

ADOPTED BUDGET
FISCAL YEAR

2017

June 21, 2016



photo by: Cheryl Conner



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GEORGIA
CAMDEN
COUNTY

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INTRODUCTION





Camden County Georgia

Award-Winning Government

County Administrator's Fiscal Year 2017 Budget Message

Introduction

To the Honorable Board of County Commissioners and the Citizens of Camden County:

It is with pleasure that I present to you the Fiscal Year 2017 proposed Budget and Budget Message. The continued financial challenge we face today is largely due to the consequences of the continuation of a slow economic recovery.

Strategic Plan 2016 → 2021 → 2030

This proposed budget links funding requests to the newly created strategic plan. The proposed budget also attempts to carry out the Camden County adopted Policy Agenda for 2016/2017 top and high priority actions to be addressed during Fiscal Year 2017. The objectives of this year's proposed budget are continued maximization of current services to our citizens.

The Fiscal Year 2017 Budget totals \$47,998,355. Revenues and expenses are balanced with **a possible millage rate increase**. The priority in developing this Budget was to provide the Board of County Commissioners with a balanced budget. It is no small accomplishment that this objective has been achieved; discipline, innovation and commitment must follow. To the taxpayer we must commit our best effort, nothing less is acceptable.

Summary of All Funds

| Funds | Proposed Budget 2017 |
|------------------------|-------------------------|
| General Fund | \$ 28,779,507 |
| Capital Improvements | \$ 528,825 |
| Curbside | \$ 890,898 |
| Drug Abuse | \$ 9,365 |
| E-911 | \$ 1,053,800 |
| Georgia Transportation | \$ 285,050 |
| Hotel/Motel Tax | \$ 24,850 |
| Impact Fees | \$ 37,350 |
| Jail & Staffing | \$ 176,000 |
| Law Library | \$ 37,680 |
| Shared Assets | \$ 170,700 |
| Solid Waste | \$ 4,930,000 |
| SPLOST VII | \$ 9,837,900 |
| Unincorporated Tax | \$ 1,236,430 |
| TOTAL | \$47,998,355 |



Live within our means

Due to the slow economic recovery, the Fiscal Year 2017 Budget is recommended with the following strategies for balancing:

- Appropriates County General Fund Balance to balance the budget
- A possible raise of the millage rate
- Reflects reality of current tax digest
- Adjusts the County's operations to function with lower revenue
- Use of \$2.3 Million fund balance to keep the budget balanced
- Requires continued strategic realignment and reform in many departments and programs

Fiscal Discipline

The circumstances we face are certainly not unique to this government. The fiscal standing of counties across Georgia and the nation continue to be challenged and strained by what has become the new "Norm" concerning economic factors. Camden County Government faces those same harsh conditions and the daunting challenge of maintaining fiscal stability.

Our countywide general fund faces the greatest challenge due to the high level of reliance on property tax revenue. I am proud of the outstanding bond rating the county has achieved and is able to state it has no general fund debt service obligations. The county through its strong conservative fiscal policies remains in a very strong financial position.

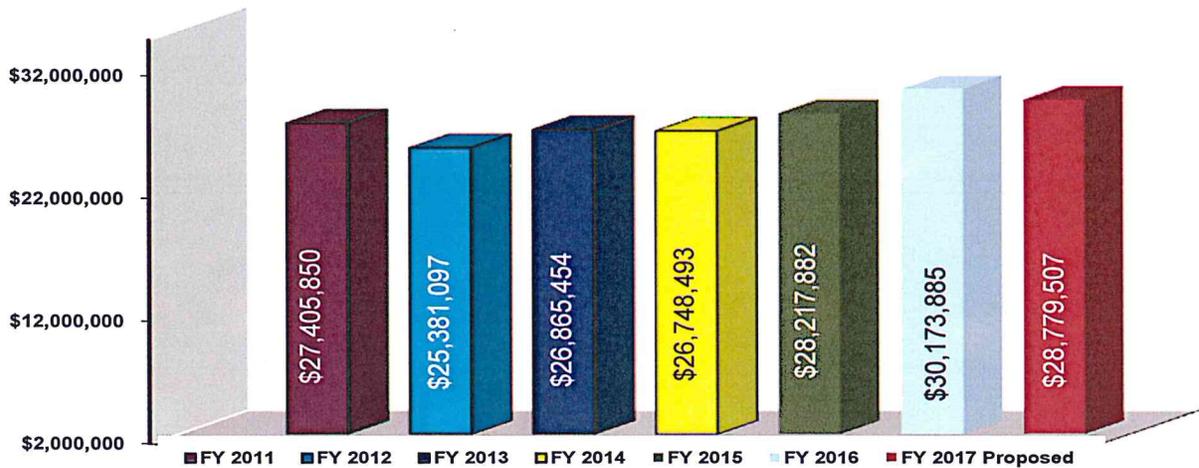
Millage Rate History

| Year | 2017 | 2016 | 2015* | 2014 | 2013 | 2012 | 2011 | 2010 |
|--------------------------------------|--------|-------|-------|-------|-------|-------|-------|-------|
| County | *12.94 | 11.94 | 11.94 | 11.94 | 11.70 | 11.70 | 11.70 | 11.70 |
| Economic Development | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Unincorporated Tax District** | .67 | .67 | 0.67 | 0.67 | 0.67 | 0.67 | 0.67 | 0.00 |

* Possible increase based on declining digest

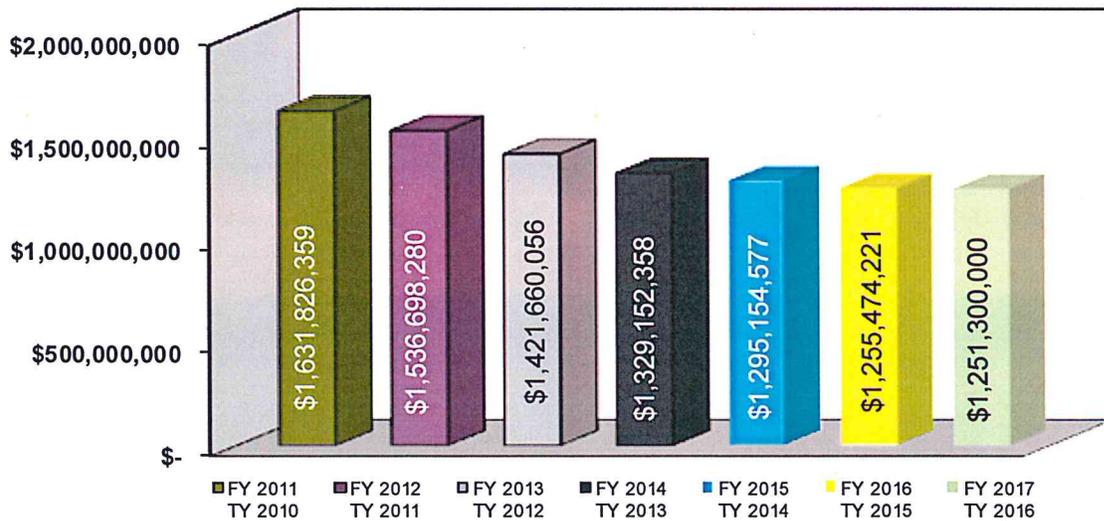
** The total mill levy for the unincorporated tax district only applies to properties outside city limits.

General Fund Comparison by Fiscal Year



[Source: Department of Finance and Budget, 2016]

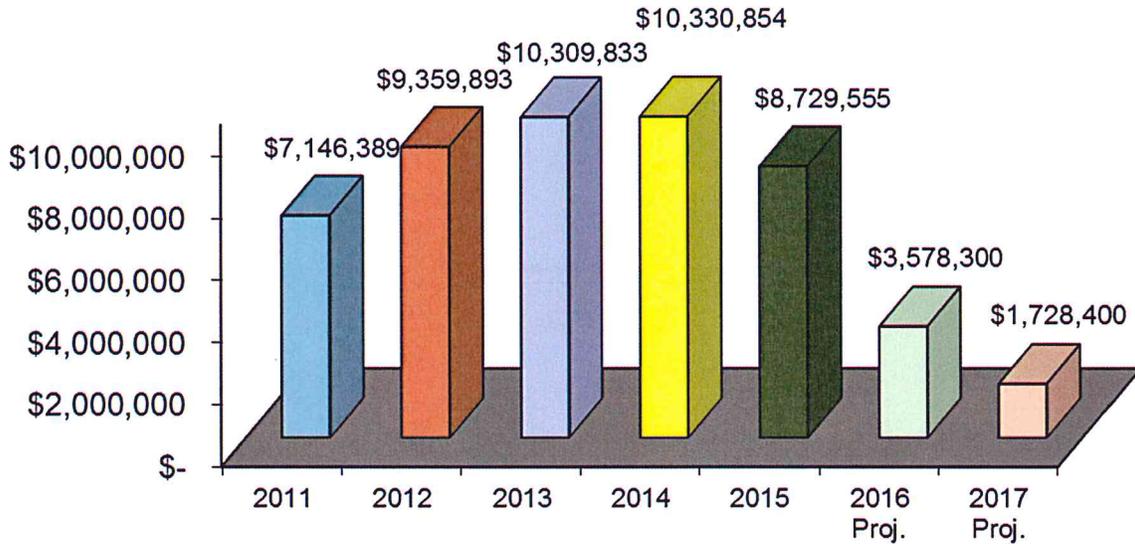
Tax Digests Comparison – Pattern of Declining Tax Digest



TY = Tax Year FY= Fiscal

[Source: Department of Finance and Budget, 2016]

General Fund – Cash Balance Chart



[Source: Department of Finance and Budget, 2016]

In Conclusion

I seek the Board's continued assistance in bringing as many potential partners to the table to consider opportunities to lower the cost of government services for the benefit of all citizens. The recommendations presented in this budget addresses strategies for balancing Fiscal Year 2017 Budget. Camden County continues to sustain financially responsible budgets throughout one of the most challenging economic times in our history. The decisions that lie ahead will not always be popular, but they are necessary to continue a solid fiscal foundation for Camden County. It is my pleasure to serve as the County Administrator of Camden County, Georgia.

Yours for a better Camden,

Steve L. Howard, ICMA-CM, CPM, CPPO
County Administrator

"Whatever course you decide upon, there is always someone to tell you that you are wrong.

There are always difficulties arising which tempt you to believe that your critics are right. To map out a course of action and follow it to an end requires courage."

~Ralph Waldo Emerson~



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

Camden County Board of Commisionners

Georgia

For the Fiscal Year Beginning

July 1, 2015

A handwritten signature in cursive script, appearing to read 'Jeffrey R. Egan', is written in black ink.

Executive Director

DISTINGUISHED BUDGET PRESENTATION AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) presented a distinguished Budget Presentation Award to the County of Camden, Georgia for its annual budget for the fiscal year beginning July 1, 2015.

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

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

Camden County Georgia

Award-Winning Government

Mission: To deliver Defined County Services with Exceptional Customer Service and in a Financially Sustainable and Transparent Manner.

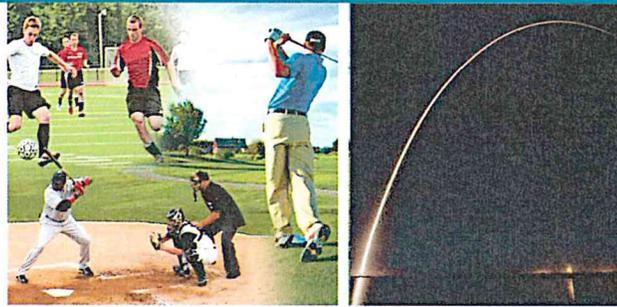
Vision 2030

Camden County 2030 is the premier coastal community of Georgia-Beautiful and Safe.

Camden County 2030 has a strong regional economy and diverse job opportunities with four major pillars:

- An Active Naval Submarine Base
- A Successful World-Class Spaceport
- Sport Tourism
- A Technology Corridor

Camden County 2030 has relaxed living with quality residential developments and abundant leisure choices for all.



Goals 2020

- To Be a Financially Sound County That Provides Exceptional Service and Value
- To Grow the Local Economy
- To Implement Planned and Managed Growth
- To Create a Great Place to Live



Values

The Board of County Commissioners and employees of Camden County are committed to the following values:

INTEGRITY

We act with honesty and fairness and always strive to do the right thing.

RESPECT

We treat everyone with respect. We recognize the dignity that is inherent in all people and celebrate the strength that comes from the diversity of people and ideas.

SERVICE

We take pride in our role as public servants and are dedicated to service excellence. We are committed to responsive, quality service, delivered with timeliness, courtesy, and fairness.

ACCOUNTABILITY

We are accountable and responsible for our actions and accept the consequences of our decisions.

TEAMWORK

We value teamwork and promote the principles of partnership, consultations, and open communication.

BALANCE

We encourage the achievement of a healthy balance in the working and personal lives of employees, believing that this contributes to the vitality of individuals, our organization, and our community.

200 EAST 4TH STREET | P.O. BOX 99 | WOODBINE, GEORGIA 31569
 912.576.5601 • www.camdencountyga.gov



STRATEGIC PLAN

2016 → 2021 → 2030

EXECUTIVE SUMMARY

Board of County Commissioners



Camden County, Georgia
December 2015



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Palm Coast, FL 32137-3373

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STRATEGIC FRAMEWORK

VISION 2030

“Desired Destination for Camden County”

PLAN 2021

“Map to Camden County’s Destination”

EXECUTION

“Route for Next Year”

MISSION

“Responsibilities of Camden County Government”

BELIEFS

“How Camden County Government Should Operate”

Camden County Vision 2030

**CAMDEN COUNTY 2030 is the
PREMIER COASTAL COMMUNITY OF
GEORGIA – BEAUTIFUL ^(A), SAFE ^(B)**

**CAMDEN COUNTY 2030 has a
STRONG REGIONAL ECONOMY AND DIVERSE
JOB OPPORTUNITIES with four major pillars:
an ACTIVE NAVAL SUBMARINE BASE ^(C),
a SUCCESSFUL WORLD CLASS SPACEPORT ^(D),
SPORTS TOURISM ^(E) AND TECHNOLOGY
CORRIDOR ^(F).**

**CAMDEN COUNTY 2030 has
RELAXED LIVING with QUALITY RESIDENTIAL
DEVELOPMENTS ^(G), ABUNDANT LEISURE
CHOICES FOR ALL ^(H)**

Vision 2030

Guiding Principles

PRINCIPLE A

BEAUTIFUL

► Means

1. Attractive gateways and entrances to Camden County especially from I-95
2. Appropriate County signage at exit 1 and exit 26
3. Well maintained and beautiful parks and open spaces
4. Updated, well maintained, attractive County buildings and facilities
5. Lighting for exit 14 and exit 6

PRINCIPLE B

SAFE

► Means

1. Residents feeling safe and secure at home and in the community
2. Timely and appropriate response for emergency medical calls with a high survival rate
3. Low crime rate
4. If crimes occur, the criminals are arrested and prosecuted in a timely manner
5. Residents and businesses working in partnership with law enforcement agencies to create a safe Camden County community
6. Camden County prepared for, able to respond, and to restore service and recover from a major disaster

PRINCIPLE C

ACTIVE NAVAL SUBMARINE BASE

► **Means**

1. Maintained the number of submarines at the Naval Submarine Base
2. Impact payment to education/schools
3. Diversification of commands at the Naval Submarine Base
4. Potential use of excess land on the base

PRINCIPLE D

SUCCESSFUL WORLD CLASS SPACEPORT

► **Means**

1. Development of a world-class launch facility with regular launched schedule
2. Development of space vehicle and payload technology businesses
3. Development of space tourism – visits for launches
4. Increasing launch capacity – more launches
5. Link to Georgia Tech campus development to support the Spaceport
6. Strong partnership between the private Spaceport and Camden County
7. Support businesses for Spaceport operation
8. Defining brand: the “Space Center of United States” and “ Georgia’s Spaceport”
9. I-95 high technology corridor including Aerospace Commerce Center

PRINCIPLE E

SPORTS TOURISM

► **Means**

1. Reputation as the "Amateur Sports Center of Georgia and North Florida"
2. Top quality outdoor sports complexes for regional and national tournaments
3. Indoor sports facility for basketball, volleyball, gymnastic, cheerleading, etc.
4. Intercollegiate tournaments bringing in teams from the north
5. Developing tournaments for emerging sports: lacrosse, quidditch, disk golf etc.

PRINCIPLE F

TECHNOLOGY CORRIDOR

► **Means**

1. Georgia Tech campus offering degrees and diversified educational programs
2. Competitive technology infrastructure in place to support businesses and business development
3. Growing reputation as a technology hub in Georgia and north Florida
4. Land available in state-of-the-art business/technology park(s)

PRINCIPLE G

QUALITY RESIDENTIAL DEVELOPMENTS

► **Means**

1. Future developments following Camden County plans and meeting the development standards and regulations
2. Reliable delivery of utility services
3. Incorporation of smart growth principles into future development in Camden County: cluster units, water and sewer service
4. Opportunities for homeownership – high percentage of homeownership
5. Quality infrastructure for water and sewer: well designed and well maintained

PRINCIPLE H

ABUNDANT LEISURE CHOICES FOR ALL

► **Means**

1. Well designed, well maintained sports complexes for local, recreational and tournament use
2. State-of-the-art library facilities and services
3. Performing Arts Center for local and regional performances and uses

Camden County Government Mission

**The mission of CAMDEN COUNTY
GOVERNMENT**

is to deliver

DEFINED COUNTY SERVICES

with EXCEPTIONAL CUSTOMER SERVICE

and in a FINANCIALLY SUSTAINABLE

and TRANSPARENT MANNER.

**Camden County
Goals 2021**

**Financially Sound County
Providing Exceptional Service and Value**

Grow the Local Economy

Planned and Managed Growth

Great Place to Live

GOAL 1

**FINANCIALLY SOUND COUNTY
PROVIDING EXCEPTIONAL SERVICE AND VALUE**

► **Objectives**

1. Provided financially responsible budget with appropriate tax level that supports exceptional County services
2. Maintained/enhanced County government teamwork and performance
3. Delivered County services in the most efficient, cost effective manner
4. Preparation and successful passage of SPLOST
5. Expanded communications with the residents in Camden County

► **Short-Term Challenges and Opportunities**

1. Defining County government role and responsibilities for services
2. Aging County facilities and buildings need major maintenance or replacement
3. Working with other governments to expand shared services
4. Maintaining no debt for County government
5. Aging County workforce and the need for succession planning/management
6. Rising costs of conducting County business: materials, contracts, healthcare, pensions
7. Impact of wetlands on property values
8. Difficulty in finding quality candidates

► **Actions 2016**

PRIORITY

Policy Agenda

- | | |
|---|---------------|
| 1. GIS/Re-Addressing Ordinance: Scope, Report and Funding | Top Priority |
| 2. Fleet Capital Outlay Program and Funding | Top Priority |
| 3. Grant Writer: Report with Options, Funding | Top Priority |
| 4. Special Purpose Local Option Sales Tax (SPLOST): Phase 1 | High Priority |
| 5. Corporate Communications Plan and Position | High Priority |
| 6. Roads Plan (T-SPLOST): Short Term Projects and Funding | High Priority |

Management Agenda

- | | |
|---|---------------|
| 1. Public Works Shared Services: Direction | Top Priority |
| 2. Planning and Zoning: Co-Location | Top Priority |
| 3. Fire – Rescue Service Collaboration: Next Steps | Top Priority |
| 4. County Comprehensive Radio System Study and Cost, Tower Needs | Top Priority |
| 5. Compensation Market Analysis and Selected Position Salary Adjustment | High Priority |
| 6. Performance Management System: Development | |

Management in Progress

1. County Government Annual Report
2. Safety Committee: Re-Establishment
3. Strategic Plan: Update
4. Community Volunteer Day: Policy and Procedures (Board)
5. Open Records Policy: Update
6. Record Management Policy: Update
7. GIS Enhancement
8. IT Policy Update (Board Action)
9. Performance Review: Launch
10. Performance Dashboard: Direction (Board)
11. Employee Safety Handbook: Completion
12. Vehicle Use Policy (Board): Adoption
13. Hazard Mitigation Grant
14. 2nd Year Citizen Academy
15. New World System
16. Fire Vehicle Computer Replacement
17. Human Resources Handbook: Completion
18. County Owned Property Inventory
19. Firefighter Protective Gear – Funding (Budget FY 2017)
20. Courthouse Security (Budget FY 2017)

► **Actions 2016 (Continued)**

PRIORITY

Management in Progress

21. Tax Commissioner Computer Upgrade (Property Tax)
22. Insurance Policy: Revamp (Board)
23. Payroll Contract (Board)
24. Sexual Harassment Training
25. ADA Compliance Plan: Update
26. EMS Billing
27. Process Improvement Projects
28. Community Outreach Actions

Major Projects

1. Government Services Building Roof Repair
2. County Library Roof Repair
3. EOC: Audio Visual Equipment
4. Commissioner Building AC Unit: Funding (Board)
5. New Borrow Pit: Permitting Lease (Board)
6. Jail Expansion Project
7. Emergency Lighting and Signage
8. Annex Building Window and Floor
9. Bryan – Lang Historical Archives Roof Replacement
10. County Garage Renovation
11. Fueling Area: Updated
12. Juvenile Court Service Building: Design
13. LMIG Road Resurfacing 2016
14. Fisher – Massey Paving Project

GOAL 2

GROW THE LOCAL ECONOMY

► **Objectives**

1. Effective JDA organization producing results: new businesses and more
2. Successful operating Spaceport
3. Campus development by Georgia Tech
4. More sports tournaments bringing in tourists
5. Development of a Technical College
6. Development of Aerospace Commerce Center

► **Short-Term Challenges and Opportunities**

1. Performance accountability and results from JDA organization
2. Securing the Spaceport Camden
3. Expanding sports facilities for more tournaments
4. Tapping into expanding port facilities and activities: Jacksonville, Brunswick and Savannah
5. Funding future economic development activities

► **Actions 2016**

PRIORITY

Policy Agenda

1. Spaceport Camden: Development
2. County Multi Use Events Center Feasibility Study and Funding
3. Technical College: Advocacy for Construction Funding
4. JDA Performance Goals and Reporting
5. Economic Development: Funding

Top Priority

High Priority

High Priority

Management Agenda

1. City of St. Marys Old Mill Site Redevelopment Opportunity
2. Targeted Industries Direct Marketing Campaign

► **Actions 2016 (Continued)**

PRIORITY

Management in Progress

1. JDA Annual Work Program (Board Report)
2. JDA Performance Report
3. Regional Workforce Analysis (SE Georgia) JDA (Board Report)
4. Submarine Supplier's Conference
5. Spaceport Camden Website: Update

Management in Progress

1. Camden Industrial Park: Land Clearing

GOAL 3

PLANNED AND MANAGED GROWTH

► **Objectives**

1. Expanded water and sewer capacity
2. Maintained/upgraded condition of County roads
3. Quality residential development consistent with the County plans and development regulations
4. Workable Unified Development Code throughout Camden County

► **Short-Term Challenges and Opportunities**

1. Increasing federal government and State of Georgia mandates and regulatory requirements
2. Defining government's role in regulating and planning for growth
3. Determining who should pay for growth: current residents or new residents
4. Slow recovery from the economic recession
5. Working with municipalities on water and sewer issues and potential agreements (House Bill 489)

► **Actions 2016**

PRIORITY

Policy Agenda

1. County Owned Properties: Inventory, Direction –Use or Sale
2. ROW Land Acquisition Policy for County Roads: Adoption
3. I-95 Interchange Development Plan and Guidelines
4. Unified Development Code: Update

High Priority

High Priority

Management Agenda

1. Impact Fees: Re-Evaluation

High Priority

Management in Progress

1. Article 11: Erosion and Sedimentation Model Ordinance

► **Actions 2016**

PRIORITY

Major Projects

1. Culvert Pipe Replacement (Driveways): Direction (Board)
2. Holtz Road Drainage and Rebuild
3. Dover Bluff Road/Honey Creek Drainage Repair
4. Harriett's Bluff Road: Repair
5. Kingsland By Pass
6. Satilla Bluff Road West Paving: Design
7. Fisher/Massey Road Paving
8. Major Cross Drains Repairs
9. I-95 Exit 14 Spaceport Access: GDOT Discussion

GOAL 4

GREAT PLACE TO LIVE

► **Objectives**

1. More attractive entrances and gateways to Camden County
2. Maintained/enhanced the partnership between the County government and private sports associations
3. Expanded recreational programs for all
4. Improved access to the County waterways
5. Expanded library services and programs

► **Short-Term Challenges and Opportunities**

1. Potential land for acquisition
2. Defining the role of Camden County government
3. Working with the community and a variety of private organizations
4. Funding for nonessential quality of life amenities
5. Determining priorities for Camden County

► **Actions 2016**

PRIORITY

Policy Agenda

1. Parks Master Plan Development
2. Boat Ramp: Direction, Locations, Funding
3. Clean Up Camden County: Strategy and Actions

High Priority

Management Agenda

1. Youth sports Needs Evaluation and Report
2. Joint Law Enforcement/Community Gun Range
3. Community Paramedicine

High Priority

High Priority

► **Actions 2016**

PRIORITY

Management In Progress

- 1. JDA Park Ownership
- 2. Violent Crime Task Force
- 3. Body Cameras
- 4. Disaster Recovery Plan

Camden County Policy Agenda 2016 Targets for Action

TOP PRIORITY

**GIS/Re-Addressing Ordinance
Spaceport Camden: Development
Fleet Capital Outlay Program and Funding
Grant Writer: Report with Options, Funding
County Owned Properties Inventory**

HIGH PRIORITY

**Special Purpose Local Option Sales Tax (SPLOST #8)
County Multi Use Events Center Feasibility Study and Funding
Corporate Communications Plan and Position
Roads Plan (T-SPLOST): Short Term Projects, Funding
Technical College: Construction Funding
ROW Land Acquisition Policy for County Roads
Parks Master Plan Development**

Camden County Management Agenda 2016 Targets for Action

TOP PRIORITY

Public Works Shared Services: Direction

Planning and Zoning: Co-Location

Fire – Rescue Service Collaboration: Next Steps

Comprehensive Radio System Study

HIGH PRIORITY

Impact Fees: Re-Evaluation

**Compensation Market Analysis and Selected Position
Salary Adjustment**

Youth Sports Needs Evaluation and Report

Joint Law Enforcement/Community Gun Range

Camden County Management in Progress 2016

1. County Government Annual Report
2. Safety Committee: Re-Establishment
3. Strategic Plan: Update
4. Community Volunteer Day: Policy and Procedures (Board)
5. Open Records Policy: Update
6. Record Management Policy: Update
7. GIS Enhancement
 - Strategic Plan
 - Grants
8. IT Policy Update (Board Action)
9. Performance Review: Launch
10. Performance Dashboard: Direction (Board)
11. Employee Safety Handbook: Completion
12. Vehicle Use Policy (Board): Adoption
13. Hazard Mitigation Grant:
 - County Completion (Board Presentation)
 - Federal Approval
14. 2nd Year Citizen Academy
 - One Class Offered; Larger Class Size, More Opportunities to Learn
15. New World System
 - A. Mobile Data Communications
 - B. Court Interface
 - C. Training
16. Fire Vehicle Computer Replacement
17. Human Resources Handbook: Completion
18. County Owned Property Inventory

19. Firefighter Protective Gear – Funding (Budget FY 2017)
20. Courthouse Security (Budget FY 2017)
21. Tax Commissioner Computer Upgrade (Property Tax)
22. Insurance Policy: Revamp (Board)
23. Payroll Contract (Board)
24. Sexual Harassment Training
25. ADA Compliance Plan: Update
26. EMS Billing
27. Process Improvement Projects
 - Animal Control
 - GIS
28. Community Outreach Actions
 - Monthly Newsletter
 - Social Media
29. JDA Annual Work Program (Board Report)
30. JDA Performance Report
31. Regional Workforce Analysis (SE Georgia) JDA (Board Report)
32. Submarine Supplier’s Conference
33. Spaceport Camden Website: Update
34. Article 11: Erosion and Sedimentation Model Ordinance
35. JDA Park Ownership
36. Violent Crime Task Force
37. Body Cameras
38. Disaster Recovery Plan

Camden County Major Projects 2016

1. Government Services Building Roof Repair
2. County Library Roof Repair
3. EOC: Audio Visual Equipment
4. Commissioner Building AC Unit: Funding (Board)
5. New Borrow Pit: Permitting Lease (Board)
6. Jail Expansion Project
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17. Holtz Road Drainage and Rebuild
18. Dover Bluff Road/Honey Creek Drainage Repair
19. Harriett’s Bluff Road: Repair
20. Kingsland By Pass:
 - Phase 1
 - Phase 2
21. Satilla Bluff Road West Paving: Design
22. Fisher/Massey Road Paving Project

23. Major Cross Drains Repairs

- Spring Bluff
- Proctor
- Incachee

24. I-95 Exit 14 Spaceport Access: GDOT Discussion

CAMDEN COUNTY BOARD OF COMMISSIONERS



Willis R. Keene, Jr.

District 1



Chuck Clark, Vice Chairman

District 2



Jimmy Starline, Chairman

District 3



Gary Blount

District 4



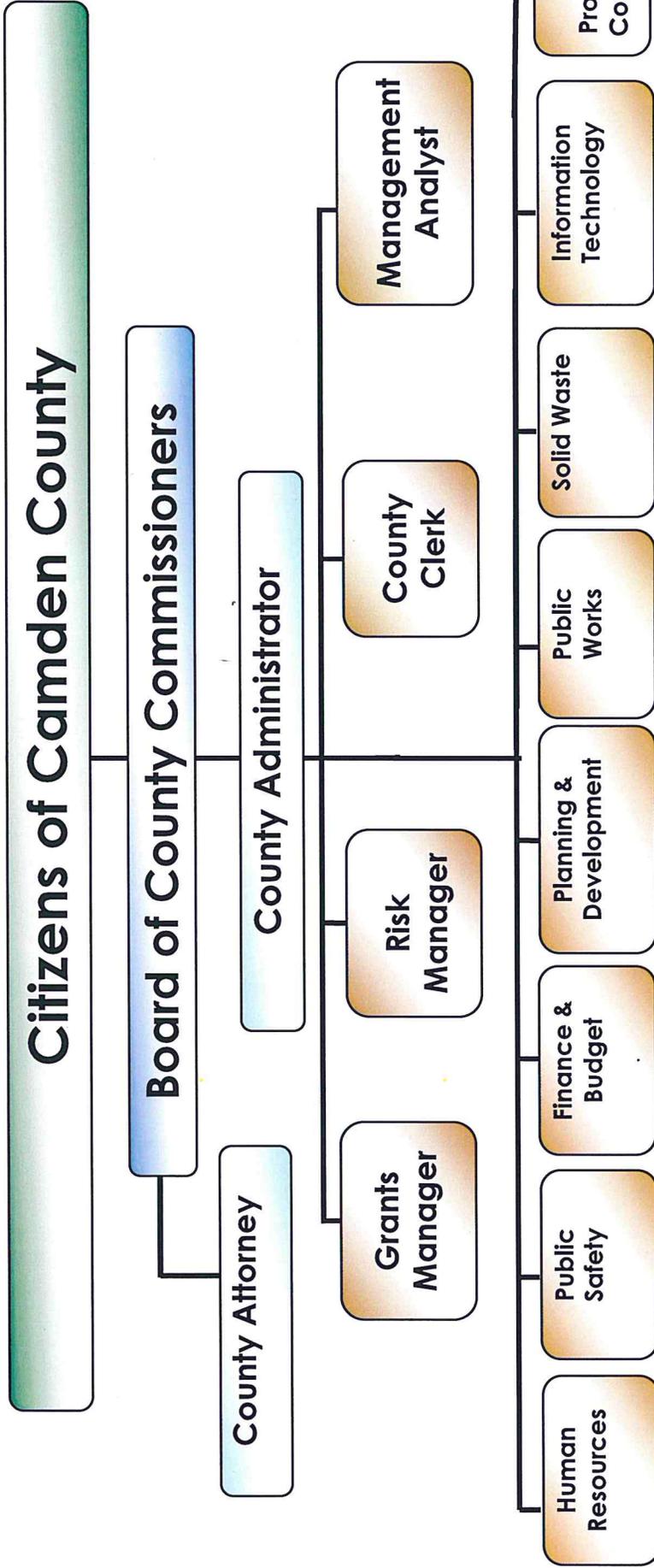
Tony Sheppard

District 5



Board of County Commissioners Organizational Chart

Rev. May 2016



| Constitutional Officers & Other Elected Officials | Independent Board-Run and Other Offices |
|---|---|
| <ul style="list-style-type: none"> • Clerk of Superior Court • Judge of Probate Court • Sheriff (CCSO, Jail & E-911) | <ul style="list-style-type: none"> • Tax Assessors Office • County Library • Joint Development Authority • Juvenile Court |
| <ul style="list-style-type: none"> • Tax Commissioner • Coroner • Chief Magistrate | <ul style="list-style-type: none"> • Registrars' Office • Bryan Lang Library • UGA/County Extension |

DEPARTMENT DESCRIPTIONS

Administration

The administrative offices ensure implementation of Board policies, priorities, and the day-to-day management of Camden County Government. The administrative office also seeks to deliver county services and programs in a timely, courteous, efficient, and proactive manner. This office strives to be consistent with the Boards objectives.

Administrative Services

The Program Director oversees the coordination and administration of aspects to complete programs both new and ongoing. A few such programs include as risk compliance for asset coverage of the County; all contracts for the County; emergency/disaster preparedness coordination; and safety compliance for protection of employees, citizens and the County.

Animal Control Services

Under the direction of the Public Compliance Officer, the Animal Control Division strives to balance the health, public safety, and welfare needs of people and animals in our community. This department strives to be responsible and humane while enforcing animal-related laws; providing a safe environment for unwanted, stray, abused, and impounded animals; educating the public about responsible animal ownership; and investigating cases where animal abuse is suspected.

Clerk of Superior Court

Joy Lynn Turner

The clerk of the superior court is the primary record keeper for the county. The clerk administers the proper registration and retention of official documents. The Clerk's office also handles civil and criminal proceedings; real estate and personal property transactions; jury system administration; child support receiver; Board of Equalization Administration; and passports.

County Agents - UGA Extension

The UGA Cooperative Extension Office fully utilizes resources allocated by the Board of County Commissioners in conjunction with state and federal funding. Extension programming improves lives by providing lifelong learning opportunities for the people of Camden County. Extension education is completely dependent upon unbiased research-based education in the areas of agriculture, the environment, communities, youth and families

County Attorney

The County Attorney provides high quality legal advice and representation to Camden County Government. In March 2014 Attorney John S. Myers was appointed by the Board of County Commissioners to provide legal services to the Board, the County Administrator, as well as to other elected county officials, county departments, and advisory boards.

County Clerk

The County Clerk provides an official, historical record for present and future generations of the Board of County Commissioners. Katie Bishop, County Clerk, assists the Board through the preparation of meeting agenda's and documents as well as preparing the minutes for all Board of County Commissioner meetings. The County Clerk assures compliance with the Open Meeting/Open Records Act and provides requested information as part of the public record.

The County Clerk also serves as the official custodian of all contracts, leases, resolutions, ordinances and all actions taken by the Board of County Commissioners. The County Clerk facilitated 22 regular board meetings, 3 Solid Waste Authority meetings, 1 special called meeting, 6 work sessions, 11 public hearings, and 2 executive sessions in 2014.

County Coroner

L.W. Bruce

The Coroner handles administrative tasks that relate to the deceased, such as collecting bodies, identifying them, determining cause of death, granting exhumation as a medical examiner, performing an autopsy on the body to determine how and when the person died. All deaths must be reported to the coroner, who will investigate the death if it is suspicious. In general, any death that takes place outside of a hospital is considered suspicious. The Coroner or representative of the office picks up decedents from the site where they are discovered and brings them back to the office for examination. The Coroner determines the time and cause of death, and issues a formal death certificate and autopsy report. If the death is found to be a murder, the information gathered by the office will serve as evidence in the case.

Curbside Collection

Curbside Collection is under the direction of the Director of Finance. It provides customer service, billing, and oversight of the garbage and recycling service for approximately 4,700 customers in the unincorporated area of Camden County. The monthly rate is \$14.50 and remains unchanged since 2011. Polices are created under the Solid Waste Authority. Efficiency and citizen-focus has been a key focus of the office. Collection of garbage, recycling, bulky items, and white goods are performed by Advanced Disposal via a contract.

Emergency Medical Services (EMS) / Fire Rescue

EMS is a 24/7 operation and has strict demands placed on the department by local compliance and State law. Dedicated to the safety and protection of the community's quality of life from all hazards through our professional staff, rapid response teams, and by placing others before oneself. Operations include ambulance transports and emergency response to accidents and fires.

Emergency Management Agency (EMA)

The EMA is a division of Public Safety responsible for the management of all emergency preparedness program areas. Under the provisions of Georgia statues, EMA is responsible for developing and implementing comprehensive disaster planning, mitigation, and response activities within Camden County. EMA develops and maintains emergency plans for all types of natural and manmade hazards. Additionally, EMA provides analysis and recommendations

necessary to make decisions that will effectively save lives and protect property in such emergencies.

Facilities Management Division

The Facilities Division is responsible for repairs and maintenance of the 32 buildings owned by the Camden County Board of Commissioners. They are responsible for proactive maintenance of such things as air conditioners, roof and plumbing needs, key management, minor upgrades, and grounds keeping of the facilities. In the fourth quarter of 2014, a new management agreement was reached with the Public Service Authority so that both agencies would benefit from the additional skills and abilities.

Finance & Budget

The Office of Finance & Budget performs a vital function and is responsible for the financial services and general financial operations of Camden County Government. This office is tasked with utilizing county resources in an effort to provide true stewardship of public funds while continually striving to improve business processes countywide, providing timely, accurate financial information to internal departments and citizens, and enhancing fiscal accountability.

Human Resources

The Human Resources Department manages the county's most valuable assets, the employees. The core functionality of Human Resources is to provide programs, policies, procedures, and practices that motivate employees while optimizing efficiencies and maintaining governmental compliance.

Information Technology Division

The Information Technology Division is responsible for the computing environment for all technology under the supervision of the County Administrator as well as some partner agencies. There are 156 computers to manage as well as tablets, smart-phones, and peripheral devices. The helpdesk, all networking, server administration, security, software upgrades, and all other aspects of the computing environment are handled by the IT Division. The IT Division has been replacing outdated hardware and software on an enterprise level, and continues to build a dynamic and efficient environment. As the County grows, so do the demands of this division.

Magistrate Court

Judge Jennifer E. Lewis

The Magistrate Court is Georgia's small claims court. The court has broad jurisdiction to try and dispose of most civil claims when the amount sought or the value of the property claimed does not exceed \$15,000. This court can also hear dispossessory, writs of possession for personal property and garnishment actions. Magistrate judges may also issue criminal arrest and search warrants, try county ordinance violations and misdemeanor bad check cases, set bonds for individuals arrested on criminal charges and hold preliminary hearings.

Planning & Development

Planning and Development is responsible for the issuance of permits for all manners of building and construction including inspections. This department also works with the public for rezoning,

variances, and special use permits. In addition to land use and construction, planning staff also works with the business community to issue occupational tax and alcohol licenses. The goal of the department is to provide excellent customer service through the entire planning, construction, licensing, and development process.

Probate Court

Judge Robert C. Sweatt, Jr.

The judge of the Probate Court has a broad range of powers, mostly unrelated to criminal matters. He or she oversees matters pertaining to property deeds, marriage licenses, guardianships, and wills; supervises elections; and administers public oaths of office. Camden County Probate Court is responsible for Estates & Wills; Weapons Permits; Guardianships and Conservatorships; Marriage Licenses; Game and Fish Offenses (Department of Natural Resources); Misdemeanor Traffic Offices (Citations from Camden County Sheriff's Offices and Georgia State Patrol); Vital Records (Birth & Death Certificates); and Elections.

Public Protection & Compliance

Under the supervision of the County Administrator, the Public Protection Officer plans, coordinates and directs the County's programs associated with fire/life safety, regulations, and compliance. This also includes fire prevention, code enforcement and animal control, as well as Deputy Director of Emergency Management.

Public Works-Roads

The primary function of the Road Department is to maintain, repair, and keep proper drainage for all public roads owned by Camden County. The Road Department maintains traffic and safety signage along all county roadways and maintains more than 4,000 drain culverts.

Registrars' Office

The Registrar's Office is responsible for maintaining all voter registration records for Camden County. The office is also responsible for all Early and absentee voting prior to every election and assists the Superintendent of Elections (Probate Judge Robert Sweatt) with the recruiting and training of poll workers to provide a more efficient, accurate, and professional voting experience for Camden residents.

Sheriff

Sheriff Jim Proctor

The sheriff of each of Georgia's 159 counties has certain Constitutional responsibilities that include, but are not restricted to:

Law Enforcement- Enforcement of the criminal laws of Georgia;

Court Duties- Sheriffs maintain the safety and security of the court, serve court papers and perform other court-related duties; &

Jail Administration- Sheriffs' offices operate county jails and are solely responsible for the custody, safety and health of inmates.

Solid Waste Authority

The Solid Waste Authority is responsible for the management of the Municipal Solid Waste (MSW) and the Construction & Demolition (C&D) landfills. Daily activities at the landfill include receiving, compacting, and covering waste with bulldozers. Both landfills utilize the resources available placing emphasis on the natural beauty that surrounds them. The Authority continually looks at alternative ways to boost revenues while continuing to operate without affecting its goal of maintaining environmentally sound facilities that are in compliance with the rules of solid waste management for the State of Georgia.

Tax Assessors' Office

The Tax Assessor's Office is responsible for the preparation of the annual real and personal property tax digest in Camden County. Once the tax digest has been completed and approved by the Board of Assessors it is provided to the Tax Commissioner who ensures the taxes owed on each property are collected. The BOCC has established a tax assessor's board and an equalization board. The purpose of these appointed, not elected, boards is to ensure that everyone pays his or her fair share of taxes.

Tax Commissioner

Beth Soles

The functions of the tax commissioner resemble those of an accountant for the county. He or she receives all tax returns, maintains the county's tax records, and collects and pays tax funds to the state and local governments. The Tax Commissioners Office is responsible for vehicle tags and titles; mobile home permits and titles; handicap placards; and ad valorem taxes on vehicles, mobile homes and property.

CAMDEN COUNTY GOVERNMENT

Board of Commissioners

| | |
|--------------------------|---|
| Commissioner, District 1 | <i>Willis R. Keene</i> |
| Commissioner, District 2 | <i>Chuck Clark, Vice Chairman</i> |
| Commissioner, District 3 | <i>Jimmy Starline, Chairman</i> |
| Commissioner, District 4 | <i>Gary Blount</i> |
| Commissioner, District 5 | <i>Tony Sheppard</i> |
| Administration | <i>Steve Howard, County Administrator</i> |
| County Attorney | <i>John Myers, Esq.</i> |

Constitutional Offices

| | |
|----------------------------|--------------------------------|
| Clerk of Superior Court | <i>Joy Lynn Turner</i> |
| Coroner & Medical Examiner | <i>L. W. Bruce</i> |
| Corrections | <i>Sheriff James Proctor</i> |
| Magistrate Court | <i>Judge Jennifer Lewis</i> |
| Probate Court | <i>Judge Robert Sweatt</i> |
| Sheriff's Office | <i>Sheriff James Proctor</i> |
| Superior Court | <i>Joy Lynn Turner</i> |
| Tax Commission | <i>Commissioner Beth Soles</i> |

Departments

| | |
|-----------------------------|---|
| Administrative Services | <i>Adam Kabasakalian, Program Director</i> |
| Animal Control | <i>Dennis Gailey, Public Compliance Officer</i> |
| County Clerk | <i>Katie Bishop</i> |
| Emergency Management Agency | <i>Mark Crews, Fire Chief</i> |
| Emergency Medical Services | <i>Mark Crews, Fire Chief</i> |
| Employee Health | <i>Katie Howard, Director</i> |
| Facilities | <i>William Brunson (Director, PSA)</i> |
| Finance & Budget | <i>Michael Fender, Director</i> |
| Fleet Services | <i>Ronnie Wise (City of Kingsland)</i> |
| Human Resources | <i>Katie Howard, Director</i> |
| Information Technology | <i>Louis Foltzer, Director</i> |
| Insurance | <i>Michael Fender, Director</i> |
| Mosquito | <i>William Brunson (PSA)</i> |
| Onsite Wellness Clinic | <i>Katie Howard, Director</i> |
| Planning & Development | <i>Eric Landon, Director</i> |
| Public Works | <i>Harvey Amerson, Director</i> |
| Special Appropriations | <i>Michael Fender, Director</i> |
| Workers Compensation | <i>Katie Howard, Director</i> |

CAMDEN COUNTY GOVERNMENT

Independent Board Run Offices

Adult Probation
Board of Equalization
Bryan Lang Historic Library
County Agents
County Library
District Attorney
Family & Children Services
Forestry
Health Department
Juvenile Court
Juvenile Justice (Department of)
Public Defender
Registrar
Tax Assessor

Other Funds

| | |
|-----------------------------|-------------------------------|
| Capital Improvements | <i>Mike Fender, Director</i> |
| Curbside | <i>Mike Fender, Director</i> |
| Drug Abuse | <i>Mike Fender, Director</i> |
| E911 Center | <i>Sheriff James Proctor</i> |
| Hotel/Motel Tax | <i>Mike Fender, Director</i> |
| Impact Fees | <i>Mike Fender, Director</i> |
| Jail & Staffing | <i>Sheriff James Proctor</i> |
| Law Library | <i>Mike Fender, Director</i> |
| Shared Assets | <i>Mike Fender, Director</i> |
| Solid Waste | <i>Lannie Brant, Director</i> |
| SPLOST VI | <i>Mike Fender, Director</i> |
| SPLOST VII | <i>Mike Fender, Director</i> |
| Unincorporated Tax District | <i>Mark Crews, Fire Chief</i> |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
POSITION SUMMARY SCHEDULE**

| POSITION SUMMARY SCHEDULE | FY2015 | FY2016 | Budgeted FY2017 |
|---|---------------|---------------|----------------------------|
| GENERAL GOVERNMENT | | | |
| Administration | | | |
| County Administrator | 1.00 | 1.00 | 1.00 |
| Administrative Assistant | 1.00 | 1.00 | 1.00 |
| Management Analyst | 1.00 | 1.00 | 1.00 |
| Public Information Officer | 0.50 | 0.00 | 0.00 |
| Administrative Services | | | |
| Program Director | 1.00 | 1.00 | 1.00 |
| Manager | 0.25 | 0.00 | 0.00 |
| Board of Commissioners | | | |
| Commissioners | 5.00 | 5.00 | 5.00 |
| Grant Writer | 0.00 | 0.00 | 1.00 |
| Board of Equalization | | | |
| Appointed non-employees | N/A | N/A | N/A |
| County Attorney | | | |
| Attorney (Contracted) | 1.00 | 1.00 | 1.00 |
| County Clerk | | | |
| County Clerk | 1.00 | 1.00 | 1.00 |
| Customer Service Desk | | | |
| Manager | 0.25 | 0.25 | 0.00 |
| Customer Service Clerk | 1.75 | 1.75 | 0.00 |
| Employee Health | | | |
| HR Director | 0.00 | 0.15 | 0.25 |
| Facilities Management | | | |
| Administrative Assistant | 1.00 | 0.00 | 0.00 |
| Building Maintenance Manager (Contracted) | 0.00 | 1.00 | 1.00 |
| Building Maintenance Supervisor | 1.00 | 1.00 | 1.00 |
| HVAC Tech | 1.00 | 1.00 | 1.00 |
| Maintenance Techs | 2.00 | 2.00 | 2.00 |
| Finance & Budget | | | |
| Director | 1.00 | 1.00 | 1.00 |
| Assistant Director | 1.00 | 1.00 | 1.00 |
| Senior Accountant | 1.00 | 1.00 | 1.00 |
| Purchasing Officer | 1.00 | 1.00 | 1.00 |
| Accountant | 1.00 | 1.00 | 1.00 |
| Accounts Payable Technician | 1.00 | 1.00 | 1.00 |
| Payroll Technician | 0.00 | 0.00 | 0.00 |
| Human Resources | | | |
| Director | 0.00 | 0.45 | 0.40 |
| Human Resource Generalist | 1.00 | 1.00 | 1.00 |
| Human Resource Specialist | 1.00 | 1.00 | 1.00 |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
POSITION SUMMARY SCHEDULE**

Information Technology

| | | | |
|------------------------|------|------|------|
| IT Manager | 1.00 | 1.00 | 1.00 |
| IT Helpdesk Technician | 1.00 | 1.00 | 1.00 |
| Systems Administrator | 0.00 | 1.00 | 1.00 |

Onsite Wellness Clinic

| | | | |
|------------------------------------|------|------|------|
| Human Resource Director | 0.30 | 0.25 | 0.25 |
| Clinic Manager | 0.70 | 0.70 | 0.75 |
| Nurse Case Manager/RN | 0.15 | 0.35 | 1.00 |
| Nurse Practitioner | 1.00 | 1.00 | 1.00 |
| Wellness Coordinator/Nurse | 1.00 | 1.00 | 1.00 |
| Medical Asst/LPN/Office Specialist | 2.00 | 2.00 | 2.00 |

Registrar

| | | | |
|----------------------------|------|------|------|
| Full Time Deputy Registrar | 1.00 | 1.00 | 1.00 |
| Part Time Deputy Registrar | 0.75 | 0.75 | 0.75 |

Special Appropriations

| | | | |
|----------|------|------|------|
| No Staff | 0.00 | 0.00 | 0.00 |
|----------|------|------|------|

Tax Assessor

| | | | |
|-----------------------------|------|------|------|
| Chief Appraiser | 1.00 | 1.00 | 1.00 |
| Deputy Chief Appraiser | 1.00 | 1.00 | 1.00 |
| Personal Property Appraiser | 1.00 | 1.00 | 1.00 |
| Real Property Appraiser | 5.00 | 5.00 | 5.00 |
| Office Manager | 1.00 | 1.00 | 1.00 |
| Administrative Clerks | 2.00 | 3.00 | 3.00 |
| GIS Director | 1.00 | 1.00 | 1.00 |
| GIS Technician | 1.00 | 1.00 | 1.00 |
| GIS Clerk | 0.00 | 1.00 | 1.00 |

Tax Commissioner

| | | | |
|--------------------------------|------|------|------|
| Tax Commissioner | 1.00 | 1.00 | 1.00 |
| Deputy Tag Agent | 1.00 | 0.00 | 0.00 |
| Senior Deputy Tag Agent | 0.00 | 1.00 | 1.00 |
| Revenue Service Supervisor Tax | 0.00 | 1.00 | 1.00 |
| Delinquent Tax Manager | 1.00 | 0.00 | 0.00 |
| Senior Delinquent Tax Manager | 0.00 | 1.00 | 1.00 |
| Bookkeeper/Office Manager | 1.00 | 1.00 | 1.00 |
| Senior Revenue Service Rep | 1.00 | 1.00 | 3.00 |
| Property Tax Reps | 2.50 | 2.50 | 0.50 |
| Revenue Service Reps | 5.00 | 4.00 | 4.00 |

Workers Compensation

| | | | |
|-------------------------|------|------|------|
| Human Resource Director | 0.10 | 0.05 | 0.10 |
| Clinic Manager | 0.30 | 0.30 | 0.25 |
| Nurse Case Manager | 0.85 | 0.65 | 1.00 |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
POSITION SUMMARY SCHEDULE**

JUDICIARY

Clerk of Superior Court

| | | | |
|-------------------------|------|------|------|
| Clerk of Superior Court | 1.00 | 1.00 | 1.00 |
| Chief Deputy Clerk | 1.00 | 1.00 | 1.00 |
| Senior Deputy Clerk | 1.00 | 1.00 | 1.00 |
| Deputy Clerks | 8.00 | 8.00 | 8.00 |

District Attorney

| | | | |
|---------------------|------|------|------|
| No County Employees | 0.00 | 0.00 | 0.00 |
|---------------------|------|------|------|

Juvenile Court

| | | | |
|-------|------|------|------|
| Judge | 1.00 | 1.00 | 1.00 |
| Clerk | 1.00 | 1.00 | 1.00 |

Magistrate Court

| | | | |
|---------------------|------|------|------|
| Chief Magistrate | 1.00 | 1.00 | 1.00 |
| Admin. Judge | 1.00 | 1.00 | 1.00 |
| Part-time Judge | 0.50 | 0.50 | 0.50 |
| Clerk of Court | 1.00 | 1.00 | 1.00 |
| Senior Deputy Clerk | 1.00 | 1.00 | 1.00 |
| Junior Deputy Clerk | 1.00 | 1.00 | 1.00 |

Probate Court

| | | | |
|----------------|------|------|------|
| Probate Judge | 1.00 | 1.00 | 1.00 |
| Chief Clerk | 1.00 | 1.00 | 1.00 |
| Probate Clerk | 2.00 | 2.00 | 2.00 |
| Traffic Clerks | 2.00 | 2.00 | 2.00 |

Public Defender

| | | | |
|---------------------|------|------|------|
| No County Employees | 0.00 | 0.00 | 0.00 |
|---------------------|------|------|------|

