodial service to county facilities, to facilitate maintenance specific capital projects, and to efficiently manage the county's facility assets.

VISION STATEMENT

It's our vision to grow the facility maintenance department into a "Best of Class" maintenance department. We will accomplish this through solid leadership, competent staff, continued skill training, planned and preventive maintenance, continued use of smart building systems and a focus on 100 percent customer satisfaction.

DEPARTMENT DESCRIPTION

The maintenance department is responsible for the general upkeep and repairs of over seventy county buildings and facilities, with more than 500,000 square feet, valued at more than \$90 million. In addition to assisting with special projects, this department oversees the exterminating, security, elevator, and grounds keeping contractors. We have also brought the janitorial service and supplies in-house. Maintenance is responsible for energy management, implementing energy conservation measures, and oversight of the HVAC control programs.

ACCOMPLISHMENTS FOR FY 09/10

- Successfully transitioned oversight of grounds keeping from Community & Leisure Services Division to Facility Maintenance
- Successfully brought the janitorial services in-house through Sizemore Temporary Staffing as well as the ordering and maintaining janitorial supplies
- Improved lighting features for a successful Christmas Tree Lighting
- Installed motion sensor light switches throughout county facilities to reduce electricity
- Installed water and electrical services in the two new pavilions at Wildwood Park
- Painted interior of Roads and Bridges office, painted the interior of Patriots Park Gym and painted restrooms at Appling Park, Blanchard Park, Riverside Park, Patriots Park, Harlem Park and Wildwood
- Successfully transitioned from the AMMS work order system to Munis
- Worked with Facility Services on plan review and specifications for new county facilities
- Assisted Facility Services with upgrades and remodels of existing county facilities

FACILITY MAINTENANCE DEPARTMENT

FUND/DEPARTMENT NUMBER: 101/1415

GOALS FOR FY 10/11

- Continue to implement energy efficiency upgrades to county facilities as funding allows
- Complete routine and emergency repairs in a timely and cost effective manner
- Work in cooperation with the Facility Services staff to review and modify specifications and guidelines for new county facilities
- Assist Facility Services with upgrades and remodels of existing facilities
- Provide continuing education and training for the maintenance staff
- Continue to improve housekeeping with training and equipment
- Complete capital projects as funding becomes available
- Continue to work with the grounds keeping contractor to reduce cost while maintaining attractive facilities

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Work orders received	3767	3800	4000
Emergency requests	5	5	8

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Work orders completed	3732	3800	4000
Emergency requests completed	100%	100%	100%

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Craftsman	6	6	6
Trades Worker	5	5	5
Supervisor VI	1	1	2
Specialist	1	1	0
Manager III	1	1	1
Custodians (Temporary employees)	0	11	11
Total	14	25	25

FACILITY MAINTENANCE DEPARTMENT

FUND/DEPARTMENT NUMBER: 101/1415

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles	9	13	13
Heavy Equipment	0	0	0
Vehicle Allowances	0	0	0
Total	9	13	13

BUDGET HIGHLIGHTS

While the staff and general repair budget for Facility Maintenance remains the same, the number of new facilities and maintenance responsibility is increasing. It will become even more difficult to maintain the desired level of service and attractiveness of county facilities than in past years.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1415 FACILITY MAINTENANCE						
51 PERSONAL SERVICES						
1011415	511001	SAL/WAGES	\$ 344,757	\$ 389,824	\$ 399,206	\$ 459,502
1011415	511004	OVERTIME	\$ 9,090	\$ 5,969	\$ 7,955	\$ 7,000
1011415	511010	ON CALL	\$ 9,150	\$ 7,739	\$ 9,125	\$ 9,100
1011415	511030	VACATION	\$ 29,960	\$ 28,591	\$ 32,689	\$ -
1011415	511031	SICK LEAVE	\$ 17	\$ 1,039	\$ 1,839	\$ -
1011415	511033	HOLIDAY	\$ 15,826	\$ 18,923	\$ 17,267	\$ -
1011415	511051	EMPLOYEE MEDICAL	\$ 67,815	\$ 76,473	\$ 79,509	\$ 79,975
1011415	511052	GROUP LIFE INSURANCE	\$ 818	\$ 877	\$ 685	\$ 568
1011415	511053	RETIREMENT	\$ 23,698	\$ 27,174	\$ 28,399	\$ 28,020
1011415	511054	FICA	\$ 29,753	\$ 32,330	\$ 33,866	\$ 30,457
1011415	511055	WORK COMP	\$ 7,071	\$ 2,868	\$ 71	\$ 7,200
1011415	511060	EXPENSE ALLOWANCE	\$ 724	\$ 722	\$ 4,560	\$ 6,728
1011415	511070	UNEMPLOYMENT	\$ 253	\$ 364	\$ 378	\$ 380
TOTAL	PERSONAL SERVICES		\$ 538,933	\$ 592,894	\$ 615,547	\$ 628,930
52 OPERATING-SUPPLIES						
1011415	522001	UNIFORMS	\$ 5,536	\$ 6,031	\$ 6,245	\$ 8,000
1011415	522040	POSTAGE	\$ 184	\$ 2	\$ 4	\$ 25
1011415	522070	OPERATING SUPPLIES	\$ 9,090	\$ 6,569	\$ 1,169	\$ 8,650
1011415	522080	UTILITIES	\$ 25,971	\$ 29,978	\$ -	\$ -
1011415	522100	MINOR PROPERTY	\$ 1,000	\$ -	\$ 312	\$ 1,000
1011415	522121	GAS/OIL/DEISEL	\$ 29,513	\$ 19,642	\$ 20,386	\$ 24,000
TOTAL	OPERATING-SUPPLIES		\$ 71,294	\$ 62,222	\$ 28,116	\$ 41,675
53 OPERATING-PURCH/CONT						
1011415	533035	CONTRACT SERVICES	\$ 74,590	\$ 57,089	\$ 27,000	\$ -
1011415	533060	GENERAL SERVICES	\$ 1,291	\$ 1,060	\$ 1,533	\$ 1,500
1011415	533095	VEH REPAIR	\$ 4,626	\$ 3,271	\$ 6,443	\$ 3,500
1011415	533115	TRAVEL/TRAINING	\$ 3,811	\$ 2,900	\$ 1,451	\$ 4,000
1011415	533127	EQUIPMENT RENTAL	\$ 2,279	\$ 1,209	\$ 1,951	\$ 2,000
1011415	533135	COMMUNICATIONS	\$ 8,807	\$ 9,024	\$ 3,084	\$ 1,500
TOTAL	OPERATING-PURCH/CONT		\$ 95,405	\$ 74,553	\$ 41,463	\$ 12,500
TOTAL	FACILITY MAINTENANCE		\$ 705,632	\$ 729,668	\$ 685,125	\$ 683,105
TOTAL	PUBLIC WORKS		\$ 4,403,578	\$ 4,369,755	\$ 4,150,201	\$ 4,152,452

HEALTH & WELFARE

This function includes all activities associated with the conservation and improvement of public health. Also included are activities designed to provide public assistance and care for individuals economically unable to provide essential needs for themselves. Below are listed the departments included within this function. A brief description of each department precedes the detailed budget reports.

**Public Transit
Health Department
Family & Children Services
Senior Center**

PUBLIC TRANSIT DEPARTMENT

FUND/DEPARTMENT NUMBER: #101-1516

MISSION STATEMENT

Public transit strives to provide dependable and courteous transportation to all Columbia County citizens while maintaining the efficiency and effectiveness of services.

VISION STATEMENT

Our department aspires to meet the transportation needs of county residents who depend on public transportation through the continued development of innovative and effective transportation practices that improve the quality of life for all clients. We want to foster a positive public persona that encourages the use of services and encourages public input as to the development of more effective and efficient transportation services to better serve our growing citizenry.

DEPARTMENT DESCRIPTION

Columbia County Public Transit provides transportation to and from educational facilities, employment centers, shopping areas, worship services, medical facilities and general places of business. We serve all Columbia County residents with transportation needs. We will transport clients anywhere in Columbia County and Richmond County with the exception of areas south of Gordon Hwy. We do not service Augusta Regional Airport or Augusta Regional Mental Hospital.

ACCOMPLISHMENTS FOR FY 2010

- Increased daily rider-ship
- Increased daily revenues
- Maintained Service hours to 7am 'til 6pm.
- Increased Fleet with no capital cost to the County

GOALS FOR FY 2010/2011

- Maintain Required Contractual service levels
- Maintain Minimum DOT Ridership levels
- Update Radio Communications
- Install AVL system in Vehicles
- Install Mobile Data Terminals in Vehicles
- Begin Computer Aided Dispatch

PUBLIC TRANSIT DEPARTMENT

FUND/DEPARTMENT NUMBER: #101-1516

WORKLOAD MEASUREMENTS

ACTION	ACTUAL 2009	ESTIMATED 2010	FORECAST 2011
Trips (OWPT)	23,986	38,428	64,000
Revenue (\$)	\$ 34,706	\$85,500	\$136,000

STAFFING LEVELS

STAFF POSITION	ACTUAL 2009	ESTIMATED 2010	FORECAST 2011
Crew Leader/Supervisor	1	1	1
Customer Service Personnel/Dispatcher	1	1	1
Van Drivers	3	7	7

VEHICLE SCHEDULE

	ACTUAL 2009	ESTIMATED 2010	FORECAST 2011
Vehicles	3	5	7
Vehicle Allowances	0	0	0

BUDGET HIGHLIGHTS

- 5% cut will affect our Demand Response capacity due to limiting fuel

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
50 HEALTH & WELFARE						
1516 PUBLIC TRANSIT						
51 PERSONAL SERVICES						
1011516	511001	SAL/WAGES	\$ 134,847	\$ 184,451	\$ 179,763	\$ 208,705
1011516	511004	OVERTIME	\$ 413	\$ 138	\$ 310	\$ -
1011516	511030	VACATION	\$ 9,266	\$ 12,206	\$ 15,242	\$ -
1011516	511031	SICK LEAVE	\$ -	\$ -	\$ 1,150	\$ -
1011516	511033	HOLIDAY	\$ 5,394	\$ 8,443	\$ 7,579	\$ -
1011516	511051	EMPLOYEE MEDICAL	\$ 32,490	\$ 35,803	\$ 37,222	\$ 33,786
1011516	511052	GROUP LIFE INSURANCE	\$ 285	\$ 456	\$ 384	\$ 418
1011516	511053	RETIREMENT	\$ 8,682	\$ 11,060	\$ 10,219	\$ 10,704
1011516	511054	FICA	\$ 10,848	\$ 14,670	\$ 14,577	\$ 13,564
1011516	511055	WORK COMP	\$ 1,355	\$ 551	\$ 54	\$ 1,400
1011516	511070	UNEMPLOYMENT	\$ 93	\$ 166	\$ 163	\$ 171
TOTAL	PERSONAL SERVICES		\$ 203,672	\$ 267,943	\$ 266,664	\$ 268,748
52 OPERATING-SUPPLIES						
1011516	522001	UNIFORMS	\$ 1,217	\$ -	\$ 1,421	\$ 2,000
1011516	522040	POSTAGE	\$ 33	\$ 31	\$ 35	\$ 100
1011516	522070	OPERATING SUPPLIES	\$ 332	\$ 568	\$ 512	\$ 1,725
1011516	522080	UTILITIES	\$ 10,158	\$ 14,184	\$ -	\$ -
1011516	522120	VEHICLE/EQUIPMENT	\$ 1,542	\$ -	\$ -	\$ 4,500
1011516	522121	GAS/OIL/DEISEL	\$ 77,610	\$ 64,157	\$ 66,265	\$ 65,000
TOTAL	OPERATING-SUPPLIES		\$ 90,892	\$ 78,940	\$ 68,233	\$ 73,325
53 OPERATING-PURCH/CONT						
1011516	533025	ADVER/MARKETING	\$ -	\$ -	\$ -	\$ 250
1011516	533035	CONTRACT SERVICES	\$ 5,887	\$ 8,589	\$ -	\$ -
1011516	533095	VEH REPAIR	\$ 7,850	\$ 5,580	\$ 13,095	\$ 4,500
1011516	533115	TRAVEL/TRAINING	\$ -	\$ 408	\$ 471	\$ 500
1011516	533135	COMMUNICATIONS	\$ 2,422	\$ 2,497	\$ 253	\$ 500
1011516	533140	PRINTING	\$ -	\$ -	\$ -	\$ 125
TOTAL	OPERATING-PURCH/CONT		\$ 16,160	\$ 17,073	\$ 13,820	\$ 5,875
60 CAPITAL						
1011516	601079	CIP VEHICLES	\$ -	\$ -	\$ 171,600	\$ -
TOTAL	PUBLIC TRANSIT		\$ 310,724	\$ 363,956	\$ 520,317	\$ 347,948

HEALTH DEPARTMENT

FUND/DEPARTMENT NUMBER: 101-1711

MISSION STATEMENT

The mission of the Georgia Division of Public Health is to provide services and leadership to promote, protect and improve the health and safety of the people of Georgia.

VISION STATEMENT

To ensure the highest quality health education, health promotion, disease prevention and health services to the citizens of Columbia County.

DEPARTMENT DESCRIPTION

The Columbia County Health Department's assists the residents of Columbia County in achieving their highest level of health, independence, and self-sufficiency and enhance their quality of life by:

- Assisting with the development of sound health policies and plans
- Monitoring and assessing community health status and needs
- Partnering with communities and organizations
- Providing personal and population based services and education
- Enforcing laws and regulations that protect the health and safety of the community
- Providing population based data, vital statistics, and registries
- Gathering information through surveillance and investigation
- Disseminating wellness and health information
- Evaluating our effectiveness, accessibility, and quality of services
- Assuring a competent, sensitive, and responsive public health work force
- Providing a public health laboratory
- Researching innovative solutions for public health problems

Programs

- High Risk Newborn Follow up & Genetic Screening
- Children First
- Early Intervention/Babies Can't Wait
- Health Check
- Dental Screening
- School/Daycare Programs & Audits
- Children's Medical Services (CMS)
- Lead Screening and Abatement
- Laboratory Services
- Infant Death Investigations & Child Fatality Review Board
- Vision & Hearing Screening
- Immunizations
- Family Planning
- Women's Health Services

HEALTH DEPARTMENT

FUND/DEPARTMENT NUMBER: 101-1711

- Presumptive Eligibility (PE)
- Right From the Start Medicaid (RSM)
- Perinatal Case Management (PCM)
- Pregnancy Related Services (PRS)
- Babies Born Healthy (BBH)
- Breastest/Breastest and More Program (BT/BT & More)
- Breast & Cervical Cancer Program (BCCP)
- Special Supplemental Nutrition Program For Women, Infant, & Children (WIC)
- Infectious Disease Surveillance, Investigation, & Treatment
- Tuberculosis Control
- Sexually Transmitted Disease Control
- HIV Counseling & Screening
- Coalitions & Collaboration with Community Organizations
- Food Services Inspections
- On Site Sewage Management Systems
- Tourist Court Inspections
- Rabies Control
- Water Sample Testing
- Nuisance Complaints
- Inspection of Institutions
- Swimming Pool Inspections
- Injury Control Programs
- SAI Volunteer Medical Clinic

ACCOMPLISHMENTS FOR FY 09/10

- Administered 3,604 seasonal influenza and 3,027 H1N1 influenza doses this year by partnering with the community, businesses, local government and the Board of Education. Gave over 6600 doses in less than 3 months working after hours, weekends and holidays
- Continue to enhance the Disaster Service Plan for the county. Hosted the Columbia County **Pandemic Influenza Planning Committee (CPIPC)** meeting September 16. The focus was H1N1 planning. All individuals on the Pan Flu Planning Team were invited to attend. The attendance was good.
- Recruited Linda B. Graves, RN, BSN, MSN in the County Nurse Managers position.
- All staff completed full training on the new district M&M software and is proficient in the use.
- The SAI Volunteer Medical Clinic continues to service clients one Saturday a month to see indigent and uninsured clients.
- Held flu clinic at all Columbia County Middle Schools. Held 18 H1N1 clinics in the community after hours, weekends and holidays.
- Improved immunization status by assuring staff evaluates immunization status on all individuals coming for services, not just those asking specifically for immunizations.
- 99% or greater for all the Daycare Immunization and School audits for Columbia County, public and private.
- We became first county in Georgia begin the necessary steps for implementation of the Garrison Statewide Data System for environmental services.

HEALTH DEPARTMENT

FUND/DEPARTMENT NUMBER: 101-1711

- Environmentalists implemented Risk-Based Inspections of the food service establishments and continued with training of restaurant managers and their staff on the Georgia Food Code.
- One of our environmentalists was selected and completed training with the state office of Environmental Health to become the Food Code Standard Trainer for this Health District.
- Robert Thornhill completed all of the required Environmental Health training classes. He is completely trained and working independently in the following programs. food service, tourist courts, public pools, mosquito trapping, and well water sampling and rabies shipments.
- Leslie Lanier was delegated to assist the environmentalists throughout the East Central health District (ECHD) on the Garrison Digital Health Department (DHD) System. Her meetings and staff training totaled 76 hours. The Environmental Health Section began implementation of the Garrison Data System in March 2009. The staff updated all files for the food, tourist and pool programs onto this site.
- The three "Notebook's" that were purchased to accompany the DHD System are used by the environmentalists in the field to conduct the inspections of food establishments, public swimming pools and tourist courts. These "Notebook's" have proven to be a great asset with printing capabilities in the field and uploading all the inspections to the DHD System via the internet. We continue to enter documents for the on-site program is via desk top computers. We also utilized the DHD System for our billing this year too.
- Andrea Frazier is the District Standard for the Food Program. As mandated by the State Environmental Health Office, all environmentalists actively working in the food program were to complete the "standardized training" process by December 1, 2009. Andrea completed this training with 10 environmentalists from the ECHD's outlying counties. This process consumed 248 hours spent with the other environmentalist, not including any travel time or the many hours of paperwork required. This process she completed in addition to her other duties.
- In June, Andrea co-hosted training on Managing Retail Food Safety sponsored by the FDA. In attendance: environmentalists from this district, environmentalists from South Carolina DHEC, Richmond and McDuffie Boards of Education, and the Columbia County Detention Center.
- We continued with our Outreach Program: Andrea participated in Career Day at Euchee Creek Harlem and Grovetown High Schools. And they continue to provide training to restaurants that score poorly inspections.
- All the public pools within the county were very receptive to the information we provided them regarding the Federal Virginia Graeme-Baker Act. And we were pleased to have all public pools in compliance with this Act by the beginning of the 2009 pool season.
- The staff met with county officials to develop a comprehensive mosquito program. We were active in our mosquito trapping program. Robert and Leslie spent numerous hours identifying the mosquitoes and we submitted 4 pools for testing UGA. All were negative.
- The Rabies Program was busy in 2009 with 32 specimens shipped and 7 testing positive.
- The environmental staff was featured in the September issue of the Columbia County Magazine. The staff also participated in numerous newspaper articles and on a weekly basis Andrea provides the Augusta Chronicle and Augusta NBC News with current restaurant scores.
- We continue to have an excellent networking relationship with other county agencies including Animal Control, Building Inspections, Water Dept. Code Compliance and EMA.
- Robert has been invited to speak about On-site Sewage to an Ecology Class at ASU.

HEALTH DEPARTMENT

FUND/DEPARTMENT NUMBER: 101-1711

GOALS FOR FY 10/11

- Recruit and retain a highly qualified Accountant to replace Deborah Andrews that has transferred to the East Central Health District Accounting Office.
- Recruitment and retention of a highly qualified work force, keeping all positions occupied with competent reliable staff.
- Continue to increase the number of services performed and clients served each year.
- Continue to provide H1N1 vaccine to the community during the flu season as long as the vaccine is available.
- Continue to promote tobacco cessation and prevention efforts in our community and clients we are serving
- Continue to train all staff to meet requirements for electronic client records by 01/01/2010.
- Continue plans for relocation of all three Columbia County Health Department sites to a new facility which will be located on Chamblin Road (due to be completed in 2011).
- Continue to work closely with the New Site planning Committee to ensure the transition to the new clinic site is smooth.
- Continue to have an excellent networking relationship with our community partner and contractors.
- Robert Thornhill continues on the job training in the On-Site program, with plans to be working with limited supervision in the On-Site program by June 2010.
- With DHD System, by April 1, 2010, each environmental health program must have 3 Activity Reports matching from the old Monthly Activity Report and that on the DHD system. We have already had one match for the month of December and anticipate meeting this goal by February 28, 2010. The state environmental health office has not yet set a date when the DHD System will be available to the public. Our goal is to go "live" once the state finalizes this process. Leslie will continue to provide guidance on the DHD System to the environmentalist's district wide when needed.
- We will continue to provide informal training for restaurants that earn poor scores on their inspections. If restaurant inspection scores warrant a larger training class on the Food Code, we may consider holding one as we did in 2007.
- Robert would like to expand the Mosquito/Vector Program with outreach to schools, features in the newspaper and other media outlets and by working closely with our other county partners especially during Mosquito Awareness week in June.
- Robert is working with the County Code Enforcement and Grovetown officials in citing mobile food vendors frequenting construction sites that do not hold the required permits.
- Leslie has initiated contact with all the tourist courts within the county offering them informal training on Bed Bugs. This is a result of an increase in the incidence of Bed Bugs that we identified during our routine inspections of the tourist courts in December and as a result of Bed Bug complaints from tourists.
- The Columbia News Times has contacted us about participating in an article about our Environmental Health Program. We are hoping that the paper will conduct several short articles over the next several months to ensure that all programs are discussed.
- Many other counties in the state are developing Tattoo Programs and this may be a new program we should consider.
- The Environmental staff will continually strive to provide both education and quality customer service to the citizens of Columbia County.

HEALTH DEPARTMENT

FUND/DEPARTMENT NUMBER: 101-1711

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Full-Time	27	28	28
Part-Time	3	2	2
Total	30	30	30

BUDGET HIGHLIGHTS

Budget Reduction Impact

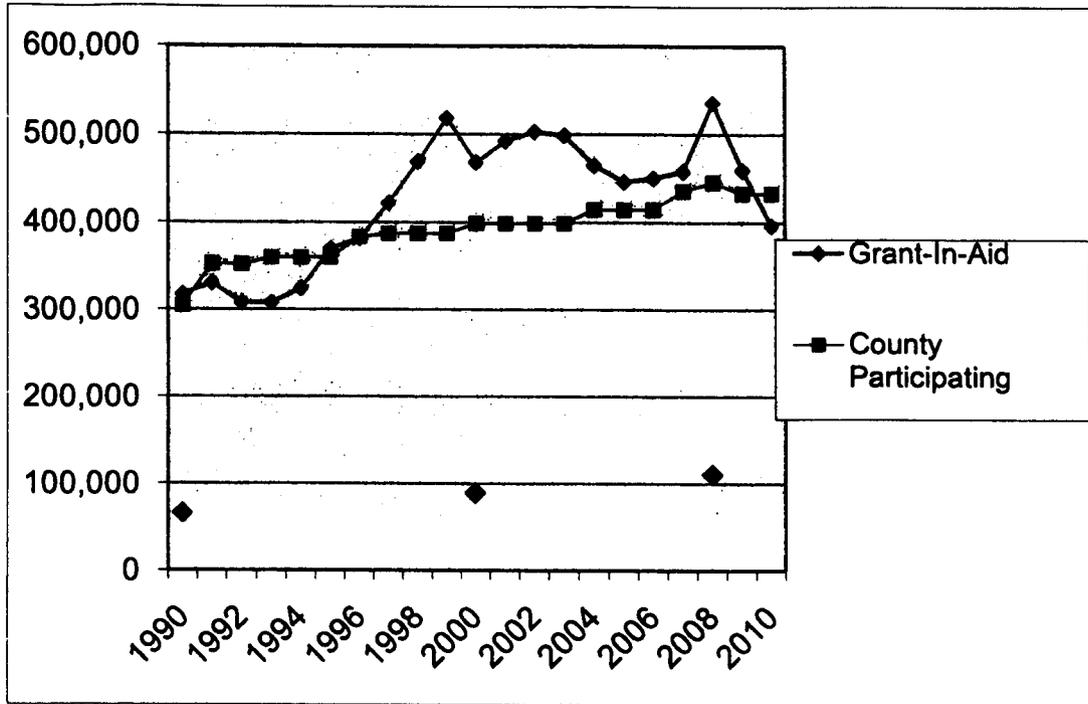
As the figures and chart below shows, we have substantial budget cuts within the last two years. If we have any more cuts, we will have to cut staff or furlough and that will impact the services that we provide to the citizens of Columbia County. We have no more areas we could cut because we already spend only what we have to.

FY	Grant-In-Aid	County Participating	Pop. of Columbia County (US Census)
1990	\$317,985	\$305,879	66,031
1991	\$330,755	\$353,879	
1992	\$308,534	\$353,583	
1993	\$308,526	\$360,957	
1994	\$324,843	\$360,957	
1995	\$369,834	\$360,957	
1996	\$382,214	\$384,672	
1997	\$422,413	\$388,571	
1998	\$469,141	\$388,571	
1999	\$518,162	\$388,571	
2000	\$468,096	\$400,228	89,288
2001	\$492,072	\$400,228	
2002	\$502,807	\$400,228	
2003	\$498,509	\$400,228	
2004	\$465,237	\$416,228	
2005	\$446,580	\$416,228	
2006	\$450,516	\$416,228	
2007	\$458,233	\$437,039	
2008	\$535,583	\$447,039	110,627
2009	\$459,576	\$434,614	
2010	\$396,432	\$434,614	

HEALTH DEPARTMENT

FUND/DEPARTMENT NUMBER: 101-1711

BUDGET GRAPH



EXPENDITURE DETAIL

			<u>Actual</u>		<u>Actual</u>		<u>Est. Actual</u>		<u>Budget</u>
			FY 2008		FY 2009		FY 2010		FY 2011
GENERAL FUND									
	1711	HEALTH DEPARTMENT							
		53 OPERATING-PURCH/CONT							
	1011711	533035 CONTRACT SERVICES	\$ 447,039	\$	434,614	\$	434,614	\$	434,614
TOTAL	HEALTH DEPARTMENT		\$ 447,039	\$	434,614	\$	434,614	\$	434,614

DEPARTMENT OF FAMILY & CHILDREN SERVICES

FUND/DEPARTMENT NUMBER: #101-1712

MISSION STATEMENT

The Georgia Department of Human Resources, in partnership with others, will effectively deliver compassionate, innovative, and accountable services to individuals, families and communities.

VISION STATEMENT

For all Georgians to live safe, healthy, and self-reliant lives. The Division of Family and Children Services (DFCS) is the part of DHR that investigates child abuse; finds foster homes for abused and neglected children; helps low income, out-of-work parents get back on their feet; assists with childcare costs for low income parents who are working or in job training; and provides numerous support services and innovative programs to help troubled families.

DEPARTMENT DESCRIPTION

The Department of Family & Children Services provides the following services to the citizens of Columbia County:

Adoption Services

The Adoption unit is now a part of the Division of Family and Children Services (DFCS).

Adult Protective Services

Investigates reports of abuse, exploitation, or neglect of elderly or disabled adults who cannot care for themselves.

Child Abuse & Neglect

Child Protection Services investigates reports of child abuse or neglect and provides services to protect the child and strengthen the family.

Emergency Food Assistance

A federal program that helps supplement the diets of low-income persons in Georgia.

Energy Assistance

Energy assistance for low-income families.

DEPARTMENT OF FAMILY & CHILDREN SERVICES

FUND/DEPARTMENT NUMBER: #101-1712

Food Stamps

Food stamps supplement the food budget for eligible families.

Foster Care

Foster care is provided for children whose families cannot care for them and they are now in the legal custody of the state.

Medicaid

Provides Medicaid coverage for eligible children under the age of 19, pregnant women and women who have breast or cervical cancer including precancerous conditions of the breast and cervix. In addition, coverage is provided for the aged, blind or disabled (ABD) who are eligible.

Refugee Resettlement

A federally funded program that provides assistance to refugees.

Secret Santa Program

The Foster Care Secret Santa program distributes gifts to Foster Care children during the Christmas Holiday season.

Subsidized Child Care

Helps Georgia families pay for early childhood and school age care programs.

Temporary Assistance for Needy Families

Temporary Assistance for Needy Families (TANF), or welfare, is cash assistance for eligible children and possibly their eligible caretakers.

ACCOMPLISHMENTS FOR FY2009

- Averaging over 50% Federal Work Participation in the county.
- Many Christmas gifts delivered to needy families and children in the state's legal custody.
- Provided \$256,941.00 in Temporary Assistance for Needy Families
 1. 96.5% of recipients were children
 2. Average monthly grant per family was \$198
 3. Average number of TANF families per month was 111
 4. TANF caseloads increased by 68% in FY2009
 5. Average grant group contained 1.6 individuals
- Provided \$8,101,820.00 in Food Stamps to Qualifying Families

DEPARTMENT OF FAMILY & CHILDREN SERVICES

FUND/DEPARTMENT NUMBER: #101-1712

- Provided Employment Services; Transportation, Job Readiness, Incidental Benefits, and other Support Services Benefits

GOALS FOR FY 10/11

- To continue increasing the Federal Work Participation rate.
- To decrease TANF caseloads as required to receive Federal funds.
- To place less children in foster care by implementing a more family centered focus philosophy to ensure safety and risk reduction within the home.

BUDGET HIGHLIGHTS

The reduction of 5% to our county budget would greatly affect the well-being of the Columbia County families and children that we serve. The Department of Human Services/DFCS has been experiencing state budget cuts as well. We are currently working with minimal staff while our case loads increase daily due to the state of the economy. Our Office of Financial Independence staff has experienced families applying for benefits who have never had the need before to request our services. Also our Social Services staff is experiencing an increase in work-loads as a result of families not being able to provide for their households and/or reacting to their financial stress in a negative manner which have placed the children in neglectful or abusive situations. The funds provided by the county for operating expenses assist the staff in providing the families with the quality customer service that Columbia County is held in high regards for.

Our county budget is utilized to meet the needs of our foster children. Without these supplemental funds, our children would not have the same basic benefits that our own children have relating to clothing, medical, and incidentals needs. Also, our families whose situations do not meet the criteria for maltreatment are in need of general assistance as a source of prevention to avoid their status from becoming neglectful and improving the standard of living for the families in order to remain productive in the community.

EXPENDITURE DETAIL

GENERAL FUND			<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1712 FAMILY & CHILDREN SERVICES (DF)						
52 OPERATING-SUPPLIES						
1011712	522040	POSTAGE	\$ 2,000	\$ 2,000	\$ 2,000	\$ 1,000
1011712	522070	OPERATING SUPPLIES	\$ 2,000	\$ 2,000	\$ 1,708	\$ 1,000
TOTAL	OPERATING-SUPPLIES		\$ 4,000	\$ 4,000	\$ 3,708	\$ 2,000
53 OPERATING-PURCH/CONT						
1011712	533105	PER DIEM FEES	\$ 450	\$ 450	\$ 450	\$ -
1011712	533110	OTHER FEES	\$ 15,600	\$ 14,044	\$ 14,044	\$ 13,158
1011712	533115	TRAVEL/TRAINING	\$ 500	\$ 208	\$ 292	\$ -
1011712	533140	PRINTING	\$ 500	\$ 292	\$ 500	\$ -
TOTAL	OPERATING-PURCH/CONT		\$ 17,050	\$ 14,994	\$ 15,286	\$ 13,158
54 OPERATING-OTH COSTS						
1011712	544060	STATE MATCH	\$ 57,726	\$ 57,726	\$ 57,726	\$ 57,726
TOTAL	FAMILY & CHILDREN SERV		\$ 78,776	\$ 76,720	\$ 76,720	\$ 72,884

SENIOR CENTER

FUND/DEPARTMENT NUMBER: #101-1716

MISSION

To develop and maintain a wide variety of quality services that promote the mental, physical and social well being of senior adults in our community, thereby, improving their standard of living.

VISION

Our department aspires to provide enrichment opportunities and programs for senior adults in our county through the development and implementation of innovative services to meet the needs of our aging population. We strive to partner with public and private service organizations to foster greater awareness and participation in available service programs as well as promote a positive public persona so as to encourage public input and the continued development of relevant and desired services.

DEPARTMENT DESCRIPTION

This department serves over 8,500 congregate meals annually to clients at the Senior Center. The senior center staff delivers over 33,000 meals annually to homebound clients through the Nutrition program. The center also serves as a distribution point for the Columbia County Brown Bag program, which serves low-income seniors with a supply of staple food items. We also provide enrichment activities such as arts and crafts, educational presentations, and off campus excursions to recreational and educational facilities. We are active in providing transportation to seniors for shopping, recreational, and non-emergency medical needs.

ACCOMPLISHMENTS FY 2010

- Maintained the number of home delivered meals at 135 daily
- Offered more outings for the seniors at a minimal cost
- Increased revenues for meal donations
- Expanded Coordinated Transportation for seniors and special needs clients with DHR

GOALS FOR FY 2011

- Increase attendance of the ceramics program
- Increase rental revenues through creative marketing of the facility

SENIOR CENTER

FUND/DEPARTMENT NUMBER: #101-1716

WORKLOAD MEASUREMENTS

ACTION	ACTUAL 2009	ESTIMATED 2010	FORECAST 2011
Congregate Meals	8,415	8,500	8,300
Home Delivered Meals	29,448	32,500	29,900
Facility Rentals	8	6	8

STAFFING

POSITION	ACTUAL 2009	ESTIMATED 2010	FORECAST 2011
Manager	1	1	1
Crew Leader	1	1	1
Admin. Coordinator	0	1	1
Van Drivers	4	1 P/T	1 P/T
Kitchen Staff	2	2	2

VEHICLE SCHEDULE

ACTION	ACTUAL 2009	FORECAST 2010	FORECAST 2011
Vehicles	8	6	6
Vehicle Allowances	1	1	1

BUDGET HIGHLIGHTS

- 5% cut will require less Home Delivered Meals and Congregate Meals
- Budget reflects moving of capital assets to the Transit Department to make better use of available State and Federal funds.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1716 SENIOR CENTER						
51 PERSONAL SERVICES						
1011716	511001	SAL/WAGES	\$ 123,189	\$ 99,146	\$ 119,541	\$ 135,283
1011716	511004	OVERTIME	\$ 14	\$ 37	\$ -	\$ -
1011716	511030	VACATION	\$ 13,440	\$ 6,797	\$ 8,588	\$ -
1011716	511031	SICK LEAVE	\$ 274	\$ 1,394	\$ -	\$ -
1011716	511033	HOLIDAY	\$ 7,113	\$ 4,687	\$ 5,374	\$ -
1011716	511051	EMPLOYEE MEDICAL	\$ 28,025	\$ 23,606	\$ 26,335	\$ 26,309
1011716	511052	GROUP LIFE INSURANCE	\$ 290	\$ 208	\$ 186	\$ 133
1011716	511053	RETIREMENT	\$ 7,319	\$ 5,370	\$ 6,557	\$ 6,628
1011716	511054	FICA	\$ 10,977	\$ 8,633	\$ 10,182	\$ 9,133
1011716	511055	WORK COMP	\$ 1,823	\$ 739	\$ 14	\$ 1,000
1011716	511060	EXPENSE ALLOWANCE	\$ 7,944	\$ 9,028	\$ 8,385	\$ 7,981
1011716	511070	UNEMPLOYMENT	\$ 85	\$ 98	\$ 114	\$ 117
TOTAL	PERSONAL SERVICES		\$ 200,493	\$ 159,743	\$ 185,275	\$ 186,584
52 OPERATING-SUPPLIES						
1011716	522001	UNIFORMS	\$ -	\$ -	\$ -	\$ 200
1011716	522040	POSTAGE	\$ 0	\$ 0	\$ 4	\$ 50
1011716	522070	OPERATING SUPPLIES	\$ 14,328	\$ 14,652	\$ 13,871	\$ 14,000
1011716	522080	UTILITIES	\$ 9,280	\$ 7,624	\$ -	\$ -
1011716	522100	MINOR PROPERTY	\$ 1,167	\$ -	\$ -	\$ -
1011716	522120	VEHICLE/EQUIPMENT	\$ 1,146	\$ -	\$ -	\$ 1,000
1011716	522121	GAS/OIL/DEISEL	\$ 16,334	\$ 5,265	\$ 9,419	\$ 7,000
TOTAL	OPERATING-SUPPLIES		\$ 42,255	\$ 27,541	\$ 23,294	\$ 22,250
53 OPERATING-PURCH/CONT						
1011716	533035	CONTRACT SERVICES	\$ 99,313	\$ 94,654	\$ 117,209	\$ 118,166
1011716	533055	O/S SVCS-TEMP EMPLOYEES	\$ 9,663	\$ 14,040	\$ 9,420	\$ 5,797
1011716	533060	GENERAL SERVICES	\$ 3,924	\$ 3,434	\$ 3,752	\$ 4,000
1011716	533064	GEN REPAIRS	\$ 493	\$ 50	\$ 339	\$ 600
1011716	533095	VEH REPAIR	\$ 6,363	\$ 6,361	\$ 4,132	\$ 1,500
1011716	533115	TRAVEL/TRAINING	\$ 208	\$ 63	\$ 311	\$ 350
1011716	533135	COMMUNICATIONS	\$ 3,722	\$ 1,318	\$ 222	\$ 3,275
1011716	533140	PRINTING	\$ -	\$ -	\$ 45	\$ -
TOTAL	OPERATING-PURCH/CONT		\$ 123,687	\$ 119,920	\$ 135,431	\$ 133,687
60 CAPITAL						
1011716	601079	CIP VEHICLES	\$ 124,360	\$ -	\$ 171,600	\$ -
TOTAL	SENIOR CENTER		\$ 490,795	\$ 307,205	\$ 344,000	\$ 342,521
TOTAL	HEALTH & WELFARE		\$ 1,327,334	\$ 1,182,495	\$ 1,375,651	\$ 1,197,967

CULTURE/RECREATION

This function accounts for all activities that provide cultural and recreational activities for the community. Below are listed the departments included within this function. A brief description of each department precedes the detailed budget reports.

**Community Services
Libraries
Recreation
Wildwood Park**

COMMUNITY & LEISURE SERVICES DEPARTMENT

FUND/DEPARTMENT NUMBER: 1010

MISSION STATEMENT

To provide quality leisure and recreational opportunities for the citizens of Columbia County and to highlight Columbia County as an attractive place to live, work, or visit.

VISION STATEMENT

To provide comprehensive programming that accommodates the needs of citizens and visitors, and to enhance the quality of life through enriched leisure and cultural opportunities.

DEPARTMENT DESCRIPTION

The Community and Leisure Services Division include the following departments: Board of Elections, Community Events, Libraries, Recreation, Rental Facilities & Venues, and University of Georgia Extension Services. The Division also oversees the Hotel Motel Tax Fund to promote the County as a tourist destination with special events scheduled annually. Division management staff serves as County liaisons to facilitate monthly meetings for the following Boards and Committees: Bartram Trail CDC, Recreation Advisory Board, Columbia County Community Events Committee, Columbia County Monument and Public Arts Committee and the Library Board of Trustees. The Division also works closely with Columbia County Arts, Inc., Greater Augusta Sports Council, Augusta Canal Authority, Columbia County Ballet, Augusta Symphony and the Columbia County Convention and Visitors Bureau.

ACCOMPLISHMENTS FOR FY 09/10

- **Evans Town Center Park**- Master planning completed and request for proposals issued.
- **Wildwood Park**- Completed entrance roadway, gatehouse and landscape enhancements.
- **Euchee Creek Greenway**- Additional land acquired along the Euchee Creek corridor for the proposed trail system. Grant opportunities pursued for greenway construction phase I.
- **Savannah Rapids/ Canal Headgates**- Completed phase III construction for expanded parking, bike trail, picnic areas and landscape improvements.
- **Community Events**- \$36,000 in corporate funding secured for special event activities.
- **Recycling**- Completed construction of recycling center on Chamblin Road and marketed facility through Keep Columbia County Beautiful.
- **Reed Creek Park**- Phase II of boardwalk expansion completed with bridge constructed over creek to access 37 acre greenspace along the Pass.
- **Regional Events**- Secured and hosted four new regional sporting events utilizing facilities and promoted Columbia County as a tourist destination.

COMMUNITY & LEISURE SERVICES DEPARTMENT

FUND/DEPARTMENT NUMBER: 1010

GOALS FOR FY 10/11

- Complete Library system study to become an independent entity.
- Foster partnerships to host, fund and facilitate County events.
- Increase national and regional sporting events.
- Increase rental facility revenues.
- Integrate higher levels of technology in all departments.
- Secure grants and philanthropic donations.