Superior Court

| | | | |
|---------------------|------|------|--|
| No County Employees | 0.00 | 0.00 | |
|---------------------|------|------|--|

PUBLIC SAFETY

Adult Probation

| | | | |
|---------------------|------|------|------|
| No County Employees | 0.00 | 0.00 | 0.00 |
|---------------------|------|------|------|

Animal Control

| | | | |
|--------------------------------------|------|------|------|
| Public Protection Compliance Officer | 0.00 | 0.10 | 0.25 |
| Animal Control Supervisor | 1.00 | 1.00 | 1.00 |
| Animal Control Officer | 1.00 | 1.00 | 1.00 |
| Secretary | 1.00 | 1.00 | 1.00 |
| On-Call Animal Control Officer (PT) | 0.25 | 0.25 | 0.50 |

Corrections

| | | | |
|----------------------------------|------|------|------|
| Jail Administrator | 1.00 | 1.00 | 1.00 |
| Gunnery Sergeant | 0.00 | 1.00 | 1.00 |
| Staff Sergeant | 1.00 | 1.00 | 1.00 |
| Sergeant – Jail | 4.00 | 4.00 | 4.00 |
| Sergeant - Courts/Warrants | 1.00 | 1.00 | 1.00 |
| Lieutenant - Courts/Warrants | 0.00 | 1.00 | 1.00 |
| Professional Standards Inspector | 1.00 | 1.00 | 1.00 |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
POSITION SUMMARY SCHEDULE**

| | | | |
|--|-------|-------|-------|
| Evidence Technician (Prior FY16-Patrol) | 0.00 | 1.00 | 1.00 |
| Information Technology | 1.00 | 1.00 | 1.00 |
| Corporal | 4.00 | 4.00 | 4.00 |
| Court Security - Deputy Sheriffs | 2.00 | 6.00 | 6.00 |
| Corrections Officers | 22.00 | 22.00 | 25.00 |
| Records/Inmate Admin Support Services | 2.00 | 3.00 | 2.00 |
| Clerks | 1.00 | 1.00 | 1.00 |
| Emergency Management Agency (EMA) | | | |
| Director (Fire Chief) | 0.20 | 0.20 | 0.20 |
| Assistant - Part Time (Vacant) | 0.00 | 0.50 | 0.00 |
| Emergency Medical Services (EMS) | | | |
| Administrative Assistant | 1.00 | 1.00 | 2.00 |
| Assistant Chief-Rescue | 1.00 | 1.00 | 1.00 |
| Captain | 5.00 | 5.00 | 5.00 |
| Captain-Training | 1.00 | 1.00 | 1.00 |
| Engineer | 0.00 | 0.00 | 1.00 |
| Diesel Mechanic | 1.00 | 1.00 | 1.00 |
| Fire Chief | 0.80 | 0.80 | 0.80 |
| Firefighter | 45.00 | 42.00 | 50.00 |
| Firefighter-EMT | 18.00 | 12.00 | 10.00 |
| Firefighter-Paramedic | 6.00 | 9.00 | 13.00 |
| Lieutenant | 10.00 | 11.00 | 9.00 |
| Lieutenant-Training | 2.00 | 2.00 | 2.00 |
| Logistics Support | 1.00 | 1.00 | 1.00 |
| Non-Certified Firefighter | 0.00 | 2.00 | 0.00 |
| Operations Captain | 1.00 | 1.00 | 0.00 |
| Paramedic Engineer | 1.00 | 4.00 | 0.00 |
| Part-Time Firefighter (EMT) | 2.00 | 2.00 | 2.00 |
| Part-Time Firefighter (EMT) | 13.00 | 13.00 | 13.00 |
| Part-Time Firefighter - Paramedic | 1.00 | 2.00 | 1.00 |
| Shift Captain | 3.00 | 3.00 | 3.00 |
| Public Protection Compliance Officer | 0.46 | 0.30 | 0.00 |
| Juvenile Justice | | | |
| No County Employees | 0.00 | 0.00 | |
| Patrol | | | |
| Sheriff | 1.00 | 1.00 | 1.00 |
| Chief Deputy | 1.00 | 1.00 | 1.00 |
| Major | 0.00 | 0.00 | 1.00 |
| Captain | 3.00 | 2.00 | 2.00 |
| Public Information Officer | 0.50 | 0.50 | 0.00 |
| Lieutenant | 5.00 | 5.00 | 5.00 |
| Sergeant - Investigator | 4.00 | 4.00 | 3.00 |
| Investigator/Interdiction | 5.00 | 5.00 | 9.00 |
| Training Officer | 1.00 | 1.00 | 1.00 |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
POSITION SUMMARY SCHEDULE**

| | | | |
|---|-------|-------|-------|
| Sergeant – Patrol | 4.00 | 4.00 | 4.00 |
| Sergeant – Warrants | 1.00 | 1.00 | 0.00 |
| Sergeant - Courts (eff. FY16 falls under Corrections) | 1.00 | 0.00 | 0.00 |
| Evidence Technician (eff. FY16 falls under | 1.00 | 0.00 | 0.00 |
| Corporal – Patrol | 4.00 | 4.00 | 4.00 |
| Deputy Sheriff | 26.00 | 19.00 | 14.00 |
| Information Technology | 1.00 | 1.00 | 1.00 |
| Finance Officer | 1.00 | 1.00 | 1.00 |
| Finance Clerk/Inventory | 0.00 | 0.00 | 0.00 |
| Executive Assistant | 1.00 | 1.00 | 1.00 |
| Support Services Technician | 2.00 | 3.00 | 3.00 |
| Clerk | 1.00 | 0.00 | 1.00 |
| Fleet Coordinator | 1.00 | 1.00 | 0.00 |
| Mechanic | 1.00 | 1.00 | 2.00 |
| PUBLIC WORKS | | | |
| Fleet | | | |
| Director (Not County Employee) | 0.00 | 0.00 | 0.00 |
| Lead Diesel Mechanic | 1.00 | 1.00 | 1.00 |
| Diesel Mechanic | 1.00 | 1.00 | 1.00 |
| PM Tech | 1.00 | 1.00 | 1.00 |
| Gas Mechanic | 1.00 | 1.00 | 0.00 |
| Forestry | | | |
| No County Employees | 0.00 | 0.00 | 0.00 |
| Public Works | | | |
| Director | 1.00 | 1.00 | 1.00 |
| CRS & Erosion Sediment Coord. | 1.00 | 1.00 | 1.00 |
| Road Crew Supervisor | 3.00 | 3.00 | 3.00 |
| Heavy Equipment Operator | 6.00 | 6.00 | 6.00 |
| Equipment Operator | 2.00 | 2.00 | 3.00 |
| Truck Driver | 4.00 | 4.00 | 4.00 |
| Dispatcher | 1.00 | 1.00 | 1.00 |
| Procurement Clerk | 1.00 | 1.00 | 1.00 |
| Laborers | 2.00 | 2.00 | 1.00 |
| HEALTH & WELFARE | | | |
| Coroner | | | |
| Coroner (Contracted) | 1.00 | 1.00 | 1.00 |
| Deputy Coroners (Contracted) | 3.00 | 3.00 | 3.00 |
| County Agents | | | |
| County Agent (partially County funded) | 0.50 | 0.50 | 0.50 |
| Ag. & Nat. Resources Agent (Contracted) | 0.50 | 0.50 | 0.50 |
| 4-H Associate | 1.00 | 1.00 | 1.00 |
| Family & Children Services | | | |
| No County Employees | 0.00 | 0.00 | 0.00 |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
POSITION SUMMARY SCHEDULE**

| | | | |
|---|------|------|------|
| Health Department | | | |
| No County Employees | 0.00 | 0.00 | 0.00 |
| Mosquito Control | | | |
| Contracted with PSA - no County employees FY17 | | | |
| Department Head | 1.00 | 1.00 | 0.00 |
| Supervisor | 1.00 | 1.00 | 0.00 |
| Full Time Technicians | 2.00 | 1.00 | 0.00 |
| Part Time Technician | 1.00 | 2.00 | 0.00 |
| LEISURE SERVICES | | | |
| Bryan Lang Historic Library | | | |
| Director, Archivist | 1.00 | 1.00 | 1.00 |
| Asst. Archivist | 0.75 | 0.75 | 0.75 |
| County Wide Library | | | |
| Library Manager | 1.00 | 1.00 | 1.00 |
| Children & Young Adult Librarian | 1.00 | 1.00 | 1.00 |
| Library Assistants | 5.00 | 5.00 | 5.00 |
| Library Assistants (PT) | 1.00 | 1.00 | 1.00 |
| COMMUNITY DEVELOPMENT | | | |
| Planning & Development | | | |
| Director | 1.00 | 1.00 | 1.00 |
| Senior Planner | 1.00 | 1.00 | 1.00 |
| Building Inspector | 1.00 | 1.00 | 1.00 |
| Permit & Licensing Clerk | 1.00 | 1.00 | 1.00 |
| Public Protection Compliance Officer | 0.19 | 0.35 | 0.25 |
| ENTERPRISE FUNDS | | | |
| Solid Waste | | | |
| Director | 1.00 | 1.00 | 1.00 |
| Assistant Director | 1.00 | 1.00 | 1.00 |
| Office Manager | 1.00 | 1.00 | 1.00 |
| Public Protection Compliance Officer | 0.35 | 0.25 | 0.12 |
| Administrative Secretary | 1.00 | 1.00 | 1.00 |
| Field Supervisor | 2.00 | 2.00 | 2.00 |
| Maintenance Personnel | 2.00 | 2.00 | 2.00 |
| Scale Operators | 3.00 | 3.00 | 7.00 |
| Heavy Equipment Operator | 6.00 | 6.00 | 7.00 |
| Equipment Operator | 1.00 | 1.00 | 0.00 |
| Truck Driver | 1.00 | 1.00 | 0.00 |
| Landfill Worker | 1.00 | 1.00 | 3.50 |
| Curbside | | | |
| Manager / Supervisor | 0.25 | 0.80 | 1.00 |
| Curbside Collection Clerk | 1.00 | 1.00 | 1.00 |
| Customer Service Clerk | 0.25 | 0.25 | 0.00 |
| Public Protection Compliance Officer | 0.00 | 0.00 | 0.23 |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
POSITION SUMMARY SCHEDULE**

CAPITAL OUTLAY FUNDS

| | | | |
|-------------------------|------|------|------|
| No Employee Allocations | 0.00 | 0.00 | 0.00 |
|-------------------------|------|------|------|

OTHER GOVERNMENT FUNDS

Unincorporated Tax District

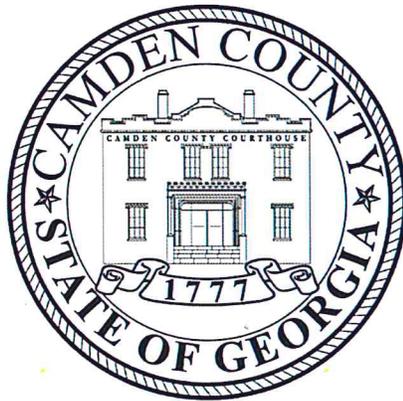
| | | | |
|--------------------------------------|------|------|------|
| Public Protection Compliance Officer | 0.46 | 0.30 | 0.30 |
|--------------------------------------|------|------|------|

N/A - not applicable



**CAMDEN COUNTY BOARD OF
COMMISSIONERS,
GEORGIA**

FINANCIAL POLICIES



Adopted this 19 day of June, 2012

OBJECTIVE OF THIS POLICY

Camden County government exists to meet the needs and requirements of the citizens through provided services. Some of these services are mandated by State or Federal Governments and others are elected services. In order to properly meet these needs and requirements, the County must provide solid financial policies to maintain daily integrity and future stability. The Board of Commissioners has created this framework to balance increasing service demands and the County's overall financial health. These policies shall prevail over all other conflicting policies.

SECTION 1

BUDGETING

INTRODUCTION

The adoption of the operating budget allows for a structure that will meet the legal and debt obligations, allow for the priorities from the Board of Commissioners, provide funding for all services, and create a fair taxing source. Georgia Statutes 36-81-5 & 6 includes some specific requirements regarding the adoption of the annual budget as well as the mandate to adopt a balanced budget.

BUDGET CALENDAR

No later than March 15 of each year, the County Administrator and Finance Director shall approve the subsequent fiscal years' budget calendar. This calendar shall include specific dates for completion of each of the tasks necessary to adopt the annual operating budget. The annual budget year is July 1 through June 30. The annual budget must be adopted prior to July 1 for the following budget year, as required by State Law.

BUDGET PROCESS

The County will utilize a budget process through which all departments will be given an opportunity to present their budget. The County Administrator and Finance Director will review all budget requests based on "Zero Based Budgeting" and in turn present their suggested budget to the Board of Commissioners, no later than May 5. All funds must have an adopted budget.

- a. Each department will prepare a "current services" budget and identify an additional "expanded services" budget for any new positions, equipment, or

services. The sum of the two categories reflects the total budget requested. A “current services” budget is defined as that level of funding necessary to provide the same level of service. An “expanded services” budget is defined as funding requests associated with a new service, new equipment, or additional personnel. In addition, the department head shall prepare an extended five year budget for suggested capital improvements, equipment, services, or personnel.

- b. Special one-time revenue sources such as the sale of capital assets, transfers from other funds, etc., may be used to purchase non-recurring items such as capital goods. One-time revenues will not be used to support items that will have a long-term operational impact on future County expenditures such as the hiring of personnel. Other special revenues and taxes will not be used to subsidize other funds, except as required or permitted by State or Federal law.
- c. The Board of Commissioners shall adopt an annual fixed position allocation listing reflecting full-time equivalent (FTE) positions based on the approved appropriations by department by fund. Any increase in an additional position or the FTE level shall require approval by the County Administrator and may also require a budget amendment by the Board of Commissioners.
- d. The budget shall be adopted at the minimum legal level of control as required by Georgia Law, which is any expense by department and by fund. Expenses may not exceed the total for any departmental total, in any fund without the prior approval of the Board of Commissioners.

BALANCED BUDGET

- a. The budget must be balanced for all budgeted funds. Total anticipated revenues must equal total estimated expenditures for each of the governmental fund types. The portion of unassigned fund balance in excess of the required fund balance reserve policy may be used if approved by the Board of Commissioners [see fund balance policy]. If the Board of Commissioners determines that it is in the best interest of the citizens of Camden County, the Board of Commissioners may elect to appropriate unassigned fund balance to balance the budget by fund.
- b. Proprietary fund types shall be self-supporting, based on total anticipated revenues shall equal estimated expenses. The portion of unrestricted retained earnings may be used if approved by the Board of Commissioners.
- c. All budgeted funds must be adopted based on accounting procedures consistent with generally accepted accounting principles as determined and updated by the Governmental Accounting Standards Board (GASB).
- d. Enterprise and internal service operations of the County shall have be self-supporting to the extent that current revenues shall cover current expenses, including direct and indirect costs, debt service, and capital improvements.
- e. Revenues are budgeted when they become measurable and available. Expenditures are charged against the budget when they become measurable or

a liability has been incurred and the liability will be liquidated with current resources.

- f. All unencumbered appropriations lapse at fiscal year-end. All unpaid encumbrances will be charged to the current year's budget; pending a valid invoice dated prior to fiscal year end and submitted prior to closing the accruals for the fiscal year.

LEGAL LEVEL OF BUDGETARY CONTROL

- g. The budget shall be adopted at the legal level of budgetary control which is the fund/department level. This means expenditures may not exceed the total for any department within a fund without the County Board of Commissioner's approval. In addition, the budgeted amount for salaries and benefits for each department may not be increased without the approval of the County Board of Commissioners. However, department heads shall have the authority to transfer appropriations within their department from one line item to another, (other than increasing salaries) subject to the approval of the County Administrator and/or the Finance Director.
- h. The Board may authorize a budget amendment for any fund by resolution at any time.

BUDGETARY REPORTING SYSTEM

- a. The County will maintain a budgetary control system to ensure adherence to the budget and will prepare timely, monthly financial reports comparing actual revenues, expenditures and encumbrances with budgeted amounts. These reports will be distributed to the County Board of Commissioners and department heads.
- b. Annually, the County will attempt to submit its adopted budget to the Government Finance Officers Association (GFOA) to determine its eligibility to receive the GFOA's "Award for Distinguished Budget Presentation." The first budget will be submitted to GFOA for the fiscal year ending June 30, 2015.

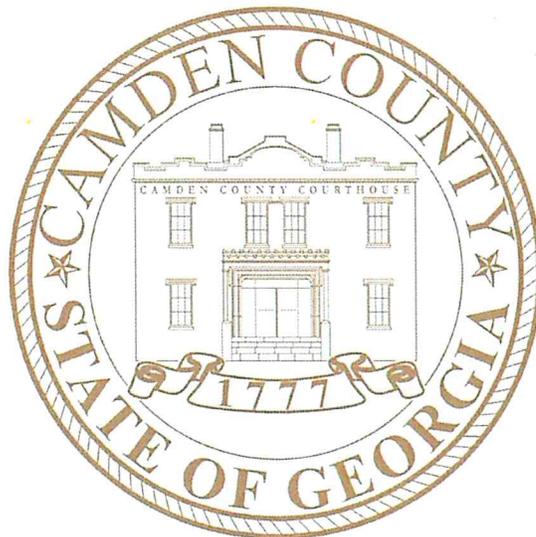
FUND EQUITY

- a. Any and all funds budgeted by the County shall not incur a negative fund equity/balance.
- b. The County will establish and maintain an unassigned/unrestricted balance for all funds, but specifically for the general fund and proprietary funds. These unassigned/unrestricted amounts can be used to pay expenditures/expenses caused by unforeseen emergencies; shortfalls caused by revenue declines; and to eliminate any short-term borrowing for cash flow

- purposes.
- c. Unassigned general fund balance will be funded each year as necessary at 1% of the current budget until fully funded. This balance will be considered fully funded at an amount which represents 25% of the current annual budget.
 - d. To avoid the use of fund balance as a revenue source to balance a budget, the County may include a contingency line item to provide against unforeseen emergencies during the fiscal year. The total contingency amount in each budget will not exceed 5% or \$250,000, whichever is less.

PENSION PLAN FUNDING

- a. The County will fully fund its defined compensation (401 and 457) plans which is administered by The Principal Financial Group. Annually the County will budget and make payments for the pension plan that will maintain the plan's legal soundness for a fully funded plan. The County will fund the plan in accordance with the plan document as well as any changes in state or federal laws, if applicable.



SECTION 2

CAPITAL IMPROVEMENT PROGRAM POLICIES

INTRODUCTION

A capital improvement program (CIP) is a long-range plan of purchasing, constructing and maintaining the County's capital assets. A capital budget is the portion of the operating budget that funds the capital costs. Capital improvements are to be assessed and prioritized based on the objectives, goals, and the strategic plans of the County. The capital budget provides annual funding for long-term capital projects identified in the Capital Improvements Program (CIP).

DEVELOPMENT

- a. A capital improvement program (CIP) will be developed for a period of five years. As resources are available, the most current year of the CIP will be incorporated into the current years' budget and become a budget obligation. The following four years will represent a plan for expenditures for each subsequent budget year. The CIP will be reviewed and updated annually.
- b. The CIP will incorporate in the budget projections all expenditures as well as all available funding sources such as grants and fund balance.
- c. The Board of Commissioners will attempt to allocate approximately 2.5% of their annual general fund budget for additional and replacement capital assets in any given fiscal year.

PRIORITIZING PROJECTS

- a. Capital projects and/or capital asset purchases will receive a higher priority if they meet some or most of the following criteria:
 1. Public health and safety hazards
 2. Mandatory project through referendum or other relevant planning document
 3. Economic development
 4. Project improves efficiency
 5. Effect of project on operation and maintenance costs
 6. Population levels serviced
 7. Project's expected useful life
 8. Availability of state/federal grants
- b. While the above criteria will be used as the main focus for prioritizing projects, they will be considered in conjunction with all available tangible and

intangible factors including input from the public.

CAPITAL ASSET MAINTENANCE

- a. The County shall provide for its physical assets at a level adequate to protect the County's capital investment by minimizing future maintenance and replacement costs of its infrastructure and fleet. The adopted operating budget in each fund must provide sufficient resources for the regular repair and maintenance of capital assets. These resources shall not be deferred in order to balance the current year's operating budget.
- b. Any changes to a capital improvement project, whether expense driven or revenue driven, must be approved by the Board of Commissioners prior to the change or at the time of discovery.



SECTION 3

DEBT POLICIES

INTRODUCTION

On occasion, the County may issue short-term debt to respond to changing service priorities, cover cash flow issues, and purchase equipment. In addition, they may issue long-term debt for higher cost, longer lived capital assets. Georgia Statute 36-82 include some of the specific requirements regarding the issuance of debt. The following policies are consistent with these statutes. The main goal of this debt policy is to maintain a sound fiscal position and to protect the credit rating of the County. The key concept of the Board of Commissioners should always be to use debt financing responsibly and conservatively.

ISSUING DEBT

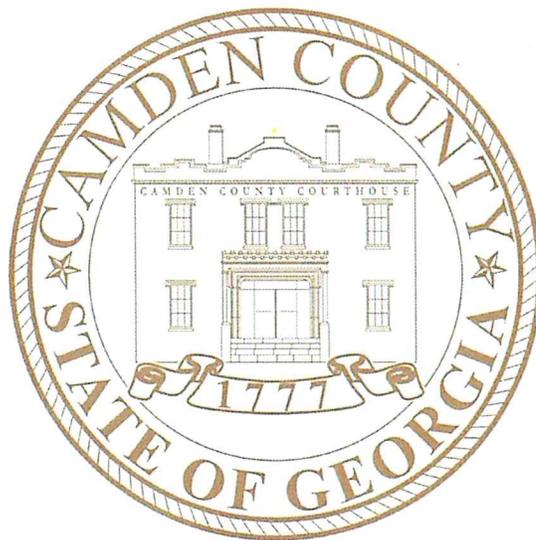
- a. The County will limit its short-term borrowing to cover cash flow shortages through the issuance of tax anticipation notes (TANS), or if more efficient, a line of credit (LOC). The amount of the TANS or LOC shall not exceed 50% of the property taxes collected in the prior year. All TANS or LOC shall be retired by December 31 of the calendar year in which they are issued.
- b. The issuance of long-term debt is limited to capital improvements or projects that the County cannot finance from current revenues or resources. For purposes of this policy, current resources are defined as that portion of fund balance in excess of the required reserves. All long term borrowing should be incorporated into the County's capital improvement plan.
 1. Long-term debt financing will follow four key conditions. Used when non-continuous capital improvements are desired; it can be determined that future citizens will receive a benefit from the improvement; the total cost benefit or return on investment (including interest) is positive; use of conservative revenue source projections to be utilized in calculating the repayment of the debt.
- c. Capital leases may be used to finance equipment purchases anytime it is considered more advantageous to the County.
- d. Where cost effective, the Board of Commissioners may choose to issue intergovernmental loans (loans between funds). This should only be done upon a review of the Director of Finance's cash flow analysis from the proposed loaning fund to assure proper funding remains in the fund. Any intergovernmental loan from fund to fund, must be approved by the Board of Commissioners.

DEBT AMOUNTS

- a. The County will limit the total of its general obligation long-term borrowing to 10% of the assessed value of all property as per the most recent tax digest.
- b. The amount of general long-term debt is limited to 10% of the amount of general fund expenditures in any given fiscal year.
- c. The County will keep the average maturity of general obligation bonds at or below ten years.
- d. All efforts shall be made to limit the long-term debt maturity schedule to the estimated useful life of the capital equipment, project, or improvement.

BUDGET CONSIDERATIONS

- a. Annual budget appropriations shall include all debt service payments (including interest) and reserve requirements for all general long-term debt currently outstanding.
- b. Long-term borrowing will be incorporated into the County's capital improvement plan and budgeted as necessary.



SECTION 4

CAPITAL ASSETS POLICIES

INTRODUCTION

It shall be a priority of Camden County to maintain close control over all acquisitions, improvements, transfers, disposals, donations, and locations of all real and personal property. To further maintain complete and accurate records of these specific transactions as well as defining capital asset records. The following policies provide guidance regarding the determination and valuations of these capital assets.

STANDARDS

- a. The Department of Finance shall record and maintain an accurate capital assets system to be used for full valuation of all the capital assets for the County.
- b. The County department head where the capital asset is located shall maintain and assume responsibility for the asset to the best of their ability.
- c. Any change in the location, transfer, or disposal of any asset shall be reported to the Department of Finance by the appropriate department head prior to any change in the status of the asset.
- d. An accident that affects the status of any capital asset must be reported to the Department of Finance immediately.
- e. Each department head shall assist the Department of Finance in inventory control for all assets under their supervision. Verification of an annual review of assets will be coordinated by the Department of Finance for all assets, including assets less than \$5000.

DEFINING CAPITAL ASSETS

- a. Capital assets are considered to be durable, long-term in their useful life which extends beyond one year from their acquisition or donation.
- b. Furniture, machinery, or fixtures that would alter the intended use of the facility, if removed, are considered to be improvements. In addition, any cost incurred for repairs that would add value and extend the useful life is considered to be an improvement and should be capitalized.
- c. Personal property is defined as furniture, machinery, and fixtures that are not attached to buildings, improvements, or land.

VALUATION

- a. All fixed assets shall be recorded at their historical cost, normally the original purchase cost.
- b. Donated or contributed assets should be recorded at their fair market value on the date the item was donated.
- c. Capital assets shall be capitalized at a threshold that is \$5000 or greater, on a per unit cost basis.
- d. Rights of way or art, that have intangible values or an indefinite life, shall be valued at the current estimated value at the time of possession.
- e. Once a value has been recorded for an asset, it may not be changed (GASB 49). This is true even if the asset loses value, such as a vehicle or technology equipment until the status actually changes for the asset.

CAPITALIZATION

- a. Land shall be listed separately from any infrastructure or building and is not capitalized.
- b. If a building is completely refurbished, the old asset value should be removed and the new asset value added. If a roof is completely replaced and adds additional life to the building, it may be added as an improvement to the fixed asset system, but not to the old asset value.
- c. Construction in progress will not be capitalized until the project is completely finished so a full value can be determined.
- d. Useful life :

| | |
|-----------------------|---------------|
| Buildings | 25 - 50 years |
| Infrastructure | 20 - 40 years |
| Improvements | 10 - 40 years |
| Heavy Duty Vehicles | 10 - 15 years |
| Equipment | 5 - 20 years |
| Vehicles | 5 - 10 years |
| Furniture and Fixture | 5 - 10 years |

SECTION 5

REVENUE POLICIES

INTRODUCTION

The delivery of services requires sufficient funding. The County shall establish and maintain revenues that strive to meet a simple, equitable, and stable revenue system. The County currently levies property taxes, assesses the 1% local option sales tax, and the 1% special local option sales tax. In addition, the County assesses user charges for such items as curbside collection, landfill activities, EMS, 911 services, permits and licenses, just to name a few. The following policies provide guidance regarding the assessing and collection of these revenues.

STANDARDS

- a. The County will attempt to maintain a diversified and stable revenue system to shelter it from short-run fluctuations in any single revenue source. The revenue mix should combine elastic and inelastic revenue sources to minimize the effect of economic downturns.
- b. The County will work towards diversifying its revenue base in order to reduce its dependence upon property taxes.
- c. The County will strive to keep the revenue system simple which will result in a decrease of compliance costs for the taxpayer or service recipient and a corresponding decrease in avoidance to pay. The County shall strive to prevent any type of nuisance taxes, fees, or charges as revenue sources.
- d. The revenue system of the County will strive to maintain an equity in its structure. That is, the County will seek to minimize or eliminate all forms of subsidization between entities, funds, services, utilities, and customers. However, it is recognized that public policy decisions may lead to subsidies in certain circumstances, from time to time.

USER CHARGES

- a. The County will establish fees and user charges at a level related to the total cost (i.e., operating, direct, indirect and capital or debt service) of providing that service.
- b. When establishing user charges the following issues must be considered:
 1. Ability to pay
 2. Pricing to limit or encourage demand
 3. Identifiable benefits
 4. Discourage waste

5. Cost of collection

- c. When imposing new fees and/or charges, the proposed fee/charge should be examined using the following criteria:
 - 1. Sufficiency - Fees and/or charges should recover the full cost of issuance, administration, and enforcement, recognizing that adjustments may be necessary for the benefit of the public;
 - 2. Efficiency - Fees/charges should be designed for easy, inexpensive administration by the County and easy, inexpensive compliance by the individual/business paying the fee/charge. A minimum of the revenue raised through the collection of a fee/charge should be consumed in the process of raising it;
 - 3. Simplicity - Fees/charges should be understood easily by the payee and County officials, leaving as small a margin as possible for subjective interpretations.
- d. The County must review fees and charges annually in order to keep pace with the cost of providing that service in conjunction with budget proposals.

COLLECTIONS

- a. The County will follow an aggressive policy of collecting revenues. For example, services will be discontinued for non-payment and real property will be sold to satisfy non-payment of property taxes. All revenues that remain delinquent will be collected as per adopted policy or ordinance.
- b. An understanding of the revenue source increases the reliability of the revenue system. The County must understand its revenue sources, and enact consistent collection policies so that assurances can be provided that the revenue base will materialize according to budgets and plans.

ACCOUNTING AND PROJECTIONS

- a. The County will follow the outline in Chapter 7 when posting all revenues. All revenues shall be reflected in the County reports by standard account titles and must be created if not in existence, consistent with the State of Georgia chart of Accounts.
- b. All special revenues will be recorded in designated funds as required when adopted. Special revenues are those that require the County by state law, grant, loan, or other written document to record the revenues in a separate account from that of the general fund or distinguish them from normal operations.
- c. The Department of Finance will prepare a three year revenue projection with an annual update for general fund and a five year projection for capital improvements. This projection will be used as a tool for planning the annual operating budget.

PROPERTY TAXES

- a. Property tax rates shall be maintained at a rate that will fund an adequate and basic service level. Based upon taxable values, millage rates may be adjusted annually to fund the determined service level, as set and approved by the Board of Commissioners.



SECTION 6

EXPENDITURE POLICIES

INTRODUCTION

The delivery of services requires efficient use of available resources. The County shall establish and maintain a payables system that follows strict guidelines for all purchases and the payment of invoices. The County processes accounts payable through computer application. Payments will only be issued for invoices as authorized and properly processed. The following policies provide guidance regarding the payment and processing of all County expenditures.

STANDARDS

- a. The County will establish and maintain a centralized accounts payable system for all adopted funds by the County Board of Commissioners. This policy will allow the County to pay all invoices controlled by the Board of Commissioners based on an established set of guidelines that will maintain control over the cash and investments as well as all budgeted funds.
- b. The County will establish budgets adopted by the Board of Commissioners each year as outlined in chapter 1. This function will provide the authorized appropriations for the fiscal year. All expenditures will be based on these adopted appropriations. All invoices that are incurred in the operation of County business must be processed through the purchasing policies as defined in section 10.

ACCOUNTING AND PROJECTIONS

- a. The Department of Finance will prepare a three year expenditure projection with an annual update for general fund and a five year projection for capital improvements. This projection will be used as a tool for planning the annual operating budget.
- b. The County will follow the outline in section 9 when posting all expenditures. All expenditures shall be reflected in County reports by standard account titles, and must be created if not in existence, consistent with the State of Georgia Chart of Accounts.
- c. All special expenditures will be recorded in designated funds as required when adopted. Special expenditures are those that require the County by state law, grant, loan, or other written document to record the expenditures in a separate account from that of the general fund or distinguish them from normal operations.

SECTION 7

TRAVEL POLICIES

INTRODUCTION

The County shall make provisions for the necessary and normal expenses of County employees or officials who are required to travel in the performance of carrying out their job duties and/or in the best interest of the County. All travel must have a public purpose and serve the best interest of the citizens of the County. All employees and officials shall respect that fact that all necessary travel must be done in the most prudent and efficient manner possible.

ASSIGNED VEHICLES

- a. County vehicles may not be operated by a non-employee or non-official. Employees may not operate a County vehicle with anyone other than employees or officials in the vehicle, except for business purposes while on business travel.
- b. All travel should be achieved through the use of a county vehicle. When more than one individual from the same department will be attending the same related function, sharing is required unless department head and County Administrator agree that it would not be in the best interest of the County for the sharing to be possible.
- c. Personal vehicles may be used when preapproved by the Department Head and the County Administrator. The reimbursement rate for travel in a personal vehicle is 60% of the IRS reimbursement rate.
- d. Personal use of an assigned vehicle is prohibited; except for incidental use such as stopping at a store, cleaners, or other similar activity while in route to or from work, or other official business.
- e. When it is found that the driver of a county vehicle is at fault in an accident, the driver may be held responsible for the County's portion of the liability based on the severity and behavior of the driver.

REGISTRATION/LODGING/MEALS

- a. The county credit card should be used for all travel related expenses.
- b. Any registration costs should be paid when most advantageous for the County and discounts should be taken in all circumstances.
- c. Detailed receipts must be presented for all charges upon the employee's return. Government rates or the best possible rates should be used for lodging.
- d. No lodging may be provided, if the county business is within 100 miles from the employee's place of business. The only exception may be made b

- the County Administrator or Constitutional Officer.
- e. All travel must be preapproved by the Department Head and County Administrator prior to any travel.
 - f. Meals must adhere to the per diem rates established. If meals are provided at or for a related function, no reimbursement will be allowed.

TRAVEL FORM/RECEIPTS

- a. All original, detailed receipts must be attached to the travel form upon completion of the travel event.
- b. The department head is responsible to verify and ensure that all travel claims are reasonable, accurate, and for County business only.
- c. The County reserves the right to be reimbursed by the employee for any receipts that are not submitted.
- d. Any violations of this policy may be sufficient grounds for termination of future travel and reimbursements.

Please refer to the individual Travel Policy adopted April 27, 2010 for more specific guidance.



SECTION 8

GRANTS MANAGEMENT POLICIES

INTRODUCTION

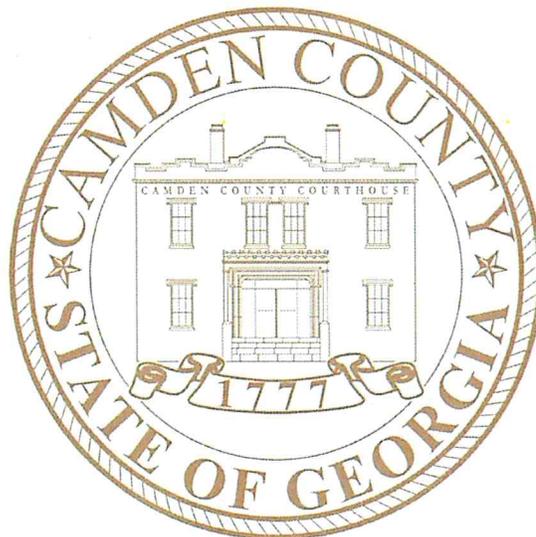
The County shall maintain control and provide an efficient operating system for all grants to the County from governments such as local, State, and Federal, as well as non-profit or private sector. Reporting for all grants will be developed to ensure that the original goals and objectives are being met for the County and the grant originator. The following policies shall provide guidance regarding all grants accepted by the County.

STANDARDS

- a. The County shall seek public and private grants, contracts, and other outside sources of revenue for funding projects. These sources must be advantageous to the County and shall not promote more in expenditures than the amount of the grant. However, if these sources will help provide a new service to all citizens, then the concept shall be evaluated in aggregate (i.e., total costs) and for the benefit it will provide.
- b. The County shall evaluate all grant projects with the same criteria as if the money were from local tax dollars.
- c. All grants and program activities must be reviewed by the County Administrator and Director of Finance to assure that the benefits will not outweigh the costs of the program improvements, including management and reporting costs incurred.
- d. All grant programs must be coordinated through the Department of Finance with a copy of the grant application, any correspondence, awards, requirements, contracts, and payments receivable schedule. No payments will be made until all pertinent data is received.
- e. All revenues must be forwarded to the Department of Finance for processing/deposit. No other person or agency may deposit or use funding in any manner on behalf of the County. Likewise, all expenses (including in-kind services) must be completed through the Department of Finance.
- f. Departments affected by grants must be responsible for supplying accurate information to the Department of Finance for response to all grant requirements for the duration of the grant.
- g. The Department of Finance will be responsible for all revenues and expenses to be budgeted in the proper fiscal year and all transactions/activities are accounted for in the proper manner according to GASB.

ACCEPTANCE AND APPROVALS

- a. All grants must be approved or accepted by the Board of Commissioners, prior to receiving or expending any funds for the grant program.
- b. The County Administrator may approve an application for a grant, upon coordination with the affected department and Director of Finance, if it is determined that it is in the best interest of the County. No other person or agency may submit a grant application on behalf of the County, under any circumstances.
- c. Any changes to the grant, either in amount or scope of the project will follow this approval. The County Administrator may approve changes for any amount up to \$25,000, if already appropriated within the approved budget.



SECTION 9

ACCOUNTING, AUDITING AND FINANCIAL REPORTING POLICIES

INTRODUCTION

The County shall maintain an efficient operating system for financial controls and monitoring of all operations. Regular reporting will be developed in order to ensure that County goals, objectives, and plans are being fulfilled. Georgia Statutes 36-81-7 requires the County to have an annual independent audit of its financial statements. The following policies shall provide guidance regarding accounting and the general auditing standards.

STANDARDS

- a. The County will establish and maintain a high standard of accounting practices. Accounting standards will conform to generally accepted accounting practices as decided by the Governmental Accounting Standards Board.
- b. In following GASB, the Department of Finance will post all transactions in the official records that will reflect an understandable and reasonable chart of accounts in each fund used. The chart of accounts shall be reviewed annually and compared to the guidelines offered by GASB as well as the State Auditor's Office to assure that the County is in compliance with these standards.
- c. The Department of Finance shall ensure that all transactions are valid, identified, and properly recorded. In addition, all transactions must be classified properly, the appropriate accounting period has been used, and they are properly presented and disclosed.

ANNUAL AUDIT

- a. An annual audit will be conducted by a properly licensed independent public accounting firm.
- b. Every three to five years, the County shall issue a request for proposal to choose an auditor for a period of three years with two, one year options.
- c. When issuing a request for proposal, the County shall require that the proposal contain the firm's costs in one envelope and a second envelope will contain the firm's qualifications. The cost proposal shall only be opened after three qualified firms have been determined based on their qualifications. When considering the awarding of a contract for the independent audit, not less than 75% of the decision will be based upon technical qualifications rather than cost.

- d. The agreement between the independent auditor and the County shall be in the form of a written contract. The contract shall include the request for proposal as an appendix to the written contract and all issues addressed in the request for proposal shall be required as part of the contract.
- e. All general purpose, combining and individual fund and account group statements and schedules shall be subject and presented for a full scope audit.
 - 1. The County will maintain a commitment to obtain financial information from all organizations that receive County funds, in conjunction with the following schedule. This section will not apply to governmental agencies with current contracts, in good standing, with the County.
 - a. \$0 to \$24,999 – will provide financial information as required
 - b. \$25,000 to \$49,999 – will provide a compilation
 - c. \$50,000 to \$99,000 – will provide a compilation and full disclosure.
 - d. \$100,000 or more – must provide a full audit

REPORTING

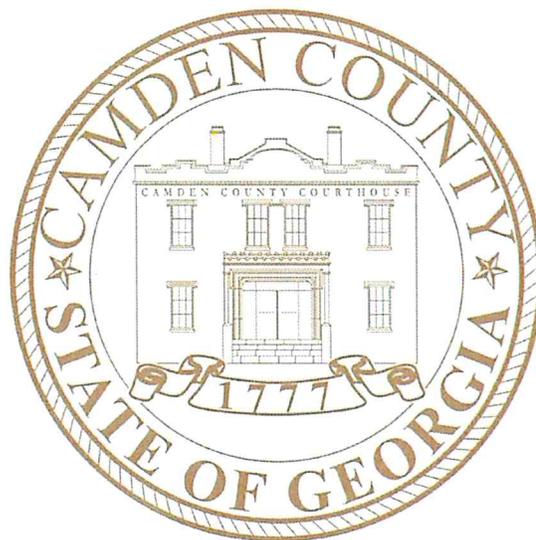
- a. The Department of Finance will prepare monthly financial reports for internal management purposes and the County Commissioners. Citizens may request these same reports.
- b. The Department of Finance will also prepare a quarterly report of the County's financial condition. The Director of Finance will present this report to the County Commissioners in an official meeting and make it available to the Citizens through the County web site.
- c. Annually, the County will prepare a Comprehensive Annual Financial Report (CAFR). This report shall be made available to the elected officials and citizens. It shall also be sent to bond rating agencies, creditors, grantors, and any other required agencies. In addition, this report shall be submitted to the Government Finance Officers Association (GFOA) to determine its eligibility to receive the GFOA's "Certificate of Achievement for Excellence in Financial Reporting."
- d. The County shall follow GASB 54, Classifications of Fund Balance, when discussing or reporting all funds. Each class is
 - 1. Non-spendable – not in spendable form or legally required
 - 2. Restricted – externally imposed or by legislation
 - 3. Committed – formal action of the Commissioners
 - 4. Assigned – specific purpose from intent by Commissioners
 - 5. Unassigned – fully flexible to be used as needed

INTERNAL CONTROLS

- a. The County will maintain a strong internal control function.
- b. Any employee will be prosecuted to the fullest extent of the law in any instance where the employee is proven to have committed an illegal act such as theft.
- c. The Director of Finance shall develop a plan to correct any internal control deficiencies that may be discovered and update the internal controls manual as needed.

POLICIES AND PROCEDURES

- a. The Director of Finance will develop policy updates to present to the Board of Commissioners for their review and adoption.
- b. The Director of Finance will evaluate new areas for update to the policies and/or procedures that will ensure its accuracy and timeliness. Every three years, all policies and procedures will be re-evaluated.



SECTION 10

PURCHASING POLICIES

INTRODUCTION

Georgia Statutes 36-10-4 require the County to formally bid all road contracts and other construction contracts exceeding \$25,000. All other purchasing is left to the discretion of the County Commissioners as defined by adopted policy. The Board of Commissioners prohibits entering into contracts or making purchases for the purpose of evading requirements of competitive bidding. The following policies shall provide guidance regarding purchasing process.

STANDARDS

- a. The Board of Commissioners shall follow the National Institute of Governmental Purchasing (NIGP) code of ethics.
- b. The County will maintain a centralized purchasing system where all County purchases will be coordinated by the Department of Finance per the purchasing policy.
- c. The Department of Finance will maintain purchasing rules and regulations for internal use and will maintain and distribute to all eligible vendors purchasing rules and regulations upon request.
- d. All purchases with an estimated total cost of \$10,000 or more require formal competitive sealed bids. Purchases with an estimated total cost less than \$10,000 should be purchased in accordance with the adopted purchasing policies. Under no circumstances should purchases be split to circumvent bid limits.
- e. The County is authorized to use state contracts and other formal approved bids in lieu of issuing bids to vendors or buying locally when it is to the economic advantage of the County.

PURCHASING SYSTEM

- a. A purchase order is required for all items over \$250 and must be issued prior to securing any goods or services requested.
- b. A field purchase order (items under \$1499 but more than \$250) must have two alternate quotes and may be approved by the department head.
- c. A system generated purchase order for all items over \$1500 is required to have a requisition for prior approval of the purchase order submitted to the Purchasing Agent. The system generated purchase order will only be approved based on the purchasing policy.
- d. There are three events that occur when a purchase order is not required.

The county credit card is used for purchases under \$1499 (and all other purchasing card policies are followed); travel and/or training costs as conducted per the travel policy; and routine monthly costs such as utilities, fuel, medical, and other contracts.

- e. Emergency purchases may be made based on a threat to health, welfare, or safety, as defined under circumstances that will not allow for normal competitive purchase order procedures.

BIDDING PROCESS

- a. All purchases or products exceeding \$10,000 may be made utilizing an Invitation to Bid or Request for Proposal and advertised as defined by Georgia statute.
- b. The bidding will be conducted only through the Purchasing Agent upon a detailed scope of the work and evaluation criteria to be bid.
- c. The County Administrator may award all formal sealed bids up to \$25,000 (if budgeted). All other bids over \$25,000 will be awarded by the County Commissioners.
- d. Competitive quotes will not be required for purchases from federal, state, or other local governments; sole source items (as determined by the Purchasing Agent); or purchases under \$250.
- e. Awards will be based on the best value to the County and not necessarily based on the lowest price.
- f. The Purchasing Agent will determine, with the assistance of the County Administrator, when to reject bids or proposals for non-responsive requirements as set forth in the bid or proposal documents.
- g. All contracts must be submitted to the Director of Finance for certification that funding is available and/or budgeted prior to the signing of the contract. Minor contract amendments and adjustments, up to \$5,000, may be approved by the County Administrator.
- h. The County shall not purchase any items or enter into any contract with any vendor that has not secured, renewed, or owes any payments to the County.
- i. It shall be a conflict of interest for any elected or appointed official, employee, or relative of any of these, who is in a position to make decisions to procure, whether directly or indirectly, to do any business with the County except as described in Georgia Statute 16-10-6.

PURCHASING CARD

- a. All employees and officials of the County must use the purchasing card for legitimate county business purposes only.
- b. All employees and officials shall protect the county's purchasing card with due diligence as if it were a personal credit card.

- c. Any violations of the purchasing card policy will be reason to cancel an employee's ability to use the card in the future.
- d. The Purchasing Agent will be the administrator over the purchasing card program to conduct County business through the use of the Purchasing Card Policy.

Please refer to the individual Purchasing Policy adopted March 1, 2015 and the Purchasing Card Program adopted April 27, 2010 for more specific guidance.



SECTION 11

CASH AND INVESTMENT POLICIES

INTRODUCTION

Georgia Statutes 36-82 & 36-83 authorize the County to invest in selected investment instruments and require that these investments be collateralized. The Board of Commissioners shall instruct the Director of Finance to follow these statutes. The following policies are consistent with these statutes and also provide specific guidance regarding cash, investments, and transfers of County funds.

BANKING SERVICES and INVESTMENTS

- a. Every three to five years, the Department of Finance will issue a request for proposal on banking services to all qualified banks located within the County's geographic boundaries. The award of banking services will be made solely on the response to the request for proposal assuming that it will be advantageous to the County. The banking services shall be in the form of a written contract and shall be approved by the County Commissioners. The contract shall include the request for proposal as an appendix to the written contract.
- b. All deposits of the County shall be collateralized at 110% of the actual deposit value.
- c. Safety of principal is the foremost investment objective of the County. Each investment transaction shall seek to first ensure that capital losses are avoided.
- d. The Director of Finance shall include specific investment information on the status of the County's earnings and investments, as well as expected trends and collateralization of all investments in the annual CAFR.
- e. Investments for all operating funds shall be made in maturities of twelve months or less, unless a temporary extension of maturities is approved by the Commissioners or as completed by agent(s) for bond issues.
- f. The Director of Finance shall establish strategies and guidelines for the percentage of total assets that may be invested in securities to sustain the proper cash flows during each fiscal year.
- g. The Director of Finance is designated as the investment officer and is responsible for investment decisions and activities, under the direction of the County Administrator. No person may engage in an investment transaction for the County or with any County money except the Director of Finance.
- i. The investment officer shall use the "prudent person rule". Investments shall be made with judgment and care, under circumstances then

prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs.

- j. Officers and employees involved in the investment or banking process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. The County Administrator shall be made aware of any material financial interests in financial institutions and shall further have disclosure of any personal financial or investment positions that could have adverse effects to the County.
- k. The Finance Director shall establish a system of internal controls for investments which shall be documented in writing. The internal controls shall be reviewed by the independent auditor. The controls shall be designed to prevent losses of County funds arising from such items as fraud, employee error, misrepresentations, unanticipated changes in financial markets, or adverse actions by employees and officers of the County.
- l. The assets of the funds of the County may be invested only in the following:
 - 1. U.S. Treasury Obligations
 - 2. Selected U.S. Agency Obligations
 - 3. State of Georgia Obligations
 - 6. Commercial Bank Certificates of Deposits
 - 7. The Georgia Local Government Investment Pool

OPERATING TRANSFERS

- a. The Director of Finance shall have the authority to make operating transfers between County funds within the following stipulations.
 - 1. When the amount of a single transfer is greater than \$50,000, the Director must get approval from the County Administrator, unless approved in the annual budget.
 - 2. When the amount of a single transfer is greater than \$250,000, the Finance Director must get approval from the County Administrator and the County Commission Chairman, unless approved in the annual budget or otherwise approved prior to the transfer.

DEFINITIONS

Accounting Period - A period at the end of which, and for which, financial statements are prepared (also see fiscal period).

Accrued revenues or expenditures - to record revenues or expenditures when earned or as soon as they become measurable for benefits received, regardless of the fact that the receipt or payment of cash may have taken place, in whole or in part, or in another accounting period.

Appropriation - An authorization granted by the County Commission to incur liabilities for purposes specified in the budget or as amended to the budget.

Asset - A future economic benefit obtained or controlled by a particular entity a result of past transactions or events.

Audit - The examination of documents, records, reports, systems of internal control, accounting and financial procedures, and other such evidence to ascertain whether the financial statements present fairly the financial position of the County. The examination should compare the statements with the results of the financial operations, compare the consistency with prior year reporting, and determine compliance with applicable laws and regulations for all County Funds and applicable entities.

Budget - A plan of financial operation consisting of proposed revenues and expenditures for a given period, also known as a financial plan for a fiscal year.

Capital Leases - A lease in which at the end term, the County receives title to the leased property or can purchase the leased property at a bargain purchase price.

Capital Projects Fund - A fund created to account for all resources to be used for the construction or acquisition of a designated fixed asset(s) by the County; except those financed by special assessment, proprietary, or fiduciary funds.

Comprehensive Annual Financial Report - (CAFR) a governmental unit's official annual report published as a matter of public record. The CAFR should contain financial statements, introduction materials, schedules for legal compliance, and statistical tables specified by the GASB.

Contingency - Items that may become liabilities or expenditures as a result of conditions undetermined at a given date. This includes such items as pending litigation, disputed claims, or uncompleted contracts.

Current Assets - Assets that are available or can be made available to meet the cost of operations or to pay current liabilities such as temporary investments and cash. These assets are classified as being held less than one year.

Current Liabilities - Liabilities that are payable within a short period of time such as notes payable and current invoices or payables. These liabilities are classified as being held less than one year.

Deficit - The excess of liabilities and reserved equity of a fund over its assets or the excess of expenditures over revenues during an accounting period.

Encumbrances - The estimated amount of expenditures as used with purchase orders that are chargeable to an appropriation.

Enterprise Fund - A fund established to finance and account for the acquisition, operation, and maintenance of the County facilities and services which are entirely or predominantly self-supporting by user charges (also known as a proprietary fund).

Fiscal Year - A 12-month period of time to which the annual budget applies and at the end of which the County determines its financial position and the results of its operations.

Fixed Assets - Assets of a long-term nature that are intended to be held or used on a continuing basis such as land, buildings, and machinery.

Fund - A fiscal and account entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities, residual equities or balances, and changes that occur. Funds are segregated for the purpose of carrying financial information on specific activities.

Fund Equity (Balance) - The excess of fund assets and resources over fund liabilities. GASB 54 assigns five (5) specific classifications.

Non-spendable – amounts that cannot be spent due to either (a) they are not in spendable form or (b) they are legally or contractually required to be maintained intact.

Restricted – use is constrained on resources by (a) externally imposed by creditors, grantors, contributors, laws or regulations of other governments or (b) imposed by law through constitutional provisions or enabling legislation.

Committed – amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Commissioners. The Commissioners approves committed resources through a motion and vote during the voting session of a Commissioner's meeting.

Assigned – amounts that are constrained by the Commissioner's intent to be used for specific purposes, but are neither restricted nor committed. The intent is expressed by the Commissioners.

Unassigned – amounts that have not been assigned to other funds, and that are not restricted, committed, or assigned to specific purposes within the General Fund

General Obligation Bonds - Bonds that are secured by the full faith and credit of the County.

Governmental Accounting Standards Board - (GASB) the independent agency established under the Financial Accounting Foundation in 1984 as the official body designated to set accounting and financial reporting standards for state and local governments.

Internal Controls - A plan of organization under which employees' duties are arranged, records are segregated, and procedures designed, to make it possible to exercise effective accounting control over assets, liabilities, revenues, and expenditures.

Legal Level of Budgetary Control - The reporting level within the budget that the County Commission has adopted and this level cannot be overspent (i.e., total department appropriation or salary line items).

Liability - A future sacrifice of economic benefits, arising from present obligations of a particular entity to transfer assets or provide services to other entities in the future as a result of past transactions or events.

Long-term Debt - Debt that matures in a period longer than one year.

Net Income - A term used to designate the excess of total revenues over total expenditures for an accounting period.

Non-operating Expenditures - Expenses incurred in the performance of activities that are not directly related to supplying the basic services of the County such as interest paid on outstanding bonds.

Non-operating Revenues - Revenues incurred in the performance of activities that are not directly related to supplying the basic services of the County such as interest earned on investments.

Operating Transfers - (also known as residual equity transfers) legally authorized inter-fund transfers from a fund receiving revenues to the fund that made the expenditure.

Other Financing Sources - An operating statement classification in which financial inflows other than revenues are reported such as operating transfers in and proceeds from general obligation bonds.