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Grant Applications	4	4	3
Town Meetings	4	5	4
Capital Projects	7	7	6
Public Speaking	7	8	4
Community Events	55	50	55
News Articles	140	145	150
Committee Meetings	160	160	160

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Division Director	1	1	1
Administrative Specialist	1	1	1
Community Events Manager	1	1	1
Community Events Specialist	1	1	1
Visitor Center Coordinator	1	1	1
Total	5	5	5

COMMUNITY & LEISURE SERVICES DEPARTMENT

FUND/DEPARTMENT NUMBER: 1010

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles	1	1	0
Heavy Equipment	0	0	0
Vehicle Allowances	3	3	3
Total	4	4	3

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
60 CULTURE/RECREATION						
1010 COMMUNITY SERVICES						
51 PERSONAL SERVICES						
1011010	511001	SAL/WAGES	\$ 214,442	\$ 221,819	\$ 198,970	\$ 213,006
1011010	511030	VACATION	\$ 18,616	\$ 15,573	\$ 17,532	\$ -
1011010	511033	HOLIDAY	\$ 7,956	\$ 9,905	\$ 8,177	\$ -
1011010	511051	EMPLOYEE MEDICAL	\$ 24,743	\$ 22,070	\$ 17,842	\$ 16,278
1011010	511052	GROUP LIFE INSURANCE	\$ 292	\$ 353	\$ 240	\$ 221
1011010	511053	RETIREMENT	\$ 16,780	\$ 17,452	\$ 16,791	\$ 16,297
1011010	511054	FICA	\$ 19,632	\$ 20,104	\$ 18,134	\$ 16,101
1011010	511055	WORK COMP	\$ 4,011	\$ 1,627	\$ 20	\$ 4,000
1011010	511060	EXPENSE ALLOWANCE	\$ 22,517	\$ 25,779	\$ 21,102	\$ 18,363
1011010	511070	UNEMPLOYMENT	\$ 161	\$ 220	\$ 197	\$ 187
TOTAL	PERSONAL SERVICES		\$ 329,150	\$ 334,900	\$ 299,005	\$ 284,453
52 OPERATING-SUPPLIES						
1011010	522040	POSTAGE	\$ 840	\$ 618	\$ 567	\$ 1,100
1011010	522070	OPERATING SUPPLIES	\$ 8,825	\$ 4,374	\$ 6,503	\$ 13,244
1011010	522080	UTILITIES	\$ 16,154	\$ 17,058	\$ -	\$ -
1011010	522120	VEHICLE/EQUIPMENT	\$ -	\$ -	\$ -	\$ 300
1011010	522121	GAS/OIL/DEISEL	\$ 179	\$ 53	\$ 81	\$ 400
TOTAL	OPERATING-SUPPLIES		\$ 25,998	\$ 22,103	\$ 7,150	\$ 15,044
53 OPERATING-PURCH/CONT						
1011010	533025	ADVER/MARKETING	\$ -	\$ -	\$ 75	\$ 1,000
1011010	533035	CONTRACT SERVICES	\$ 115,733	\$ 148,746	\$ 2,261	\$ 5,000
1011010	533055	O/S SVCS-TEMP EMPLOYEES	\$ 13,534	\$ 2,772	\$ 1,425	\$ 9,500
1011010	533095	VEH REPAIR	\$ 60	\$ -	\$ -	\$ 600
1011010	533115	TRAVEL/TRAINING	\$ 8,642	\$ 5,320	\$ 9,429	\$ 9,500
1011010	533120	DUES & SUBSCRIPTIONS	\$ 1,736	\$ 1,564	\$ 499	\$ 2,200
1011010	533125	RENT ON BUILDINGS	\$ 250	\$ -	\$ -	\$ -
1011010	533135	COMMUNICATIONS	\$ 2,918	\$ 2,466	\$ 466	\$ 1,000
1011010	533140	PRINTING	\$ -	\$ 119	\$ 85	\$ 3,000
TOTAL	OPERATING-PURCH/CONT		\$ 142,873	\$ 160,987	\$ 14,239	\$ 31,800
TOTAL	COMMUNITY SERVICES		<u>\$ 498,021</u>	<u>\$ 517,990</u>	<u>\$ 320,394</u>	<u>\$ 331,297</u>

COLUMBIA COUNTY LIBRARY

FUND/DEPARTMENT NUMBER: 1601

MISSION STATEMENT

To provide quality library services and material to children and adults in the community in order to meet their informational, recreational, and educational reading needs.

VISION STATEMENT

To provide the highest level of professional and technical services in a modern facility utilizing state of the art materials to accommodate the needs of the dynamic population of Columbia County in the most cost effective manner.

DEPARTMENT DESCRIPTION

The Library system consists of three branches which provide an extensive collection including but not limited to books, periodicals, books on CD, online databases, electronic book download services Net Library and GADD, internet access, programs and events for children and adults as well as reference services.

ACCOMPLISHMENTS FOR FY 09/10

- Implemented electronic inventory systems at all three library branches.
- Improved the proficiency of the RFID self checkout
- Secured Greater Augusta Arts grant to augment the fiscal year allocations
- Promoted the library and our services through Facebook page
- Proactive in changing policy so that all fines must be paid at time of Library Card renewal.
- Increased circulation at all three branches.
- Implemented a Teen Advisory Board to encourage teen participation
- Implemented Computer courses available to our patrons in 4 week sessions to increase adult participation
- Increased book inventory by 20%
- Incorporated children's participation in Columbia County Read Together through Books Alive program featuring national level children's author.
- Increased library patronage to over 50% of the county's population
- Hosted Second annual Volunteer Reception
- Hosted Fourth Annual Author Event with standing room only that included out of town as well as out of state visitors.

COLUMBIA COUNTY LIBRARY

FUND/DEPARTMENT NUMBER: 1601

GOALS FOR FY 10/11

- Further implement the electronic inventory system at all three branches
- Secure additional grants to augment the fiscal year allocations
- Improve Audio/Visual collection
- Turn Harlem library into an up-to-date collection (5 year old)
- Improve Programming at Harlem for Children, Young Adult and Adults
- Increase circulation, book inventory and patronage.
- Become listed in Publisher's List for holding Author visits.
- Host a Mega Author Fundraiser

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Book Circulation	568,816	581,940	595,000
Registered Patrons	58,468	64,468	70,468
Collection Size	174,299	193,000	210,000
Materials budget	194,248	221,412	221,412
Building Sq. Ft	54,500	54,500	54,500
Reference Questions	92,701	100,000	106,000
Program Attendance	22,861	24,000	26,000

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Population Estimate	110,000	112,000	114,000
Book circulation per capita	5.17	5.20	5.22
Registered patrons per cap.	.53	.58	.62
Collection size per cap.	1.59	1.72	1.84
Materials budget per cap.	1.77	1.98	1.94
Building Sq. Ft. per cap.	.50	.49	.48
Reference ques. per cap.	1.18	1.12	1.08
Program attendance per cap	.21	.21	.23

COLUMBIA COUNTY LIBRARY

FUND/DEPARTMENT NUMBER: 1601

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Library Manager	1	1	1
Branch Supervisor	2	2	2
Children's Librarian	1	1	1
Circulation Manager	1	1	1
Reference Services Manager	1	1	1
Children's Services Specialist	1	1	1
Reference Librarian	1	1	1
Reference Specialist	2 (Both part time)	2 (Both part time)	2 (Part time)
Collection Development Librarian	1	1	1
Administrative Assistant	1	1	1
Library Assistant *1 pos. part-time	6	6	6
Total	18	18	18

We utilize temporary staff through an outside staffing agency not included in the numbers above.

BUDGET HIGHLIGHTS

Our 2010/2011 employee budget is lower due to hiring several positions at the base pay rate.

Our Communication line went up considerable due to the need to purchase ten (10) new computers for Euchee Creek to replace the OPACS and public computers.

We have proposed new library hours for all three branches in order to help reduce utility costs.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
1601 LIBRARIES			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
51 PERSONAL SERVICES						
1011601	511001	SAL/WAGES	\$ 536,833	\$ 508,550	\$ 490,830	\$ 568,039
1011601	511030	VACATION	\$ 44,026	\$ 63,785	\$ 38,148	\$ -
1011601	511031	SICK LEAVE	\$ 1,126	\$ 18,219	\$ 466	\$ -
1011601	511033	HOLIDAY	\$ 26,512	\$ 26,558	\$ 21,600	\$ -
1011601	511050	FRINGE BENEFITS	\$ -	\$ -	\$ -	\$ 9,464
1011601	511051	EMPLOYEE MEDICAL	\$ 93,012	\$ 75,317	\$ 76,377	\$ 73,022
1011601	511052	GROUP LIFE INSURANCE	\$ 949	\$ 836	\$ 532	\$ 481
1011601	511053	RETIREMENT	\$ 42,081	\$ 69,743	\$ 38,896	\$ 37,478
1011601	511054	FICA	\$ 44,503	\$ 45,057	\$ 40,442	\$ 38,022
1011601	511055	WORK COMP	\$ 1,140	\$ 463	\$ 77	\$ 1,200
1011601	511060	EXPENSE ALLOWANCE	\$ -	\$ 286	\$ 4,170	\$ 3,981
1011601	511070	UNEMPLOYMENT	\$ 374	\$ 497	\$ 444	\$ 429
TOTAL	PERSONAL SERVICES		\$ 790,554	\$ 809,309	\$ 711,979	\$ 732,116
52 OPERATING-SUPPLIES						
1011601	522040	POSTAGE	\$ 518	\$ 514	\$ 610	\$ 600
1011601	522065	OFFICE SUPPLIES	\$ 383	\$ 231	\$ -	\$ -
1011601	522070	OPERATING SUPPLIES	\$ 30,576	\$ 22,413	\$ 46,501	\$ 32,000
1011601	522080	UTILITIES	\$ 40,440	\$ 39,108	\$ -	\$ -
1011601	522100	MINOR PROPERTY	\$ -	\$ 8,300	\$ -	\$ -
1011601	522130	BOOKS & REPORTS	\$ 64,861	\$ 44,248	\$ 42,318	\$ 50,000
TOTAL	OPERATING-SUPPLIES		\$ 136,777	\$ 114,815	\$ 89,428	\$ 82,600
53 OPERATING-PURCH/CONT						
1011601	533025	ADVER/MARKETING	\$ 425	\$ -	\$ 2,415	\$ 1,000
1011601	533035	CONTRACT SERVICES	\$ 134,897	\$ 147,673	\$ 123,086	\$ 129,228
1011601	533055	O/S SVCS-TEMP EMPLOYEES	\$ 223,395	\$ 242,821	\$ 194,091	\$ 217,145
1011601	533060	GENERAL SERVICES	\$ 15,690	\$ 24,835	\$ 25,936	\$ 26,000
1011601	533115	TRAVEL/TRAINING	\$ 2,588	\$ 3,381	\$ 3,514	\$ 5,000
1011601	533120	DUES & SUBSCRIPTIONS	\$ 570	\$ 570	\$ 312	\$ -
1011601	533135	COMMUNICATIONS	\$ 8,462	\$ 6,797	\$ 2,307	\$ 14,750
1011601	533140	PRINTING	\$ 1,509	\$ 121	\$ 823	\$ 1,100
TOTAL	OPERATING-PURCH/CONT		\$ 387,537	\$ 426,198	\$ 352,483	\$ 394,223
TOTAL	LIBRARIES		\$ 1,314,869	\$ 1,350,322	\$ 1,153,891	\$ 1,208,939

RECREATION DEPARTMENT

FUND/DEPARTMENT NUMBER: 1611

MISSION STATEMENT

Striving to enrich lives by providing outstanding recreation programs, facilities and activities.

VISION STATEMENT

Offer top quality, affordable programs and activities for the citizens of Columbia County, while working toward the most outstanding Recreation & Leisure Services Department in the state and nation.

DEPARTMENT DESCRIPTION

The Columbia County Recreation & Leisure Services Department consists of 27 qualified professionals that meet the needs and expectations of citizens of Columbia County. This is a customer service oriented department that establishes and oversees activities and programs for our citizens. The department currently manages 11 parks consisting of 1,394 acres. Park amenities include an inventory of 44 athletic fields, 14 tennis courts, 16 playgrounds, 10 boat ramps, 4 disc golf courses, a nature park and a gymnasium complex. A comprehensive Recreation Master Plan was created in 2002, to guide operations and development of the county parks and leisure services facilities.

DEPARTMENT MOTTO

Service to the community for all, through pride, excellence and tradition.

ACCOMPLISHMENTS FOR FY 09/10

- Performed a study of department versus youth associations
- Increased on-line registration in all youth programs
- Increased programs at Reed Creek Nature Park
- Received the 1st District GRPA Agency of the Year Award 2009
- Voted "Best Athletic Facility" (Patriots Park) by Augusta Magazine for 4th year in a row
- Voted "Best Recreational Park" (Patriots Park) by Columbia County Magazine
- Hosted Dixie Baseball "O" Zone State Tournament
- Hosted GRPA Mite League State Baseball Tournament
- Hosted GRPA State Soccer Tournament
- Hosted NCAA Peach Belt Conference Championships
- Hosted Wheelchair Basketball Regional Tournament
- Hosted ESPN Bass Masters Elite Series Tournament

RECREATION DEPARTMENT

FUND/DEPARTMENT NUMBER: 1611

GOALS FOR FY 10/11

- Host Dixie Softball Ponytails World Series
- Host GRPA State Mite Baseball Tournament
- Host GRPA State Soccer Tournament
- Host Peach Belt Conference Cross Country Championship
- Host Peach Belt Conference Men's & Women's Soccer Championship
- Host Dixie Baseball "O" Zone State Tournament
- Increase on-line registration
- Improve youth registration advertisement
- Complete Recreation Manager Assessment

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Park Acres Managed	1377	1377	1394
Athletic Facilities Operated	63	63	63
Youth Athletic Participation	4438	3990	4500
Special Events Assisted	11	11	11
Employees Managed	31	27	27

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Customer Service Surveys			
Program Ratings: (low 1 – 10 high)	8.4	8	9
Staff Ratings: (low 1 –10 high)	8.4	8.45	8.6
Facility Ratings: (low 1 – 10 high)	8.3	8.5	8.5

RECREATION DEPARTMENT

FUND/DEPARTMENT NUMBER: 1611

YOUTH RECREATION ACTIVITIES

	# of Participants	Weeks of Activities	Total # of Games	Fields used per night	# days played per week
Spring Youth Sports	1,175	10	920	10-14	5
Fall Youth Sports	1,990	10	880	8-12	5
Winter Youth Sports	1,011	8	640	8-12	5
Reed Creek Nature Center	3,446	50	180 classes	-----	5

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Department Manager	1	1	1
Facility Supervisor	1	1	1
Athletic Supervisor	1	1	1
Park Service Supervisor	1	1	1
Gymnasium Coordinator	1	1	1
Program Coordinators	5	5	5
Administrative Assistant	1	1	1
Clerk/Accountant	1	1	1
Park Services Foreman	1	1	1
Park Svcs Crew Leader	4	4	3
Park Svcs Worker	12	12	11
Security Guard	1	1	1
Total	30	30	27

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
<u>Part-time/Seasonal Personnel</u>	1	1	1
Administrative Office (PT) Receptionist	1	1	1
Athletic Field Supervisors (S) Used during youth sports	3	3	3
Gymnasium (PT) Receptionist	3	3	3
Gymnasium (PT) Supervisors	2	2	2
Total	11	11	11

RECREATION DEPARTMENT

FUND/DEPARTMENT NUMBER: 1611

VEHICLE SCHEDULE

Category	Actual FY 09/10	Estimated FY 10/11	Needed Replacement
Pick-ups & Flat Beds	10	10	1
Utility Carts	9	10	0
Mowers	5	5	3
Heavy equipment	3	3	1
Specialty equipment	12	12	4
Total	39	40	9

*Note: Vehicle reports on replacement of vehicles and equipment from Fleet Services

BUDGET HIGHLIGHTS

- Hosting National Disc Golf Tournament (Wildwood Park)
- Hosting Dixie Softball Ponytails World Series (Patriots Park)
- Hosting Dixie Baseball "O" Zone State Tournament (Riverside Park)
- Hosting GRPA Mite Baseball State Tournament (Patriots Park)
- Hosting Peach Belt Conference NCAA Soccer Championships (Blanchard Woods Park)
- Hosting Peach Belt Conference NCAA Cross Country Championships (Blanchard Woods Park)
- Hosting GRPA State Soccer Tournament (Blanchard Woods Park)

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
1611 RECREATION			FY 2008	FY 2009	FY 2010	FY 2011
51 PERSONAL SERVICES						
1011611	511001	SAL/WAGES	\$ 788,177	\$ 842,102	\$ 815,386	\$ 953,827
1011611	511030	VACATION	\$ 72,978	\$ 49,273	\$ 68,178	\$ -
1011611	511031	SICK LEAVE	\$ 1,858			
1011611	511033	HOLIDAY	\$ 38,988	\$ 39,440	\$ 35,526	\$ -
1011611	511050	FRINGE BENEFITS	\$ -	\$ -	\$ -	\$ 10,061
1011611	511051	EMPLOYEE MEDICAL	\$ 131,965	\$ 125,965	\$ 126,718	\$ 126,856
1011611	511052	GROUP LIFE INSURANCE	\$ 1,459	\$ 1,448	\$ 1,102	\$ 912
1011611	511053	RETIREMENT	\$ 64,899	\$ 64,543	\$ 61,240	\$ 61,167
1011611	511054	FICA	\$ 69,153	\$ 71,077	\$ 70,104	\$ 64,755
1011611	511055	WORK COMP	\$ 10,672	\$ 4,329	\$ 110	\$ 11,000
1011611	511060	EXPENSE ALLOWANCE	\$ 40,121	\$ 47,281	\$ 43,834	\$ 41,772
1011611	511070	UNEMPLOYMENT	\$ 572	\$ 785	\$ 770	\$ 784
TOTAL	PERSONAL SERVICES		\$ 1,220,842	\$ 1,246,243	\$ 1,222,970	\$ 1,271,134
52 OPERATING-SUPPLIES						
1011611	522001	UNIFORMS	\$ 4,640	\$ 4,659	\$ 3,171	\$ 2,000
1011611	522040	POSTAGE	\$ 3,472	\$ 3,036	\$ 2,770	\$ 3,000
1011611	522055	ADULT LEAGUE	\$ 24,729	\$ 25,672	\$ 27,562	\$ 26,000
1011611	522060	DAY CAMP EXPENSE	\$ 7,647	\$ 11,854	\$ 12,515	\$ 25,000
1011611	522061	UNIFORM	\$ 55,624	\$ 55,957	\$ 56,094	\$ 50,000
1011611	522070	OPERATING SUPPLIES	\$ 148,704	\$ 140,049	\$ 144,445	\$ 136,000
1011611	522073	CONCESSION	\$ 190	\$ 234	\$ 175	\$ 300
1011611	522080	UTILITIES	\$ 59,374	\$ 64,758	\$ -	\$ -
1011611	522100	MINOR PROPERTY	\$ 57,533	\$ 37,673	\$ 30,506	\$ 30,000
1011611	522120	VEHICLE/EQUIPMENT	\$ 1,559	\$ 1,122	\$ 1,106	\$ 2,000
1011611	522121	GAS/OIL/DEISEL	\$ 40,487	\$ 30,557	\$ 31,888	\$ 30,000
1011611	522125	TOURNAMENT	\$ 29,145	\$ 37,035	\$ 46,680	\$ 30,000
TOTAL	OPERATING-SUPPLIES		\$ 433,104	\$ 412,606	\$ 356,910	\$ 334,300
53 OPERATING-PURCH/CONT						
1011611	533025	ADVER/MARKETING	\$ 1,385	\$ 2,969	\$ 6,353	\$ 6,000
1011611	533035	CONTRACT SERVICES	\$ 57,195	\$ 64,960	\$ 27,081	\$ 28,000
1011611	533042	CONTRACT SERVICES	\$ 877	\$ 995	\$ 1,258	\$ 1,500
1011611	533055	O/S SVCS-TEMP EMPLOYEES	\$ 121,165	\$ 102,263	\$ 95,958	\$ 100,000
1011611	533060	GENERAL SERVICES	\$ 156	\$ -	\$ 198	\$ -
1011611	533064	GEN REPAIRS	\$ 24,665	\$ 21,803	\$ 26,977	\$ 20,000
1011611	533095	VEH REPAIR	\$ 8,832	\$ 10,814	\$ 8,613	\$ 4,000
1011611	533105	PER DIEM FEES	\$ 93,723	\$ 96,783	\$ 101,013	\$ 96,000
1011611	533115	TRAVEL/TRAINING	\$ 6,143	\$ 6,637	\$ 6,665	\$ 6,500
1011611	533120	DUES & SUBSCRIPTIONS	\$ 20,241	\$ 19,528	\$ 3,874	\$ 5,000
1011611	533127	EQUIPMENT RENTAL	\$ 795	\$ 833	\$ 970	\$ 1,000
1011611	533130	INSURANCE	\$ 14,790	\$ 300	\$ 20,105	\$ 10,000
1011611	533135	COMMUNICATIONS	\$ 12,865	\$ 11,639	\$ 3,449	\$ 8,440
1011611	533140	PRINTING	\$ 2,354	\$ 306	\$ 361	\$ 3,000
TOTAL	OPERATING-PURCH/CONT		\$ 365,186	\$ 339,829	\$ 302,874	\$ 289,440
60 CAPITAL						
1011611	601076	CIP BUILDINGS	\$ 5,700			
1011611	601079	CIP VEHICLES	\$ 16,000	\$ -	\$ 9,941	\$ 10,000
1011611	601081	CIP MACH/EQUIPMENT	\$ -	\$ 40,695	\$ -	\$ -
TOTAL	CAPITAL		\$ 21,700	\$ 40,695	\$ 9,941	\$ 10,000
TOTAL	RECREATION		\$ 2,040,833	\$ 2,039,374	\$ 1,892,695	\$ 1,904,874

WILDWOOD PARK DEPARTMENT

FUND/DEPARTMENT NUMBER: 1612

MISSION STATEMENT

To offer outdoor leisure opportunities for the citizens of Columbia County – walking, biking and horse back riding; swimming, fishing, picnicking, boating and camping and disc golf – all in a natural environment. Promote the mental, physical and social well being of all visitors by enhancement of outdoor natural experiences, adding to the quality of life within Columbia County.

VISION STATEMENT

To enhance Wildwood Park as a major tourism attraction in the southeastern United States, and as a major fishing and disc golf destination.

DEPARTMENT DESCRIPTION

An outstanding natural area within Columbia County, that is located on Lake Thurmond devoted to individual and family passive recreational opportunities. The park includes: a 6 boat mega-ramp, with parking for 231 vehicles and trailers; the International Disc Golf Center with three 18-hole courses; 4 picnic pavilions; 62 camp sites with electrical hook-ups and water; horse and bike trails; a picnic area and a beach.

ACCOMPLISHMENTS FY 09/10

- Hosted ESPN Bass Masters Elite Series
- Hosted National Disc Golf Association Tournament
- Voted “Best Campground on Lake Thurmond” by Augusta Magazine
- Voted “Best Campground on Lake Thurmond” by Columbia County Magazine
- Voted “2nd Best Recreation/Park” by Augusta Magazine
- Hosted Cabela’s Crappie Weekend Tournament
- Hosted Clark Hill Bass Association “Easter Seals” Tournament
- Hosted Clark Hill Bass Association “Tommy Shaw Memorial” Tournament
- Hosted Clark Hill Bass Association “Mr. Clark Hill” Tournament

WILDWOOD PARK DEPARTMENT

FUND/DEPARTMENT NUMBER: 1612

GOALS FOR FY10/11

- Add on-line camping reservations
- Continue to work on Park Master Plan
- Continue to host major fishing events
- Update park information technology operations
- Study State and Corps Parks for fee structure review

WORKLOAD MEASUREMENTS

Wildwood Park is a 975 acre facility located on Keg Creek (Lake Thurmond). The park is operated by (1) Park Coordinator, (1) Park Services Worker, and (3) Host Campers (Part-time employees).

PERFORMANCE MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Park Attendance*	125,000	115,874	130,000
Camping Nights	6392	6500	5000
Special Events	48	45	50

*Information from Army Corps of Engineers

STAFFING

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Park Coordinator	1	1	1
Park Services Worker	1	1	1
Host Campers PT	3	3	3
Seasonal EmployeePT	1	1	1

WILDWOOD PARK DEPARTMENT

FUND/DEPARTMENT NUMBER: 1612

VEHICLE SCHEDULE

Category	Actual FY 09/10	Estimated FY 10/11	Needed Replacement
Authorized Vehicles	1	1	1
Utility Carts	2	2	2
Heavy Equipment	1	3	3

BUDGET HIGHLIGHTS

- Hosting National Disc Golf Association Tournament (April 2011)
- American Bass Anglers Tournament Trail
- Clark Hill Bass Association "Easter Seals" Tournament
- Clark Hill Bass Association "Mr. Clark Hill" Tournament
- Host PVA Regional Bass Tournament

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
1612 WILDWOOD PARK			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
51 PERSONAL SERVICES						
1011612	511001	SAL/WAGES	\$ 36,996	\$ 56,357	\$ 57,486	\$ 64,207
1011612	511030	VACATION	\$ 2,579	\$ 3,759	\$ 4,057	\$ -
1011612	511033	HOLIDAY	\$ 1,242	\$ 2,471	\$ 2,512	\$ -
1011612	511051	EMPLOYEE MEDICAL	\$ 9,327	\$ 10,354	\$ 7,141	\$ 7,122
1011612	511052	GROUP LIFE INSURANCE	\$ 84	\$ 123	\$ 89	\$ 123
1011612	511053	RETIREMENT	\$ 2,121	\$ 3,824	\$ 3,469	\$ 3,237
1011612	511054	FICA	\$ 2,941	\$ 4,543	\$ 4,753	\$ 4,546
1011612	511055	WORK COMP	\$ 353	\$ 143	\$ 11	\$ 400
1011612	511060	EXPENSE ALLOWANCE	\$ 178	\$ 482	\$ 482	\$ 481
1011612	511070	UNEMPLOYMENT	\$ 26	\$ 50	\$ 52	\$ 52
TOTAL	PERSONAL SERVICES		\$ 55,848	\$ 82,107	\$ 80,051	\$ 80,168
52 OPERATING-SUPPLIES						
1011612	522001	UNIFORMS	\$ 212	\$ -	\$ 257	\$ 200
1011612	522040	POSTAGE	\$ 10	\$ 81	\$ 77	\$ 150
1011612	522070	OPERATING SUPPLIES	\$ 11,123	\$ 12,968	\$ 9,333	\$ 13,500
1011612	522080	UTILITIES	\$ 2,787	\$ 4,334	\$ -	\$ -
1011612	522100	MINOR PROPERTY	\$ 5,984	\$ 20,274	\$ 2,145	\$ 1,000
1011612	522120	VEHICLE/EQUIPMENT	\$ -	\$ 282	\$ 386	\$ 500
1011612	522121	GAS/OIL/DEISEL	\$ 2,558	\$ 1,116	\$ 1,420	\$ 3,000
TOTAL	OPERATING-SUPPLIES		\$ 22,673	\$ 39,055	\$ 13,618	\$ 18,350
53 OPERATING-PURCH/CONT						
1011612	533025	ADVER/MARKETING	\$ 3,031	\$ 2,862	\$ 4,839	\$ 4,500
1011612	533035	CONTRACT SERVICES	\$ 4,118	\$ 7,394	\$ 3,061	\$ 6,000
1011612	533055	O/S SVCS-TEMP EMPLOYEES	\$ 27,597	\$ 29,796	\$ 30,738	\$ 30,000
1011612	533064	GEN REPAIRS	\$ 5,709	\$ 4,880	\$ 5,409	\$ 4,000
1011612	533095	VEH REPAIR	\$ 1,000	\$ 1,245	\$ 1,360	\$ 1,000
1011612	533127	EQUIPMENT RENTAL	\$ 395	\$ 675	\$ -	\$ 1,000
1011612	533130	INSURANCE	\$ -	\$ -	\$ -	\$ 500
1011612	533135	COMMUNICATIONS	\$ 740	\$ 1,660	\$ 624	\$ 1,600
1011612	533140	PRINTING	\$ 151	\$ 731	\$ 732	\$ 1,000
TOTAL	OPERATING-PURCH/CONT		\$ 42,741	\$ 49,242	\$ 46,763	\$ 49,600
60 CAPITAL						
1011612	601079	CIP VEHICLES	\$ 9,995	\$ -	\$ 9,941	\$ -
1011612	601090	CIP OTHER	\$ -	\$ -	\$ -	\$ -
TOTAL	CAPITAL		\$ 9,995	\$ -	\$ 9,941	\$ -
TOTAL	WILDWOOD PARK		\$ 131,257	\$ 170,404	\$ 150,372	\$ 148,118
TOTAL	CULTURE/RECREATION		\$ 3,984,980	\$ 4,078,089	\$ 3,517,352	\$ 3,593,228

HOUSING/DEVELOPMENT

This function includes activities that focus on developing the County to keep up with growth and to improve the quality of life for our citizens. Included are conservation activities to conserve and develop the County's natural resources; developing and implementing a comprehensive land use plan; administration of zoning ordinances; expenditures made to foster economic growth and development of the area. Below are listed the departments included within this function. A brief description of each department precedes the detailed budget reports.

**Geographic Information Systems
Economic Development
Planning & Development
Code Compliance
Plan Review & Engineering
Extension Service
Forestry**

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

FUND/DEPARTMENT NUMBER: 1013

MISSION STATEMENT

To provide state-of-the-art geographic information, analysis, and services to all departments and the public.

VISION STATEMENT

To provide a consistently high quality of data and services to all levels of Columbia County Government and the public.

DEPARTMENT DESCRIPTION

The GIS department consists of a GIS Manager, a GIS Projects Manager, two GIS Technician IVs, a Planning Technician, and a GIS Technician I. Most county departments depend upon the information gathered and published by the GIS Department for addressing, analysis, informational, or mapping needs. The divisions and departments that utilize GIS include the Water Utility Division (Water, Sewer, Storm Water), the Development Services Division (Planning, Engineering, Plan Review, Building Standards, and Code Compliance), the EMA Division (Animal Care and Control, Risk Management, Fleet Services, Customer Service 3-1-1), the Financial Services Division (Accounting and Procurement), Community and Leisure Services Division (Recreation, Green Space, Libraries, Columbia County Clean and Beautiful), Construction and Maintenance Services Division (SPLOST, Facility Services, Landfill, Property Acquisition, Road Construction, Roads and Bridges, and Traffic Engineering), the office of the Deputy County Administrator (Information Technology and Human Resources), and the Tax Assessor's Office, the Tax Commissioner's Office, and the Sheriff's Office. The GIS Department provides services, as well as support and training, and maintains the central GIS library and software products. There are over 100 installations of an end-user GIS product for county employees, and the publicly accessible Maps Online is maintained and updated through this department. The GIS Department is under the Development Services Division.

ACCOMPLISHMENTS FOR FY 09/10

- **Training and Committee Support:**
 - Sent GIS users to appropriate training, conferences, and workshops to increase proficiency in GIS applications and data development strategies. GIS Staff also trained internal departments in GIS and GPS use.
 - Training and Conferences:
 - URISA Users Conferences for Addressing
 - Maintained URISA Membership for department
 - ESRI Authorized Instructor status
 - ESRI training for ArcGIS
 - NENA National Emergency Number Association
 - 3D Modeling and LiDar Analysis

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

FUND/DEPARTMENT NUMBER: 1013

- Training provided to other departments:
 - Trained county employees with Authorized ESRI Intro to GIS course
 - Trained crews to use Trimble GPS equipment
 - Support for Martinez-Columbia Fire and Rescue
 - Conducted Maps Online training sessions to maximize productivity in the field.
- **Federal Agency support:**
 - US Census Bureau
 - Participated in LUCA feedback program (Local Update of Census Addresses)
 - Participated in New Construction Program, submitted 1291 new addresses
 - Successfully proved 2300 previously rejected addresses
- **GIS Software Applications:**

Maintained and updated GIS applications for optimal use

 - Added Public Safety, Animal Control, and Inspection area layers to Maps Online
 - Upgraded GISmo desktop for individual department requests
 - Created custom ArcGIS map documents for Engineering and Planning Departments
 - Created custom ArcGIS map document for Floodplain management to include links to official FEMA documents for remapped areas (LOMR)
 - Assisted Sheriff's Office with GIS applications for their 911 and Crime Analysis OSSI databases. Update data layers including roads for 911 dispatchers.
 - Continued to work with Martinez-Columbia Fire and Rescue with maintenance of Emergency Response GIS software, particularly pertaining to road address range updates and hydrant inventory.
 - Created Custom Columbia County Road Map and index grid for publication
- **Contracting:**

Maintained contracts with vendors providing specialized services

 - Cadastra/Group 1 (Tax Parcel and Plat boundary maintenance):
 - Maintained the parcel adjustment initiative and periodic updates of ownership boundaries
 - Streamlined parcel split information to more efficient digital file submittal to contractor
 - Increased efficiencies in data correction routines
 - Spatial Data (Aerial Photography/Orthophotography/Ground Modeling services):
 - Completed flight and orthorectification for county (flight in February 2009)
 - Resurveyed monumentation and installed signage for survey markers
 - Re-installed damaged monuments from 2007 survey
 - Worked with vendor to QC planimetrics updates (contours, building footprints, impervious surface, roadways, curb and gutter, hydrography, digital elevation model, headwalls/retaining walls, pools, and decks/patios.

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

FUND/DEPARTMENT NUMBER: 1013

- **Addressing:**
 - Regular contributing member of Subdivision/Plat Plan Review
 - Munis Centralized Addressing, subdivisions, and roads module development
 - Streamlined addressing processes for both AS/400 and GIS uses
 - Continued QC of other AS/400 databases, such as Storm Water, Location Maintenance System, and Tax Assessor
 - Addressing of new development requests, as well as renumbering addresses
 - Provided addressing and final plats to 10 internal departments as filed with the Clerk of Court.
 - Provided addressing and plats to utility companies, post offices, 911, Martinez-Columbia Fire and Rescue, and Board of Education offices.
 - Maintained and updated data in AS400 for MUNIS Conversion
 - Updated comprehensive SOP for Addressing including road naming/renaming, plan review and day to day aspects of Addressing tasks.

- **Departmental support:**
 - GIS provided mapping and analysis for the following departments and divisions:
 - EMA:
 - Emergency Response mapping projects
 - 5 mile drive analysis of potential fire department sites
 - Water/Sewer:
 - GPS data collection and integration of Water and Sewer Department's data into GIS library and software products
 - Processing and verification of Water and Sewer data from GPS crews
 - Storm Water:
 - Updated Storm Water GPS data from Engineering Department and created EPD maps of infrastructure
 - Planning: maintenance of GIS layers:
 - Zoning – rezonings and adjustment of boundaries to coincide with corrected parcel boundaries
 - Evans Town Center overlay
 - CPOD (Corridor Protection Overlay District)
 - Sign Overlay Districts
 - Census Layer boundary Corrections (Census Tracts and Traffic Zones)
 - City Limits and Annexations (established procedure for update)
 - Harlem Zoning
 - Harlem Historical Districts
 - Street Light Districts
 - Future Map for County Projects and improvements
 - Community and Leisure Services
 - Updated Green Space layer
 - Developed maps for Wildwood Park for online reservations and brochure
 - Information Technology
 - Broadband Stimulus grant application mapping and analysis

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

FUND/DEPARTMENT NUMBER: 1013

- IT connections (communications)
 - Facilities and Pre-Construction: Boat ramps, Landfill, Parade Routes, Parks, Un-surfaced Roads, Rest Areas
 - Finance: Compilation of construction costs and storm water inventory for yearly asset depreciation in accordance with GASB 34 reporting requirements
 - Sheriff's Office: Sex Offender locations, Sex Offender "no-live" zones, Burglaries, Fatal Accidents
 - Board of Elections: Voter District boundary analysis and modifications
 - 3D mapping analysis to determine terrain change, line of sight, and flooding simulations.
 - Data distribution to vendors/contractors
 - Data sales to individuals and agencies
-
- GPS projects currently underway
 - Community and Leisure Services:
 - Wildwood Park Disc Golf Courses
 - Bike, Horse, and Walking Trails
 - Camp sites and structures
 - Traffic Engineering:
 - Traffic Intersection Signal Mapping/Inventory
 - Water Department:
 - Water Quality Sampling Sites
 - New Subdivision GPS inventory to include sanitary sewer, storm water, hydrants, valves and road centerlines
 - Historical sewer trunk line, hydrants, valves
 - Information Technology
 - Fiber optic cable mapping
 - Created map books for EMA Debris Management Program, Storm Water Utility Maintenance, and Sewer Service

GOALS FOR FY 10/11

- To be highly-vested in the ERP implementation so that the advantages of GIS enterprise-wide can be maximized.
- Fully implement the SQL server and SDE by migrating data structure to SDE to enhance data access speeds and data dissemination. This process includes building data models that will be flexible for future data developments.
- Continue with Addressing process to ensure accurate data and database compatibility. This process will serve as a central point for submission of subdivision data which will allow for timely updates of property boundaries and infrastructure data (water, sewer, storm water, roads, and building footprints)
- Extensive GPS effort to re-collect and locate missing problem areas for sewer, storm water, water system infrastructure.

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

FUND/DEPARTMENT NUMBER: 1013

- GPS data collection processing and conversion to GIS for all newly constructed areas, such as road, sewer, water, and storm water infrastructure.
- Update planimetrics for the entire county at the same low elevation. This will allow for updates of new construction as well as better resolution in the western section of the county. Implement planimetric layers to:
 - QC GPS data elevations
 - Determine accurate impervious surface for individual parcels
 - Update transportation network surfaces and types
 - Develop links and functionality to enable future use of building footprints with Munis permitting and addressing
 - Replace USGS hydrography layers with more accurate planimetric hydrography.
- Integrate new data with existing software applications and data library, and utilize the highly-accurate Digital Elevation Model in 3D modeling.
- Offer Introduction to ArcGIS courses for Columbia County employees (ESRI Authorized)
- Conduct end-user training for GIS applications
- Upgrade Maps Online to allow use of Comparable Property and advanced searches
- Continue to QA/QC all GIS data layers to ensure spatial and attribute accuracy
- Continue to improve technical abilities by attending workshops, conferences, and training
- Integrate GIS into departments that could benefit from use

STAFFING

The staffing of this department consists of a GIS Manager, a GIS Projects Manager, two GIS Technician IVs, a Planning Technician, and a GIS Technician I.