Other Financing Uses - An operating statement classification in which financial outflows other than expenditures are reported such as operating transfers out.

Purchase Order - A document that authorizes the delivery of specified supplies, materials, equipment, and services. This document also creates the charge or uses the appropriation for such items.

Requisition - A written demand or request, usually from the department head to the purchasing officer, for specified supplies, materials, equipment, or services.

Revenue Bonds - Bonds that are collateralized by user charges.

Short-term Debt - Debt that matures within one year.

Subsidiary Account - One of a group of related accounts that support in detail the debit and credit summaries recorded in a control account such as the individual accounts for the Solid Waste bills receivable in the general ledger.

Tax Anticipation Notes (TANS) - Short-term debt that is collateralized by property tax collections.

Unencumbered Appropriations - That portion of the original appropriation that has not yet been paid or encumbered.

Zero-based Budget - A budget based on the concept that the existence of each activity or account must be justified each year, as well as the resources requested.



CAMDEN COUNTY BOARD OF COMMISSIONERS

BUDGET PROCESS FY 2017

Early in February the finance department emails a memorandum to all department directors and constitutional officers requesting the submission of budget projections for their departments and offices for the upcoming fiscal year. The budget requests include normal operating expenditures, capital equipment needs, and anticipated staffing levels. Each are also sent an electronic file to complete for their department's performance measures for the past three years and a projection of the upcoming fiscal year. An updated organizational chart is also requested. The finance department compiles the budgets for various funds that are not related to a specific department such as some special revenue funds, capital projects funds, and debt service funds. The deadline for these submissions is mid March.

Shortly after the requested budgets are submitted, meetings may be scheduled between the County Administrator, Finance Director, and the department director or constitutional officer to discuss the requested budget. These meetings are used to discuss the budget in more detail and get clarification and justification of budget items.

Early in March, the Finance Director will complete the revenue projects for the upcoming fiscal year. These projections are made by analyzing current revenues, the projected tax digest, and planning and develop projects that are expected to affect the revenue base.

After the budget requests have been reviewed, discussed, and adjusted as necessary, the finance department compiles a budget report which includes all budget requests. The compilation is completed by the end of April. This report will be submitted to the Board of Commissioners for the budget work sessions scheduled in May.

A budget work session is held with the Board of Commissioners. A second, tentative, work session is scheduled in the event more discussions are necessary. Department directors and constitutional officers may be requested to attend these meetings to answer questions from the commissioners about their requested budgets. These meetings are closed to the public.

A public hearing and final budget work session with the Board of Commissioners is held at the end of May. The public is encouraged to attend, express their views, and ask questions during this public hearing and work session. After this final work session and in early June, a proposed budget is compiled, advertised to the public, and an electronic version of the document placed on the County website.

The finalized proposed budget is presented to the board of commissioners at the end of June for their adoption and final approval. This may occur at one of the regularly scheduled commissioner's meetings or a special called meeting may be scheduled.

Prior to July 1, the beginning of the new fiscal year, the finance department sends electronic copies of the adopted and approved departmental budget to each of the departmental directors and constitutional officers. A complete copy of the approved budget is posted on the County website.

Finance submits the adopted budget to the Government Finance Officers Association (GFOA) prior to the deadline of August 31st for review and consideration for the FY 2016 GFOA Budget Award.

**CAMDEN COUNTY BOARD OF COMMISSIONERS
BUDGET CALENDAR FY 2017**

| <u>Budget Process</u> | <u>Date(s)</u> |
|--|------------------|
| Distribute memo outlining budget requests and electronic files for use in preparation of proposed budget | 02/17/16 |
| Revenue projects completed for FY2017 | 03/04/16 |
| Requested budgets due from departments and constitutional offices to finance department. | 03/15/16 |
| Departments to meet with county administrator and finance director | 3/28/16-4/29/16 |
| Finance department to prepare work papers for budget meetings and commissioners | 3/28/16-4/30/16 |
| Budget discussion with Board of Commissioners, clarifying key issues. | 05/12/16 |
| Budget discussion with Board of Commissioners, clarifying key issues | 5/17/2016 |
| Budget presentation to Board of Commissioners and budget made available to the public on County website. | 5/26/2016 |
| Finance to advertise budget for adoption | 6/2/16 & 6/16/16 |
| Public hearing and budget work session with Board of Commissioners | 6/9/2016 |
| Finance to present budget to Board of Commissioners for adoption and final approval (scheduled meeting date) | 06/21/16 |
| Finance to distribute approved budgets to departments | 06/30/16 |
| Finance to post approved budget on county website | 06/30/16 |
| Finance to submit adopted budget to Government Finance Officers Association | 08/31/16 |

CAMDEN COUNTY BOARD OF COMMISSIONERS

Fund Descriptions

The main operating fund for Camden County is the General Fund. The millage rate for the General Fund is expected to be 13.94. This rate consists of 12.94, the current millage rate and a proposed 1 mil increase over last year. This rate increase is estimated until the actual, ever changing and declining, digest can be reviewed prior to adoption of the proposed rate. This rate also contains an addition of 1 mil for economic development into the general fund for better accountability from the JDA at the same rate as last year. Fund balance was still required of \$673,300 to balance the General Fund and maintain services for another year until the digest can hopefully reflect some possible improvement. In past years, while fund balance has been used to adopt a balanced budget, conservative budgeted revenues and efficient use of funds has produced a significant reduction and sometimes elimination, in the use of fund balance by fiscal year end. The last couple of years has required the actual use of fund balance as we continue to work within the falling digest and the cost of economic development activities.

This is a summary of all budgeted funds, by category, adopted for fiscal year 2017:

| | |
|------------------------|--------------|
| General Fund | \$28,779,507 |
| Special Revenue Funds | 2,708,825 |
| Capital Projects Funds | 10,689,125 |
| Enterprise Funds | 5,820,898 |
| Total all funds | \$47,998,355 |

General Fund: The General Fund is the primary operating fund for the County. The General Fund accounts for all financial resources received and expenses required for normal operations except those that are required, usually by law or ordinance, to be accounted for in other funds.

Special Revenue Funds:

Drug Abuse Fund – This fund accounts for revenues collected from court fines and records any transactions for expensing the collections to the drug court. It must be strictly used for the related drug court issues.

Emergency Telephone Fund – This fund is used to account for the special revenue and expense activity for the telecommunication fees. It may only be used to provide services and equipment for the 911 center.

Hotel/Motel Tax Fund – This fund is used to account for the special revenue and expenses related to the tax collected for hotel and motel stays within the County. This fund only collects fees for the unincorporated areas as the cities collect the fees within their city limits. All the revenues collected are disbursed through a contractual agreement.

Jail Construction and Staffing Fund – This fund accounts for the activity of revenues collected from court fines and maintains a record of all transactions as the money is used for items strictly for the jail and related security issues. It is used mostly for major capital issues rather than day to day operations, even though it may be used for that purpose.

CAMDEN COUNTY BOARD OF COMMISSIONERS

Law Library Fund – This fund accounts for revenues collected from court fines and must be used to provide law books and a common place to review these books. It is currently housed at the main County Library.

Shared Assets Fund – This fund accounts for the activity related to drug cases, usually from confiscation proceedings. It receives revenues as they are collected from drug related cases that carry through the court system. These funds may only be used for drug prevention related expenses. They may be used for supplies or capital.

Unincorporated Tax District Fund – This fund accounts for special revenues collected for the fire service in the unincorporated area of the County. The fund also collects additional revenues that are used to reduce the millage required for the fire services and the County's portion of the PSA (recreation) services.

Capital Projects Funds:

Capital Improvements Fund – This fund accounts for revenues received from the General Fund. The revenues received each year are based on project costs as appropriated in the budget process for such capital items as small and heavy equipment, vehicles, and building improvements.

Georgia Transportation Fund – This fund is used to account for the special revenue and expense activity for the annual participation in the Georgia Department of Transportation's tax collections. It may only be used to provide road construction.

Impact Fees Fund – This fund is used to account for the special fee charged on building permits issued for the construction of new homes and businesses. These fees may only be used for the designated projects in the Capital Improvements Element report as approved each year by Department of Community Affairs.

SPLOST Funds – These funds record all the activity related to the special local option sales tax revenues collected. The expenses are recorded and paid based on the projects as approved in the referendums. Currently there is one SPLOST fund (SPLOST #6) that is closed to revenues, other than interest earnings, as the fund finishes final project costs.

Enterprise Funds:

Curbside Collection Fund – This fund accounts for the activity related to household pickup. It receives revenues from quarterly billings in the unincorporated areas only, to pay for the contract for curbside pickup and the landfill costs of disposal.

Solid Waste Fund – This fund accounts for the activity related to household and construction waste. This fund records the billed revenues and the related expenditures for the operations, capital improvements, and long term liabilities for the landfills.

CAMDEN COUNTY BOARD OF COMMISSIONERS

FY 2017 Adopted Budget

| Funds | Adopted Budget |
|-----------------------------|----------------------|
| General | \$ 28,779,507 |
| Capital Improvements | 528,825 |
| Curbside | 890,898 |
| Drug Abuse | 9,365 |
| Emergency Telephone - 911 | 1,053,800 |
| Georgia Transportation | 285,050 |
| Hotel/Motel Tax | 24,850 |
| Impact Fees | 37,350 |
| Jail & Staffing | 176,000 |
| Law Library | 37,680 |
| Shared Assets | 170,700 |
| Solid Waste | 4,930,000 |
| SPLOST VII | 9,837,900 |
| Unincorporated Tax District | 1,236,430 |
| | <u>\$ 47,998,355</u> |



CAMDEN COUNTY BOARD OF COMMISSIONERS

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Budget Summary for Fiscal Year 2016-2017

Revenue and Expenditure Categories

| <u>Revenues by Category</u> | <u>Total For All</u> |
|--------------------------------|----------------------|
| Taxes: Property | \$ 17,363,000 |
| Taxes: Sales | 9,843,400 |
| Taxes: All Other Taxes | 2,778,180 |
| Licenses & Permits | 139,750 |
| Intergovernmental | 1,117,100 |
| Charges for Services | 9,147,850 |
| Fines and Fees | 2,098,580 |
| Investment Earnings | 845,372 |
| Miscellaneous | 97,500 |
| Transfers In | 678,825 |
| Fund Balance/Retained Earnings | 3,888,798 |
| Total Revenues All Funds | <u>\$ 47,998,355</u> |

| <u>Expenditures by Category</u> | <u>Total For All</u> |
|---------------------------------|----------------------|
| General Government | \$ 4,138,167 |
| Judiciary | 2,532,227 |
| Public Safety | 12,053,708 |
| Public Works | 1,722,943 |
| Health and Welfare | 782,262 |
| Culture and Recreation | 858,290 |
| Housing and Development | 868,470 |
| Insurance | 4,747,195 |
| Other Governmental Services | 5,956,460 |
| Capital Costs ^ | 7,400,556 |
| Intergovernmental | 5,039,252 |
| Depreciation | 730,000 |
| Debt Service | 490,000 |
| Transfers Out | 678,825 |
| Total Expenditures All funds | <u>\$ 47,998,355</u> |

^To arrive at total capital project costs on Pg. 82, items of \$3,288,567 are included in Other Government Services. Values of these items are important, but will not be capitalized as they are less than policy limit of \$5,000.

CAMDEN COUNTY BOARD OF COMMISSIONERS

FY 2017 Adopted Budget

Budget Summary Comparison

All Funds Revenues & Expenditures

| <u>Revenues by Category</u> | <u>Adopted FY 2017</u> | <u>Budgeted FY 2016</u> | <u>Actual FY 2015</u> |
|---------------------------------|------------------------|-----------------------------|-----------------------|
| Taxes: Property | \$17,341,100 | \$15,537,956 | \$15,072,796 |
| Sales | 9,843,400 | 10,770,300 | 10,598,225 |
| All Other Taxes | 2,800,080 | 2,720,996 | 2,804,721 |
| Licenses & Permits | 139,750 | 124,200 | 127,762 |
| Intergovernmental | 1,117,100 | 1,242,210 | 1,132,897 |
| Charges for Services | 9,147,850 | 8,659,258 | 8,093,213 |
| Fines and Fees | 2,098,580 | 2,204,700 | 2,317,644 |
| Investment Earnings | 86,015 | 46,618 | 50,481 |
| Miscellaneous | 856,857 | 112,910 | 101,748 |
| Transfers In | 678,825 | 559,088 | 534,000 |
| Fund Balance/Retained Earnings | 3,888,798 | 13,805,028 | 521,365 |
| Total Revenues All Funds | \$47,998,355 | \$55,783,264 | \$41,354,852 |

| <u>Expenditures by Category</u> | <u>Adopted FY 2017</u> | <u>Budgeted FY 2016</u> | <u>Actual FY 2015</u> |
|-------------------------------------|------------------------|-----------------------------|-----------------------|
| General Government | \$5,459,267 | \$5,545,184 | \$4,229,721 |
| Judiciary | 1,896,595 | 1,863,568 | 1,774,601 |
| Public Safety | 12,113,708 | 11,892,343 | 11,605,716 |
| Public Works | 1,637,843 | 1,637,843 | 1,438,190 |
| Health and Welfare | 393,562 | 394,127 | 365,295 |
| Culture and Recreation | 851,290 | 811,293 | 776,296 |
| Housing and Development | 298,570 | 310,373 | 345,110 |
| Insurance | 4,747,195 | 4,752,195 | 5,380,319 |
| Other Governmental Services | 5,001,435 | 5,957,980 | 5,232,737 |
| Capital Costs | 7,400,558 | 8,244,522 | 4,132,066 |
| Intergovernmental | 6,978,332 | 13,156,486 | 9,286,955 |
| Depreciation | 730,000 | 644,000 | 718,017 |
| Debt Service | 490,000 | 488,350 | 73,318 |
| Transfers Out | 0 | 85,000 | 722,205 |
| Total Expenditures All Funds | \$47,998,355 | \$55,783,264 | \$46,080,546 |

CAMDEN COUNTY BOARD OF COMMISSIONERS

FY 2017 Adopted Budgets

Changes in Fund Balance for Fiscal Year 2016-2017

| | <u>General Fund</u> | <u>Special</u> | <u>Debt Service</u> | <u>Capital Projects</u> |
|--------------------------------------|---------------------|------------------|---------------------|-------------------------|
| Unaudited Fund Balances 06/30/2016 | \$5,230,100 | \$1,837,112 | \$- | \$3,723,100 |
| Budgeted Revenues | 28,106,207 | 2,708,825 | - | 7,988,325 |
| Budgeted Expenditures | <u>28,779,507</u> | <u>2,708,825</u> | <u>-</u> | <u>10,689,125</u> |
| Estimated Ending Fund Balance | \$4,556,800 | \$1,837,112 | \$- | \$1,022,300 |
| Fiscal Year % Change | -12.87% | 0.00% | 0.00% | -72.54% |
| Increase (Decrease) in Fund Balances | (673,300) | (0) | - | (2,700,800) |



CAMDEN COUNTY BOARD OF COMMISSIONERS

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Analysis of Revenues – All Funds

This section discusses the County's major sources of revenue. Most revenues are projected from year to year based on historical straight line data with a three to five year lookback period. The exception to this rule is property taxes and planning fees. Taxes, including property, sales, and other taxes, are based on the current property tax digest projections as well as any known economic changes. These include new commercial businesses, planned changes affecting Kings Bay Naval Sub Base, and sales trends in homes. Also, it is based on current trends and sales of the planning fees and permits. These factors many times cause decreases in expected revenues just as much as they may relate an increase in projected revenues. All revenues are classified in accordance with the Uniform Chart of Accounts as required by the State of Georgia. The County's key revenues sources across all funds is property taxes and sales taxes.

The table below reflects a comparison of the revenues for the last three years, based on the major revenue categories.

| <u>Revenues by Category</u> | <u>Proposed FY 2017</u> | <u>Budgeted FY 2016</u> | <u>Actual FY 2015</u> |
|---------------------------------|-----------------------------|-----------------------------|---------------------------|
| Taxes: Property | \$ 17,341,100 | \$ 15,537,956 | \$ 15,072,796 |
| Taxes: Sales | 9,843,400 | 10,770,300 | 10,598,225 |
| Taxes: All Other Taxes | 2,800,080 | 2,720,996 | 2,804,721 |
| Licenses & Permits | 139,750 | 124,200 | 127,762 |
| Intergovernmental | 1,117,100 | 1,242,210 | 1,132,897 |
| Charges for Services | 9,147,850 | 8,659,258 | 8,093,213 |
| Fines and Fees | 2,098,580 | 2,204,700 | 2,317,644 |
| Investment Earnings | 86,015 | 46,618 | 50,481 |
| Miscellaneous | 856,857 | 112,910 | 101,748 |
| Transfers In | 678,825 | 559,088 | 534,000 |
| Fund Balance/Retained Earnings | 3,888,798 | 13,805,028 | 521,365 |
| Total Revenues All Funds | \$ 47,998,355 | \$ 55,783,264 | \$ 41,354,852 |

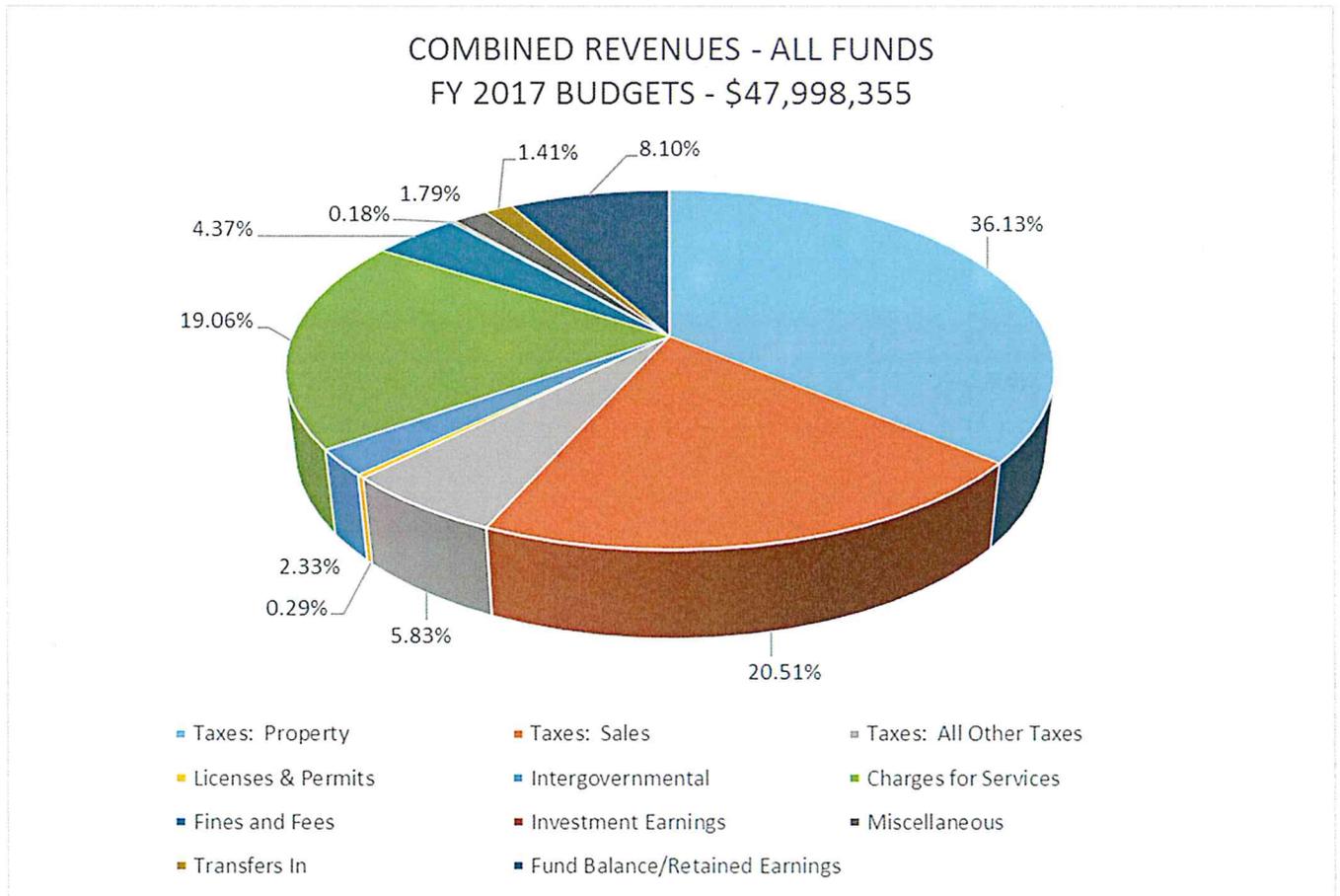
It should be noted that the use of fund balance was a planned issue and is mostly representative of the two active SPLOST accounts being used over multiple years.

Revenues and Trends

Taxes : Property and sales tax revenues account for approximately 57% of the annual budget for fiscal year 2017. The largest of all these revenues is property taxes (36%). All sales taxes account for 21%. Property taxes are derived from the property tax digest as valued each year by the Tax Assessor's Office. Sales taxes are the second major revenue source for Camden County. The taxes, Local Options Sales Tax (LOST) and Special Purpose Local Option Sales Tax (SPLOST) are also collected by the State of Georgia and distributed to each entity in Camden County based on the negotiated formula in the sales tax agreement. The following graph reflects the key revenue sources for Camden County as compared to all revenue sources.

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Tax Digest (Property Taxes) - The Chief Appraiser is responsible for the fair assessments on all property in the County. The total digest for the County's 2016 digest was down again this year, but at a much less reduction than the prior 6 years. The general fund millage rate set by the Board of Commissioners each year encompass the entire digest value. The digest is submitted to the State of Georgia, Department of Revenue for approval each year once a millage rate has been set by the Board of Commissioners. The tax millage rate remained fairly consistent for over 8 years. Two years ago, in FY 2015, the general fund mil rate increased by .24 mils or less than 2%. Also imposed two years ago was a general mil rate of 1 for economic development within the County due to the drastic decline in the digest. Excluding the new 1 mil exclusively for economic development, the digest has fallen by \$5.4 million real collections or approximately 30% in the last six years. It is hoped that the new mil rate for economic development will create an interest for growth in Camden County. One (1) mil of tax, based on the current digest, this fiscal year is equivalent to just over \$1.2 million. There are three main exemptions that make up the majority of the County's exemptions. One is a flat homestead exemption of \$4000 for all homeowners within the County at least one full year. The second one is also a flat exemption of \$25,000 for all homeowners being at least 62 year of age. The third exemption is a freeze, based on a voter referendum in 2006, on the fair market value. If the value decreases so does the "freeze value". If it goes up however, the value is deemed "frozen" at the least amount since

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2006, unless the property is actually sold. It represents a full half of the digest exemptions and has become a major source of decline in the digest at almost 7% of the total digest value.

There is one other revenue based on the digest collection, it is for the Unincorporated Tax District. The fund is representative of fire protection and recreation. The mil rate for this fund is just over a half mil. The mil rate has fluctuated slightly up and down, but it has been less than .70 of a mil for 15 years. The balance of the revenues are made up almost entirely from an insurance premiums tax collected by the State of Georgia. It is disbursed to all entities in the County based on the sales tax agreement. The following chart reflects the significant reduction in the digest over the last 7 years and provides the need to increase the millage rate for both daily operations and economic development.

CURRENT 2016 TAX DIGEST AND 5 YEAR HISTORY OF LEVY

| COUNTY WIDE | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 |
|---------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Real & Personal | \$ 1,688,539,996 | \$ 1,529,263,169 | \$ 1,408,971,293 | \$ 1,381,032,177 | \$ 1,343,194,415 | \$ 1,371,990,206 |
| Motor Vehicles | 96,080,110 | 97,987,400 | 105,078,580 | 91,639,450 | 66,465,060 | 49,726,490 |
| Mobile Homes | 8,374,803 | 8,723,809 | 8,474,048 | 7,947,223 | 9,094,997 | 9,039,894 |
| Timber - 100% | 5,398,389 | 4,995,205 | 6,729,999 | 10,208,012 | 18,390,671 | 14,580,352 |
| Heavy Duty Equipment | - | - | - | - | - | - |
| Gross Digest | 1,798,393,298 | 1,640,969,583 | 1,529,253,920 | 1,490,826,862 | 1,437,145,143 | 1,445,336,942 |
| Less M& O Exemptions | 262,640,026 | 220,551,598 | 202,308,124 | 198,606,103 | 185,149,068 | 196,887,071 |
| Net M & O Digest | 1,535,753,272 | 1,420,417,985 | 1,326,945,796 | 1,292,220,759 | 1,251,996,075 | 1,248,449,871 |
| State Forest Land | | | | | | |
| Assistance Grant Value | 1,035,836 | 1,242,071 | 2,206,563 | 2,933,818 | 3,478,146 | 5,260,604 |
| Adjusted Net M&O Digest | 1,536,789,108 | 1,421,660,056 | 1,329,152,359 | 1,295,154,577 | 1,255,474,221 | 1,253,710,475 |
| Gross M&O Millage | 13.960 | 14.150 | 14.320 | 15.600 | 15.720 | 16.570 |
| Less Rollbacks | 2.260 | 2.450 | 2.620 | 2.660 | 2.780 | 2.630 |
| Net M&O Millage | 11.700 | 11.700 | 11.700 | 12.940 | 12.940 | 13.940 |
| Total County Taxes Levied | \$17,980,433 | \$16,633,423 | \$15,551,083 | \$16,759,300 | \$16,245,836 | \$17,476,724 |
| Net Taxes \$ Increase | \$1,111,936 | -\$1,347,010 | -\$1,082,340 | \$1,208,218 | -\$513,464 | \$1,230,888 |
| Net Taxes % Increase | 5.82% | -7.49% | -6.51% | 7.77% | -3.06% | 7.58% |

Sales Taxes - This is the second largest component behind property taxes as compared to all budgeted funds, 21%. The primary source is made from SPLOST and must be kept totally separate for accounting and cash purposes. The second source if made from LOST and is used only in the general fund. These revenues are projected each year based on historical data collections and a review of local economic conditions including discussions with the Planning Director for any possible new businesses.

LOST : Local Option Sales Taxes are collected at the State and distributed to each entity based on population, unless a negotiated formula is reached. Camden County has an agreement in place. The State of Georgia allows counties by Official Code section, Chapter 8 of Title 49, to authorize the imposition of a one (1) cent sales tax. This tax may be implemented for a period of ten years, based on the most current census. There must be a negotiated agreement to the State,

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no later than 2 years after the most current census numbers have been released. Currently, Camden County receives only 46% of the total one cent tax. It generates approximately \$3.2 million each year and has remained flat due to the current economic conditions in the County.

SPLOST : Special Purpose Local Option Sales Tax are the primary source for the County's capital improvement funds. The State of Georgia allows counties by Official Code section, Chapter 8 of Title 49, to authorize the imposition of a special one (1) cent sales tax. The County may implement a SPLOST up to 6 years, if there is an intergovernmental agreement in place between the County and the largest two cities. If there is no such agreement, then the length of time for the tax will expire within 5 years. The timing of a SPLOST is very important due to the lead time prior to the election. The County would first draft possible projects that they feel are important enough to be voted on by the citizens. There has to be a discussions with the cities about possible projects, and if any of those projects are similar or overlap with the County's projects list. Once an agreement has been achieved, the intergovernmental agreement must be drafted and approved with a resolution to call for the tax to be on the ballot. A referendum is then drafted and must be approved by the US Department of Justice prior to the election. The next step is to advertise for the election by the election official, hold the election, and certify the results. The SPLOST collections will begin with the next quarter sales after the election. The County has had 7 SPLOSTs over the years since the first one in 1985. Currently there are two SPLOSTs that are active, SPLOST 6 and SPLOST 7.

SPLOST 6 - The citizen's approved this SPLOST in March of 2008 and began collections on July 1, 2008. The overall collections for SPLOST 6 were well under the original referendum passed by the voters. The final collections were \$42.9 million, which was \$27 million less than the referendum. Project budgets were adjusted to reflect the last updated collections. The cities have completed their shares of the SPLOST. The PSA has also completed their projects. With the exception of some minor renovations for the Jail, a tier 1 project with approximately \$80,000 remaining and minor road projects with approximately \$40,000 remaining, all County SPLOST activities have been completed. All remaining projects are expected to be completed within the first 6 months of the new fiscal year.

SPLOST 7 - The citizen's approved this SPLOST in March of 2013 and began collections on July 1, 2013. The overall collections for SPLOST 7 is \$20.5 million to date, half way through this SPLOST time frame. All top tier projects, deemed county wide projects, dollars have been collected and distributions to all participating entities began in May 2014. The first level top tier projects are the Data Sharing System project for \$2.0 million; the Radio System project of approximately for \$2.0 million; the Colerain Bypass project for \$750,000; and Ambulances for \$530,000. All monthly collections are disbursed each month to all the entities by the appropriate formula as in the intergovernmental agreement. This will continue until the fund has collection the first \$42 million. At that point, if reached, funds will be available for economic development for \$1.5 million, another top tier project. Once funded, all collections received after that will be divided by the intergovernmental agreement again. The SPLOST 7 bank account had \$2,788,844 at the end of June 30, 2016, with approximately \$1.6 of that figure reserved for top tier projects.

All Other Taxes - These revenues are from smaller collections of taxes during the fiscal year, but are still important to the overall revenue collections. These include such sources as penalties and interest for property taxes, banking taxes, contractor and alcohol licenses, and intangible

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taxes. These revenues are projected each year based on historical data collections and a review of delinquent property tax accounts including discussions with the Tax Commissioner. These revenues comprise just almost 6% of the total budgeted revenues.

License and Permits: These revenues are from such sources as licenses, building permits, and subdivision fees. This revenue source is less than a quarter of a percent (only .29%) as compared to total budgeted revenues. These revenues are projected each year based on historical data collections and a review of local economic conditions including discussions with the Planning Director.

Intergovernmental: These revenues are from other governments in the form of operating grants, capital grants, and shared assets. This revenue source is only 2% as compared to total budgeted revenues. These revenues are projected each year, partially based on historical data collections, but also current contracts, submissions for new grants, and renewed grants.

Charges for Services : Charges for services include such revenues as agent fees/commissions (for the collection of vehicles tags and property taxes), library fees, courts fees, jail telephone fees, EMS (ambulance) fees, curbside collection fees, 911 fees, and landfill fees. This revenue source is the third largest at 19% based on all budgeted funds. This source has increased 4% over last year, due mostly to ambulance fees. All of these revenues are projected each year based mostly on historical data collections. The ambulance, curbside, and landfill fees are in addition reviewed with the corresponding Directors for any new trends.

Fines and Fees: These revenues are from all the courts in Camden County. It includes such revenues as collections for the law library and jail and staffing funds. Both of these funds are required to be kept separate for accounting purposes. It also includes fines from all courts during normal operations and special fines that are kept separate for some specified period. This revenue source is only 4% as compared to total budgeted revenues. These revenues are projected each year based on historical data collections.

Investment Earnings: This source is directly from interest earned from investments made on idle cash. Since the economic downfall in 2008, it has been very hard to establish any nominal rate of return. Prior to this time, the County was earning over 5% locally. Since that time, the County has gone down to as little as .25%. Recently, the County joined with eConnect, in association with the Association of County Commissioners of Georgia (ACCG), to use online service to invest in short and long term investments. Under this program, the County has been able to return to above 1% earnings. This revenue source is very insignificant this year at only .18% as compared to total budgeted revenues. This revenue type is projected each year based on historical data collections and review of estimated idle cash for the upcoming fiscal year.

Miscellaneous: Miscellaneous revenues are received each year that are not otherwise classified in a specific category. This revenue source is also insignificant this year at only 2% as compared to total budgeted revenues. These revenues are projected each year based on historical data collections.

Other Financing Sources: There are two remaining sources of revenues in the budgeted funds, transfers and fund balance/retained earnings. Transfers this year consists of two transfers out of general fund for E-911 and capital improvements. Fund balance was used for general fund

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(\$673,300) to supplement the current fiscal year 2017 budget. It is mostly to keep general operations as they were the last few years as the digest continued its decline. Due to the ability of the County in prior years to establish a large fund balance, these funds are available for use without jeopardizing future security. A portion of retained earnings was used in the curbside collection fund, (\$44,700) as a planned use to reduce the amount of retained earnings over the next several years before reviewing for an increase in fees to balance annual operation costs. Fund balance was also used heavily for the two SPLOST programs this year (\$8.7 million) as prior year collections are being used to continue the purchase and construction programs, many already in progress. Retained earnings was also used this year for Solid Waste Landfill (\$470,000) for equipment replacement.



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Capital Project Funds

This section discusses the County's Capital Projects Funds. They are used to account for financial resources related to the acquisition or construction of major capital facilities (other than proprietary funds). Funding sources may include bond proceeds, Special Purpose Local Option Sales Tax (SPLOST), and other unrestricted funds such as operating transfers from the General Fund.

The County's annual budget process includes the preparation of a five-year Capital Improvement Program and the preparation of a current one-year capital budget for general purpose capital requirements. The Capital Improvement Program budget is prepared as a planning document to review for future needs as presented to the Director of Finance and Board of Commissioners from Department Heads. These requests are ranked by importance and provided to the Board of Commissioners during the regular budget process. The current year approved requests are funded based on priority and available revenues. It is subject to change each year as the needs for such items as heavy equipment, buildings, vehicles, and technology become better known. Some of these items, while they may be very important and not able to be funded in the current year, become a viable list for the next SPLOST referendum.

The defining classification for capital projects is based on four criteria. The first is simply due to the cost of the assets which is outlined in the Financial Policies as \$5,000 or more. The second one deals with the frequency of the assets presented – does it recur annually or is a one-time expenditure and does it have useful life of at least five years. The third is based on legal requirements for having separate funding sources. The last is based on grants or other funding sources for an asset that is specific in nature and can't be used for any other asset.

The Director of Finance prepares a sliding schedule based on needs and then on available funding with no borrowing. The County Administrator makes a presentation to the Board of Commissioners with the final recommendation for the current fiscal year. Appropriations for all approved capital items for the current fiscal year becomes a part of the annual adopted budget. Capital assets that do not meet the funding requirements for inclusion in the Capital Projects funds are funded within the various departmental operating budgets. These assets are typically for small equipment and furniture that are used in general operations.

The County's Capital Project Funds for fiscal year 2017 total \$10.7 million and are listed below.

- ✓ SPLOST 6
- ✓ SPLOST 7
- ✓ Capital Improvements
- ✓ Georgia Transportation
- ✓ Impact Fees Funds

Each Capital Project Fund budget is discussed below and reflects the project(s) within each fund for this fiscal year.

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FY 2017 Adopted Budget:

SPLOST 6 – This fund was created for the one (1) cent sales tax that began being collected July 1, 2008. There are only two projects left in this fund. One is for the renovation of the jail, budgeted at \$80,000 remaining for the project. The other remaining project is for minor road improvements, budgeted at \$40,000 remaining for the project. The renovation project was started on May 1, 2015 and is substantially complete. With the exception of some minor improvements, it is expected to be completed prior to by December 1, 2016. The funds due to the cities are based on negotiated percentages and are required to be approved by the County prior to distribution as a reimbursement. All funds for the cities have been completely disbursed. The remaining funds total approximately \$120,000 and are expected to be at used prior to fiscal year end of June 30, 2016.

SPLOST 7 - This fund was created for the one (1) cent sales tax that began being collected July 1, 2013. The referendum was approved for \$65 Million. There is a negotiated intergovernmental agreement that provides how funds collected after the initial “Top Tier” projects have been satisfied. It is reflected in the chart below.

SPLOST Authorization by Intergovernmental Agreement

| <u>Entity</u> | <u>Percentage</u> | <u>Totals</u> |
|--------------------------|-------------------|----------------------|
| Camden County | 27.92% | \$ 16,239,668 |
| City of St. Marys | 29.82% | 17,344,803 |
| City of Kingsland | 27.77% | 16,152,421 |
| City of Woodbine | 7.00% | 4,071,550 |
| Public Service Authority | 7.49% | 4,356,559 |
| | <u>100.00%</u> | <u>\$ 58,165,000</u> |

The expected projects were budgeted, as outlined below, based on probability to start and finish identified projects during the fiscal year 2017. It was also based on the estimated collections and fund balance for this fiscal year of \$9.8 million to establish the percentages of collection for the outside entities.



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Schedule for SPLOST 7

Budgeted Projects FY 2017

| <u>Project #</u> | <u>Description</u> | <u>Original Budget</u> | <u>FY 2017 Budget</u> |
|---|---|------------------------|-----------------------|
| <u>Countywide</u> | | | |
| <u>First Phase -Up to \$44 Million</u> | | | |
| SP7CW01 | Public Safety - Multi Agency Data Sharing System | \$ 2,000,000 | \$ 90,000 |
| SP7CW02 | Public Safety Radio Communications System | 2,055,000 | 1,450,000 |
| SP7CW03 | Colerain Road (Kingsland Bypass) Hurricane Evacuation Route and Economic Corridor | 750,000 | 350,000 |
| SP7CW04 | Ambulances for County Wide Emergency Services | 530,000 | 110,000 |
| <u>Second Phase -Over \$44 Million</u> | | | |
| SP7CW05 | Land/Infrastructure - Economic Development | 1,500,000 | \$ - |
| <u>Camden County</u> | | | |
| SP7CC01 | Fire Station 18 Expansion | \$ 500,000 | \$ - |
| SP7CC02 | Juvenile Court Building | 250,000 | 260,000 |
| SP7CC03 | Library Parking Lot and Drainage | 225,000 | - |
| SP7CC04 | County Extension Parking Lot | 80,000 | - |
| SP7CC05 | Various Buildings Renovations | 115,700 | 100,000 |
| SP7CC06 | Heavy Machinery and Equipment | 1,402,000 | 618,000 |
| SP7CC06 | Vehicles | 5,703,000 | 251,400 |
| SP7CC07 | Technology & Connection Enhancements | 1,177,000 | 85,000 |
| <u>Roads, Streets,& Bridges Projects</u> | | | |
| SP7CCRoads | County Roads, Streets, & Bridges | | |
| | Colerain Road - (possible mitigation costs) | \$ 150,000 | \$ - |
| | Springhill Road | 2,870,000 | - |
| | Incachee Road | 1,750,000 | - |
| | Jody, Powell, & Kayla | 316,800 | - |
| | Satilla Bluff East | 600,000 | - |
| | Satilla Bluff West | 1,000,000 | 950,000 |
| | Fisher-Massey | | 600,000 |
| | Old Jefferson Rd (resurface only - GTF) | | 86,000 |
| | Halifax Road (balance of referendum) | 157,028 | - |
| | Bridges : Colesburg Tompkins | 300,000 | - |
| | Harriett's Bluff Deep Creek | 130,000 | - |
| <u>Outside Entites</u> | | | |
| SP7STM | City of St. Marys | \$ 17,831,293 | \$ 2,022,000 |
| SP7KGLD | City of Kingsland | 16,639,629 | 1,883,000 |
| SP7WB | City of Woodbine | 4,071,550 | 474,600 |
| SP7PSA | Public Service Authority | 2,896,000 | 507,900 |
| Total All SPLOST 7 Projects | | \$ 65,000,000 | \$ 9,837,900 |

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Capital Improvements - This fund was established many years ago to help in the year to year needs of minor and major equipment that was not able to be funded in any other manner. The funding source is strictly from the general fund transfers. Each year, once the budget is mostly complete, the approved equipment and capital items are added into the various capital project budgets. Once the totals are reviewed, the Director of Finance makes a determination as to the ability to add any additional funding to this fund from the general fund. This funding is used as future funding to establish a smooth transition from year-to-year to balance the requests for capital assets. This year's requests were just over \$1.5 million. However, the available funding for these projects was only \$528,825 based on the following approved projects. All of these projects are expected to be completed within this fiscal year.

| | |
|-----------------------------------|------------|
| Renovations to existing buildings | \$ 261,000 |
| Computer upgrades | 110,000 |
| Small Equipment | 83,825 |
| Vehicles | 42,000 |
| Heavy Equipment | 32,000 |

Georgia Transportation – This fund was established four years ago with the implementation of a new sales tax program through the State of Georgia, Department of Transportation (DOT). It is known at DOT as the Local Maintenance and Improvement Grant (LMIG). All funds from the sales tax are collected at the State level. The formula for each local entity distribution is – local population divided by State population (times 1/3 weighted) plus local County mileage of roads divided by the State mileage of roads (times 2/3 weighted). Based on this formula, Camden County's share is less than one quarter of a percent (.23%). In addition, since the County did not pass a Transportation Special Purpose Local Option Sales Tax (TSPLOST), the County must match these funds with 30% funding locally, rather than 10% match for the counties that did pass the TSPLOST. Currently, the match is taken from the County's SPLOST as dedicated funding to LMIG. The State requires a report to be filed by the County, which is inspected by the State, to ensure that the program funds and match were used in accordance with DOT specifications. This year's expected funding is \$285,000 based on the formula presented above. It is currently earmarked to be used to complete Old Jefferson Road resurfacing project that began last year. Approximately half of the project was completed last year with this same funding grant. The budget was adopted this year at \$285,050, prior to the known amount.

Impact Fee – This fund was established in FY2009 - FY2010 to provide for the collection of impact fees based on the implementation plan document for Camden County to process impact fees. The document was approved by the State of Georgia, Department of Community Affairs (DCA). Fees are collected through the Planning and Development Office with building permits. They are then deposited into the fund based on a percentage toward each type of approved asset such as fire trucks, library renovations, or recreation projects. In 1990, the Georgia Development Impact Fee Act (DIFA) was enacted into law. Impact fees are one-time fees charged to land developers

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and home builders to help defray the costs of expanding capital facilities to serve new growth such as roads, fire trucks, and schools. DIFA enables local governments to charge new development for a proportionate share of infrastructure capacity it requires. However, the Act places restrictions on the categories of capital facilities for which new development can be charged. It also establishes rules under which impact fees must be calculated, collected, expended, accounted for and administered. Complying with the requirements of DIFA requires many local governments to make changes to their land development regulations and associated administrative activities. For communities experiencing significant growth, impact fees can be a substantial source of revenue for financing needed capital improvements.

Due to the fact that Camden County did not implement the plan document until the economic recession began, the original fees in the plan were cut to one third of those fees. The Board of Commissioners felt that it would be too much of a burden on developers in the area. As a result, fees have been collected since the program began and are reserved in this fund. It is with the understanding that in the future, there will be enough money collected towards some of the specific projects list that will be funded. As of June 30, 2016, there is \$225,411 in this fund. However, since it is distributed among 7 category areas such as recreation, library, and emergency services, for approximately 60 projects, it is hard to collect adequate funding for any one project to begin. The current budget is predicated on the expected revenue collections rather than the actual use of expected funds at \$28,700. It is expected that two of these projects, a fire truck and recreation projects, will have enough funding within the next two years. Recreation did have one project that was funded in FY 2016 for approximately \$17,300.



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Debt

This section discusses the County's debt and debt service obligation(s) of a long-term nature.

Legal Debt Margin – The present State of Georgia constitutional limit on direct general obligation bonds for Camden County is the amount equivalent to 10% of the net assessed valuation of taxable property for debt services purposes. The constitutional debt limitation applies to all general obligation bonds authorized. However, additional general obligation bonds may be authorized if approved by a majority of the County citizens in an election held for that purpose. Camden County last used general obligation bonds to build a new jail in 1984. The bonds were issued for \$1.1 million and fully retired in 1994. Camden County has no general obligation bonds authorized at this time. The unused legal debt margin is demonstrated below.

**Legal Debt Margin
Fiscal Year 2017**

| | | |
|--|----------|-------------------------|
| Total Assessed Value of Taxable Property (estimated for annual 2016) | | \$ 1,434,145,000 |
| Less: Exemptions for Bond Purposes | | (189,354,000) |
| Net Assessed Valuation for Taxable Property for Bond Purposes | | <u>\$ 1,244,791,000</u> |
| Debt Limit - 10% of Taxable Value | | \$ 124,479,100 |
| General Obligation Backed Debt | \$ - | - |
| Less: Assets in Debt Service Fund Available for Payments | <u>-</u> | - |
| Total Deductions | | <u>\$ -</u> |
| Unused Legal Debt Margin | | \$ 124,479,100 |

Long Term Obligations – Camden County has only one long-term debt obligation. It is for the solid waste fund, specifically for the purchase of additional landfill property.

On April of 2002, the issued Solid Waste Management Authority (SWMA) Revenue Bonds totaling \$6,755,000. The purpose of the bonds was for acquiring, constructing, and equipping an additional solid waste disposal site for construction and debris. The interest rates ranged from 3.75% to 5%, with a maturity date of March 2022. The Construction and Debris (C & D) landfill was created to free up space in the Municipal Solid Waste (MSW) facility that takes household type garbage. The MSW site requires a liner and cost more per ton to operate. The C&D site takes construction type materials such as concrete, lumber, and drywall. It does not require a liner based on the type of materials able to be placed into the facility. Thus, the costs of operations are much less per ton and the County is saving much needed future space for MSW type waste. On March 2012, the SWMA issued \$4,040,000 to advance refund the outstanding 2002 Revenue Bonds to take advantage of the interest rate savings. The new bonds have interest rates ranging 2.5% to 3% with the same maturity date of March 2022. The estimated savings from this refunding was approximately \$566,000. The SWMA pays for the debt service each fiscal year from the collection fees for landfill waste brought into the two facilities. The annual debt service for principal and interest are presented for fiscal year 2017 in the chart below.

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Annual Debt Service Requirements
Solid Waste Fund, Fiscal Year 2017

| <u>Year Ending</u> <u>June 30</u> | <u>Principal</u> | <u>Interest</u> |
|--------------------------------------|------------------|-----------------|
| 2017 | 395,000 | 76,800 |
| 2018 | 410,000 | 64,950 |
| 2019 | 420,000 | 52,650 |
| 2020 | 430,000 | 40,050 |
| 2021 | 445,000 | 27,150 |
| 2022 | 460,000 | 13,800 |

In addition to the revenue bonds by the SWMA, there is a required amount that must be recognized for closure and post closure costs associated with the landfills. It is based on the requirements of the Environmental Protection Division (EPD). Each year a calculation is made based on the remaining capacity of the landfills by a third party engineer. Each time a new landfill cell is completed, it gives additional capacity. It also reduces the total build out capacity for future growth. This calculation varies widely each year due to new cells being added to the current capacity as compared to the total available future capacity and eventual closing of the landfills. It has been as high as \$1.6 million per year and as low \$0. Last year's liability was only \$84,743 based on the new cell from two years ago and reduced waste in FY 2016. This year's expected costs for closure and post closure is \$230,500. This is a liability calculation only and is fully funded by the SWMA for landfill collection fees. However, Camden County has a financial policy to fully fund this liability on a year-to-year basis and not wait until the total liability has to be funded. This is accomplished by setting aside approximately the same amount as the annual liability into a secure investment that will earn interest. The interest and principal is reinvested as the security matures, to help with the total future costs in closing the landfill(s).



GENERAL FUND



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General Fund

The adopted General Fund budget for fiscal year 2017 is presented in this section. The revenues, expenditures, and comparisons to reflect changes in the revenues and expenditures from the actual fiscal year 2016. In addition, there are several actual fiscal years that show trends in these changes. The adopted budget was balanced using a proposed one mil increase rate which would bring the proposed total millage to 13.94. The 12.94 is for general operations and maintenance and one mil is for economic development.

Revenues and Expenditures

The chart below provides a percentage basis of all revenues and expenditures by major categories. It will show the County's revenue sources and the large differential gap between taxes and all other revenue sources. In addition, the expenditures reflect the key categories with the largest percentage allotted to Public Safety. The adopted General Fund Budget for FY2016 - FY2017 is \$28.8 million.



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Budget Summary for Fiscal Year 2016-2017

| <u>Revenues by Category</u> | <u>General Fund</u> | <u>Revenues</u> |
|--------------------------------|----------------------|-----------------|
| Taxes: Property | \$ 17,054,600 | 59.26% |
| Taxes: Sales | 3,062,800 | 10.64% |
| Taxes: All Other Taxes | 1,825,300 | 6.34% |
| Licenses & Permits | 139,750 | 0.49% |
| Intergovernmental | 312,100 | 1.08% |
| Charges for Services | 2,960,750 | 10.29% |
| Fines and Fees | 1,875,650 | 6.52% |
| Investment Earnings | 18,400 | 0.06% |
| Miscellaneous | 856,857 | 2.98% |
| Transfers In | - | 0.00% |
| Fund Balance/Retained Earnings | 673,300 | 2.34% |
| | \$ 28,779,507 | 100.00% |

| <u>Expenditures by Category</u> | <u>General Fund</u> | <u>Expenditures</u> |
|---------------------------------|----------------------|---------------------|
| General Government | \$ 4,138,167 | 14.38% |
| Judiciary | 2,532,227 | 8.80% |
| Public Safety | 11,361,425 | 39.48% |
| Public Works | 1,662,943 | 5.78% |
| Health and Welfare | 782,262 | 2.72% |
| Culture and Recreation | 374,143 | 1.30% |
| Housing and Development | 868,470 | 3.02% |
| Insurance | 4,747,195 | 16.50% |
| Other Governmental Services | 1,633,850 | 5.68% |
| Debt Service | - | 0.00% |
| Transfers Out | 678,825 | 2.36% |
| Total Expenditures All Funds | \$ 28,779,507 | 100.00% |



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Budget Comparison for Fiscal Year 2016-2017

| <u>Revenues by Category</u> | <u>Fiscal Year 2017</u> | <u>Fiscal Year 2016</u> | <u>Difference</u> |
|--------------------------------|-------------------------|-------------------------|-----------------------|
| Taxes: Property | \$ 17,054,600 | \$ 15,360,300 | \$ 1,694,300 |
| Taxes: Sales | 3,062,800 | 3,402,300 | (339,500) |
| Taxes: All Other Taxes | 1,825,300 | 1,833,250 | (7,950) |
| Licenses & Permits | 139,750 | 124,200 | 15,550 |
| Intergovernmental | 312,100 | 131,010 | 181,090 |
| Charges for Services | 2,960,750 | 3,087,000 | (126,250) |
| Fines and Fees | 1,875,650 | 1,976,350 | (100,700) |
| Investment Earnings | 18,400 | 18,400 | - |
| Miscellaneous | 856,857 | 112,910 | 743,947 |
| Transfers In | - | - | - |
| Fund Balance/Retained Earnings | 673,300 | 4,595,365 | (3,922,065) |
| | <u>\$ 28,779,507</u> | <u>\$ 30,641,085</u> | <u>\$ (1,861,578)</u> |

| <u>Expenditures by Category</u> | <u>Fiscal Year 2017</u> | <u>Fiscal Year 2016</u> | <u>Difference</u> |
|---------------------------------|-------------------------|-------------------------|-----------------------|
| General Government | \$ 4,138,167 | \$ 4,275,684 | \$ (137,517) |
| Judiciary | 2,532,227 | 2,507,916 | 24,311 |
| Public Safety | 11,361,425 | 11,298,345 | 63,080 |
| Public Works | 1,662,943 | 1,662,943 | - |
| Health and Welfare | 782,262 | 782,527 | (265) |
| Culture and Recreation | 374,143 | 374,239 | (96) |
| Housing and Development | 868,470 | 1,503,073 | (634,603) |
| Insurance | 4,747,195 | 4,752,195 | (5,000) |
| Other Governmental Services | 1,633,850 | 2,876,250 | (1,242,400) |
| Debt Service | - | - | - |
| Transfers Out | 678,825 | 607,913 | 70,912 |
| Total Expenditures All Funds | <u>\$ 28,779,507</u> | <u>\$ 30,641,085</u> | <u>\$ (1,861,578)</u> |

The additional charts that follow in this section reflect the comparison of several actual years and will continue to give more and more detail on the individual revenues and expenditures. Here are the significant highlights for the General Fund this fiscal year.

Significant revenue budget highlights – General Fund

- There was a major increase in property taxes due to a proposed 1 mil increase in tax revenues (\$1.3 million). While there was a slight decrease in the actual digest again this year, the budget was prepared with the increase in mind. The difference in the total increase is from estimated prior year taxes.
- There was a proposed decrease in the estimated sales taxes this year as we continue to show an overall decline in sales based on the current fiscal year and is expected to continue into the next fiscal year.
- There was an increase in intergovernmental based on an additional expected grant for public safety.
- There was a decrease in the expected charges for service based on ambulance service fees. While the actual fees are not expected to go down on average, they are expected to be less than the final actual collections for last fiscal year as it hit new highs.

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- There was a decrease in the expected fines and fees this fiscal year due to the probate court and traffic control fines. While the actual fees are not expected to go down on average, there was a conservative approach used to estimate the expected future increases as compared to the final actual collections for last fiscal year as it hit new highs.
- There was a major increase in miscellaneous collections based on a one time reimbursement from the JDA (Joint Development Authority) for continued economic development paid by the County.
- There was a major decrease in the expected use of fund balance this year due mostly to the increase in property taxes and miscellaneous revenues, as well as the decrease in contracts under other governmental services.