BUDGET HIGHLIGHTS

There is an ever-increasing demand for data and addressing from both internal and external customers. With the continual parcel adjustment and update project, the 2009 aerial photography, and the reorganization of the department, the infrastructure inventory and information distribution has greatly improved. Addressing in the GIS department has allowed for the entire land records process to be streamlined from start to finish. GIS is an integral part of construction planning stages through the final recorded plat, and the department has streamlined the processes involved. The latest orthophotography was taken in the spring of 2009 and was completely implemented in this next budget year to assist with tax assessment, development, site location analysis, emergency response, as well as other uses. The use of Maps Online has increased greatly for both the staff and the public. The speed and amount of information that is available online has improved, as well as the ease of use and flexibility of the application. GIS data holdings continue to be refined and maintained.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
70 HOUSING & DEVELOPMENT						
1013 GEOGRAPHIC INFORMATION SYSTEMS						
51 PERSONAL SERVICES						
1011013	511001	SAL/WAGES	\$ 169,383	\$ 205,368	\$ 239,332	\$ 272,332
1011013	511004	OVERTIME	\$ 465	\$ -	\$ -	\$ -
1011013	511030	VACATION	\$ 14,530	\$ 17,728	\$ 21,205	\$ -
1011013	511031	SICK LEAVE	\$ 333			
1011013	511033	HOLIDAY	\$ 8,137	\$ 9,288	\$ 10,508	\$ -
1011013	511051	EMPLOYEE MEDICAL	\$ 27,058	\$ 31,754	\$ 40,767	\$ 40,212
1011013	511052	GROUP LIFE INSURANCE	\$ 290	\$ 368	\$ 323	\$ 291
1011013	511053	RETIREMENT	\$ 14,645	\$ 16,342	\$ 16,295	\$ 15,870
1011013	511054	FICA	\$ 14,900	\$ 18,145	\$ 21,408	\$ 20,503
1011013	511055	WORK COMP	\$ 2,082	\$ 845	\$ 22	\$ 2,083
1011013	511060	EXPENSE ALLOWANCE	\$ 10,630	\$ 18,611	\$ 26,717	\$ 34,083
1011013	511070	UNEMPLOYMENT	\$ 121	\$ 201	\$ 238	\$ 244
TOTAL	PERSONAL SERVICES		\$ 262,575	\$ 318,649	\$ 376,814	\$ 385,618
52 OPERATING-SUPPLIES						
1011013	522065	OFFICE SUPPLIES	\$ -	\$ 409	\$ -	\$ -
1011013	522070	OPERATING SUPPLIES	\$ 3,866	\$ 4,123	\$ 8,660	\$ 4,000
1011013	522080	UTILITIES	\$ 12,760	\$ 15,793	\$ -	\$ -
1011013	522100	MINOR PROPERTY	\$ 11,918	\$ 13,186	\$ 16,413	\$ -
1011013	522121	GAS/OIL/DEISEL	\$ 3,020	\$ 654	\$ 49	\$ -
TOTAL	OPERATING-SUPPLIES		\$ 31,564	\$ 34,165	\$ 25,121	\$ 4,000
53 OPERATING-PURCH/CONT						
1011013	533035	CONTRACT SERVICES	\$ 378,760	\$ 302,798	\$ 234,402	\$ 307,000
1011013	533063	EQUIPMENT REPAIRS	\$ -	\$ -	\$ 317	\$ -
1011013	533095	VEH REPAIR	\$ 643	\$ 942	\$ 123	\$ -
1011013	533115	TRAVEL/TRAINING	\$ 17,820	\$ 17,499	\$ 25,211	\$ 20,000
1011013	533120	DUES & SUBSCRIPTIONS	\$ 406	\$ 1,415	\$ 1,090	\$ 1,500
1011013	533135	COMMUNICATIONS	\$ 2,875	\$ 3,003	\$ 988	\$ 500
1011013	533140	PRINTING	\$ 205	\$ -	\$ 180	\$ -
TOTAL	OPERATING-PURCH/CONT		\$ 400,710	\$ 325,656	\$ 262,312	\$ 329,000
60 CAPITAL						
1011013	601081	CIP MACH/EQUIPMENT	\$ -	\$ 7,235	\$ -	\$ 7,000
TOTAL	GEOGRAPHIC INFORMATION		\$ 694,850	\$ 685,705	\$ 664,247	\$ 725,618

DACC Strategic Planning Session Summary

The following is a review of goals/objectives discussed at the planning session held on May 14, 2009. The timeline for completing or achieving progress on these goals is a four-year period.

Working Goal Statements (*arranged in no order of priority*)

- 1. To capitalize on the resources and opportunities existing at both SRS and Fort Gordon.**

Possible "action items" to consider:

- Identify opportunities for transferring technology developed/used at both facilities to local firms
- Disseminate information on procurement requirements/systems at both facilities, in order to increase business opportunities for local firms
- Participate closely with strategic partners at the two facilities (SRS CRO and CSRA Alliance for Fort Gordon), assisting those partners in the implementation of their respective missions

Goal monitoring assigned to the EXISTING BUSINESS & WORKFORCE DEVELOPMENT committee.

- 2. To create a plan for retaining the county's highly-educated populace, including recent high school and local post-secondary institution graduates, along with those persons leaving the military at Fort Gordon, thus reducing the county's "brain drain" and talent loss.**

Possible "action items" to consider:

- Establish an on-line "job portal" to permit *job seekers and employers hiring* to interface
- Promote entrepreneurial resources available (at RDC and SBDC) for developing new businesses
- Work in concert with the local school board and Augusta Tech, to help promote tech opportunities available to persons with a technical education background/training
- Create an "angel fund" or loan pool targeting retiring military personnel interested in launching a business

Goal monitoring assigned to the EXISTING BUSINESS & WORKFORCE DEVELOPMENT committee.

- 3. Working closely with the CVB and the Columbia County Chamber of Commerce, to develop a common "branding concept" for use in promoting the county to businesses, tourists, the film industry, and the general public.**

Possible "action items" to consider:

- Review findings of the Randall Report (2009 CVB-funded study) and assist CVB in implementation of those areas pertaining to the DACC and its economic development mission
- "Test market" brand concepts to select businesses and economic development experts
- Poll business community on final brand choices

Goal monitoring assigned to the BUSINESS RECRUITMENT & INCENTIVES committee.

- 4. While continuing efforts to change the existing “tier” system (governing the application of certain state economic development incentives), to develop alternate incentive programs that will accentuate the county’s comparative advantages.**

Possible “action items” to consider:

- Maintain frequent contact with state legislators and government officials throughout year via special events (beyond “Columbia Day” at the capitol) in attempt to change law
- Emphasize use of new “Quality Jobs Tax Credit” program through promotional materials and targeted marketing efforts toward prospects/firms that pay a higher wage
- Explore feasibility of creating a local tax credit program or equivalent savings vehicle to offset the differential that exists between a Tier 1 community and a Tier 4 community in regards to the per job income tax credit.
- Develop a checklist of other “comparative” advantages and promote as a “location” incentive

Goal monitoring assigned to the BUSINESS RECRUITMENT & INCENTIVES committee.

- 5. To improve the capacity and viability of the existing industry/business community in the county through periodic “needs” assessments.**
- Serve as a conduit for information on available financial and technical assistance programs
 - Provide marketing exposure at select trade shows or business expos (i.e., local firms at Bio)
 - Promote local firms’ capabilities (including contact info) to state (GEDA) and regional officials and to other local businesses (increasing local “turnover” of business activity)
 - Conduct an annual industry visitation survey
 - Partner with the local chamber to sponsor an industry appreciation event (Developers’ Day)
 - Participate in the local chamber’s industry council and its program of work (FTZ, backhauling)

Goal monitoring assigned to the EXISTING BUSINESS & WORKFORCE DEVELOPMENT committee.

- 6. To encourage small business and entrepreneurial activity within the county through the establishment of specific technical and/or financial assistance programs**

Possible “action items” to consider:

- Assess the prospect of creating a local venture capital fund or “angel” network of investors for county entrepreneurs
- Partner with existing small business support providers (RDC, SBDC) to promote resources available to businesses
- Conduct a feasibility study on starting or expanding a business incubator program in the county
- Identify and apply to federal or state grant sources for program initiatives

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Goal # 6 (entrepreneurial activity), continued:

- Create a marketing program (as part of the DACC's overall marketing plan) targeting unique small business enterprises (those not currently represented in the area)
- Participate in the local chamber's small business development committee
- Work closely with GDEcD, utilizing resources and contacts with state

Goal monitoring assigned to the BUSINESS RECRUITMENT & INCENTIVES committee.

- 7. To identify ways to reduce DACC operational costs while seeking alternative sources of funds or revenue generation, in order to improve the DACC's financial position and lessen its dependency upon the county as a source for funding**

Possible "action items" to consider:

- Examine the feasibility of combining DACC office space with other business support providers (CVB, local chamber) as a means of sharing costs and reducing expenses
- Explore the possibility of implementing a "build-to-suit" program, in which the DACC would construct and lease industrial building property to select manufacturing/distribution firms with options-to-purchase provisions contained within the lease
- Work with the county to identify properties that could be transferred to the DACC for re-sale or re-use by the private sector, properties which could generate an increase to the fund balance

Goal monitoring assigned to the EXECUTIVE committee.

- 8. To help improve the capabilities of the local workforce through programs designed to enhance the work skill levels of the county's residents.**

Possible "action items" to consider:

- With Georgia Power, lead county's certification effort under the governor's Work Ready Community Initiative
- Promote the use of the state's Quick Start worker training program to new and existing industry in the county
- Work closely with the local school board and staff to expand technical training programs available to high school students

Goal monitoring assigned to the EXISTING BUSINESS & WORKFORCE DEVELOPMENT committee.

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- 9. To maintain the accurate and timely information on the county (population statistics and business demographics) required by site selectors and business decision makers when evaluating the potential of the area for a project (establishment or relocation of a firm).**

Possible "action items" to be considered:

- Routine maintenance of web site, and periodic "revisions" to keep it fresh, new
- Periodic publication of newsletter and press releases
- Build an on-line database of available buildings and sites, and update it on a regular basis
- Maintain contact (including personal contact) with site consultants and business development officials

Goal monitoring assigned to the BUSINESS RECRUITMENT & INCENTIVES committee.

- 10. To concentrate short-term marketing efforts (via the DACC's overall marketing plan) on securing a tenant or buyer for the DACC-owned industrial building on Wrightsboro Road (termed the "spec" building) by creating a specific promotion plan for the property.**

Possible "action items" to consider:

- Host special events (such as an "open house") at building on a periodic basis, touting the property
- Identify local companies that might fit the building's specs, then conduct an advertising campaign targeted to those firms
- Assemble a list of creative financing options for consideration by a tenant/buyer
- Maintain routine contact with real estate databases (on-line) about availability of the building

Goal monitoring assigned to the PROPERTY DEVELOPMENT committee.

- 11. To identify marketing opportunities for the county to promote in one or more of the following "bio-tech" fields - health, agri-business, energy or industry, and/or environmental-related industries.**

Possible "action items" to consider:

- Participate in the "Augusta Life Sciences" regional marketing effort, spearheaded by MCG (which maintains a presence at trade shows like Bio and regional business expos)
- Use the Augusta Showcase during MASTERS' week to target bio-tech leads
- Work with the region's two existing business incubators (MCG and GMDA) to recruit program graduates, and with the GDEcD

Goal monitoring assigned to the BUSINESS RECRUITMENT & INCENTIVES committee.

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12. To facilitate the development or re-development of business sites within the county, Harlem, and Grovetown, by actively working with the real estate development community.

Possible “action items” to consider:

- To assist the City of Harlem with the preparation of its DCA Revitalization Plan for downtown
- To advance plans for infrastructure at the Georgia Vitrified industrial site in Harlem
- To identify parcels that would increase the amount of industrial space available in the Horizon South industrial area in Grovetown

Goal monitoring assigned to the PROPERTY DEVELOPMENT committee.

13. To assist the county with the further development of the Gateway project at I-20, particularly as it relates to securing a diverse mix of retail that will complement the existing retail in the community.

Possible “action items” to consider:

- To develop a target marketing plan to recruit additional large-scale retailers to the Gateway project
- Working with the private sector developer, to identify potential retail sub-anchors to ensure a diverse mix of tenants
- To assist the county with planning for the use and development of its newly acquired 50-acre parcel adjacent to the Gateway’s retail component
- Conduct a study on “leakages” existing in local retail market to determine opportunities for retail attraction

Goal monitoring assigned to the PROPERTY DEVELOPMENT committee.

14. To strengthen the relationship between the DACC and other agencies in the economic and business development field in order to promote commerce and business investment in the region (Augusta-Aiken MSA).

Possible “action items” to consider:

- Explore the feasibility of creating a multi-jurisdictional industrial park
- Actively participate in the SRS CRO’s attempt to create an “energy park” on DOE property at the Savannah River Site

Goal monitoring assigned to the EXECUTIVE committee.

Mission Statement (established in 2007)

To enrich the quality of life within Columbia County through efforts which encourage new and expanding economic growth.

Core Values

- Honesty
- Creativity
- Competency
- Teamwork
- Accountability

Principal Constituency

- Public (citizenry)
- Existing business community (all sectors)
- County government
- Local school system

Strategic Partners Identified

- Columbia County CVB
- Columbia County Chamber of Commerce
- SRS Community Re-Use Organization
- Alliance for Fort Gordon
- CSRA Regional Development Center
- Unified Development Council (joint development authority)
- Board of Commissioners and county government divisions – Columbia County
- Columbia County School System
- Local governments of Harlem and Grovetown
- Utility companies
- Small Business Development Consortium
- Augusta Life Sciences Consortium (comprised of MCG, Richmond County Development Authority, Georgia Medical Center Authority, and DACC)
- GDEcD

SWOT Observations

Strengths:

- **Good network of volunteers**
- **Level of government services**
- **Location in proximity to metro Augusta**
- **Proximity to regional attributes – medical community, SRS, Fort Gordon**
- **Water resources (for business and recreation)**
- **Quality of local education system (elementary/secondary)**
- **Strong political alliances**
- **Positive community image – progressive**

Weaknesses:

- **Access to certain financial incentive programs**
- **Lack of discounted (cheap!) land**
- **Lack of product (developed sites, available buildings)**
- **Single-source funding for operations**
- **Lack of “brand” (sense of place)**
- **Limited infrastructure in some quarters**

Opportunities:

- **Large number of retirees – more expected**
- **Proximity to Clark’s Hill Lake**
- **Land available for business sites**
- **A master plan (and process) being followed by county**
- **Increasing retail mix**
- **Likely spin-off from regional development at SRS and Fort Gordon**
- **Pool of talent (SRS, Fort Gordon, medical-related institutions)**
- **Water resources**
- **Good rapport with other county agencies (CVB, Chamber)**

Threats:

- **Lack of capital for entrepreneurs, businesses**
- **Competition from other counties, regions**
- **Border community**
- **BRAC “fears” – Fort Gordon**
- **Water resources**

Priority goals are highlighted in italics

Executive Committee (Finance and Personnel)

Tasks: agency finances, personnel matters, agenda planning, inter-agency relationships

- Rick Evans
- Mark Wills
- Pete Brodie

Goal #7: Identify ways to reduce DACC operational costs while growing revenue

Goal #14: Strengthen relationship between DACC and other economic development groups in region

Business Recruitment and Incentive Programs

Tasks: new business marketing and development, financial incentives for business

- Stan Shepherd
- Pete Brodie
- Jason Manley

Goal #3: Develop a common brand for promoting county

Goal #4: Develop alternative incentive programs to counter Tier 4 disadvantages

Goal #6: Encourage small business/entrepreneurial activity within county

Goal # 9: Maintain accurate/timely info on the county for site selectors and prospects

Goal #11: Identify marketing opportunities to promote in one of the "bio" fields

Existing Business Development and Workforce Development

Tasks: existing industry programs, talent pool programs

- Jim Whitehead
- Pat Goodwin
- George Duehring

Goal #1: Capitalize on resources/opportunities at SRS and Fort Gordon

Goal #2: Create plan for retaining county's populace – reducing "brain drain"

Goal #5: Improve viability of existing firms through "needs" assessment

Goal #8: Improve capabilities of local workforce by enhancing skill sets

Property Development (real estate holdings)

Tasks: promotion of SPEC building, business park properties (public and private sector-owned)

- Mark Wills
- Pat Goodwin
- Bobby Culpepper

Goal #10: Concentrate efforts to secure a tenant for DACC's spec building on Wrightsboro Road

Goal #12: Facilitate development/redevelopment of business sites in the county (including two cities)

Goal #13: Assist the county with development of Gateway project on I-20

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1510 ECONOMIC DEVELOPMENT						
51 PERSONAL SERVICES						
1011510	511001	SAL/WAGES	\$ -	\$ 38,368	\$ 87,379	\$ 90,000
1011510	511033	HOLIDAY	\$ -	\$ 593	\$ 2,868	\$ -
1011510	511051	EMPLOYEE MEDICAL	\$ -	\$ 4,010	\$ 10,763	\$ 10,735
1011510	511052	GROUP LIFE INSURANCE	\$ -	\$ -	\$ 35	\$ 66
1011510	511053	RETIREMENT	\$ -	\$ 2,996	\$ 7,069	\$ 6,328
1011510	511054	FICA	\$ -	\$ 3,236	\$ 7,402	\$ 6,551
1011510	511055	WORK COMP	\$ -	\$ 0	\$ 10	\$ -
1011510	511060	EXPENSE ALLOWANCE	\$ -	\$ 4,818	\$ 10,734	\$ 10,221
1011510	511070	UNEMPLOYMENT	\$ -	\$ 35	\$ 81	\$ 73
TOTAL	PERSONAL SERVICES		\$ -	\$ 54,057	\$ 126,340	\$ 123,974
54 OPERATING-OTH COSTS						
1011510	544025	ECONOMIC DEVELOPMENT	\$ 34,945	\$ 815,683	\$ 713,410	\$ 133,776
TOTAL	ECONOMIC DEVELOPMENT		\$ 34,945	\$ 869,740	\$ 839,750	\$ 257,750

PLANNING DEPARTMENT

FUND/DEPARTMENT NUMBER: 1011511

MISSION STATEMENT

"To advise the Planning Commission and Board of Commissioners in development decisions to improve the quality of life in Columbia County, and to provide effective implementation of Land Use Planning."

VISION STATEMENT

A County of the highest quality of development, capable of accommodating ambitious growth with no sacrifice in quality of growth. The County aims to provide places to live, work, worship, and entertain, all located in the most compatible relationships with the environment and with each other. Developments should be visually pleasing, functionally efficient, and all served by adequate transportation and services.

DEPARTMENT DESCRIPTION

The Planning and Engineering Department is responsible for maintaining and implementing the Growth Management Plan, for review of development site plans, for administering the zoning and subdivision regulations, and for certain elements of the Geographic Information System. The department collaborates on implementing the County's Transportation System.

ACCOMPLISHMENTS FOR FY 2009/2010

- Added Development Corner and new developments section to the website.
- Started Comprehensive overview of County Development Codes.
- Started rewrite Evans Town Center Overlay Ordinances.
- Started update CPOD and NPOD Design Ordinances to make them more user-friendly.
- Started Growth Management Plan 2010-2030 partial update.
- Completed Retail Survey.

GOALS FOR FY 2010/11

- Continue Comprehensive overview of County Development Codes.
- Complete rewrite Evans Town Center Overlay Ordinances.
- Complete update CPOD and NPOD design ordinances to make them more user-friendly.
- Complete Growth Management Plan 2010-2030 partial update.
- Develop a database for all commercial zoned parcels developed and undeveloped.
- Encourage re-development of business areas of Martinez.
- Create a database of all quality development.
- Establish an awards program to recognize outstanding development in the County.

PLANNING DEPARTMENT

FUND/DEPARTMENT NUMBER: 1011511

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Request for property & development information	1900	2000	2200
Number of rezoning & variance requests	40	35	50
Number of final plats administratively reviewed	333	240	260
Number of preliminary subdivision lots processed	334	1200	1000
Number of final subdivision lots processed	827	500	600
Architectural reviews processed	21	15	20
Sign reviews in Overlay Districts	11	15	20
Permanent Sign Reviews (from January 2010)	N/A	30	70

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Percentage of site plans reviewed within 5 days: Target 90%	98%	98%	98%
Percentage of individual subdivision plats approved within 24 hours: Target 95%	95%	98%	98%

PLANNING DEPARTMENT

FUND/DEPARTMENT NUMBER: 1011511

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Planning & Engineering Division Manager	0	1	1
Planning Manager	1	1	1
Planner II	2	2	1
*Customer Service Rep	0	0	½
Administrative Specialist	1	1	1
Total	4	5	4 ½

*Customer Service Rep (Katherine Cox) is shared (1/2) Planning and (1/2) Building Standards

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles			
Heavy Equipment			
Vehicle Allowances	3	2	2
Total	3	2	2

BUDGET HIGHLIGHTS

One Planner position became open but has not been filled. Professional standards have been maintained and general operating costs have decreased. The largest financial cut was for the Growth Management Plan Update which will now be just a partial update instead of a full update.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1511 PLANNING & DEVELOPMENT						
51 PERSONAL SERVICES						
1011511	511001	SAL/WAGES	\$ 225,221	\$ 222,179	\$ 167,609	\$ 239,940
1011511	511030	VACATION	\$ 18,027	\$ 28,081	\$ 8,964	\$ -
1011511	511031	SICK LEAVE	\$ 2,318			
1011511	511033	HOLIDAY	\$ 9,767	\$ 9,506	\$ 5,163	\$ -
1011511	511050	FRINGE BENEFITS	\$ -	\$ -	\$ -	\$ 20,682
1011511	511051	EMPLOYEE MEDICAL	\$ 32,272	\$ 33,481	\$ 28,109	\$ 28,898
1011511	511052	GROUP LIFE INSURANCE	\$ 243	\$ 162	\$ 30	\$ 16
1011511	511053	RETIREMENT	\$ 20,488	\$ 20,819	\$ 14,026	\$ 13,422
1011511	511054	FICA	\$ 21,939	\$ 22,023	\$ 14,982	\$ 13,325
1011511	511055	WORK COMP	\$ 3,905	\$ 1,584	\$ 16	\$ 4,500
1011511	511060	EXPENSE ALLOWANCE	\$ 43,965	\$ 45,603	\$ 23,641	\$ 37,216
1011511	511070	UNEMPLOYMENT	\$ 164	\$ 193	\$ 108	\$ 106
TOTAL	PERSONAL SERVICES		\$ 378,310	\$ 383,630	\$ 262,648	\$ 358,105
52 OPERATING-SUPPLIES						
1011511	522040	POSTAGE	\$ 179	\$ 99	\$ 360	\$ 2,500
1011511	522065	OFFICE SUPPLIES	\$ 100			
1011511	522070	OPERATING SUPPLIES	\$ 4,024	\$ 9,634	\$ 5,265	\$ 5,000
1011511	522080	UTILITIES	\$ 16,966	\$ 17,086	\$ -	\$ -
1011511	522100	MINOR PROPERTY	\$ 508	\$ 4,843	\$ 8,427	\$ 5,000
1011511	522121	GAS/OIL/DEISEL	\$ 104			
1011511	522130	BOOKS & REPORTS	\$ -	\$ 582	\$ 370	\$ 500
TOTAL	OPERATING-SUPPLIES		\$ 21,881	\$ 32,244	\$ 14,422	\$ 13,000
53 OPERATING-PURCH/CONT						
1011511	533035	CONTRACT SERVICES	\$ 193,299	\$ 12,305	\$ 3,557	\$ 20,000
1011511	533105	PER DIEM FEES	\$ 10,367	\$ 9,000	\$ 9,000	\$ 9,000
1011511	533115	TRAVEL/TRAINING	\$ 2,411	\$ 5,856	\$ 3,021	\$ 8,000
1011511	533120	DUES & SUBSCRIPTIONS	\$ 460	\$ 1,984	\$ 1,353	\$ 2,000
1011511	533135	COMMUNICATIONS	\$ 2,990	\$ 2,837	\$ 694	\$ 1,500
1011511	533140	PRINTING	\$ 468	\$ 856	\$ 987	\$ 4,000
TOTAL	OPERATING-PURCH/CONT		\$ 209,994	\$ 32,839	\$ 18,613	\$ 44,500
60 CAPITAL						
1011511	601081	CIP MACH/EQUIPMENT	\$ -	\$ 10,000	\$ -	\$ 5,000
TOTAL	PLANNING & DEVELOPMENT		\$ 610,185	\$ 458,712	\$ 295,683	\$ 420,605

CODE ENFORCEMENT

FUND/DEPARTMENT NUMBER: 1512

MISSION STATEMENT

To insure the prevention, investigation and enforcement action where there is noncompliance of County Ordinances and the 2006 IPMC related to but not limited to solid waste, property maintenance, zoning, occupation tax and violations related to alcohol sales. Provide educational services to insure the health, safety and general welfare of the citizens.

DEPARTMENT DESCRIPTION

- Performs on-site inspections, investigations and appropriate follow-up actions, including citations and appearance in court as required to handle disposition of and to assure compliance with the County Ordinance, the County Solid Waste Ordinance, the Occupation Tax Ordinance, Animal Service Ordinance, Property Maintenance, Manufactured Home and Subdivision Ordinance and Alcohol Ordinance.
- Two Code Enforcement Officers and one Manager certified through the Georgia Association of Code Enforcement, The University of Georgia — Carl Vinson Institute of Government in partnership with the Association of County Commissioners of Georgia.
- Certified Property Maintenance and Housing Inspectors
- Utilize Chameleon and As400 to track and document all complaints received from citizens and pro-active field observations.
- Works closely with other departments such as but not limited to Sheriff's Office, Development Services, Tax Commissioners Office, Magistrate's Office, DA's Office, Animal Services, 311, Roads and Bridges, Construction Maintenance.

GOALS FOR FY 10/11

- Increase community awareness of ordinances by attending Homeowner Association meetings
- Expand public information/awareness through the use of the Department's website and the distribution of informational handouts
- Continue pro-active efforts to enable a safe and clean environment
- Continue professional education and training for staff. Obtain Certifications for 3rd Enforcement Officer.
- Constantly improve service to the public

CODE ENFORCEMENT

FUND/DEPARTMENT NUMBER: 1512

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Number of Occupation Tax Licenses sold	4472	4500	*
Number of Alcohol Licenses sold	135	138	150
Number of Code Compliance cases	2900	3000	3600
Number of Sign Permits sold	325	350	*
Number of Animal Services cases		50	200
Violation Notices Issued			
Court Citations			

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Percentage of occupation Tax renewals collected prior to late payment deadline	90%	90%	*
Percentage of Alcohol License renewals collected prior to January	99%	99%	99%
Percentage of Code Compliance cases closed due to voluntary compliance	95%	95%	95%
Percentage of code violation complaints responded to within 24 hours	97%	98%	99%
Percentage of sign permits issued within 48 HOURS	98%	99%	*

CODE ENFORCEMENT

FUND/DEPARTMENT NUMBER: 1512

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Manager	1	1	1
Code Enforcement Officers	4	4	3
Customer Service Clerk	1	1	0
Total	6	6	4

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles	4	4	3
Vehicle Allowances	1	1	1
Total	5	5	4

EXPENDITURE DETAIL

GENERAL FUND			<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>
1512 CODE COMPLIANCE			FY 2008	FY 2009	FY 2010	FY 2011
51 PERSONAL SERVICES						
1011512	511001	SAL/WAGES	\$ 178,821	\$ 197,190	\$ 175,751	\$ 169,522
1011512	511030	VACATION	\$ 14,435	\$ 12,227	\$ 14,217	\$ -
1011512	511031	SICK LEAVE	\$ -	\$ -	\$ 397	\$ -
1011512	511033	HOLIDAY	\$ 8,843	\$ 8,834	\$ 8,021	\$ -
1011512	511051	EMPLOYEE MEDICAL	\$ 44,578	\$ 39,997	\$ 32,542	\$ 22,804
1011512	511052	GROUP LIFE INSURANCE	\$ 361	\$ 382	\$ 257	\$ 140
1011512	511053	RETIREMENT	\$ 14,139	\$ 14,629	\$ 12,203	\$ 9,849
1011512	511054	FICA	\$ 15,241	\$ 16,284	\$ 14,942	\$ 11,956
1011512	511055	WORK COMP	\$ 3,359	\$ 1,362	\$ 19	\$ 3,500
1011512	511060	EXPENSE ALLOWANCE	\$ 9,450	\$ 10,825	\$ 10,011	\$ 9,500
1011512	511070	UNEMPLOYMENT	\$ 129	\$ 184	\$ 167	\$ 146
TOTAL	PERSONAL SERVICES		\$ 289,357	\$ 301,914	\$ 268,529	\$ 227,417
52 OPERATING-SUPPLIES						
1011512	522040	POSTAGE	\$ 3,410	\$ 3,407	\$ 2,233	\$ 500
1011512	522065	OFFICE SUPPLIES	\$ -	\$ -	\$ 33	\$ -
1011512	522070	OPERATING SUPPLIES	\$ 2,529	\$ 2,918	\$ 4,830	\$ 4,000
1011512	522080	UTILITIES	\$ 13,471	\$ 15,164	\$ -	\$ -
1011512	522121	GAS/OIL/DEISEL	\$ 5,138	\$ 5,123	\$ 5,205	\$ 7,000
1011512	522130	BOOKS & REPORTS	\$ 251	\$ 374	\$ -	\$ 500
TOTAL	OPERATING-SUPPLIES		\$ 24,798	\$ 26,985	\$ 12,301	\$ 12,000
53 OPERATING-PURCH/CONT						
1011512	533035	CONTRACT SERVICES	\$ 10,011	\$ 9,182	\$ 455	\$ 750
1011512	533095	VEH REPAIR	\$ 967	\$ 899	\$ 362	\$ 3,000
1011512	533115	TRAVEL/TRAINING	\$ 4,640	\$ 1,536	\$ 2,083	\$ 4,000
1011512	533120	DUES & SUBSCRIPTIONS	\$ 175	\$ 250	\$ 210	\$ 200
1011512	533135	COMMUNICATIONS	\$ 5,647	\$ 5,940	\$ 402	\$ 5,000
1011512	533140	PRINTING	\$ 1,881	\$ 2,090	\$ 925	\$ 1,000
TOTAL	OPERATING-PURCH/CONT		\$ 23,320	\$ 19,897	\$ 4,437	\$ 13,950
TOTAL	CODE COMPLIANCE		\$ 337,476	\$ 348,796	\$ 285,267	\$ 253,367

Plan Review Department

FUND/DEPARTMENT NUMBER: 1513

MISSION STATEMENT

The Plan Review Department is striving to provide a unique “One Stop Service” for all civil and architectural plans: focusing on a quality review with a quick response.

VISION STATEMENT

Our vision is to create a plan review team striving to provide a complete and thorough review of all civil and architectural plans, within a timely and efficient manner; focusing on our customer service for both the developers as well as the citizens.

DEPARTMENT DESCRIPTION

The Plan Review Department is responsible for reviewing all site plans and plats according to the Columbia County Code of Ordinance as well as coordinating all other reviews with different internal departments. These reviews include Subdivision plans, Commercial plans and Subdivision Final Plats. Review and approve all individual plats under Code Section 74-42. The department also manages the commercial soil erosion inspections and enforcement.

ACCOMPLISHMENTS FOR 2009/2010

- Level IB Soil Erosion Control Inspector re-certification (Manager)
- Started the update to Sections 74-39 (Final Plat of Record) and Section 74-40 (Recorded Plats) of the Columbia County Code of Ordinance.
- Started the update to Sections 90-133 (Off Street Parking) of the Columbia County Code of Ordinance.

GOALS FOR 2010/2011

- Complete the update for Sections 74-39 (Final Plat of Record) and Section 74-40 (Recorded Plats) of the Columbia County Code of Ordinance.
- Complete the update for Section 90-133 (Off Street Parking) of the Columbia County Code of Ordinance.
- Update Section 90-140 (Landscaping) of the Columbia County Code of Ordinance.
- Create a Lighting Ordinance
- Create a Plan Review Application form to assist with database entries.

Plan Review Department

FUND/DEPARTMENT NUMBER: 1513

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09 (last fy)	Estimated FY 09/10 (current fy)	Forecast FY 10/11 (next fy)
Subdivision Plans Reviewed	NA	60	70
Commercial Plans Reviewed	NA	20	20
Subdivision Final Plats Reviewed	NA	25	25

PERFORMANCE MEASURES

Category	Actual FY 08/09 (last fy)	Estimated FY 09/10 (current fy)	Forecast FY 10/11 (next fy)
Percentage of plans reviewed with 5 days Target 95%	98%	98%	98%

STAFFING

Position	Actual FY 08/09 (last fy)	Estimated FY 09/10 (current fy)	Forecast FY 10/11 (next fy)
Plan Review Manager	1	1	1
Total			

VEHICLE SCHEDULE

Category	Actual FY 08/09 (last fy)	Estimated FY 09/10 (current fy)	Forecast FY 10/11 (next fy)
Vehicle Allowances	1	1	1
Total			

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
1513 PLAN REVIEW & ENGINEERING			FY 2008	FY 2009	FY 2010	FY 2011
51 PERSONAL SERVICES						
1011513	511001	SAL/WAGES	\$ 39,085	\$ 41,134	\$ 45,563	\$ 370,251
1011513	511030	VACATION	\$ 4,970	\$ 4,393	\$ 2,263	\$ -
1011513	511031	SICK LEAVE	\$ 768			
1011513	511033	HOLIDAY	\$ 2,139	\$ 1,918	\$ 2,154	\$ -
1011513	511050	FRINGE BENEFITS	\$ -	\$ -	\$ -	\$ 20,681
1011513	511051	EMPLOYEE MEDICAL	\$ 12,668	\$ 11,206	\$ 11,404	\$ 54,770
1011513	511052	GROUP LIFE INSURANCE	\$ 65	\$ 65	\$ 49	\$ 284
1011513	511053	RETIREMENT	\$ 4,478	\$ 4,693	\$ 4,799	\$ 24,284
1011513	511054	FICA	\$ 4,026	\$ 4,062	\$ 4,106	\$ 20,585
1011513	511055	WORK COMP	\$ 940	\$ 381	\$ 6	\$ 1,000
1011513	511060	EXPENSE ALLOWANCE	\$ 9,450	\$ 10,825	\$ 10,011	\$ 19,721
1011513	511070	UNEMPLOYMENT	\$ 34	\$ 47	\$ 48	\$ 252
TOTAL	PERSONAL SERVICES		\$ 78,624	\$ 78,725	\$ 80,403	\$ 511,828
52 OPERATING-SUPPLIES						
1011513	522040	POSTAGE	\$ 3	\$ 1	\$ -	\$ -
1011513	522070	OPERATING SUPPLIES	\$ 84			
1011513	522080	UTILITIES	\$ 2,944	\$ 3,163	\$ -	\$ -
TOTAL	OPERATING-SUPPLIES		\$ 3,031	\$ 3,164	\$ -	\$ -
53 OPERATING-PURCH/CONT						
1011513	533035	CONTRACT SERVICES	\$ 1,706	\$ 1,915	\$ -	\$ -
1011513	533135	COMMUNICATIONS	\$ 512	\$ 444	\$ -	\$ -
TOTAL	OPERATING-PURCH/CONT		\$ 2,219	\$ 2,360	\$ -	\$ -
TOTAL	PLAN REVIEW & ENGINEER		\$ 83,874	\$ 84,249	\$ 80,403	\$ 511,828

EXTENSION SERVICE DEPARTMENT

FUND/DEPARTMENT NUMBER: 1514

MISSION STATEMENT

The mission of the UGA Cooperative Extension is to extend lifelong learning to the people of Georgia through unbiased, research-based education in agriculture, the environment, communities, youth and families.

VISION STATEMENT

The University of Georgia Extension Service is committed to excellence in:

- Providing technical support to agriculture and consumers.
- Taking the lead to help Georgians become healthier, more productive, financially independent and environmentally responsible.
- Educating Georgians with timely, accurate, comprehensive information.
- Building coalitions to address issues facing communities, families, and youth.
- Earning a reputation for integrity and respecting all people.

DEPARTMENT DESCRIPTION

The Cooperative Extension Service meets people's needs by providing educational seminars in agriculture, the environment, families, and 4-H youth development; free publications to the public, and a resource for answering questions in these fields.

Agriculture and Environment - (1) Provide unbiased, research-based information in Agribusiness: The Food Industry; Agricultural Profitability; Alternative Agriculture; Endangered Species, Wetlands & Environment; The Green Industry (growers, retailers, landscapers, and allied trade); Home Horticulture; Integrated Pest Management (IPM); Natural Resources; Waste Management and Water Quality & Conservation; and (2) Provide soil and water sampling; and (3) Advice on safe pesticide use and handling.

Family and Consumer Science - Strengthening American Families, the cornerstone of a healthy America, has long been a goal of The University of Georgia Cooperative Extension Service. For more than 75 years, Extension Family and Consumer Science educational programs have helped families develop the skills to choose nutritious foods, manage resources, provide quality care for children and dependent elderly, and become community leaders.

EXTENSION SERVICE DEPARTMENT

FUND/DEPARTMENT NUMBER: 1514

Columbia County 4-H and Youth Development- With more than 2600 4-H'ers, Columbia County 4-H develops a wide variety of youth programs to meet the needs of young people ages 9-19. 4-H supports quality programming, competitions, events, and experiences to help Columbia County 4-H'ers in Georgia "Make the Best Better".

Working closely with schools, to complement curriculum, 4-H is introduced through monthly 4-H programs held in class for every fifth grade student. 4-H'ers class officers are elected. 4-H'ers learn parliamentary procedure and participate in hands-on environmental education activities during monthly meetings. Continuing through the twelfth grade, 4-H'ers develop skills in leadership and citizenship, becoming mentors for younger 4-H'ers.

Other activities offered to Columbia County 4-H'ers outside the classroom includes:

Officers Training	District Project Achievement Competition
Horse and Pony Club	4-H Bow and Arrow Club-JOAD
Summer Camps	Quiz Bowls and Judging Activities
Bunny Club	Counselor-in-Training Program
Basic Horsemanship Classes	Teen Leadership Rallies
Junior Toastmasters	Community Involvement
S.A.F.E Target Shooting	Honey Bee Club

Community Service Projects to include:

One for the Chipper Christmas tree Recycling;
Pounds of Pennies – Salvation Army; Adopt-A-Road cleanup;
Pop tabs for Ronald McDonald House

There is no membership fee to join 4-H.

EXTENSION SERVICE DEPARTMENT

FUND/DEPARTMENT NUMBER: 1514

ACCOMPLISHMENTS FOR FY 09/10

- Increased our number of Master Gardener volunteers. The beautification of the grounds at the Martinez Post Office is one community service project they initiated. Master Gardeners gave nearly 500 hours to the Extension program in Columbia County.
- Family & Consumer Science Safe-Serv managers' and employees' trainings for food establishments in Columbia County. Ten Safe-Serv managers received certification.
- Respect for Others: Columbia County 4-H collected 1451 pounds of pop tabs in support of Ronald McDonald House Charities. With donations from all fifth grade classes, Columbia County 4-H came in first place in the state for pop tabs collected. This year, the Augusta Ronald McDonald House was chosen to receive the annual contribution. They received a donation of \$9,000.
- Citizenship: Pounds of Pennies Drive for the Salvation Army Red Kettle Fund. The 5th grade 4-H Clubs helped raised \$3,371.86 in support of the Salvation Army Red Kettle Fund. That was more than 2,000 pounds of pennies collected. At the Salvation Army Awards program, Columbia County 4-H Club was recognized again as having the largest contribution by any youth group.
- Arbor Day 2009 Proclamation. Columbia County Beautiful Committee planted a dogwood tree to recognize Columbia County 4-H for their contributions and assistance to improving the quality of life in Columbia County.
- Volunteers: 385 Volunteers gave 1475.5 hours to the Extension program; valued at \$29,510.
- Partnered with Columbia County Water & Sewer Utilities, to comply with state mandates to educate the public (adults and youth) on Storm Water runoff. Columbia County 4-H provided the youth component of their plan. Using 4-H educational programs on Urban Watersheds and Storm Water curriculum, 4-H fulfills their Best Management Practice as written. If 4-H was unable to fulfill Water & Sewer's plan for Best Management Practices, Columbia County would be subject to a fine for non-compliance.

EXTENSION SERVICE DEPARTMENT

FUND/DEPARTMENT NUMBER: 1514

GOALS FOR FY 10/11

- 1) Increase the number of volunteers in Extension programs by 20% during the year.
- 2) Work closer with Columbia County Departments in dealing with issues such as Water Quality.
- 3) Provide educational opportunities in composting, recycling, water conservation, and waste management.
- 4) Increase visibility of Extension in the community through increased media use and marketing.

PERFORMANCE MEASURES

Summary of Educational Efforts with Local Clients January 1, 2009 - December 31, 2009

16,630 clients were assisted in person by Extension programming. 24,425 clients were assisted over the phone or through individualized written communication efforts.

Extension Programs		
Agriculture and Natural Resources		
Adult & Youth Programs	48 Programs	1,964 Individuals
4-H Youth		
4-H Club Meetings (77 Cloverleaf, 8 Middle Schools & 1 High School County Council)	539 Meetings	13,911 Individuals
Family and Consumer Sciences		
Adult Programs	16 Programs	755 Individuals
Helping People / One on One		
Face to Face Contacts		
ANR, 4-H, & FACS		18,965 Individuals
People helped on the phone		
ANR, 4-H, & FACS		8,108 Individuals
People helped through individualized written communication		
ANR, 4-H & FACS		16,317 Individuals
People helped through media opportunities		
Media Classification	Number of Items	Total Audience Reached
Newsletters, Articles, Info Sheets, Letters, Etc.		79,200
Radio Spots	14	812,000
Newspaper Articles	38	995,600
Contributions Toward Collaborative Efforts		
Volunteer Hours – 1475.5 hrs valued at \$29,510		
In-Kind Support (\$Value) \$51,452		

EXTENSION SERVICE DEPARTMENT

FUND/DEPARTMENT NUMBER: 1514

STAFFING

Position	Actual FY 09/10	Estimated FY 10/11	Forecast FY 11/12
Part Time County Extension Agent, A&NR	1	1	1
County Extension Agent, 4-H Youth Development	1	1	1
Administrative Assistant	1	1	1
Full Time Program Asst	1	1	1
Part Time Program Asst	1	1	1
Sizemore Seasonal Staff	4	4	4
Total	9	9	9

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1514 EXTENSION SERVICE						
51 PERSONAL SERVICES						
1011514	511001	SAL/WAGES	\$ 26,817	\$ 30,547	\$ 30,974	\$ 38,210
1011514	511030	VACATION	\$ 5,828	\$ 4,710	\$ 10,259	\$ -
1011514	511031	SICK LEAVE	\$ -	\$ -	\$ 6,358	\$ -
1011514	511033	HOLIDAY	\$ 2,074	\$ 1,433	\$ 1,779	\$ -
1011514	511052	GROUP LIFE INSURANCE	\$ 65	\$ 65	\$ 49	\$ 35
1011514	511053	RETIREMENT	\$ 2,814	\$ 2,938	\$ 10,307	\$ 3,058
1011514	511054	FICA	\$ 2,254	\$ 2,798	\$ 3,777	\$ 2,924
1011514	511055	WORK COMP	\$ 67	\$ 27	\$ 3	\$ 100
1011514	511070	UNEMPLOYMENT	\$ 22	\$ 29	\$ 40	\$ 31
TOTAL	PERSONAL SERVICES		\$ 39,941	\$ 42,547	\$ 63,545	\$ 44,358
52 OPERATING-SUPPLIES						
1011514	522070	OPERATING SUPPLIES	\$ 2,791	\$ 2,745	\$ 1,832	\$ 1,550
1011514	522080	UTILITIES	\$ 2,020	\$ 2,349	\$ -	\$ -
1011514	522100	MINOR PROPERTY	\$ 31			
TOTAL	OPERATING-SUPPLIES		\$ 4,842	\$ 5,094	\$ 1,832	\$ 1,550
53 OPERATING-PURCH/CONT						
1011514	533035	CONTRACT SERVICES	\$ 36,331	\$ 41,056	\$ 27,980	\$ 36,422
1011514	533055	O/S SVCS-TEMP EMPLOYEES	\$ 16,326	\$ 14,504	\$ 14,924	\$ 13,700
1011514	533060	GENERAL SERVICES	\$ 15,668	\$ -	\$ -	\$ 16,000
1011514	533115	TRAVEL/TRAINING	\$ 14,622	\$ 21,465	\$ 17,922	\$ 18,770
1011514	533120	DUES & SUBSCRIPTIONS	\$ 463	\$ 360	\$ 60	\$ 160
1011514	533126	RENT - COM	\$ -	\$ 10,682	\$ 17,718	\$ -
1011514	533135	COMMUNICATIONS	\$ 448	\$ 556	\$ 137	\$ 300
TOTAL	OPERATING-PURCH/CONT		\$ 83,857	\$ 88,623	\$ 78,741	\$ 85,352
TOTAL	EXTENSION SERVICE		\$ 128,640	\$ 136,264	\$ 144,119	\$ 131,260

FORESTRY SERVICES

FUND/DEPARTMENT NUMBER: #101-1613

MISSION STATEMENT

To enhance all the quality of life for all citizens of Georgia by providing leadership in the protection, management, and wise use of all forests.

VISION STATEMENT

Healthy, sustainable forest providing clean air, clean water, and abundant products for future generations.

DEPARTMENT DESCRIPTION

The responsibilities of the Forestry Unit include providing public assistance with wildfire protection, prescribe, prescribe burning, offer fire prevention activities, issue burning permits, provide seedlings, and technical advice with forest protection, reforestation, and management.

ACCOMPLISHMENTS FOR FY 09/10

- Responded to 38 wildland fires
- Collected 16 lbs. of seeds and sold 26,511 seedlings
- Issued 9056 burn permits
- Handled 52 management cases
- Provided education programs for 6889 children and 2189 adults
- Additional detailed information is listed in the 2009 Annual Report

GOALS FOR FY 10/11

- Provide leadership in the areas of protection and management
- Educate the public on the wise use of all forest resources for all citizens
- Continue to implement Community Wildland Protection Plan
- Promote Prescribed Burning
- Grovetown Tree City USA
- Reduce Nonpoint Source Pollution through BMP's
- Promote Silviculture
- Decrease Wildland Fires by five percent

FORESTRY SERVICES

FUND/DEPARTMENT NUMBER: #101-1613

BUDGET HIGHLIGHTS

- The Georgia Forestry Columbia County Unit budget has been cut the last three (3) years.
- The suggested 5% cut for the next fiscal year would be devastating to the unit.
- We can't afford to lose any secretarial time.
- GFC Columbia County issued over 9,000 burn permits in seven (7) months.
- The forestry unit currently has the lowest budget in the county, most of it is contractual.
- We would request that we maintain a zero loss and a zero gain.

EXPENDITURE DETAIL

GENERAL FUND			Actual	Actual	Est. Actual	Budget
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
1613 FORESTRY						
52 OPERATING-SUPPLIES						
1011613	522001	UNIFORMS	\$ 537	\$ 403	\$ 478	\$ 200
1011613	522070	OPERATING SUPPLIES	\$ 967	\$ 34	\$ 673	\$ 239
TOTAL	OPERATING-SUPPLIES		\$ 1,505	\$ 437	\$ 1,152	\$ 439
53 OPERATING-PURCH/CONT						
1011613	533035	CONTRACT SERVICES	\$ 5,061	\$ 4,902	\$ 4,281	\$ 9,665
1011613	533055	O/S SVCS-TEMP EMPLOYEES	\$ 8,541	\$ 9,075	\$ 8,820	\$ 8,320
1011613	533120	DUES & SUBSCRIPTIONS	\$ 38	\$ 78	\$ 90	\$ 90
1011613	533135	COMMUNICATIONS	\$ 377	\$ 594	\$ 372	\$ 670
TOTAL	OPERATING-PURCH/CONT		\$ 14,017	\$ 14,649	\$ 13,563	\$ 18,745
TOTAL	FORESTRY		\$ 15,521	\$ 15,086	\$ 14,715	\$ 19,184
TOTAL	HOUSING & DEVELOPMENT		\$ 1,905,491	\$ 2,598,552	\$ 2,324,184	\$ 2,319,612
TOTAL	GENERAL FUND		\$ 53,048,029	\$ 53,292,053	\$ 53,429,550	\$ 54,123,958

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SPECIAL REVENUE FUNDS

These funds account for the proceeds of specific revenue sources (other than for major capital projects) that are restricted legally to expenditure for specified purposes. A brief description of each fund/department precedes the detailed budget reports.

BUILDING STANDARDS DEPARTMENT

201/2010

MISSION STATEMENT

Building Standards is committed to serving and protecting the public's health, safety, and general welfare and to provide the citizens and builders of the County with competent, consistent, courteous and timely inspection services. We strive for a "One Stop Service" for all civil and architectural plans focusing on a quality review with a quick response.

VISION STATEMENT

To build on the dedication of our employees to achieve innovation programs to improve the effectiveness of the division.

DEPARTMENT DESCRIPTION

The Building Standards department is responsible for the quality of construction for homes and businesses in addition to life safety issues. Through our inspections, the safety issues are completed for occupancy in new construction and existing buildings. We strive to provide all citizens, developers and contractors with efficient and timely services. We are inspectors, helping the citizens to build a safer County.

ACCOMPLISHMENTS FOR FY 2009/2010

- Provided seminar to electrical contractors for significant changes in the National Electrical Code.
- Provided seminars to general contractors regarding the impact of the new Georgia State contractor's License law and how it will affect them in Columbia County.
- Completed cross training of personnel to accommodate any areas in need such as two building inspectors are now been certified as fire marshal inspectors and fire plan examiner.
- Continuous growth and training for all inspectors.
- Trained on new MUNIS software for permits and inspections, resulting in more efficient communication to the contractors.

BUILDING STANDARDS DEPARTMENT

201/2010

GOALS FOR FY 2010/2011

- On-line permitting for contractors.
- Continuing better ways and means to provide the best service to our citizens, the business community and our contractors.
- Continuing to streamline services.
- Cross training of inspectors.

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Buildings to be inspected	1,020	1,020	1,121
Fire Marshal Activity	1,885	2,000	2,600
Plan Review Activity	171	150	120

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Permits Issued for Inspection	6,387	7,000	6,000
Fire Marshal Activity	1,885	2,000	2,600
Plan Review Activity	171	150	120

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Division Director	1	1	1
Department Manager	2	1	1
Administrative	3	3	3
Inspectors	12	11	11
Customer Service Representative	1	1.5	1.5
Total	19	17.5	17.5

BUILDING STANDARDS DEPARTMENT

201/2010

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles	13	11	11
Heavy Equipment	0	0	0
Vehicle Allowances	2	2	2
Total	15	13	13

BUDGET HIGHLIGHTS

All expenditures changed resulting in a 12/3% reduction of our proposed 2010/2011 budget.

EXPENDITURE DETAIL

SPECIAL REVENUE FUNDS

			<u>Actual</u>		<u>Actual</u>		<u>Est. Actual</u>		<u>Budget</u>
			<u>FY 2008</u>		<u>FY 2009</u>		<u>FY 2010</u>		<u>FY 2011</u>
BUILDING STANDARDS FUND									
70 HOUSING & DEVELOPMENT									
2010 BUILDING&COMMERCIAL SERVICES									
51 PERSONAL SERVICES									
2012010	511001	SAL/WAGES	\$ 694,532	\$	655,308	\$	660,384	\$	801,547
2012010	511030	VACATION	\$ 64,259	\$	54,699	\$	66,460	\$	-
2012010	511031	SICK LEAVE	\$ 1,737	\$	4,729	\$	4,649	\$	-
2012010	511033	HOLIDAY	\$ 32,794	\$	31,618	\$	29,716	\$	-
2012010	511051	EMP MED PL	\$ 102,274	\$	96,015	\$	103,307	\$	113,767
2012010	511052	GROUP LIFE	\$ 1,218	\$	1,050	\$	755	\$	648
2012010	511053	RETIREMENT	\$ 54,179	\$	47,463	\$	50,816	\$	52,372
2012010	511054	FICA	\$ 59,115	\$	55,500	\$	56,461	\$	52,434
2012010	511055	WORK COMP	\$ 11,883	\$	4,819	\$	77	\$	13,000
2012010	511060	EXP ALLOW	\$ 16,911	\$	19,371	\$	17,915	\$	17,000
2012010	511070	UNEMPLOY	\$ 497	\$	615	\$	623	\$	649
2012010	511080	PERSONNEL	\$ -	\$	-	\$	-	\$	-
TOTAL	PERSONAL SERVICES		\$ 1,039,400	\$	971,186	\$	991,164	\$	1,051,417
52 OPERATING-SUPPLIES									
2012010	522040	POSTAGE	\$ 1,810	\$	1,241	\$	1,766	\$	1,500
2012010	522070	OPERATING	\$ 12,715	\$	9,193	\$	13,853	\$	10,000
2012010	522100	MINOR PROP	\$ 6,550	\$	1,294	\$	2,791	\$	5,000
2012010	522120	VEHICLE/EQ	\$ -	\$	-	\$	-	\$	5,000
2012010	522121	GAS/OIL/DE	\$ 27,674	\$	19,123	\$	20,171	\$	20,000
2012010	522130	BOOKS & REPORTS	\$ 2,876	\$	1,468	\$	599	\$	3,000
TOTAL	OPERATING-SUPPLIES		\$ 51,625	\$	32,318	\$	39,180	\$	44,500
53 OPERATING-PURCH/CONT									
2012010	533002	ATTORNEY F	\$ 2,469	\$	873	\$	1,394	\$	2,000
2012010	533035	CONTRACT O	\$ -	\$	375	\$	-	\$	1,000
2012010	533060	GENERAL O/	\$ 5,376	\$	9,101	\$	13,287	\$	4,000
2012010	533070	CASUALTY E	\$ -	\$	4,976	\$	7,331	\$	11,096
2012010	533095	VEH REPAIR	\$ 3,018	\$	3,632	\$	4,678	\$	6,000
2012010	533115	TRAVEL/TRA	\$ 4,993	\$	4,205	\$	2,253	\$	10,000
2012010	533120	DUES & SUB	\$ 330	\$	365	\$	473	\$	500
2012010	533130	INSURANCE	\$ 10,678	\$	5,677	\$	11,764	\$	8,500
2012010	533135	COMMUNICAT	\$ 26,547	\$	29,827	\$	35,949	\$	24,000
2012010	533140	PRINTING	\$ 3,209	\$	4,544	\$	1,992	\$	3,000
TOTAL	OPERATING-PURCH/CONT		\$ 56,619	\$	63,574	\$	79,120	\$	70,096
54 OPERATING-OTH COSTS									
2012010	544001	MISCELLANE	\$ 237,939	\$	-	\$	1,635	\$	-
55 OPERATING-INTFND CHG									
2012010	555001	COUNTY SVS	\$ 103,290	\$	84,464	\$	51,365	\$	50,042
TOTAL	BUILDING STANDARDS FUND		\$ 1,488,873	\$	1,151,543	\$	1,162,464	\$	1,216,055

EXPENDITURE DETAIL

SPECIAL REVENUE FUNDS

			<u>Actual</u>		<u>Actual</u>		<u>Est. Actual</u>		<u>Budget</u>
			<u>FY 2008</u>		<u>FY 2009</u>		<u>FY 2010</u>		<u>FY 2011</u>
LIBRARY BOARD FUND									
60 CULTURE/RECREATION									
2603 LIBRARY BOARD									
52 OPERATING-SUPPLIES									
2032603	522070	OPERATING	\$ 4,492	\$	\$ 4,460	\$	\$ 2,989	\$	\$ 10,000
2032603	522130	BOOKS & REPORTS	\$ 103,736	\$	\$ 105,009	\$	\$ 119,356	\$	\$ 150,000
TOTAL	OPERATING-SUPPLIES		\$ 108,228	\$	\$ 109,469	\$	\$ 122,345	\$	\$ 160,000
54 OPERATING-OTH COSTS									
2032603	544035	11501 SPANISH EDUCATION	\$ -	\$	\$ 392	\$	\$ -	\$	\$ -
TOTAL	LIBRARY BOARD		<u>\$ 108,228</u>	\$	<u>\$ 109,862</u>	\$	<u>\$ 122,345</u>	\$	<u>\$ 160,000</u>

RECREATION ADVISORY BOARD

FUND/DEPARTMENT NUMBER: 2611

MISSION STATEMENT

To advise and consult with the Recreation Manager and Staff concerning ideas, programs, events, and problems within the Recreation & Leisure Services Department. To host & sponsor certain events, and help offset certain cost for these activities. All of this is done to add to the quality of life within Columbia County.

DESCRIPTION

Seven individuals appointed by the Board of Commissioners representing different areas of the County. The Recreation Advisory Board meets the First Thursday of each month to conduct business. The Board reviews departmental programs and events, offering advice and service.

ACCOMPLISHMENTS FOR FY 09/10

- Hosted the county's annual 4th of July Celebration & Fireworks
- Sponsored Annual Volunteer Coaches Banquet
- Provided funding for State Team Plaques on Walk of Fame

GOALS FOR FY 10/11

- Continue to host County's Annual 4th of July Celebration & fireworks
- Continue to sponsor the Recreation Department Annual Coaches Banquet
- Continue to support funding for State Team Championship Plaques
- Support Department's Parent Sponsorship Program

EXPENDITURE DETAIL

SPECIAL REVENUE FUNDS

			<u>Actual</u>		<u>Actual</u>		<u>Est. Actual</u>		<u>Budget</u>
			<u>FY 2008</u>		<u>FY 2009</u>		<u>FY 2010</u>		<u>FY 2011</u>
RECREATION ADVISORY BOARD FUND									
60 CULTURE/RECREATION									
2611 RECREATION ADVISORY BOARD									
52 OPERATING-SUPPLIES									
2042611	522070	OPERATING	\$ 16,421	\$	13,635	\$	15,418	\$	15,992
53 OPERATING-PURCH/CONT									
2042611	533080	SPECIAL PROJECTS	\$ 8,000	\$	8,223	\$	8,000	\$	8,000
54 OPERATING-OTH COSTS									
2042611	544001	MISCELLANEOUS	\$ 2,363	\$	4,427	\$	3,811	\$	2,953
TOTAL	RECREATION ADVISORY BOARD		\$ 26,784	\$	26,284	\$	27,229	\$	26,945

EXPENDITURE DETAIL

SPECIAL REVENUE FUNDS

			<u>Actual</u>		<u>Actual</u>		<u>Est. Actual</u>		<u>Budget</u>
			<u>FY 2008</u>		<u>FY 2009</u>		<u>FY 2010</u>		<u>FY 2011</u>
STREET LIGHTS FUND									
40 PUBLIC WORKS									
2050 STREET LIGHTS									
52 OPERATING-SUPPLIES									
2052050	522040	POSTAGE	\$ 19	\$	-	\$	108	\$	200
2052050	522070	OPER MATER	\$ 171	\$	190	\$	171	\$	200
2052050	522080	UTILITIES	\$ 1,352,868	\$	1,410,505	\$	1,427,673	\$	1,200,000
2052050	522082	STREET LIG	\$ 145,624	\$	106,245	\$	96,499	\$	115,000
2052050	555001	COUNTY SVCS RECD	\$ 59,866	\$	-	\$	-	\$	-
TOTAL	STREET LIGHTS FUND		\$ 1,558,547	\$	1,516,940	\$	1,524,451	\$	1,315,400

EXPENDITURE DETAIL

SPECIAL REVENUE FUNDS

			<u>Actual</u>			<u>Actual</u>			<u>Est. Actual</u>			<u>Budget</u>
			<u>FY 2008</u>		<u>FY 2009</u>		<u>FY 2010</u>		<u>FY 2010</u>		<u>FY 2011</u>	
911 FUND												
30 PUBLIC SAFETY												
2313 SHERIFF'S 911												
51 PERSONAL SERVICES												
2112313	511001	SAL/WAGES	\$ 575,695	\$	613,214	\$	707,905	\$	833,268			
2112313	511004	OT PERM	\$ 112,141	\$	91,431	\$	84,555	\$	100,000			
2112313	511030	VACATION	\$ 44,647	\$	60,158	\$	58,046	\$	-			
2112313	511031	SICK LEAVE	\$ 10,760	\$	7,537	\$	3,243	\$	-			
2112313	511033	HOLIDAY	\$ 23,906	\$	33,306	\$	29,376	\$	-			
2112313	511050	FRINGE BEN	\$ -	\$	-	\$	-	\$	8,277			
2112313	511051	EMP MED PL	\$ 104,628	\$	109,948	\$	134,719	\$	137,802			
2112313	511052	GROUP LIFE	\$ 1,045	\$	1,065	\$	930	\$	1,200			
2112313	511053	RETIREMENT	\$ 49,218	\$	51,968	\$	53,451	\$	48,325			
2112313	511054	FICA	\$ 55,878	\$	58,576	\$	63,653	\$	54,191			
2112313	511055	WORK COMP	\$ 12,683	\$	5,145	\$	171	\$	13,000			
2112313	511060	EXP ALLOW	\$ 5,633	\$	6,869	\$	3,391	\$	1,401			
2112313	511070	UNEMPLOY	\$ 482	\$	653	\$	709	\$	660			
2112313	511080	PERSONNEL	\$ -	\$	-	\$	-	\$	-			
TOTAL	PERSONAL SERVICES		\$ 996,716	\$	1,039,868	\$	1,140,150	\$	1,198,124			
52 OPERATING-SUPPLIES												
2112313	522001	UNIFORMS	\$ 3,948	\$	1,003	\$	4,585	\$	8,910			
2112313	522070	OPERATING	\$ 20,702	\$	8,768	\$	20,128	\$	24,300			
2112313	522080	UTILITIES	\$ 1,597	\$	128	\$	-	\$	-			
2112313	522100	MINOR PROP	\$ 14,322	\$	24,801	\$	1,877	\$	7,950			
2112313	522121	GAS/OIL/DE	\$ 212	\$	-	\$	-	\$	2,150			
TOTAL	OPERATING-SUPPLIES		\$ 40,781	\$	34,700	\$	26,590	\$	43,310			
53 OPERATING-PURCH/CONT												
2112313	533035	CONTRACT O	\$ 48,487	\$	66,211	\$	60,386	\$	116,665			
2112313	533050	CONTRACT W	\$ 72,485	\$	84,556	\$	64,816	\$	200,000			
2112313	533064	GEN REPAIR	\$ 9,256	\$	947	\$	3,202	\$	10,000			
2112313	533095	VEH REPAIR	\$ -	\$	33	\$	180	\$	2,500			
2112313	533115	TRAVEL/TRA	\$ 13,035	\$	7,472	\$	9,339	\$	22,830			
2112313	533120	DUES & SUB	\$ 1,308	\$	2,294	\$	3,154	\$	8,418			
2112313	533130	INSURANCE	\$ 7,130	\$	867	\$	-	\$	-			
2112313	533135	COMMUNICAT	\$ 157,630	\$	137,291	\$	149,982	\$	150,000			
TOTAL	OPERATING-PURCH/CONT		\$ 309,331	\$	299,670	\$	291,059	\$	510,413			
58 OTHER FINANCING USES												
2112313	588001	INTER TRAN	\$ -	\$	154,553	\$	-	\$	-			
60 CAPITAL												
2112313	601076	CIP BUILDI	\$ 106,458	\$	-	\$	-	\$	-			
2112313	601079	CIP VEHICL	\$ -	\$	-	\$	20,402	\$	-			
2112313	601081	CIP MACH/E	\$ 9,234	\$	-	\$	442,508	\$	-			
2112313	601082	HEAVY EQUI	\$ -	\$	-	\$	-	\$	130			
2112313	601090	CIP OTHER	\$ 33,438	\$	-	\$	-	\$	-			
TOTAL	CAPITAL		\$ 149,130	\$	-	\$	462,910	\$	130			
TOTAL	SHERIFF'S 911 FUND		\$ 1,495,958	\$	1,528,792	\$	1,920,709	\$	1,751,977			

EXPENDITURE DETAIL

SPECIAL REVENUE FUNDS

			<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
DRUG COURT FUND						
20 JUDICIAL						
2120 DRUG COURT						
53 OPERATING-PURCH/CONT						
2122120	533035	CONTRACT SERVICES	\$ -	\$ -	\$ 5,000	\$ 10,000
TOTAL	DRUG COURT		\$ -	\$ -	\$ 5,000	\$ 10,000

DRUG ABUSE TREATMENT EDUCATION FUND

50 HEALTH & WELFARE						
2130 DRUG ABUSE TREATMENT						
58 OTHER FINANCING USES						
2132130	588001	INTERFUND	\$ 40,000	\$ 40,000	\$ 25,000	\$ 25,000
TOTAL	DRUG ABUSE TREATMENT		\$ 40,000	\$ 40,000	\$ 25,000	\$ 25,000

SUPPLEMENTAL JUVENILE SERVICES FUND

20 JUDICIAL						
2214 SUPPLEMENTAL JUVENILE SERV						
52 OPERATING-SUPPLIES						
2142214	522070	OPERATING	\$ 3,852	\$ 108	\$ 217	\$ -
53 OPERATING-PURCH/CONT						
2142214	533001	PROFESSIONAL FEES	\$ 24,327	\$ 17,087	\$ 21,733	\$ 30,000
54 OPERATING-OTH COSTS						
2142214	544001	MISCELLANEOUS	\$ 14,206	\$ 11,763	\$ 14,262	\$ 20,000
60 CAPITAL						
2142214	601081	CIP MACH/EQUIPMENT	\$ -	\$ -	\$ -	\$ 10,000
TOTAL	SUPPLEMENTAL JUVENILE		\$ 42,385	\$ 28,958	\$ 36,212	\$ 60,000

DETENTION CENTER FUND

30 PUBLIC SAFETY						
2310 DETENTION CENTER						
58 OTHER FINANCING USES						
2152310	588001	INTERFUND TRANSFERS	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
TOTAL	JAIL FUND		\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000

FEDERAL ASSET SHARING FUND

30 PUBLIC SAFETY						
2311 FEDERAL ASSET SHARING						
53 OPERATING-PURCH/CONT						
2212311	533081	SPECIAL FUNDS EXPENSE	\$ 40,404	\$ -	\$ -	\$ 20,000
TOTAL	FEDERAL ASSET SHARING		\$ 40,404	\$ -	\$ -	\$ 20,000

STATE CONDEMNATION FUND

30 PUBLIC SAFETY						
2312 STATE CONDEMNATION						
54 OPERATING-OTH COSTS						
2222312	544005	CONDEMNATION	\$ 12,313	\$ 63,048	\$ 9,504	\$ 30,000
TOTAL	STATE CONDEMNATION FUND		\$ 12,313	\$ 63,048	\$ 9,504	\$ 30,000

RENTAL FACILITIES & VENUES DEPARTMENT

223/2020 AND 2022

MISSION STATEMENT

Strive to meet expenditures with revenue while providing quality facilities for local residents and businesses to host special events, meetings, performances and family events.

VISION STATEMENT

Offer quality venues at a competitive price for any type of event while exceeding the expectations of all clients. Out-perform like facilities in the area in effectiveness, efficiency and overall number of events and guests.

DEPARTMENT DESCRIPTION

The Rental Facilities & Venues Department is responsible for promoting, selling, booking and executing all events within the departmental facilities which include; Savannah Rapids Pavilion, the Historic Canal Headgates Buildings, the JSH Performing Arts Center, Amphitheater, Memorial Gardens, Eubank Blanchard Center, and several picnic pavilions. This department will also begin oversight of the future Multi-Purpose Facility proposed to be located at the Columbia County Fairgrounds. The department is also responsible for maintaining each of these facilities as well as administration of staff and all accounting procedures.

ACCOMPLISHMENTS FOR FY 09/10

- Designed and printed new rack cards for the major facilities offered by the department.
- Designed new marketing package for mailing.
- More than 4% increase in revenue of the previous fiscal year.
- Assisted in the coordination of the sound infrastructure at the Savannah Rapids Pavilion.
- Remained operational during the renovation of Savannah Rapids Pavilion.
- Implemented policies and procedures for the Amphitheater Picnic Pavilion.
- Named 'Best Reception Venue' two years consecutively.
- Coordinated the installation of new lighting in the Loblolly Pine Room in the Savannah Rapids Pavilion.

GOALS FOR FY 10/11

- Coordinate with Facilities Services on Phase II of the Canal Headgates/Savannah Rapids Park improvements.
- Update the existing Virtual Tour of all facilities with new photos and descriptions.
- Coordinate with Facilities Services and selected architectural firm to design of the MPC.

RENTAL FACILITIES & VENUES DEPARTMENT

223/2020 AND 2022

- Work to get parking improvements completed at the lower level entrance of the Savannah Rapids Pavilion.
- Increase revenue for the department.
- Restructure the operations of the Sales Office to become more streamlined and efficient.
- Increase rates for Savannah Rapids Pavilion.

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
# of Events at all sites	1,237	1,325	13120
# of Guests attending	116,342	120,000	125,000
# of Phone Calls	23,922	23,950	24,500
# of Tours	1483	1550	1595
# of Phone Calls	1850	1890	1890
#of Contracts Processed	1577	1890	1950
# of Contracts Cancelled	150	179	195

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Manager	1	1	1
Admin. Coord.	1	1	0 (Converting position to Sales)
Sales Rep,	1	1	2
Banquet Coordinators (PT)	7	8	10
Set-up/Janitorial	0	2	2
Total	3 FT 7 PT	3 FT 10 PT	3 FT 12 PT

BUDGET HIGHLIGHTS

The difficult economy has finally hit the department. Bookings have slowed for corporate clients but luckily the leisure clients are still signing contracts. With the directive to reduce expenditures while trying to increase sales, things are extremely tight. Also, with the future implementation of the MPC, staffing will be very difficult.

EXPENDITURE DETAIL

SPECIAL REVENUE FUNDS

			<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
COMMUNITY CENTERS FUND						
50 HEALTH & WELFARE						
2020 COMMUNITY CENTERS						
51 PERSONAL SERVICES						
2232020	511001	SAL/WAGES	\$ 93,420	\$ 105,904	\$ 130,640	\$ 142,772
2232020	511010	ON CALL	\$ -	\$ 700	\$ -	\$ -
2232020	511030	VACATION	\$ 275	\$ 4,762	\$ 7,200	\$ -
2232020	511033	HOLIDAY	\$ 8,547	\$ 4,592	\$ 4,581	\$ -
2232020	511051	EMP MED PL	\$ 4,153	\$ 15,534	\$ 19,114	\$ 19,053
2232020	511052	GROUP LIFE	\$ 14,111	\$ 242	\$ 175	\$ 125
2232020	511053	RETIREMENT	\$ 253	\$ 9,583	\$ 11,256	\$ 11,296
2232020	511054	FICA	\$ 8,925	\$ 8,739	\$ 10,693	\$ 9,993
2232020	511055	WORK COMP	\$ 8,055	\$ 201	\$ 10	\$ 500
2232020	511060	EXP ALLOW	\$ 494	\$ 4,951	\$ 4,652	\$ 4,462
2232020	511062	NEW HIRES	\$ 4,447	\$ -	\$ -	\$ -
2232020	511070	UNEMPLOY	\$ 69	\$ 97	\$ 118	\$ 121
2232020	511080	PERSONNEL	\$ -	\$ -	\$ -	\$ -
TOTAL	PERSONAL SERVICES		\$ 142,750	\$ 155,304	\$ 188,438	\$ 188,322
52 OPERATING-SUPPLIES						
2232020	522001	UNIFORMS	\$ -	\$ -	\$ -	\$ -
2232020	522040	POSTAGE	\$ 371	\$ 505	\$ 668	\$ 650
2232020	522065	OFFICE SUP	\$ -	\$ 73	\$ -	\$ -
2232020	522070	OPERATING	\$ 8,376	\$ 10,499	\$ 12,525	\$ 13,500
2232020	522073	CONCESSION	\$ 11,396	\$ 12,459	\$ 9,508	\$ 14,000
2232020	522080	UTILITIES	\$ 68,254	\$ 73,351	\$ 79,807	\$ 72,500
2232020	522100	MINOR PROP	\$ 229	\$ 3,779	\$ 549	\$ 500
TOTAL	OPERATING-SUPPLIES		\$ 88,626	\$ 100,667	\$ 103,057	\$ 101,150
53 OPERATING-PURCH/CONT						
2232020	533025	ADVER/MARK	\$ 4,168	\$ 1,918	\$ 878	\$ 500
2232020	533030	EXPANDED S	\$ 1,354	\$ 3,008	\$ 1,189	\$ -
2232020	533035	CONTRACT O	\$ 4,404	\$ 9,091	\$ 18,273	\$ 13,050
2232020	533045	JANITORIAL	\$ 62,196	\$ 52,831	\$ -	\$ 45,571
2232020	533055	O/S SVCS-T	\$ 73,500	\$ 67,275	\$ 69,345	\$ 85,000
2232020	533060	GENERAL O/	\$ 4,450	\$ 3,966	\$ 120	\$ -
2232020	533064	GEN REPAIR	\$ 5,004	\$ 3,572	\$ 3,664	\$ 4,500
2232020	533115	TRAVEL/TRA	\$ 1,197	\$ 947	\$ 997	\$ 2,500
2232020	533120	DUES & SUB	\$ 290	\$ 112	\$ 211	\$ 400
2232020	533130	INSURANCE	\$ 4,585	\$ 427	\$ -	\$ 3,657
2232020	533135	COMMUNICAT	\$ 6,209	\$ 6,079	\$ 6,852	\$ 6,750
2232020	533140	PRINTING	\$ 684	\$ 60	\$ 289	\$ 450
TOTAL	OPERATING-PURCH/CONT		\$ 168,040	\$ 149,287	\$ 101,819	\$ 162,378
58 OTHER FINANCING USES						
2232020	588001	INTERFUND	\$ -	\$ -	\$ -	\$ -
60 CAPITAL						
2232020	601079	CIP VEHCL	\$ -	\$ -	\$ -	\$ 400
TOTAL	COMMUNITY CENTERS		\$ 399,416	\$ 405,258	\$ 393,314	\$ 452,250

EXPENDITURE DETAIL

SPECIAL REVENUE FUNDS

			<u>Actual</u>			<u>Actual</u>			<u>Est. Actual</u>			<u>Budget</u>
			<u>FY 2008</u>			<u>FY 2009</u>			<u>FY 2010</u>			<u>FY 2011</u>
2022 CANAL HEADGATES BUILDING												
52 OPERATING-SUPPLIES												
2232022	522070	OPERATING	\$ -			\$ -			\$ -			\$ 500
2232022	522100	MINOR PROP	\$ -			\$ 678			\$ 614			\$ 500
TOTAL	OPERATING-SUPPLIES		\$ -			\$ 678			\$ 614			\$ 1,000
53 OPERATING-PURCH/CONT												
2232022	533025	ADVER/MARK	\$ -			\$ -			\$ -			\$ 250
2232022	533035	CONTRACT O	\$ 2,330			\$ 1,545			\$ 1,910			\$ 1,000
2232022	533045	JANITORIAL	\$ 9,889			\$ 4,113			\$ -			\$ 4,500
TOTAL	OPERATING-PURCH/CONT		\$ 12,219			\$ 5,658			\$ 1,910			\$ 5,750
TOTAL	CANAL HEADGATES BUILDING		<u>\$ 12,219</u>			<u>\$ 6,336</u>			<u>\$ 2,524</u>			<u>\$ 6,750</u>
TOTAL	COMMUNITY CENTER OPERA		<u>\$ 411,635</u>			<u>\$ 411,593</u>			<u>\$ 395,838</u>			<u>\$ 459,000</u>

SAVANNAH RAPIDS REGIONAL VISITOR INFORMATION CENTER

224/2210

MISSION STATEMENT

Knowledgeable and professional personnel assisting visitors seeking information while encouraging extended stays and travel throughout the county and state by introducing new and interesting destinations.

VISION STATEMENT

Offer quality information to insure accuracy to all who visit and live in Columbia County. Promote resident's and visitor's awareness of local and statewide amenities available for their enjoyment.

DEPARTMENT DESCRIPTION

The Columbia County Visitor Center is a state Certified Regional Visitor Center; Housed in the Historic Lockkeepers Cottage that overlooks the picturesque Savannah River and The Historic Augusta Canal. The Visitor Center coordinates with the Columbia County CVB, AMCVB, Columbia County Chamber, State Department of Economic Development and all other related agencies to promote the attractions within the entire county. The Visitor Center is a direct liaison with groups like Classic South Travel Association that includes representatives from 17 counties to study and promote tourism in all areas. We receive annual training from the Sate Visitor Center to assure the quality of information and its accuracy to all who inquire.

The Columbia County Regional Visitor Center is funded through Hotel/Motel Tax Fund.

ACCOMPLISHMENTS FOR FY 09/10

- Completed the annual state requirement for training at a Sate Visitor Center.
- Maintain Level 5 (Highest Level) standing in the State Regional Visitor Center Program.
- Participated in Georgia On My Mind at I-20 Tallapoosa Visitor Center (Our Gateway).
- Participated in Georgia On My Mind at I-20 Augusta Visitor Center.
- Participated in the Reopening of the I-20 Augusta Visitor Center.
- Participated in Holiday Happening at I-20 Augusta Visitor Center.
- Organized monthly Columbia County Day at I-20 Augusta Visitor Center.
- Organized local artist for rotating art displays in Visitor Center.
- Organized Fall At The Savannah Rapids Regional Visitor Information Center.
- Organized Homemade Holiday Crafts at the Savannah Rapids Regional Visitor Information Center.
- Attended Classic South Travel Association Meetings.
- Attended Augusta Marketers Meeting.
- Attended Governor's Conference

SAVANNAH RAPIDS REGIONAL VISITOR INFORMATION CENTER

224/2210

- Attended State Regional Visitor Center Annual Meeting.
- Attended Tourism Day At The Capital.

GOALS FOR FY 10/11

- Increase presence at State Visitor Center
- Maintain Level 5(Highest level) standing in the State Regional Visitor Center Program
- Continue the monthly visitor promotions
- Increase number of events at center
- Increase visitation numbers by 1%

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
# of Visitors	12997	13450	13120
# of Meetings	30	30	30
# of Columbia County Days	12	9	12
# of Trade Shows GOMM ETC.	4	2	4
# of Phone Calls	1850	1890	1890
#of Events At Center	3	5	3
# of Grants	1	1	0

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Coordinator	1	1	1
Temp Employees	3	3	3
Total	1 FullTime 3 PRN Temp Employees	1 Full Time 3 PRN Temp Employees	1 Full Time 3PRN Temp Employees

BUDGET HIGHLIGHTS

The Georgia State budget for 2011 is cutting the grant funding for regional and local welcome centers. I have decreased the center's travel, contract services and postage budget. Some of the increase will be going to the marketing and temporary personnel budget. We will continue to offer knowledgeable and professional assistance to visitors seeking information in our center. But will extend our focus to outside the center to reach out to others living and visiting the CSRA to increase the visitation numbers and encourage spending in Columbia County.