Significant cost drivers - General Fund

- Healthcare costs are always a major portion of the general fund budget. This year the costs represent approx. 12.5% of the total budget. Each year, the County continues to refine the health insurance model that includes the Wellness Clinic shared by the local cities. With a final review of the overall plan, rates and the budget remained the same.
- There was an increase of approx. \$62,000 this year due to hiring a new position of Grant Writer to assist the County in applying and obtaining more grant opportunities.
- Facilities Management has been contracted with the PSA (Public Service Authority) for approximately 2 years. A major portion of its budget (approx. \$86,000) was moved to the unincorporated tax district to better structure the ROW mowing contract for county roads.
- Sheriff's Office, Jail, and EMS all had significant salary increases as part of an ongoing review of turnover issues. The increase for all three departments is approx. \$96,000.
- Special Appropriations covers a multitude of projects such as outside contractors, consultants, grant programs, and transfers out to other funds. It is also a significant portion of the budget each year. It is approx. 8% of the total budget. This year, it was reduced by approx. \$1.1 million.

Significant expenditure budget highlights – General Fund

- General government costs were significantly reduced this year. The largest contributors to that decrease was County Attorney, Human Resources, and Facilities Management. The County Attorney budget was reduced by approx. \$10,000 in expectation of a better year for non-typical cases. Human Resources was restructured for this fiscal year saving approx. \$30,000. Facilities Management had a major portion of its budget (approx. \$86,000) moved to the unincorporated tax district to better structure the ROW mowing contract.
- Judiciary, specifically the Juvenile and Probate Courts, were the two key contributors to the increase of this expense category. Juvenile was due to additional State required appointed attorneys for defendants. Probate was due to the upcoming expected election costs.
- Public Safety had an increase this year based on the "net" overall increases and decreases. Specifically, the Sheriff's Office, Jail, and EMS were increased this fiscal year in salaries and benefits. EMA was reduced based on salaries and benefits, but is not expected to reduce the work coverage as the key position is shared and the reduction of a part time position.
- Housing and Development was decreased by approx. \$623,000, taken specifically from the JDA (Joint Development Authority) as an agreed upon budgeted department rather

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than simply receiving all of the revenue from a 1 mil of taxes.

- Other Governmental Operations which includes items such as debt service, contingency, and special appropriations was significantly reduced due to expected reductions in contract services for outside consultants.
- Transfers out consists of two key elements, Capital Improvements and Emergency Telephone (911). This year, there was an increase in the expected cost of additional equipment in capital improvements while 911 stayed basically neutral.



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General Fund
Revenue Summary

| Revenue Category | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 | +/- | % |
|----------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|--------------------------|--------------------------|
| | | | | | | FY 2016 to FY 2017 | FY 2016 to FY 2017 |
| Taxes Penalties & Interest | \$ 21,349,053 | \$ 20,906,274 | \$ 20,102,386 | \$ 20,595,850 | \$ 21,942,700 | \$ 1,346,850 | 6.54% |
| Licenses & Permits | 89,589 | 124,738 | 127,762 | 124,200 | 139,750 | 15,550 | 12.52% |
| State & Federal | 242,025 | 455,423 | 189,035 | 131,010 | 312,100 | 181,090 | 138.23% |
| Commissions & Fees | 2,307,004 | 2,418,158 | 2,799,487 | 3,087,000 | 2,960,750 | -126,250 | -4.09% |
| Constitutional Offices | 1,513,237 | 1,555,501 | 2,051,431 | 1,976,350 | 1,875,650 | -100,700 | -5.10% |
| Interest | 18,399 | 19,221 | 20,906 | 18,400 | 18,400 | 0 | 0.00% |
| Miscellaneous | 1,330,071 | 115,864 | 93,898 | 112,910 | 856,857 | 743,947 | 658.88% |
| Other Financing Sources | 4,219 | 30,439 | 25,082 | 4,595,365 | 673,300 | -3,922,065 | -85.35% |
| Total | \$ 26,853,597 | \$ 25,625,618 | \$ 25,409,987 | \$ 30,641,085 | \$ 28,779,507 | \$ -1,861,578 | -6.08% |



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| Revenue Detail | Adopted FY 2016 | Proposed FY 2017 | \$ Variance | % Variance |
|---|--------------------|---------------------|----------------|---------------|
| <u>Taxes, Penalties, & Interest</u> | | | | |
| Current Year Ad Valorem Tax | \$ 12,754,400 | 15,151,100 | \$ 2,396,700 | 18.79% |
| Current Year Ad Valorem Tax (Econ. Dev) | 1,192,700 | 569,900 | (622,800) | -52.22% |
| Public Utility Tax | 7,800 | - | (7,800) | -100.00% |
| Timber Tax | 87,600 | 139,400 | 51,800 | 59.13% |
| Prior Year Taxes - Real Only | 724,700 | 544,700 | (180,000) | -24.84% |
| Vehicles Tax | 524,800 | 564,400 | 39,600 | 7.55% |
| TAVT (Title Ad Valorum Tax) | 1,005,800 | 959,700 | (46,100) | -4.58% |
| Mobile Home Taxes | 68,300 | 85,100 | 16,800 | 24.60% |
| Real Estate Transfer Tax | 64,500 | 77,900 | 13,400 | 20.78% |
| Intangible Tax | 176,400 | 191,300 | 14,900 | 8.45% |
| Cable TV | 18,200 | 22,600 | 4,400 | 24.18% |
| Local Option Sales Tax (LOST) | 3,402,300 | 3,062,800 | (339,500) | -9.98% |
| Alcoholic Beverage Tax | 88,400 | 82,300 | (6,100) | -6.90% |
| Alcohol Beverage Tax-By Drink | 4,200 | 3,300 | (900) | -21.43% |
| Business/Occupation Tax | 24,400 | 34,100 | 9,700 | 39.75% |
| Financial Inst. Business License/Occupation | 48,200 | 46,200 | (2,000) | -4.15% |
| Penalties & Interest - Real Estate | 324,100 | 334,100 | 10,000 | 3.09% |
| Penalties & Interest - Tags/Mobile Homes | 14,600 | 14,600 | - | 0.00% |
| FIFA's | 64,450 | 59,200 | (5,250) | -8.15% |
| Total Taxes, Penalties & Interest | 20,595,850 | 21,942,700 | 1,346,850 | 6.54% |
| <u>Licenses & Permits</u> | | | | |
| Alcoholic Beverage | \$ 20,300 | 21,300 | \$ 1,000 | 4.93% |
| Rezoning/Subdivision Fees | 5,500 | 8,500 | 3,000 | 54.55% |
| Special Use Fees | 1,500 | 1,200 | (300) | -20.00% |
| Inspections | 26,400 | 31,800 | 5,400 | 20.45% |
| Variance Fees | - | 1,500 | 1,500 | 0.00% |
| Contractor's License | 1,500 | 2,500 | 1,000 | 66.67% |
| Building Permits | 64,200 | 63,200 | (1,000) | -1.56% |
| Mobile Home Permits | 1,500 | 5,800 | 4,300 | 286.67% |
| Erosion & Sediment Control Fee | 3,300 | 2,950 | (350) | -10.61% |
| Signs Permit | - | 1,000 | 1,000 | 100.00% |
| Total Licenses & Permits | 124,200 | 139,750 | 15,550 | 12.52% |
| <u>State & Federal</u> | | | | |
| COPS Hiring Recovery Program | \$ 12,910 | - | \$ (12,910) | -100.00% |
| In Lieu of Taxes | 21,000 | 21,000 | - | 0.00% |
| Emergency Management Agency | 15,000 | 15,000 | - | 0.00% |
| Senior Citizens | 35,500 | 49,500 | 14,000 | 39.44% |
| Glynn County Reimbursements | 5,000 | 5,000 | - | 0.00% |
| State of Georgia | - | 200,000 | 200,000 | 100.00% |
| Hazard Mitigation Planning Grant | 20,000 | - | (20,000) | -100.00% |
| Juvenile Court Salary Reimb.- Glynn County | 21,600 | 21,600 | - | 0.00% |

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| | | | | |
|---|----------------------|-------------------|-----------------------|---------------|
| Total State & Federal | 131,010 | 312,100 | 181,090 | 138.23% |
| <u>Commissions & Fees</u> | | | | |
| Printing & Duplicating | \$ 1,500 | 1,200 | \$ (300) | -20.00% |
| Agent Fees - Vehicles | 145,300 | 127,600 | (17,700) | -12.18% |
| Admin Fees - Mobile Homes | 18,500 | 18,500 | - | 0.00% |
| Library Fees | 14,200 | 14,900 | 700 | 4.93% |
| Commission on Tax Collection | 576,400 | 613,600 | 37,200 | 6.45% |
| Intangible Taxes - Comm. | 38,700 | 38,700 | - | 0.00% |
| Clerk of Court - Record Sales | 28,800 | 26,800 | (2,000) | -6.94% |
| Administrative Fees - Levys | 4,500 | 3,500 | (1,000) | -22.22% |
| Communication Fees | 6,800 | 6,800 | - | 0.00% |
| Boarding Prisoners | 3,500 | 4,500 | 1,000 | 28.57% |
| Social Security Reclaim Fees | 1,800 | 1,800 | - | 0.00% |
| Inmate Phone Fees | 52,600 | 53,700 | 1,100 | 2.09% |
| EMS Collections | 2,037,200 | 1,895,400 | (141,800) | -6.96% |
| Child Support | 7,500 | 6,750 | (750) | -10.00% |
| Clinic Fees | 147,200 | 145,200 | (2,000) | -1.36% |
| Bad Check Fees | 2,500 | 1,800 | (700) | -28.00% |
| Total Commissioners & Fees | 3,087,000 | 2,960,750 | (126,250) | -4.09% |
| <u>Constitutional Offices</u> | | | | |
| Superior Court | \$ 353,400 | 381,700 | \$ 28,300 | 8.01% |
| Magistrate Court | 92,300 | 98,300 | 6,000 | 6.50% |
| Probate Court | 1,481,200 | 1,346,200 | (135,000) | -9.11% |
| Juvenile Court | 850 | 850 | - | 0.00% |
| Sheriff's Office | 48,600 | 48,600 | - | 0.00% |
| Total Constitutional Offices | 1,976,350 | 1,875,650 | (100,700) | -5.10% |
| <u>Interest</u> | | | | |
| Interest Income | \$ 18,400 | 18,400 | \$ - | 0.00% |
| Total Interest | 18,400 | 18,400 | - | 0.00% |
| <u>Miscellaneous</u> | | | | |
| Office Rents | \$ 88,700 | 97,500 | \$ 8,800 | 9.92% |
| Miscellaneous | 5,000 | 9,357 | | 0.00% |
| Miscellaneous - Joint Development Authority | - | 750,000 | | 100.00% |
| Reimbursements from Insurance | 19,210 | - | (19,210) | -100.00% |
| Total Miscellaneous | 112,910 | 856,857 | 743,947 | 658.88% |
| <u>Other Financing Sources</u> | | | | |
| Proceeds Carried Forward | \$ 4,595,365 | 673,300 | \$ (3,922,065) | -85.35% |
| Total Other Financing Sources | 4,595,365 | 673,300 | (3,922,065) | -85.35% |
| TOTAL REVENUES | \$ 30,641,085 | 28,779,507 | \$ (1,861,578) | -6.08% |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
FY 2017 Adopted Budget**

General Fund - Expenditure Summary

| | <u>Salaries & Benefits</u> | <u>Contract Services</u> | <u>Supplies</u> | <u>Intergovern- mental Transfers</u> | <u>Other</u> | <u>Total</u> | <u>Percent of Budget</u> |
|--------------------------|--------------------------------|--------------------------|---------------------|--|-------------------|----------------------|------------------------------|
| Administration | 335,159.00 | 27,264.00 | 9,360.00 | | | 371,783.00 | 1.29% |
| Administrative Services | 74,971.00 | 3,753.00 | 1,750.00 | | | 80,474.00 | 0.28% |
| Adult Probation | - | 4,560.00 | 7,540.00 | | | 12,100.00 | 0.04% |
| Animal Control | 132,919.00 | 174,990.00 | 16,520.00 | | | 324,429.00 | 1.13% |
| Board of Commissioners | 73,115.00 | 112,223.00 | 21,705.00 | | | 207,043.00 | 0.72% |
| Board of Equalization | - | 15,490.00 | 1,410.00 | | | 16,900.00 | 0.06% |
| Bryan Lang Library | 55,409.00 | 2,893.00 | 4,595.00 | | | 62,897.00 | 0.22% |
| Clerk of Superior Court | 436,729.00 | 46,150.00 | 32,510.00 | | | 515,389.00 | 1.79% |
| Coroner | 200.00 | 33,155.00 | 7,375.00 | | | 40,730.00 | 0.14% |
| Corrections | 2,069,088.00 | 492,998.00 | 205,849.00 | | | 2,767,935.00 | 9.62% |
| County Attorney | - | 157,300.00 | 250.00 | | | 157,550.00 | 0.55% |
| County Clerk | 47,560.00 | 8,524.00 | 4,250.00 | | | 60,334.00 | 0.21% |
| County Extension | 46,667.00 | 38,027.00 | 7,938.00 | 1,300.00 | | 93,932.00 | 0.33% |
| County Library | 250,677.00 | 14,929.00 | 38,640.00 | 7,000.00 | | 311,246.00 | 1.08% |
| Dept of Juvenile Justice | - | 6,325.00 | 10,350.00 | | | 16,675.00 | 0.06% |
| District Attorney | - | 19,820.00 | 13,050.00 | 361,412.00 | | 394,282.00 | 1.37% |
| Emergency Mgmt. Agency | 19,156.00 | 32,900.00 | 15,850.00 | | | 67,906.00 | 0.24% |
| Emergency Medical Svcs. | 4,207,575.00 | 254,814.00 | 347,635.00 | | | 4,810,024.00 | 16.71% |
| Employee Health | 3,385,364.00 | 207,560.00 | | | | 3,592,924.00 | 12.48% |
| Facilities Management | 172,760.00 | 67,552.00 | 176,350.00 | | | 416,662.00 | 1.45% |
| Family & Childrens Svcs | - | 12,500.00 | 17,620.00 | 61,000.00 | | 91,120.00 | 0.32% |
| Finance | 349,912.00 | 74,135.00 | 16,844.00 | | | 440,891.00 | 1.53% |
| Fleet Services | 137,564.00 | 43,141.00 | 30,800.00 | | | 211,505.00 | 0.73% |
| Forestry | - | 1,400.00 | 600.00 | 25,100.00 | | 27,100.00 | 0.09% |
| Health Department | - | 22,100.00 | 22,950.00 | 326,400.00 | | 371,450.00 | 1.29% |
| Human Resources | 109,912.00 | 25,000.00 | 5,025.00 | | | 139,937.00 | 0.49% |
| Information Technology | 163,506.00 | 97,446.00 | 10,585.00 | | | 271,537.00 | 0.94% |
| Insurance | 20,000.00 | 766,800.00 | | | | 786,800.00 | 2.73% |
| Joint Develop. Authority | - | - | - | 569,900.00 | | 569,900.00 | 1.98% |
| Juvenile Court | 167,906.00 | 112,600.00 | 4,995.00 | | | 285,501.00 | 0.99% |
| Magistrate Court | 244,090.00 | 28,211.00 | 20,670.00 | | | 292,971.00 | 1.02% |
| Mosquito Control | 1,200.00 | 113,330.00 | 70,500.00 | | | 185,030.00 | 0.64% |
| Onsite Wellness Clinic | 304,383.00 | 89,163.00 | 58,300.00 | | | 451,846.00 | 1.57% |
| Patrol | 2,625,561.00 | 334,005.00 | 402,790.00 | | | 3,362,356.00 | 11.68% |
| Planning & Building | 227,340.00 | 46,070.00 | 25,160.00 | | | 298,570.00 | 1.04% |
| Probate Court | 284,478.00 | 150,385.00 | 25,350.00 | | | 460,213.00 | 1.60% |
| Public Defender | - | 23,556.00 | 2,800.00 | 181,500.00 | | 207,856.00 | 0.72% |
| Public Works | 837,911.00 | 242,490.00 | 343,937.00 | | | 1,424,338.00 | 4.95% |
| Registrar | 85,232.00 | 27,694.00 | 12,968.00 | | | 125,894.00 | 0.44% |
| Special Appropriations | - | 1,281,100.00 | 40,000.00 | 312,750.00 | 678,825.00 | 2,312,675.00 | 8.04% |
| Superior Court | - | 245,870.00 | 37,425.00 | 92,720.00 | | 376,015.00 | 1.31% |
| Tax Assessor | 581,863.00 | 129,870.00 | 29,500.00 | | | 741,233.00 | 2.58% |
| Tax Commissioner | 514,039.00 | 92,041.00 | 50,003.00 | | | 656,083.00 | 2.28% |
| Workers Compensation | 69,747.00 | 36,544.00 | 7,180.00 | | 254,000.00 | 367,471.00 | 1.28% |
| GRAND TOTAL | 18,031,993.00 | 5,716,678.00 | 2,158,929.00 | 1,939,082.00 | 932,825.00 | 28,779,507.00 | 100.00% |

GENERAL GOVERNMENT



**CAMDEN COUNTY BOARD OF COMMISSIONERS
ADMINISTRATION - 1320
FY 2017 Adopted Budget**

**General Fund
Expenditure Summary**

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 | +/- FY 2016 to FY 2017 | % FY 2016 to FY 2017 |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|---------------------------------|-------------------------------|
| Salaries and Benefits \$ | 219,126 | 266,345 | 300,170 | 336,049 | 335,159 | -890 | -0.26% |
| Contracted Services | 22,571 | 15,746 | 15,398 | 26,584 | 27,264 | 680 | 2.56% |
| Supplies | 4,114 | 4,604 | 4,148 | 6,663 | 6,663 | 0 | 0.00% |
| Utilities | 23,067 | 5,840 | 2,898 | 2,697 | 2,697 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 268,878 | \$ 292,535 | \$ 322,614 | \$ 371,993 | \$ 371,783 | -210 | -0.06% |



**CAMDEN COUNTY BOARD OF COMMISSIONERS
ADMINISTRATION - 1320
FY 2017 Adopted Budget**

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|---------------------------------------|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 277,245 | \$ 267,752 | \$ (9,493) | -3.42% |
| Social Security Taxes | 21,209 | 20,320 | (889) | -4.19% |
| Retirement | 24,157 | 33,226 | 9,069 | 37.54% |
| Retirement-Match | 13,438 | 13,861 | 423 | 3.15% |
| Total Salaries & Benefits | 336,049 | 335,159 | (890) | -0.26% |
| <u>Contracted Services</u> | | | | |
| Janitorial-Contracts | \$ 939 | \$ 939 | \$ - | 0.00% |
| Repair & Maintenance | 400 | 400 | - | 0.00% |
| Repair & Maintenance | 1,000 | 1,000 | - | 0.00% |
| Repair & Maintenance Vehicles | 5,320 | - | (5,320) | -100.00% |
| Telephone | 2,200 | 2,200 | - | 0.00% |
| Cell Phones | 1,700 | 1,700 | - | 0.00% |
| Advertising & Publishing | 2,000 | 8,000 | 6,000 | 300.00% |
| Printing | 1,500 | 1,500 | - | 0.00% |
| Travel | 5,950 | 5,950 | - | 0.00% |
| Dues & Subscriptions | 1,575 | 1,575 | - | 0.00% |
| Education & Training | 4,000 | 4,000 | - | 0.00% |
| Total Contracted Services | 26,584 | 27,264 | 680 | 2.56% |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 600 | \$ 600 | \$ - | 0.00% |
| Minor Operating \$0-\$499 | 563 | 563 | - | 0.00% |
| Postage | 500 | 500 | - | 0.00% |
| Computer Supplies | 500 | 500 | - | 0.00% |
| Janitorial Supplies | 500 | 500 | - | 0.00% |
| Tires & Tubes | 500 | 500 | - | 0.00% |
| Water & Sewer | 72 | 72 | - | 0.00% |
| Electric | 2,625 | 2,625 | - | 0.00% |
| Fuel | 2,500 | 2,500 | - | 0.00% |
| Other Supplies | 500 | 500 | - | 0.00% |
| Small Equipment | 500 | 500 | - | 0.00% |
| Total Supplies | 9,360 | 9,360 | - | 0.00% |
| Total Expenditures | \$ 371,993 | \$ 371,783 | \$ (210) | -0.06% |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
ADMINISTRATION - 1320
FY 2017 Adopted Budget**

Program Title: Administration

I. Core Services

To improve and enhance an organization that delivers County services and programs in a timely, courteous, efficient, and proactive manner, consistent with the Commissioner's objectives.

The program is NOT MANDATED () MANDATED: FEDERAL () STATE () LOCAL (X)

II. Mission/Key Objectives

The Administration office currently identifies the following focus areas necessary to carry out the mission of Camden County: Present a balanced budget to the Board of Commissioners; Promote programs and events through publications and public awareness campaigns; Enhance the image quality and perception of Camden County Government.

III. Performance Measures

| | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|---|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| # of press releases written | 50 | 61 | 70 | 70 | 80 |
| # of newsletters sent out internally & externally | 32 | 12 | 12 | 12 | 12 |
| # of switchboard calls | n/a | n/a | n/a | n/a | n/a |
| # of citizens assisted by customer service center | n/a | n/a | n/a | n/a | n/a |
| # of community outreach & education events | 24 | 20 | 20 | 3 | 4 |
| # of annual reports distributed | unlimited web access | unlimited web access | unlimited web access | unlimited Web Access | Unlimited web access |
| # of Facebook posts | 400 | 200 | 400 | 600 | 600 |
| # of Twitter posts | 250 | 75 | 75 | 100 | 200 |
| # of press releases published | 35 | 61 | 70 | 74 | 80 |
| # of unsolicited responses generated from the "Your Opinion Counts" customer service survey | 15 | 20 | 25 | 30 | 35 |
| % of citizens' issues responded to within 24 hours | 100% | 100% | 100% | 100% | 100% |
| # of Facebook new page "Likes" per year (Camden & Spaceport Camden) | 500 | 500 | 500 | 2,000 | 2,500 |
| Average # of Facebook monthly active users (Camden & Spaceport Camden) | 300 | 300 | 400 | 500 | 500 |
| # of Total Twitter new followers per year | 75 | 75 | 75 | 80 | 100 |
| # of Website post (Camden & Spaceport Camden) | | | 100 | 175 | 200 |

IV. Staffing Resources:

| | | | | | |
|---|----------|----------|-------------|----------|----------|
| County Administrator | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Management Analyst/Public Information Officer | 0.00 | 0.00 | 0.50 | 1.00 | 1.00 |
| Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Total Staffing Resources | 2 | 2 | 2.50 | 3 | 3 |

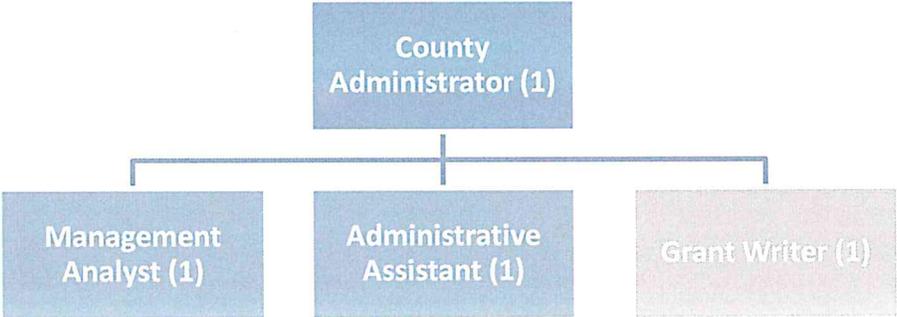
Funding Sources:

| | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 20167 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|-----------------------|
| General Fund \$ (BOCC) | \$268,878 | \$292,535 | \$322,614 | \$371,993 | \$371,783 |
| Total Program Costs | \$268,878 | \$292,535 | \$322,614 | \$371,993 | \$371,783 |

V. Explanation of Changes:

**CAMDEN COUNTY BOARD OF COMMISSIONERS
ADMINISTRATION - 1320
FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
ADMINISTRATIVE SERVICES - 1340
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| <u>Expenditure</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|--------------------------|---------------------|------------------|------------------|------------------|------------------|---------------|---------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2017 | to FY 2017 |
| Salaries and Benefits \$ | 50,047 \$ | 49,368 \$ | 87,192 \$ | 78,873 \$ | 74,971 \$ | -3,902 | -4.95% |
| Contracted Services | 917 | 1,667 | 3,896 | 2,165 | 3,753 | 1,588 | 73.35% |
| Supplies | 597 | 261 | -760 | 1,600 | 1,050 | -550 | -34.38% |
| Utilities | 0 | 0 | 680 | 700 | 700 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 51,561 \$ | 51,296 \$ | 91,008 \$ | 83,338 \$ | 80,474 \$ | -2,864 | -3.44% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
ADMINISTRATIVE SERVICES - 1340
FY 2017 Adopted Budget

| Expenditures | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|---------------------------------------|--------------------|--------------------|-------------------|----------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 69,355 | \$ 65,966 | \$ (3,389) | -4.89% |
| Social Security Taxes | 5,306 | 5,047 | (259) | -4.88% |
| Retirement | 2,081 | 1,979 | (102) | -4.90% |
| Retirement - County Match | 2,131 | 1,979 | (152) | -7.13% |
| Total Salaries & Benefits | \$ 78,873 | \$ 74,971 | \$ (3,902) | -4.95% |
| <u>Contracted Services</u> | | | | |
| Janitorial - Contracts | \$ 265 | \$ 288 | \$ 23 | 8.68% |
| Repair & Maintenance - Office Equip | 100 | 100 | - | 0.00% |
| Telephone | 700 | 700 | - | 0.00% |
| Cell Phones | 600 | 600 | - | 0.00% |
| Travel | - | 500 | 500 | 100.00% |
| Dues & Subscriptions | - | 565 | 565 | 100.00% |
| Education & Training | 500 | 1,000 | 500 | 100.00% |
| Total Contracted Services | \$ 2,165 | \$ 3,753 | \$ 1,588 | 73.35% |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 100 | \$ 100 | - | 0.00% |
| Minor Operating - \$0 - \$499 | 200 | 200 | - | 0.00% |
| Postage | 100 | 100 | - | 0.00% |
| Computer Supplies | 200 | 200 | - | 0.00% |
| Electric | 700 | 700 | - | 0.00% |
| Fuel | 1,000 | 450 | (550) | -55.00% |
| Computers \$500 - \$1499 | - | - | - | 0.00% |
| Total Supplies | 2,300 | 1,750 | (550) | -23.91% |
| Total Expenditures | \$ 83,338 | \$ 80,474 | \$ (2,864) | -3.44% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
ADMINISTRATIVE SERVICES - 1340
FY 2017 Adopted Budget

Program Title: Administrative Services

I. Core Services

The Department of Administrative Services provides program and operational support for Camden County.

The program is NOT MANDATED (X) MANDATED: FEDERAL () STATE () LOCAL ()

II. Mission/Key Objectives

The Office of Administrative Services has a focus on Risk Management, Contract Management, and Safety. It is also responsible for cross-organizational initiatives, citizen tax disputes, and special projects.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|---|-------------------|-------------------|-------------------|----------------------|----------------------|
| Number of Citizen tax disputes resolved | 23 | 23 | 20 | 20 | 20 |
| Departments managed | 2 | 5 | 5 | 1 | 1 |
| Service contracts managed | 1 | 1 | 2 | 2 | 3 |
| | | | | | |

IV. Staffing Resources:

| | | | | | |
|----------------------------------|----------|----------|-------------|----------|----------|
| Director Administrative Services | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Manager | 0.00 | 0.00 | 0.25 | 0.00 | 0.00 |
| | | | | | |
| Total Staffing Resources | 1 | 1 | 1.25 | 1 | 1 |

| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$51,561 | \$51,296 | \$91,009 | \$83,338 | \$80,474 |
| Total Program Costs | \$51,561 | \$51,296 | \$91,009 | \$83,338 | \$80,474 |

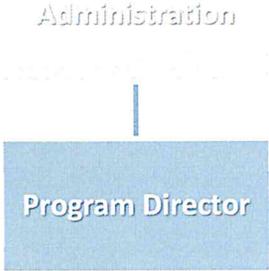
V. Explanation of Changes:

Administrative Services was formed from Strategic Initiatives in FY2014 to include Fleet, Facilities, and IT. During FY2015 Facilities was moved to PSA and Fleet to the City of Kingsland. In FY16 Information Technology was realigned to a Stand-Alone Department. A Management Analyst was in another department and some analytical roles were moved there. Risk management, contract administration, and other duties remain with this department of one.



**CAMDEN COUNTY BOARD OF COMMISSIONERS
ADMINISTRATIVE SERVICES - 1340
FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS - 1110
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Adopted | +/- | % |
|-----------------------------|---------------------|-------------------|-------------------|-------------------|-------------------|---------------|---------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2017 | to FY 2016 |
| Salaries and Benefits \$ | 4,974 \$ | 4,138 \$ | 4,597 \$ | 5,067 \$ | 73,115 \$ | 68,048 | 1342.96 |
| Contracted Services | 74,869 | 100,364 | 105,537 | 110,557 | 112,223 | 1,666 | 1.51% |
| Supplies | 828 | 1,832 | 12,675 | 600 | 800 | 200 | 33.33% |
| Utilities | 473 | 16,782 | 20,568 | 20,905 | 20,905 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 81,144 \$ | 123,116 \$ | 143,377 \$ | 137,129 \$ | 207,043 \$ | 69,914 | 50.98% |



**CAMDEN COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS - 1110
FY 2017 Adopted Budget**

| Expenditure Detail | <u>Adopted FY 2016</u> | <u>Adopted Current fiscal</u> | <u>\$ Variance</u> | <u>% Variance</u> |
|--------------------------------|----------------------------|-----------------------------------|-------------------------|-----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ - | \$ 62,500 | \$ 62,500 | 100.00% |
| Social Security Taxes | 5,067 | 9,989 | 4,922 | 97.14% |
| Retirement | - | 313 | 313 | 100.00% |
| Retirement-Match | - | 313 | 313 | 100.00% |
| Total Salaries & Benefits | <u>\$ 5,067</u> | <u>\$ 73,115</u> | <u>\$ 68,048</u> | 1342.96% |
| <u>Contracted Services</u> | | | | |
| Board Member Fees | \$ 66,925 | \$ 68,074 | \$ 1,149 | 1.72% |
| Janitorial-Contracts | 8,280 | 8,280 | - | 0.00% |
| Travel | 3,975 | 4,350 | 375 | 9.43% |
| Dues & Subscriptions | 28,352 | 28,494 | 142 | 0.50% |
| Education & Training | 3,025 | 3,025 | - | 0.00% |
| Total Contracted Services | <u>\$ 110,557</u> | <u>\$ 112,223</u> | <u>\$ 1,666</u> | 1.51% |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 600 | \$ 800 | \$ 200 | 33.33% |
| Water & Sewer | 1,190 | 1,190 | - | 0.00% |
| Electric | 19,715 | 19,715 | - | 0.00% |
| Total Supplies | <u>\$ 21,505</u> | <u>\$ 21,705</u> | <u>\$ 200</u> | 0.93% |
| Total Expenditures | <u><u>\$ 137,129</u></u> | <u><u>\$ 207,043</u></u> | <u><u>\$ 69,914</u></u> | <u><u>50.98%</u></u> |



**CAMDEN COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS - 1110
FY 2017 Adopted Budget**

Program Title: Board of County Commissioners

I. Core Services

Helping to make Camden County the best place to be by preserving and enhancing the history and quality of life while promoting smart growth and providing efficient, effective and responsive government. Camden County is committed to having Integrity, Respect, Quality Service, Accountability, and Teamwork with a healthy balance.

The program is NOT MANDATED () MANDATED: FEDERAL () STATE () LOCAL (X)

II. Mission/Key Objectives

It is the mission of the Camden County Government to deliver defined county services with exceptional customer service and in a financially sustainable and transparent manner. Have a strong regional economy and diverse job opportunities with four major pillars: Active Naval Submarine Base; Successful World-Class Spaceport; Sport Tourism; Technology Corridor. To grow the local economy, Implement Planned and Managed Growth, and Create a great place to live.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|--|-------------------|-------------------|-------------------|----------------------|----------------------|
| Regular Board Meetings held | 20 | 21 | 21 | 21 | 21 |
| Work Sessions/Public Hearings/Special Called Meetings held | 10 | 12 | 16 | 15 | 15 |
| Solid Waste Authority Meetings | 10 | 10 | 5 | 5 | 5 |

IV. Staffing Resources:

| | | | | | |
|---------------------------------|-------------|-------------|-------------|-------------|-------------|
| Camden County Commissioners | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 |
| | | | | | |
| | | | | | |
| Total Staffing Resources | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 |

| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$81,145 | \$123,117 | \$143,376 | \$137,129 | \$207,043 |
| Total Program Costs | \$81,145 | \$123,117 | \$143,376 | \$137,129 | \$207,043 |

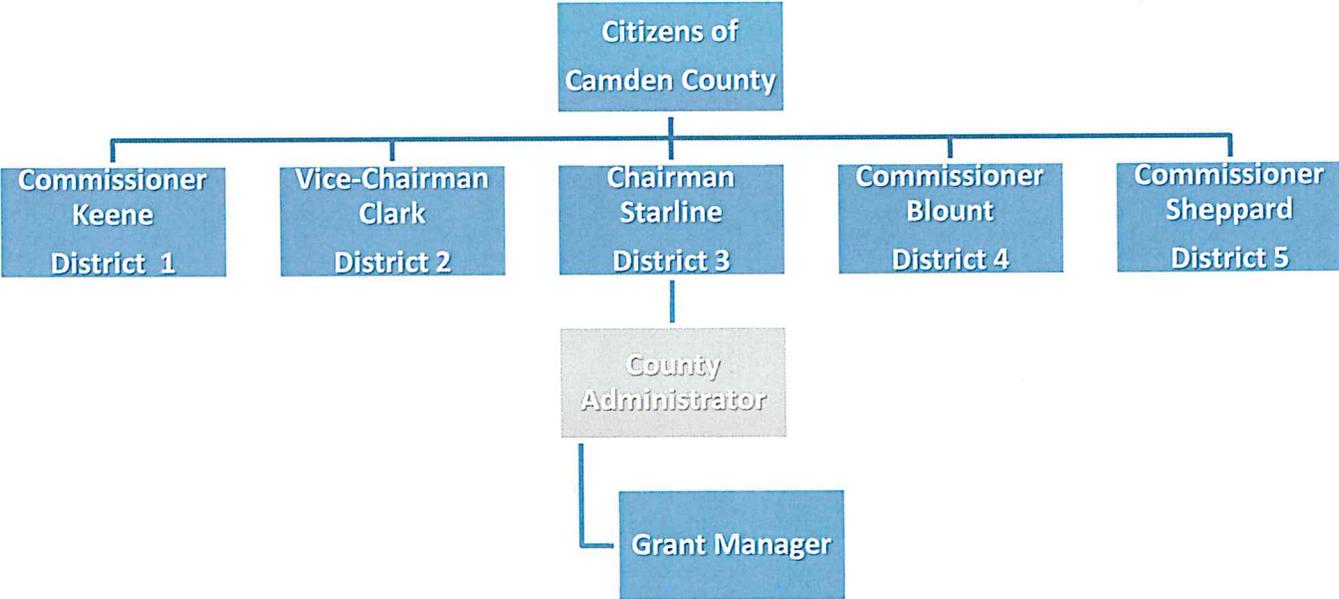
V. Explanation of Changes:

Top priority policy 2016 action item approved by BOC : Hire Grant Writer start date 05/16



**CAMDEN COUNTY BOARD OF COMMISSIONERS
BOARD OF COMMISSIONERS - 1110
FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



**CAMDEN COUNTY BOARD OF COMMISSIONERS
BOARD OF EQUALIZATION - 1120
FY 2017 Adopted Budget**

**General Fund
Expenditure Summary**

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 | +/- FY 2016 to FY 2017 | % FY 2016 to FY 2017 |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|---------------------------------|-------------------------------|
| Salaries and Benefits \$ | 0 \$ | 0 \$ | 0 \$ | 0 \$ | 0 \$ | 0 | 0.00% |
| Contracted Services | 9,931 | 10,072 | 8,106 | 13,150 | 15,490 | 2,340 | 17.79% |
| Supplies | 2,569 | 2,084 | 2,528 | 3,750 | 1,410 | -2,340 | -62.40% |
| Utilities | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 12,500 | \$ 12,156 | \$ 10,634 | \$ 16,900 | \$ 16,900 | \$ 0 | 0.00% |



**CAMDEN COUNTY BOARD OF COMMISSIONERS
BOARD OF EQUALIZATION - 1120
FY 2017 Adopted Budget**

| Expenditures | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|--------------------------------------|--------------------|--------------------|-------------------|----------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ - | \$ - | \$ - | 0.00% |
| Social Security Taxes | - | - | - | 0.00% |
| Retirement | - | - | - | 0.00% |
| Retirement - County Match | - | - | - | 0.00% |
| Total Salaries & Benefits | \$ - | \$ - | \$ - | 0.00% |
| <u>Contracted Services</u> | | | | |
| Board Member Fees | \$ 10,700 | \$ 10,700 | \$ - | 0.00% |
| Contracted Services - Computer | - | 3,000 | 3,000 | 100.00% |
| Repair & Maintenance - Office | - | 240 | 240 | 100.00% |
| Advertising & Publishing | 1,000 | 750 | (250) | -25.00% |
| Travel | 1,100 | 500 | (600) | -54.55% |
| Education & Training | 350 | 300 | (50) | -14.29% |
| Clerks Supplements | - | - | - | 0.00% |
| Total Contracted Services | \$ 13,150 | \$ 15,490 | \$ 2,340 | 17.79% |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 350 | \$ 350 | \$ - | 0.00% |
| Postage | 3,400 | 1,000 | (2,400) | -70.59% |
| Computer Supplies | - | 60 | 60 | 0.00% |
| Total Supplies | \$ 3,750 | \$ 1,410 | \$ (2,340) | -62.40% |
| Total Expenditures | \$ 16,900 | \$ 16,900 | \$ - | 0.00% |



**CAMDEN COUNTY BOARD OF COMMISSIONERS
BOARD OF EQUALIZATION - 1120
FY 2017 Adopted Budget**

Program Title: Board of Equalization

I. Core Services

The Board of Equalization (BOE) is a County board of three members and three alternate members appointed by the Grand Jury of the County. Appointments occur as the result of expiring terms, retirement or other reasons expressed by members/alternate members. The Appeal Administrator is defined as the Clerk of Superior Court. Effective July 1, 2015, the Appeal Administrator shall have the oversight over and supervision of all Boards of Equalization O.C.G.A 48-5-311(c)(4). Qualifications, appointments, duties, and powers are set forth in O.C.G.A. 48-5-311.

The program is NOT MANDATED () MANDATED:

II. Mission/Key Objectives

The duties of the Board of Equalization are to hear and determine appeals from assessments and denials of homestead exemptions and to set procedures for the conducting of appeals before the board O.C.G.A. 48-5-311(a)(4).

| III. Performance Measures | Actual CY 2013 | Actual CY 2014 | Actual CY 2015 | Estimated CY 2016 |
|--|-------------------|-------------------|-------------------|----------------------|
| # of hearings dates scheduled | 64 | 56 | 45 | 55 |
| # of actual appeals presented to the BOE | 1,414 | 1,034 | 475 | 1,500 |
| # of hours of mandated training per member | | 8 | 8 | 20 |
| # of certified decision letters mailed | | 1,034 | 123 | 200 |
| # of decision letters hand delivered to appellants | | | 352 | 750 |

IV. Staffing Resources:

| | Actual CY 2013 | Actual CY 2014 | Actual CY 2015 | Estimated CY 2016 |
|---|-------------------|-------------------|-------------------|----------------------|
| The governing authority shall provide to the any resources to the Appeal | | | | |
| The Appeal Administrator shall have oversight over and supervision of all | | | | |
| | | | | |
| | | | | |
| Appeal Administrator | | | | |
| Deputy Clerk from Superior Court | | | | |

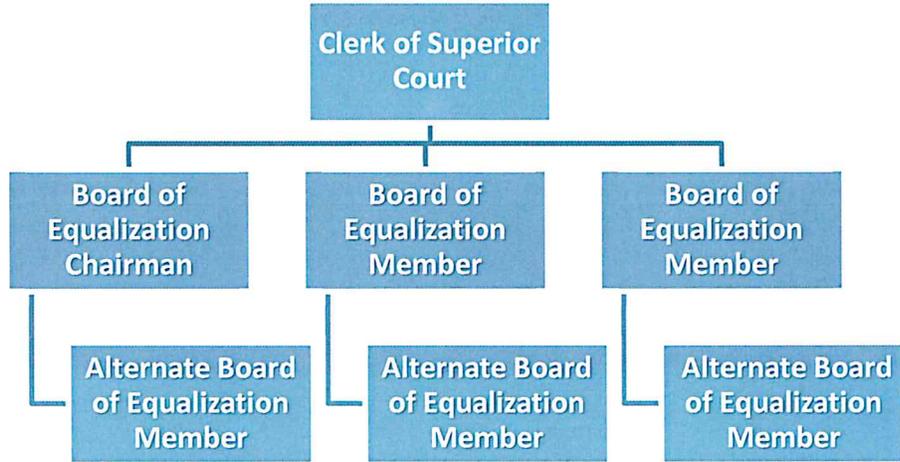
| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 |
|-------------------------|-------------------|-------------------|-------------------|--------------------|---------------------|
| General Fund \$ (BOCC) | \$12,500 | \$12,156 | \$10,633 | \$16,900 | \$16,900 |
| Total Program Costs | \$12,500 | \$12,156 | \$10,633 | \$16,900 | \$16,900 |

V. Explanation of Changes:

2012 Values have aged-off and reassessment will take place. Information received from the Tax Assessor indicates a record number of appeals. BOE members mandated training hours have increased from 8 hours to 20 hours. Mandated supplement for Appeal Administrator per OCGA 48-5-311-(d)(C.1).

**CAMDEN COUNTY BOARD OF COMMISSIONERS
BOARD OF EQUALIZATION - 1120
FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
COUNTY ATTORNEY – 1530
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|---------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2016 | to FY 2016 |
| Salaries and Benefits | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | 0 | 0.00% |
| Contracted Services | 139,743 | 189,693 | 159,122 | 166,750 | 157,300 | -9,450 | -5.67% |
| Supplies | 3 | 71 | 489 | 250 | 250 | 0 | 0.00% |
| Utilities | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 139,746 | \$ 189,764 | \$ 159,611 | \$ 167,000 | \$ 157,550 | -9,450 | -5.66% |



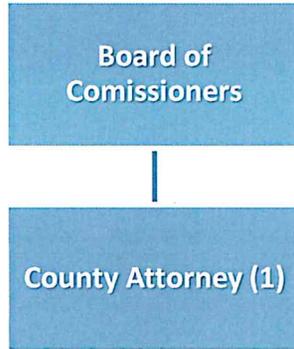
**CAMDEN COUNTY BOARD OF COMMISSIONERS
COUNTY ATTORNEY – 1530
FY 2017 Adopted Budget**

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|----------------------------|-----------------------|-----------------------|-----------------------|-------------------|
| <u>Contracted Services</u> | | | | |
| County Attorney | \$ 129,400 | \$ 105,000 | \$ (24,400) | -18.86% |
| Legal Fees | 35,500 | 50,500 | 15,000 | 42.25% |
| Telephone | 350 | 300 | (50) | -14.29% |
| Education & Training | 1,500 | 1,500 | - | 0.00% |
| Total Contracted Services | <u>166,750</u> | <u>157,300</u> | <u>(9,450)</u> | -5.67% |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 50 | \$ 50 | - | 0.00% |
| Postage | 100 | 100 | - | 0.00% |
| Computer Supplies | 100 | 100 | - | 0.00% |
| Total Supplies | <u>250</u> | <u>250</u> | <u>-</u> | 0.00% |
| Total Expenditures | <u>\$ 167,000</u> | <u>\$ 157,550</u> | <u>\$ (9,450)</u> | <u>-5.66%</u> |



**CAMDEN COUNTY BOARD OF COMMISSIONERS
COUNTY ATTORNEY – 1530
FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
COUNTY CLERK – 1130
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| <u>Expenditure</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 | FY 2016 to FY 2017 | FY 2016 to FY 2017 |
|-----------------------|-------------------|-------------------|-------------------|--------------------|--------------------|--------------------------|--------------------------|
| Salaries and Benefits | \$ 47,883 | \$ 48,337 | \$ 48,569 | \$ 47,560 | \$ 47,560 | 0 | 0.00% |
| Contracted Services | 1,996 | 2,694 | 2,045 | 11,325 | 8,524 | -2,801 | -24.73% |
| Supplies | 1,231 | 332 | 312 | 850 | 1,350 | 500 | 58.82% |
| Utilities | 0 | 2,227 | 3,760 | 2,900 | 2,900 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 51,110 | \$ 53,590 | \$ 54,686 | \$ 62,635 | \$ 60,334 | -2,301 | -3.67% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

COUNTY CLERK – 1130

FY 2017 Adopted Budget

| Expenditures | <u>Adopted FY 2016</u> | <u>Adopted FY 2017</u> | <u>\$ Variance</u> | <u>% Variance</u> |
|---|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 41,302 | \$ 41,302 | \$ - | 0.00% |
| Social Security Taxes | 3,160 | 3,160 | - | 0.00% |
| Retirement | 1,239 | 1,239 | - | 0.00% |
| Retirement - County Match | 1,859 | 1,859 | - | 0.00% |
| Total Salaries & Benefits | \$ 47,560 | \$ 47,560 | \$ - | 0.00% |
| <u>Contracted Services</u> | | | | |
| Contract Services-Computer | \$ 8,200 | 3,593 | (4,607) | -56.18% |
| Legal | 200 | 200 | - | 0.00% |
| Janitorial Services | 150 | 456 | 306 | 204.00% |
| Repair & Maintenance - Computers | 250 | 200 | (50) | -20.00% |
| Repair & Maintenance - Office Equipment | 300 | 300 | - | 0.00% |
| Telephone | 300 | 300 | - | 0.00% |
| Advertising & Publishing | 200 | 400 | 200 | 100.00% |
| Travel | 625 | 1,550 | 925 | 148.00% |
| Dues & Subscriptions | 75 | 75 | - | 0.00% |
| Education & Training | 1,025 | 1,450 | 425 | 41.46% |
| Total Contracted Services | \$ 11,325 | \$ 8,524 | \$ (2,801) | -24.73% |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 300 | \$ 300 | \$ - | 0.00% |
| Minor Operating \$0 - \$499 | 250 | 250 | - | 0.00% |
| Postage | 100 | 100 | - | 0.00% |
| Computer Supplies | 200 | 200 | - | 0.00% |
| Janitorial Supplies | - | - | - | 0.00% |
| Water & Sewer | 500 | 500 | - | 0.00% |
| Electric | 2,400 | 2,400 | - | 0.00% |
| Small Equip \$500-\$4,999 | - | 500 | 500 | 100.00% |
| Total Supplies | 3,750 | 4,250 | 500 | 13.33% |
| Total Expenditures | \$ 62,635 | \$ 60,334 | \$ (2,301) | -3.67% |



**CAMDEN COUNTY BOARD OF COMMISSIONERS
COUNTY CLERK – 1130
FY 2017 Adopted Budget**

Program Title: Office of the County Clerk

I. Core Services

The office of Clerk serves as that of the official records custodian of all actions taken by the Board of County Commissioners. The County Clerk's Office will align itself with the direction required to meet Camden County Government's mission and Vision.

The program is NOT MANDATED () MANDATED:

II. Mission/Key Objectives

The Clerk's Office will continue to maintain and safeguard a comprehensive set of records regarding the Board's actions by means that are most beneficial and most economical for our citizens while ensuring the door remains open to all who seek access not only to those public records, but to the BOCC meetings as well. To maintain the integrity of the BOCC records while allowing access to the same and ensuring that any request for access is met with courtesy, professionalism and enthusiasm. To continue to improve process and procedures that provide the most effective services to our citizens and other governmental agencies by the most convenient and economical means while adhering to the open records and open meeting laws.

| III. Performance Measures | Actual FY 2012 | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Actual FY 2016 | Projected FY 2017 |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|----------------------|
| Regular Board Meetings held | 21 | 20 | 21 | 21 | 21 | 21 |
| Work Sessions/Public Hearings/Special Called Meetings held | 5 | 10 | 12 | 16 | 15 | 15 |
| Solid Waste Authority Meetings | 8 | 10 | 10 | 5 | 5 | 5 |
| Public Notices Prepared | 17 | 40 | 43 | 44 | 45 | 45 |
| Agendas Prepared | 34 | 40 | 43 | 32 | 41 | 41 |
| Minutes Prepared | 42 | 40 | 43 | 32 | 41 | 41 |
| Open Records Requests | 49 | 54 | 60 | 44 | 38 | 40 |
| Fix-it Forms | 54 | 65 | 70 | 29 | 30 | 30 |
| Citizen Board Application Forms | 30 | 20 | 30 | 8 | 10 | 8 |
| Regular Speaker Request Forms Submitted via Email | 5 | 12 | 20 | 5 | 5 | 0 |

IV. Staffing Resources:

| | | | | | | |
|---------------------------------|----------|----------|----------|----------|----------|----------|
| County Clerk | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| | | | | | | |
| | | | | | | |
| Total Staffing Resources | 1 | 1 | 1 | 1 | 1 | 1 |

| Funding Sources: | Actual FY 2012 | Actual FY 2013 | Actual FY 2014 | Adopted FY 2015 | Adopted FY 2016 | Proposed FY 2017 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|---------------------|
| General Fund \$ (BOCC) | \$47,645 | \$51,110 | \$53,590 | \$54,676 | \$58,435 | \$60,334 |
| Total Program Costs | \$47,645 | \$51,110 | \$53,590 | \$54,676 | \$58,434 | \$60,334 |

V. Explanation of Changes:

Increase is due to 1% salary increase allocated by the Board and Scanning Software License Agreement taken on by Office of the County Clerk to continue use of software through Records Retention.