EXPENDITURE DETAIL

SPECIAL REVENUE FUNDS

			<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
LODGING TAX FUND						
60 CULTURE/RECREATION						
2200 HOTEL/MOTEL TAX						
51 PERSONAL SERVICES						
2242200	511051	EMP MED PL	\$ 821	\$ 473	\$ -	\$ -
2242200	511052	GROUP LIFE	\$ 8	\$ 5	\$ -	\$ -
2242200	511053	RETIREMENT	\$ 449	\$ 270	\$ -	\$ -
2242200	511054	FICA	\$ 438	\$ 270	\$ -	\$ -
2242200	511055	WORK COMP	\$ 66	\$ 170	\$ -	\$ -
2242200	511070	UNEMPLOY	\$ 5	\$ 3	\$ -	\$ -
TOTAL	PERSONAL SERVICES		\$ 1,787	\$ 1,192	\$ -	\$ -
52 OPERATING-SUPPLIES						
2242200	522040	POSTAGE	\$ -	\$ 960	\$ -	\$ -
2242200	522070	OPERATING	\$ 9,979	\$ 13,457	\$ 16,143	\$ 14,069
TOTAL	OPERATING-SUPPLIES		\$ 9,979	\$ 14,417	\$ 16,143	\$ 14,069
53 OPERATING-PURCH/CONT						
2242200	533025	ADVER/MARK	\$ 27,884	\$ 30,726	\$ 26,544	\$ 31,000
2242200	533035	CONTRACT O	\$ 220,853	\$ 227,550	\$ 234,796	\$ 228,329
2242200	533055	O/S SVCS-T	\$ 6,048	\$ 7,656	\$ -	\$ 5,000
2242200	533080	SPECIAL CO	\$ 125,584	\$ 131,396	\$ 147,824	\$ 167,900
2242200	533081	SPECIAL FU	\$ 24,500	\$ 34,550	\$ 28,300	\$ 24,500
2242200	533115	TRAVEL/TRA	\$ -	\$ 5,660	\$ 3,515	\$ 14,047
2242200	533120	DUES & SUB	\$ -	\$ 340	\$ -	\$ 370
2242200	533125	RENT ON BU	\$ -	\$ 694	\$ 1,400	\$ 4,000
2242200	533140	PRINTING	\$ 5,000	\$ 2,821	\$ 2,999	\$ -
TOTAL	OPERATING-PURCH/CONT		\$ 409,868	\$ 441,393	\$ 445,379	\$ 475,146
54 OPERATING-OTH COSTS						
2242200	544007	OPERATING	\$ -	\$ -	\$ -	\$ 1,376
TOTAL	HOTEL/MOTEL TAX		<u>\$ 421,633</u>	<u>\$ 457,002</u>	<u>\$ 461,522</u>	<u>\$ 490,591</u>
2210 VISITORS CENTER						
51 PERSONAL SERVICES						
2242210	511001	SAL/WAGES	\$ 23,126	\$ 24,468	\$ 24,561	\$ 28,985
2242210	511030	VACATION	\$ 1,088	\$ 2,023	\$ 3,269	\$ -
2242210	511033	HOLIDAY	\$ 707	\$ 1,188	\$ 1,047	\$ -
2242210	511051	EMP MED PL	\$ 3,577	\$ 3,798	\$ 3,848	\$ 3,838
2242210	511052	GROUP LIFE	\$ 65	\$ 65	\$ 49	\$ 35
2242210	511053	RETIREMENT	\$ 1,990	\$ 2,542	\$ 2,605	\$ 2,530
2242210	511054	FICA	\$ 1,804	\$ 2,296	\$ 2,370	\$ 2,125
2242210	511055	WORK COMP	\$ 354	\$ 0	\$ 4	\$ 500
2242210	511060	EXP ALLOW	\$ 87	\$ 3,988	\$ 3,689	\$ 2,626
2242210	511070	UNEMPLOY	\$ 15	\$ 26	\$ 26	\$ 26
2242210	511080	PERSONNEL	\$ -	\$ -	\$ -	\$ -
TOTAL	PERSONAL SERVICES		\$ 32,813	\$ 40,393	\$ 41,467	\$ 40,665
52 OPERATING-SUPPLIES						
2242210	522040	POSTAGE	\$ 909	\$ 211	\$ 80	\$ 500
2242210	522070	OPERATING	\$ 969	\$ 2,259	\$ 1,284	\$ 1,300
TOTAL	OPERATING-SUPPLIES		\$ 1,878	\$ 2,471	\$ 1,365	\$ 1,800

EXPENDITURE DETAIL

SPECIAL REVENUE FUNDS

			<u>Actual</u>			<u>Actual</u>			<u>Est. Actual</u>			<u>Budget</u>
			<u>FY 2008</u>		<u>FY 2009</u>		<u>FY 2010</u>		<u>FY 2010</u>		<u>FY 2011</u>	
53 OPERATING-PURCH/CONT												
2242210	533025	ADVER/MARK	\$ 8,729	\$	10,383	\$	9,609	\$	8,000			
2242210	533035	CONTRACT O	\$ 2,576	\$	2,026	\$	511	\$	1,000			
2242210	533055	O/S SVCS-T	\$ 11,371	\$	12,252	\$	14,163	\$	16,458			
2242210	533064	GEN REPAIR	\$ 260	\$	-	\$	-	\$	1,000			
2242210	533115	TRAVEL/TRA	\$ 4,494	\$	2,411	\$	1,816	\$	3,000			
2242210	533135	COMMUNICAT	\$ 89	\$	101	\$	310	\$	310			
TOTAL	OPERATING-PURCH/CONT		\$ 27,519	\$	27,172	\$	26,409	\$	29,768			
54 OPERATING-OTH COSTS												
2242210	544035	GRANT EXPE	\$ 4,772	\$	-	\$	4,038	\$	5,000			
TOTAL	VISITORS CENTER		\$ 66,982	\$	70,036	\$	73,279	\$	77,233			
TOTAL	LODGING TAX FUND		\$ 488,616	\$	527,037	\$	534,801	\$	567,824			

EXPENDITURE DETAIL

SPECIAL REVENUE FUNDS

			<u>Actual</u>		<u>Actual</u>		<u>Est. Actual</u>		<u>Budget</u>
			<u>FY 2008</u>		<u>FY 2009</u>		<u>FY 2010</u>		<u>FY 2011</u>
MULTIPLE GRANT FUND									
10 GENERAL GOVERNMENT									
2300 MULTIPLE GRANT									
54 OPERATING-OTH COSTS									
2252300	544035	GRANT EXP	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2252300	544035	10012 SHERIFF'S OFFICE EMT EQUIP	\$ 9,161	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2252300	544035	10013 CHAMBER OF COMMERCE GRT	\$ -	\$ 6,250	\$ -	\$ -	\$ -	\$ -	\$ -
2252300	544035	10204 HAZMAT	\$ -	\$ -	\$ -	\$ 2,326	\$ -	\$ 17,409	\$ -
2252300	544035	10206 HOMELAND	\$ -	\$ -	\$ -	\$ 10,708	\$ -	\$ -	\$ -
2252300	544035	10210 2008 CERT GRANT	\$ -	\$ -	\$ -	\$ 986	\$ -	\$ 12,500	\$ -
2252300	544035	10211 HAZMITPLAN	\$ -	\$ -	\$ -	\$ 369	\$ -	\$ 10,931	\$ -
2252300	544035	10212 GRT EXP	\$ -	\$ -	\$ -	\$ 221	\$ -	\$ 14,000	\$ -
2252300	544035	11501 SPANCLASS	\$ 952	\$ 1,600	\$ -	\$ -	\$ -	\$ -	\$ -
2252300	544035	11502 FAMILY STORYTIMES PGM	\$ 372	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2252300	544035	11503 2009 GRASSROOTS GRANT	\$ -	\$ 1,869	\$ -	\$ -	\$ -	\$ -	\$ -
2252300	544035	11504 GRT EXP	\$ -	\$ 5,000	\$ -	\$ 230	\$ -	\$ -	\$ -
TOTAL	OPERATING-OTH COSTS		\$ -	\$ 14,719	\$ 14,840	\$ -	\$ 54,840	\$ -	\$ -
TOTAL	MULTIPLE GRANT FUND		<u>\$ 11,285</u>	<u>\$ 14,719</u>	<u>\$ 14,840</u>	<u>\$ -</u>	<u>\$ 54,840</u>	<u>\$ -</u>	<u>\$ -</u>
SHERIFF'S GIFTS/DONATION FUND									
30 PUBLIC SAFETY									
2330 SHERIFF'S GIFTS/DONATION									
53 OPERATING-PURCH/CONT									
2332330	533081	SPECIAL FUNDS EXPENSE	\$ 16,532	\$ 20,994	\$ 12,290	\$ -	\$ 20,000	\$ -	\$ -
TOTAL	SHERIFF'S GIFTS/DONATIONS		<u>\$ 16,532</u>	<u>\$ 20,994</u>	<u>\$ 12,290</u>	<u>\$ -</u>	<u>\$ 20,000</u>	<u>\$ -</u>	<u>\$ -</u>

MARTINEZ-COLUMBIA FIRE RESCUE

FUND/DEPARTMENT NUMBER: #232-2510

MISSION STATEMENT

To provide the citizens and businesses in the unincorporated areas of Columbia County with the highest level of prevention, response and recovery efforts possible for both fire and first responder calls.

VISION STATEMENT

To continue to serve the citizens of Columbia County by saving lives and property through providing premiere fire and first responder services.

DEPARTMENT DESCRIPTION

Martinez-Columbia Fire Rescue is a contract service provider of Columbia County. A copy of the "Fire Service Agreement" can be obtained upon request from the Emergency Services office.

ACCOMPLISHMENTS FOR FY 2009/2010

- Certified all remaining Engine Companies as licensed first responding agency to bring the entire department into compliance.
- Participated in training programs and exercises with other emergency response agencies.
- Assisted in Cert Training along with EMA office for citizens of Columbia County.
- Continued GPS implementation and improvement.
- Opened the County Fire Training Facility on Columbia Rd including burn building, search and rescue facility, and drafting pit.
- Certified all apparatus ladders and aerial devices through third party examiner for compliance and safety.
- Raised and distributed over \$70,000 for local charitable organizations.
- Completed initial ISO surveys and pre-inspection inspection with ISO representatives.

MARTINEZ-COLUMBIA FIRE RESCUE

FUND/DEPARTMENT NUMBER: #232-2510

Response Totals for Calendar Year 2009

STRUCTURE FIRES	175
VEHICLE FIRES	83
STORM DAMAGE	25
WOODS FIRES	108
FIRE ALARMS	495
CARBON MONOXIDE	21
INVESTIGATIONS	240
PUBLIC SERVICE	165
NATURAL GAS LEAKS	66
OUTDOOR BURNING	163
HAZMAT/BOMB THREATS	10
RESCUE	560
PUBLIC SAFETY ASSIST	2
MEDICAL	1127
DUMPSTER/OTHER	62
TOTALS	3302

GOALS FOR FY 2010/2011

Maintain commitment to continuing quality service to the citizens of Columbia County. We strive to continue training civic organizations and additional training to citizens of our community while providing a superior quality of care.

MARTINEZ-COLUMBIA FIRE RESCUE

FUND/DEPARTMENT NUMBER: #232-2510

BUDGET HIGHLIGHTS

The 2010/2011 budget request includes a significant increase in Workman's Compensation premiums. Our previous carrier was declared insolvent and is being liquidated by the Insurance Commissioner of Georgia. The best rate we could obtain from a new carrier still reflected a significant increase.

We will again not increase our level of staffing but cannot leave positions unfilled as our current level of employment represents minimum staffing to meet the obligations outlined in the Fire Services Agreement.

GROVETOWN DEPARTMENT OF PUBLIC SAFETY DEPARTMENT

FUND/DEPARTMENT NUMBER: 232-2530

MISSION STATEMENT

To provide the citizens and businesses of defined unincorporated Columbia County areas with the highest level of prevention, response and recovery efforts possible for both fire and first responder calls in a specific, pre-determined area, on a pay-per-call contractual basis.

VISION STATEMENT

To continue to serve the citizens of unincorporated Columbia County by saving lives and property through providing premiere fire and first responder services.

DEPARTMENT DESCRIPTION

Grovetown Department of Public Safety is a contract service provider of Columbia County on a "pay per call" basis in a defined area, south of the Grovetown city limits. A copy of the "Fire Service Agreement" can be obtained upon request from the Emergency Services office.

ACCOMPLISHMENTS FOR FY 09/10

- Began serving Columbia County citizens as a fire service provider in January of 2004
- Participated in Training Programs and Exercises with other Emergency Response Agencies
- Assisted in CERT training along with the EMA office for citizens of Columbia County.
- Provided mutual aid to unincorporated areas of the county on a pay per call basis.

GOALS FOR FY 10/11

Maintain commitment to continuing quality service to the citizens of unincorporated Columbia County. We strive to continue training civic organizations and additional training to citizens of our community while providing a superior quality of care.

EXPENDITURE DETAIL

SPECIAL REVENUE FUNDS

			<u>Actual</u>		<u>Actual</u>		<u>Est. Actual</u>		<u>Budget</u>
			<u>FY 2008</u>		<u>FY 2009</u>		<u>FY 2010</u>		<u>FY 2011</u>
FIRE SERVICES FUND									
30 PUBLIC SAFETY									
2510 MARTINEZ/EVANS FIRE DISTRICT									
52 OPERATING-SUPPLIES									
2322510	522070	OPERATING	\$ 15,488	\$	8,058	\$	8,673	\$	-
2322510	522080	UTILITIES	\$ 5,137	\$	3,365	\$	350	\$	-
2322510	522121	GAS/OIL/DE	\$ 113,908	\$	74,758	\$	79,033	\$	65,000
TOTAL	OPERATING-SUPPLIES		\$ 134,533	\$	86,182	\$	88,056	\$	65,000
53 OPERATING-PURCH/CONT									
2322510	533035	CONTRACT O	\$ 7,364,747	\$	8,349,589	\$	8,957,355	\$	9,007,694
2322510	533070	CASUALTY	\$ -	\$	75	\$	1,438	\$	10,000
2322510	533130	INSURANCE	\$ 31,406	\$	21,412	\$	34,382	\$	40,100
TOTAL	OPERATING-PURCH/CONT		\$ 7,396,153	\$	8,371,076	\$	8,993,176	\$	9,057,794
60 CAPITAL									
2322510	601090	CIP OTHER	\$ -	\$	-	\$	15,505	\$	-
TOTAL	MARTINEZ/EVANS FIRE DISTRICT		<u>\$ 7,530,686</u>	\$	<u>8,457,258</u>	\$	<u>9,096,737</u>	\$	<u>9,122,794</u>
2530 GROVETOWN FIRE DISTRICT									
53 OPERATING-PURCH/CONT									
2322530	533035	CONTRACT O	\$ 23,118	\$	21,917	\$	18,033	\$	18,000
TOTAL	GROVETOWN FIRE DISTRICT		<u>\$ 23,118</u>	\$	<u>21,917</u>	\$	<u>18,033</u>	\$	<u>18,000</u>
2540 HARLEM FIRE DISTRICT									
53 OPERATING-PURCH/CONT									
2322540	533035	CONTRACT O	\$ -	\$	-	\$	-	\$	52,500
TOTAL	HARLEM FIRE DISTRICT		<u>\$ -</u>	\$	<u>-</u>	\$	<u>-</u>	\$	<u>52,500</u>
TOTAL	FIRE SERVICES FUND		<u>\$ 7,553,804</u>	\$	<u>8,479,174</u>	\$	<u>9,114,770</u>	\$	<u>9,193,294</u>

TRAFFIC ENGINEERING DEPARTMENT

FUND/DEPARTMENT NUMBER: 234/2710

MISSION STATEMENT

To effectively manage the operation of the Traffic Engineering program in order to provide the highest quality service possible for the citizens and public utilizing our streets and roadways.

VISION STATEMENT

To provide a safe environment for the traveling public utilizing the streets and roadways of Columbia County with emphasis on the safety, operation and quality of our vehicle and pedestrian networks and the associated traffic control devices.

DEPARTMENT DESCRIPTION

The Traffic Engineering Department is responsible for coordinating, organizing, planning, directing staff, and activities including the preparation and administration of operating and capital budgets. We perform onsite evaluations, accident analysis, traffic signal and multi-way stop warrant studies, roadway and intersection safety recommendations and assist with the drafting of zoning/subdivision regulations. We review commercial and residential property developments and coordinate with developers; design and plan new intersections, roadway improvements and system management controls. We advise and guide County Commissioners on matters pertaining to traffic and roadway safety. We maintain computer records, reports and correspondence as well as coordinating with local utilities, state, city and county officials and outside contractors for county and private projects.

ACCOMPLISHMENTS FOR FY 09/10

- Facilitated the installation of lighted street identification signs at the intersections at Washington Road/Walmart, Washington Road/Ronald Reagan, Washington Road/Evans to Locks, Washington Road/Belair, Washington Road/Old Evans Road, Evans Town Center/Ronald Reagan, Evans Town Center/N Belair, N Belair/Industrial Park, N Belair/Peachtree, N Belair/Hereford Farm
- Facilitated the installation of InSync Adaptive traffic system at the intersections at Washington Road/Walmart, Washington Road/Ronald Reagan, Washington Road/Evans to Locks, Washington Road/Belair, Washington Road/Old Evans Road, Evans Town Center/Ronald Reagan, Evans Town Center/N Belair, N Belair/Industrial Park, N Belair/Peachtree, N Belair/Hereford Farm

TRAFFIC ENGINEERING DEPARTMENT

FUND/DEPARTMENT NUMBER: 234/2710

- In cooperation with the IT Department, we have installed fiber optic cable, Ethernet switches and established the first phase of our county communication network for our traffic control devices with the intersections at Washington Road/Walmart, Washington Road/Ronald Reagan, Washington Road/Evans to Locks, Washington Road/Belair, Washington Road/Old Evans Road, Evans Town Center/Ronald Reagan, Evans Town Center/N Belair, N Belair/Industrial Park, N Belair/Peachtree, N Belair/Hereford Farm
- Assisted the IT Department with county-wide broad band fiber project that was awarded to Columbia County by the Federal Government under the American Recovery and Reinvestment Act. This project will include and provide a communication network that will allow connection to all of our electrical traffic control devices within Columbia County
- In cooperation with IT and the Sheriff's Department, we have performed evaluations of cameras and software to be utilized in the CCTMC for real-time traffic observations and incident management
- Initiated a database system to track all external and internal work requests within our Department
- Initiated the placement and maintenance of the County Road Index on our web site for public and employee access

GOALS FOR FY 10/11

- Continue development and implementation of the CCTMC (Columbia County Traffic Management Center)
- Continue development and implementation of County Road Speed/Count Station Program
- Continue development and implementation of Traffic Sign Evaluation/Inventory Program
- Continue development and implementation of Lighted Street Identification Sign Program
- Continue development and implementation of Roadway Marking Program
- Continue development and implementation of Remote Traffic Count System

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Roadway vehicle volume counts	20	12	10
Neighborhood speed hump surveys	30	45	40
Intersection study/surveys	10	15	15

TRAFFIC ENGINEERING DEPARTMENT

FUND/DEPARTMENT NUMBER: 234/2710

Curve/roadway speed surveys	5	5	5
Sign requests	52	90	80
Final plat reviews	49	160	100
Traffic signal service calls (including after hours calls)	14	80	80
Road closure/detour press releases	47	40	50

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Manager V	1	1	1
Analyst IV	1	1	1
Analyst III	1	1	1
Total	3	3	3

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles	2	2	2
Heavy Equipment	0	0	0
Vehicle Allowances	1	1	1
Total	3	3	3

BUDGET HIGHLIGHTS

One significant impact on future budgets will be the Federal Highway Administration's (FHWA) new requirements for minimum sign reflectivity standards that must be adhered to. These new requirements mandate that a sign management and replacement plan be in place by the conclusion of calendar year 2012 and full sign reflectivity compliance be achieved by the end of 2018.

EXPENDITURE DETAIL

SPECIAL REVENUE FUNDS

			<u>Actual</u>		<u>Actual</u>		<u>Est. Actual</u>		<u>Budget</u>
			<u>FY 2008</u>		<u>FY 2009</u>		<u>FY 2010</u>		<u>FY 2011</u>
40 PUBLIC WORKS									
2710 TRAFFIC ENGINEERING									
51 PERSONAL SERVICES									
2342710	511001	SAL/WAGES	\$ 116,838	\$	136,158	\$	128,328	\$	155,115
2342710	511004	OT PERM	\$ 2,402	\$	2,827	\$	2,626	\$	-
2342710	511030	VACATION	\$ 7,995	\$	8,618	\$	10,157	\$	-
2342710	511033	HOLIDAY	\$ 6,137	\$	5,730	\$	5,447	\$	-
2342710	511051	EMP MED PL	\$ 27,121	\$	32,041	\$	30,264	\$	32,535
2342710	511052	GROUP LIFE	\$ 232	\$	253	\$	181	\$	136
2342710	511053	RETIREMENT	\$ 9,344	\$	11,114	\$	11,495	\$	12,311
2342710	511054	FICA	\$ 10,108	\$	11,736	\$	11,123	\$	10,217
2342710	511055	WORK COMP	\$ 2,243	\$	910	\$	15	\$	2,500
2342710	511060	EXP ALLOW	\$ 8,722	\$	12,270	\$	9,863	\$	10,943
2342710	511070	UNEMPLOY	\$ 86	\$	133	\$	125	\$	135
2342710	511080	PERSONNEL	\$ -	\$	-	\$	-	\$	(154,478)
TOTAL	PERSONAL SERVICES		\$ 191,228	\$	221,789	\$	209,624	\$	69,414
52 OPERATING-SUPPLIES									
2342710	522070	OPERATING	\$ 4,165	\$	7,145	\$	5,569	\$	6,000
2342710	522100	MINOR PROP	\$ 7,976	\$	7,955	\$	15,961	\$	2,500
2342710	522121	GAS/OIL/DE	\$ 1,685	\$	1,867	\$	2,584	\$	3,500
2342710	522137	PAVEMENT S	\$ 850	\$	55,463	\$	32,781	\$	-
TOTAL	OPERATING-SUPPLIES		\$ 14,677	\$	72,429	\$	56,896	\$	12,000
53 OPERATING-PURCH/CONT									
2342710	533070	CASUALTY E	\$ -	\$	-	\$	-	\$	2,153
2342710	533095	VEH REPAIR	\$ 1,295	\$	648	\$	2,892	\$	2,000
2342710	533115	TRAVEL/TRA	\$ 6,504	\$	2,906	\$	5,552	\$	7,000
2342710	533120	DUES & SUB	\$ 333	\$	1,187	\$	850	\$	1,000
2342710	533130	INSURANCE	\$ 1,205	\$	618	\$	2,079	\$	1,380
2342710	533135	COMMUNICAT	\$ 1,800	\$	183	\$	1,492	\$	2,500
TOTAL	OPERATING-PURCH/CONT		\$ 11,136	\$	5,542	\$	12,866	\$	16,033
60 CAPITAL									
2342710	601082	HEAVY EQUI	\$ -	\$	-	\$	-	\$	-
TOTAL	TRAFFIC ENGINEERING		\$ 217,041	\$	299,759	\$	279,386	\$	97,447

CONSTRUCTION & MAINTENANCE SERVICES DEPARTMENT

FUND/DEPARTMENT NUMBER: 234/2720

MISSION STATEMENT

To effectively manage the capital improvement program and to provide exceptional maintenance for all county buildings and roads.

VISION STATEMENT

To achieve excellence in quality construction and maintenance of all county-owned real property, roads, bridges and other infrastructure.

DEPARTMENT DESCRIPTION

The Construction and Maintenance Services Division is responsible for managing the Capital Improvements Program. Our objective is to complete capital improvements as rapidly as funds will allow, keep projects on schedule, and ensure contracts stay within budgeted amounts. We have developed a system to match revenues with expenditures in order to generate the maximum value of projects consistent with internal and external resources. The Division is also tasked with ensuring that all county roads and bridges are maintained in safe condition. The Roads and Bridges department meets these objectives with outstanding expertise and demonstrated performance. Additionally, the Division is responsible for internal services such as maintenance of county facilities, managing utility services and oversight of contracted employees assisting with janitorial. Our Facility Maintenance department has a solid reputation for excellent work.

ACCOMPLISHMENTS FOR FY 09/10

- Resurfaced Jordan Road
- Completed the Marshall Street shoulder and culvert repair
- Completed the Fleet Services retaining wall
- Purchased and installed LED lighted street signs in the Evans Town Center area

GOALS FOR FY 10/11

- Continue implementation of the General Obligation Bond projects
- Continue implementation of the SPLOST projects
- Continue to maintain and improve county paved and dirt roads
- Continue to maintain and improve county buildings and facilities

CONSTRUCTION & MAINTENANCE SERVICES DEPARTMENT

FUND/DEPARTMENT NUMBER: 234/2720

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Division Director	1	1	1
Administrative Specialist	1	1	1
Total	2	2	2

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles	0	0	0
Heavy Equipment	0	0	0
Vehicle Allowances	1	1	1
Total	1	1	1

BUDGET HIGHLIGHTS

While the number of facilities, roads and county-maintained infrastructure continue to increase, the Construction and Maintenance Division will be tasked with providing the same level of services with fewer resources, as revenue collections are down due to the current state of the economy.

EXPENDITURE DETAIL

SPECIAL REVENUE FUNDS

			<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
2720 CONSTRUCTION/MAINTENANCE						
51 PERSONAL SERVICES						
2342720	511001	SAL/WAGES	\$ 130,001	\$ 128,280	\$ 88,266	\$ 123,831
2342720	511030	VACATION	\$ 7,049	\$ 6,244	\$ 25,071	\$ -
2342720	511033	HOLIDAY	\$ 4,364	\$ 5,406	\$ 4,413	\$ -
2342720	511051	EMP MED PL	\$ 9,096	\$ 7,223	\$ 7,231	\$ 10,735
2342720	511052	GROUP LIFE	\$ 204	\$ 188	\$ 99	\$ 101
2342720	511053	RETIREMENT	\$ 12,130	\$ 12,010	\$ 8,857	\$ 10,784
2342720	511054	FICA	\$ 11,196	\$ 11,145	\$ 9,184	\$ 9,490
2342720	511055	WORK COMP	\$ 2,662	\$ 1,080	\$ 10	\$ 3,000
2342720	511060	EXP ALLOW	\$ 9,933	\$ 11,776	\$ 6,204	\$ 10,941
2342720	511070	UNEMPLOY	\$ 95	\$ 122	\$ 99	\$ 108
2342720	511080	PERSONNEL	\$ -	\$ -	\$ -	\$ (109,136)
TOTAL	PERSONAL SERVICES		\$ 186,729	\$ 183,473	\$ 149,433	\$ 59,854
52 OPERATING-SUPPLIES						
2342720	522070	OPERATING	\$ 15,365	\$ 6,411	\$ 15,644	\$ 15,000
2342720	522100	MINOR PROP	\$ 34,067	\$ 68,185	\$ 12,294	\$ -
2342720	522135	MAJOR DIRT	\$ 40,662	\$ 31,444	\$ 52,365	\$ 70,000
2342720	522136	PAVED ROAD	\$ 258,586	\$ 146,213	\$ 235,151	\$ -
TOTAL	OPERATING-SUPPLIES		\$ 348,679	\$ 252,253	\$ 315,455	\$ 85,000
53 OPERATING-PURCH/CONT						
2342720	533002	ATTORNEY F	\$ 7,896	\$ 3,635	\$ 3,859	\$ 20,000
2342720	533035	CONTRACT O	\$ 26,598	\$ 32,610	\$ 25,356	\$ 50,000
2342720	533060	GENERAL O/	\$ 4,481	\$ 475	\$ 8,099	\$ -
2342720	533064	GEN REPAIR	\$ 214,701	\$ 233,298	\$ 253,252	\$ 230,000
2342720	533070	CASUALTY E	\$ -	\$ -	\$ -	\$ 2,375
2342720	533095	VEH REPAIR	\$ -	\$ 5,786	\$ -	\$ -
2342720	533115	TRAVEL/TRA	\$ 5,514	\$ 3,235	\$ 3,551	\$ 7,000
2342720	533120	DUES & SUB	\$ 830	\$ 881	\$ 580	\$ 3,000
2342720	533125	RENT ON BU	\$ 26,650	\$ 28,350	\$ 27,500	\$ 35,000
2342720	533130	INSURANCE	\$ 16,058	\$ 8,656	\$ 19,597	\$ 1,523
2342720	533135	COMMUNICAT	\$ 4,266	\$ 5,370	\$ 5,954	\$ 5,500
2342720	533179	INTERSECTI	\$ -	\$ 6,077	\$ 113,535	\$ -
2342720	533180	STORM DRAI	\$ 800,000	\$ 800,000	\$ 800,000	\$ 800,000
2342720	533195	SPEED HUMP	\$ 100,437	\$ 67,589	\$ 185	\$ 110,000
TOTAL	OPERATING-PURCH/CONT		\$ 1,207,432	\$ 1,195,962	\$ 1,261,467	\$ 1,264,398
54 OPERATING-OTH COSTS						
2342720	544007	OPR CONTIN	\$ -	\$ -	\$ -	\$ 97,214
55 OPERATING-INTFND CHG						
2342720	555001	COUNTY SVS	\$ 205,615	\$ 231,454	\$ 282,653	\$ 299,314
58 OTHER FINANCING USES						
2342720	588001	INTERFUND	\$ -	\$ 218,000	\$ 381,000	\$ -
60 CAPITAL						
2342720	601076	CIP BUILDI	\$ 51,616	\$ 21,654	\$ 14,047	\$ -
2342720	601079	CIP VEHICL	\$ 112,634	\$ -	\$ 18,500	\$ -
2342720	601081	CIP MACH/E	\$ -	\$ 21,075	\$ 69,270	\$ 8,500
TOTAL	CAPITAL		\$ 164,250	\$ 42,729	\$ 101,817	\$ 8,500
TOTAL	CONSTRUCTION/MAINTENAN		\$ 2,112,705	\$ 2,123,872	\$ 2,491,824	\$ 1,814,280
TOTAL	PUBLIC WORKS		\$ 2,329,746	\$ 2,423,631	\$ 2,771,210	\$ 1,911,727
TOTAL	INSURANCE PREMIUM TAX		\$ 4,394,703	\$ 4,498,647	\$ 5,481,341	\$ 4,040,000

FLEET FIRE MAINTENANCE DEPARTMENT

FUND/DEPARTMENT NUMBER: #234-2730

MISSION STATEMENT

To provide fire apparatus and vehicle fleet services to our local fire service provider, including those units owned by Columbia County, in a professional manner so as to produce a complete, safe, efficient and cost effective fire protection vehicle fleet.

VISION STATEMENT

To become the central location for county wide Fire Fleet management; specializing in all aspects of effective and efficient vehicle/equipment management, from acquisition to liquidation.

DEPARTMENT DESCRIPTION

The Fire Services Department provides for the testing, repair and maintenance of County owned fire apparatus and vehicles as well as vehicles/equipment under contract or included in inter-governmental agreements. The primary focus of this department is Martinez-Columbia Fire Rescue vehicles as well as those vehicles owned by Columbia County. Fire Services provides for ISO testing and compliance of fire apparatus, routine and preventative maintenance, minor and most major repairs, and coordinates all major repairs with outside vendors. Fire Services is establishing and will maintain an automated database, which should provide the county as well as our customers with data to assist in repair cost analysis and replacement decisions. Since all of the fire service fleet is emergency vehicles used in the preservation of life and property, 24 hour repair/road service is also provided.

ACCOMPLISHMENTS FOR FY 09/10

- Acquisition, up fit and placed in-service 3 new fire pumpers
- All staff members obtained ASE "Master" certifications
- 100% of Fire Services staffing EVT (Emergency Vehicle Technician) certified
- Apparatus bay additions complete with 80% functionality.
- Limited vehicle up fitting capability
- Renewal of inter-local service agreement with the City of Harlem
- National recognition as a "Blue Seal of Excellence" facility by the National Institute for Automotive Service Excellence (ASE)

FLEET FIRE MAINTENANCE DEPARTMENT

FUND/DEPARTMENT NUMBER: #234-2730

GOALS FOR FY 10/11

- Development and implementation of electronic notification to end users of vehicle status and completion.
- Develop and implement a “spare” fire apparatus program (located at Fleet Service, Appling) allowing main/front line unit’s time to receive preventative maintenance on a routine scheduled basis.
- Completion of 2 technical training sessions/schools per technician per year.

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Work Orders Completed	147	164	200
Man/hours for Repairs	1080	1000	1100
Service Repairs	148	150	175
PM's Performed	40	30	40
Vehicle responsibility	26	30	32

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
WO Expenditures	\$39,790.49	\$48,993.79	\$45,000.00
PM %	27%	18%	20%
Average WO Labor	7.34 hrs	6.09 hrs	5.5 hrs

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Section Supervisor	1	1	1
Mechanic I	1	1	1
Total	2	2	2

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles	2	3	3
Heavy Equipment	0	0	0
Vehicle Allowances	0	0	0
Total	2	3	3

Fire Maintenance

FLEET FIRE MAINTENANCE DEPARTMENT

FUND/DEPARTMENT NUMBER: #234-2730

BUDGET HIGHLIGHTS

Fire Services operates under the Fleet Services umbrella of vehicle maintenance and repair services. The budget for this department is funded through subscription fees collected on behalf of the private fire service provider by Columbia County.

The budget consists primarily of O&M for 2 fire apparatus maintenance employees contained in this department. Primary oversight for this department as well as the vehicle maintenance budget is the responsibility of the Fleet Services Manager and his staff.

Spring of 2009 began Phase III construction of a retaining wall between the current Fleet Services department and the Roads and Bridges department, funding was obtained through SPLOST with construction beginning in spring of 2009. The retaining wall was necessary to make the Phase II Fire Bay addition full operational. This phase included underground utilities for a new water separator system and sanitary sewer, parking lot and a canopy system to cover the east end last 6 bays. This phase is approximately 75% complete with a projected completion date of spring 2010. In addition to this expansion many new fire service vehicles are being added to the fleet on an annual basis; allowing for additional stations throughout the county to be equipped and staffed for 24/7 capability. Three new pump trucks have been purchased, up-fit and placed in service in January 2010.

Technical training and certifications are primary missions for this department. New technologies available to the fire fighting industry as well as preventative maintenance and testing of fire apparatus are critical to maintaining an efficient, effective fire fleet for the protection of our citizens and their property.

EXPENDITURE DETAIL

SPECIAL REVENUE FUNDS

			<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
INSURANCE PREMIUM TAX FUND						
30 PUBLIC SAFETY						
2730 FIRE MAINTENANCE						
51 PERSONAL SERVICES						
2342730	511001	SAL/WAGES	\$ 60,999	\$ 62,643	\$ 63,352	\$ 71,199
2342730	511004	OT PERM	\$ 4,216	\$ 1,829	\$ 3,069	\$ -
2342730	511010	ON CALL	\$ 8,475	\$ 9,089	\$ 9,111	\$ -
2342730	511030	VACATION	\$ 4,726	\$ 4,644	\$ 5,080	\$ -
2342730	511033	HOLIDAY	\$ 2,665	\$ 3,072	\$ 2,638	\$ -
2342730	511051	EMP MED PL	\$ 13,808	\$ 14,713	\$ 14,975	\$ 14,935
2342730	511052	GROUP LIFE	\$ 124	\$ 123	\$ 93	\$ 67
2342730	511053	RETIREMENT	\$ 5,190	\$ 5,229	\$ 5,325	\$ 4,571
2342730	511054	FICA	\$ 5,899	\$ 5,860	\$ 6,023	\$ 4,342
2342730	511055	WORK COMP	\$ 1,847	\$ 749	\$ 20	\$ 2,000
2342730	511060	EXP ALLOW	\$ 483	\$ 482	\$ 482	\$ 481
2342730	511070	UNEMPLOY	\$ 50	\$ 66	\$ 67	\$ 59
2342730	511080	PERSONNEL	\$ -	\$ -	\$ -	\$ -
TOTAL	PERSONAL SERVICES		\$ 108,482	\$ 108,499	\$ 110,233	\$ 97,654
52 OPERATING-SUPPLIES						
2342730	522001	UNIFORMS	\$ 1,626	\$ 2,001	\$ 2,056	\$ 1,680
2342730	522070	OPERATING	\$ 2,783	\$ 4,211	\$ 4,728	\$ 5,000
2342730	522100	MINOR PROP	\$ 9,017	\$ 9,603	\$ 9,801	\$ 10,000
2342730	522121	GAS/OIL/DE	\$ 2,003	\$ 5,494	\$ 8,263	\$ 7,000
TOTAL	OPERATING-SUPPLIES		\$ 15,429	\$ 21,309	\$ 24,847	\$ 23,680
53 OPERATING-PURCH/CONT						
2342730	533035	CONTRACT SERVICES	\$ -	\$ -	\$ 1,950	\$ 1,500
2342730	533060	GENERAL SERVICES	\$ 358	\$ 1,963	\$ 1,910	\$ 1,500
2342730	533070	CASUALTY EXPENSE	\$ -	\$ 15,349	\$ -	\$ 1,272
2342730	533095	VEH REPAIR	\$ 38,963	\$ 57,219	\$ 70,751	\$ 64,000
2342730	533115	TRAVEL/TRAINING	\$ 3,448	\$ 4,979	\$ 4,240	\$ 6,000
2342730	533130	INSURANCE	\$ 588	\$ 306	\$ 1,250	\$ 816
2342730	533135	COMMUNICATIONS	\$ 871	\$ 1,343	\$ 1,050	\$ 1,500
TOTAL	OPERATING-PURCH/CONT		\$ 44,230	\$ 81,159	\$ 81,152	\$ 76,588
58 OTHER FINANCING USES						
2342730	588001	INTERFUND	\$ 1,711,338	\$ 1,331,140	\$ 2,209,350	\$ 1,930,351
60 CAPITAL						
2342730	601076	30206 CENTRAL AD	\$ 185,479	\$ 269,062	\$ 1,014	\$ -
2342730	601076	30207 BLDGS/RETA	\$ -	\$ 263,847	\$ 283,535	\$ -
TOTAL	CAPITAL		\$ 185,479	\$ 532,909	\$ 284,549	\$ - %
TOTAL	FIRE MAINTENANCE		\$ 2,064,957	\$ 2,075,016	\$ 2,710,132	\$ 2,128,273
TOTAL	PUBLIC SAFETY		\$ 2,064,957	\$ 2,075,016	\$ 2,710,132	\$ 2,128,273

EXPENDITURE DETAIL

SPECIAL REVENUE FUNDS

			<u>Actual</u>		<u>Actual</u>		<u>Est. Actual</u>		<u>Budget</u>
			<u>FY 2008</u>		<u>FY 2009</u>		<u>FY 2010</u>		<u>FY 2011</u>
COMMUNITY EVENTS FUND									
60 CULTURE/RECREATION									
2800 COMMUNITY EVENTS									
53 OPERATING-PURCH/CONT									
2352800	533081	SPECIAL FU	\$ 33,411	\$	30,457	\$	30,939	\$	30,000
2352800	533081	23501 SPEC EVNTS	\$ -	\$	-	\$	1,111	\$	-
2352800	533081	23502 SPEC EVNTS	\$ -	\$	39,929	\$	8,147	\$	-
TOTAL	OPERATING-PURCH/CONT		\$ 33,411	\$	70,386	\$	40,196	\$	30,000
58 OTHER FINANCING USES									
2352800	588001	INTERFUND	\$ -	\$	81,000	\$	-	\$	-
TOTAL	COMMUNITY EVENTS FUND		\$ 33,411	\$	151,386	\$	40,196	\$	30,000
<hr/>									
GEORGIA SUP COURT COOP AUTHORITY FUND									
20 JUDICIAL									
2900 GEORGIA SUP COURT COOP AUTH									
53 OPERATING-PURCH/CONT									
2412900	533035	CONTRACT O	\$ 11,224	\$	-	\$	-	\$	10,000
TOTAL	GA SUP CT CK'S COOP AU		\$ 11,224	\$	-	\$	-	\$	10,000
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CAPITAL PROJECTS FUNDS

These funds account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by enterprise funds). A brief description of each fund/department precedes the detailed budget reports.

SPECIAL PURPOSE LOCAL OPTION SALES TAX, GENERAL OBLIGATION BOND PROJECTS AND OTHER CAPITAL PROJECTS

MISSION STATEMENT

To effectively manage the 2001-2005, 2006-2010 and 2011 - 2016 Special Purpose Local Option Sales Tax programs, the General Obligation Bond Projects and other capital projects.

VISION STATEMENT

To achieve excellence in long range facility and transportation planning, and to meet or exceed the public's high expectations for quality construction, on-time delivery and facilities that are completed within budget.

DEPARTMENT DESCRIPTION

The Road Construction Department, Facilities Services Department, and Property Acquisition Department are responsible for managing the Capital Improvements Programs. Our objective is to complete capital improvements as rapidly as funds will allow, keep projects on schedule, and ensure contracts stay within budgeted amounts.

ACCOMPLISHMENTS FOR FY09/10

- Completed construction of Phase II of Reed Creek including the pedestrian bridge
- Constructed pavilions at Blanchard Woods Park, Wildwood Park, and a playground addition and pavilions at the Memorial Gardens in Evans
- Completed construction of the Georgia State Patrol Post on Chamblin Road
- Constructed a restroom at Eubank Blanchard Park
- Constructed a drop-off Recycle Center on Chamblin Road
- Completed Savannah Rapids Pavilion interior renovations, Fleet Services interior renovations, miscellaneous renovations to Building A, and a fire training facility in Appling
- Completed paving and roadway improvements of Bill Dorn Road, Rolland Road, Cemetery Road, Harp Drive, Jamison Road, White Road, Rance Perry Road and Disc Golf Road at Wildwood Park
- Completed Flowing Wells Road intersection improvements and made substantial progress on construction of the North Belairr Road 5 lane improvement project
- Completed construction of two new Government Center parking lots, new entrance at Wildwood Park, William Few Parkway Extension South, ADA Safety Improvements on Evans to Locks Multi-Use Trail and Savannah Rapids Pavilion Multi-Use Trail

SPECIAL PURPOSE LOCAL OPTION SALES TAX, GENERAL OBLIGATION BOND PROJECTS AND OTHER CAPITAL PROJECTS

- Completed right of way acquisition for Byrd Road at LaVista Drive Improvements, Reynolds Farm Road culvert replacement, McZilkey Road, Sand Pit Road, Gross Place Road, Nathan Jones Road, Sandy Run Road, Suan Drive, Adelia Drive and Smith Crawford Road
- Let construction contracts and began paving and roadway improvements for Nathan Jones Road, Sandy Run Road, Linder McCurdy Road, Dent Road, , roadway resurfacing (ARRA Stimulus projects), Smith Crawford Road, Suan Drive, Adelia Drive, Jacqueline Drive, Kelli Drive and McZilkey Road
- Let design contract for Washington Road widening from Gibbs Road to William Few Parkway and for Flowing Wells Road at Wheeler Road

GOALS FOR FY 10/11

- Construct the new Animal Services facility, Health Department, Detention Center dormitory, Fleet Services light vehicle maintenance building, and addition to Building C
- Construct new fire stations at the Leah and Euchee Creek sites and an addition to the Sugar Creek fire station
- Design and construct Phase I of Evans Town Center Park
- Design and construct an office/workshop in Evans for Facility Maintenance, a new Recycle Center at Riverside Park and locker rooms at Blanchard Woods Park
- Complete the Canal Enhancement Project
- Continue Greenspace land acquisitions
- Begin right of way acquisitions for Washington Road Widening (Gibbs Road to William Few Parkway), William Few Parkway North, Flowing Wells at Wheeler Road intersection improvements, Baker Place Road at Chamblin Road intersection improvements, Washington Road at Blanchard Road intersection improvements, Hereford Farm Road at Blanchard Road intersection improvements, Fury's Ferry Road at Hardy McManus Road intersection improvements, Stanford Drive and Haywood Drive, and Multi-Use Trail – Phase 3
- Complete Water and Stormwater Utilities right of way acquisitions for Blanchard 30" Water Line, Wynngate #8, Phase I, Old Petersburg Retention Basin, Paces Ferry at Kings Bridge - Phase 2, Springlakes – Phase 3, Hebbard Way stormwater project, Betty's Branch Way stormwater project and Morris Calloway Waterline
- Complete paving and improvements of Crawford Place Road, Sandy Run Road, Nathan Jones Road, McZilkey Road, Hinton Wilson Road, Linder McCurdy Road, Dent Road, Smith Crawford Road, Suan Drive, Adelia Drive, Jacqueline Drive, Kelli Drive, Knob Hill Farm Road, Haywood Drive, and Stanford Road

SPECIAL PURPOSE LOCAL OPTION SALES TAX, GENERAL OBLIGATION BOND PROJECTS AND OTHER CAPITAL PROJECTS

- Complete construction of Augusta Tech Access Road
- Complete Chamblin Road resurfacing and ARRA stimulus resurfacing of portions of Flowing Wells Road, South Old Belair Road, Evans to Locks Road, Old Evans Road and Fury's Ferry Road
- Let construction contracts for paving of Haywood Drive, Stanford Drive, portions of Evans to Locks Multi-Use Trail, Intersection Improvements for Flowing Wells at Wheeler Road, Blanchard Road at Washington Road, Blanchard Road at Hereford Farm Road, Hereford Farm/Cox/Gibbs Road, Baker Place at Chamblin Road, Hardy McManus at Fury's Ferry, LaVista Drive at Hereford Farm Road, and the creek crossing improvements on Reynolds Farm Road

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Dirt Roads Paved	4	7	10
Road Miles Resurfaced	0	.15	3.00
LARP miles resurfaced	4.83	2.92	3.00

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Manager V	2	3	3
Admin Assistant	2	0	0
Admin Coordinator	0	2	2
Manager II	1	1	1
Manager III	1	1	1
Manager IV	0	1	1
Technician III	3	2	2
Engineer II	1	1	1
Inspector I	0	1	1
Right of Way Specialist (Contract Full Time)	1	2	2
Right of Way Specialist (Contract Part Time)	2	2	2
Preconstruction Engineer (Contract Full Time)	1	0	0
Preconstruction Engineer (Contract Part Time)	0	1	1
Total	14	17	17

**SPECIAL PURPOSE LOCAL OPTION SALES TAX, GENERAL
OBLIGATION BOND PROJECTS AND OTHER CAPITAL PROJECTS**

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles	3	3	3
Heavy Equipment	0	0	0
Vehicle Allowances	7	9	9
Total	10	12	12

BUDGET HIGHLIGHTS

While SPLOST collections are down, bids on projects continue to come in under budget. This combined with the low operational costs (small number of highly skilled staff) is allowing for the capital improvements programs to remain strong even in the face of general economic downturn.

EXPENDITURE DETAIL

CAPITAL PROJECTS FUNDS

			Actual	Actual	Est. Actual	Budget
			FY 2008	FY 2009	FY 2010	FY 2011
SPIOST 2001-2005						
3310 ADMINISTRATION						
3313310	511001	SALARIES	\$ 4,466	\$ -	\$ -	\$ -
3313310	588001	INTERFUND	\$ -	\$ -	\$ 400,000	\$ -
TOTAL	ADMINISTRATION		\$ 4,466	\$ -	\$ 400,000	\$ -
3312 PUBLIC BUILDINGS						
3313312	511001	SALARIES	\$ 1,970	\$ -	\$ 876	\$ 11,384
3313312	511051	MEDICAL	\$ 186	\$ -	\$ 175	\$ 2,275
3313312	511052	GROUP LIFE	\$ 3	\$ -	\$ 1	\$ 7
3313312	511053	RETIREMENT	\$ 146	\$ -	\$ 70	\$ 911
3313312	511054	FICA	\$ 145	\$ -	\$ 63	\$ 697
3313312	511055	WORK COMP	\$ 63	\$ -	\$ 0	\$ -
3313312	511070	UNEMPLOY	\$ 2	\$ -	\$ 1	\$ 9
3313312	601010	DESG&INSP	\$ -	\$ -	\$ 13,548	\$ -
3313312	601015	CONSTRUCTION	\$ 38,417	\$ 46,918	\$ 104,858	\$ -
3313312	601045	PROJ MGMT	\$ 1,916	\$ 2,378	\$ 1,050	\$ -
3313312	601055	FF&E	\$ 1,613	\$ -	\$ -	\$ -
TOTAL	PUBLIC BUILDINGS		\$ 44,462	\$ 49,296	\$ 120,640	\$ 15,283
3315 INTERGOVERNMENTAL PROJECTS						
3313315	601010	DESG&INSP	\$ -	\$ 8,190	\$ 27	\$ -
3313315	601015	CONSTRUCTION	\$ 4,223	\$ 252	\$ 589,182	\$ 375,000
TOTAL	INTERGOVERNMENTAL PROJECTS		\$ 4,223	\$ 8,442	\$ 589,209	\$ 375,000
3313 TRANSPORTATION PROJECTS						
3313313	511001	SAL/WAGES	\$ 209,305	\$ 217,200	\$ 193,764	\$ 283,988
3313313	511030	VACATION	\$ 9,519	\$ 947	\$ 994	\$ -
3313313	511033	HOLIDAY	\$ 5,429	\$ -	\$ 188	\$ -
3313313	511050	FRINGE BEN	\$ -	\$ -	\$ -	\$ 40,771
3313313	511051	EMP MED PL	\$ 32,762	\$ 28,212	\$ 28,135	\$ 22,912
3313313	511052	GROUP LIFE	\$ 246	\$ 239	\$ 182	\$ 111
3313313	511053	RETIREMENT	\$ 14,440	\$ 13,867	\$ 13,480	\$ 9,524
3313313	511054	FICA	\$ 16,892	\$ 15,756	\$ 15,302	\$ 9,244
3313313	511055	WORK COMP	\$ 4,137	\$ 4,878	\$ 38	\$ -
3313313	511060	EXP ALLOW	\$ 9,217	\$ -	\$ 15,339	\$ 18,860
3313313	511070	UNEMPLOY	\$ 141	\$ 160	\$ 156	\$ 101
3313313	601005	LAND & SIT	\$ 1,000	\$ -	\$ -	\$ 4,000,000
3313313	601010	DESG&INSP	\$ 302,254	\$ 405,357	\$ 289,243	\$ -
3313313	601015	CONSTRUCTION	\$ 2,771,331	\$ 1,598,168	\$ 1,888,140	\$ -
3313313	601020	ADM&TEST	\$ 3,787	\$ 5,587	\$ -	\$ -
3313313	601035	LEGAL	\$ 459	\$ 488	\$ -	\$ -
3313313	601040	SURVEY	\$ 82,909	\$ 15,911	\$ 1,035	\$ -
3313313	601045	PROJ MGT	\$ 30,536	\$ 112,165	\$ 55,454	\$ 120,000
3313313	601050	RIGHT OF WAY	\$ 101,492	\$ 245,366	\$ 71,918	\$ -
3313313	601079	VEHICLES	\$ -	\$ 39,398	\$ -	\$ -
TOTAL	TRANSPORTATION PROJECT		\$ 3,595,855	\$ 2,703,898	\$ 2,573,368	\$ 4,505,511
3311 RECREATION PROJECTS						
3313311	511001	SAL/WAGES	\$ 33,108	\$ 11,444	\$ 1,453	\$ -
3313311	511033	HOLIDAY	\$ 2,307	\$ 164	\$ -	\$ -
3313311	511051	EMP MED PL	\$ 3,781	\$ 1,101	\$ 157	\$ -
3313311	511052	GROUP LIFE	\$ 62	\$ 16	\$ 2	\$ -
3313311	511053	RETIREMENT	\$ 3,009	\$ 804	\$ 107	\$ -
3313311	511054	FICA	\$ 3,002	\$ 851	\$ 126	\$ -
3313311	511055	WORK COMP	\$ 886	\$ 1,029	\$ 0	\$ -
3313311	511060	EXP ALLOW	\$ 5,319	\$ -	\$ 251	\$ -
3313311	511070	UNEMPLOY	\$ 25	\$ 9	\$ 1	\$ -
3313311	601005	LAND & SITE	\$ -	\$ 83,263	\$ -	\$ -
3313311	601010	DESG&INSP	\$ -	\$ 19,023	\$ -	\$ -
3313311	601015	CONSTRUCTION	\$ 531,194	\$ 219,858	\$ 438,624	\$ 27,173
3313311	601020	ADM&TEST	\$ 475	\$ 500	\$ 2,350	\$ -
TOTAL	RECREATION PROJECTS		\$ 583,167	\$ 338,061	\$ 443,072	\$ 27,173
TOTAL	SPIOST 2001-2005		\$ 4,232,172	\$ 3,099,498	\$ 4,126,289	\$ 4,822,967

EXPENDITURE DETAIL

CAPITAL PROJECTS FUNDS

			Actual FY 2008	Actual FY 2009	Est. Actual FY 2010	Budget FY 2011
2004 GENERAL OBLIGATION BONDS						
3400 ADMINISTRATION						
3413400	588001	TRANSFERS	\$ 119,748	\$ -	\$ -	\$ -
3412 COUNTY FACILITIES						
3413412	511001	SAL/WAGES	\$ 22,848	\$ 34,340	\$ 5,976	\$ -
3413412	511051	EMP MED PL	\$ 2,211	\$ 3,280	\$ 601	\$ -
3413412	511052	GROUP LIFE	\$ 33	\$ 47	\$ 7	\$ -
3413412	511053	RETIREMENT	\$ 1,671	\$ 2,384	\$ 422	\$ -
3413412	511054	FICA	\$ 1,683	\$ 2,515	\$ 440	\$ -
3413412	511055	WORK COMP	\$ 316	\$ 367	\$ 0	\$ -
3413412	511070	UNEMPLOY	\$ 16	\$ 27	\$ 5	\$ -
3413412	601010	DESIGN/INSP	\$ -	\$ -	\$ 4,245	\$ -
3413412	601015	CONSTRUCTION	\$ 14,160	\$ 11,790	\$ 414	\$ 175,000
3413412	601045	PROJ MGT	\$ 97	\$ 60	\$ 367	\$ -
TOTAL	COUNTY FACILITIES		\$ 43,034	\$ 54,810	\$ 12,476	\$ 175,000
3416 PUBLIC SAFETY PROJECTS						
3413416	511001	SAL/WAGES	\$ 33,887	\$ 11,447	\$ 1,453	\$ -
3413416	511051	EMP MED PL	\$ 3,220	\$ 1,093	\$ 140	\$ -
3413416	511052	GROUP LIFE	\$ 51	\$ 15	\$ 2	\$ -
3413416	511053	RETIREMENT	\$ 2,501	\$ 795	\$ 97	\$ -
3413416	511054	FICA	\$ 2,495	\$ 838	\$ 107	\$ -
3413416	511055	WORK COMP	\$ 949	\$ 1,102	\$ -	\$ -
3413416	511070	UNEMPLOY	\$ 27	\$ 9	\$ 1	\$ -
3413416	601010	DESIGN/INSP	\$ (48)	\$ -	\$ -	\$ -
3413416	601015	CONSTRUCTION	\$ 650,014	\$ 248,906	\$ 79,004	\$ -
3413416	601045	PROJ MGT	\$ 820	\$ 479	\$ -	\$ -
3413416	601055	FF&E	\$ 4,529	\$ -	\$ -	\$ 339,000
3413416	601079	VEHICLES	\$ -	\$ -	\$ 45,231	\$ -
TOTAL	PUBLIC SAFETY PROJECTS		\$ 698,444	\$ 264,684	\$ 126,036	\$ 339,000
3411 RECREATION PROJECTS/GO BONDS						
3413411	511001	SAL/WAGES	\$ 31,594	\$ 11,447	\$ 3,070	\$ -
3413411	511051	EMP MED PL	\$ 3,201	\$ 1,093	\$ 321	\$ -
3413411	511052	GROUP LIFE	\$ 51	\$ 15	\$ 3	\$ -
3413411	511053	RETIREMENT	\$ 2,497	\$ 795	\$ 227	\$ -
3413411	511054	FICA	\$ 2,491	\$ 838	\$ 226	\$ -
3413411	511055	WORK COMP	\$ 3,180	\$ 1,102	\$ 0	\$ -
3413411	511070	UNEMPLOY	\$ 27	\$ 9	\$ 2	\$ -
3413411	601010	DESIGN/INSP	\$ 6,365	\$ -	\$ -	\$ -
3413411	601015	CONSTRUCTION	\$ 1,317,811	\$ 141,631	\$ 13,400	\$ 75,000
3413411	601045	PROJ MGT	\$ -	\$ 113	\$ 94	\$ 2,000
TOTAL	RECREATION PROJECTS/GO		\$ 1,367,216	\$ 157,044	\$ 17,344	\$ 77,000
3415 INTERGOVERNMENTAL PROJECTS						
3413415	601010	DESIGN/INSP	\$ 20,887	\$ -	\$ -	\$ -
3413415	601015	CONSTRUCTION	\$ 385,450	\$ -	\$ -	\$ -
TOTAL	INTERGOVERNMENTAL PROJECTS		\$ 406,337	\$ -	\$ -	\$ -
TOTAL	2004 GENERAL OBLIGATION BONDS		\$ 2,634,780	\$ 476,538	\$ 155,855	\$ 591,000

EXPENDITURE DETAIL

CAPITAL PROJECTS FUNDS

			Actual FY 2008	Actual FY 2009	Est. Actual FY 2010	Budget FY 2011
SPLOST 2006-2010						
3510 PROJECT MANAGEMENT						
3513510	588001	TRANSFERS	\$ 3,059,135	\$ 5,133,250	\$ 8,499,347	\$ -
3513510	601020	ADMINISTRA	\$ -	\$ -	\$ 67,798	\$ -
TOTAL	PROJECT MANAGEMENT		\$ 3,059,135	\$ 5,133,250	\$ 8,567,145	\$ -
3512 COUNTY FACILITIES/2006-2010						
3513512	511001	SAL/WAGES	\$ 34,657	\$ 91,571	\$ 35,429	\$ 46,173
3513512	511051	EMP MED PL	\$ 3,411	\$ 8,746	\$ 3,577	\$ 6,769
3513512	511052	GROUP LIFE	\$ 49	\$ 124	\$ 38	\$ 33
3513512	511053	RETIREMENT	\$ 2,510	\$ 6,357	\$ 2,554	\$ 3,389
3513512	511054	FICA	\$ 2,553	\$ 6,708	\$ 2,741	\$ 3,019
3513512	511055	WORK COMP	\$ -	\$ 59	\$ 2	\$ -
3513512	511060	EXP ALLOW	\$ -	\$ -	\$ 1,805	\$ -
3513512	511070	UNEMPLOY	\$ 21	\$ 73	\$ 30	\$ 38
3513512	601010	DESG&INSP	\$ 15,139	\$ -	\$ -	\$ 60,000
3513512	601015	CONSTRUCTION	\$ 591,756	\$ 103,410	\$ 247,100	\$ 630,000
3513512	601045	PROJ MGT	\$ 9,895	\$ 7,152	\$ 4,100	\$ 16,500
TOTAL	COUNTY FACILITIES/2006		\$ 659,991	\$ 224,200	\$ 297,376	\$ 765,921
3515 INTERGOVERNMENTAL PROJECT 2006						
3513515	544045	HARLEMCON	\$ 466,640	\$ 449,398	\$ 474,601	\$ -
3513515	544050	GROVE CNT	\$ 1,002,413	\$ 965,373	\$ 1,019,513	\$ -
3513515	601010	DESIGN/INSP	\$ 53,313	\$ -	\$ -	\$ -
3513515	601015	CONSTRUCTION	\$ 471,443	\$ 118,621	\$ -	\$ -
TOTAL	INTERGOVERNMENTAL PROJ		\$ 1,993,809	\$ 1,533,392	\$ 1,494,113	\$ -
3516 PUBLIC SAFETY PROJECTS						
3513516	601015	CONSTRUCTION	\$ 622,999	\$ 154,553	\$ -	\$ -
TOTAL	PUBLIC SAFETY PROJECTS		\$ 622,999	\$ 154,553	\$ -	\$ -
3513 TRANSPORTATION PROJECTS						
3513513	511001	SAL/WAGES	\$ 58,317	\$ 128,170	\$ 186,313	\$ 179,548
3513513	511051	EMP MED PL	\$ 9,005	\$ 16,781	\$ 27,408	\$ 25,020
3513513	511052	GROUP LIFE	\$ 84	\$ 142	\$ 170	\$ 121
3513513	511053	RETIREMENT	\$ 4,124	\$ 8,167	\$ 12,924	\$ 10,141
3513513	511054	FICA	\$ 4,324	\$ 9,274	\$ 14,729	\$ 10,021
3513513	511055	WORK COMP	\$ 355	\$ 177	\$ 39	\$ -
3513513	511060	EXP ALLOW	\$ 1,433	\$ -	\$ 16,169	\$ -
3513513	511070	UNEMPLOY	\$ 30	\$ 94	\$ 151	\$ 116
3513513	601005	LD&SIT/DOT	\$ -	\$ -	\$ -	\$ 5,000,000
3513513	601010	DESG&INSP	\$ -	\$ 4,800	\$ 1,982,645	\$ -
3513513	601015	CONSTRUCTION	\$ -	\$ 725,113	\$ 1,118,003	\$ -
3513513	601040	SURVEY	\$ -	\$ 2,780	\$ -	\$ -
3513513	601045	PROJ MGT	\$ 26,962	\$ 26,887	\$ 4,410	\$ -
3513513	601050	RIGHT OF WAY	\$ -	\$ 40,862	\$ 100,670	\$ -
TOTAL	TRANSPORTATION PROJECT		\$ 104,634	\$ 963,245	\$ 3,463,632	\$ 5,224,967
3511 RECREATION PROJECTS/2006-2010						
3513511	511001	SAL/WAGES	\$ 12,997	\$ 34,340	\$ 89,152	\$ 112,944
3513511	511051	EMP MED PL	\$ 1,279	\$ 3,280	\$ 8,211	\$ 10,186
3513511	511052	GROUP LIFE	\$ 18	\$ 47	\$ 90	\$ 69
3513511	511053	RETIREMENT	\$ 941	\$ 2,384	\$ 6,369	\$ 7,016
3513511	511054	FICA	\$ 957	\$ 2,515	\$ 7,120	\$ 7,838
3513511	511055	WORK COMP	\$ -	\$ 177	\$ 10	\$ -
3513511	511060	EXP ALLOW	\$ -	\$ -	\$ 7,219	\$ -
3513511	511070	UNEMPLOY	\$ 8	\$ 27	\$ 76	\$ 83
3513511	601005	LAND & SITE	\$ -	\$ -	\$ -	\$ -
3513511	601010	DESG&INSP	\$ 3,150	\$ 50,556	\$ 18,820	\$ -
3513511	601015	CONSTRUCTION	\$ 207,677	\$ 455,778	\$ 1,252,898	\$ 5,517,500
3513511	601045	PROJ MGT	\$ 13,586	\$ 14,918	\$ 2,377	\$ 17,000
TOTAL	RECREATION PROJECTS		\$ 240,614	\$ 564,021	\$ 1,392,342	\$ 5,672,636
TOTAL	SPLOST 2006-2010		\$ 6,681,182	\$ 8,572,662	\$ 15,214,608	\$ 11,663,524

EXPENDITURE DETAIL

CAPITAL PROJECTS FUNDS

			Actual FY 2008	Actual FY 2009	Est. Actual FY 2010	Budget FY 2011
2007 GENERAL OBLIGATION BONDS						
3600 ADMINISTRATION						
3613600	588001	TRANSFERS	\$ 1,650,134	\$ -	\$ -	\$ -
3616 PUBLIC SAFETY PROJECTS						
3613616	511001	SAL/WAGES	\$ 8,664	\$ 22,893	\$ 13,192	\$ 23,087
3613616	511051	EMP MED PL	\$ 853	\$ 2,186	\$ 1,328	\$ 3,386
3613616	511052	GROUP LIFE	\$ 12	\$ 31	\$ 14	\$ 17
3613616	511053	RETIREMENT	\$ 628	\$ 1,590	\$ 953	\$ 1,697
3613616	511054	FICA	\$ 638	\$ 1,677	\$ 1,038	\$ 1,512
3613616	511055	WORK COMP	\$ -	\$ 344	\$ 1	\$ -
3613616	511060	EXP ALLOW	\$ -	\$ -	\$ 903	\$ -
3613616	511070	UNEMPLOY	\$ 5	\$ 18	\$ 11	\$ 20
3613616	601010	DESG&INSP	\$ 31,603	\$ 29,917	\$ -	\$ -
3613616	601015	CONSTRUCTION	\$ 1,931,486	\$ 774,649	\$ 11,528	\$ -
3613616	601045	PROJ MGT	\$ 6,831	\$ 26	\$ -	\$ -
TOTAL	PUBLIC SAFETY PROJECTS		\$ 1,980,720	\$ 833,331	\$ 28,979	\$ 29,719
3613 TRANSPORTATION PROJECTS						
3613613	511001	SAL & WAGE	\$ 42,594	\$ 85,446	\$ 95,445	\$ 86,764
3613613	511051	EMPLE MED	\$ 6,612	\$ 11,188	\$ 13,877	\$ 11,992
3613613	511052	GROUP LIFE	\$ 63	\$ 95	\$ 88	\$ 60
3613613	511053	RETIREMENT	\$ 3,058	\$ 5,445	\$ 6,622	\$ 4,923
3613613	511054	FICA	\$ 3,170	\$ 6,182	\$ 7,509	\$ 4,825
3613613	511055	WORK COMP	\$ 296	\$ 0	\$ 19	\$ -
3613613	511060	EXP ALLOW	\$ 1,194	\$ -	\$ 7,763	\$ -
3613613	511070	UNEMP INS	\$ 19	\$ 63	\$ 77	\$ 58
3613613	601005	LD&SIT/WIL	\$ -	\$ -	\$ -	\$ 5,500,000
3613613	601010	DESG&INSP	\$ 172,385	\$ 311,556	\$ 316,750	\$ -
3613613	601015	CONSTRUCTION	\$ -	\$ 917,481	\$ 6,203,589	\$ -
3613613	601035	LEGAL	\$ 1,180	\$ -	\$ -	\$ -
3613613	601040	SURVEY	\$ -	\$ 3,410	\$ 2,483	\$ -
3613613	601045	PROJ MGT	\$ -	\$ 60	\$ -	\$ -
3613613	601050	RIGHT OF WAY	\$ 19,223	\$ 462,473	\$ 325,658	\$ -
TOTAL	TRANSPORTATION		\$ 249,796	\$ 1,803,399	\$ 6,979,879	\$ 5,608,622
3617 WATER PROJECTS						
3613617	601005	SALARIES	\$ 26,146	\$ -	\$ -	\$ -
3613617	601005	LAND & SITE	\$ 15,883	\$ 28,247	\$ 278,122	\$ -
3613617	601010	DESG&INSP	\$ 524,949	\$ 224,961	\$ 339,688	\$ -
3613617	601015	CONSTRUCTION	\$ 4,427,881	\$ 943,815	\$ 4,103,794	\$ -
3613617	601020	ADM&TEST	\$ 20,050	\$ 63,629	\$ 25,291	\$ -
TOTAL	WATER PROJECTS		\$ 5,014,909	\$ 1,260,652	\$ 4,746,894	\$ -
3611 RECREATION PROJECTS						
3613611	511001	SAL/WAGES	\$ 4,332	\$ 11,447	\$ 56,402	\$ 77,839
3613611	511051	EMP MED PL	\$ 426	\$ 1,093	\$ 5,132	\$ 6,880
3613611	511052	GROUP LIFE	\$ 6	\$ 15	\$ 56	\$ 55
3613611	511053	RETIREMENT	\$ 314	\$ 795	\$ 3,982	\$ 4,688
3613611	511054	FICA	\$ 319	\$ 838	\$ 4,503	\$ 5,433
3613611	511055	WORK COMP	\$ -	\$ 344	\$ 6	\$ -
3613611	511060	EXP ALLOW	\$ -	\$ -	\$ 4,512	\$ -
3613611	511070	UNEMPLOY	\$ 5	\$ 9	\$ 49	\$ 65
3613611	601005	LAND & SITE	\$ 1,795	\$ -	\$ -	\$ 220,000
3613611	601010	DESG&INSP	\$ 100,880	\$ 46,472	\$ 141,632	\$ 95,000
3613611	601015	CONSTRUCTION	\$ 16,619	\$ 2,151,208	\$ 731,180	\$ 970,500
3613611	601020	ADM&TEST	\$ -	\$ 22,431	\$ 4,263	\$ -
3613611	601045	PROJ MGT	\$ -	\$ -	\$ 96	\$ -
TOTAL	RECREATION PROJECTS		\$ 124,697	\$ 2,234,652	\$ 951,813	\$ 1,380,460
TOTAL	2007 GEN OBLIGATION BONDS		\$ 9,020,256	\$ 6,132,033	\$ 12,707,565	\$ 7,018,801

EXPENDITURE DETAIL

CAPITAL PROJECTS FUNDS

			Actual	Actual	Est. Actual	Budget
			FY 2008	FY 2009	FY 2010	FY 2011
2009 GENERAL OBLIGATION BONDS						
3810 BOND ADMINISTRATION						
3813810	577030	COST BDS	\$ -	\$ 472,890	\$ -	\$ -
3813810	588001	INTER TRAN	\$ -	\$ -	\$ 3,583,390	\$ -
TOTAL	BOND ADMINISTRATION		\$ -	\$ 472,890	\$ 3,583,390	\$ -
3812 PUBLIC BLDGS						
3813812	511001	SAL/WAGES	\$ -	\$ -	\$ 21,311	\$ 34,789
3813812	511051	EMP MED PL	\$ -	\$ -	\$ 2,101	\$ 4,494
3813812	511052	GROUP LIFE	\$ -	\$ -	\$ 21	\$ 26
3813812	511053	RETIREMENT	\$ -	\$ -	\$ 1,575	\$ 2,478
3813812	511054	FICA	\$ -	\$ -	\$ 1,704	\$ 2,322
3813812	511055	WORK COMP	\$ -	\$ -	\$ 2	\$ -
3813812	511060	EXP ALLOW	\$ -	\$ -	\$ 1,805	\$ -
3813812	511070	UNEMPLOY	\$ -	\$ -	\$ 19	\$ 29
3813812	601010	DESG&INSP	\$ -	\$ 4,030	\$ 142,713	\$ 90,000
3813812	601015	CONSTRUCTION	\$ -	\$ -	\$ 47,011	\$ 6,500,000
3813812	601020	ADM&TEST	\$ -	\$ 8,374	\$ 5,891	\$ 80,000
3813812	601045	PROJ MGT	\$ -	\$ -	\$ 864	\$ 15,000
TOTAL	PUBLIC BLDGS		\$ -	\$ 12,404	\$ 225,018	\$ 6,729,138
3818 COUNTY WIDE PROJECTS						
3813818	511001	SAL/WAGES	\$ -	\$ -	\$ 1,617	\$ -
3813818	511051	EMP MED PL	\$ -	\$ -	\$ 181	\$ -
3813818	511052	GROUP LIFE	\$ -	\$ -	\$ 1	\$ -
3813818	511053	RETIREMENT	\$ -	\$ -	\$ 129	\$ -
3813818	511054	FICA	\$ -	\$ -	\$ 119	\$ -
3813818	511055	WORK COMP	\$ -	\$ -	\$ 0	\$ -
3813818	511070	UNEMPLOY	\$ -	\$ -	\$ 1	\$ -
3813818	601010	DESG&INSP	\$ -	\$ 48,845	\$ 354,845	\$ 200,000
3813818	601015	CONSTRUCTION	\$ -	\$ 14,008	\$ 1,039,099	\$ 7,700,000
3813818	601020	ADMIN/TEST	\$ -	\$ 22,548	\$ 7,712	\$ 70,000
3813818	601045	PROJ MGT	\$ -	\$ -	\$ 406	\$ 10,000
TOTAL	COUNTY WIDE PROJECTS		\$ -	\$ 85,402	\$ 1,404,110	\$ 7,980,000
3816 PUBLIC SAFETY						
3813816	511001	SAL/WAGES	\$ -	\$ -	\$ 11,026	\$ 11,703
3813816	511051	EMP MED PL	\$ -	\$ -	\$ 1,054	\$ 1,111
3813816	511052	GROUP LIFE	\$ -	\$ -	\$ 11	\$ 10
3813816	511053	RETIREMENT	\$ -	\$ -	\$ 817	\$ 786
3813816	511054	FICA	\$ -	\$ -	\$ 881	\$ 815
3813816	511055	WORK COMP	\$ -	\$ -	\$ 1	\$ -
3813816	511060	EXP ALLOW	\$ -	\$ -	\$ 903	\$ -
3813816	511070	UNEMPLOY	\$ -	\$ -	\$ 10	\$ 11
3813816	601010	DESG&INSP	\$ -	\$ 61,414	\$ 111,897	\$ 71,000
3813816	601015	CONSTRUCTION	\$ -	\$ 1,430,258	\$ 1,088,627	\$ 3,200,000
3813816	601020	ADM&TEST	\$ -	\$ 9,808	\$ 3,907	\$ 70,000
3813816	601045	PROJ MGT	\$ -	\$ -	\$ 1,455	\$ 13,000
3813816	601079	VEHICLES	\$ -	\$ -	\$ 1,198,741	\$ -
TOTAL	PUBLIC SAFETY		\$ -	\$ 1,501,480	\$ 2,419,328	\$ 3,368,436
3817 WATER PROJECTS						
3813817	511001	SAL/WAGES	\$ -	\$ -	\$ 19,566	\$ 31,700
3813817	511030	VACATION	\$ -	\$ -	\$ 594	\$ -
3813817	511033	HOLIDAY	\$ -	\$ -	\$ 1,219	\$ -
3813817	511052	GROUP LIFE	\$ -	\$ -	\$ 27	\$ 94
3813817	511053	RETIREMENT	\$ -	\$ -	\$ 1,934	\$ 2,550
3813817	511054	FICA	\$ -	\$ -	\$ 1,837	\$ 2,414
3813817	511055	WORK COMP	\$ -	\$ -	\$ 20	\$ -
3813817	511060	EXP ALLOW	\$ -	\$ -	\$ 2,790	\$ 3,981
3813817	511070	UNEMPLOY	\$ -	\$ -	\$ 19	\$ 26
3813817	601005	81720 LD&SIT/FRE	\$ -	\$ -	\$ 200	\$ -
3813817	601010	DESG INSP	\$ -	\$ 68,391	\$ 422,038	\$ -
3813817	601015	CONSTRUCTION	\$ -	\$ -	\$ 1,572,300	\$ -
3813817	601020	ADMIN TEST	\$ -	\$ -	\$ 11,824	\$ -
TOTAL	WATER PROJECTS		\$ -	\$ 68,391	\$ 2,034,368	\$ 40,765
3811 RECREATION P/TS						
3813811	511001	SAL/WAGES	\$ -	\$ -	\$ 11,026	\$ 11,703
3813811	511051	EMP MED PL	\$ -	\$ -	\$ 1,054	\$ 1,111
3813811	511052	GROUP LIFE	\$ -	\$ -	\$ 11	\$ 10
3813811	511053	RETIREMENT	\$ -	\$ -	\$ 817	\$ 786
3813811	511054	FICA	\$ -	\$ -	\$ 881	\$ 815
3813811	511055	WORK COMP	\$ -	\$ -	\$ 1	\$ -
3813811	511060	EXP ALLOW	\$ -	\$ -	\$ 903	\$ -
3813811	511070	UNEMPLOY	\$ -	\$ -	\$ 10	\$ 11
3813811	601015	CONSTRUCTION	\$ -	\$ -	\$ 122	\$ 1,200,000
3813811	601020	ADM&TEST	\$ -	\$ 1,942	\$ 81	\$ 20,000
3813811	601045	PROJ MGT	\$ -	\$ -	\$ -	\$ 10,000
TOTAL	RECREATION PROJECTS		\$ -	\$ 1,942	\$ 14,904	\$ 1,244,436
TOTAL	2009 GEN OBLIGATION BONDS		\$ -	\$ 2,142,509	\$ 9,681,119	\$ 19,362,775

DEBT SERVICE FUNDS

These funds account for the accumulation of resources for the retirement of general purpose debt (principal and interest). The “2007 GO Bond Debt Service Fund” accounts for the repayment of the 2007 General Obligation Bonds which are supported with property tax revenues. The “2004 GO Bond Debt Service Fund” accounts for the repayment of the 2004 General Obligation Bonds which are supported with sales tax revenues from the 2006-2010 SPLOST. The “2009 GO Bond Debt Service Fund” accounts for the repayment of the 2009 General Obligation Bonds which are supported with sales tax revenues from the 2011-2016 SPLOST.

EXPENDITURE DETAIL

DEBT SERVICE FUNDS

			<u>Actual</u>		<u>Actual</u>		<u>Est. Actual</u>		<u>Budget</u>
			<u>FY 2008</u>		<u>FY 2009</u>		<u>FY 2010</u>		<u>FY 2011</u>
2007 GENERAL OBLIGATION BONDS									
4010 DEBT SERVICE 2007 GO BONDS									
4014010	533001	PROFESSIONAL FEES	\$ 1,431	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4014010	577040	INTEREST	\$ 2,607,809	\$ 2,865,013	\$ 2,751,188	\$ 2,615,237			
4014010	577050	DEBT RETIREMENT	\$ 2,475,000	\$ 2,905,000	\$ 3,260,000	\$ 3,635,000			
TOTAL	DEBT SERVICE FUND-2007 GO BOND		\$ 5,084,240	\$ 5,770,013	\$ 6,011,188	\$ 6,250,237			
2004 GENERAL OBLIGATION BONDS									
4110 DEBT SERVICE 2004 GO BOND									
4114110	533001	PROFESSIONAL FEES	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4114110	577040	INTEREST	\$ 921,250	\$ 700,000	\$ 473,250	\$ 240,250			
4114110	577050	DEBT RETIREMENT	\$ 4,425,000	\$ 4,535,000	\$ 4,660,000	\$ 4,805,000			
TOTAL	DEBT SERVICE FUND-2004 GO BONDS		\$ 5,346,750	\$ 5,235,000	\$ 5,133,250	\$ 5,045,250			
2009 GENERAL OBLIGATION BONDS									
4210 DEBT SERVICE FUND 2009 GO BOND									
4214210	533001	PROFESSIONAL FEES	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -
4214210	577040	INTEREST	\$ -	\$ -	\$ 1,854,140	\$ 1,729,250			
TOTAL	DEBT SERVICE FUND-2009 GO BONDS		\$ -	\$ -	\$ 1,855,140	\$ 1,729,250			

ENTERPRISE FUNDS

These funds account for activities for which fees are charged to external users for services provided. Below are listed the funds/departments included within this function. A brief description of each department precedes the detailed budget reports.

**Water Utility:
Water and Sewerage
Storm Water**

**Solid Waste Management
Columbia County Broadband Utility**

WATER UTILITY DEPARTMENT

FUND/DEPARTMENT NUMBER: 5111 & 5200

MISSION STATEMENT

To provide quality water, sewer and stormwater service that meets or exceeds all State and Federal Standards. Anticipate and supply capacities to ensure adequate services for present demand and future growth for the citizens of Columbia County. Provide an effective stormwater management program that efficiently addresses stormwater run-off quantity and quality issues.

DEPARTMENT DESCRIPTION

The Water Utility is responsible for producing potable water; maintaining flows and pressures in the distribution and collection systems; treating sewage; identifying, prioritizing and implementing stormwater drainage improvements, accurately reading meters; providing customer service; reviewing construction plans and inspecting new developments.