**CAMDEN COUNTY BOARD OF COMMISSIONERS
COUNTY CLERK – 1130
FY 2017 Adopted Budget
ORGANIZATIONAL CHART**



CAMDEN COUNTY BOARD OF COMMISSIONERS
EMPLOYEE HEALTH - 1555
FY 2017 Adopted Budget

General Fund

Expenditure Summary

| Expenditure Category | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|-----------------------|-------------------|-------------------|-------------------|---------------------|---------------------|---------------|---------------|
| | | | | | | to FY 2016 | to FY 2016 |
| Salaries and Benefits | \$ 208,855 | \$ 311,750 | \$ 695,618 | \$ 792,464 | \$ 841,654 | \$ 49,190 | 6.21% |
| Contracted Services | 122,276 | 180,591 | 134,919 | 216,060 | 207,560 | -8,500 | -3.93% |
| Supplies | 37,339 | 49,468 | 0 | 0 | 0 | 0 | 0.00% |
| Utilities | 0 | 9,980 | 0 | 0 | 0 | 0 | 0.00% |
| Claims | 0 | 0 | 0 | 2,584,400 | 2,543,710 | -40,690 | -1.57% |
| Capital Outlay | 2,282 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 370,752 | \$ 551,789 | \$ 830,537 | \$ 3,592,924 | \$ 3,592,924 | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

EMPLOYEE HEALTH - 1555

FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|---|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 16,000 | \$ 20,020 | \$ 4,020 | 25.13% |
| Social Security Taxes | 1,224 | 1,532 | 308 | 25.16% |
| Retirement | 480 | 601 | 121 | 25.21% |
| Retirement-Match | 960 | 1,201 | 241 | 25.10% |
| Stop Loss Fee | 493,800 | 523,100 | 29,300 | 5.93% |
| Administrative Fees-Aetna | 98,700 | 78,700 | (20,000) | -20.26% |
| Gym Reimbursements | 6,500 | 4,500 | (2,000) | -30.77% |
| Administrative Fees-Bright Choices | - | - | - | 100.00% |
| Life Insurance | 42,500 | 42,500 | - | 0.00% |
| Long Term Disability | 74,300 | 81,600 | 7,300 | 9.83% |
| Accident Death & Dismemberment | 5,200 | 10,300 | 5,100 | 98.08% |
| Employee Assistance Program | 7,800 | 5,200 | (2,600) | -33.33% |
| HDHP Fees | 45,000 | 72,400 | 27,400 | 60.89% |
| F S A Funding Fees | - | - | - | 100.00% |
| Total Salaries & Benefits | 792,464 | # 841,654 | 49,190 | 6.21% |
| <u>Contracted Services</u> | | | | |
| Contracted Services - Administrative Consultant | 86,960 | 86,960 | - | 0.00% |
| Contracted Services - Administration | 45,600 | 45,600 | - | 0.00% |
| Health & Wellness Plan | 8,500 | - | (8,500) | -100.00% |
| Dues & Subscriptions | 75,000 | 75,000 | - | 0.00% |
| Total Contracted Services | 216,060 | 207,560 | (8,500) | -3.93% |
| <u>Claims</u> | | | | |
| Claims | 2,584,400 | 2,543,710 | (40,690) | -1.57% |
| Total Expenditures | \$ 3,592,924 | \$ 3,592,924 | \$ - | 0.00% |



**CAMDEN COUNTY BOARD OF COMMISSIONERS
EMPLOYEE HEALTH - 1555
FY 2017 Adopted Budget**

Program Title: Employee Health Benefits

I. Core Services

| |
|---|
| Health benefits for full time employees |
|---|

The program is NOT MANDATED (X)

II. Mission/Key Objectives

| |
|---|
| Our mission is to assist our employees to live healthier lives and provide them care when in need while being fiscally responsible to the taxpayers of Camden County. |
|---|

| III. Performance Measures | as of 6/30/13 | as of 6/30/14 | as of 6/30/15 | Projected for 6/30/16 | Estimated FY 2017 |
|---|---------------|---------------|---------------|--------------------------|----------------------|
| Number of employees / total members | 304 / 781 | 303 / 776 | 306 / 764 | 298 / 723 | 315 / 770 |
| Number of high claimants over \$50,000 | 11 | 7 | 6 | 10 | 8 |
| Total claims (including medical and pharmacy) | 2,826,256 | 3,134,921 | 3,352,966 | 2,900,000 | 3,100,000 |
| Number of medical plans available | 2 | 2 | 5 | 5 | 4 |
| Number of Emergency Room visits | 224 | 199 | 279 | 252 | 225 |
| N/A = Not available | | | | | |

IV. Staffing Resources:

| | | | | | |
|--------------------------|---------------|---------------|------|------|------|
| Human Resources Director | Not allocated | Not allocated | 0.15 | 0.20 | 0.25 |
| Total Staffing Resources | 0 | 0 | 0.15 | 0.20 | 0.20 |

| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 |
|------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|
| General Fund \$ (BOCC) | \$2,848,840 | \$2,963,446 | \$3,581,207 | \$3,592,924 | \$3,592,924 |

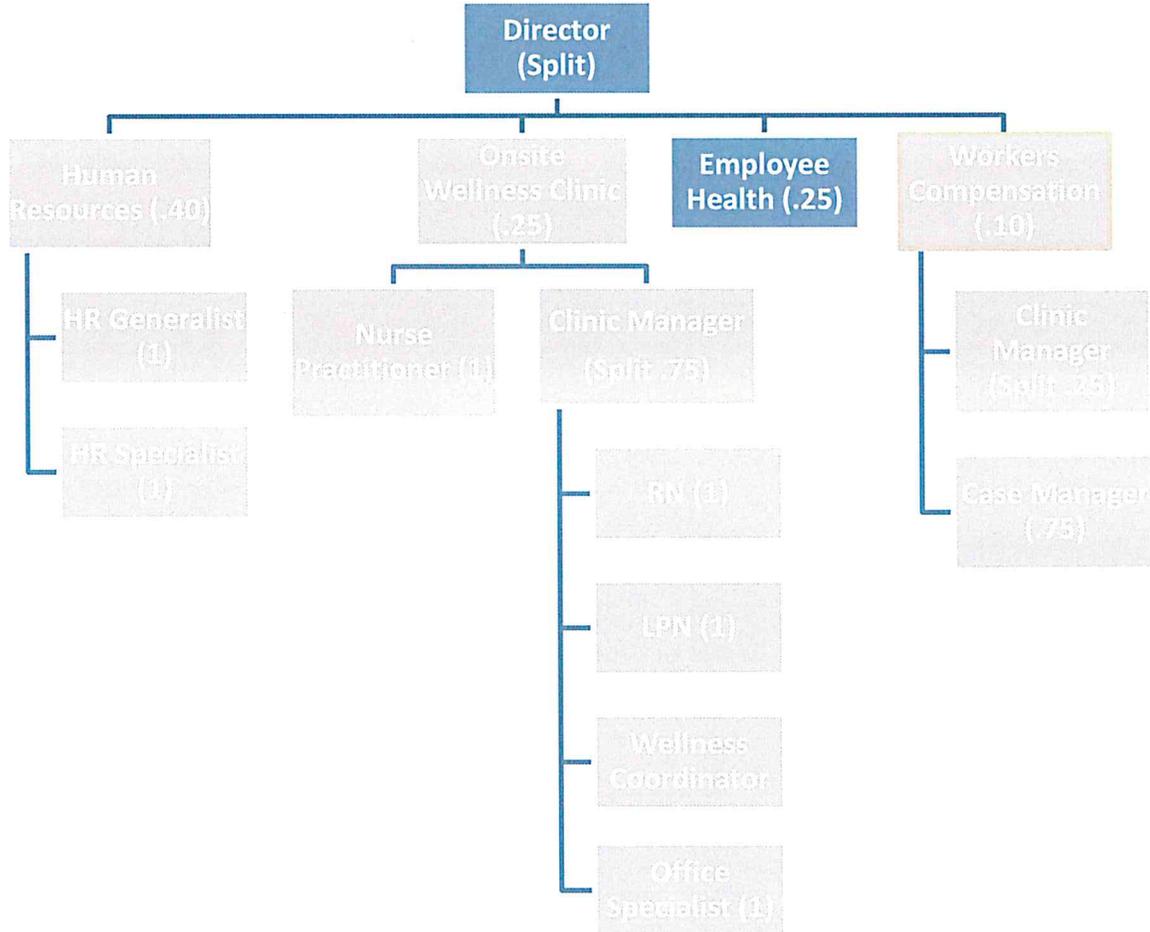
V. Explanation of Changes:

| |
|---|
| Columns C, D and E, Line 14 and 18 are actual claims / costs as documented by Aetna. Column F, Line 10 and 12 are actual numbers through 02/28/2015. Column F, Line 14 and 18 are projections based on actual claims / costs as documented by Aetna through 02/28/2015. |
|---|



**CAMDEN COUNTY BOARD OF COMMISSIONERS
 EMPLOYEE HEALTH - 1555
 FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
FACILITIES MANAGEMENT - 1565
FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|---------------------|-------------------|---------------|
| | | | | | | to FY 2016 | to FY 2016 |
| Salaries and Benefits | \$ 204,044 | \$ 222,700 | \$ 178,504 | \$ 163,177 | \$ 172,760 | \$ 9,583 | 5.87% |
| Contracted Services | 72,266 | 78,639 | 97,199 | 103,185 | 67,552 | -35,633 | -34.53% |
| Supplies | 155,369 | 174,029 | 181,483 | 166,350 | 166,350 | 0 | 0.00% |
| Utilities | 9,290 | 7,334 | 7,802 | 10,000 | 10,000 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 440,969 | \$ 482,702 | \$ 464,988 | \$ 442,712 | \$ 416,662 | \$ -26,050 | -5.88% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
FACILITIES MANAGEMENT - 1565
FY 2017 Adopted Budget

| Expenditure Detail | Adopted | Adopted | \$ | % |
|---|----------------|----------------|-----------------|-----------------|
| | <u>FY 2016</u> | <u>FY 2017</u> | <u>Variance</u> | <u>Variance</u> |
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 140,588 | \$ 148,975 | \$ 8,387 | 5.97% |
| Overtime | 1,000 | 1,000 | - | 0.00% |
| Social Security Taxes | 10,831 | 11,397 | 566 | 5.23% |
| Retirement | 3,730 | 3,982 | 252 | 6.76% |
| Retirement-Match | 3,928 | 4,306 | 378 | 9.62% |
| Uniforms | 1,600 | 1,600 | - | 0.00% |
| Safety Equipment | 1,500 | 1,500 | - | 0.00% |
| Total Salaries & Benefits | <u>163,177</u> | <u>172,760</u> | <u>9,583</u> | <u>5.87%</u> |
| <u>Contracted Services</u> | | | | |
| Pest Control | 13,980 | 9,000 | (4,980) | -35.62% |
| Contracted Repair & Maintenance-All Buildings | 8,555 | 7,952 | (603) | -7.05% |
| Contracted Services-Lawn Care | 52,950 | - | (52,950) | -100.00% |
| Contracted Services-Administration | 13,100 | 40,000 | 26,900 | 205.34% |
| Repair & Maintenance - Computers | 1,200 | 1,200 | - | 0.00% |
| Repair & Maintenance - Office Equipment | 600 | 600 | - | 0.00% |
| Repair & Maintenance- Other Equipment | 800 | 800 | - | 0.00% |
| Repair & Maintenance - Vehicles | 3,000 | 3,000 | - | 0.00% |
| Equipment Rental | 3,000 | - | (3,000) | -100.00% |
| Telephone | 2,500 | 2,500 | - | 0.00% |
| Cell Phones | 3,000 | 2,000 | (1,000) | -33.33% |
| Education & Training | 500 | 500 | - | 0.00% |
| Total Contracted Services | <u>103,185</u> | <u>67,552</u> | <u>(35,633)</u> | <u>-34.53%</u> |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 200 | \$ 200 | \$ - | 0.00% |
| Minor Operating \$0-\$499 | 2,000 | 2,000 | - | 0.00% |
| Postage | 50 | 50 | - | 0.00% |
| Computer Supplies | 300 | 300 | - | 0.00% |
| Janitorial Supplies | 400 | 400 | - | 0.00% |
| Tires & Tubes | 1,500 | 1,500 | - | 0.00% |
| Vehicle Supplies | 200 | 200 | - | 0.00% |
| Repairs & Maintenance Building Supplies | 60,000 | 60,000 | - | 0.00% |
| Water & Sewer | 1,500 | 1,500 | - | 0.00% |
| Electric | 8,500 | 8,500 | - | 0.00% |
| Bottled Gas | 700 | 700 | - | 0.00% |
| Oil | 300 | 300 | - | 0.00% |
| Fuel | 18,000 | 18,000 | - | 0.00% |
| Other Supplies | 8,000 | 8,000 | - | 0.00% |

CAMDEN COUNTY BOARD OF COMMISSIONERS
FACILITIES MANAGEMENT - 1565
FY 2017 Adopted Budget

| | | | | |
|-------------------------------|-----------------------|-----------------------|------------------------|------------|
| Small Equipment \$500-\$1,499 | 1,200 | 1,200 | - | 0.00% |
| Computers \$500-\$1,499 | 500 | 500 | - | 0.00% |
| Courthouse Building | 22,000 | 22,000 | - | 0.00% |
| Head Start Program | 23,000 | 23,000 | - | 0.00% |
| Senior Citizen Program | 14,000 | 14,000 | - | 0.00% |
| Gateway (Woodbine) | 14,000 | 14,000 | - | 0.00% |
| Total Supplies | <u>176,350</u> | <u>176,350</u> | - | 0.00% |
| Total Expenditures | \$ <u>442,712</u> | \$ <u>416,662</u> | \$ <u>(26,050)</u> | -5.88% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
FACILITIES MANAGEMENT - 1565
FY 2017 Adopted Budget

Program Title: Facilities Management Division

I. Core Services

The Office of Facilities Management provides timely and effective maintenance to county facilities, implements maintenance capital projects, and efficiently manages and maintains the county's facility assets. The budget also pays for some operating costs associated with power and service contracts.

The program is NOT MANDATED (X)

II. Mission/Key Objectives

The maintenance division is responsible for the general upkeep and repairs of over 37 county buildings and facilities valued at more than \$30 million. In addition to assisting with special projects, this department oversees the exterminating, security, elevators, and janitorial contractors. Facilities is responsible for energy management, implementing energy conservation measures when appropriate, and oversight of the HVAC control programs.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|---|-------------------|-------------------|-------------------|----------------------|----------------------|
| Buildings Maintained | 36 | 37 | 37 | 37 | 37 |
| Air conditioners maintained | | 220 | 221 | 226 | 226 |
| Generators maintained | | 8 | 8 | 8 | 8 |
| Square footage for all maintained buildings | | 399,649 | 399,649 | 409,349 | 409,349 |
| Work orders completed | 1,233 | 1,413 | 1,450 | 1,375 | 1,250 |
| | | | | act. 1,212 | |

IV. Staffing Resources:

| | | | | | |
|--|----------|----------|----------|----------|----------|
| Building Maintenance Supervisor | | | 1.00 | 1.00 | 1.00 |
| HVAC Tech | | | 1.00 | 1.00 | 1.00 |
| Maintenance Techs | | | 2.00 | 2.00 | 2.00 |
| *PSA Director manages department through | | | | | |
| | | | | | |
| Total Staffing Resources | 0 | 0 | 4 | 4 | 4 |

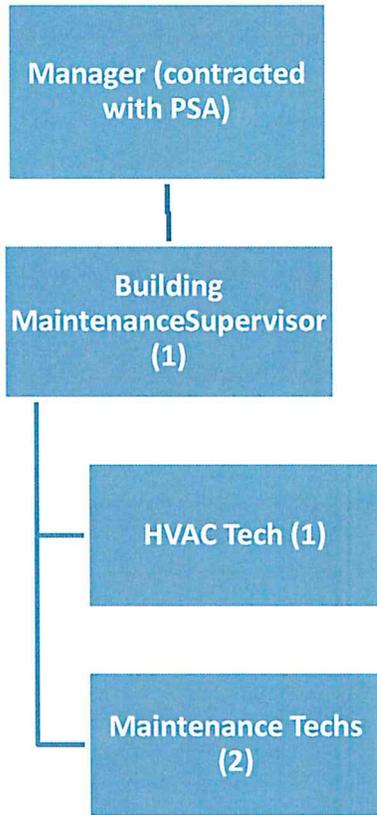
| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$440,970 | \$482,702 | \$464,988 | \$442,712 | \$416,662 |
| Total Program Costs | \$440,970 | \$482,702 | \$464,988 | \$442,712 | \$416,662 |

V. Explanation of Changes:

New energy efficient windows are being installed at the Annex building. 7 A/C units will be replaced this fiscal year.

**CAMDEN COUNTY BOARD OF COMMISSIONERS
FACILITIES MANAGEMENT - 1565
FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
FINANCE & BUDGET - 1510
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Adopted | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|---------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2017 | to FY 2017 |
| Salaries and Benefits | \$ 328,441 | \$ 324,308 | \$ 353,859 | \$ 346,096 | \$ 349,912 | \$ 3,816 | 1.10% |
| Contracted Services | 64,937 | 66,360 | 67,730 | 76,348 | 74,135 | -2,213 | -2.90% |
| Supplies | 14,194 | 8,913 | 7,458 | 9,660 | 7,894 | -1,766 | -18.28% |
| Utilities | 6,593 | 7,438 | 8,587 | 8,890 | 8,950 | 60 | 0.67% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 414,165 | \$ 407,019 | \$ 437,634 | \$ 440,994 | \$ 440,891 | -103 | -0.02% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

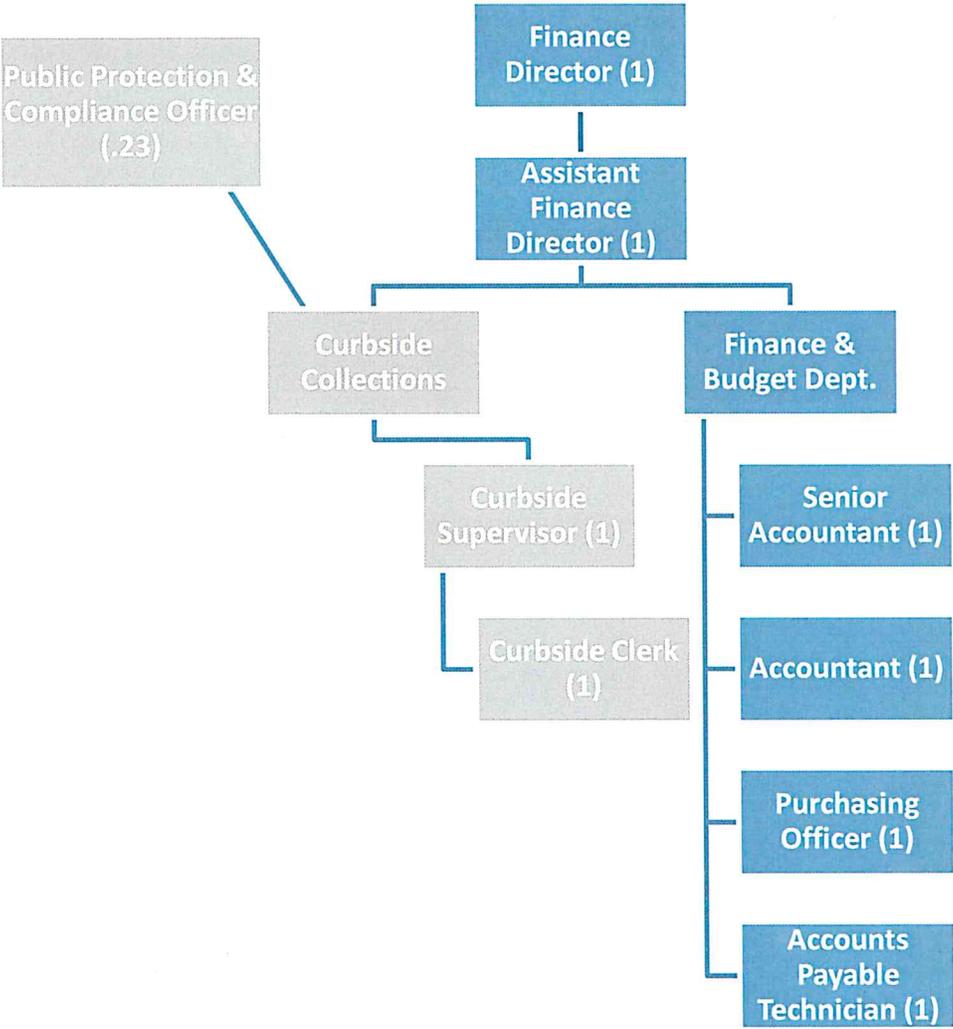
FINANCE & BUDGET - 1510

FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|--------------------------------------|--------------------|--------------------|-----------------|---------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 296,553 | \$ 303,643 | \$ 7,090 | 2.39% |
| Social Security Taxes | 22,686 | 23,229 | 543 | 2.39% |
| Retirement | 8,952 | 8,809 | (143) | -1.60% |
| Retirement-Match | 17,905 | 14,231 | (3,674) | -20.52% |
| Total Salaries & Benefits | 346,096 | 349,912 | 3,816 | 1.10% |
| <u>Contracted Services</u> | | | | |
| Audit Fees | \$ 40,500 | \$ 36,800 | \$ (3,700) | -9.14% |
| Contracted Services - Computers | 1,250 | 1,250 | - | 0.00% |
| Janitorial Contracts | 2,898 | 3,075 | 177 | 6.11% |
| Repair & Maintenance - Computers | 20,900 | 21,400 | 500 | 2.39% |
| Repair & Maintenance - Office | 919 | 1,400 | 481 | 52.34% |
| Telephone | 2,626 | 2,400 | (226) | -8.61% |
| Advertising Publishing | 3,450 | 3,800 | 350 | 10.14% |
| Printing | 450 | 450 | - | 0.00% |
| Travel | 450 | 450 | - | 0.00% |
| Dues & Subscriptions | 1,755 | 1,960 | 205 | 11.68% |
| Education & Training | 1,150 | 1,150 | - | 0.00% |
| Total Contracted Services | 76,348 | 74,135 | (2,213) | -2.90% |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 2,155 | \$ 2,100 | \$ (55) | -2.55% |
| Minor Operating \$0-\$499 | 870 | - | (870) | -100.00% |
| Postage | 2,460 | 2,150 | (310) | -12.60% |
| Computer Supplies | 1,500 | 1,297 | (203) | -13.53% |
| Janitorial Supplies | 350 | 450 | 100 | 28.57% |
| Water & Sewer | 1,140 | 1,100 | (40) | -3.51% |
| Electric | 7,750 | 7,850 | 100 | 1.29% |
| Fuel | - | - | - | 0.00% |
| Other Supplies | 375 | 325 | (50) | -13.33% |
| Small Equipment | 850 | 622 | (228) | -26.82% |
| Computers \$500-\$1,499 | 1,100 | 950 | (150) | -13.64% |
| Total Supplies | 18,550 | 16,844 | (1,706) | -9.20% |
| Total Expenditures | \$ 440,994 | \$ 440,891 | \$ (103) | -0.02% |

CAMDEN COUNTY BOARD OF COMMISSIONERS
FINANCE & BUDGET - 1510
FY 2017 Adopted Budget

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
HUMAN RESOURCES - 1540
FY 2017 Adopted Budget

General Fund

Expenditure Summary

| Expenditure Category | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|-----------------------|-------------------|-------------------|-------------------|--------------------|---------------------|-------------------|----------------|
| | | | | | | to FY 2017 | to FY 2016 |
| Salaries and Benefits | \$ 75,593 | \$ 92,432 | \$ 131,049 | \$ 142,828 | \$ 109,912 | \$ -32,916 | -23.05% |
| Contracted Services | 20,180 | 12,843 | 26,868 | 21,800 | 25,000 | 3,200 | 14.68% |
| Supplies | 652 | 815 | 611 | 2,200 | 2,200 | 0 | 0.00% |
| Utilities | 0 | 0 | 1,359 | 2,825 | 2,825 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 96,425 | \$ 106,090 | \$ 159,887 | \$ 169,653 | \$ 139,937 | \$ -29,716 | -17.52% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
HUMAN RESOURCES - 1540
FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|---------------------------------------|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 125,461 | \$ 96,512 | \$ (28,949) | -23.07% |
| Social Security Taxes | 9,598 | 7,383 | (2,215) | -23.08% |
| Retirement | 3,364 | 2,895 | (469) | -13.94% |
| Retirement-Match | 3,205 | 1,922 | (1,283) | -40.03% |
| Employee Appreciation | 1,200 | 1,200 | - | - |
| Total Salaries & Benefits | 142,828 | 109,912 | (32,916) | -23.05% |
| <u>Contracted Services</u> | | | | |
| Administrative Applicant Testing | 800 | 1,000 | 200 | 25.00% |
| Contracted Services - Computers | 5,700 | 8,700 | 3,000 | 52.63% |
| Janitorial Contracts | 750 | 750 | - | 0.00% |
| Repair & Maintenance - Computers | 5,450 | 5,450 | - | 0.00% |
| Repair & Maintenance - Office | 2,600 | 2,600 | - | 0.00% |
| Telephone | 1,850 | 1,850 | - | 0.00% |
| Advertising Publishing | 300 | 300 | - | 0.00% |
| Printing | 1,500 | 1,500 | - | 0.00% |
| Travel | 750 | 750 | - | 0.00% |
| Dues & Subscriptions | 600 | 600 | - | 0.00% |
| Education & Training | 1,500 | 1,500 | - | 0.00% |
| Total Contracted Services | 21,800 | 25,000 | 3,200 | 14.68% |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 650 | \$ 650 | \$ - | 0.00% |
| Minor Operating \$0-\$499 | 250 | 250 | - | 0.00% |
| Postage | 550 | 550 | - | 0.00% |
| Computer Supplies | 750 | 750 | - | 0.00% |
| Electric | 2,825 | 2,825 | - | 0.00% |
| Total Supplies | 5,025 | 5,025 | - | 0.00% |
| Total Expenditures | \$ 169,653 | \$ 139,937 | \$ (29,716) | -17.52% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
HUMAN RESOURCES - 1540
FY 2017 Adopted Budget

Program Title: Human Resources

I. Core Services

The Human Resources division manages benefit administration and compensation, recruiting, training and development, and employee relations through collaborative efforts and excellent customer service.

The program is NOT MANDATED () MANDATED:

II. Mission/Key Objectives

The HR Division provides quality Human Resources services in order to attract, develop, motivate, and retain a strategically aligned workforce and create a healthy, positive work environment characterized by fair treatment of staff, open communication, personal accountability, confidentiality, trust and mutual respect.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Actual FY 2016 | FY Estimated FY 2017 |
|---|-------------------|-------------------|-------------------|-------------------|----------------------------|
| Exit Interviews Performed | 4 | 11 | 8 | 5 | 9 |
| New Hires | 80 | 101 | 67 | 65 | 80 |
| Employees with Rate/Title Change/Transfers | 255 | 301 | 115 | 143 | 150 |
| Terminations | 55 | 61 | 63 | 64 | 64 |
| First Report of Injury (WC-1) | 28 | 47 | 34 | 40 | 32 |
| Employees Approved for Family Medical Leave Act | 16 | 24 | 22 | 10 | 15 |
| Grievances/Appeals Filed | - | 3 | 2 | 3 | 3 |
| Long Term Disability Claims Filed | 1 | 1 | 5 | 2 | 2 |
| Unemployment Claims | 13 | 5 | 3 | 5 | 4 |
| Jobs Advertised | 29 | 27 | 30 | 29 | 30 |
| Open Records Request | 21 | 20 | 10 | | |
| Lunch & Learn Seminars Held | 5 | 3 | - | | |
| Training Classes Held | 6 | - | 5 | 5 | 6 |

IV. Staffing Resources:

| | | | | | |
|---------------------------------|----------|----------|-------------|------------|------------|
| Director | 0.00 | 0.00 | 0.45 | 0.40 | 0.40 |
| Human Resource Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Human Resource Associate | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| | | | | | |
| Total Staffing Resources | 2 | 2 | 2.45 | 2.4 | 2.4 |

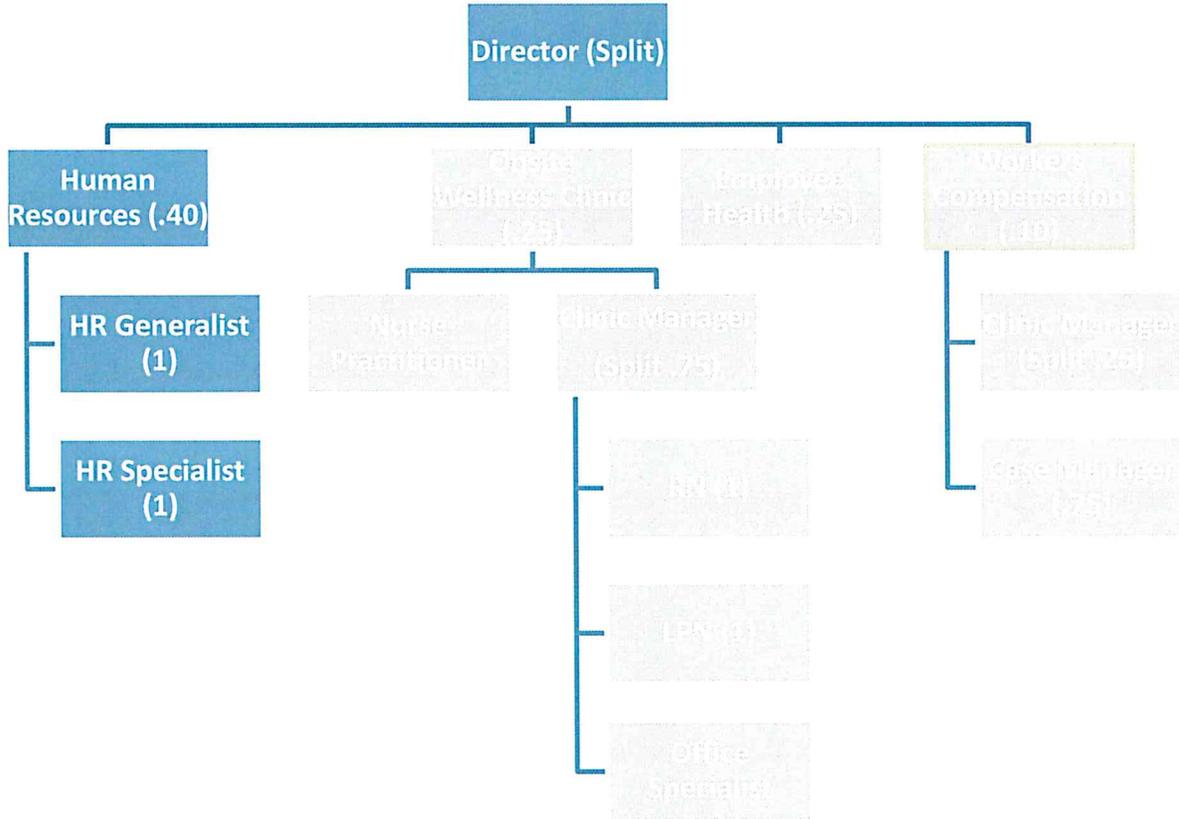
Funding Sources:

| | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$96,425 | \$106,090 | \$159,887 | \$169,653 | \$139,937 |
| Total Program Costs | \$96,425 | \$106,090 | \$159,887 | \$169,653 | \$139,937 |

V. Explanation of Changes:

**CAMDEN COUNTY BOARD OF COMMISSIONERS
HUMAN RESOURCES - 1540
FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
INFORMATION TECHNOLOGY - 1535
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2017 | to FY 2017 |
| Salaries and Benefits | \$ 123,510 | \$ 115,805 | \$ 103,518 | \$ 185,777 | \$ 163,506 | \$ -22,271 | -11.99% |
| Contracted Services | 65,089 | 73,732 | 78,849 | 89,077 | 97,446 | 8,369 | 9.40% |
| Supplies | 1,998 | 2,263 | 2,834 | 7,860 | 9,260 | 1,400 | 17.81% |
| Utilities | 1,882 | 1,286 | 1,359 | 1,314 | 1,325 | 11 | 0.84% |
| Capital Outlay | 17,661 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 210,140 | \$ 193,086 | \$ 186,560 | \$ 284,028 | \$ 271,537 | \$ -12,491 | -4.40% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
INFORMATION TECHNOLOGY - 1535
FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|---|--------------------------|--------------------------|---------------------------|----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 162,376 | \$ 144,514 | \$ (17,862) | -11.00% |
| Social Security Taxes | 12,423 | 11,055 | (1,368) | -11.01% |
| Retirement | 4,862 | 4,167 | (695) | -14.29% |
| Retirement-Match | 5,895 | 3,570 | (2,325) | -39.44% |
| Uniforms | 221 | 200 | (21) | -9.50% |
| Total Salaries & Benefits | <u>185,777</u> | <u>163,506</u> | <u>(22,271)</u> | <u>-11.99%</u> |
| <u>Contracted Services</u> | | | | |
| Contracted Services - Computers | 17,928 | 19,509 | 1,581 | 8.82% |
| Janitorial Contracts | 900 | 900 | - | 0.00% |
| Repair & Maintenance - Computers | 30,636 | 36,287 | 5,651 | 18.45% |
| Repair & Maintenance - Office Equipment | 100 | 400 | 300 | 300.00% |
| Telephone | 25,356 | 23,800 | (1,556) | -6.14% |
| Cell Phones | 2,160 | 2,160 | - | 0.00% |
| Advertising Publishing | - | 550 | 550 | 100.00% |
| Printing | 50 | 50 | - | 0.00% |
| Travel | 2,674 | 4,036 | 1,362 | 50.93% |
| Dues & Subscriptions | 3,858 | 4,459 | 601 | 15.58% |
| Education & Training | 5,415 | 5,295 | (120) | -2.22% |
| Total Contracted Services | <u>89,077</u> | <u>97,446</u> | <u>8,369</u> | <u>9.40%</u> |
| <u>Supplies</u> | | | | |
| Office Supplies | 100 | 100 | - | 0.00% |
| Minor Operating \$0-\$499 | 2,000 | 2,000 | - | 0.00% |
| Postage | 200 | 100 | (100) | -50.00% |
| Computer Supplies | 300 | 300 | - | 0.00% |
| Janitorial Supplies | 100 | 100 | - | 0.00% |
| Electric | 1,314 | 1,325 | 11 | 0.84% |
| Fuel | 500 | 500 | - | 0.00% |
| Other Supplies | 160 | 160 | - | 0.00% |
| Small Equipment | 2,500 | 2,500 | - | 0.00% |
| Computers \$500-\$4,999 | 2,000 | 3,500 | 1,500 | 75.00% |
| Total Supplies | <u>9,174</u> | <u>10,585</u> | <u>1,411</u> | <u>15.38%</u> |
| Total Expenditures | <u><u>\$ 284,028</u></u> | <u><u>\$ 271,537</u></u> | <u><u>\$ (12,491)</u></u> | <u><u>-4.40%</u></u> |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
INFORMATION TECHNOLOGY - 1535
FY 2017 Adopted Budget**

Program Title: Information Technology Division

I. Core Services

The Information Technology Division will be a proactive leader by identifying issues, anticipating the needs of, and offering innovative solutions to the internal customers of the Camden County Government.

The program is NOT MANDATED (X) MANDATED: FEDERAL () STATE () LOCAL ()

II. Mission/Key Objectives

To deliver efficient, reliable, innovative technology services and solutions that support sound decisions and effective governing by the Camden County Government.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|----------------------------------|-------------------|-------------------|-------------------|----------------------|----------------------|
| # work orders | 478 | 687 | 927 | 1,000 | 1,000 |
| # of computers supported | 190 | 165 | 170 | 204 | 224 |
| # projects completed | 3 | 2 | 7 | 8 | 5 |
| # servers maintained | - | - | - | 45 | 47 |
| # networks maintained | - | - | - | 23 | 23 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

IV. Staffing Resources:

| | | | | | |
|---------------------------------|-------------|-------------|-------------|-------------|-------------|
| Director | 0.00 | 0.00 | 0.00 | 1.00 | 1.00 |
| IT Manager | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 |
| Junior Systems Analyst | 0.00 | 0.00 | 0.00 | 1.00 | 1.00 |
| Help Desk Technician | 0.00 | 0.00 | 1.00 | 1.00 | 1.00 |
| Administrative Services Manager | 0.00 | 0.00 | 0.10 | 0.00 | 0.00 |
| | | | | | |
| Total Staffing Resources | 1.00 | 1.00 | 2.10 | 3.00 | 3.00 |

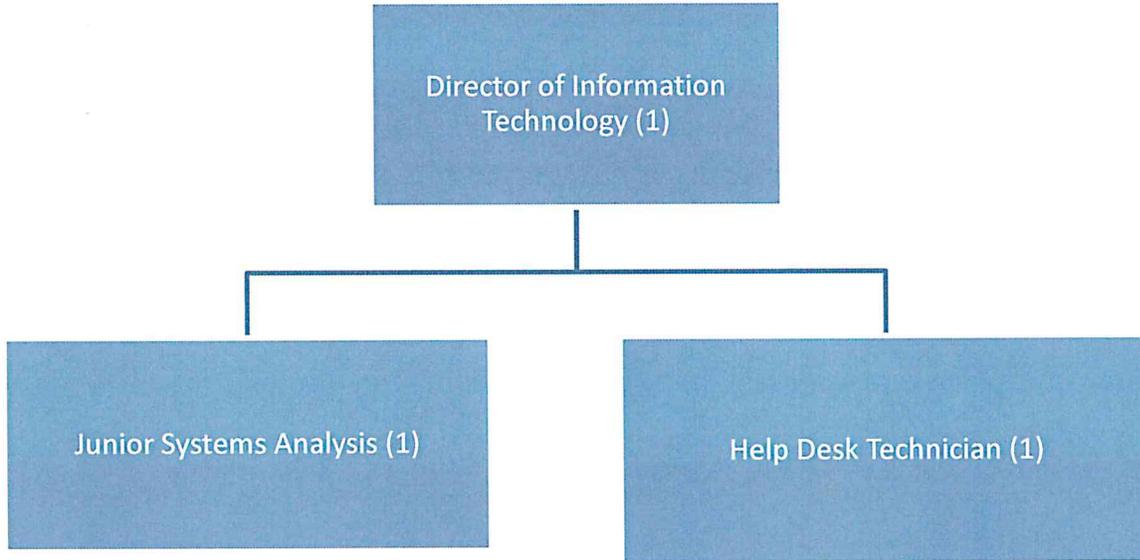
| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$268,878 | \$292,535 | \$322,614 | \$384,028 | \$271,537 |
| Total Program Costs | \$268,878 | \$292,535 | \$322,614 | \$384,028 | \$271,537 |

V. Explanation of Changes:

Please note that FY 18 will see an increase as a result of some current subscriptions that our covered into FY 18 and at that point will need to be renewed.

**CAMDEN COUNTY BOARD OF COMMISSIONERS
INFORMATION TECHNOLOGY - 1535
FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
INSURANCE - 1557
FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------------------------|--------------------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2016 to FY 2017 | FY 2016 to FY 2017 |
| Salaries and Benefits | \$ 21,091 | \$ 9,872 | \$ 8,406 | \$ 20,000 | \$ 20,000 | 0 | 0.00% |
| Contracted Services | 618,123 | 640,117 | 702,835 | 766,800 | 766,800 | 0 | 0.00% |
| Supplies | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Utilities | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 639,214 | \$ 649,989 | \$ 711,241 | \$ 786,800 | \$ 786,800 | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

INSURANCE - 1557

FY 2017 Adopted Budget

| Expenditure Detail | <u>Adopted FY 2016</u> | <u>Adopted FY 2017</u> | <u>\$ Variance</u> | <u>% Variance</u> |
|--------------------------------|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Unemployment Insurance | \$ 20,000 | \$ 20,000 | \$ - | 0.00% |
| Total Salaries & Benefits | 20,000 | 20,000 | - | 0.00% |
| <u>Contracted Services</u> | | | | |
| Legal Fees | 29500 | 24500 | (5,000) | -16.95% |
| Vehicle & Equipment Insurance | 209,200 | 242,600 | 33,400 | 15.97% |
| Property Insurance | 262,700 | 264,300 | 1,600 | 0.61% |
| Liability Insurance | 265,400 | 235,400 | (30,000) | -11.30% |
| Total Contracted Services | 766,800 | 766,800 | - | 0.00% |
| Total Expenditures | \$ 786,800 | \$ 786,800 | \$ - | 0.00% |



**CAMDEN COUNTY BOARD OF COMMISSIONERS
INSURANCE - 1557
FY 2017 Adopted Budget**

ORGANIZATION CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
ONSITE WELLNESS CLINIC - 1558
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|---------------------|------------------|---------------|
| | | | | | | to FY 2016 | to FY 2017 |
| Salaries and Benefits | \$ 0 | \$ 222,139 | \$ 222,139 | \$ 313,311 | \$ 304,383 | \$ -8,928 | -2.85% |
| Contracted Services | 0 | 93,065 | 93,065 | 67,965 | 89,163 | 21,198 | 31.19% |
| Supplies | 0 | 0 | 44,566 | 42,650 | 49,400 | 6,750 | 15.83% |
| Utilities | 0 | 0 | 0 | 13,250 | 8,900 | -4,350 | -32.83% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 0 | \$ 315,204 | \$ 359,770 | \$ 437,176 | \$ 451,846 | \$ 14,670 | 3.36% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
ONSITE WELLNESS CLINIC - 1558
FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|--|--------------------|--------------------|------------------|---------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 276,908 | \$ 259,737 | \$ (17,171) | -6.20% |
| Clinic Reimbursements | 19 | - | (19) | 0.00% |
| Social Security Taxes | 21,184 | 19,870 | (1,314) | -6.20% |
| Retirement | 7,000 | 7,792 | 792 | 11.31% |
| Retirement-Match | 8,200 | 15,584 | 7,384 | 90.05% |
| Employee Assistance Plan | - | 1,400 | 1,400 | 0.00% |
| Total Salaries & Benefits | 313,311 | 304,383 | (8,928) | -2.85% |
| <u>Contracted Services</u> | | | | |
| Contracted Repairs & Maintenance-All Bldgs | 420 | 480 | 60 | 14.29% |
| Contracted Services - Practitioners | - | 30,200 | 30,200 | 100.00% |
| Contracted Services - Administration | 12,500 | - | (12,500) | 0.00% |
| Contracted Services - Medical Director | 20,400 | 20,400 | - | 0.00% |
| Janitorial Contracts | 4,100 | 5,383 | 1,283 | 31.29% |
| Repair & Maintenance - Computers | 5,500 | 5,500 | - | 0.00% |
| Repair & Maintenance - Office Equipment | 650 | 1,200 | 550 | 84.62% |
| Liability Insurance | 16,500 | 16,500 | - | 0.00% |
| Telephone | 4,920 | 4,920 | - | 0.00% |
| Cell Phones | - | 600 | (600) | 100.00% |
| Travel | 1,000 | 1,000 | - | 0.00% |
| Dues & Subscriptions | 250 | 380 | 130 | 52.00% |
| Education & Training | 1,725 | 2,600 | 875 | 50.72% |
| Total Contracted Services | 67,965 | 89,163 | 21,198 | 31.19% |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 1,500 | \$ 1,800 | \$ 300 | 20.00% |
| Postage | - | 100 | (100) | -100.00% |
| Minor Operating \$0-\$499 | 200 | 1,200 | 1,000 | 500.00% |
| Computer Supplies | 350 | 1,200 | 850 | 242.86% |
| Janitorial Supplies | 300 | 1,100 | 800 | 266.67% |
| Medical Supplies-General | 40,300 | 44,000 | 3,700 | 9.18% |
| Water & Sewer | 750 | 500 | (250) | -33.33% |
| Electric | 12,500 | 8,400 | (4,100) | -32.80% |
| Total Supplies | 55,900 | 58,300 | 2,400 | 4.29% |
| Total Expenditures | \$ 437,176 | \$ 451,846 | \$ 14,670 | 3.36% |

CAMDEN COUNTY BOARD OF COMMISSIONERS
ONSITE WELLNESS CLINIC - 1558
FY 2017 Adopted Budget

Program Title: Onsite Wellness Clinic

I. Core Services

1. EMPLOYEE HEALTH FOR EMPLOYEES AND DEPENDENTS 2. W/C CASE MANAGEMENT 3. ORGANIZATIONAL WELLNESS 4. PRE-EMPLOYMENT SCREENINGS / FIT FOR DUTY

The program is NOT MANDATED (x) MANDATED:

II. Mission/Key Objectives

It is the mission of the Medical and Wellness Division to find a balance between overall organizational health and fiscal sustainability through professional medical support, a comprehensive wellness program and encouraging employees to become engaged in their personal health.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|--|-------------------|-------------------|-------------------|----------------------|----------------------|
| Total Patient Encounters All County/Municipalities | | | 4,100 | 5,000 | 5,200 |
| Employee Fit For Duty Physicals | | | 107 | 200 | 200 |
| Random Drug Screens | | | 384 | 384 | 384 |
| Wellness Educational Opportunities | | | 11 | 15 | 17 |
| Workers Compensation Management Hours | | | 1,051 | 900 | 520 |
| Wellness Participation | | | 279 | 300 | 315 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

IV. Staffing Resources:

| | | | | | |
|---|----------|----------|-------------|------------|-------------|
| Human Resources Director | 0.00 | 0.00 | 0.30 | 0.25 | 0.25 |
| Clinic Manager | 0.00 | 0.00 | 0.70 | 0.70 | 0.75 |
| Full-Time RN | 0.00 | 0.00 | 0.15 | 0.35 | 1.00 |
| Nurse Practitioner | 0.00 | 0.00 | 1.00 | 1.00 | 1.00 |
| Wellness Coordinator | 0.00 | 0.00 | 1.00 | 1.00 | 1.00 |
| Medical Assistant/LPN/Office Specialist | 0.00 | 0.00 | 2.00 | 2.00 | 2.00 |
| Total Staffing Resources | 0 | 0 | 5.15 | 5.3 | 6.00 |

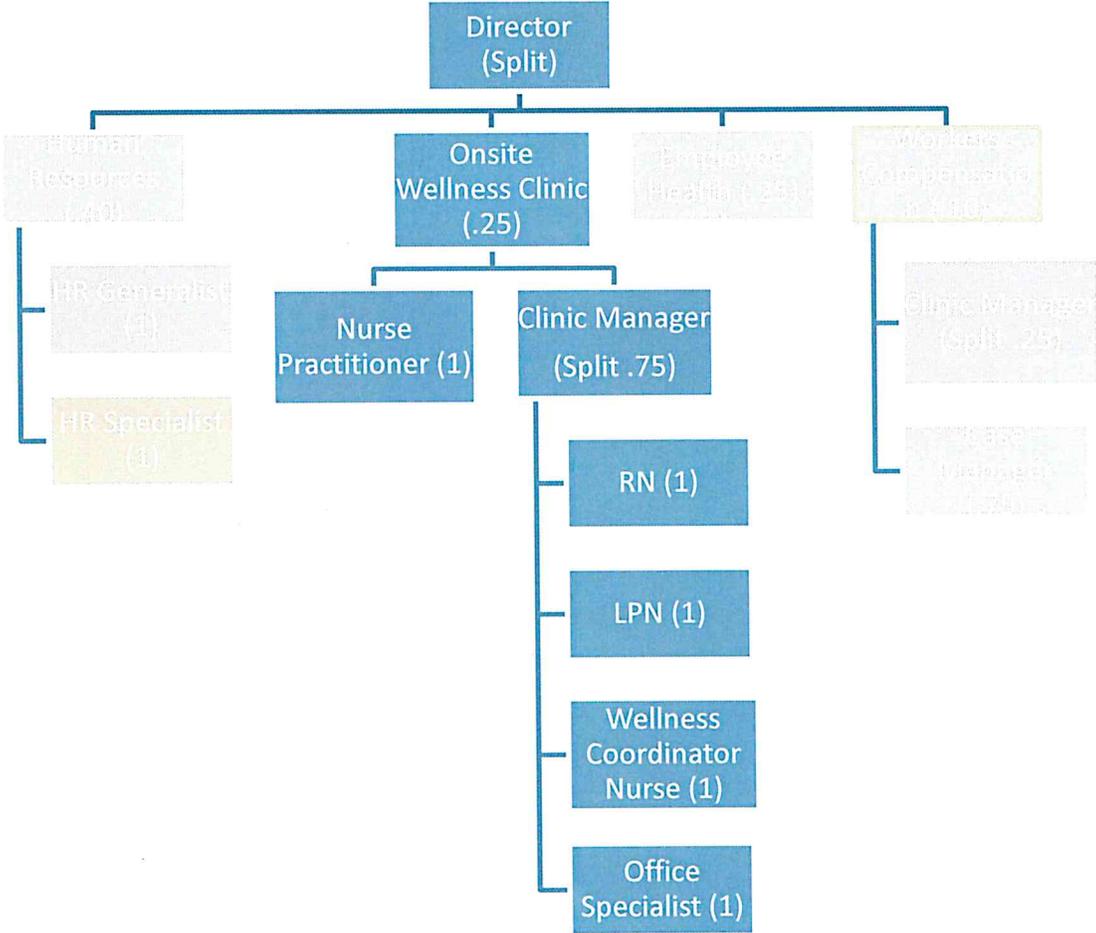
| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$- | \$- | \$368,857 | \$437,176 | \$451,846 |
| Total Program Costs | \$- | \$- | \$368,857 | \$437,176 | \$451,846 |

V. Explanation of Changes:

In FY2014 the clinic opened and was budgeted for in Employee Health Benefits department. In FY2015 the clinic was separated into its own department.

**CAMDEN COUNTY BOARD OF COMMISSIONERS
 ONSITE WELLNESS CLINIC - 1558
 FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS

REGISTRAR - 1400

FY 2017 Adopted Budget

**General Fund
Expenditure Summary**

| <u>Expenditure</u> | <u>Actual FY 2013</u> | <u>Actual FY 2014</u> | <u>Actual FY 2015</u> | <u>Adopted FY 2016</u> | <u>Proposed FY 2017</u> | <u>+/- FY 2016 to FY 2017</u> | <u>% FY 2016 to FY 2017</u> |
|--------------------------|---------------------------|---------------------------|---------------------------|----------------------------|-----------------------------|---|---|
| Salaries and Benefits \$ | 53,924 \$ | 45,772 \$ | 54,957 \$ | 80,495 \$ | 85,232 \$ | 4,737 | 5.88% |
| Contracted Services | 91,362 | 38,893 | 35,639 | 33,949 | 27,694 | -6,255 | -18.42% |
| Supplies | 6,497 | 12,580 | 4,407 | 10,450 | 11,968 | 1,518 | 14.53% |
| Utilities | 518 | 2,972 | 3,398 | 1,000 | 1,000 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 152,301 \$ | 100,217 \$ | 98,401 \$ | 125,894 \$ | 125,894 \$ | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

REGISTRAR - 1400

FY 2017 Adopted Budget

| Expenditures | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|--------------------------------------|--------------------|--------------------|-------------------|----------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 46,483 | \$ 48,880 | \$ 2,397 | 5.16% |
| Salaries-Temporary Employees | 27,300 | 31,200 | 3,900 | 14.29% |
| Group Insurance | 2,192 | - | (2,192) | 0.00% |
| Social Security Taxes | 3,555 | 3,977 | 422 | 11.87% |
| Retirement | 965 | 475 | (490) | -50.78% |
| Retirement - County Match | - | 700 | 700 | 0.00% |
| Total Salaries & Benefits | \$ 80,495 | \$ 85,232 | \$ 4,737 | 5.88% |
| <u>Contracted Services</u> | | | | |
| Board Member Fees | \$ 16,344 | \$ 16,344 | \$ - | 0.00% |
| Contract Services - Admin | 2,000 | 2,000 | - | 0.00% |
| Janitorial - Contracts | 3,450 | 3,450 | - | 0.00% |
| Repair & Maintenance - Office | 2,000 | 2,000 | - | 0.00% |
| Telephone | 2,000 | 2,000 | - | 0.00% |
| Cell Phones | 600 | 600 | - | 0.00% |
| Advertising & Publishing | 450 | 450 | - | 0.00% |
| Travel | 3,000 | 500 | (2,500) | -83.33% |
| Dues & Subscriptions | 350 | 350 | - | 0.00% |
| Education & Training | 3,755 | - | (3,755) | -100.00% |
| Election Employees | - | - | - | 0.00% |
| Total Contracted Services | \$ 33,949 | \$ 27,694 | \$ (6,255) | -18.42% |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 2,000 | \$ 2,000 | \$ - | 0.00% |
| Minor Operating - \$0 - \$499 | 900 | 900 | - | 0.00% |
| Postage | 6,000 | 6,000 | - | 0.00% |
| Computer Supplies | 600 | 600 | - | 0.00% |
| Janitorial Supplies | 350 | 350 | - | 0.00% |
| Election Supplies | 600 | 618 | 18 | 3.00% |
| Electric | 1,000 | 1,000 | - | 0.00% |
| Computers \$500-\$4,999 | - | 1,500 | - | 0.00% |
| Furniture | - | - | - | 0.00% |
| Total Supplies | 11,450 | 12,968 | 1,518 | 13.26% |
| Total Expenditures | \$ 125,894 | \$ 125,894 | \$ - | 0.00% |

CAMDEN COUNTY BOARD OF COMMISSIONERS

REGISTRAR - 1400

FY 2017 Adopted Budget

Program Title: Board of Registrars

I. Core Services

To ensure that each Camden County voter is given the opportunity to exercise their right to voice their opinion via secret ballot during each election in which they are eligible to vote.

The program is NOT MANDATED () MANDATED:

II. Mission/Key Objectives

- (1) To keep the registrars' Office in compliance with current GA code.
- (2) To maintain the hard earned respect and trust of the voters and the SOS officials at a state level.
- (3) To run the office as efficiently and cost effectively as possible.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|---|-------------------|-------------------|-------------------|----------------------|----------------------|
| Total Voters Registered | 33,277 | 33,495 | 32,999 | 34,000 | 33,500 |
| New Voters Added | 1,600 | 1,976 | 1,880 | 2,000 | 1,900 |
| Absentee Voters Voted | 894 | 1,163 | 61 | 4,400 | 1,000 |
| Early Voters Voted | 943 | 3,484 | 111 | 4,400 | 1,000 |
| Contacts with the Voters | 29,420x | 42,399x | 45,857x | 49,500x | 42,000x |
| <i>x All numbers given are estimates, and based on actual information, status or voting history changes made. Voters that phone, email or walk-in with questions or concerns outside of updating their information aren't counted as we do not yet have a practical tracking method for these contacts.</i> | | | | | |
| "Contacts" includes votes cast during elections via Early & Absentee voting. | | | | | |

IV. Staffing Resources:

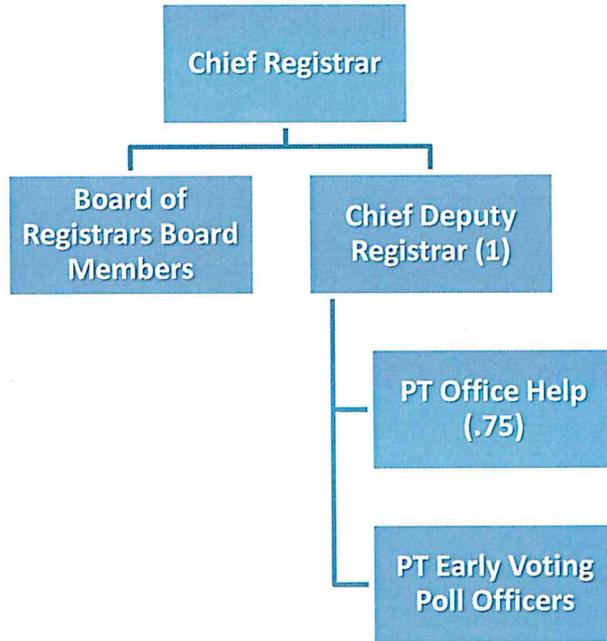
| | | | | | |
|---------------------------------|----------|-------------|-------------|-------------|-------------|
| Full Time Deputy Registrar | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Part Time Deputy Registrar | 1.00 | 0.75 | 0.75 | 0.75 | 0.75 |
| Total Staffing Resources | 2 | 1.75 | 1.75 | 1.75 | 1.75 |

| Funding Sources: | Actual 2013 | FY 2014 | Actual 2014 | FY 2015 | Actual 2015 | FY Adopted FY 2016 | Projected FY 2017 |
|----------------------------|------------------|------------|------------------|------------|-----------------|--------------------------|----------------------|
| General Fund \$ (BOCC) | \$152,302 | | \$100,216 | | \$98,401 | \$125,894 | \$125,894 |
| Total Program Costs | \$152,302 | | \$100,216 | | \$98,401 | \$125,894 | \$125,894 |

V. Explanation of Changes:

Camden County is still a growing county, due to this The Board is actively exploring different options available that will allow our office to continue to serve Camden County in an efficient and economically conscious manner.