ACCOMPLISHMENTS FOR FY 09/10

- Completion of new Maintenance complex on Chamblin Road
- Completion of La Vista Stormwater Improvement Project
- Completion of Betty's Branch Sanitary Sewer
- Completion of Reed Creek and Crawford Creek Improvements
- Completion of William Few Water Main Extension
- Reed Creek Wastewater Plant recipient of the Georgia Water Professional Association Gold Award for performance
- Little River Wastewater Plant recipient of the Georgia Water Professional Association Platinum Award for performance
- Kiokee Creek Wastewater Plant recipient of the Georgia Water Professional Association Platinum Award for performance
- Blanchard Water Treatment Plant recipient of the Georgia Water Professional Association Platinum Award for performance
- Clarks Hill Water Treatment Plant recipient of the Georgia Water Professional Association Platinum Award for performance

WATER UTILITY DEPARTMENT

FUND/DEPARTMENT NUMBER: 5111 & 5200

GOALS FOR FY 10/11

- Completion the Halifax Stream Bank Improvements
- Completion of the dredging of Bowen Pond
- Completion of the Swint Road Water Line
- Completion of the Betty's Branch Stream Bank Improvements
- Completion of Freeman Harris Road Water Line
- Completion of the Petersburg Retention Stormwater Improvement
- Completion of the William Few Stormwater Improvement
- Completion of the Hereford Farm Water Main Extension
- Completion of the Euchee Creek Phase III and V Relief Sanitary Sewer
- Software conversion to Munis

EXPENDITURE DETAIL

ENTERPRISE FUNDS

			<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
WATER AND SEWER FUND						
40 PUBLIC WORKS						
5000 ADMINISTRATION						
51 PERSONAL SERVICES						
5115000	511001	SAL/WAGES	\$ -	\$ 103,804	\$ 241,446	\$ 268,583
5115000	511030	VACATION	\$ -	\$ 52,977	\$ (25,209)	\$ -
5115000	511031	SICK LEAVE	\$ -	\$ 148,461	\$ (148,461)	\$ -
5115000	511033	HOLIDAY	\$ -	\$ 2,045	\$ 10,472	\$ -
5115000	511051	EMP MED PL	\$ -	\$ 10,857	\$ 28,397	\$ 30,081
5115000	511052	GROUP LIFE	\$ -	\$ 152	\$ 279	\$ 198
5115000	511053	RETIREMENT	\$ -	\$ 15,069	\$ 9,642	\$ 16,596
5115000	511054	FICA	\$ -	\$ 23,653	\$ 5,510	\$ 19,229
5115000	511055	WORK COMP	\$ -	\$ 682	\$ 22	\$ 1,000
5115000	511057	OPEB OBLIG	\$ -	\$ 91,837	\$ -	\$ -
5115000	511060	EXP ALLOW	\$ -	\$ 7,393	\$ 21,558	\$ 25,941
5115000	511070	UNEMPLOY	\$ -	\$ 96	\$ 235	\$ 223
5115000	511080	PERSONNEL	\$ -	\$ -	\$ -	\$ -
TOTAL	PERSONAL SERVICES		\$ -	\$ 457,025	\$ 143,891	\$ 361,851
52 OPERATING-SUPPLIES						
5115000	522001	UNIFORMS	\$ -	\$ -	\$ 82	\$ 250
5115000	522070	OPERATING	\$ 25	\$ 6,140	\$ 8,834	\$ 7,000
5115000	522080	UTILITIES	\$ -	\$ -	\$ -	\$ 750
5115000	522081	UTILITIES	\$ -	\$ 1,861	\$ 3,246	\$ -
5115000	522083	WASTE WATE	\$ -	\$ 16,372	\$ 46,660	\$ 70,000
5115000	522100	MINOR PROP	\$ -	\$ 26,859	\$ 36,064	\$ -
TOTAL	OPERATING-SUPPLIES		\$ 25	\$ 51,232	\$ 94,885	\$ 78,000
53 OPERATING-PURCH/CONT						
5115000	533001	PROFESSION	\$ 4,425	\$ 28,699	\$ 23,504	\$ 25,000
5115000	533035	CONTRACT O	\$ -	\$ 141,702	\$ 50,824	\$ 140,102
5115000	533060	GENERAL O/	\$ -	\$ 121,252	\$ 158,671	\$ 150,000
5115000	533070	CASUALTY E	\$ -	\$ 47,355	\$ 271,413	\$ 100,000
5115000	533095	VEH REPAIR	\$ -	\$ 208	\$ -	\$ -
5115000	533115	TRAVEL/TRA	\$ -	\$ 2,303	\$ 5,125	\$ 5,000
5115000	533120	DUES & SUB	\$ -	\$ 3,585	\$ 4,826	\$ 5,400
5115000	533130	INSURANCE	\$ -	\$ 47,787	\$ 93,596	\$ 65,198
5115000	533135	COMMUNICAT	\$ -	\$ 50,578	\$ 65,024	\$ 50,000
TOTAL	OPERATING-PURCH/CONT		\$ 4,425	\$ 443,468	\$ 672,985	\$ 540,700
54 OPERATING-OTH COSTS						
5115000	544007	OPERATING	\$ -	\$ -	\$ 1,967	\$ 250,000
5115000	544010	PAYMENTS T	\$ -	\$ -	\$ -	\$ 25,000
TOTAL	OPERATING-OTH COSTS		\$ -	\$ -	\$ 1,967	\$ 275,000
55 OPERATING-INTFND CHG						
5115000	555001	COUNTY SVS	\$ -	\$ 493,767	\$ 495,221	\$ 491,335
56 OPERATING-DEPREC						
5115000	566100	DEPRECIATI	\$ -	\$ 1,425	\$ -	\$ -
5115000	566300	AMORTIZATI	\$ -	\$ 454,564	\$ 454,564	\$ -
TOTAL	OPERATING-DEPREC		\$ -	\$ 455,988	\$ 454,564	\$ -
57 DEBT SERVICE						
5115000	577025	GEFA-INTER	\$ -	\$ 27,545	\$ 18,647	\$ 202,229
5115000	577040	INTEREST	\$ -	\$ 3,317,536	\$ 3,161,619	\$ -
5115000	577050	DEBT RETIR	\$ -	\$ -	\$ -	\$ 5,968,887
TOTAL	DEBT SERVICE		\$ -	\$ 3,345,081	\$ 3,180,266	\$ 6,171,116

EXPENDITURE DETAIL

ENTERPRISE FUNDS

			<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
60 CAPITAL						
5115000	601081	CIP MACH/E	\$ -	\$ -	\$ -	\$ 25,000
5115000	601082	HEAVY EQUI	\$ -	\$ -	\$ 51,745	\$ -
TOTAL	CAPITAL		\$ -	\$ -	\$ 51,745	\$ 25,000
TOTAL	ADMINISTRATION		\$ 4,450	\$ 5,246,562	\$ 5,095,524	\$ 7,943,002
5100 CUSTOMER SERVICES						
51 PERSONAL SERVICES						
5115100	511001	SAL/WAGES	\$ 524,519	\$ 494,589	\$ 392,151	\$ 490,659
5115100	511004	OT PERM	\$ 7,136	\$ 4,519	\$ 15,034	\$ 5,000
5115100	511030	VACATION	\$ 48,522	\$ 22,935	\$ (1,064)	\$ -
5115100	511031	SICK LEAVE	\$ 75,731	\$ (89,824)	\$ (18,732)	\$ -
5115100	511033	HOLIDAY	\$ 23,186	\$ 23,641	\$ 17,517	\$ -
5115100	511050	FRINGE BEN	\$ -	\$ -	\$ -	\$ 10,563
5115100	511051	EMP MED PL	\$ 98,582	\$ 96,789	\$ 90,565	\$ 92,595
5115100	511052	GROUP LIFE	\$ 994	\$ 934	\$ 614	\$ 514
5115100	511053	RETIREMENT	\$ 50,903	\$ 40,167	\$ 33,791	\$ 35,575
5115100	511054	FICA	\$ 49,118	\$ 37,264	\$ 29,286	\$ 29,646
5115100	511055	WORK COMP	\$ 9,499	\$ 3,249	\$ 42	\$ 10,000
5115100	511060	EKP ALLOW	\$ 14,133	\$ 13,803	\$ 7,904	\$ 7,500
5115100	511062	NEW HIRES	\$ -	\$ -	\$ -	\$ -
5115100	511070	UNEMPLOY	\$ 387	\$ 465	\$ 382	\$ 381
TOTAL	PERSONAL SERVICES		\$ 902,708	\$ 648,531	\$ 567,490	\$ 682,433
52 OPERATING-SUPPLIES						
5115100	522001	UNIFORMS	\$ 1,474	\$ 1,151	\$ 820	\$ 700
5115100	522040	POSTAGE	\$ 6,071	\$ 6,911	\$ 4,720	\$ 12,500
5115100	522070	OPERATING	\$ 26,652	\$ 33,114	\$ 32,554	\$ 17,750
5115100	522080	UTILITIES	\$ 12,915	\$ 10,534	\$ 13,055	\$ 12,000
5115100	522081	UTILITIES-SW	\$ 2,776	\$ 935	\$ 246	\$ -
5115100	522083	AUGUSTA WASTE WATER	\$ 68,319	\$ -	\$ -	\$ -
5115100	522100	MINOR PROP	\$ 33,421	\$ 8,148	\$ 12,022	\$ 2,700
5115100	522113	INVENTORY	\$ 253,105	\$ (246,400)	\$ -	\$ -
5115100	522120	VEHICLE/EQ	\$ 152	\$ -	\$ 735	\$ 400
5115100	522121	GAS/OIL/DE	\$ 35	\$ -	\$ 3,075	\$ 3,500
TOTAL	OPERATING-SUPPLIES		\$ 404,919	\$ (185,606)	\$ 67,226	\$ 49,550
53 OPERATING-PURCH/CONT						
5115100	533001	PROFESSIONAL FEES	\$ 19,481	\$ -	\$ -	\$ -
5115100	533015	LEASED EQUIPMENT	\$ 584	\$ -	\$ -	\$ -
5115100	533035	CONTRACT O	\$ 270,068	\$ 247,687	\$ 217,783	\$ 218,000
5115100	533060	GENERAL O/	\$ 175,890	\$ 38,915	\$ 27,924	\$ 51,500
5115100	533061	ADMINISTRATIVE FEES	\$ 50,194	\$ -	\$ -	\$ -
5115100	533064	GEN REPAIR	\$ 8,415	\$ 5,135	\$ 7,527	\$ 3,000
5115100	533070	CASUALTY E	\$ 105,424	\$ 13,804	\$ -	\$ -
5115100	533095	VEH REPAIR	\$ -	\$ 52	\$ -	\$ -
5115100	533115	TRAVEL/TRA	\$ 6,897	\$ 6,243	\$ 7,301	\$ 10,900
5115100	533120	DUES & SUB	\$ 5,286	\$ 2,583	\$ 945	\$ 1,598
5115100	533130	INSURANCE	\$ 89,531	\$ -	\$ -	\$ -
5115100	533135	COMMUNICAT	\$ 55,834	\$ 11,277	\$ 2,996	\$ -
5115100	533140	PRINTING	\$ 921	\$ -	\$ 160	\$ -
5115100	544007	CONTINGENCY	\$ 9,897	\$ -	\$ -	\$ -
5115100	555001	COUNTY SERVICES	\$ 500,541	\$ -	\$ -	\$ -
TOTAL	OPERATING-PURCH/CONT		\$ 1,298,963	\$ 325,697	\$ 264,636	\$ 284,998
56 OPERATING-DEPREC						
5115100	566100	DEPRECIATION/AMORT	\$ 5,836,251	\$ 5,576,123	\$ -	\$ -
57 DEBT SERVICE						
5115100	577040	INTEREST	\$ 3,049,600	\$ (1,107,207)	\$ -	\$ -
60 CAPITAL						
5115100	601090	CIP OTHER	\$ -	\$ -	\$ -	\$ 35,489
TOTAL	CUSTOMER SERVICES		\$ 11,492,441	\$ 5,257,537	\$ 899,352	\$ 1,052,470

EXPENDITURE DETAIL

ENTERPRISE FUNDS

		Actual	Actual	Est. Actual	Budget	
		FY 2008	FY 2009	FY 2010	FY 2011	
5105 WATER TREATMENT						
51 PERSONAL SERVICES						
5115105	511001	SAL/WAGES	\$ 444,642	\$ 446,420	\$ 440,548	\$ 489,876
5115105	511004	OT PERM	\$ 52,112	\$ 42,478	\$ 19,642	\$ 25,000
5115105	511010	ON CALL	\$ 2,082	\$ 854	\$ 2,329	\$ 3,000
5115105	511030	VACATION	\$ 43,484	\$ 29,468	\$ (35,812)	\$ -
5115105	511031	SICK LEAVE	\$ 36,891	\$ (22,884)	\$ (21,437)	\$ -
5115105	511033	HOLIDAY	\$ 20,028	\$ 27,634	\$ 19,156	\$ -
5115105	511051	EMP MED PL	\$ 62,358	\$ 58,153	\$ 61,133	\$ 65,415
5115105	511052	GROUP LIFE	\$ 916	\$ 877	\$ 664	\$ 569
5115105	511053	RETIREMENT	\$ 40,868	\$ 36,182	\$ 30,000	\$ 32,869
5115105	511054	FICA	\$ 43,605	\$ 44,072	\$ 30,767	\$ 32,862
5115105	511055	WORK COMP	\$ 14,731	\$ 6,354	\$ 71	\$ 15,000
5115105	511060	EXP ALLOW	\$ 379	\$ 992	\$ -	\$ -
5115105	511062	NEW HIRES	\$ -	\$ -	\$ -	\$ -
5115105	511070	UNEMPLOY	\$ 346	\$ 440	\$ 412	\$ 400
TOTAL	PERSONAL SERVICES		\$ 762,442	\$ 671,039	\$ 547,473	\$ 664,991
52 OPERATING-SUPPLIES						
5115105	522001	UNIFORMS	\$ 5,452	\$ 6,389	\$ 5,216	\$ 3,500
5115105	522040	POSTAGE	\$ 45	\$ -	\$ 7	\$ -
5115105	522070	OPERATING	\$ 42,262	\$ 40,538	\$ 41,740	\$ 40,000
5115105	522074	CHEMICALS	\$ 399,696	\$ 498,167	\$ 522,272	\$ 350,000
5115105	522080	UTILITIES	\$ 1,291,342	\$ 1,961,554	\$ 1,412,492	\$ 1,100,000
5115105	522100	MINOR PROP	\$ 11,832	\$ 20,302	\$ 9,416	\$ -
5115105	522120	VEHICLE/EQ	\$ 1,000	\$ -	\$ -	\$ 800
5115105	522121	GAS/OIL/DE	\$ 23,892	\$ 9,524	\$ 6,015	\$ 5,500
TOTAL	OPERATING-SUPPLIES		\$ 1,775,521	\$ 1,936,473	\$ 1,997,159	\$ 1,499,800
53 OPERATING-PURCH/CONT						
5115105	533035	CONTRACT O	\$ 193,080	\$ 171,244	\$ 231,622	\$ 286,700
5115105	533060	GENERAL O/	\$ 105,249	\$ 172,719	\$ 143,025	\$ 225,000
5115105	533064	GEN REPAIR	\$ 97,050	\$ 106,339	\$ 101,062	\$ 100,000
5115105	533095	VEH REPAIR	\$ 818	\$ 580	\$ 2,531	\$ 500
5115105	533115	TRAVEL/TRA	\$ 4,448	\$ 7,335	\$ 3,390	\$ 5,000
5115105	533120	DUES & SUB	\$ 554	\$ 1,671	\$ 838	\$ 1,500
5115105	533127	EQUIPMENT	\$ 2,326	\$ 2,160	\$ 1,232	\$ 3,000
TOTAL	OPERATING-PURCH/CONT		\$ 403,525	\$ 462,048	\$ 483,700	\$ 621,700
60 CAPITAL						
5115105	601079	CIP VEHICL	\$ -	\$ -	\$ 17,548	\$ -
5115105	601081	CIP MACH/E	\$ -	\$ -	\$ 11,000	\$ -
TOTAL	CAPITAL		\$ -	\$ -	\$ 28,548	\$ -
TOTAL	WATER TREATMENT		\$ 2,941,488	\$ 3,069,561	\$ 3,056,880	\$ 2,786,491

5110 CENTRAL LABORATORY						
51 PERSONAL SERVICES						
5115110	511001	SAL/WAGES	\$ 114,819	\$ 133,813	\$ 142,169	\$ 167,421
5115110	511004	OT PERM	\$ 2,234	\$ 2,253	\$ 1,436	\$ 2,500
5115110	511030	VACATION	\$ 16,916	\$ 13,566	\$ (777)	\$ -
5115110	511031	SICK LEAVE	\$ 12,266	\$ 615	\$ (12,881)	\$ -
5115110	511033	HOLIDAY	\$ 5,762	\$ 6,654	\$ 6,255	\$ -
5115110	511051	EMP MED PL	\$ 20,136	\$ 25,497	\$ 28,633	\$ 29,121
5115110	511052	GROUP LIFE	\$ 306	\$ 332	\$ 276	\$ 259
5115110	511053	RETIREMENT	\$ 9,655	\$ 10,164	\$ 9,743	\$ 11,047
5115110	511054	FICA	\$ 11,554	\$ 12,968	\$ 10,135	\$ 11,987
5115110	511055	WORK COMP	\$ 5,504	\$ 1,467	\$ 21	\$ 5,500
5115110	511060	EXP ALLOW	\$ 7,461	\$ 8,546	\$ 7,904	\$ 7,500
5115110	511070	UNEMPLOY	\$ 90	\$ 130	\$ 139	\$ 142
TOTAL	PERSONAL SERVICES		\$ 206,703	\$ 216,005	\$ 193,052	\$ 235,477
52 OPERATING-SUPPLIES						
5115110	522001	UNIFORMS	\$ 404	\$ 779	\$ 633	\$ 800
5115110	522070	OPERATING	\$ 64,901	\$ 58,995	\$ 68,332	\$ 60,000
5115110	522080	UTILITIES	\$ 6,310	\$ 6,792	\$ 8,133	\$ 5,500
5115110	522100	MINOR PROP	\$ 15,223	\$ 21,558	\$ 12,539	\$ -
5115110	522120	VEHICLE/EQ	\$ -	\$ 146	\$ -	\$ 500
5115110	522121	GAS/OIL/DE	\$ 1,921	\$ 2,089	\$ 1,970	\$ 2,000
TOTAL	OPERATING-SUPPLIES		\$ 88,758	\$ 90,358	\$ 91,606	\$ 68,800

EXPENDITURE DETAIL

ENTERPRISE FUNDS

			<u>Actual</u> <u>FY 2008</u>	<u>Actual</u> <u>FY 2009</u>	<u>Est. Actual</u> <u>FY 2010</u>	<u>Budget</u> <u>FY 2011</u>
53 OPERATING-PURCH/CONT						
5115110	533035	CONTRACT O	\$ 20,249	\$ 6,955	\$ 7,508	\$ 8,000
5115110	533060	GENERAL O/	\$ 35,692	\$ 44,264	\$ 37,511	\$ 51,200
5115110	533064	GEN REPAIR	\$ 2,380	\$ 2,669	\$ 836	\$ 2,000
5115110	533095	VEH REPAIR	\$ 631	\$ 110	\$ 115	\$ 500
5115110	533115	TRAVEL/TRA	\$ 4,698	\$ 3,867	\$ 4,272	\$ 4,000
5115110	533120	DUES & SUB	\$ 34	\$ 520	\$ -	\$ 800
TOTAL	OPERATING-PURCH/CONT		\$ 63,683	\$ 58,385	\$ 50,242	\$ 66,500
60 CAPITAL						
5115110	601081	CIP MACH/E	\$ -	\$ -	\$ -	\$ -
5115110	601090	CIP OTHER	\$ -	\$ -	\$ -	\$ 39,600
TOTAL	CAPITAL		\$ -	\$ -	\$ -	\$ 39,600
TOTAL	CENTRAL LABORATORY		\$ 359,145	\$ 364,749	\$ 334,900	\$ 410,377
5115 WASTE WATER						
51 PERSONAL SERVICES						
5115115	511001	SAL/WAGES	\$ 321,612	\$ 329,469	\$ 344,202	\$ 388,477
5115115	511004	OT PERM	\$ 24,249	\$ 18,614	\$ 13,740	\$ 15,000
5115115	511010	ON CALL	\$ 12,956	\$ 10,772	\$ 11,397	\$ 10,000
5115115	511030	VACATION	\$ 31,476	\$ 30,675	\$ (15,584)	\$ -
5115115	511033	HOLIDAY	\$ 13,802	\$ 18,820	\$ 15,095	\$ -
5115115	511051	EMP MED PL	\$ 51,875	\$ 45,718	\$ 53,753	\$ 57,370
5115115	511052	GROUP LIFE	\$ 687	\$ 635	\$ 511	\$ 411
5115115	511053	RETIREMENT	\$ 31,071	\$ 31,227	\$ 29,904	\$ 29,827
5115115	511054	FICA	\$ 29,343	\$ 32,865	\$ 26,503	\$ 26,265
5115115	511055	WORK COMP	\$ 4,009	\$ 1,656	\$ 52	\$ 5,000
5115115	511062	NEW HIRES	\$ -	\$ -	\$ -	\$ -
5115115	511070	UNEMPLOY	\$ 267	\$ 323	\$ 331	\$ 317
TOTAL	PERSONAL SERVICES		\$ 520,749	\$ 520,772	\$ 479,905	\$ 532,667
52 OPERATING-SUPPLIES						
5115115	522001	UNIFORMS	\$ 6,497	\$ 7,042	\$ 4,853	\$ 3,500
5115115	522070	OPERATING	\$ 45,169	\$ 38,958	\$ 35,269	\$ 38,000
5115115	522074	CHEMICALS	\$ 128,450	\$ 105,889	\$ 105,695	\$ 128,500
5115115	522080	UTILITIES	\$ 539,225	\$ 566,209	\$ 592,665	\$ 450,000
5115115	522100	MINOR PROP	\$ 52,966	\$ 23,348	\$ 77,768	\$ -
5115115	522120	VEHICLE/EQ	\$ 3,750	\$ 2,855	\$ 1,203	\$ 1,000
5115115	522121	GAS/OIL/DE	\$ 18,690	\$ 10,413	\$ 15,372	\$ 10,000
TOTAL	OPERATING-SUPPLIES		\$ 794,748	\$ 754,715	\$ 832,825	\$ 631,000
53 OPERATING-PURCH/CONT						
5115115	533035	CONTRACT O	\$ 229,003	\$ 282,660	\$ 349,884	\$ 300,000
5115115	533060	GENERAL O/	\$ 98,010	\$ 60	\$ 24,053	\$ -
5115115	533064	GEN REPAIR	\$ 114,022	\$ 103,603	\$ 152,407	\$ 100,000
5115115	533095	VEH REPAIR	\$ 6,113	\$ 2,884	\$ 1,832	\$ 1,500
5115115	533115	TRAVEL/TRA	\$ 3,184	\$ 4,201	\$ 3,906	\$ 4,500
5115115	533120	DUES & SUB	\$ -	\$ 727	\$ 342	\$ 1,100
5115115	533127	EQUIPMENT	\$ 5,620	\$ 6,820	\$ 14,255	\$ 4,000
TOTAL	OPERATING-PURCH/CONT		\$ 455,952	\$ 400,955	\$ 546,678	\$ 411,100
60 CAPITAL						
5115115	601081	CIP MACH/E	\$ -	\$ -	\$ -	\$ 69,000
TOTAL	WASTE WATER		\$ 1,771,449	\$ 1,676,442	\$ 1,859,408	\$ 1,643,767
5120 METER						
51 PERSONAL SERVICES						
5115120	511001	SAL/WAGES	\$ 240,270	\$ 260,255	\$ 272,796	\$ 310,217
5115120	511004	OT PERM	\$ 28,747	\$ 27,709	\$ 27,682	\$ 27,000
5115120	511010	ON CALL	\$ 824	\$ 1,298	\$ 1,142	\$ 1,000
5115120	511030	VACATION	\$ 23,047	\$ 24,085	\$ 1,815	\$ -
5115120	511031	SICK LEAVE	\$ 7,121	\$ 1,739	\$ (8,860)	\$ -
5115120	511033	HOLIDAY	\$ 10,985	\$ 13,219	\$ 12,316	\$ -
5115120	511051	EMP MED PL	\$ 46,826	\$ 53,300	\$ 57,792	\$ 57,381
5115120	511052	GROUP LIFE	\$ 611	\$ 653	\$ 506	\$ 426
5115120	511053	RETIREMENT	\$ 20,406	\$ 19,089	\$ 16,475	\$ 16,260
5115120	511054	FICA	\$ 22,278	\$ 25,207	\$ 21,891	\$ 19,898
5115120	511055	WORK COMP	\$ 7,964	\$ 3,523	\$ 64	\$ 8,000
5115120	511070	UNEMPLOY	\$ 184	\$ 260	\$ 270	\$ 254
TOTAL	PERSONAL SERVICES		\$ 409,262	\$ 430,336	\$ 403,890	\$ 440,436

EXPENDITURE DETAIL

ENTERPRISE FUNDS

			Actual FY 2008	Actual FY 2009	Est. Actual FY 2010	Budget FY 2011
52 OPERATING-SUPPLIES						
5115120	522001	UNIFORMS	\$ 3,340	\$ 4,016	\$ 3,785	\$ 4,000
5115120	522070	OPERATING	\$ 32,867	\$ 37,663	\$ 35,855	\$ 40,000
5115120	522076	METERS	\$ 141,023	\$ 154,456	\$ 139,876	\$ 100,000
5115120	522100	MINOR PROP	\$ 520,686	\$ 252,859	\$ 233,759	\$ 1,500
5115120	522120	VEHICLE/EQ	\$ 2,449	\$ 3,087	\$ 2,845	\$ 3,100
5115120	522121	GAS/OIL/DE	\$ 39,328	\$ 30,133	\$ 31,206	\$ 32,000
TOTAL	OPERATING-SUPPLIES		\$ 739,692	\$ 482,214	\$ 447,326	\$ 180,600
53 OPERATING-PURCH/CONT						
5115120	533060	GENERAL O/	\$ 1,200	\$ 1,200	\$ 1,320	\$ 1,320
5115120	533064	GEN REPAIR	\$ 2,557	\$ 2,537	\$ 1,788	\$ 2,500
5115120	533095	VEH REPAIR	\$ 7,086	\$ 9,188	\$ 5,946	\$ 6,300
5115120	533115	TRAVEL/TRA	\$ -	\$ 1,389	\$ 655	\$ 800
5115120	533120	DUES & SUB	\$ -	\$ -	\$ -	\$ 100
TOTAL	OPERATING-PURCH/CONT		\$ 10,844	\$ 14,313	\$ 9,709	\$ 11,020
60 CAPITAL						
5115120	601079	CIP VEHICL	\$ -	\$ -	\$ 17,548	\$ 7,000
5115120	601090	CIP OTHER	\$ -	\$ -	\$ 7,314	\$ 190,000
TOTAL	CAPITAL		\$ -	\$ -	\$ 24,862	\$ 197,000
TOTAL	METER		\$ 1,159,797	\$ 926,863	\$ 885,787	\$ 829,056
5125 WATER DISTRIBUTION						
51 PERSONAL SERVICES						
5115125	511001	SAL/WAGES	\$ 526,352	\$ 530,804	\$ 553,443	\$ 640,992
5115125	511004	OT PERM	\$ 80,843	\$ 61,144	\$ 74,332	\$ 75,000
5115125	511010	ON CALL	\$ 14,109	\$ 13,767	\$ 14,385	\$ 14,600
5115125	511030	VACATION	\$ 42,156	\$ 54,694	\$ (76)	\$ -
5115125	511031	SICK LEAVE	\$ 31,391	\$ 12,088	\$ (67,656)	\$ -
5115125	511033	HOLIDAY	\$ 23,490	\$ 25,481	\$ 22,676	\$ -
5115125	511051	EMP MED PL	\$ 113,029	\$ 121,831	\$ 126,224	\$ 128,616
5115125	511052	GROUP LIFE	\$ 1,078	\$ 1,149	\$ 885	\$ 791
5115125	511053	RETIREMENT	\$ 43,632	\$ 42,775	\$ 39,539	\$ 40,475
5115125	511054	FICA	\$ 51,369	\$ 53,382	\$ 42,222	\$ 41,247
5115125	511055	WORK COMP	\$ 16,635	\$ 7,346	\$ 109	\$ 18,000
5115125	511070	UNEMPLOY	\$ 496	\$ 541	\$ 574	\$ 527
TOTAL	PERSONAL SERVICES		\$ 944,579	\$ 925,002	\$ 806,656	\$ 960,248
52 OPERATING-SUPPLIES						
5115125	522001	UNIFORMS	\$ 11,701	\$ 11,481	\$ 11,135	\$ 7,000
5115125	522070	OPERATING	\$ 223,984	\$ 221,055	\$ 278,586	\$ 250,000
5115125	522080	UTILITIES	\$ 8,236	\$ 7,992	\$ 29,955	\$ 25,000
5115125	522100	MINOR PROP	\$ 18,194	\$ 5,303	\$ 28,570	\$ -
5115125	522120	VEHICLE/EQ	\$ 5,005	\$ 6,365	\$ 6,938	\$ 5,000
5115125	522121	GAS/OIL/DE	\$ 59,698	\$ 47,789	\$ 55,613	\$ 45,000
TOTAL	OPERATING-SUPPLIES		\$ 326,818	\$ 299,985	\$ 410,795	\$ 332,000
53 OPERATING-PURCH/CONT						
5115125	533060	GENERAL O/	\$ 46,322	\$ 45,301	\$ 40,787	\$ 50,000
5115125	533064	GEN REPAIR	\$ 42,914	\$ 67,140	\$ 69,378	\$ 75,000
5115125	533095	VEH REPAIR	\$ 15,211	\$ 17,359	\$ 18,344	\$ 10,000
5115125	533115	TRAVEL/TRA	\$ 4,416	\$ 6,059	\$ 2,093	\$ 4,000
5115125	533120	DUES & SUB	\$ -	\$ 780	\$ 350	\$ 1,600
5115125	533127	EQUIPMENT	\$ 8,000	\$ 4,009	\$ 262	\$ 3,000
TOTAL	OPERATING-PURCH/CONT		\$ 116,863	\$ 140,647	\$ 131,214	\$ 143,600
60 CAPITAL						
5115125	601079	CIP VEHICL	\$ -	\$ -	\$ 20,500	\$ -
5115125	601081	CIP MACH/E	\$ -	\$ -	\$ 65,134	\$ -
5115125	601090	CIP OTHER	\$ -	\$ -	\$ -	\$ 75,500
TOTAL	CAPITAL		\$ -	\$ -	\$ 85,634	\$ 75,500
TOTAL	WATER DISTRIBUTION		\$ 1,388,260	\$ 1,365,635	\$ 1,434,300	\$ 1,511,348

EXPENDITURE DETAIL

ENTERPRISE FUNDS

			Actual	Actual	Est. Actual	Budget
			FY 2008	FY 2009	FY 2010	FY 2011
5130 WASTEWATER CONVEYANCE						
51 PERSONAL SERVICES						
5115130	511001	SAL/WAGES	\$ 308,160	\$ 324,758	\$ 333,796	\$ 384,874
5115130	511004	OT PERM	\$ 36,058	\$ 40,242	\$ 42,104	\$ 42,000
5115130	511010	ON CALL	\$ 13,137	\$ 14,610	\$ 14,725	\$ 13,000
5115130	511030	VACATION	\$ 34,438	\$ 28,182	\$ (14,934)	\$ -
5115130	511031	SICK LEAVE	\$ 23,074	\$ 8,438	\$ (46,528)	\$ -
5115130	511033	HOLIDAY	\$ 14,042	\$ 15,593	\$ 14,565	\$ -
5115130	511051	EMP MED PL	\$ 80,008	\$ 85,985	\$ 86,574	\$ 87,368
5115130	511052	GROUP LIFE	\$ 655	\$ 655	\$ 519	\$ 461
5115130	511053	RETIREMENT	\$ 30,411	\$ 27,975	\$ 23,908	\$ 24,399
5115130	511054	FICA	\$ 30,277	\$ 33,658	\$ 23,866	\$ 24,788
5115130	511055	WORK COMP	\$ 11,267	\$ 4,054	\$ 67	\$ 12,000
5115130	511070	UNEMPLOY	\$ 248	\$ 336	\$ 347	\$ 312
TOTAL	PERSONAL SERVICES		\$ 581,775	\$ 584,487	\$ 479,009	\$ 589,202
52 OPERATING-SUPPLIES						
5115130	522001	UNIFORMS	\$ 6,357	\$ 5,206	\$ 5,568	\$ 5,200
5115130	522070	OPERATING	\$ 66,712	\$ 76,527	\$ 86,662	\$ 60,000
5115130	522100	MINOR PROP	\$ 4,891	\$ 14,271	\$ 4,081	\$ -
5115130	522120	VEHICLE/EQ	\$ 1,325	\$ 7,244	\$ 3,974	\$ 4,000
5115130	522121	GAS/OIL/DE	\$ 40,864	\$ 33,378	\$ 35,274	\$ 30,000
TOTAL	OPERATING-SUPPLIES		\$ 120,148	\$ 136,626	\$ 135,558	\$ 99,200
53 OPERATING-PURCH/CONT						
5115130	533060	GENERAL O/	\$ 189,382	\$ 178,288	\$ 211,960	\$ 195,000
5115130	533064	GEN REPAIR	\$ 74,418	\$ 27,178	\$ 66,828	\$ 60,000
5115130	533095	VEH REPAIR	\$ 7,078	\$ 5,992	\$ 15,541	\$ 6,000
5115130	533115	TRAVEL/TRA	\$ 1,098	\$ 3,047	\$ 2,931	\$ 2,000
5115130	533120	DUES & SUB	\$ 200	\$ 650	\$ -	\$ 1,000
5115130	533127	EQUIPMENT	\$ 12,565	\$ 5,714	\$ 2,889	\$ 3,000
TOTAL	OPERATING-PURCH/CONT		\$ 284,741	\$ 220,870	\$ 300,149	\$ 267,000
60 CAPITAL						
5115130	601079	CIP VEHICL	\$ -	\$ -	\$ -	\$ 30,000
5115130	601081	CIP MACH/E	\$ -	\$ -	\$ 25,000	\$ 70,500
5115130	601082	HEAVY EQUI	\$ -	\$ -	\$ -	\$ -
TOTAL	CAPITAL		\$ -	\$ -	\$ 25,000	\$ 100,500
TOTAL	WASTEWATER CONVEYANCE		\$ 986,665	\$ 941,983	\$ 939,716	\$ 1,055,902
5135 MECHANICAL						
51 PERSONAL SERVICES						
5115135	511001	SAL/WAGES	\$ 214,690	\$ 222,319	\$ 224,205	\$ 258,381
5115135	511004	OT PERM	\$ 28,735	\$ 35,594	\$ 40,073	\$ 25,000
5115135	511010	ON CALL	\$ 9,141	\$ 9,309	\$ 8,950	\$ 9,000
5115135	511030	VACATION	\$ 24,966	\$ 24,093	\$ 3,727	\$ -
5115135	511031	SICK LEAVE	\$ 38,407	\$ 18,922	\$ (76,211)	\$ -
5115135	511033	HOLIDAY	\$ 9,852	\$ 11,668	\$ 10,035	\$ -
5115135	511051	EMP MED PL	\$ 37,352	\$ 43,514	\$ 44,283	\$ 44,166
5115135	511052	GROUP LIFE	\$ 488	\$ 493	\$ 373	\$ 270
5115135	511053	RETIREMENT	\$ 19,867	\$ 20,363	\$ 23,587	\$ 16,510
5115135	511054	FICA	\$ 23,393	\$ 25,938	\$ 14,959	\$ 17,500
5115135	511055	WORK COMP	\$ 8,694	\$ 3,428	\$ 62	\$ 9,000
5115135	511070	UNEMPLOY	\$ 172	\$ 240	\$ 258	\$ 209
TOTAL	PERSONAL SERVICES		\$ 415,755	\$ 415,880	\$ 294,300	\$ 380,036
52 OPERATING-SUPPLIES						
5115135	522001	UNIFORMS	\$ 4,186	\$ 4,268	\$ 3,997	\$ 3,800
5115135	522070	OPERATING	\$ 11,573	\$ 25,581	\$ 16,785	\$ 14,000
5115135	522080	UTILITIES	\$ 10,156	\$ 11,418	\$ 13,391	\$ 8,000
5115135	522100	MINOR PROP	\$ 3,102	\$ 6,516	\$ 7,672	\$ -
5115135	522120	VEHICLE/EQ	\$ 1,661	\$ 681	\$ 1,151	\$ 500
5115135	522121	GAS/OIL/DE	\$ 21,898	\$ 20,597	\$ 19,564	\$ 15,000
TOTAL	OPERATING-SUPPLIES		\$ 52,576	\$ 69,061	\$ 62,561	\$ 41,300

EXPENDITURE DETAIL

ENTERPRISE FUNDS

			Actual	Actual	Est. Actual	Budget
			FY 2008	FY 2009	FY 2010	FY 2011
53 OPERATING-PURCH/CONT						
5115135	533064	GEN REPAIR	\$ 2,996	\$ 3,704	\$ 1,819	\$ 3,000
5115135	533095	VEH REPAIR	\$ 1,321	\$ 4,473	\$ 4,755	\$ 3,000
5115135	533115	TRAVEL/TRA	\$ 2,058	\$ 1,678	\$ 460	\$ 500
5115135	533120	DUES & SUB	\$ -	\$ 910	\$ -	\$ 750
5115135	533127	EQUIPMENT RENTAL	\$ 136			
TOTAL	OPERATING-PURCH/CONT		\$ 6,510	\$ 10,764	\$ 7,034	\$ 7,250
60 CAPITAL						
5115135	601079	CIP VEHICL	\$ -	\$ -	\$ -	\$ 143,000
5115135	601081	CIP MACH/E	\$ -	\$ -	\$ 17,210	\$ 15,900
TOTAL	CAPITAL		\$ -	\$ -	\$ 17,210	\$ 158,900
TOTAL	MECHANICAL		\$ 474,841	\$ 495,706	\$ 381,105	\$ 587,486
5140 ENGINEERING & MAPPING						
51 PERSONAL SERVICES						
5115140	511001	SAL/WAGES	\$ 223,191	\$ 258,368	\$ 270,554	\$ 305,649
5115140	511004	OT PERM	\$ 9,571	\$ 7,275	\$ 4,999	\$ 7,000
5115140	511030	VACATION	\$ 23,329	\$ 29,174	\$ (17,552)	\$ -
5115140	511031	SICK LEAVE	\$ 12,172	\$ 7,985	\$ (31,984)	\$ -
5115140	511033	HOLIDAY	\$ 10,238	\$ 13,000	\$ 11,604	\$ -
5115140	511051	EMP MED PL	\$ 44,011	\$ 57,391	\$ 59,156	\$ 59,959
5115140	511052	GROUP LIFE	\$ 365	\$ 423	\$ 331	\$ 306
5115140	511053	RETIREMENT	\$ 17,645	\$ 21,141	\$ 17,116	\$ 19,325
5115140	511054	FICA	\$ 24,118	\$ (1,881)	\$ 17,812	\$ 19,968
5115140	511055	WORK COMP	\$ 7,566	\$ 3,068	\$ 42	\$ 8,000
5115140	511060	EXP ALLOW	\$ 14,957	\$ 17,619	\$ 15,808	\$ 15,000
5115140	511070	UNEMPLOY	\$ 167	\$ 254	\$ 260	\$ 254
TOTAL	PERSONAL SERVICES		\$ 387,328	\$ 413,816	\$ 348,146	\$ 435,461
52 OPERATING-SUPPLIES						
5115140	522001	UNIFORMS	\$ 2,103	\$ 2,710	\$ 2,967	\$ 3,000
5115140	522070	OPERATING	\$ 5,668	\$ 22,202	\$ 12,321	\$ 8,500
5115140	522080	UTILITIES	\$ 5,661	\$ 5,844	\$ 5,449	\$ 5,000
5115140	522100	MINOR PROP	\$ 29,715	\$ 8,907	\$ 9,905	\$ 1,550
5115140	522120	VEHICLE/EQ	\$ 1,750	\$ 1,726	\$ 1,682	\$ 2,050
5115140	522121	GAS/OIL/DE	\$ 7,124	\$ 9,504	\$ 9,361	\$ 9,000
TOTAL	OPERATING-SUPPLIES		\$ 52,020	\$ 50,892	\$ 41,686	\$ 29,100
53 OPERATING-PURCH/CONT						
5115140	533060	GENERAL O/	\$ 481	\$ 59	\$ -	\$ -
5115140	533064	GEN REPAIR	\$ 2,263	\$ 3,886	\$ 5,288	\$ 3,000
5115140	533095	VEH REPAIR	\$ 2,844	\$ 1,808	\$ 2,975	\$ 3,500
5115140	533115	TRAVEL/TRA	\$ 1,707	\$ 7,818	\$ 3,919	\$ 3,300
5115140	533120	DUES & SUB	\$ 7,169	\$ 11,045	\$ 12,719	\$ 8,700
5115140	533135	COMMUNICAT	\$ 1,478	\$ 764	\$ 881	\$ -
TOTAL	OPERATING-PURCH/CONT		\$ 15,943	\$ 25,380	\$ 25,781	\$ 18,500
60 CAPITAL						
5115140	601079	CIP VEHICL	\$ -	\$ -	\$ 6,490	\$ 30,000
5115140	601081	CIP MACH/E	\$ -	\$ -	\$ 23,928	\$ -
5115140	601090	CIP OTHER	\$ -	\$ -	\$ -	\$ 10,500
TOTAL	CAPITAL		\$ -	\$ -	\$ 30,418	\$ 40,500
TOTAL	ENGINEERING & MAPPING		\$ 455,291	\$ 490,088	\$ 446,031	\$ 523,561
5700 RENEWAL & EXTENSION						
60 CAPITAL						
5115700	601105	WATER SYST	\$ -	\$ -	\$ 1,000,125	\$ 3,059,570
5115700	601110	SEWERAGE S	\$ -	\$ -	\$ 387,177	\$ 3,059,570
TOTAL	RENEWAL & EXTENSION		\$ -	\$ -	\$ 1,387,302	\$ 6,119,140
5800 BOND PROJECTS						
60 CAPITAL						
5115800	601122	2004 BOND PROJECTS	\$ 642,801	\$ -	\$ 3,612,133	\$ -
TOTAL	BOND PROJECTS		\$ 642,801	\$ -	\$ 3,612,133	\$ -
TOTAL	WATER AND SEWER FUND		\$ 21,676,627	\$ 19,835,124	\$ 20,332,436	\$ 24,462,600

EXPENDITURE DETAIL

ENTERPRISE FUNDS

			<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
STORM WATER UTILITY FUND						
40 PUBLIC WORKS						
5200 STORM WATER ADMINISTRATION						
51 PERSONAL SERVICES						
5215200	511001	SAL/WAGES	\$ 172,725.70	\$ 168,315	\$ 171,688	\$ 198,362
5215200	511004	OT PERM	\$ 2,413.45	\$ 1,829	\$ 2,546	\$ 2,000
5215200	511030	VACATION	\$ 16,808.42	\$ 16,415	\$ (10,361)	\$ -
5215200	511031	SICK LEAVE	\$ 3,495.04	\$ 123	\$ (1,431)	\$ -
5215200	511033	HOLIDAY	\$ 6,692.78	\$ 10,391	\$ 9,836	\$ -
5215200	511051	EMP MED PL	\$ 49,694.82	\$ 45,570	\$ 43,613	\$ 43,579
5215200	511052	GROUP LIFE	\$ 393.51	\$ 372	\$ 288	\$ 206
5215200	511053	RETIREMENT	\$ 16,189.00	\$ 16,180	\$ 13,632	\$ 14,507
5215200	511054	FICA	\$ 14,941.54	\$ 14,960	\$ 13,177	\$ 13,103
5215200	511055	WORK COMP	\$ 2,917.63	\$ 1,183	\$ 17	\$ 3,000
5215200	511057	OPEB OBLIG	\$ -	\$ 12,755	\$ -	\$ -
5215200	511060	EXP ALLOW	\$ 12,311.28	\$ 17,092	\$ 17,014	\$ 16,441
5215200	511070	UNEMPLOY	\$ 127.62	\$ 166	\$ 173	\$ 174
5215200	511080	PERSONNEL	\$ -	\$ -	\$ -	\$ -
TOTAL	PERSONAL SERVICES		\$ 298,711	\$ 305,353	\$ 260,193	\$ 291,372
52 OPERATING-SUPPLIES						
5215200	522001	UNIFORMS	\$ 598.03	\$ 484	\$ 770	\$ 600
5215200	522070	OPERATING	\$ 19,169.42	\$ 21,825	\$ 7,470	\$ 9,000
5215200	522100	MINOR PROP	\$ 33,802.77	\$ 5,221	\$ 23,900	\$ 200
5215200	522120	VEHICLE/EQ	\$ -	\$ -	\$ -	\$ 500
5215200	522121	GAS/OIL/DE	\$ -	\$ -	\$ 669	\$ 1,000
TOTAL	OPERATING-SUPPLIES		\$ 53,570	\$ 27,529	\$ 32,808	\$ 11,300
53 OPERATING-PURCH/CONT						
5215200	533001	PROFESSION	\$ 28.00	\$ 2,087	\$ -	\$ -
5215200	533002	ATTORNEY F	\$ 1,395.65	\$ -	\$ -	\$ 5,000
5215200	533060	GENERAL O/	\$ 805.50	\$ 4,225	\$ 17,876	\$ 17,000
5215200	533064	REPAIRS/MT	\$ 978.91	\$ 58	\$ 392	\$ 500
5215200	533070	CASUALTY E	\$ 808.88	\$ -	\$ 275	\$ 7,973
5215200	533095	VEH REPAIR	\$ 22,818.65	\$ 7,381	\$ 3,252	\$ 1,000
5215200	533115	TRAVEL/TRA	\$ 5,807.93	\$ 4,438	\$ 4,825	\$ 4,350
5215200	533120	DUES & SUB	\$ 900.00	\$ 1,498	\$ 1,024	\$ 1,400
5215200	533130	INSURANCE	\$ 22,741.58	\$ 12,206	\$ 13,926	\$ 5,112
5215200	533135	COMMUNICAT	\$ 3,192.67	\$ 3,758	\$ 2,314	\$ 3,700
5215200	533140	PRINTING	\$ 1,654.50	\$ 2,472	\$ 160	\$ 2,000
TOTAL	OPERATING-PURCH/CONT		\$ 61,132	\$ 38,122	\$ 44,045	\$ 48,035
55 OPERATING-INTFND CHG						
5215200	555001	COUNTY SVS	\$ 514,331	\$ 649,235	\$ 534,350	\$ 514,166
56 OPERATING-DEPREC						
5215200	566100	DEPRECIATI	\$ 1,316,735	\$ 1,411,291	\$ -	\$ -
60 CAPITAL						
5215200	601081	CIP MACH/E	\$ -	\$ -	\$ -	\$ 1,150
5215200	601082	HEAVY EQUI	\$ -	\$ -	\$ -	\$ 9,500
5215200	601100	INFRASTRUC	\$ -	\$ -	\$ 20,000	\$ -
5215200	601100	CIP INFRAS	\$ -	\$ -	\$ -	\$ 999,987
TOTAL	CAPITAL		\$ -	\$ -	\$ 20,000	\$ 1,010,637
TOTAL	STORM WATER ADMINISTRA		\$ 2,244,479	\$ 2,431,531	\$ 891,396	\$ 1,875,510

5210 STORM WATER MAINTENANCE

51 PERSONAL SERVICES

5215210	511001	SAL/WAGES	\$ 205,495.28	\$ 212,867	\$ 218,835	\$ 243,418
5215210	511004	OT PERM	\$ 12,553.75	\$ 9,371	\$ 9,015	\$ 10,000
5215210	511030	VACATION	\$ 14,697.39	\$ 15,928	\$ (4,527)	\$ -
5215210	511033	HOLIDAY	\$ 8,980.49	\$ 9,059	\$ 9,594	\$ -
5215210	511051	EMP MED PL	\$ 40,352.46	\$ 50,545	\$ 53,547	\$ 55,066
5215210	511052	GROUP LIFE	\$ 419.28	\$ 451	\$ 354	\$ 519
5215210	511053	RETIREMENT	\$ 15,073.34	\$ 13,675	\$ 13,251	\$ 13,534
5215210	511054	FICA	\$ 18,070.29	\$ 18,212	\$ 17,050	\$ 15,747
5215210	511055	WORK COMP	\$ 6,057.79	\$ 2,457	\$ 42	\$ 6,000
5215210	511060	EXP ALLOW	\$ 7,460.94	\$ 8,546	\$ 7,904	\$ 7,500
5215210	511070	UNEMPLOY	\$ 151.70	\$ 200	\$ 208	\$ 206
TOTAL	PERSONAL SERVICES		\$ 329,313	\$ 341,312	\$ 325,272	\$ 351,990

EXPENDITURE DETAIL

ENTERPRISE FUNDS

			<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
52 OPERATING-SUPPLIES						
5215210	522001	UNIFORMS	\$ 3,607.74	\$ 2,234	\$ 2,715	\$ 2,000
5215210	522070	OPERATING	\$ 20,500.31	\$ 17,474	\$ 10,615	\$ 10,000
5215210	522100	MINOR PROP	\$ 21,372.96	\$ 8,903	\$ 14,079	\$ -
5215210	522120	VEHICLE/EQ	\$ 1,524.04	\$ 2,117	\$ 1,146	\$ 1,500
5215210	522121	GAS/OIL/DE	\$ 19,862.64	\$ 13,008	\$ 17,978	\$ 12,000
TOTAL	OPERATING-SUPPLIES		\$ 66,868	\$ 43,736	\$ 46,532	\$ 25,500
53 OPERATING-PURCH/CONT						
5215210	533035	CONTRACT O	\$ 20,486.89	\$ 10,100	\$ 6,075	\$ 25,000
5215210	533060	GENOSSVS	\$ -	\$ -	\$ -	\$ -
5215210	533064	GEN REPAIR	\$ 1,783.71	\$ 1,102	\$ 3,494	\$ 4,000
5215210	533095	VEH REPAIR	\$ 405.07	\$ 1,006	\$ 14,681	\$ 4,000
5215210	533115	TRAVEL/TRA	\$ 812.00	\$ 2,347	\$ 295	\$ 1,000
5215210	533127	EQUIP RENT	\$ 27,255.62	\$ 14,640	\$ 9,853	\$ 20,000
TOTAL	OPERATING-PURCH/CONT		\$ 50,743	\$ 29,195	\$ 34,398	\$ 54,000
60 CAPITAL						
5215210	601079	CIP VEHICL	\$ -	\$ -	\$ -	\$ 125,000
5215210	601081	CIP MACH/E	\$ -	\$ -	\$ 20,531	\$ -
5215210	601082	HEAVY EQUI	\$ -	\$ -	\$ -	\$ 18,000
5215210	601100	INFRASTRUT	\$ -	\$ -	\$ 42,035	\$ 100,000
TOTAL	CAPITAL		\$ -	\$ -	\$ 62,566	\$ 243,000
TOTAL	STORM WATER MAINTENANCE		\$ 446,924	\$ 414,243	\$ 468,768	\$ 674,490
TOTAL	STORM WATER UTILITY FU		\$ 2,691,403	\$ 2,845,774	\$ 1,960,164	\$ 2,550,000

SOLID WASTE MANAGEMENT DEPARTMENT

FUND/DEPARTMENT NUMBER: 531/5300

MISSION STATEMENT

Provide resources to successfully manage the 30-year environmental monitoring phase of the Baker Place Road MSW Landfill and reuse of the 154 acre landfill site and adjoining 60 acres used for its buffer and operation. Assist in developing options for making solid waste collection and disposal service more secure in support of county's sustainable growth.