**CAMDEN COUNTY BOARD OF COMMISSIONERS
REGISTRAR - 1400
FY 2017 Adopted Budget
ORGANIZATIONAL CHART**



CAMDEN COUNTY BOARD OF COMMISSIONERS
SPECIAL APPROPRIATIONS - 1506
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| Expenditure Category | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|--------------------------|--------------------|--------------------|---------------------|---------------------|---------------------|---------------|----------------|
| | | | | | | to FY 2017 | to FY 2016 |
| Salaries and Benefits \$ | -31,681 | \$ -120,636 | \$ -47,786 | 0 \$ | 0 \$ | 0 | 0.00% |
| Contracted Services | 308,885 | 616,167 | 414,160 | 1,129,500 | 1,281,100 | 151,600 | 13.42% |
| Supplies | 29,525 | 17,597 | -1,588 | 40,000 | 40,000 | 0 | 0.00% |
| Utilities | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Intergovernmental | 407,779 | 549,472 | 893,198 | 396,750 | 312,750 | -84,000 | -21.17% |
| Other Financing Uses | 1,450,00 | 649,500 | 534,000 | 607,913 | 678,825 | 70,912 | 11.66% |
| Capital Outlay | 9,270 | 0 | 0 | 960,000 | 0 | - | 0.00% |
| Total | \$ 2,173,77 | \$ 1,712,10 | \$ 1,377,824 | \$ 3,134,163 | \$ 2,312,675 | - | -26.21% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
SPECIAL APPROPRIATIONS - 1506
FY 2017 Adopted Budget

| Expenditures | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|---|----------------------------|----------------------------|---------------------------|----------------|
| <u>Contracted Services</u> | | | | |
| Classification Plan Update | \$ 0 | \$ 296,600 | \$ 296,600 | 100.00% |
| Senior Citizen Program | 224,500 | 224,500 | 0 | 0.00% |
| Transportation Grant (GDOT) | 50,000 | 50,000 | 0 | 0.00% |
| Contracted Services Administration | 50,000 | 150,000 | 100,000 | 200.00% |
| Spaceport | 800,000 | 550,000 | -250,000 | -31.25% |
| Radio Towers | 5,000 | 5,000 | 0 | 0.00% |
| Central Telephone | - | 5,000 | 5,000 | 100.00% |
| Total Contracted Services | <u>1,129,500</u> | <u>1,281,100</u> | <u>151,600</u> | <u>13.42%</u> |
| <u>Supplies</u> | | | | |
| Central Janitorial Supplies | 5,000 | 5,000 | 0 | 0.00% |
| Small Equipment \$500-\$1,499 | 25,000 | 25,000 | 0 | 0.00% |
| Central Supply Inventory | 5,000 | 5,000 | 0 | 0.00% |
| Central Postage | 5,000 | 5,000 | 0 | 0.00% |
| Total Supplies | <u>40,000</u> | <u>40,000</u> | <u>0</u> | <u>0.00%</u> |
| <u>Intergovernmental</u> | | | | |
| Camden House Budget Payment | 37,000 | 37,000 | 0 | 0.00% |
| CASA Budget Payment | 9,000 | - | -9,000 | -100.00% |
| St. Marys River Management Payment | 750 | 750 | 0 | 0.00% |
| Bad Debt Expense | 50,000 | 50,000 | 0 | 0.00% |
| Bad Debt Medicare/Medicaid | 300,000 | 225,000 | | |
| Total Intergovernmental | <u>396,750</u> | <u>312,750</u> | <u>-84,000</u> | <u>-21.17%</u> |
| <u>Capital Outlay</u> | | | | |
| Spaceport | 960,000 | | -960,000 | -100.00% |
| Total Financing Sources | <u>960,000</u> | <u>-</u> | <u>-960,000</u> | <u>0.00%</u> |
| <u>Other Financing Sources</u> | | | | |
| Operating Transfer out Capital Improve. | 427,913 | 528,825 | 100,912 | 23.58% |
| Operating Transfer out E 9-1-1 | 180,000 | 150,000 | -30,000 | -16.67% |
| Total Financing Sources | <u>607,913</u> | <u>678,825</u> | <u>70,912</u> | <u>11.66%</u> |
| Total Expenditures | \$ <u>3,134,163</u> | \$ <u>2,312,675</u> | \$ <u>-821,488</u> | -26.21% |

CAMDEN COUNTY BOARD OF COMMISSIONERS
TAX ASSESSOR - 1550
FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|---------------------|------------------|--------------------------|
| | | | | | | to FY 2016 | FY 2016 to FY 2017 |
| Salaries and Benefits | \$ 529,095 | \$ 579,700 | \$ 542,720 | \$ 552,003 | \$ 581,863 | \$ 29,860 | 5.41% |
| Contracted Services | 103,304 | 92,492 | 93,712 | 144,505 | 129,870 | -14,635 | -10.13% |
| Supplies | 20,692 | 17,689 | 9,957 | 29,200 | 15,500 | -13,700 | -46.92% |
| Utilities | 15,059 | 12,859 | 13,591 | 15,525 | 14,000 | -1,525 | -9.82% |
| Capital Outlay | <u>0</u> | <u>1,955</u> | <u>4,492</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0.00% |
| Total | \$ 668,150 | \$ 704,695 | \$ 664,472 | \$ 741,233 | \$ 741,233 | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

TAX ASSESSOR - 1550

FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|--|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 486,172 | \$ 513,948 | \$ 27,776 | 5.71% |
| Overtime | 1,500 | 500 | (1,000) | -66.67% |
| Social Security Taxes | 37,192 | 39,317 | 2,125 | 5.71% |
| Retirement | 14,459 | 15,418 | 959 | 6.63% |
| Retirement-Match | 11,580 | 11,580 | - | 0.00% |
| Uniforms | 600 | 600 | - | 0.00% |
| Safety Equipment | 500 | 500 | - | 0.00% |
| Total Salaries & Benefits | 552,003 | 581,863 | 29,860 | 5.41% |
| <u>Contracted Services</u> | | | | |
| Board Member Fees | 18600 | 18600 | - | 0.00% |
| Legal | 2500 | 500 | (2,000) | -80.00% |
| Contracted Services - Aerial Photography | 0 | 0 | - | 0.00% |
| Contracted Services - Computers | 8,600 | 8,600 | - | 0.00% |
| Contracted Services - Administration | 10,000 | - | (10,000) | -100.00% |
| Janitorial Contracts | 5,500 | 5,500 | - | 0.00% |
| Repair & Maintenance - Computers | 22,425 | 22,525 | 100 | 0.45% |
| Repair & Maintenance - Office | 2,500 | 2,500 | - | 0.00% |
| Repair & Maintenance - Vehicles | 3,000 | 1,500 | (1,500) | -50.00% |
| Telephone | 5,700 | 5,700 | - | 0.00% |
| Cell Phones | 3,240 | 3,500 | 260 | 8.02% |
| Advertising Publishing | 500 | 100 | (400) | -80.00% |
| Printing | 21,000 | 18,000 | (3,000) | -14.29% |
| Travel | 24,040 | 26,470 | 2,430 | 10.11% |
| Dues & Subscriptions | 3,470 | 3,500 | 30 | 0.86% |
| Education & Training | 13,430 | 12,875 | (555) | -4.13% |
| Total Contracted Services | 144,505 | 129,870 | (14,635) | -10.13% |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 8,000 | \$ 2,500 | \$ (5,500) | -68.75% |
| Minor Operating \$0-\$499 | 500 | 200 | (300) | -60.00% |
| Postage | 2,500 | 2,000 | (500) | -20.00% |
| Computer Supplies | 2,500 | 1,500 | (1,000) | -40.00% |
| Janitorial Supplies | 900 | 900 | - | 0.00% |
| Medical Supplies | 100 | 100 | - | 0.00% |
| Vehicle Supplies | 800 | 500 | (300) | -37.50% |
| Water & Sewer | 525 | - | (525) | -100.00% |
| Electric | 15,000 | 14,000 | (1,000) | -6.67% |
| Fuel | 11,000 | 6,000 | (5,000) | -45.45% |
| Other Supplies | 400 | 300 | (100) | -25.00% |

CAMDEN COUNTY BOARD OF COMMISSIONERS

TAX ASSESSOR - 1550

FY 2017 Adopted Budget

| | | | | |
|-------------------------|-----------------------|-----------------------|-----------------|------------------|
| Small Equipment | 500 | 500 | - | 0.00% |
| Computers \$500-\$1,499 | <u>2,000</u> | <u>1,000</u> | <u>(1,000)</u> | -50.00% |
| Total Supplies | 44,725 | 29,500 | (15,225) | -34.04% |
| Total Expenditures | <u>\$ 741,233</u> | <u>\$ 741,233</u> | <u>\$ -</u> | <u>0.00%</u> |



CAMDEN COUNTY BOARD OF COMMISSIONERS

TAX ASSESSOR - 1550

FY 2017 Adopted Budget

| | | | | | |
|--|--------------------------------|------------------------------|-------------------------------|-------------------------------|-------------------------------|
| Program Title: Tax Assessors Office | | | | | |
| I. Core Services | | | | | |
| In accordance with Georgia Law and Department of Revenue Rules and Regulations, the Assessors' Office performs mass property appraisals in order to generate an annual county-wide tax digest used in levying and collecting ad valorem taxes. | | | | | |
| The program is NOT MANDATED () MANDATED: | | | | | |
| II. Mission/Key Objectives | | | | | |
| To professionally compile an accurate, uniform, and timely county digest which meets the requirements of Georgia Law and Department of Revenue Rules and Regulations while providing exceptional service to the taxpayers of Camden County. | | | | | |
| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
| Annual Review of values vs. sales (Conducted by Dept. of Audits) | 488 | 461 | 442 | 500 | 500 |
| Mailed annual assessment notices for real & personal property | 30,7177 Real; 2424 Personal | 30,257 Real; 982 Personal | 30,266 Real; 1369 Personal | 31,100 Real; 1500 Personal | 30,500 Real; 1500 Personal |
| Tax exemptions removed from non-qualified properties | 163 | 116 | 224 | 0 | 100 |
| Certified Appraisers on Staff | 11 | 11 | 11 | 13 | 13 |
| Official Review Year for the Assessors' Office by the Dept. of Rev. | NO | NO | YES | NO | NO |
| Personal Property Accounts Reviewed (every 3 years by law) | 479 | 308 | 293 | 350 (Est) | 400 (Est) |
| ***Review/Revaluation of Residential Land Appraisal Tables | YES | YES | YES | YES | YES |
| ***Review/Revaluation of Residential Improvement Schedules | YES | YES | YES | YES | YES |
| ***Review/Revaluation of Commercial and Agricultural Land | YES | YES | YES | YES | YES |
| ***Review/Revaluation of Commercial/Industrial Improvements | YES | YES | YES | YES | YES |
| ****Property Transfers and Sales Qualifications (Deeds) | 3635 | 3135 | 3236 | 4000 | 4000 |
| ****Field Review of Qualified Sales | 1686 | 1516 | 1502 | 1600 | 2000 |
| ****Homestead Exemption Applications | 495 | 450 | 608 | 500 | 500 |
| ****Specialized Assessment Applications and Field Review | 80 | 63 | 467 | 100 | 100 |
| ****Field Inspection of Building Permits | 103 | 192 | 654 | 700 | 300 |
| ****Field Inspection of Property Returns | 536 | 186 | 114 | 100 | 300 |
| ****Review Appeals and Make Adjustments When Necessary | 2356 | 2774 | 708 | 1000 | 2500 |
| IV. Staffing Resources: | | | | | |
| Note: The following actual staff numbers are as indicated on digest submission reports at the time each digest was submitted to DOR. 2015 lists only current filled positions (2 vacant); 2016 & 2017 lists all positions on the approved Organizational Chart. | | | | | |
| Chief Appraiser | 1 | 1 | 1 | 1 | 1 |
| Deputy Chief Appraiser | 0 | 1 | 1 | 1 | 1 |
| Personal Property Appraiser | 1 | 1 | 1 | 1 | 1 |
| Real Property Appraisers | 7 | 5 | 5 | 5 | 5 |
| Office Manager | 0 | 1 | 1 | 1 | 1 |
| Administrative Clerks | 4 | 2 | 2 | 2 | 3 |
| GIS Director | 1 | 1 | 1 | 1 | 1 |
| GIS Technician | 1 | 1 | 1 | 1 | 1 |

CAMDEN COUNTY BOARD OF COMMISSIONERS

TAX ASSESSOR - 1550

FY 2017 Adopted Budget

| | | | | | |
|---------------------------------|-----------|-----------|-----------|-----------|-----------|
| GIS Clerk | 0 | 0 | 0 | 1 | 1 |
| FTE | 12 | 15 | 13 | 15 | 15 |
| Total Staffing Resources | 15 | 13 | 13 | 14 | 15 |

| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$668,150 | \$704,695 | \$743,548 | \$741,233 | \$741,233 |
| Total Program Costs | \$668,150 | \$704,695 | \$743,548 | \$741,233 | \$741,233 |

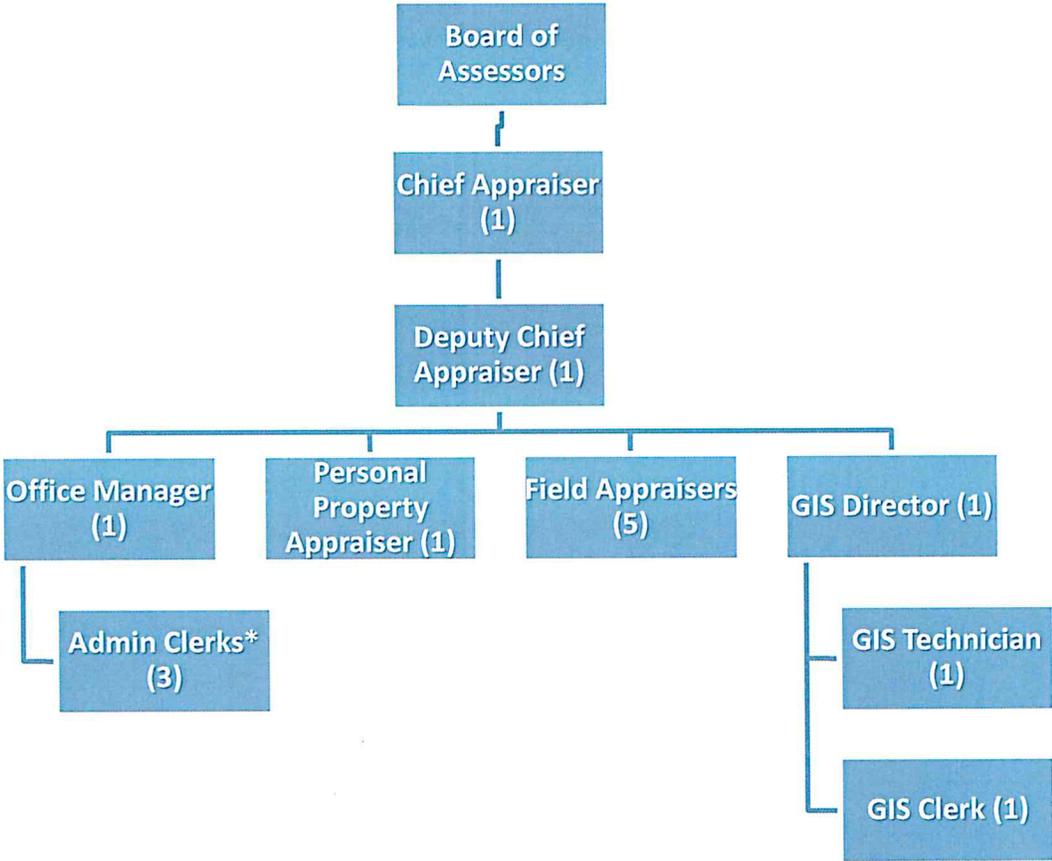
V. Explanation of Changes:

*Audit Dept. usually selects about 500 sales for review - the 2012 sales were reviewed in 2013, 2013 in 2014, etc. This process typically begins in mid-March each year. **In addition to the typical 100+- notices of homestead removal, etc, we notified over 500 property owners in late 2014 of invalid conservation use covenants. Of those 500+, over 300 have reapplied and covenants have been reinstated. There will likely be about 150 of those covenants that will not be reinstated. ***These are continuous market-driven projects, and each year we typically review about 75% of the schedules and change those that need to be updated based on property sales in the respective areas. ****Added Deeds, Sales Review, Homesteads, Specialized Assessments, Building Permits, Returns, and Appeals.



CAMDEN COUNTY BOARD OF COMMISSIONERS
TAX ASSESSOR - 1550
FY 2017 Adopted Budget

ORGANIZATIONAL CHART



*One admin clerk also works with GIS Director on mapping/addressing, etc.

CAMDEN COUNTY BOARD OF COMMISSIONERS
TAX COMMISSIONER - 1545
FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|---------------------|---------------|---------------|
| | | | | | | to FY 2017 | to FY 2016 |
| Salaries and Benefits | \$ 496,447 | \$ 507,050 | \$ 520,988 | \$ 524,792 | \$ 514,039 | -10,753 | -2.05% |
| Contracted Services | 75,388 | 111,464 | 85,707 | 89,541 | 92,041 | 2,500 | 2.79% |
| Supplies | 27,253 | 23,939 | 28,986 | 28,250 | 36,003 | 7,753 | 27.44% |
| Utilities | 15,059 | 12,216 | 12,911 | 13,500 | 14,000 | 500 | 3.70% |
| Capital Outlay | 0 | 22,695 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 614,147 | \$ 677,364 | \$ 648,592 | \$ 656,083 | \$ 656,083 | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
TAX COMMISSIONER - 1545
FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|---------------------------------------|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 460,675 | \$ 460,433 | \$ (242) | -0.05% |
| Social Security Taxes | 35,174 | 33,864 | (1,310) | -3.72% |
| Retirement | 13,261 | 13,280 | 19 | 0.14% |
| Retirement-Match | 15,682 | 6,462 | (9,220) | -58.79% |
| Total Salaries & Benefits | 524,792 | 514,039 | (10,753) | -2.05% |
| <u>Contracted Services</u> | | | | |
| Contracted Services - Computers | 9,650 | 12,150 | 2,500 | 25.91% |
| Recording of Fifas | 6,000 | 6,000 | - | 0.00% |
| Contracted Services - Data Processing | 36,200 | 36,200 | - | 0.00% |
| Janitorial Contracts | 6,200 | 6,200 | - | 0.00% |
| Repair & Maintenance - Computers | 5,000 | 5,000 | - | 0.00% |
| Repair & Maintenance - Office | 6,400 | 6,400 | - | 0.00% |
| Repair & Maintenance - Vehicles | 500 | 500 | - | 0.00% |
| Telephone | 7,100 | 7,100 | - | 0.00% |
| Cell Phones | 650 | 650 | - | 0.00% |
| Advertising Publishing | 1,300 | 1,300 | - | 0.00% |
| Printing | 1,300 | 1,300 | - | 0.00% |
| Travel | 3,110 | 3,110 | - | 0.00% |
| Dues & Subscriptions | 4,531 | 4,531 | - | 0.00% |
| Education & Training | 1,600 | 1,600 | - | 0.00% |
| Total Contracted Services | 89,541 | 92,041 | 2,500 | 2.79% |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 2,500 | \$ 2,500 | \$ - | 0.00% |
| Minor Operating \$0-\$499 | 1,000 | 1,000 | - | 0.00% |
| Postage | 17,000 | 22,753 | 5,753 | 33.84% |
| Computer Supplies | 3,800 | 3,800 | - | 0.00% |
| Janitorial Supplies | 700 | 700 | - | 0.00% |
| Electric | 13,500 | 14,000 | 500 | 3.70% |
| Fuel | 1,500 | 1,000 | (500) | -33.33% |
| Other Supplies | 250 | 250 | - | 0.00% |
| Small Equipment | 1,500 | 2,000 | 500 | 33.33% |
| Computers \$500-\$1,499 | - | 2,000 | 2,000 | 100.00% |
| Total Supplies | 41,750 | 50,003 | 8,253 | 19.77% |
| Total Expenditures | \$ 656,083 | \$ 656,083 | \$ - | 0.00% |

Program Title: Tax Commissioner

I. Core Services

CAMDEN COUNTY BOARD OF COMMISSIONERS
TAX COMMISSIONER - 1545
FY 2017 Adopted Budget

The Tax Commissioner's Office will provide accurate information in a timely and courteous manner. Anticipating the needs of, and offering innovative solutions to the internal and external customers of the Camden County.

The program is NOT MANDATED () MANDATED: FEDERAL () STATE (X) LOCAL (X)

II. Mission/Key Objectives

The overall goal of the Office of the Tax Commissioner is to provide effective and accountable tax administration to the citizens of Camden County in a fair and courteous manner. To provide timely and accurate tax collections to all governing authorities and school systems.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|---|-------------------|-------------------|-------------------|----------------------|----------------------|
| Number of phone calls per month | n/a | 13,550* | 13746* | 13887* | |
| Number of phone calls answered | n/a | 1,887* | 1968* | 1983* | |
| Number of vehicles registered | 48,855 | 50,614 | 51,072 | 51,445 | |
| Number of parcels of property billed for taxation | 30,655 | 30,681 | 31,360 | 30,943 | |
| Revenue Collected for Motor Vehicles | 5,344,752 | 5,437,559 | 5,450,000 | 5,266,145 | |
| Revenue Collected for Property Taxes | 35,770,548 | 35,334,227 | 35,400,000 | 35,979,861 | |
| *Only includes phones calls to Motor Vehicle side does not include Property in a month period/property phone records were not available | | | | | |
| | | | | | |
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IV. Staffing Resources:

| | | | | | |
|---------------------------------------|--------------|--------------|--------------|--------------|--------------|
| Tax Commissioner | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Deputy Tag Agent | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 |
| Senior Deputy Tag Agent | 0.00 | 0.00 | 0.00 | 1.00 | 1.00 |
| Revenue Service Supervisor Tax | 0.00 | 0.00 | 0.00 | 1.00 | 1.00 |
| Delinquent Tax Manager | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 |
| Senior Delinquent Tax Manager | 0.00 | 0.00 | 0.00 | 1.00 | 1.00 |
| Bookkeeper/Office Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Revenue Service Representative | 1.00 | 1.00 | 1.00 | 1.00 | 3.00 |
| Property Tax Representatives | 2.00 | 2.00 | 2.50 | 2.50 | 0.50 |
| Revenue Service Representatives | 5.00 | 5.00 | 5.00 | 4.00 | 4.00 |
| Total Staffing Resources | 12.00 | 12.00 | 12.50 | 12.50 | 12.50 |

| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$614,147 | \$677,364 | \$648,592 | \$656,083 | \$656,083 |
| Total Program Costs | \$614,147 | \$677,364 | \$648,592 | \$656,083 | \$656,083 |

CAMDEN COUNTY BOARD OF COMMISSIONERS
TAX COMMISSIONER - 1545
FY 2017 Adopted Budget

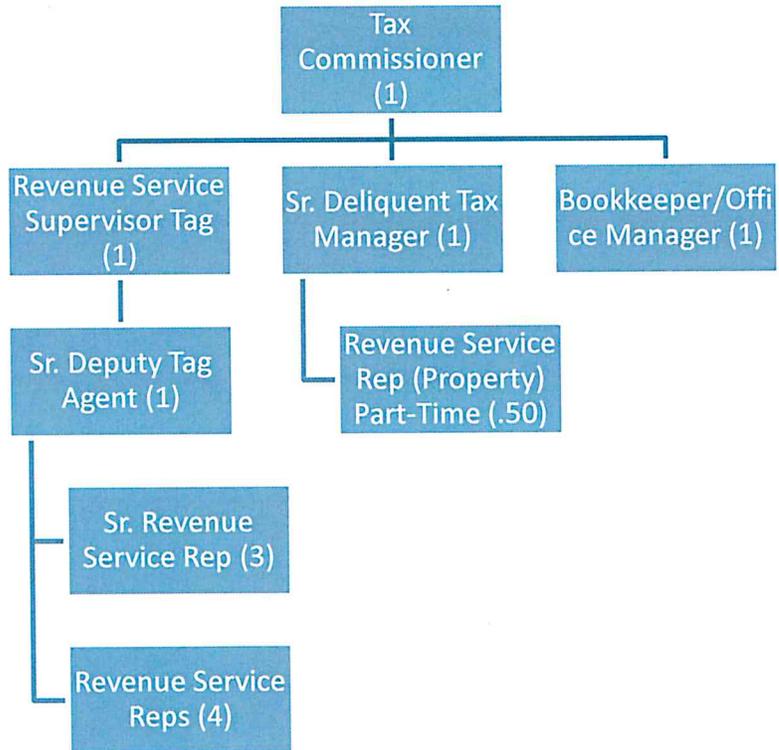
V. Explanation of Changes:

An additional employee is needed to help assist the growing public. I do not have sufficient staff to answer the phones and assist the public. The Property Tax Department has two clerks and one part time clerk which I would like to make full time. The clerks are responsible for assisting customers, answering phones, processing mail, processing returned mail and updating addresses, sending late payment reminders, processing and collecting mobile home payments, sending new owners brochures to every new property owner, which required by state law, and etc. There are too many duties to list. When a clerk is absent due to illness or vacation I have to pull my bookkeeper from her duties to assist in property tax which puts the bookkeeper behind in her job. I also have to pull the bookkeeper during lunch hours to assist or I have to stop what I am doing to assist. I need an additional employee in property tax. There are too many tasks, the two employees in this department cannot keep up with the work load and are not able to keep up with state mandated requirements such as sending out the new owner brochures due to the everyday workload. There is money to cover the expense of an additional employee in the 1% TAVT admin fee which is collected and meant to be compensated to my office per Clint Mulelller of the ACCG.



CAMDEN COUNTY BOARD OF COMMISSIONERS
TAX COMMISSIONER - 1545
FY 2017 Adopted Budget

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
WORKERS COMPENSATION - 1556
FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|---------------------|---------------|---------------|
| | | | | | | to FY 2017 | to FY 2016 |
| Salaries and Benefits | \$ 20,246 | \$ 29,006 | \$ 75,490 | \$ 63,091 | \$ 69,747 | 6,656 | 10.55% |
| Contracted Services | 31,464 | 32,571 | 30,811 | 69,050 | 36,544 | -32,506 | -47.08% |
| Supplies | 328 | 4,589 | 10,968 | 7,180 | 7,180 | 0 | 0.00% |
| Utilities | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Claims | 250,624 | 210,780 | 337,823 | 228,150 | 254,000 | 25,850 | 11.33% |
| Capital Outlay | 0 | 0 | 30,482 | 0 | 0 | 0 | 0.00% |
| Total | \$ 302,662 | \$ 276,946 | \$ 485,574 | \$ 367,471 | \$ 367,471 | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
WORKERS COMPENSATION - 1556
FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|---------------------------------------|--------------------|--------------------|-----------------|----------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 54,801 | \$ 55,704 | \$ 903 | 1.65% |
| Social Security Taxes | 4,192 | 4,261 | 69 | 1.65% |
| Retirement | 1,604 | 922 | (682) | -42.52% |
| Retirement-Match | 2,494 | 1,360 | (1,134) | -45.47% |
| Safety Program | - | 7,500 | 7,500 | 100.00% |
| Total Salaries & Benefits | 63,091 | 69,747 | 6,656 | 10.55% |
| <u>Contracted Services</u> | | | | |
| Legal Fees | 40000 | 15000 | (25,000) | -62.50% |
| Health & Wellness Plan | 26000 | 16169 | (9,831) | -37.81% |
| Repair & Maint Office | 0 | 1800 | 1,800 | 100.00% |
| Cell Phones | 0 | 525 | 525 | 100.00% |
| Travel | 1,750 | 1,750 | - | 0.00% |
| Education & Training | 1,300 | 1,300 | - | 0.00% |
| Total Contracted Services | 69,050 | 36,544 | (32,506) | -47.08% |
| <u>Supplies</u> | | | | |
| Medical Supplies | 7,180 | 7,180 | - | 0.00% |
| Total Supplies | 7,180 | 7,180 | - | 0.00% |
| <u>Self Funded Insurance</u> | | | | |
| Annual Fees | 5,500 | 5,500 | - | 0.00% |
| Stop Loss Policy | 99,950 | 110,000 | 10,050 | 10.06% |
| SITF Assessment | 14,000 | 14,000 | - | 0.00% |
| Current Claims | 88,200 | 104,000 | 15,800 | 17.91% |
| Administrative Fees | 20,500 | 20,500 | - | 0.00% |
| Total Self Funded Insurance | 228,150 | 254,000 | 25,850 | 11.33% |
| Total Expenditures | \$ 367,471 | \$ 367,471 | \$ - | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
WORKERS COMPENSATION - 1556
FY 2017 Adopted Budget

Program Title: Workers Compensation

I. Core Services

Self Insured Workers Compensation Administration

The program is NOT MANDATED ()

II. Mission/Key Objectives

To provide to protection for the interests of workers who are injured or become ill on the job, their families and their employers by making timely, appropriate, and accurate decisions on claims, providing prompt payment of benefits and helping injured workers return to gainful work as early as is feasible while remaining good stewards for our taxpayers.

| III. Performance Measures | Actual 2013 | FY Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|----------------------------------|----------------|----------------------|-------------------|----------------------|----------------------|
| Number of claims | 33 | 32 | 40 | 36 | 32 |
| Total dollars paid for claims. | 292,021 | 284,755 | \$168,000 | \$72,000 | \$65,000 |
| | | | | | |
| | | | | | |
| | | | | | |

IV. Staffing Resources:

| | | | | | |
|---------------------------------|----------|----------|-------------|----------|-------------|
| Human Resources Director | 0.00 | 0.00 | 0.10 | 0.05 | 0.10 |
| Clinic Manager | 0.00 | 0.00 | 0.30 | 0.30 | 0.25 |
| W/C Case Manager | 0.00 | 0.00 | 0.85 | 0.65 | 1.00 |
| | | | | | |
| Total Staffing Resources | 0 | 0 | 1.25 | 1 | 1.35 |

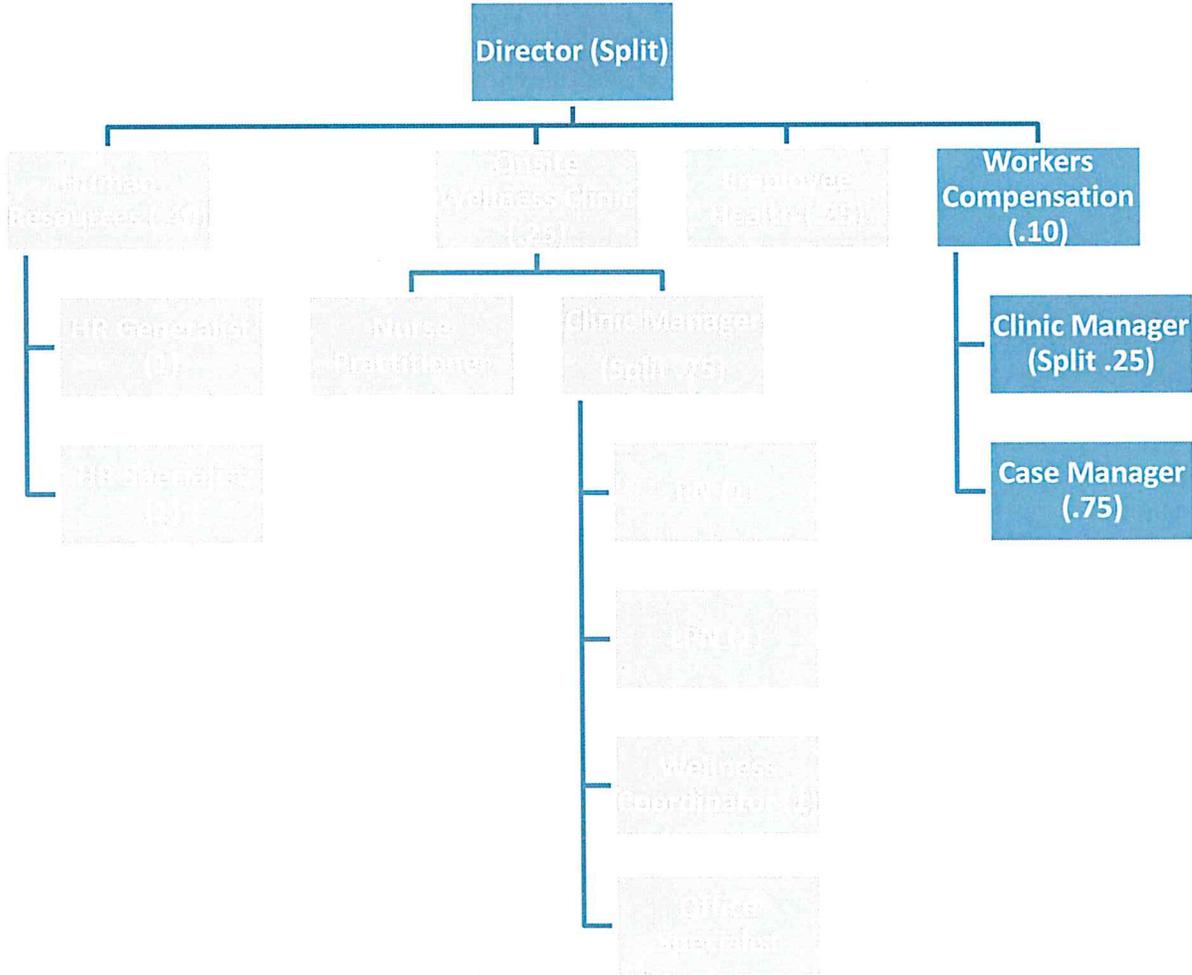
| Funding Sources: | Actual 2013 | FY Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|----------------------------|------------------|----------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$302,661 | \$276,947 | \$485,575 | \$367,471 | \$367,471 |
| Total Program Costs | \$302,661 | \$276,947 | \$485,575 | \$367,471 | \$367,471 |

V. Explanation of Changes:



**CAMDEN COUNTY BOARD OF COMMISSIONERS
 WORKERS COMPENSATION - 1556
 FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



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CAMDEN COUNTY BOARD OF COMMISSIONERS
CLERK OF SUPERIOR COURT - 2200
FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|---------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2017 | to FY 2017 |
| Salaries and Benefits | \$ 448,058 | \$ 439,928 | \$ 443,571 | \$ 437,990 | \$ 436,729 | \$ -1,261 | -0.29% |
| Contracted Services | 42,914 | 40,905 | 60,961 | 50,400 | 46,150 | -4,250 | -8.43% |
| Supplies | 18,390 | 13,787 | 10,331 | 14,310 | 14,610 | 300 | 2.10% |
| Utilities | 15,888 | 16,250 | 17,090 | 17,900 | 17,900 | 0 | 0.00% |
| Capital Outlay | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0.00% |
| Total | \$ 525,250 | \$ 510,870 | \$ 531,953 | \$ 520,600 | \$ 515,389 | \$ -5,211 | -1.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
CLERK OF SUPERIOR COURT - 2200
FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|---|--------------------|--------------------|-------------------|---------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 382,896 | \$ 379,712 | \$ (3,184) | -0.83% |
| Overtime | 2,119 | 2,119 | - | 0.00% |
| Social Security Taxes | 29,389 | 29,210 | (179) | -0.61% |
| Retirement | 11,462 | 11,014 | (448) | -3.91% |
| Retirement-Match | 12,124 | 14,674 | 2,550 | 21.03% |
| Total Salaries & Benefits | 437,990 | 436,729 | (1,261) | -0.29% |
| <u>Contracted Services</u> | | | | |
| Contracted Services - Computers | 25,500 | 20,500 | (5,000) | -19.61% |
| Janitorial Contracts | 8,750 | 8,750 | - | 0.00% |
| Repair & Maintenance - Office Equipment | 4,300 | 4,200 | (100) | -2.33% |
| Telephone | 5,200 | 5,200 | - | 0.00% |
| Printing | 3,500 | 3,500 | - | 0.00% |
| Travel | 1,000 | 1,000 | - | 0.00% |
| Dues & Subscriptions | 1,150 | 2,000 | 850 | 73.91% |
| Education & Training | 1,000 | 1,000 | - | 0.00% |
| Total Contracted Services | 50,400 | 46,150 | (4,250) | -8.43% |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 2,500 | \$ 2,500 | \$ - | 0.00% |
| Minor Operating \$0-\$499 | 500 | 500 | - | 0.00% |
| Postage | 5,500 | 5,500 | - | 0.00% |
| Computer Supplies | 1,500 | 1,500 | - | 0.00% |
| Janitorial Supplies | 360 | 360 | - | 0.00% |
| Recording Supplies | 650 | 950 | 300 | 46.15% |
| Child Support Office/Postage | 3,000 | 3,000 | - | 0.00% |
| Water & Sewer | 500 | 500 | - | 0.00% |
| Electric | 17,400 | 17,400 | - | 0.00% |
| Other Supplies | 300 | 300 | - | 0.00% |
| Total Supplies | 32,210 | 32,510 | 300 | 0.93% |
| Total Expenditures | \$ 520,600 | \$ 515,389 | \$ (5,211) | -1.00% |

CAMDEN COUNTY BOARD OF COMMISSIONERS
CLERK OF SUPERIOR COURT - 2200
FY 2017 Adopted Budget

Program Title: Clerk of Superior Court

I. Core Services

The local office of the Clerk of Superior Court has the responsibility over the Real Estate, Criminal, Civil and Liens Divisions along with Notary Recordings, Accounting/Bookkeeping, Child Support Receipt, Jury Management, Records Retention, Miscellaneous Recordings, Front Desk, Reception Area and Board of Equalization Oversight.

The program is NOT MANDATED () MANDATED: FEDERAL () STATE (X) LOCAL ()
 Is mandated by Title 15, Chapter 6, Article 2 of the official code of GA annotated.

II. Mission/Key Objectives

The Mission of the Staff of the Clerk of Superior Court is to maintain **integrity** of vital records, court proceedings and all other matters entrusted to the office for public consideration. The Clerk, together with staff, is dedicated to accurately, efficiently, and courteously serving the public and the judiciary in all manner of recording to be held accountable to the citizens of Camden County for the proper collection of all fees associated with said responsibilities and to provide the highest standard for transparency regarding such collections.

| III. Performance Measures by <i>Calendar Year</i> | Actual CY 2013 | Actual CY 2014 | Actual CY 2015 | Projected CY 2016 | Estimated CY 2017 |
|--|-------------------|-------------------|-------------------|----------------------|----------------------|
| Real Estate Division | | | | | |
| Instruments Recorded | 8,601 | 7,209 | 8,483 | 8,200 | |
| Plats Recorded | 94 | 77 | 100 | 85 | |
| DD214 Recordings (Not public record) | 4 | 6 | 8 | 6 | |
| Criminal Division | | | | | |
| Indictments | 683 | 463 | 577 | 575 | |
| Capital Cases | | | | | |
| Active Cases Pending | 438 | 145 | 306 | | |
| Court Proceedings | 93 | 71 | 75 | 85 | |
| Civil Division | | | | | |
| Cases Filed | 1,303 | 1,324 | 1,089 | 1,100 | |
| Cases Pending | 522 | 474 | 356 | | |
| Court Proceedings | 100 | 92 | 97 | | |
| Adoptions | 28 | 28 | 25 | 26 | |
| Liens Division | | | | | |
| Liens Filed | 12,767 | 13,111 | 10,565 | 10,500 | |
| Notary Division | | | | | |
| Certificates Issued | 181 | 177 | 193 | 175 | |
| Child Support Receiver | | | | | |
| Payments Processed | 4,118 | 3,150 | 3,357 | 3,300 | |
| *Reconcile receipts and print checks daily | | | | | |
| *Reconcile Service Fees monthly and disburse to CCBOC | | | | | |
| Jury Management | | | | | |
| Summons Issued | 2,850 | 4,270 | 3,360 | 3,500 | |
| Disbursements | 1,503 | 1,592 | 1,835 | 1,850 | |
| Trial Jury Selections | 12 | 13 | 12 | 15 | |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
CLERK OF SUPERIOR COURT - 2200
FY 2017 Adopted Budget**

| | | | | |
|--|----------|-----------|-----------|-----------|
| Grand Jury Sessions | 15 | 15 | 15 | 15 |
| Misc. Recording & Records Retention | | | | |
| Records entered into Business & Professional Index | 1,122 | 414 | 612 | 650 |
| Criminal Records maintained onsite | | 8,689 | 9,064 | 9,650 |
| Civil Records maintained onsite | | 8,653 | 11,101 | 12,200 |
| Accounting/Bookkeeping | | | | |
| # Monthly Reports for Office Receipts Reconciled | 26 | 26 | 26 | 26 |
| # of Monthly Reports for Fine/Fees Receipts | 9 | 9 | 9 | 9 |
| # of Bank Accounts Reconciled Monthly | 9 | 8 | 9 | 9 |
| PeachCourt E-filing | | | | |
| Number of Cases Filed (beginning 9/1/2015) | | | 142 | 360 |
| Camden Superior Clerk Website | | | | |
| Number of visits (beginning 2/1/16) | | | 2,040 | 12,000 |
| IV. Staffing Resources: | | | | |
| Clerk of Superior Court | | 1.00 | 1.00 | 1.00 |
| Chief Deputy Clerk | | 1.00 | 1.00 | 1.00 |
| Senior Deputy Clerk | | 1.00 | 1.00 | 1.00 |
| Deputy Clerks | | 8.00 | 8.00 | 8.00 |
| | | | | |
| | | | | |
| | | | | |
| Total Staffing Resources | 0 | 11 | 11 | 11 |

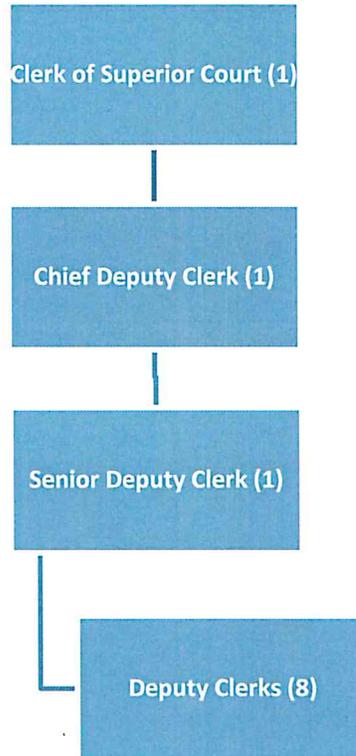
| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|-------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$525,250 | \$510,871 | \$531,953 | \$520,600 | \$515,389 |
| Total Program Costs | \$525,250 | \$510,871 | \$531,953 | \$520,600 | \$515,389 |

V. Explanation of Changes:

Implementation of **PeachCourt e-filing** began September 2015 and continues to grow as filers become aware of the service. As a result, revenue sharing will continue to grow. **Camden Superior Clerk** website went live in February 2016. With the inclusion of Case Management records on the site, visits continue to rise prompting inquiries for court data. The Clerk's office, through MicroPact Inc, initiated an additional website - **cmsearchimages**, whereby registered users may print documents contained in Case Management. This will result in increased revenue and greater access to Case Management records.

**CAMDEN COUNTY BOARD OF COMMISSIONERS
CLERK OF SUPERIOR COURT - 2200
FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
DISTRICT ATTORNEY - 2250
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|---------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2017 | to FY 2017 |
| Salaries and Benefits | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | 0 | 0.00% |
| Contracted Services | 18,874 | 18,496 | 18,317 | 19,820 | 19,820 | 0 | 0.00% |
| Supplies | 142 | 143 | 225 | 460 | 460 | 0 | 0.00% |
| Utilities | 10,761 | 11,014 | 11,602 | 12,590 | 12,590 | 0 | 0.00% |
| Intergovernmental | 361,812 | 361,412 | 361,412 | 361,412 | 361,412 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 391,589 | \$ 391,065 | \$ 391,556 | \$ 394,282 | \$ 394,282 | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
DISTRICT ATTORNEY - 2250
FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|--------------------------------------|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Contracted Services</u> | | | | |
| Repair & Maintenance - All Buildings | \$ 1,500 | \$ 1,500 | \$ - | 0.00% |
| Janitorial Contracts | 5,935 | 5,935 | - | 0.00% |
| Telephone | 385 | 385 | - | 0.00% |
| Court Supplements | <u>12,000</u> | <u>12,000</u> | - | 0.00% |
| Total Contracted Services | 19,820 | 19,820 | - | 0.00% |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 100 | \$ 100 | - | 0.00% |
| Janitorial Supplies | 360 | 360 | - | 0.00% |
| Water & Sewer | 375 | 375 | - | 0.00% |
| Electric | <u>12,215</u> | <u>12,215</u> | - | 0.00% |
| Total Supplies | 13,050 | 13,050 | - | 0.00% |
| <u>Intergovernmental</u> | | | | |
| District Attorney Budget | <u>361412</u> | <u>361412</u> | - | 0.00% |
| Total Intergovernmental | 361412 | 361412 | - | 0.00% |
| Total Expenditures | \$ <u>394,282</u> | \$ <u>394,282</u> | \$ <u>-</u> | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
JUVENILE COURT - 2600
FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|---------------------|---------------|---------------|
| | | | | | | to FY 2017 | to FY 2017 |
| Salaries and Benefits | \$ 152,527 | \$ 154,581 | \$ 159,749 | \$ 160,175 | \$ 167,906 | 7,731 | 4.83% |
| Contracted Services | 61,105 | 70,098 | 97,586 | 106,020 | 112,600 | 6,580 | 6.21% |
| Supplies | 639 | 1,169 | 2,028 | 2,275 | 2,375 | 100 | 4.40% |
| Utilities | 2,285 | 2,364 | 2,314 | 2,620 | 2,620 | 0 | 0.00% |
| Capital Outlay | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0.00% |
| Total | \$ 216,556 | \$ 228,212 | \$ 261,677 | \$ 271,090 | \$ 285,501 | 14,411 | 5.32% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

JUVENILE COURT - 2600

FY 2017 Adopted Budget

| Expenditure Detail | Adopted <u>FY 2016</u> | Adopted <u>FY 2017</u> | \$ <u>Variance</u> | % <u>Variance</u> |
|---|---------------------------|---------------------------|-----------------------|----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 145,700 | \$ 145,815 | \$ 115 | 0.08% |
| Social Security Taxes | 11,150 | 11,155 | 5 | 0.04% |
| Retirement | 1,330 | 1,334 | 4 | 0.30% |
| Retirement-Match | <u>1,995</u> | <u>9,602</u> | <u>7,607</u> | 381.30% |
| Total Salaries & Benefits | 160,175 | 167,906 | 7,731 | 4.83% |
| <u>Contracted Services</u> | | | | |
| Medical Prisoners | 100 | 130 | 30 | 30.00% |
| Contracted Services - Legal Assistant | 83,000 | 90,000 | 7,000 | 8.43% |
| Repair & Maintenance - Computers | 400 | 400 | - | 0.00% |
| Repair & Maintenance - Office Equipment | 250 | 250 | - | 0.00% |
| Telephone | 870 | 870 | - | 0.00% |
| Advertising & Publishing | 350 | 350 | - | 0.00% |
| Travel | 1,500 | 1,500 | - | 0.00% |
| Dues & Subscriptions | 450 | 450 | - | 0.00% |
| Court Witness Fees | 150 | 150 | - | 0.00% |
| Indigent Attorney Fees | 3,500 | 3,000 | (500) | -14.29% |
| Education & Training | 450 | 500 | 50 | 11.11% |
| Court Reporters | <u>15,000</u> | <u>15,000</u> | - | 0.00% |
| Total Contracted Services | 106,020 | 112,600 | 6,580 | 6.21% |
| <u>Supplies</u> | | | | |
| Office Supplies | 400 | 500 | 100 | 25.00% |
| Minor Operating \$0-\$499 | 1,000 | 1,000 | - | 0.00% |
| Postage | 600 | 600 | - | 0.00% |
| Computer Supplies | 200 | 200 | - | 0.00% |
| Janitorial Supplies | 75 | 75 | - | 0.00% |
| Water & Sewer | 220 | 220 | - | 0.00% |
| Electric | <u>2,400</u> | <u>2,400</u> | - | 0.00% |
| Total Supplies | 4,895 | 4,995 | 100 | 2.04% |
| Total Expenditures | <u>\$ 271,090</u> | <u>\$ 285,501</u> | <u>\$ 14,411</u> | 5.32% |

CAMDEN COUNTY BOARD OF COMMISSIONERS

JUVENILE COURT - 2600

FY 2017 Adopted Budget

Program Title: Juvenile Court of Camden County

I. Core Services

As a branch of the Superior Court, the Juvenile Court is responsible for all juvenile type matters as envisioned by the Code of Georgia to include cases of the Department of Juvenile Justice and the Department of Family and Children Services to provide a legal mechanism for trial and detention of youth violations of law and services for dependent children and their family.

The program is NOT MANDATED () MANDATED: FEDERAL () STATE (X) LOCAL ()

II. Mission/Key Objectives

To defend and protect the public and to ensure the protections of children in both criminal environments and welfare cases of dependent children.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|--|---------------------------|---------------------------|---------------------------|------------------------------|------------------------------|
| Delinquency criminal cases | 148 | 160 | 124 | 145 | 150 |
| Traffic cases | - | 3 | 7 | 15 | 12 |
| Child in need of services | - | - | 30 | 50 | 46 |
| Dependency cases | 59 | 60 | 82 | 88 | 95 |
| Termination of parental rights cases | 18 | 15 | 14 | 16 | 20 |
| DRO hearings (emergency removal of children) | unknown | 60 | 52 | 50 | 50 |
| Unruly cases | 52 | 50 | 45 | 45 | 45 |
| Special proceedings | 111 | 100 | 131 | 144 | 135 |
| Appeals to Supreme Court/Court of Appeals | 1 | 1 | 2 | 3 | 1 |
| Guardianships | 0 | 0 | 2 | 4 | 7 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

IV. Staffing Resources:

| | | | | | |
|---------------------------------|------|------|------|------|------|
| Judge | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Clerk | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Total Staffing Resources | 2 | 2 | 2 | 2 | 2 |

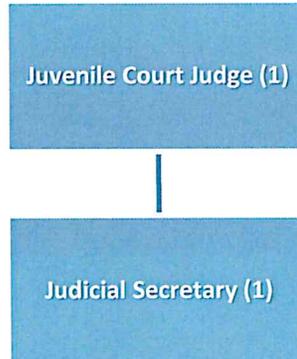
| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 |
|----------------------------|---------------------------|---------------------------|---------------------------|----------------------------|----------------------------|
| General Fund \$ (BOCC) | \$216,557 | \$228,213 | \$251,684 | \$271,090 | \$285,501 |
| Total Program Costs | \$216,557 | \$228,213 | \$251,684 | \$271,090 | \$285,501 |

V. Explanation of Changes:

Budget increase for additional contract attorney to provide legal representation to parents of children in DFCS cases where there is more than one father involved in the case. Example: Mother having dependent children by numerous fathers, each father must have legal counsel.