VISION STATEMENT

Facilitate recovery of county's investment of resources in land, equipment, personnel, engineering and capital to provide economical and environmentally secure in-county solid waste disposal service from 1973 to 2006 by securing the highest and best post-closure use of the Baker Place Road MSW Landfill and adjoining support property. Assist division with transition to the post closure phase of county's solid waste permit that will include outsourcing of monitoring and maintenance management and environmental consulting services for air, land and water.

DEPARTMENT DESCRIPTION

Solid Waste Management is organized within the Construction & Maintenance Services Division. This department provides notice of new and changing regulatory requirements as well as technical assistance to the Board of Commissioners and acts as a liaison between the Georgia Environmental Protection Division and various private service providers concerning solid waste issues. The expected results of the Department's actions are reduction of county's risk from managing solid waste services while maximizing current and future assets.

ACCOMPLISHMENTS FOR FY09/10

- Executed a service contract for preparation of an RFP for post closure management services, scheduled for advertisement in July 2010
- Completed a thorough review of potential revenue from sale of methane gas resulting in the Board's decision not to invest in the carbon credit market at this time
- Secured compliance with the methane gas monitoring portion of EPD operating permit for the first time since 1993
- Recognized passive recreation as a potential use of landfill property and began the process of amending zoning for land use compliance and modified EPD permit to allow such use during post-closure phase

SOLID WASTE MANAGEMENT DEPARTMENT

FUND/DEPARTMENT NUMBER: 531/5300

ACCOMPLISHMENTS FOR FY 09/10

- Completed all major repairs and maintenance of landfill waste footprint, access and environmental monitoring structures. Identified needed repairs to storm water detention ponds and secured a service agreement for their reconstruction design
- Completed installation of all drainage, access and tipping platform(s) infrastructure for takeover of Chamblin Road borrow pit reclamation by Roads & Bridges

GOALS FOR FY 10/11

- Facilitate smooth and economical transition to a private service provider for post closure maintenance & monitoring, greenhouse gas reporting and remediation monitoring
- Secure a master consultant agreement for county's environmental compliance with land, water and air
- Establish an environmental compliance reserve fund for remediating violations of regulatory guidelines for land, water and air
- Identify potential technologies with sufficient operating scale and business plan to treat waste footprints in both lined and unlined portions of landfill to allow for highest and best development of site
- Identify state and federal funding for landfill remediation program
- Transfer day to day operation of Chamblin Rd borrow pit reclamation to Roads & Bridges
- Lay foundation for future options for residential waste collections should opportunity present itself, and improve this critical private provider service

SOLID WASTE MANAGEMENT DEPARTMENT

FUND/DEPARTMENT NUMBER: 531/5300

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Manager IV	1	1	1
Operator	1	0	0
Total	2	1	1

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles	2	1	1
Heavy Equipment	1	0	0
Vehicle Allowances	0	0	0
Total	3	1	1

BUDGET HIGHLIGHTS

Department is projected to close FY09/10 at 4% under budget.

GREEN PROGRAMS DEPARTMENT

FUND/DEPARTMENT NUMBER: 531/5310

MISSION STATEMENT

To enhance the quality of life in Columbia County by preserving the natural beauty and environment in our community and to provide recycling opportunities, beautification programs, waste and litter reduction and environmental stewardship education. Through education and community involvement, we are encouraging a sense of community pride and responsibility that will make our citizens more environmentally responsible.

VISION STATEMENT

To continue providing events and programs geared toward educating citizens on the importance and benefits of developing and maintaining a “green” lifestyle. To extend education opportunities for litter reduction, beautification, and other environmental improvements and to recognize excellence in environmental and beautification improvement. To encourage partnerships with businesses, civic groups and volunteers. Continue to expand the existing recycling program and further provide outreach to schools and civic groups.

DEPARTMENT DESCRIPTION

The Green Programs Department was created this year as a department within the Construction & Maintenance Services Division. The Green Programs Department is comprised of the Recycling Program and Keep Columbia County Beautiful. This department also provides recycling options and green lifestyle events and programs to the citizens of Columbia County.

ACCOMPLISHMENTS FOR FY09/10

- Constructed and opened a convenience drop off center on Chamblin Road
- Completed the certification requirements to maintain Keep America Beautiful Affiliation
- Awarded the Keep America Beautiful President’s Circle Award for the 2nd consecutive year
- Developed the Green Programs Department

GOALS FOR FY10/11

- Construct a Recycling Facility in Evans
- Create additional programs for Keep Columbia County Beautiful

GREEN PROGRAMS DEPARTMENT

FUND/DEPARTMENT NUMBER: 531/5310

- Identify problem litter areas to assist in development of a stronger Adopt A Road program
- Develop a volunteer program for Keep Columbia County Beautiful
- Complete requirements to qualify for the Keep America Beautiful President's Circle Award

STAFFING

Position	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Manager	0	1	1
Temporary personnel	0	2	4
Total	0	3	5

VEHICLE SCHEDULE

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles	0	0	0
Heavy Equipment	0	0	0
Vehicle Allowances	0	1	1
Total	0	1	1

BUDGET HIGHLIGHTS

The Green Programs department is currently funded from the Solid Waste budget. In the coming year we will attempt to increase the sale of recyclable materials and create new revenue sources to become a self-supported department.

EXPENDITURE DETAIL

ENTERPRISE FUNDS

			<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
SOLID WASTE MANAGEMENT FUND						
10 GENERAL GOVERNMENT						
5310 RECYCLING CENTER						
51 PERSONAL SERVICES						
5315310	511001	SAL/WAGES	\$ -	\$ -	\$ 18,244	\$ 44,811
5315310	511030	VACATION	\$ -	\$ -	\$ 1,724	\$ -
5315310	511033	HOLIDAY	\$ -	\$ -	\$ 345	\$ -
5315310	511051	EMP MED PL	\$ -	\$ -	\$ 1,614	\$ 3,561
5315310	511052	GROUP LIFE	\$ -	\$ -	\$ 14	\$ 32
5315310	511053	RETIREMENT	\$ -	\$ -	\$ 902	\$ 1,991
5315310	511054	FICA	\$ -	\$ -	\$ 1,661	\$ 3,534
5315310	511055	WORK COMP	\$ -	\$ -	\$ 5	\$ 1,000
5315310	511060	EXP ALLOW	\$ -	\$ -	\$ 2,239	\$ 4,941
5315310	511070	UNEMPLOY	\$ -	\$ -	\$ 18	\$ 40
TOTAL	PERSONAL SERVICES		\$ -	\$ -	\$ 26,766	\$ 59,910
52 OPERATING-SUPPLIES						
5315310	522040	POSTAGE	\$ -	\$ -	\$ 21	\$ -
5315310	522070	OPERATING	\$ -	\$ -	\$ 28	\$ 1,500
5315310	522080	UTILITIES	\$ -	\$ -	\$ -	\$ 16,000
TOTAL	OPERATING-SUPPLIES		\$ -	\$ -	\$ 48	\$ 17,500
53 OPERATING-PURCH/CONT						
5315310	533035	CONTRACT O	\$ -	\$ -	\$ -	\$ 1,476
5315310	533055	O/S SVCS-T	\$ -	\$ -	\$ -	\$ 50,000
5315310	533115	TRAVEL/TRA	\$ -	\$ -	\$ -	\$ 5,000
5315310	533120	DUES & SUB	\$ -	\$ -	\$ -	\$ 1,500
5315310	533135	COMMUNICAT	\$ -	\$ -	\$ 67	\$ 1,200
5315310	533196	RECYCLING	\$ -	\$ 92,372	\$ 15,253	\$ 24,800
TOTAL	OPERATING-PURCH/CONT		\$ -	\$ 92,372	\$ 15,320	\$ 83,976 %
TOTAL	RECYCLING CENTER		\$ -	\$ 92,372	\$ 42,135	\$ 161,386
TOTAL	GENERAL GOVERNMENT		\$ -	\$ 92,372	\$ 42,135	\$ 161,386
40 PUBLIC WORKS						
5300 SOLID WASTE MANAGEMENT						
51 PERSONAL SERVICES						
5315300	511001	SAL/WAGES	\$ 122,460.63	\$ 115,330	\$ 80,022	\$ 61,676
5315300	511004	OT PERM	\$ 3,278.21	\$ 34,414	\$ -	\$ -
5315300	511030	VACATION	\$ 6,639.96	\$ 10,740	\$ (16,105)	\$ -
5315300	511031	SICK LEAVE	\$ 14,214.74	\$ 11,166	\$ (38,753)	\$ -
5315300	511033	HOLIDAY	\$ 5,345.26	\$ 5,578	\$ 3,834	\$ -
5315300	511051	EMP MED PL	\$ 14,712.62	\$ 9,702	\$ 2,474	\$ 517
5315300	511052	GROUP LIFE	\$ 247.31	\$ 232	\$ 123	\$ 66
5315300	511053	RETIREMENT	\$ 7,576.60	\$ 9,349	\$ 1,236	\$ 2,496
5315300	511054	FICA	\$ 11,020.60	\$ 12,985	\$ 2,045	\$ 4,735
5315300	511055	WORK COMP	\$ 4,404.15	\$ 3,062	\$ 33	\$ 2,000
5315300	511060	EXP ALLOW	\$ 433.31	\$ 1,142	\$ 1,898	\$ 721
5315300	511070	UNEMPLOY	\$ 84.15	\$ 113	\$ 70	\$ 50
5315300	511080	PERSONNEL	\$ -	\$ -	\$ -	\$ -
TOTAL	PERSONAL SERVICES		\$ 190,418	\$ 213,813	\$ 36,877	\$ 72,261
52 OPERATING-SUPPLIES						
5315300	522001	UNIFORMS	\$ 1,632.45	\$ 417	\$ 90	\$ -
5315300	522040	POSTAGE	\$ 32.28	\$ 34	\$ 26	\$ 25
5315300	522070	OPERATING	\$ 31,171.83	\$ 24,443	\$ 1,816	\$ 1,500
5315300	522093	GRAVEL AND STONE	\$ 5,991.86	\$ -	\$ -	\$ -
5315300	522080	UTILITIES	\$ 4,391.29	\$ 7,151	\$ 8,656	\$ 14,800
5315300	522120	VEHICLE/EQ	\$ 46.61	\$ -	\$ -	\$ 100
5315300	522121	GAS/OIL/DE	\$ 56,327.64	\$ 19,508	\$ 4,157	\$ 2,000
TOTAL	OPERATING-SUPPLIES		\$ 99,594	\$ 51,552	\$ 14,746	\$ 18,425

EXPENDITURE DETAIL

ENTERPRISE FUNDS

		Actual <u>FY 2008</u>	Actual <u>FY 2009</u>	Est. Actual <u>FY 2010</u>	Budget <u>FY 2011</u>	
53 OPERATING-PURCH/CONT						
5315300	533001	PROFESSION	\$ 102,587.61	\$ -	\$ -	\$ 15,000
5315300	533002	ATTORNEY F	\$ 1,655.30	\$ 788	\$ -	\$ 4,000
5315300	533015	LEASED EQUIPMENT	\$ 6,166.91			
5315300	533025	ADVERTISING	\$ 264.00			
5315300	533035	CONTRACT O	\$ 72.80	\$ 28,230	\$ 237	\$ 1,200
5315300	533055	TEMP PERSONNEL	\$ 209.54			
5315300	533060	GENERAL O/	\$ 17,221.43	\$ 767	\$ 682	\$ 5,000
5315300	533064	GENERAL REPAIRS	\$ 1,241.40			
5315300	533070	CASUALTY EXPENSE	\$ 4,136.25			
5315300	533095	VEH REPAIR	\$ 7,341.41	\$ 12,768	\$ 5,793	\$ 500
5315300	533115	TRAVEL/TRA	\$ 1,585.81	\$ 221	\$ 174	\$ 1,000
5315300	533127	EQUIPMENT	\$ 14,430.63	\$ -	\$ -	\$ 5,000
5315300	533130	INSURANCE	\$ 13.65	\$ 402	\$ -	\$ -
5315300	533135	COMMUNICAT	\$ 4,849.73	\$ 4,555	\$ 2,452	\$ 1,200
TOTAL	OPERATING-PURCH/CONT	\$ 161,776.47	\$ 47,731	\$ 9,338	\$ 32,900	
54 OPERATING-OTH COSTS						
5315300	544007	OPERATING	\$ 23,505.59	\$ -	\$ -	\$ 10,000
5315300	544008	CLO/PC	\$ 46,862.11	\$ (844,730)	\$ 67,152	\$ 175,000
5315300	544009	REMEDIATIO	\$ -	\$ 4,331	\$ 83,269	\$ 15,000
5315300	544010	EPD CHARGES	\$ 10,749.00			
5315300	544015	BAD DEBT EXPENSE	\$ 1,713.00			
5315300	544074	RECLAM	\$ -	\$ 83,965	\$ 143,807	\$ 70,000
5315300	544075	PROJ DEV	\$ -	\$ 226,700	\$ 91,133	\$ -
5315300	566100	DEPRECIATION	\$ 28,785	\$ -	\$ -	\$ -
TOTAL	OPERATING-OTH COSTS	\$ 111,615	\$ (529,735)	\$ 385,361	\$ 270,000	
55 OPERATING-INTFND CHG						
5315300	555001	COUNTY SVS	\$ 47,980	\$ -	\$ 36	\$ 13,000
58 OTHER FINANCING USES						
5315300	588001	INTERFUND	\$ -	\$ 2,000,000	\$ -	\$ -
TOTAL	SOLID WASTE MANAGEMENT	\$ 611,383	\$ 1,783,362	\$ 446,359	\$ 408,586	
TOTAL	SOLID WASTE MANAGEMENT FUND	\$ 611,383	\$ 1,875,734	\$ 488,493	\$ 569,972	

EXPENDITURE DETAIL

ENTERPRISE FUNDS

			<u>Actual</u>	<u>Actual</u>	<u>Est. Actual</u>	<u>Budget</u>
			<u>FY 2008</u>	<u>FY 2009</u>	<u>FY 2010</u>	<u>FY 2011</u>
COMMUNICATIONS UTILITY						
40 PUBLIC WORKS						
5510 BROADBAND GRANT LOCAL MATCH						
51 PERSONAL SERVICES						
5515510	511001	SAL/WAGES	\$ -	\$ -	\$ 12,392	\$ -
5515510	511033	HOUDAY	\$ -	\$ -	\$ 332	\$ -
5515510	511051	EMP MED PL	\$ -	\$ -	\$ 1,656	\$ -
5515510	511052	GROUP LIFE	\$ -	\$ -	\$ 10	\$ -
5515510	511053	RETIREMENT	\$ -	\$ -	\$ 902	\$ -
5515510	511054	FICA	\$ -	\$ -	\$ 986	\$ -
5515510	511055	WORK COMP	\$ -	\$ -	\$ 1	\$ -
5515510	511060	EXP ALLOW	\$ -	\$ -	\$ 1,148	\$ -
5515510	511070	UNEMPLOY	\$ -	\$ -	\$ 11	\$ -
TOTAL	PERSONAL SERVICES		\$ -	\$ -	\$ 17,437	\$ -
53 OPERATING-PURCH/CONT						
5515510	533185	ENG CONSLT	\$ -	\$ -	\$ 384,265	\$ -
TOTAL	BROADBAND GRANT LOCAL MATCH		\$ -	\$ -	\$ 401,702	\$ -
5520 BROADBAND GRANT FED FUNDING						
60 CAPITAL						
5515520	601010	DESG INSP	\$ -	\$ -	\$ 218,359	\$ -
5515520	601020	ADMIN TEST	\$ -	\$ -	\$ 19,750	\$ -
TOTAL	CAPITAL		\$ -	\$ -	\$ 238,109	\$ -
TOTAL	BROADBAND GRANT FED FUNDING		\$ -	\$ -	\$ 238,109	\$ -
5530 COMM UTILITY OTHER NONGRANT						
51 PERSONAL SERVICES						
5515530	511001	SAL/WAGES	\$ -	\$ -	\$ 10,726	\$ 270,148
5515530	511051	EMP MED PL	\$ -	\$ -	\$ 872	\$ 45,003
5515530	511052	GROUP LIFE	\$ -	\$ -	\$ 6	\$ 561
5515530	511053	RETIREMENT	\$ -	\$ -	\$ 858	\$ 14,200
5515530	511054	FICA	\$ -	\$ -	\$ 794	\$ 14,854
5515530	511055	WORK COMP	\$ -	\$ -	\$ 1	\$ 3,103
5515530	511057	OPEB OBLIG	\$ -	\$ -	\$ -	\$ 8,940
5515530	511062	NEW HIRES	\$ -	\$ -	\$ -	\$ 306
5515530	511070	UNEMPLOY	\$ -	\$ -	\$ 9	\$ -
TOTAL	PERSONAL SERVICES		\$ -	\$ -	\$ 13,265	\$ 357,115
52 OPERATING-SUPPLIES						
5515530	522070	OPER MATER	\$ -	\$ -	\$ 1,599	\$ 13,040
5515530	522100	MINOR PROP	\$ -	\$ -	\$ 1,209	\$ 10,000
TOTAL	OPERATING-SUPPLIES		\$ -	\$ -	\$ 2,808	\$ 23,040
53 OPERATING-PURCH/CONT						
5515530	533001	PROF FEES	\$ -	\$ -	\$ -	\$ 170,000
5515530	533025	ADVER/MARK	\$ -	\$ -	\$ -	\$ 20,000
5515530	533035	CONT O/S	\$ -	\$ -	\$ 163	\$ -
5515530	533115	T&T CONFER	\$ -	\$ -	\$ 1,440	\$ 10,000
5515530	533135	COMMUNICAT	\$ -	\$ -	\$ 66	\$ -
TOTAL	OPERATING-PURCH/CONT		\$ -	\$ -	\$ 1,668	\$ 200,000
TOTAL	COMM UTILITY OTHER NONGRANT		\$ -	\$ -	\$ 17,741	\$ 580,155
TOTAL	PUBLIC WORKS		\$ -	\$ -	\$ 657,552	\$ 580,155
TOTAL	COMMUNICATIONS UTILITY		\$ -	\$ -	\$ 657,552	\$ 580,155

INTERNAL SERVICE FUNDS

These funds account for services provided by one department of the County to other departments of the County. Below are listed the departments included within this function. A brief description of each department precedes the detailed budget reports.

**Employee Medical
Risk Management
Customer Service and Information Center
Fleet Replacement**

EXPENDITURE DETAIL

INTERNAL SERVICE FUNDS

			<u>Actual</u>		<u>Actual</u>		<u>Est. Actual</u>		<u>Budget</u>
			<u>FY 2008</u>		<u>FY 2009</u>		<u>FY 2010</u>		<u>FY 2011</u>
EMPLOYEE MEDICAL FUND									
6010 EMPLOYEE MEDICAL									
51 PERSONAL SERVICES									
6016010	511001	SAL/WAGES	\$ -	\$ -	\$ -	\$ -	18,422	\$	48,949
6016010	511051	EMP MED PL	\$ -	\$ -	\$ -	\$ -	2,208	\$	5,871
6016010	511052	GROUP LIFE	\$ -	\$ -	\$ -	\$ -	11	\$	28
6016010	511053	RETIREMENT	\$ -	\$ -	\$ -	\$ -	1,491	\$	3,960
6016010	511054	FICA	\$ -	\$ -	\$ -	\$ -	1,408	\$	3,552
6016010	511055	WORK COMP	\$ -	\$ -	\$ -	\$ -	2	\$	-
6016010	511060	EXP ALLOW	\$ -	\$ -	\$ -	\$ -	1,274	\$	3,384
6016010	511070	UNEMPLOY	\$ -	\$ -	\$ -	\$ -	16	\$	41
TOTAL	PERSONAL SERVICES		\$ -	\$ -	\$ -	\$ -	24,830	\$	65,785
53 OPERATING-PURCH/CONT									
6016010	533001	PROFESSION	\$ 716,165	\$ 688,010	\$ 775,564	\$ 650,000			
6016010	533070	CASUALTY E	\$ 3,949,924	\$ 4,210,895	\$ 4,373,864	\$ 5,176,325			
TOTAL	OPERATING-PURCH/CONT		\$ 4,666,089	\$ 4,898,904	\$ 5,149,427	\$ 5,826,325			
55 OPERATING-INTFND CHG									
6016010	555001	COUNTY SVS	\$ 58,579	\$ 58,579	\$ 64,781	\$ -			
TOTAL	EMPLOYEE MEDICAL FUND		\$ 4,724,668	\$ 4,957,483	\$ 5,239,038	\$ 5,892,110			

RISK MANAGEMENT DEPARTMENT

FUND/DEPARTMENT NUMBER: **#611-6100**

MISSION STATEMENT

To protect the assets of Columbia County while still allowing the county departments to effectively provide services to our citizens and recognizing that our employees are our most valuable asset, to provide a safe working environment for all employees of Columbia County.

VISION STATEMENT

We will work to identify all significant exposures and develop and administer appropriate programs to reduce potential liability and losses to Columbia County, thereby protecting our employees and property as well as providing a safe environment for the community we serve.

DEPARTMENT DESCRIPTION

Risk Management is a department within the Emergency and Operations Division. Offices are located in the Emergency Operations Center at 650-B Ronald Reagan Drive, Evans, GA.

This department charged with responsibility for:

- Identification of risk exposures from, or to, county operations and employees
- Analysis and elimination or reduction of these risks through task modification, safety training, personal protective equipment and other appropriate measures
- Loss control through rapid, appropriate response to incidents and effective claim administration
- Coordination and management of an effective combination of risk financing options including cost retention and transfer through insurance or other appropriate means to provide for the best use and highest level of protection with limited resources
- To practice risk management in a manner that will provide for the highest level of customer service and expertise to county departments in matters relating to safety and loss control

ACCOMPLISHMENTS FOR FY 09/10

- Revitalized Safety Officer Program
- Accomplished all requirements for Safety Incentive reduction of insurance premium: Received maximum allowed savings of \$5,000 for liability coverage plus assisted in qualifying HR for 7.5% rebate on workers comp premium.
- Risk Management Safety and Loss Control Manual reviewed, updated and incorporated into the Columbia County Comprehensive Policy Manual.
- In-house newsletter, *RM News and Notes* published bi-monthly with expanded content to include policy highlights.

RISK MANAGEMENT DEPARTMENT

FUND/DEPARTMENT NUMBER: #611-6100

GOALS FOR FY 10/11

- Improve claims database for more timely reporting and analysis
- Utilize available web based resources for safety training
- Accomplish and maintain at least one employee in each department certified in Standard First Aid/CPR/AED
- Accomplish all safety incentives required by ACCG for insurance premium reduction
- Approved and implemented cell phone policy prohibiting cell phone use while driving a county vehicle

WORKLOAD MEASUREMENTS

Category	Actual FY (08/09)	Estimated FY (09/10)	Forecast FY (10/11)
Complaints	16	20	18
Accidents	46	70	65
Sewer Back ups	4	6	6
Property	20	30	31
Recovery	\$19,859	\$40,000	\$45,000

PERFORMANCE MEASURES

Category	Actual FY (08/09)	Estimated FY (09/10)	Forecast FY (10/11)
Defensive Driving	10	11	12
CPR	4	6	6

STAFFING

Position	Actual FY (08/09)	Estimated FY (09/10)	Forecast FY (10/11)
Manager III	1	1	1
Administrative Assistant	1	1	1
Total	2	2	2

RISK MANAGEMENT DEPARTMENT

FUND/DEPARTMENT NUMBER: #611-6100

VEHICLE SCHEDULE

Category	Actual FY (08/09)	Estimated FY (09/10)	Forecast FY (10/11)
Authorized Vehicles	0	0	0
Heavy Equipment	0	0	0
Vehicle Allowances	1	1	1
Total	1	1	1

BUDGET HIGHLIGHTS

While safety and loss prevention efforts have remained consistent or improved, claims activity has been unusually erratic with 08-09 showing a significant decrease with the actual totals well below the four year average and the first half of 09-10 showing an unusual spike in claims and complaints which if the trend continues, will put the years totals well above the average. We anticipate that with continued efforts, claims will return to the previous slow but steady decline we have achieved over previous years.

EXPENDITURE DETAIL

INTERNAL SERVICE FUNDS

			<u>Actual</u>			<u>Actual</u>			<u>Est. Actual</u>			<u>Budget</u>
			<u>FY 2008</u>			<u>FY 2009</u>			<u>FY 2010</u>			<u>FY 2011</u>
RISK MANAGEMENT FUND												
6100 RISK MANAGEMENT												
51 PERSONAL SERVICES												
6116100	511001	SAL/WAGES	\$	66,040	\$	74,221	\$	70,546	\$	81,588		
6116100	511030	VACATION	\$	6,586	\$	7,485	\$	(4,429)	\$	-		
6116100	511031	SICK LEAVE	\$	658	\$	-	\$	3,451	\$	-		
6116100	511033	HOLIDAY	\$	3,653	\$	3,169	\$	3,094	\$	-		
6116100	511051	EMP MED PL	\$	13,222	\$	14,087	\$	14,644	\$	14,882		
6116100	511052	GROUP LIFE	\$	188	\$	188	\$	142	\$	101		
6116100	511053	RETIREMENT	\$	6,585	\$	7,150	\$	6,649	\$	7,008		
6116100	511054	FICA	\$	5,844	\$	6,437	\$	5,453	\$	5,563		
6116100	511055	WORK COMP	\$	1,655	\$	1,922	\$	11	\$	1,600		
6116100	511060	EXP ALLOW	\$	5,954	\$	6,749	\$	6,278	\$	5,981		
6116100	511070	UNEMPLOY	\$	50	\$	70	\$	70	\$	71		
6116100	511080	PERSONNEL	\$	-	\$	-	\$	-	\$	1,800		
TOTAL	PERSONAL SERVICES		\$	110,435	\$	121,478	\$	105,908	\$	118,594		
52 OPERATING-SUPPLIES												
6116100	522040	POSTAGE	\$	44	\$	42	\$	15	\$	100		
6116100	522070	OPERATING	\$	6,752	\$	8,086	\$	4,863	\$	8,000		
6116100	522100	MINOR PROP	\$	1,718	\$	7,326	\$	8,674	\$	9,500		
6116100	522130	BOOKS & RE	\$	1,275	\$	1,343	\$	1,296	\$	1,500		
TOTAL	OPERATING-SUPPLIES		\$	9,789	\$	16,797	\$	14,848	\$	19,100		
53 OPERATING-PURCH/CONT												
6116100	533070	CASUALTY E	\$	181,361	\$	214,409	\$	493,947	\$	400,000		
6116100	533115	TRAVEL/TRA	\$	978	\$	2,004	\$	2,279	\$	1,800		
6116100	533120	DUES & SUB	\$	4,080	\$	4,844	\$	5,239	\$	6,500		
6116100	533130	INSURANCE	\$	263,328	\$	58,330	\$	253,364	\$	355,000		
6116100	533135	COMMUNICAT	\$	366	\$	333	\$	365	\$	1,250		
6116100	533140	PRINTING	\$	30	\$	90	\$	-	\$	1,000		
6116100	533165	STAFF DEVE	\$	4,226	\$	3,440	\$	3,429	\$	7,000		
TOTAL	OPERATING-PURCH/CONT		\$	454,369	\$	283,450	\$	758,623	\$	772,550		
60 CAPITAL												
6116100	601079	VEHICLES	\$	118,728	\$	-	\$	-	\$	-		
TOTAL	RISK MANAGEMENT FUND		\$	693,321	\$	421,725	\$	879,379	\$	910,244		

3-1-1/CUSTOMER SERVICE AND INFORMATION CENTER

FUND/DEPARTMENT NUMBER: #631-6300

MISSION STATEMENT

To provide a premier integrated customer service system with information tracking capabilities for both internal and external customers, providing courteous, accessible, responsive and seamless assistance for all concerns, complaints, problems, and informational needs are handled quickly and efficiently.

VISION STATEMENT

To be the only telephone number that citizens need to call for assistance with any and all government services by consolidating customer service calls for all county departments within the 3-1-1 call center to truly become a “one-stop” customer service center.

DEPARTMENT DESCRIPTION

The **Customer Service Department** is directly managed by the Emergency & Operations Division Director. The Customer Service Representatives provide general information requests for internal and external customers, maintains a complaint database, contacts departments for specific responses to complaints, provides follow-up information to the complainants, and prepares a monthly summary report of complaints for dissemination to all departments and elected officials.

ACCOMPLISHMENTS FOR FY 09/10

- Began answering all calls for Animal Services, thus doubling call volume for the center.
- Addition of a Customer Service Representative.
- Awarded Team of the Quarter for the 4th Quarter of 2008
- 3-1-1 Staff is C.E.R.T certified
- Continue education and staff training
- Answer calls for additional departments within the county to alleviate workload for those departments.

3-1-1/CUSTOMER SERVICE AND INFORMATION CENTER

FUND/DEPARTMENT NUMBER: #631-6300

GOALS FOR FY 10/11

- Train C.E.R.T volunteers to staff 3-1-1 during EOC activation
- Coordinate with IT to begin Munis application implementation for 3-1-1 systems by July2010
- Maintain training with existing staff on changes in government needs and services
- Improve written training program for new employees
- Continue improving efficiency so that more calls can be handled with existing staffing level

WORKLOAD MEASUREMENTS

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
General Information & Service Requests	32,569	34,000	35,000

PERFORMANCE MEASURES

Category	Actual FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Customer Service Actions- Walk Ins	400	500	550
Customer Service Surveys Sent	260	260	260
	2,000	2,100	2,200
Conduct Community Outreach on customer Service Phone number (Number of Participant Targets**)	750 **105,000	800 **110,00	850 **115,00

3-1-1/CUSTOMER SERVICE AND INFORMATION CENTER

FUND/DEPARTMENT NUMBER: #631-6300

STAFFING

Position	Actual FY FY 08/09	Estimated FY 09/10	Forecast FY 10/11
CSR Supervisor	1	1	1
Customer Service Specialist	1	1	1
Customer Service Representative	2	2	2
Total	4	4	4

VEHICLE SCHEDULE

Category	Actual FY FY 08/09	Estimated FY 09/10	Forecast FY 10/11
Authorized Vehicles	0	0	0
Heavy Equipment	0	0	0
Vehicle Allowances	0	0	0
Total	0	0	0

BUDGET HIGHLIGHTS

As of March 2009, 3-1-1/Customer Service & Information began answering all calls for Animal Services, thus increasing our call volume from an average of 1500 calls to around 3200 calls a month. Our purpose is to provide our citizens a "one stop" call center and we feel we have effectively done so with Animal Services, and hope to be able to provide this assistance to many other departments in the future, thus saving the need to hire additional office staff.

EXPENDITURE DETAIL

INTERNAL SERVICE FUNDS

			<u>Actual</u>		<u>Actual</u>		<u>Est. Actual</u>		<u>Budget</u>
			<u>FY 2008</u>		<u>FY 2009</u>		<u>FY 2010</u>		<u>FY 2011</u>
CUSTOMER SERVICE AND INFORMATION CENTER									
6300 CUSTOMER SERVICE & INFO CENTER									
51 PERSONAL SERVICES									
6316300	511001	SAL/WAGES	\$ 66,665	\$	93,961	\$	119,401	\$	139,508
6316300	511030	VACATION	\$ 4,906	\$	17,310	\$	(799)	\$	-
6316300	511031	SICK LEAVE	\$ -	\$	1,076	\$	(1,076)	\$	-
6316300	511033	HOLIDAY	\$ 3,205	\$	3,930	\$	5,461	\$	-
6316300	511051	EMP MED PL	\$ 13,211	\$	16,838	\$	24,681	\$	25,598
6316300	511052	GROUP LIFE	\$ 162	\$	211	\$	190	\$	137
6316300	511053	RETIREMENT	\$ 4,913	\$	7,576	\$	9,229	\$	9,910
6316300	511054	FICA	\$ 5,403	\$	8,450	\$	8,707	\$	8,774
6316300	511055	WORK COMP	\$ 152	\$	176	\$	6	\$	200
6316300	511060	EXP ALLOW	\$ 683	\$	722	\$	722	\$	721
6316300	511070	UNEMPLOY	\$ 51	\$	83	\$	112	\$	135
6316300	511080	PERSONNEL	\$ -	\$	-	\$	-	\$	1,500
TOTAL	PERSONAL SERVICES		\$ 99,351	\$	150,333	\$	166,634	\$	186,483
52 OPERATING-SUPPLIES									
6316300	522001	UNIFORMS	\$ 276	\$	297	\$	300	\$	-
6316300	522040	POSTAGE	\$ 90	\$	155	\$	170	\$	200
6316300	522070	OPERATING	\$ 2,178	\$	2,094	\$	5,597	\$	4,000
6316300	522100	MINOR PROP	\$ 1,977	\$	5,502	\$	-	\$	-
6316300	522130	BOOKS & RE	\$ -	\$	-	\$	-	\$	-
TOTAL	OPERATING-SUPPLIES		\$ 4,521	\$	8,047	\$	6,067	\$	4,200
53 OPERATING-PURCH/CONT									
6316300	533025	ADVER/MARK	\$ -	\$	-	\$	-	\$	1,000
6316300	533115	TRAVEL/TRA	\$ 806	\$	149	\$	538	\$	-
6316300	533135	COMMUNICAT	\$ 4,100	\$	1,692	\$	1,187	\$	2,000
6316300	533140	PRINTING	\$ 785	\$	-	\$	-	\$	-
TOTAL	OPERATING-PURCH/CONT		\$ 5,691	\$	1,841	\$	1,725	\$	3,000
54 OPERATING-OTH COSTS									
6316300	544001	MISCELLANE	\$ 397	\$	500	\$	313	\$	-
TOTAL	CUSTOMER SERVICE AND INFORMATION		\$ 109,960	\$	160,721	\$	174,738	\$	193,683

EXPENDITURE DETAIL

INTERNAL SERVICE FUNDS

			<u>Actual</u>		<u>Actual</u>		<u>Est. Actual</u>		<u>Budget</u>	
			<u>FY 2008</u>		<u>FY 2009</u>		<u>FY 2010</u>		<u>FY 2011</u>	
FLEET REPLACEMENT FUND										
6400 FLEET REPLACEMENT										
56 OPERATING-DEPREC										
6416400	566100	DEPREC EXP	\$	185,208	\$	491,690	\$	-	\$	411,061
60 CAPITAL										
6416400	601079	CIP VEHICL	\$	-	\$	-	\$	1,048,237	\$	-
6416400	601080	VEH REPLAC	\$	-	\$	-	\$	-	\$	201,000
6416400	601081	CIP EQUIP	\$	-	\$	-	\$	(20,531)	\$	180,000
TOTAL	CAPITAL		\$	-	\$	-	\$	1,027,706	\$	381,000
TOTAL	FLEET REPLACEMENT FUND		\$	185,208	\$	491,690	\$	1,027,706	\$	792,061