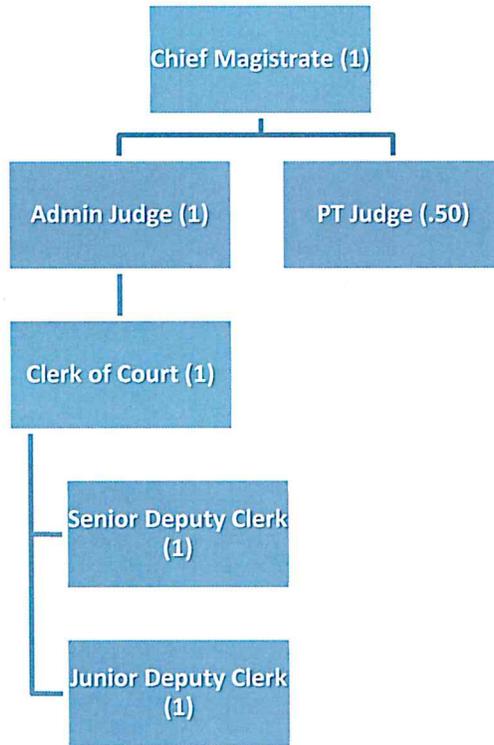
**CAMDEN COUNTY BOARD OF COMMISSIONERS
JUVENILE COURT - 2600
FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



**CAMDEN COUNTY BOARD OF COMMISSIONERS
MAGISTRATE COURT - 2400
FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
PROBATE COURT - 2500
FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|---------------------|---------------|---------------|
| | | | | | | to FY 2017 | to FY 2017 |
| Salaries and Benefits | \$ 239,478 | \$ 243,902 | \$ 254,804 | \$ 272,901 | \$ 284,478 | 11,577 | 4.24% |
| Contracted Services | 130,651 | 77,520 | 103,057 | 146,135 | 150,385 | 4,250 | 2.91% |
| Supplies | 13,082 | 9,909 | 19,545 | 13,750 | 13,500 | -250 | -1.82% |
| Utilities | 10,761 | 11,010 | 11,624 | 11,850 | 11,850 | 0 | 0.00% |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 393,972 | \$ 342,341 | \$ 389,030 | \$ 444,636 | \$ 460,213 | 15,577 | 3.50% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

PROBATE COURT - 2500

FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|---------------------------------------|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 221,343 | \$ 249,581 | \$ 28,238 | 12.76% |
| Salaries - Temp Employees | 20,000 | - | (20,000) | -100.00% |
| Social Security Taxes | 16,864 | 19,093 | 2,229 | 13.22% |
| Retirement | 6,613 | 7,487 | 874 | 13.22% |
| Retirement-Match | 8,081 | 8,317 | 236 | 2.92% |
| Total Salaries & Benefits | 272,901 | 284,478 | 11,577 | 4.24% |
| <u>Contracted Services</u> | | | | |
| Legal Fees | - | 4,000 | 4,000 | 100.00% |
| Contracted Services - Computers | 10,200 | 9,200 | (1,000) | -9.80% |
| Contracted Services - Administration | 65,000 | 50,000 | (15,000) | -23.08% |
| Vital Statistics | - | 7,500 | 7,500 | 100.00% |
| Janitorial Contracts | 6,000 | 6,000 | - | 0.00% |
| Repair & Maintenance - Computers | 6,500 | - | (6,500) | -100.00% |
| Repair & Maintenance - Office | 3,320 | 3,320 | - | 0.00% |
| Telephone | 4,365 | 4,365 | - | 0.00% |
| Advertising & Publishing | 3,500 | 6,000 | 2,500 | 71.43% |
| Elections - Advertising | 1,200 | 1,500 | 300 | 25.00% |
| Printing | 7,500 | 10,000 | 2,500 | 33.33% |
| Elections - Printing | 12,500 | 2,500 | (10,000) | -80.00% |
| Travel | 3,000 | 3,000 | - | 0.00% |
| Court Witness Fees | 1,500 | 1,000 | (500) | -33.33% |
| Dues & Subscriptions | 1,150 | 1,000 | (150) | -13.04% |
| Indigent Attorney Fees | 8,400 | 5,000 | (3,400) | -40.48% |
| Education & Training | 2,000 | 1,000 | (1,000) | -50.00% |
| Elections - Machine Labor | 10,000 | 15,000 | 5,000 | 50.00% |
| Elections Employees | - | 20,000 | 20,000 | 100.00% |
| Total Contracted Services | 146,135 | 150,385 | 4,250 | 2.91% |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 1,000 | \$ 1,500 | \$ 500 | 50.00% |
| Minor Operating \$0-\$499 | 1,000 | 500 | (500) | -50.00% |
| Postage | 5,000 | 5,000 | - | 0.00% |
| Computer Supplies | 1,600 | 1,500 | (100) | -6.25% |
| Janitorial Supplies | 500 | 500 | - | 0.00% |
| Medical Supplies - General | 150 | - | (150) | -100.00% |
| Recording Supplies | 4,000 | 4,000 | - | 0.00% |
| Election Supplies | 500 | 500 | - | 0.00% |
| Water & Sewer | 265 | 265 | - | 0.00% |
| Electric | 11,585 | 11,585 | - | 0.00% |
| Total Supplies | 25,600 | 25,350 | (250) | -0.98% |
| Total Expenditures | \$ 444,636 | \$ 460,213 | \$ 15,577 | 3.50% |

CAMDEN COUNTY BOARD OF COMMISSIONERS

PROBATE COURT - 2500

FY 2017 Adopted Budget

Program Title: Probate Court

I. Core Services

The Probate Court has many responsibilities that include processing petitions for the Administrator or Executor for families who have lost a loved one; providing Guardianships and Conservatorships for minors and adult wards; handling all citations issued by the CCSO, Ga State Patrol and Ga DNR; issuing all marriage licenses; performing weddings; providing birth certificates, marriage licenses and death certificates; processing all Weapons Carry License applications; and as Superintendent of Elections, the Probate Court Judge oversees the election process and all filings with the State.

The program is NOT MANDATED () MANDATED: FEDERAL () STATE (X) LOCAL (X)

II. Mission/Key Objectives

It is the mission of the Camden County Probate Court to provide excellent customer service; make sure all Probate Court matters are handles according to the laws of the State of Georgia; maintain excellent working relationships with all county departments; and, run a fiscally responsible office, always being mindful of the tax payer's money.

III. Performance Measures

| | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|---|-------------------|-------------------|-------------------|----------------------|----------------------|
| Administration of Descendant's Estate | 35 | 50 | 50 | 50 | |
| Will Probate Proceedings | 77 | 71 | 75 | 75 | |
| Years Support | 6 | 4 | 5 | 4 | |
| Guardianship Proceedings | 21 | 42 | 50 | 50 | |
| Petition to Leave, Sell or Encumber | 2 | 3 | 2 | 2 | |
| Miscellaneous Estate Guardianship Proceedings | 150 | 125 | 150 | 150 | |
| Inventories or Returns Filed | - | 10 | 10 | 10 | |
| Marriage License Applications | 859 | 742 | 750 | 750 | |
| Firearm License Applications | 1,328 | 1,155 | 1,300 | 1,300 | |
| Traffic Cases Filed- Citations | 6,935 | 6,561 | 7,000 | 8,000 | |
| Traffic Cases Filed- Misdemeanor | 321 | 246 | 275 | 275 | |

IV. Staffing Resources:

| | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|--------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| Probate Judge | | 1.00 | 1.00 | 1.00 | 1.00 |
| Chief Clerk | | 1.00 | 1.00 | 1.00 | 1.00 |
| Probate Clerk | | 1.00 | 2.00 | 2.00 | 2.00 |
| Traffic Clerks | | 3.00 | 2.00 | 2.00 | 3.00 |
| Total Staffing Resources | 0 | 6 | 6 | 6 | 7 |

Funding Sources:

| | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$393,972 | \$342,342 | \$389,029 | \$409,636 | \$460,213 |
| Total Program Costs | \$393,972 | \$342,342 | \$389,029 | \$409,636 | \$460,213 |

V. Explanation of Changes:

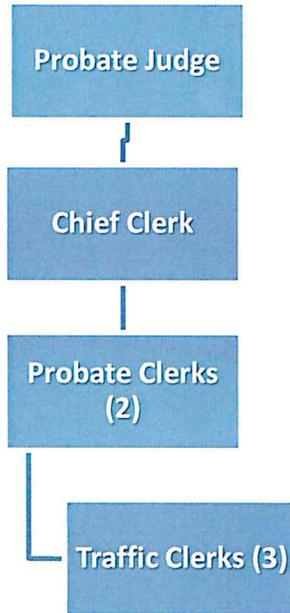
| |
|--|
| |
|--|

CAMDEN COUNTY BOARD OF COMMISSIONERS

PROBATE COURT - 2500

FY 2017 Adopted Budget

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
PUBLIC DEFENDER - 2800
FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|---------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2017 | to FY 2017 |
| Salaries and Benefits | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | 0 | 0.00% |
| Contracted Services | 12,820 | 20,684 | 25,026 | 26,345 | 23,556 | -2,789 | -10.59% |
| Supplies | 0 | 598 | 79 | 0 | 150 | 150 | 0.00% |
| Utilities | 0 | 1,342 | 2,326 | 2,225 | 2,650 | 425 | 19.10% |
| Intergovernmental | 149,759 | 166,208 | 171,264 | 179,286 | 181,500 | 2,214 | 1.23% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 162,579 | \$ 188,832 | \$ 198,695 | \$ 207,856 | \$ 207,856 | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

PUBLIC DEFENDER - 2800

FY 2017 Adopted Budget

| Expenditure Detail | <u>Adopted FY 2016</u> | <u>Adopted FY 2017</u> | <u>\$ Variance</u> | <u>% Variance</u> |
|----------------------------|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Contracted Services</u> | | | | |
| Pest Control | 300 | 300 | - | 0.00% |
| Indigent Attorney Fees | 20,160 | 17,421 | (2,739) | -13.59% |
| Telephone | 5,020 | 4,900 | (120) | -2.39% |
| Janitorial Contracts | 865 | 935 | 70 | 8.09% |
| Total Contracted Services | <u>26,345</u> | <u>23,556</u> | <u>(2,789)</u> | <u>-10.59%</u> |
| <u>Supplies</u> | | | | |
| Janitorial Supplies | - | 150 | 150 | 100.00% |
| Water & Sewer | 325 | 450 | 125 | 38.46% |
| Electric | 1,900 | 2,200 | 300 | 15.79% |
| Total Supplies | <u>2,225</u> | <u>2,800</u> | <u>575</u> | <u>25.84%</u> |
| <u>Intergovernmental</u> | | | | |
| Judicial Circuit Budget | <u>179,286</u> | <u>181,500</u> | <u>2,214</u> | <u>1.23%</u> |
| Total Intergovernmental | <u>179,286</u> | <u>181,500</u> | <u>2,214</u> | <u>1.23%</u> |
| Total Expenditures | <u>\$ 207,856</u> | <u>\$ 207,856</u> | <u>\$ -</u> | <u>0.00%</u> |



CAMDEN COUNTY BOARD OF COMMISSIONERS
SUPERIOR COURT - 2150
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|---------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2017 | to FY 2017 |
| Salaries and Benefits | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | 0 | 0.00% |
| Contracted Services | 203,414 | 191,817 | 227,785 | 237,575 | 245,870 | 8,295 | 3.49% |
| Supplies | 5,097 | 5,317 | 11,231 | 5,785 | 5,800 | 15 | 0.26% |
| Utilities | 25,827 | 26,435 | 27,846 | 29,005 | 31,625 | 2,620 | 9.03% |
| Intergovernmental | 100,931 | 86,642 | 51,687 | 103,650 | 92,720 | | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 335,269 | \$ 310,211 | \$ 318,549 | \$ 376,015 | \$ 376,015 | 10,930 | 2.91% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

SUPERIOR COURT - 2150

FY 2017 Adopted Budget

| Expenditure Detail | <u>Adopted</u> FY 2017 | <u>Adopted</u> FY 2017 | <u>\$</u> Variance | <u>%</u> Variance |
|---------------------------------------|---------------------------|---------------------------|-----------------------|----------------------|
| <u>Contracted Services</u> | | | | |
| Janitorial Contracts | \$ 14,900 | \$ 18,820 | \$ 3,920 | 26.31% |
| Repair & Maintenance Office Equipment | 600 | 550 | (50) | -8.33% |
| Telephone | 6,050 | 5,150 | (900) | -14.88% |
| Cell Phones | 600 | 900 | 300 | 50.00% |
| Advertising & Publishing | 250 | 150 | (100) | -40.00% |
| Dues & Subscriptions | 675 | 300 | (375) | -55.56% |
| Jury Fees | 40,000 | 40,000 | - | 0.00% |
| Court Witness Fees | 3,500 | 3,500 | - | 0.00% |
| Indigent Attorney Fees | 2,500 | 2,500 | - | 0.00% |
| Education & Training | 500 | 500 | - | 0.00% |
| Court Supplements | 122,000 | 122,000 | - | 0.00% |
| Court Reporters | 45,000 | 51,500 | 6,500 | 14.44% |
| Drug Court Reporter | 1,000 | - | (1,000) | -100.00% |
| Total Contracted Services | <u>237,575</u> | <u>245,870</u> | <u>8,295</u> | <u>3.49%</u> |
| <u>Supplies</u> | | | | |
| Office Supplies | 425 | 1,100 | 675 | 158.82% |
| Minor Operating \$0-\$499 | 500 | 500 | - | 0.00% |
| Postage | 1,500 | 1,600 | 100 | 6.67% |
| Computer Supplies | 360 | 250 | (110) | -30.56% |
| Janitorial Supplies | 1,000 | 1,000 | - | 0.00% |
| Water & Sewer | 880 | 525 | (355) | -40.34% |
| Electric | 28,125 | 31,100 | 2,975 | 10.58% |
| Other Supplies | 2,000 | 1,350 | (650) | -32.50% |
| Total Supplies | <u>34,790</u> | <u>37,425</u> | <u>2,635</u> | <u>7.57%</u> |
| <u>Intergovernmental</u> | | | | |
| Drug Court | 50000 | 39070 | (10,930) | -21.86% |
| Judicial Circuit Budget | 53650 | 53650 | - | 0.00% |
| Total Intergovernmental | <u>103650</u> | <u>92720</u> | <u>(10,930)</u> | <u>-10.55%</u> |
| Total Expenditures | <u>\$ 376,015</u> | <u>\$ 376,015</u> | <u>\$ -</u> | <u>0.00%</u> |

PUBLIC SAFETY



CAMDEN COUNTY BOARD OF COMMISSIONERS
ADULT PROBATION - 3450
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------------|------------------|------------------|------------------|------------------|------------------|---------------|---------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2017 | to FY 2017 |
| Salaries and Benefits | \$ | \$ | \$ | \$ | \$ | 0 | 0.00% |
| Contracted Services | 4,056 | 4,017 | 4,017 | 4,020 | 4,560 | 540 | 13.43% |
| Supplies | 110 | 52 | 177 | 200 | 150 | -50 | -25.00% |
| Utilities | 6,127 | 7,047 | 6,836 | 7,280 | 7,390 | 110 | 1.51% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 10,293 | \$ 11,116 | \$ 11,030 | \$ 11,500 | \$ 12,100 | 600 | 5.22% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

ADULT PROBATION - 3450

FY 2017 Adopted Budget

| Expenditure Detail | <u>Adopted</u> <u>FY 2016</u> | <u>Adopted</u> <u>FY 2017</u> | <u>\$</u> <u>Variance</u> | <u>%</u> <u>Variance</u> |
|----------------------------|----------------------------------|----------------------------------|------------------------------|-----------------------------|
| <u>Contracted Services</u> | | | | |
| Janitorial Contracts | \$ 4,020 | \$ 4,560 | \$ 540 | 13.43% |
| Total Contracted Services | 4,020 | 4,560 | 540 | 13.43% |
| <u>Supplies</u> | | | | |
| Janitorial Supplies | 200 | 150 | (50) | -25.00% |
| Water & Sewer | 580 | 690 | 110 | 18.97% |
| Electric | 6,700 | 6,700 | - | 0.00% |
| Total Supplies | 7,480 | 7,540 | 60 | 0.80% |
| Total Expenditures | \$ <u>11,500</u> | \$ <u>12,100</u> | \$ <u>600</u> | 5.22% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
ANIMAL CONTROL - 3910
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|---------------------|---------------|---------------|
| | | | | | | to FY 2017 | To FY 2016 |
| Salaries and Benefits | \$ 112,161 | \$ 114,453 | \$ 122,916 | \$ 130,347 | \$ 132,919 | 2,572 | 1.97% |
| Contracted Services | 122,272 | 120,206 | 122,498 | 174,690 | 174,990 | 300 | 0.17% |
| Supplies | 10,161 | 9,170 | 9,136 | 15,940 | 16,520 | 580 | 3.64% |
| Utilities | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 244,594 | \$ 243,829 | \$ 254,550 | \$ 320,977 | \$ 324,429 | 3,452 | 1.08% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

ANIMAL CONTROL - 3910

FY 2017 Adopted Budget

| Expenditure Detail | <u>Adopted</u> FY 2016 | <u>Adopted</u> FY 2017 | <u>\$</u> Variance | <u>%</u> Variance |
|---------------------------------------|---------------------------|---------------------------|-----------------------|----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 112,539 | \$ 112,801 | \$ 262 | 0.23% |
| Overtime | 1,250 | 1,500 | 250 | 20.00% |
| Social Security Taxes | 8,674 | 8,859 | 185 | 2.13% |
| Retirement | 2,211 | 3,027 | 816 | 36.91% |
| Retirement: County Match | 4,373 | 5,432 | 1,059 | 24.22% |
| Uniforms | 650 | 650 | - | 0.00% |
| Safety Equipment | 650 | 650 | - | 0.00% |
| Total Salaries & Benefits | <u>130,347</u> | <u>132,919</u> | <u>2,572</u> | <u>1.97%</u> |
| <u>Contracted Services</u> | | | | |
| Animal Control Contract | 165,720 | 165,720 | 0 | 0.00% |
| Animal Medical | 750 | 750 | 0 | 0.00% |
| Repair & Maintenance - Computers | 500 | 500 | 0 | 0.00% |
| Repair & Maintenance-Office Equipment | 500 | 500 | 0 | 0.00% |
| Repair & Maintenance - Radios | 100 | 100 | 0 | 0.00% |
| Repair & Maintenance-Vehicles | 2,000 | 2,000 | 0 | 0.00% |
| Telephone | 1,920 | 1,920 | 0 | 0.00% |
| Cell Phones | 1,800 | 1,800 | 0 | 0.00% |
| Advertising & Publishing | 250 | 250 | 0 | 0.00% |
| Printing | - | 50 | 50 | 100.00% |
| Travel | 650 | 800 | 150 | 23.08% |
| Education & Training | 400 | 500 | 100 | 25.00% |
| Professional Licenses | 100 | 100 | 0 | 0.00% |
| Total Contracted Services | <u>174,690</u> | <u>174,990</u> | <u>300</u> | <u>0.17%</u> |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 150 | \$ 150 | \$ 0 | 0.00% |
| Minor Operating \$0-\$499 | 1,500 | 1,500 | 0 | 0.00% |
| Postage | 45 | 50 | 5 | 11.11% |
| Computer Supplies | 125 | 300 | 175 | 140.00% |
| Janitorial Supplies | 120 | 120 | 0 | 0.00% |
| Medical Supplies - General | 100 | 100 | 0 | 0.00% |
| Tires & Tubes | 850 | 850 | 0 | 0.00% |
| Vehicle Supplies | 200 | 200 | 0 | 0.00% |
| Fuel | 12,000 | 13,000 | 1000 | 8.33% |
| Animal Food & Supplies | 250 | 250 | 0 | 0.00% |
| Computers \$500-\$4,900 | 600 | - | -600 | -100.00% |
| Total Supplies | <u>15,940</u> | <u>16,520</u> | <u>580</u> | <u>3.64%</u> |
| Total Expenditures | \$ <u>320,977</u> | \$ <u>324,429</u> | \$ <u>3,452</u> | <u>1.08%</u> |

CAMDEN COUNTY BOARD OF COMMISSIONERS

ANIMAL CONTROL - 3910

FY 2017 Adopted Budget

Program Title: Animal Control

I. Core Services

To provide the citizens of Camden County with Ordinance Enforcement, friendly customer service, cruelty investigations, bite investigations, stray animal response and trapping assistance as requested.

The program is NOT MANDATED () MANDATED:

II. Mission/Key Objectives

The Animal Control Division strives to balance the health, public safety and welfare needs of people and animals in our community by responsibly and humanely enforcing animal-related laws; providing a safe environment for unwanted, stray, abused and impounded animals; educating the public about responsible companion animal ownership; and investigating cases where animal care is questionable.

III. Performance Measures

| | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|--|-------------------|-------------------|--------------------|----------------------|
| Wildlife calls | 182 | 187 | 162 | 200 |
| Animal Bite Calls | 55 | 48 | 72 | 60 |
| Dog Complaints | 1,093 | 1,222 | 1,697 | 1,500 |
| Cat Complaints | 462 | 389 | 547 | 575 |
| Information request/Customer Service calls | 1,074 | 784 | 262 | 800 |
| Cruelty calls | 33 | 43 | 31 | 30 |
| Animals Picked Up | 575 | 529 | 669 | 525 |
| Animals Transported | 569 | 522 | 627 | 650 |
| Warnings | 351 | 284 | 124 | 325 |
| Citations | 66 | 56 | 21 | 75 |
| Reclaims | 98 | 84 | 117 | 100 |
| Adoptions | 36 | 72 | 106 | 45 |
| Euthanized | 330 | 318 | 318 | 350 |
| Undetermined | 131 | 82 | 27 | 100 |
| Calls from Kingsland | 164 | 197 | 781 | 175 |
| Calls from St. Marys | 965 | 900 | 825 | 1,000 |
| Calls from Woodbine | 121 | 139 | 143 | 125 |
| County Calls | 1,370 | 1,251 | 899 | 1,400 |
| After Hour Calls | 53 | 33 | 81 | 60 |
| After Hour Response | 16 | 8 | 10 | 20 |
| Miles Traveled | 31,579 | 35,154 | 40,217 | 35,000 |

IV. Staffing Resources:

| | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|---------------------|-------------------|-------------------|--------------------|----------------------|
| Full Time Employees | 3.00 | 3.00 | 3.00 | 3.00 |
| Part Time Employees | 0.00 | 0.25 | 0.25 | 0.50 |

Funding Sources:

| | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|---------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund | 243,829 | 254,551 | 320,977 | 324,429 |
| Total Program Costs | 243,829 | 254,551 | 320,977 | 324,429 |
| | | | | |

V. Explanation of Changes:

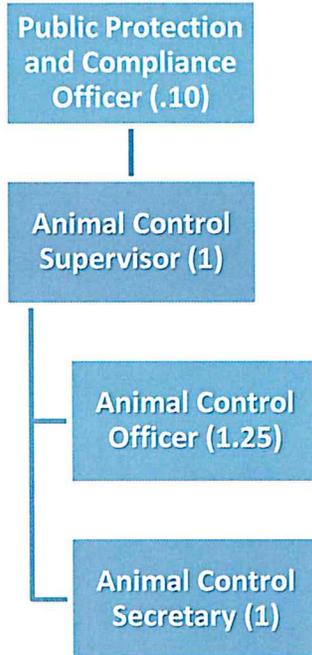
During FY 16 the BOC agreed to provide services for the City of Kingsland. This absorption required additional expenses in staffing, fuel, and shelter services.

CAMDEN COUNTY BOARD OF COMMISSIONERS

ANIMAL CONTROL - 3910

FY 2017 Adopted Budget

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
CORRECTIONS - 3400
FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|---------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2017 | to FY 2017 |
| Salaries and Benefits | \$ 1,419,106 | \$ 1,404,857 | \$ 1,466,472 | \$ 1,973,755 | \$ 2,069,088 | \$ 95,333 | 4.83% |
| Contracted Services | 545,139 | 599,694 | 503,965 | 478,667 | 492,998 | 14,331 | 2.99% |
| Supplies | 24,807 | 31,994 | 36,232 | 50,969 | 51,970 | 1,001 | 1.96% |
| Utilities | 148,879 | 145,347 | 141,866 | 157,000 | 153,879 | -3,121 | -1.99% |
| Capital Outlay | 5,556 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 2,143,487 | \$ 2,181,892 | \$ 2,148,535 | \$ 2,660,391 | \$ 2,767,935 | \$ 107,544 | 4.04% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

CORRECTIONS - 3400

FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|---------------------------------------|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 1,738,644 | \$ 1,775,500 | \$ 36,856 | 2.12% |
| Salaries - Temporary | - | 11,100 | 11,100 | 100.00% |
| Overtime | 20,000 | 20,000 | - | 0.00% |
| Social Security Taxes | 123,090 | 133,995 | 10,905 | 8.86% |
| Retirement | 41,082 | 53,600 | 12,518 | 30.47% |
| Retirement-Match | 35,339 | 53,600 | 18,261 | 51.67% |
| Retirement-Pension Fund | 3,750 | 3,030 | (720) | -19.20% |
| Uniforms | 11,850 | 18,263 | 6,413 | 54.12% |
| Total Salaries & Benefits | 1,973,755 | 2,069,088 | 95,333 | 4.83% |
| <u>Contracted Services</u> | | | | |
| Medical Prisoners | 216,000 | 189,004 | (26,996) | -12.50% |
| Drug Screen/Background | - | - | - | 0.00% |
| Contract Services - House Inmates | 13,650 | 19,710 | 6,060 | 44.40% |
| Contract Services - Inmate Meals | 163,155 | 214,346 | 51,191 | 31.38% |
| Repair & Maintenance - Computers | 20,061 | 14,388 | (5,673) | -28.28% |
| Repair & Maintenance - Office | 4,000 | 4,000 | - | 0.00% |
| Repair & Maintenance - Radios | 7,521 | 5,400 | (2,121) | -0.11% |
| Repair & Maintenance - Other | 2,000 | 2,000 | - | 0.00% |
| Repair & Maintenance - Vehicles | 22,530 | 7,200 | (15,330) | -68.04% |
| Cell Phones | 6,250 | 4,500 | (1,750) | -28.00% |
| Advertising & Publishing | - | 250 | 250 | 100.00% |
| Travel | 11,000 | 17,200 | 6,200 | 56.36% |
| Travel - Prisoner Warrants | 10,000 | 10,000 | - | 0.00% |
| Education & Training | 2,500 | 5,000 | 2,500 | 100.00% |
| Total Contracted Services | 478,667 | 492,998 | 14,331 | 2.99% |
| <u>Supplies</u> | | | | |
| Office Supplies | 7,000 | 7,000 | - | 0.00% |
| Minor Operating \$0-\$499 | 10,600 | 10,220 | (380) | -3.58% |
| Computer Supplies | 2,000 | 2,000 | - | 0.00% |
| Janitorial Supplies | 12,000 | 12,000 | - | 0.00% |
| Tires & Tubes | 7,169 | 7,000 | (169) | -1.69% |
| Vehicle Supplies | 1,000 | 1,000 | - | 0.00% |
| Repair & Maintenance - Building | 4,000 | 4,000 | - | 0.00% |
| Prisoner Clothing & Supplies | 1,000 | 1,000 | - | 0.00% |
| Heating Fuels | 2,500 | 3,000 | 500 | 20.00% |
| Water & Sewer | 45,000 | 46,680 | 1,680 | 3.73% |
| Electric | 112,000 | 107,199 | (4,801) | -4.29% |
| Other Supplies | - | 1,500 | 1,500 | 100.00% |

CAMDEN COUNTY BOARD OF COMMISSIONERS
CORRECTIONS - 3400
FY 2017 Adopted Budget

| | | | | |
|-------------------------------|---------------------|---------------------|-------------------|----------|
| Small Equipment \$500-\$1,499 | 2,000 | 3,000 | 1,000 | 50.00% |
| Computers \$500-\$1,499 | - | - | - | 0.00% |
| Radios \$500-\$1,499 | 1,600 | - | (1,600) | -100.00% |
| Finance Charges | 100 | 250 | 150 | 150.00% |
| Total Supplies | <u>207,969</u> | <u>205,849</u> | <u>(2,120)</u> | -1.02% |
| | | | | |
| <u>Intergovernmental</u> | | | | |
| Adjustments | <u>-</u> | <u>-</u> | <u>-</u> | -100.00% |
| Total Adjustments | - | - | - | -100.00% |
| | | | | |
| Total Expenditures | \$ <u>2,660,391</u> | \$ <u>2,767,935</u> | \$ <u>107,544</u> | 4.04% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

CORRECTIONS - 3400

FY 2017 Adopted Budget

Program Title: Corrections/Jail

I. Core Services

The Camden County Jail provides a safe, sanitary, and secure place for all persons committed for detention or correction.

The program is NOT MANDATED () MANDATED: FEDERAL () STATE () LOCAL ()

II. Mission/Key Objectives

It is our Mission to act in the capacity of the constitutionally commissioned chief law enforcement agency of Camden County. We have the duty to preserve the peace and protect the lives, person, property, health and morals of the people. We are the keepers of the County's Jail and we are the arm and sword of the courts.

| III. Performance Measures | Actual | Actual | Actual | YTD | Estimated |
|--|-------------|-------------|---------|------------------|-----------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 (Jan 16) | FY 2017 |
| Inmate daily average | 134 | 125 | 122 | 111 | |
| New Warrants Entered into GCIC | 2,436 | 2,456 | 2,463 | 1,287 | |
| Civil Papers Served | 4,531 | 2,646 | 3,898 | 2,393 | |
| Writ of Possession/Lock Outs | not tracked | not tracked | 6 | 2 | |
| Background Checks | not tracked | not tracked | 855 | 420 | |
| Vin Verifications for towing companies | not tracked | not tracked | 186 | 97 | |
| GCIC Validations | not tracked | not tracked | 1,010 | 534 | |

IV. Staffing Resources:

| | | | | | |
|---|-----------|-----------|-----------|-----------|-----------|
| Jail Administrator | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Assistant Jail Administrator/Lieutenant | 1.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Gunnery Sergeant | 0.00 | 0.00 | 0.00 | 1.00 | 1.00 |
| Staff Sergeant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Sergeant - Jail | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| Sergeant - Courts/Warrants | 0.00 | 0.00 | 0.00 | 2.00 | 1.00 |
| Lieutenant - Courts/Warrants | 0.00 | 0.00 | 0.00 | 1.00 | 1.00 |
| Professional Standards Inspector | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Evidence Technician | 0.00 | 0.00 | 1.00 | 1.00 | 1.00 |
| IT | 0.00 | 0.00 | 1.00 | 1.00 | 1.00 |
| Corporal | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| Deputy Sheriff | 0.00 | 2.00 | 2.00 | 6.00 | 6.00 |
| Correction Officer | 28.00 | 27.00 | 22.00 | 32.00 | 60.00 |
| Records/Inmate Admin Support Services | 2.00 | 2.00 | 2.00 | 3.00 | 2.00 |
| Clerk | 0.00 | 0.00 | 1.00 | 1.00 | 1.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| Total Staffing Resources | 42 | 42 | 40 | 59 | 85 |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
CORRECTIONS - 3400
FY 2017 Adopted Budget**

| Funding Sources: | Actual 2013 | FY Actual FY 2014 | Actual FY 2015 | Adopted 2016 | FY Projected FY 2017 |
|-------------------------|----------------|----------------------|-------------------|-----------------|-------------------------|
| General Fund \$ (BOCC) | \$2,143,487 | \$2,181,892 | \$2,148,534 | \$2,530,761 | \$2,767,935 |
| Total Program Costs | \$2,143,487 | \$2,181,892 | \$2,148,534 | \$2,530,761 | \$2,767,935 |

V. Explanation of Changes:

The 50 bed facility constructed as part of the expansion project requires unique supervision skills for the officers assigned to that block. The 10 requested positions are known as Direct Supervision Officers. This refers to officers being in the living area with the inmates at all times, thereby requiring that officer to be extremely proficient in verbal skills, tension recognition and diffusion as well as being specially trained defensive tactics should an issue erupt requiring hands on techniques. The Camden County Board of Commissioners spent 2.1 million dollars for an expansion of the Camden County Jail in order to provide for the expanding inmate population and to facilitate for the improved implementation of an inmate classifications program. The 10 additional officers, who will require specialized training will cover two officers per shift (4 shifts) and vacation/holiday relief. Additionally, one of the officers will be dedicated to an additional inmate worker program primarily dedicated to county trash pickup. In 2008, one officer and a crew of 4 or sometimes less, depending on qualified inmate availability, collected 52 tons of trash and over 200 discarded tires. Additionally, with the completion of the expansion, any injuries that occur to an inmate that is housed in an overcrowded block in where the expansion would have provided separation there of, severely encumbers the liability of that inmate of Camden County for not utilizing said available space for classification and separation. The 25 positions requested in the Courts Division are a result of a security evaluation recently conducted where several security issues were identified. Those security issues need to be addressed for the protection of the citizens of Camden County and the employees of the various judicial or governmental agencies working in the Courthouse Square Complex. These issues were addressed in the collaborative document with several options of varying degrees and prices which is presently promulgated and in distribution for Judicial signatures. Once completed, the study, with recommendations and options, will be made available to the Camden County Commissioners. Another recent evaluation of courthouse security conducted by several other agencies, including the Georgia Sheriff's Association, revealed that there is a severe deficiency in the Security Division regarding today's environment and Judicial/Governmental Officers. It should be noted that should the activity level at the various offices not rise to the necessity of all deputies to be on deck, they can be used in other areas of public safety, such as warrant service, traffic enforcement, calls for service, etc.



**CAMDEN COUNTY BOARD OF COMMISSIONERS
EMERGENCY MANAGEMENT AGENCY (EMA) - 3920
FY 2017 Adopted Budget**

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|---------------------|----------------|----------------|
| | | | | | | to FY 2017 | to FY 2017 |
| Salaries and Benefits | \$ 76,557 | \$ 68,370 | \$ 19,670 | \$ 35,277 | \$ 19,156 | -16,121 | -45.70% |
| Contracted Services | 36,267 | 30,622 | 28,133 | 52,900 | 32,900 | -20,000 | -37.81% |
| Supplies | 6,550 | 4,869 | 7,642 | 6,400 | 5,050 | -1,350 | -21.09% |
| Utilities | 6,593 | 9,597 | 9,777 | 9,800 | 10,800 | 1,000 | 10.20% |
| Capital Outlay | <u>0</u> | <u>19,916</u> | <u>5,900</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0.00% |
| Total | \$ 125,967 | \$ 133,374 | \$ 71,122 | \$ 104,377 | \$ 67,906 | -36,471 | -34.94% |



**CAMDEN COUNTY BOARD OF COMMISSIONERS
EMERGENCY MANAGEMENT AGENCY (EMA) - 3920
FY 2017 Adopted Budget**

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|---------------------------------------|--------------------|--------------------|--------------------|----------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 31,392 | 16,416 | \$ (14,976) | -47.71% |
| Social Security Taxes | 2,401 | 1,256 | (1,145) | -47.69% |
| Retirement | 492 | 492 | - | 0.00% |
| Retirement-Match | 492 | 492 | - | 0.00% |
| Uniforms | 500 | 500 | - | 0.00% |
| Total Salaries & Benefits | 35,277 | 19,156 | (16,121) | -45.70% |
| <u>Contracted Services</u> | | | | |
| Contracted Services - Administration | 20,000 | - | - | - |
| Janitorial Contracts | 1,200 | 1,200 | - | 0.00% |
| Repair & Maintenance - Computers | 200 | 200 | - | 0.00% |
| Repair & Maintenance - Office | 800 | 800 | - | 0.00% |
| Repair & Maintenance - Radios | 500 | 500 | - | 0.00% |
| Repair & Maintenance - Vehicles | 500 | 500 | - | 0.00% |
| Equipment Insurance | 200 | 200 | - | 0.00% |
| Telephone | 13,000 | 13,000 | - | 0.00% |
| Cell Phones | 1,250 | 1,250 | - | 0.00% |
| Cable & Satellite Fees | 2,000 | 2,000 | - | 0.00% |
| Travel | 1,500 | 1,500 | - | 0.00% |
| Dues & Subscriptions | 11,250 | 11,250 | - | 0.00% |
| Education & Training | 500 | 500 | - | 0.00% |
| Total Contracted Services | 52,900 | 32,900 | (20,000) | -37.81% |
| <u>Supplies</u> | | | | |
| Office Supplies | 400 | 400 | - | 0.00% |
| Minor Operating \$0-\$499 | 1,200 | 1,200 | - | 0.00% |
| Computer Supplies | 400 | 400 | - | 0.00% |
| Vehicle Supplies | 250 | 250 | - | 0.00% |
| Water & Sewer | 800 | 800 | - | 0.00% |
| Electric | 9,000 | 10,000 | 1,000 | 11.11% |
| Fuel | 2,800 | 2,800 | - | 0.00% |
| Computers \$500-\$1,499 | 1,350 | - | (1,350) | -100.00% |
| Total Supplies | 16,200 | 15,850 | (350) | -2.16% |
| Total Expenditures | \$ 104,377 | 67,906 | \$ (36,471) | -34.94% |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
EMERGENCY MANAGEMENT AGENCY (EMA) - 3920
FY 2017 Adopted Budget**

Program Title: Emergency Management Agency (EMA)

I. Core Services

To provide a comprehensive and aggressive all-hazards approach to mitigation, preparedness, response, recovery and special events. To protect life and property and to prevent and/or reduce the negative impact of natural and man-made events in Georgia.

The program is NOT MANDATED () MANDATED: FEDERAL () STATE (X) LOCAL ()

II. Mission/Key Objectives

EMA is responsible for the management of all emergency preparedness program areas within the County. Using the provisions of Georgia Statutes, the Agency is responsible for developing and implementing comprehensive disaster planning, mitigation, and response activities within Camden County.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|----------------------------------|-------------------|-------------------|-------------------|----------------------|----------------------|
| Emergency Plans Maintained | 9 | 9 | 9 | 9 | Not available |
| Training Classes Taught | 7 | 6 | 6 | 6 | Not available |
| Preparedness Lectures Given | 10 | 10 | 10 | 10 | Not available |
| Events Worked | 2 | 2 | 3 | 3 | Not available |
| Exercises Held | 4 | 4 | 4 | 4 | Not available |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

IV. Staffing Resources:

| | | | | | |
|---------------------------------|-------------|-------------|-------------|-------------|-------------|
| Director | 1.00 | 1.00 | 0.20 | 0.20 | 0.20 |
| | | | | | |
| | | | | | |
| Total Staffing Resources | 1.00 | 1.00 | 0.20 | 0.20 | 0.20 |

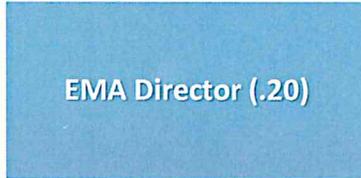
| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|
| General Fund \$ (BOCC) | \$125,966 | \$133,374 | \$71,123 | \$104,377 | \$67,906 |
| Total Program Costs | \$125,966 | \$133,374 | \$71,123 | \$104,377 | \$67,906 |

V. Explanation of Changes:

In addition to the EMA director position, we will add a part-time position as well. The EMA Director's position will be split 20/80 with the Fire Chief Position.

**CAMDEN COUNTY BOARD OF COMMISSIONERS
EMERGENCY MANAGEMENT AGENCY (EMA) - 3920
FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



EMA Director FTE split with Fire Chief
20/80

CAMDEN COUNTY BOARD OF COMMISSIONERS
EMERGENCY MEDICAL SERVICES (EMS) - 3600
FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------|---------------------|---------------------|---------------------|---------------------|---------------------|------------------|--------------------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2017 | FY 2016 to FY 2017 |
| Salaries and Benefits | \$ 3,986,943 | \$ 4,077,804 | \$ 4,259,962 | \$ 4,193,018 | \$ 4,207,575 | \$ 14,557 | 0.35% |
| Contracted Services | 199,546 | 244,831 | 274,875 | 254,855 | 254,814 | -41 | -0.02% |
| Supplies | 270,524 | 271,418 | 267,944 | 259,681 | 290,935 | 31,254 | 12.04% |
| Utilities | 56,556 | 60,227 | 57,387 | 57,330 | 56,700 | -630 | -1.10% |
| Capital Outlay | 5,170 | 26,195 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 4,518,739 | \$ 4,680,475 | \$ 4,860,168 | \$ 4,764,884 | \$ 4,810,024 | \$ 45,140 | 0.95% |



**CAMDEN COUNTY BOARD OF COMMISSIONERS
EMERGENCY MEDICAL SERVICES (EMS) - 3600
FY 2017 Adopted Budget**

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|--|--------------------|--------------------|----------------|---------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 3,303,255 | 3,326,972 | \$ 23,717 | 0.72% |
| Salaries - Temp Employees | 50,460 | 50,460 | - | 0.00% |
| Overtime | 321,455 | 249,356 | (72,099) | -22.43% |
| Overtime - Nonscheduled | - | 15,698 | | |
| Social Security Taxes | 265,969 | 274,816 | 8,847 | 3.33% |
| Retirement | 103,071 | 109,906 | 6,835 | 6.63% |
| Retirement-Match | 112,863 | 142,027 | 29,164 | 25.84% |
| Uniforms | 35,945 | 38,340 | 2,395 | 6.66% |
| Total Salaries & Benefits | 4,193,018 | 4,207,575 | 14,557 | 0.35% |
| <u>Contracted Services</u> | | | | |
| Contracted Services - Administration | 37,100 | 49,000 | 11,900 | 32.08% |
| Janitorial Contracts | 2,816 | 2,816 | - | 0.00% |
| Repair & Maintenance - Computers | 10,338 | 11,930 | 1,592 | 15.40% |
| Repair & Maintenance - Office | 3,600 | 3,600 | - | 0.00% |
| Repair & Maintenance - Radios | 10,739 | 10,621 | (118) | -1.10% |
| Repair & Maintenance - Other Equipment | 28,900 | 22,900 | (6,000) | -20.76% |
| Repair & Maintenance - Vehicles | 4,550 | 4,500 | (50) | -1.10% |
| Repair & Maintenance - Heavy | 59,150 | 58,500 | (650) | -1.10% |
| Building/Land Rental | 13,650 | 13,500 | (150) | -1.10% |
| Telephone | 28,111 | 28,440 | 329 | 1.17% |
| Cell Phones | 7,437 | 8,395 | 958 | 12.88% |
| Cable & Satellite Fees | 5,201 | 4,872 | (329) | -6.33% |
| Advertising & Publishing | 200 | 200 | - | 0.00% |
| Printing | 455 | 900 | 445 | 97.80% |
| Travel | 1,365 | 5,400 | 4,035 | 295.60% |
| Dues & Subscriptions | 11,193 | 1,490 | (9,703) | -86.69% |
| Education & Training | 4,550 | 11,250 | 6,700 | 147.25% |
| Professional Licenses | 25,500 | 16,500 | (9,000) | -35.29% |
| Total Contracted Services | 254,855 | 254,814 | (41) | -0.02% |
| <u>Supplies</u> | | | | |
| Office Supplies | 2,000 | 2,700 | 700 | 35.00% |
| Minor Operating \$0-\$499 | 18,100 | 21,765 | 3,665 | 20.25% |
| Postage | 1,000 | 900 | (100) | -10.00% |
| Computer Supplies | 4,550 | 4,500 | (50) | -1.10% |
| Janitorial Supplies | 7,553 | 7,470 | (83) | -1.10% |
| Tires & Tubes | 14,560 | 14,400 | (160) | -1.10% |
| Vehicle Supplies | 6,461 | 6,390 | (71) | -1.10% |
| Heavy Equipment | 40,040 | 39,600 | (440) | -1.10% |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
EMERGENCY MEDICAL SERVICES (EMS) - 3600
FY 2017 Adopted Budget**

| | | | | |
|-------------------------------|---------|---------|---------|---------|
| R & M Building Supplies | 910 | 900 | (10) | -1.10% |
| Heating Fuels | 2,821 | 2,790 | (31) | -1.10% |
| Water & Sewer | 4,550 | 4,500 | (50) | -1.10% |
| Electric | 52,780 | 52,200 | (580) | -1.10% |
| Oil | 910 | 900 | (10) | -1.10% |
| Fuel | 91,384 | 110,160 | 18,776 | 20.55% |
| Other Supplies | 1,820 | 2,250 | 430 | 23.63% |
| Medical Supplies - Ambulance | 50,000 | 55,000 | 5,000 | 10.00% |
| Small Equipment \$500-\$1,499 | 5,460 | 5,400 | (60) | -1.10% |
| Computers \$500-\$1,499 | 4,732 | 3,150 | (1,582) | -33.43% |
| Radios \$500-\$1,499 | 4,200 | 4,200 | - | 0.00% |
| Furniture \$500-\$1,499 | 3,180 | 8,460 | 5,280 | 166.04% |
| Total Supplies | 317,011 | 347,635 | 30,624 | 9.66% |

Capital Outlay

| | | | | |
|--------------------|--------------|-----------|-----------|-------|
| Total Expenditures | \$ 4,764,884 | 4,810,024 | \$ 45,140 | 0.95% |
|--------------------|--------------|-----------|-----------|-------|



**CAMDEN COUNTY BOARD OF COMMISSIONERS
EMERGENCY MEDICAL SERVICES (EMS) - 3600
FY 2017 Adopted Budget**

Program Title: Fire Rescue

I. Core Services

To provide public safety, emergency medical services, fire protection unincorporated area of county, fire and life safety education and prevention, technical rescue training and response, and hazardous material awareness response.

The program is NOT MANDATED () MANDATED: FEDERAL () STATE (X) LOCAL ()

II. Mission/Key Objectives

Camden County Fire and Rescue is dedicated to the safety and protection of our community's quality of life from all hazards through our professional and trained staff, rapid response teams and placing others before self.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|--|-------------------|-------------------|-------------------|----------------------|----------------------|
| Emergency Calls | 4,800 | 4,921 | 5,592 | 5,000 | 6,201 |
| Average Calls Per Day | 13.1 | 13.4 | 15 | 13.7 | 16.9 |
| Non-Emergency Calls (fire and life safety education and prevention, public preparedness and training, fire inspections, charity fund raising, other agency education and training) | 156 | 130 | | 150 | 150 |
| Citizens Reached | 8,600 | 8,660 | | 10,000 | 10,000 |
| Public Preparedness/CPR & AED Training | 22 | 6 | | 25 | 700 students |
| Smoke Detector Program - Installs | 12 | 12 | - | 10 | 15 |
| Borrow an AED Program | 25 | 30 | 16 | 25 | 25 |
| Property Loss | n/a | n/a | n/a | n/a | n/a |
| Public Near Miss Averted (Early Defib) | 5 | - | n/a | - | - |
| Number of Fire Stations | 9 | 9 | 9 | 7 | 7 |
| Number of Co-located Fire Stations | 2 | 2 | 2 | 5 | 5 |

IV. Staffing Resources:

| | | | | | |
|--|--|--|-------|-------|-------|
| Administrative Assistant | | | 1.00 | 1.00 | 2.00 |
| Assistant Chief-Rescue | | | 1.00 | 1.00 | 1.00 |
| Captain | | | 5.00 | 5.00 | 5.00 |
| Captain-Training | | | 1.00 | 1.00 | 1.00 |
| Engineer | | | 1.00 | 1.00 | 0.00 |
| Fire Chief (Fire Chief 80%, EMA Director, 20%) | | | 0.80 | 0.80 | .80 |
| Firefighter | | | 42.00 | 42.00 | 50.00 |
| Firefighter-EMT | | | 12.00 | 12.00 | 10.00 |
| Firefighter-Paramedic | | | 9.00 | 9.00 | 13.00 |
| Lieutenant | | | 11.00 | 11.00 | 9.00 |
| Lieutenant-Training | | | 2.00 | 2.00 | 2.00 |
| Logistics Support | | | 1.00 | 1.00 | 1.00 |
| Non-Certified Firefighter | | | 2.00 | 2.00 | 0.00 |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
EMERGENCY MEDICAL SERVICES (EMS) - 3600
FY 2017 Adopted Budget**

| | | | | | |
|--|---|---|--------|--------|---------|
| Operations Captain | | | 1.00 | 1.00 | 0.00 |
| Paramedic Engineer | | | 4.00 | 4.00 | 0.00 |
| Part-Time Firefighter/EMT | | | 2.00 | 2.00 | ^ 2.00 |
| Part-Time Firefighter | | | 13.00 | 13.00 | ^ 13.00 |
| Part-Time Firefighter-Paramedic | | | 2.00 | 2.00 | ^ 1.00 |
| Shift Captain | | | 3.00 | 3.00 | 3.00 |
| Diesel Mechanic | | | 0.00 | 1.00 | 1.00 |
| Note: 2017 Staffing split Fire 10%, EMS 90% unless | | | | | |
| ^ Part-time employees on-call as needed | | | | | |
| Total Staffing Resources | 0 | 0 | 113.80 | 114.80 | 114.80 |

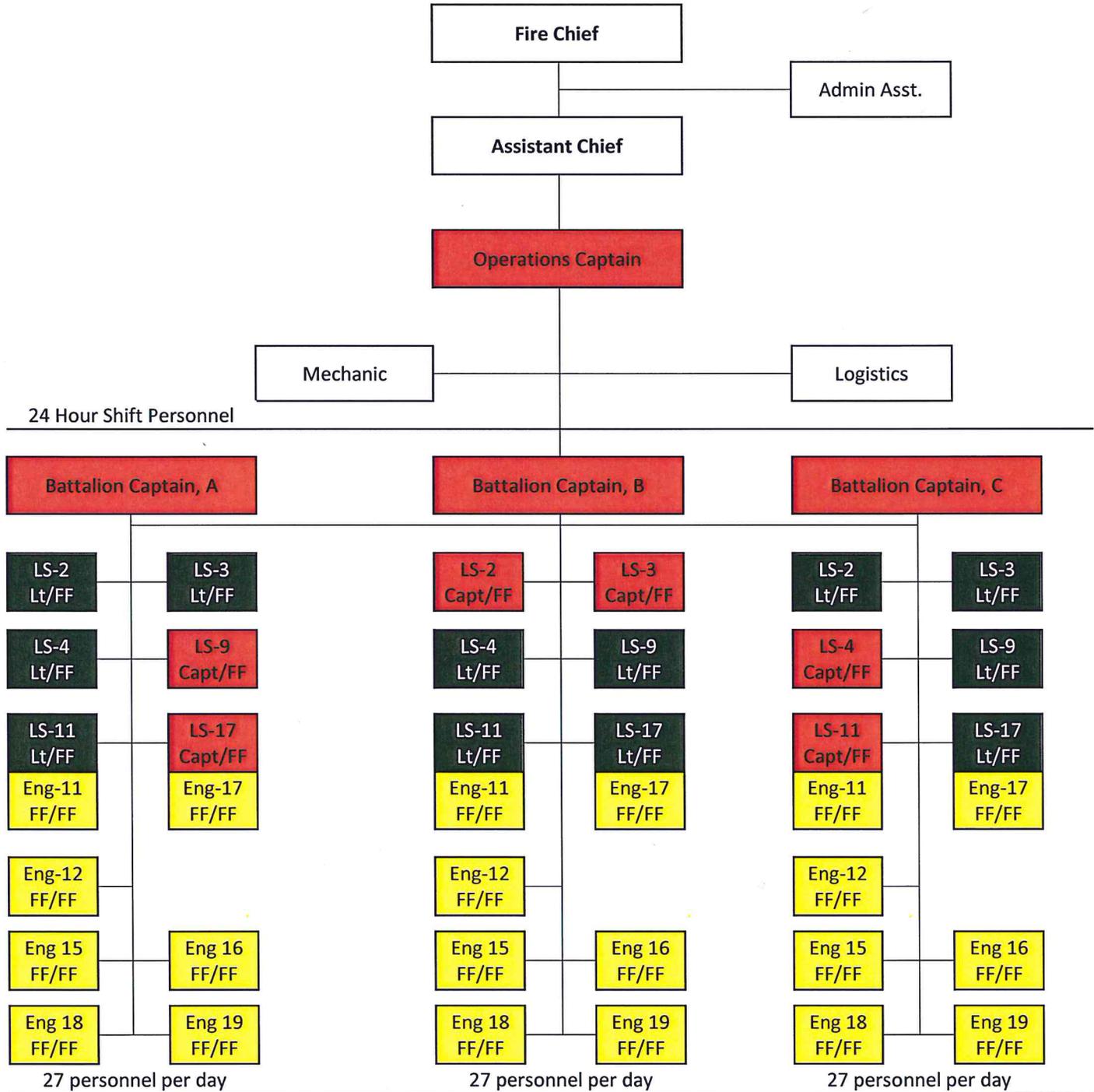
| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|-------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$4,518,738 | \$4,680,476 | \$4,860,168 | \$4,614,914 | \$4,810,024 |
| Total Program Costs | \$4,518,738 | \$4,680,476 | \$4,860,168 | \$4,614,914 | \$4,810,024 |

V. Explanation of Changes:

In FY14-15 staffing was increased by 6 personnel to add an additional ambulance in St. Marys. In this budget we have added a diesel mechanic for fleet maintenance. Call volume has increased every year.



**CAMDEN COUNTY BOARD OF COMMISSIONERS
EMERGENCY MEDICAL SERVICES (EMS) - 3600
FY 2017 Adopted Budget**



CAMDEN COUNTY BOARD OF COMMISSIONERS

JUVENILE JUSTICE - 3460

FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------------|------------------|------------------|------------------|------------------|------------------|---------------|--------------------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2017 | FY 2016 to FY 2017 |
| Salaries and Benefits | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | 0 | 0.00% |
| Contracted Services | 5,767 | 5,988 | 5,991 | 5,950 | 6,325 | 375 | 6.30% |
| Supplies | 1,864 | 42,001 | 164 | 4,650 | 4,650 | 0 | 0.00% |
| Utilities | 4,855 | 5,023 | 4,910 | 5,750 | 5,700 | -50 | -0.87% |
| Capital Outlay | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0.00%</u> |
| Total | \$ 12,486 | \$ 53,012 | \$ 11,065 | \$ 16,350 | \$ 16,675 | 325 | 1.99% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

JUVENILE JUSTICE - 3460

FY 2017 Adopted Budget

| Expenditure Detail | <u>Adopted FY 2016</u> | <u>Adopted FY 2017</u> | <u>\$ Variance</u> | <u>% Variance</u> |
|----------------------------|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Contracted Services</u> | | | | |
| Janitorial Contracts | \$ 5,950 | \$ 6,325 | \$ 375 | 6.30% |
| Total Contracted Services | 5,950 | 6,325 | 375 | 6.30% |
| <u>Supplies</u> | | | | |
| Janitorial Supplies | 150 | 150 | - | 0.00% |
| State Expense - Juveniles | 4,500 | 4,500 | - | 0.00% |
| Water & Sewer | 450 | 450 | - | 0.00% |
| Electric | 5,300 | 5,250 | (50) | -0.94% |
| Total Supplies | 10,400 | 10,350 | (50) | -0.48% |
| Total Expenditures | <u>\$ 16,350</u> | <u>\$ 16,675</u> | <u>\$ 325</u> | 1.99% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

PATROL - 3300

FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|---------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2017 | to FY 2017 |
| Salaries and Benefits | \$ 2,580,762 | \$ 2,733,986 | \$ 2,991,001 | \$ 2,642,541 | \$ 2,625,561 | \$ -16,980 | -0.64% |
| Contracted Services | 301,422 | 316,558 | 295,737 | 318,296 | 334,005 | 15,709 | 4.94% |
| Supplies | 454,556 | 480,280 | 450,725 | 449,329 | 396,090 | -53,239 | -11.85% |
| Utilities | 5,599 | 6,777 | 7,584 | 9,700 | 6,700 | -3,000 | -30.93% |
| Capital Outlay | 0 | 108,232 | 2,287 | 0 | 0 | 0 | 0.00% |
| Total | \$ 3,342,339 | \$ 3,645,833 | \$ 3,747,334 | \$ 3,419,866 | \$ 3,362,356 | \$ -57,510 | -1.68% |

Note: Reference Correction's Expenditure Summary. Patrol & Corrections budgets have typically been combined as a total budget outlay.



CAMDEN COUNTY BOARD OF COMMISSIONERS

PATROL - 3300

FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|--|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 2,279,933 | \$ 2,211,845 | \$ (68,088) | -2.99% |
| Salaries - Temporary | - | 25,900 | | 100.00% |
| Overtime | 26,930 | 50,000 | 23,070 | 85.67% |
| Social Security Taxes | 160,141 | 171,187 | 11,046 | 6.90% |
| Retirement | 62,099 | 64,768 | 2,669 | 4.30% |
| Retirement-Match | 63,002 | 67,728 | 4,726 | 7.50% |
| Retirement-Pension Fund | 11,380 | 11,215 | (165) | -1.45% |
| Uniforms | 39,056 | 22,918 | (16,138) | -41.32% |
| Total Salaries & Benefits | 2,642,541 | 2,625,561 | (16,980) | -0.64% |
| <u>Contracted Services</u> | | | | |
| Outside Investigations | 1,350 | 1,350 | - | 0.00% |
| Calibration Tests | 2,920 | 2,920 | - | 0.00% |
| Repair & Maintenance - Computers | 47,971 | 51,199 | 3,228 | 6.73% |
| Repair & Maintenance - Office | 6,000 | 6,800 | 800 | 13.33% |
| Repair & Maintenance - Radios | 27,285 | 30,400 | 3,115 | 11.42% |
| Repair & Maintenance - Vehicles | 88,865 | 86,145 | (2,720) | -3.06% |
| Repair & Maintenance - Boats | 2,800 | 2,000 | (800) | -28.57% |
| Telephone | 36,000 | 38,855 | 2,855 | 7.93% |
| Cell Phones | 27,611 | 29,927 | 2,316 | 8.39% |
| Beepers | 420 | 420 | - | 0.00% |
| Advertising & Publishing | 150 | 150 | - | 0.00% |
| Printing | 150 | 150 | - | 0.00% |
| Travel | 28,000 | 26,000 | (2,000) | -7.14% |
| Dues & Subscriptions | 3,440 | 3,639 | 199 | 5.78% |
| Education & Training | 13,790 | 15,290 | 1,500 | 10.88% |
| Training - Firing Range | 31,544 | 38,760 | 7,216 | 22.88% |
| Total Contracted Services | 318,296 | 334,005 | 15,709 | 4.94% |
| <u>Supplies</u> | | | | |
| Office Supplies | \$ 8,300 | \$ 8,300 | \$ - | 0.00% |
| Minor Operating \$0-\$499 | 9,890 | 13,290 | 3,400 | 34.38% |
| Postage | 1,400 | 900 | (500) | -35.71% |
| Computer Supplies | 1,500 | 2,000 | 500 | 33.33% |
| Janitorial Supplies | 2,500 | 2,500 | - | 0.00% |
| Tires & Tubes | 27,410 | 29,000 | 1,590 | 5.80% |
| Vehicle Supplies | 2,000 | 2,200 | 200 | 10.00% |
| Boat Supplies | 3,000 | 2,000 | (1,000) | -33.33% |
| Repair & Maintenance - Building Supplies | 2,000 | 2,000 | - | 0.00% |
| Water & Sewer | 700 | 700 | - | 0.00% |

CAMDEN COUNTY BOARD OF COMMISSIONERS

PATROL - 3300

FY 2017 Adopted Budget

| | | | | |
|-------------------------------|-------------------------|-------------------------|------------------------|------------|
| Electric | 9,000 | 6,000 | (3,000) | -33.33% |
| Fuel | 335,170 | 254,826 | (80,344) | -23.97% |
| Other Supplies | - | 2,500 | 2,500 | 100.00% |
| Small Equipment \$500-\$1,499 | 22,600 | 24,800 | 2,200 | 9.73% |
| Computers \$500-\$1,499 | - | 10,900 | 10,900 | 100.00% |
| Radios \$500-\$1,499 | 4,800 | 4,800 | - | 0.00% |
| K-9 Program | 11,959 | 13,224 | 1,265 | 10.58% |
| Search & Rescue | 6,400 | 8,800 | 2,400 | 37.50% |
| Local Drug Squad | 3,500 | 3,500 | - | 0.00% |
| Community Education | 6,800 | 10,300 | 3,500 | 51.47% |
| Finance Charges | 100 | 250 | 150 | 150.00% |
| Total Supplies | <u>459,029</u> | <u>402,790</u> | <u>(56,239)</u> | -12.25% |
| Total Expenditures | <u>\$ 3,419,866</u> | <u>\$ 3,362,356</u> | <u>\$ (57,510)</u> | -1.68% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

PATROL - 3300

FY 2017 Adopted Budget

Program Title: Camden County Sheriff's Office - Patrol

I. Core Services

The Camden County Sheriff's Office provides law enforcement services to all of the citizens of Camden, the County Jail and the security of the Camden County Courthouses.

The program is NOT MANDATED () MANDATED: FEDERAL () STATE () LOCAL ()

II. Mission/Key Objectives

It is our Mission to act in the capacity of the constitutionally commissioned chief law enforcement agency of Camden County. We have the duty to preserve the peace and protect the lives, person, property, health and morals of the people. We are the keepers of the county's jail and we are the arm and sword of the courts.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | YTD | |
|---------------------------|-------------------|-------------------|-------------------|-----------------------|-------------------|
| | | | | FY 2016 (Jan 2016) | Estimated 2017 |
| # grants submitted | 2 | 1 | 2 | 3 | 2 |
| # grants awards received | 1 | 1 | 2 | 3 | 2 |
| CAD Events | 203,642 | 217,507 | 222,533 | 122,413 | |
| Citations | 6,417 | 6,124 | 10,625 | 5,374 | |

**In FY15, the total number of citations (10,625) also included any written warnings. Effective FY16, these "written" warnings are no longer issued, therefore no longer included in the total number of citations.

IV. Staffing Resources:

| | | | | | |
|---|-------|-------|-------|-------|-------|
| Sheriff | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Chief Deputy | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Major | 1.00 | 0.00 | 0.00 | 0.00 | 1.00 |
| Captain | 5.00 | 3.00 | 3.00 | 2.00 | 2.00 |
| PIO | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Lieutenant | 4.00 | 5.00 | 5.00 | 5.00 | 5.00 |
| Sergeant - Investigator | 4.00 | 4.00 | 4.00 | 4.00 | 3.00 |
| Investigator/Interdiction | 4.00 | 4.00 | 4.00 | 4.00 | 9.00 |
| Training Officer | 1.00 | 1.00 | 1.00 | 1.00 | 2.00 |
| Sergeant - Patrol | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| Sergeant - Warrants | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 |
| Sergeant - Courts (Effective Fy16-Courts falls under Corrections) | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 |
| Evidence Technician (Effective FY16-Evidence falls under | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Corporal - Patrol | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 |
| Deputy Sheriff | 25.00 | 25.00 | 26.00 | 22.00 | 19.00 |
| IT | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Finance Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Finance Clerk/Inventory | 1.00 | 0.00 | 0.00 | 0.00 | 1.00 |
| Executive Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Support Services Technician | 2.00 | 2.00 | 2.00 | 3.00 | 3.00 |

CAMDEN COUNTY BOARD OF COMMISSIONERS

PATROL - 3300

FY 2017 Adopted Budget

| | | | | | |
|--|------|------|------|------|------|
| Clerk | 1.00 | 1.00 | 1.00 | 0.00 | 2.00 |
| Fleet Coordinator | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Mechanic | 0.00 | 1.00 | 1.00 | 1.00 | 2.00 |
| (The numbers include courts/warrants divisions during 2012-2015. FY2016 will not include those divisions as they report to the Jail Administrator and as such, will be included in 3400 budget.) | | | | | |
| Total Staffing Resources | 65 | 64 | 65 | 58 | 63 |

| | | | | | |
|-----------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
| V. Explanation of Changes: | 3,342,339 | 3,645,833 | 3,747,334 | 3,419,866 | 3,362,356 |

The added Investigator position is primarily due to the case load in investigations steadily increasing. The CHAMPS program has recently picked up 4 more schools making the total number of schools 6, across the county. This program reaches 5th graders and 8th graders at a prime time of adolescence allowing law enforcement to have a positive impact on the lives of these preteens and teens during those difficult decision-making times. The number of schools is forecasted to increase requiring the need for another CHAMPS deputy. Patrol has recently modified the shift schedules to implement a Traffic Team. In doing so, these members of the traffic team are sometimes pulled off of traffic enforcement to take calls due to the shortage of shift deputies. The requested 4 additional positions will allow that team to be 100% dedicated to strictly traffic enforcement. Since September 11, 2001, and now with the added danger of local attacks on law enforcement, complacency is no longer an option. We remain a nation at risk to terrorist attacks and will remain at risk for the foreseeable future. We must remain vigilant, prepared and ready to deter such attacks on all Threat Conditions. Because criminal activities are inevitable and on the rise, the overall responsibility for the management of the incident and command responsibility lay with law enforcement personnel. Preparation for these acts must include planning, training, equipment and added personnel that will allow law enforcement to effectively respond and operate in a contaminated and hostile environment while carrying out their duties.

The past several years have shown the Camden County Sheriff's Office maintaining the same level of protection, although the demand for service and its' indicators have continually increased, while the budget has remained the same with the economy's pricing continuing to increase. The Sheriff's Office will continue working in conjunction with the Camden County Board of Commissioners to update our current equipment in order to continually provide a safe and effective means of response time to critical incidents and all criminal acts against the citizens of Camden County, Georgia, our community.



CAMDEN COUNTY BOARD OF COMMISSIONERS

PATROL - 3300

FY 2017 Adopted Budget

During the last fiscal year, and continuing on into the next fiscal year, the Sheriff's Office has will be charging individuals for the servicing of child support papers. This is a new source of revenue being sent to CCBOC as Service Fees. The Sheriff's Office will also be collecting reimbursements for overtime hours on Patrol through HIDTA (High Intensity Drug Trafficking Area as well as qualified Organized Crime and Drug Enforcement Task Force operations) as well as collecting reimbursements from Glynn County for mileage for Drug Court Curfews. Saving money for the County is a priority for the Sheriff's Office. There is also revenue being brought in by selling used oil as well as selling back used tires, scrap metal and brass from the firing range.

Grants in FY 2017 will include:

- EOD Grant for the Explosives Detection K-9, Denny. Any training, supplies or vet costs incurred are reimbursable through this grant of up to \$3,000.
- DOJ Bulletproof Vest Partnership Grant: Every 5 years the DOJ reimburses 50% of a Threat Level II vest.
- Firehouse Grant: Funding for a new K-9 enclosure to replace existing old enclosure.

Establishing a workable budget that encompasses an operational plan and response to critical incidents, establishing training for officers and county personnel, procuring the proper and necessary equipment to effectively respond to situations and developing public education programs (i.e.: Citizen's Academy, The COPS, CHAMPS Program and Social Media) will no doubt increase this community's confidence in the Sheriff's Office, as well as the Camden County Commissioners while reducing the level of fear concerning such events.



Sheriff-Jim Proctor

| | | | |
|--|--|---|---|
| Finance Director Debbie Gordon | IT Director Bryan Fewox | Investigations Kevin Chaney | Jail Administrator Rob Mastroianni |
| Inventory/Finance Clerk <u>REO FY17</u> | PIO Larry Bruce | Support Svc-Sub Brianna Turner | GSgt Eric Watson |
| Mechanics Paul Miller Stephen Unangst | Crimes James Galloway Kizzy Knight Richard Daley Erica Rafferty Mike Walker | Narcotics Chris Sears Kevin Barber Matt Turner Brian Barber <u>REO FY17</u> | Records Jodi Logan Pat Lee |
| Patrol Captain Danny Sikes | Seak-9/EOD Will Woolard Rob Avedisian | Woodbine LT Earnest Hamilton | Inmate Services Toni Bell |
| Shift LT's OPEN Cedric Brown | Training/Champs M. Christoforo Brittany Barnes Curtis Harper <u>REO FY17</u> <u>REO FY17</u> | B-Team Sean Billington Doug Cochrane Chris Jordan Walt Braddy Victor Reed <u>REO FY17</u> | Training/SSgt Lucreta Dyals |
| A-Team Chris Fedd S McKinney Matt Humkey Joseph Sheets James Kelly <u>REO FY17</u> | Sr. IT Sys Admin Dane Studstill | D-Team Devon Carter Jerry Furr Lee Dyals Arthur Thigpen Lamar Bowen <u>REO FY17</u> | B-Team Willie Phillips Vicky Dowling Christopher Kaiser Josh Beauchamp Michelle Bartchlett Michael Bolan Nathan Daniel |
| C-Team Rusty Prescott James Thames Eugene Brantley Steve Wahl | TAC Betsey Parker | Traffic Team Kyle Taylor Doug Wellner Bryant Agullo Seth Powers | D-Team Jennie Sikes Downey Casey Phillip Roberson Breanna Daniel Charles Bassett Vincent Sanders |
| Part Time-Patrol Eddie Hardman Greg Jackson Jim Wilson Chris Hodge Gerald Brannen Nate McDonald Lloyd Smith Greg Coffell Samuel Brooks Shaun Brown Brian Casey Michelle Christoforo William Hesse Josh Mimix | Part Time-E911 Sara Foghino Tabitha Givens Kaley Austin Leila Maynor Marteka Davis | Patrol Division - 3300 54 Funded - 53 Filled 63 Requested FY17 | E-Team-Expansion OPEN-FY17 OPEN-FY17 OPEN-FY17 OPEN-FY17 OPEN-FY17 OPEN-FY17 OPEN-FY17 OPEN-FY17 |
| Chief Deputy Chuck Byerly | Executive Assistant Kelly Gibson | 127 - Total Funded FY16 172 - Requested FY17 | Transport Rich Echols Jeanie Jenkins |
| Court Security Barry Johnson | Support Services Amanda Brooks Amanda Lee | E-911 - 3800 23 Funded - 17 Filled 24 Requested FY17 | Inmate Duty Officer Chad Palmer |
| Commissioners Martin Mitchell | 911 Director Holly Douglas | Jail - 3400 50 Funded - 48 Filled 85 Requested FY17 | Evidence Raul Gonzalez |
| Deborah Young Frank Thomas Rick Thompson Larry Hamilton Jessica Miller | Assistant Director <u>REO FY17</u> | B-Team Tara Smith Nikki Flowers Brooke Pafford OPEN OPEN | Warrants/Civil Faye Chancey Brenda Nason Scott Chalout |
| (25) <u>Additional Court Security Deputies</u> <u>REO FY17-</u> <u>Per consultant's study</u> | 11 Director Holly Douglas | D-Team Mandy Galloway Mary Hesse Stephanie Wiley Veronica Bell OPEN | A-Team Betty Furlow Stephen Oneal Charles McPhearson Terra Depp Tom Owens Greg Kifer Robert Hoyt |
| Jr. IT Sys Admin Glenn Beeson | Part Time-Transports Harriett Siron Vinnie Passarella Anita McKinney James Mercer Tim Campbell Annette Barber Timothy Campbell Tiffany Lemery Chris Moore | Jail - 3400 50 Funded - 48 Filled 85 Requested FY17 | C-Team Robert Choate Lindsey Anderson Sonya Anderson Paul Phelan Dalton Payne Chris Prosen |

PUBLIC WORKS



CAMDEN COUNTY BOARD OF COMMISSIONERS

FLEET SERVICES - 4900

FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|--------------------------|----------------------|-------------------|-------------------|-------------------|-------------------|---------------|--------------------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2017 | FY 2016 to FY 2017 |
| Salaries and Benefits \$ | 188,537 \$ | 182,905 \$ | 119,807 \$ | 137,564 \$ | 137,564 \$ | 0 | 0.00% |
| Contracted Services | 687 | 4,779 | 20,741 | 43,141 | 43,141 | 0 | 0.00% |
| Supplies | 12,147 | 15,620 | 47,327 | 26,300 | 26,300 | 0 | 0.00% |
| Utilities | 0 | 0 | 4,612 | 4,500 | 4,500 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 201,371 \$ | 203,304 \$ | 192,487 \$ | 211,505 \$ | 211,505 \$ | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

FLEET SERVICES - 4900

FY 2017 Adopted Budget

| Expenditure Detail | <u>Adopted</u> FY 2016 | <u>Adopted</u> FY 2017 | <u>\$</u> Variance | <u>%</u> Variance |
|--|---------------------------|---------------------------|-----------------------|----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 122,292 | \$ 122,292 | \$ - | 0.00% |
| Social Security Taxes | 9,355 | 9,355 | - | 0.00% |
| Retirement | 1,331 | 1,331 | - | 0.00% |
| Retirement-Match | 1,936 | 1,936 | - | 0.00% |
| Uniforms | 1,900 | 1,900 | - | 0.00% |
| Safety Equipment | 750 | 750 | - | 0.00% |
| Total Salaries & Benefits | <u>137,564</u> | <u>137,564</u> | <u>-</u> | <u>0.00%</u> |
| <u>Contracted Services</u> | | | | |
| Contract Service - Administration | 32,491 | 32,491 | - | 0.00% |
| Repair & Maintenance - Computers | 2,100 | 2,100 | - | 0.00% |
| Repair & Maintenance - Small Equipment | 1,100 | 1,100 | - | 0.00% |
| Repair & Maintenance - Vehicles | 2,000 | 2,000 | - | 0.00% |
| Telephone | 1,500 | 1,500 | - | 0.00% |
| Cell Phones | 700 | 700 | - | 0.00% |
| Advertising & Publishing | 250 | 250 | - | 0.00% |
| Travel | 1,500 | 1,500 | - | 0.00% |
| Education & Training | 1,500 | 1,500 | - | 0.00% |
| Total Contracted Services | <u>43,141</u> | <u>43,141</u> | <u>-</u> | <u>0.00%</u> |
| <u>Supplies</u> | | | | |
| Office Supplies | 500 | 500 | - | 0.00% |
| Minor Operating \$0-\$499 | 500 | 500 | - | 0.00% |
| Computer Supplies | 300 | 300 | - | 0.00% |
| Tires & Tubes | 1,500 | 1,500 | - | 0.00% |
| Vehicle Supplies | 7,000 | 7,000 | - | 0.00% |
| Heavy Equipment Supplies | 7,500 | 7,500 | - | 0.00% |
| Heating Fuels | - | - | - | 0.00% |
| Electric | 4,500 | 4,500 | - | 0.00% |
| Oil | 2,500 | 2,500 | - | 0.00% |
| Fuel | 4,000 | 4,000 | - | 0.00% |
| Small Equipment \$500-\$1,499 | 2,500 | 2,500 | - | 0.00% |
| Total Supplies | <u>30,800</u> | <u>30,800</u> | <u>-</u> | <u>0.00%</u> |
| Total Expenditures | <u>\$ 211,505</u> | <u>\$ 211,505</u> | <u>\$ -</u> | <u>0.00%</u> |

CAMDEN COUNTY BOARD OF COMMISSIONERS

FLEET SERVICES - 4900

FY 2017 Adopted Budget

Program Title: Fleet Services

I. Core Services

The Camden County Fleet Services is committed to keeping all County Vehicle assets in safe and reliable condition.

The program is NOT MANDATED (X)

II. Mission/Key Objectives

The Fleet Services division preserves and enhances the safety of employees and citizens by ensuring quality maintenance and repair of County owned vehicles. Fleet Services' goal is to be more responsible for in house repairs and limiting outsourcing. Also, to insure all vehicle and equipment repairs are completed in a timely manner and put back in service for use.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|----------------------------------|-------------------|-------------------|-------------------|----------------------|----------------------|
| Number of vehicles maintained | 137 | 210 | 220 | 225 | |
| Number of vehicles repaired | 156 | 288 | 106 | 183 | |
| #not available | | | | | |

IV. Staffing Resources:

| Director (non-employee-contracted services with City of Kingsland) | | | contracted | contracted | contracted |
|--|------|------|------------|------------|------------|
| Lead Diesel Mechanic | | | 1.00 | 1.00 | 1.00 |
| Diesel Mechanic | | | 1.00 | 1.00 | 1.00 |
| PM Tech | | | 1.00 | 1.00 | 1.00 |
| Gas Mechanic | | | 1.00 | 1.00 | 0.00 |
| Total Staffing Resources | 0.00 | 0.00 | 4.00 | 4.00 | 3.00 |

| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$- | \$201,371 | \$192,487 | \$211,505 | \$211,505 |
| Total Program Costs | \$- | \$201,371 | \$192,487 | \$211,505 | \$211,505 |

V. Explanation of Changes:

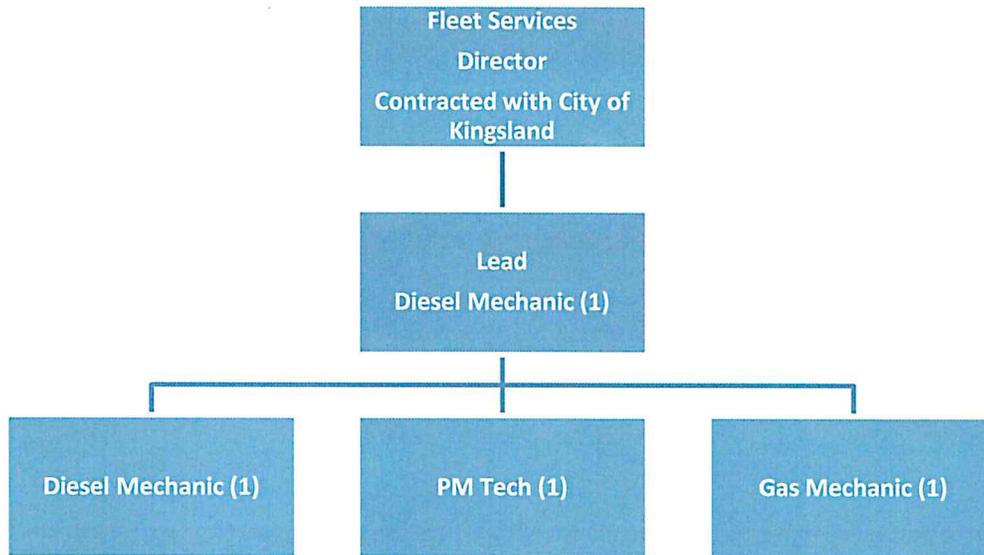
The 2016 budget request reflects some clerical support, certification exams, and includes merit increases assuming mechanics are certified. Certification will help increase quality, safety, and longevity of our fleet. Performance measures were difficult to attain because Fleet Services works alongside a mechanic that belongs to the Sheriff's Office so the number of vehicles maintained by this department is unclear, and the number of repairs made is also difficult to ascertain.

CAMDEN COUNTY BOARD OF COMMISSIONERS

FLEET SERVICES - 4900

FY 2017 Adopted Budget

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS

FORESTRY – 7140

FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------------|------------------|------------------|------------------|------------------|------------------|--------------------------------|--------------------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2016 to FY 2017 | FY 2016 to FY 2017 |
| Salaries and Benefits | \$ 179 | \$ 314 | \$ 300 | 0 | 0 | 0 | 0.00% |
| Contracted Services | 1,336 | 1,265 | 1,051 | 1,400 | 1,400 | 0 | 0.00% |
| Supplies | 1,103 | 839 | 1,042 | 600 | 600 | 0 | 0.00% |
| Utilities | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Intergovernmental | 25,851 | 25,091 | 25,091 | 25,100 | 25,100 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 28,469 | \$ 27,509 | \$ 27,484 | \$ 27,100 | \$ 27,100 | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

FORESTRY – 7140

FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|---------------------------------|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Contracted Services</u> | | | | |
| Repair & Maintenance - Vehicles | \$ 400 | \$ 400 | \$ 0 | 0.00% |
| Cell Phones | 1,000 | 1,000 | 0 | 0.00% |
| Total Contracted Services | <u>1,400</u> | <u>1,400</u> | <u>0</u> | <u>0.00%</u> |
| <u>Supplies</u> | | | | |
| Office Supplies | 100 | 100 | 0 | 0.00% |
| Minor Operating \$0-\$499 | 500 | 500 | 0 | 0.00% |
| Total Supplies | <u>600</u> | <u>600</u> | <u>0</u> | <u>0.00%</u> |
| <u>Intergovernmental</u> | | | | |
| Forestry Budget Payment | 25,100 | 25,100 | 0 | 0.00% |
| Total Intergovernmental | <u>25,100</u> | <u>25,100</u> | <u>0</u> | <u>0.00%</u> |
| Total Expenditures | \$ <u>27,100</u> | \$ <u>27,100</u> | <u>0</u> | <u>0.00%</u> |



CAMDEN COUNTY BOARD OF COMMISSIONERS

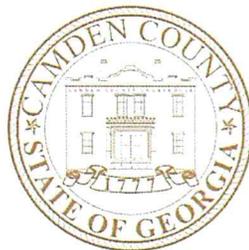
PUBLIC WORKS - 4200

FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|--------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------|---------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2017 | to FY 2017 |
| Salaries and Benefits \$ | 763,279 | 761,638 | 747,808 | 795,843 | 837,911 | 42,068 | 5.29% |
| Contracted Services | 363,565 | 512,372 | 194,465 | 254,060 | 242,490 | -11,570 | -4.55% |
| Supplies | 455,278 | 374,406 | 280,093 | 348,035 | 317,537 | -30,498 | -8.76% |
| Utilities | 24,963 | 24,848 | 20,944 | 26,400 | 26,400 | 0 | 0.00% |
| Capital Outlay | 0 | 5,612 | 3,000 | 0 | 0 | 0 | 0.00% |
| Total | \$ 1,607,085 | \$ 1,678,876 | \$ 1,246,310 | \$ 1,424,338 | \$ 1,424,338 | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

PUBLIC WORKS - 4200

FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|--|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 682,791 | \$ 720,595 | \$ 37,804 | 5.54% |
| Overtime | 10,000 | 10,000 | - | 0.00% |
| Social Security Taxes | 52,234 | 55,126 | 2,892 | 5.54% |
| Retirement | 20,131 | 21,249 | 1,118 | 5.55% |
| Retirement-Match | 25,287 | 25,541 | 254 | 1.00% |
| Uniforms | 3,400 | 3,400 | - | 0.00% |
| Safety Equipment | 2,000 | 2,000 | - | 0.00% |
| Total Salaries & Benefits | 795,843 | 837,911 | 42,068 | 5.29% |
| <u>Contracted Services</u> | | | | |
| Legal Fees | 1,000 | 1,000 | - | 0.00% |
| Janitorial Contracts | 3,000 | 3,000 | - | 0.00% |
| Contract Services-Lawn Care | 130,000 | 130,000 | - | 0.00% |
| Road Projects-Outside Source | 45,000 | 45,000 | - | 0.00% |
| Repair & Maintenance - Computers | 5,500 | 5,500 | - | 0.00% |
| Repair & Maintenance - Office | 1,000 | 1,000 | - | 0.00% |
| Repair & Maintenance - Radios | 5,000 | 5,000 | - | 0.00% |
| Repair & Maintenance - Other Equipment | 5,000 | 5,000 | - | 0.00% |
| Minor Road Projects & Repairs | 1,000 | 1,000 | - | 0.00% |
| Repair & Maintenance - Vehicles | 2,000 | 2,000 | - | 0.00% |
| Repair & Maintenance - Heavy | 31,170 | 20,000 | (11,170) | -35.84% |
| Equipment Rental | 8,500 | 8,500 | - | 0.00% |
| Telephone | 3,000 | 3,000 | - | 0.00% |
| Cell Phones | 3,000 | 3,000 | - | 0.00% |
| Advertising & Publishing | 1,000 | 1,000 | - | 0.00% |
| Printing | 700 | 300 | (400) | -57.14% |
| Travel | 4,100 | 4,100 | - | 0.00% |
| Dues & Subscriptions | 590 | 590 | - | 0.00% |
| Education & Training | 3,500 | 3,500 | - | 0.00% |
| Total Contracted Services | 254,060 | 242,490 | (11,570) | -4.55% |
| <u>Supplies</u> | | | | |
| Office Supplies | 1,800 | 1,800 | - | 0.00% |
| Minor Operating \$0-\$499 | 4,000 | 4,000 | - | 0.00% |
| Postage | 1,800 | 1,800 | - | 0.00% |
| Computer Supplies | 600 | 600 | - | 0.00% |
| Janitorial Supplies | 1,500 | 1,500 | - | 0.00% |
| Medical Supplies-General | 1,000 | 1,000 | - | 0.00% |
| Tires & Tubes | 20,000 | 20,000 | - | 0.00% |
| Vehicle Supplies | 8,000 | 8,000 | - | 0.00% |

CAMDEN COUNTY BOARD OF COMMISSIONERS

PUBLIC WORKS - 4200

FY 2017 Adopted Budget

| | | | | |
|--|---------------------|---------------------|-----------------|---------|
| Heavy Equipment Supplies | 45,000 | 45,000 | - | 0.00% |
| Repair & Maintenance-Building Supplies | 2,000 | 2,000 | - | 0.00% |
| Sand, Gravel, Cement, etc. | 35,000 | 35,000 | - | 0.00% |
| Culverts | 35,000 | 35,000 | - | 0.00% |
| Signs & Posts | 10,000 | 10,000 | - | 0.00% |
| Heating Fuels | 1,000 | 1,000 | - | 0.00% |
| Camden Project Cleanup | 4,000 | 4,000 | - | 0.00% |
| Water & Sewer | 1,400 | 1,400 | - | 0.00% |
| Electric | 25,000 | 25,000 | - | 0.00% |
| Oil | 6,000 | 6,000 | - | 0.00% |
| Fuel | 149,000 | 118,502 | (30,498) | -20.47% |
| Other Supplies | 835 | 835 | - | 0.00% |
| Small Equipment \$500-\$1,499 | 5,000 | 5,000 | - | 0.00% |
| Computers \$500-\$1,499 | 2,500 | 2,500 | - | 0.00% |
| Road Projects-Inhouse | 9,000 | 9,000 | - | 0.00% |
| Borrow Pits | 5,000 | 5,000 | - | 0.00% |
| Total Supplies | <u>374,435</u> | <u>343,937</u> | <u>(30,498)</u> | -8.15% |
| | | | | |
| Total Expenditures | \$ <u>1,424,338</u> | \$ <u>1,424,338</u> | \$ <u>-</u> | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

PUBLIC WORKS - 4200

FY 2017 Adopted Budget

Program Title: Public Works - Road Department

I. Core Services

The Camden County Road Department is committed to keeping all County Roads open, safe and accessible to its public.

The program is NOT MANDATED (x) MANDATED:

II. Mission/Key Objectives

The Public Works Road Department currently identifies the following focus areas necessary to carry out the mission of Camden County. -Preserve and enhance the quality of life for its citizens by ensuring quality installation & maintenance of road system, also by insuring that all fleet assets are upheld to the best operating standard.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | FY 2016 as of 1/31/16 | Estimated FY 2017 |
|---|-------------------|-------------------|-------------------|--------------------------|----------------------|
| Mileage of Road Maintenance (grading, mowing, drainage, etc.) - Actual Blade miles of grading | 3,601 | 3,555 | 4,244 | 6,342 | 7,500 |
| Mileage of Improved Roads | 2 | ? | | 1 | 1 |
| County Road System Maintenance Items (work orders) | 240 | 95 | 183 | 276 | 300 |
| GDOT/FHWA Aid Grants | 1 | 1 | 1 | | |
| \$ Cost Savings Attained | \$2,000 | \$- | | | |
| Revenue due to Business Reshaping | \$1,100 | \$2,106 | \$13,677 | \$18,325 | \$15,000 |
| CRS, E & S Program: | | | | | |
| Number of land disturbance permits issued | 18 | 14 | 14 | 10 | 10 |
| Number of complaints recorded | - | 2 | 2 | 4 | 1 |
| FEMA ISO CRS Rating | 8 | 42,559 | 8 to 7 | 7 | 7 |
| Revenue due to business | - | - | \$- | \$2,210 | \$2,210 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

| IV. Staffing Resources: | Actual FY 2012 | Actual FY 2013 | Actual FY 2014 | Adopted FY 2015 | Projected FY 2016 |
|------------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| Full Time Employees | 25.00 | 21.00 | | | |
| Director | | | 1.00 | 1.00 | 1.00 |
| CRS & Erosion Sediment Coordinator | | | 1.00 | 1.00 | 1.00 |
| Road Crew Supervisor | | | 3.00 | 3.00 | 3.00 |
| Heavy Equipment Operator | | | 6.00 | 6.00 | 6.00 |
| Equipment Operator | | | 2.00 | 3.00 | 3.00 |
| Truck Driver | | | 4.00 | 4.00 | 4.00 |

CAMDEN COUNTY BOARD OF COMMISSIONERS

PUBLIC WORKS - 4200

FY 2017 Adopted Budget

| | | | | | |
|--------------------------|--|--|-------|-------|-------|
| Dispatcher | | | 1.00 | 1.00 | 1.00 |
| Procurement Clerk | | | 1.00 | 1.00 | 1.00 |
| Laborers | | | 2.00 | 1.00 | 1.00 |
| Total Staffing Resources | | | 21.00 | 21.00 | 21.00 |
| | | | | | |

| Funding Sources: | Actual FY 2012 | Actual FY 2013 | Actual FY 2014 | Adopted FY 2015 | Projected FY 2016 |
|-------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$1,656,311 | \$1,607,084 | \$1,678,876 | \$1,424,338 | \$1,424,338 |
| Total Program Costs | \$1,656,311 | \$1,607,084 | \$1,678,876 | \$1,424,338 | \$1,424,338 |

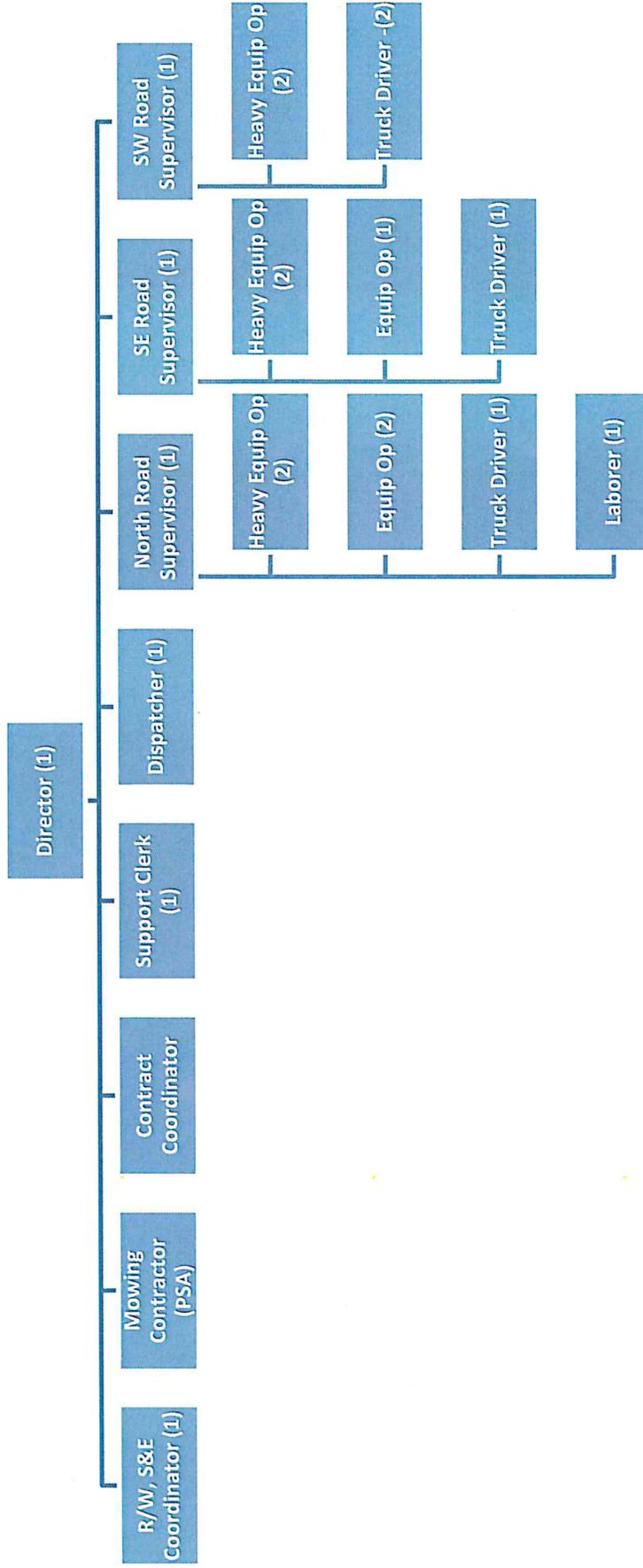
V. Explanation of Changes:

The Department Budget reflects a small change due to salaries update as of 1 February. Road maintenance miles have increased due to this is actual miles that a grader blade is in the dirt plowing (i.e. normal maint. 4 trips, ditch pulling 6 trips on same road). This year we have taken 1 grade off full time maintenance and will keep on hand for breakdown back up and emergency conditions. We put into place a dirt road rebuild program which has resulted in less maintenance. We have also put into place a drainage cleaning and updating program. Roadside bush cutting has shown great improvement but a second boom mower is needed to actually keep up with the amount of road miles times two. The dirt road ROW's are at the back of ditch in majority of cases and the brushes grow back to road side annually.



CAMDEN COUNTY BOARD OF COMMISSIONERS
PUBLIC WORKS - 4200
FY 2017 Adopted Budget

ORGANIZATIONAL CHART



HEALTH & WELFARE



CAMDEN COUNTY BOARD OF COMMISSIONERS

CORONER - 3700

FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------------|------------------|------------------|------------------|------------------|------------------|--------------------------------|--------------------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2016 to FY 2017 | FY 2016 to FY 2017 |
| Salaries and Benefits | \$ 0 | \$ 117 | \$ 74 | \$ 200 | \$ 200 | 0 | 0.00% |
| Contracted Services | 34,662 | 31,111 | 33,398 | 32,830 | 33,155 | 325 | 0.99% |
| Supplies | 3,045 | 3,042 | 2,832 | 3,650 | 3,325 | -325 | -8.90% |
| Utilities | 2,929 | 3,451 | 3,459 | 4,050 | 4,050 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 40,636 | \$ 37,721 | \$ 39,763 | \$ 40,730 | \$ 40,730 | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

CORONER - 3700

FY 2017 Adopted Budget

| Expenditure Detail | <u>Adopted FY 2016</u> | <u>Adopted FY 2017</u> | <u>\$ Variance</u> | <u>\$ Variance</u> |
|---------------------------------------|----------------------------|----------------------------|------------------------|------------------------|
| <u>Salaries & Benefits</u> | | | | |
| Uniforms | \$ 200 | \$ 200 | \$ - | 0.00% |
| Total Salaries & Benefits | 200 | 200 | - | 0.00% |
| <u>Contracted Services</u> | | | | |
| Coroners Fees | 17,300 | 17,300 | - | 0.00% |
| Contracted Services-Coroner Transfer | 9,600 | 9,121 | (479) | -4.99% |
| Repair & Maintenance-Computers | 450 | 450 | - | 0.00% |
| Repair & Maintenance-Office Equipment | 125 | 100 | (25) | -20.00% |
| Repair & Maintenance-Radios | 350 | 350 | - | 0.00% |
| Telephone | 500 | 500 | - | 0.00% |
| Travel | 2,125 | 2,954 | 829 | 39.01% |
| Dues & Subscriptions | 300 | 300 | - | 0.00% |
| Education & Training | 1,680 | 1,680 | - | 0.00% |
| Court Reporters | 300 | 300 | - | 0.00% |
| Medical Examiner Fees | 100 | 100 | - | 0.00% |
| Total Contracted Services | 32,830 | 33,155 | 325 | 0.99% |
| <u>Supplies</u> | | | | |
| Office Supplies | 125 | 100 | (25) | -20.00% |
| Postage | 75 | 75 | - | 0.00% |
| Medical Supplies-General | 1,900 | 1,900 | - | 0.00% |
| Water & Sewer | 450 | 450 | - | 0.00% |
| Electric | 3,600 | 3,600 | - | 0.00% |
| Fuel | 1,400 | 1,100 | (300) | -21.43% |
| Small Equipment \$500-\$1,499 | 150 | 150 | - | 0.00% |
| Total Supplies | 7,700 | 7,375 | (325) | -4.22% |
| Total Expenditures | \$ 40,730 | \$ 40,730 | \$ - | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

CORONER - 3700

FY 2017 Adopted Budget

Program Title: Coroners' Office

I. Core Services

Administers the tasks related to the deceased; such as, collecting bodies from the site where they are discovered; identifying bodies; determining the cause of death; granting exhumation as a medical examiner; performing an autopsy on the body; and, issuing a formal death certificate.

The program is NOT MANDATED () MANDATED: FEDERAL () STATE (X) LOCAL ()

II. Mission/Key Objectives

Key objectives include fostering good cooperation between the Coroners' Office and other law enforcement officials; promoting a better understanding to the public with respect to the nature of services rendered by the Coroners' Office and promoting the adoption of more scientific methods for the detection of a crime; and elevating the standards of the office.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|----------------------------------|-------------------|-------------------|-------------------|----------------------|----------------------|
| # of Coroners Investigations | 122 | 114 | 120 | 116 | 120 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

IV. Staffing Resources:

| | | | | | |
|---------------------------------|----------|----------|----------|----------|----------|
| Coroner | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Deputy Coroner | 3.00 | 3.00 | 3.00 | 2.00 | 3.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Total Staffing Resources | 4 | 4 | 4 | 3 | 4 |

| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$40,636 | \$37,721 | \$39,763 | \$40,730 | \$40,730 |
| Total Program Costs | \$40,636 | \$37,721 | \$39,763 | \$40,730 | \$40,730 |

V. Explanation of Changes:

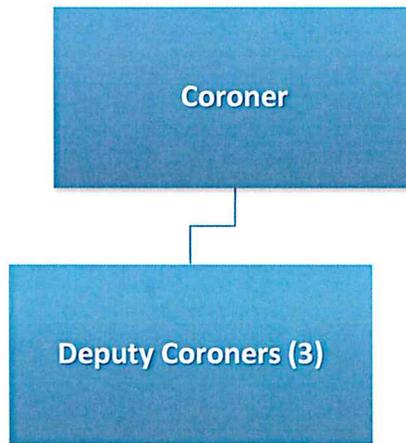
Increased number of Coroners Cases, increased rates from transport company, increased electrical usage for body cooler, now having to pay yearly maintenance on Coroner software that was paid by a State grant the 3 previous years.

CAMDEN COUNTY BOARD OF COMMISSIONERS

CORONER - 3700

FY 2017 Adopted Budget

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
COUNTY AGENTS - 7130
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|---------------------|---------------|---------------|
| | | | | | | to FY 2017 | to FY 2016 |
| Salaries and Benefits | \$ 60,709 | \$ 55,986 | \$ 41,211 | \$ 49,909 | \$ 46,667 | -3,242 | -6.50% |
| Contracted Services | 20,503 | 21,883 | 33,609 | 35,475 | 38,027 | 2,552 | 7.19% |
| Supplies | 3,843 | 4,462 | 5,298 | 3,405 | 3,795 | 390 | 11.45% |
| Utilities | 3,952 | 3,975 | 3,750 | 4,143 | 4,143 | 0 | 0.00% |
| Intergovernmental | 1,000 | 1,000 | 1,016 | 1,000 | 1,300 | 300 | 30.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 90,007 | \$ 87,306 | \$ 84,884 | \$ 93,932 | \$ 93,932 | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

COUNTY AGENTS - 7130

FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|--------------------------------------|----------------------|----------------------|-----------------|------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 43,033 | \$ 40,329 | \$ (2,704) | -6.28% |
| Group Insurance | 175 | - | (175) | -100.00% |
| Social Security Taxes | 3,292 | 3,292 | - | 0.00% |
| Retirement | 3,409 | 3,046 | (363) | -10.65% |
| Retirement: County Match | - | - | - | 0.00% |
| Total Salaries & Benefits | <u>49,909</u> | <u>46,667</u> | <u>(3,242)</u> | <u>-6.50%</u> |
| <u>Contracted Services</u> | | | | |
| Contract Services - Administration | 14,448 | 16,493 | 2,045 | 14.15% |
| Janitorial - Contracts | 1,916 | 900 | (1,016) | -53.03% |
| Repair & Maintenance - Computers | 100 | 100 | - | 0.00% |
| Repair & Maintenance - Office Equip. | 1,817 | 1,500 | (317) | -17.45% |
| Repair & Maintenance - Vehicles | 1,200 | 1,200 | - | 0.00% |
| Telephone | 4,200 | 4,200 | - | 0.00% |
| Cell Phones | 360 | - | (360) | -100.00% |
| Advertising & Publishing | 100 | 100 | - | 0.00% |
| Travel | 10,650 | 12,694 | 2,044 | 19.19% |
| Dues & Subscriptions | 340 | 340 | - | 0.00% |
| Education & Training | 344 | 500 | 156 | 45.35% |
| Total Contracted Services | <u>35,475</u> | <u>38,027</u> | <u>2,552</u> | <u>7.19%</u> |
| <u>Supplies</u> | | | | |
| Office Supplies | 700 | 700 | - | 0.00% |
| Minor Operation \$0-\$499 | 200 | 200 | - | 0.00% |
| Postage | 600 | 690 | 90 | 15.00% |
| Computer Supplies | 600 | 600 | - | 0.00% |
| Janitorial supplies | 100 | 100 | - | 0.00% |
| ANR Program | - | 300 | 300 | 100.00% |
| Water & Sewer | 690 | 690 | - | 0.00% |
| Electric | 3,453 | 3,453 | - | 0.00% |
| Fuel | 1,205 | 1,205 | - | 0.00% |
| Computers \$500-\$4,999 | - | - | - | 100.00% |
| Total Supplies | <u>7,548</u> | <u>7,938</u> | <u>390</u> | <u>5.17%</u> |
| <u>Intergovernmental</u> | | | | |
| 4-H Club Expense | 1,000 | 1,300 | 300 | 30.00% |
| Total Intergovernmental | <u>1,000</u> | <u>1,300</u> | <u>300</u> | <u>30.00%</u> |
| Total Expenditures | <u>\$ 93,932</u> | <u>\$ 93,932</u> | <u>\$ -</u> | <u>0.00%</u> |

CAMDEN COUNTY BOARD OF COMMISSIONERS

COUNTY AGENTS - 7130

FY 2017 Adopted Budget

Program Title: County Agents - Extension Office

I. Core Services

The Camden County Extension Office brings unbiased research-based information and outreach to the citizens of Camden County in the form of Agriculture and Natural Resources, and 4-H Youth Programming.

The program is NOT MANDATED (X)

II. Mission/Key Objectives

Extension educational programming is directed at all classes of society and enjoys a socially diverse clientele. The three primary areas of Extension are Agriculture and Natural Resources, Youth Development, and Family and Consumer Sciences. The ultimate objective of Extension is to make lasting impacts in peoples' lives through promoting local collaboration in educational programming and by disseminating research based information to local citizens.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|--|---------------------------|---------------------------|---------------------------|------------------------------|------------------------------|
| Number of calls received for assistance in Agriculture & Natural Resources | 94 | 292 | 339 | 300 | 320 |
| Ag Agent site visits | 17 | 33 | 90 | 75 | 80 |
| # of educational presentations in ANR | 1 | 3 | 18 | 20 | 18 |
| # of soil samples processed | 270 | 293 | 338 | 345 | 350 |
| # of other lab samples processed (water, forage, plant path, etc.) | | 31 | 11 | 35 | 40 |
| Office visits | 38 | 55 | 95 | 80 | 75 |
| Events for community improvement by ANR Agent | | 1 | 3 | 4 | 4 |
| Awards received by ANR Agent (local and state) | | | 1 | 3 | 2 |

Please note that the Extension Office was without an ANR agent from July 19 - October 31, 2013. The data collected before then is not accessible.

| | | | | | |
|---|-----|-----|-----|-----|-----|
| Total number of 4-H'ers Enrolled | 837 | 969 | 712 | 741 | 750 |
| # of active clubs | 40 | 42 | 37 | 36 | 35 |
| # of 4-Hers receiving instruction on the four College & Career Performance Standards in 5th grade | | 561 | 609 | 579 | 620 |
| # of students doing classroom presentations in 5th grade | 270 | 174 | 261 | 150 | 200 |
| # of students participating in public speaking competition | 50 | 44 | 27 | 20 | 27 |
| # of students attending 4-H camp | 57 | 79 | 91 | 78 | 80 |
| # of student attending 4-H leadership conferences | 20 | 12 | 7 | 5 | 6 |
| # of 4-H experiential education events (without in school or special interest club meetings) | 73 | 40 | 15 | 15 | 20 |

IV. Staffing Resources:

| | | | | | |
|--|------|------|------|------|------|
| 4-H Agent (Partially County funded) | 0.50 | 0.50 | 0.50 | 0.50 | .50 |
| Ag & Nat. Resources Agent (Partially County funded - Non-Payroll - Contracted through UGA) | 0.50 | 0.50 | 0.50 | 0.50 | .50 |
| 4-H Associate (Fully County funded) | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |

CAMDEN COUNTY BOARD OF COMMISSIONERS
COUNTY AGENTS - 7130
FY 2017 Adopted Budget

| | | | | | |
|--|-------------|-------------|-------------|-------------|-------------|
| Extension secretary (Partially County funded) | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 |
| AmeriCorps Worker (Partially County funded - Non-Payroll - Contracted through UGA) | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 |
| | | | | | |
| Total Staffing Resources | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Total Staff in the office | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 |

| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$90,007 | \$87,306 | \$84,884 | \$93,932 | \$93,932 |
| Total Program Costs | \$90,007 | \$87,306 | \$84,884 | \$93,932 | \$93,932 |

V. Explanation of Changes:

The Agricultural & Natural Resource Agent is listed as non- payroll because the retirement plan she chose requires her entire salary and benefits to be billed to the county and paid in one check from the University. This position is paid the same as the 4-H agent in amount and funding.

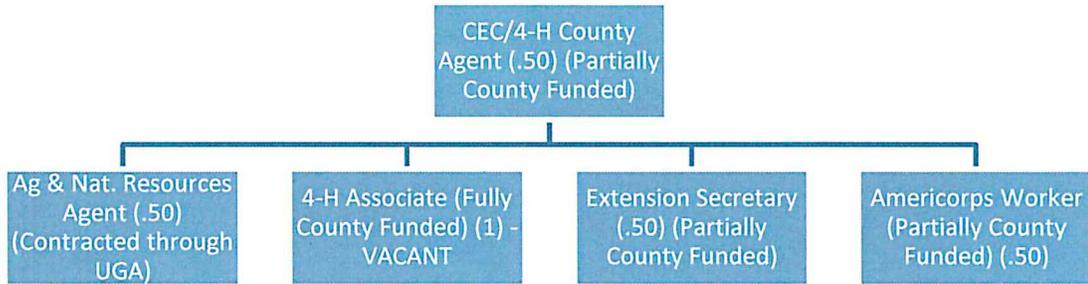
We increased the budget to pay for 4-H Associate exempt status (salary) in 2012 - present.

Please note that the Extension Office was without an ANR agent from July 19 - October 31, 2013. The data collected before then is not accessible.



CAMDEN COUNTY BOARD OF COMMISSIONERS
COUNTY AGENTS - 7130
FY 2017 Adopted Budget

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
FAMILY & CHILDREN SERVICES - 5400
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|---------------------|---------------|--------------------------|
| | | | | | | to FY 2017 | FY 2016 to FY 2017 |
| Salaries and Benefits | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | 0 | 0.00% |
| Contracted Services | 9,420 | 9,795 | 9,702 | 12,300 | 12,500 | 200 | 1.63% |
| Supplies | 508 | 916 | 741 | 780 | 750 | -30 | -3.85% |
| Utilities | 13,188 | 14,594 | 14,799 | 17,040 | 16,870 | -170 | -1.00% |
| Intergovernmental | 58,790 | 58,790 | 61,000 | 61,000 | 61,000 | | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 81,906 | \$ 84,095 | \$ 86,242 | \$ 91,120 | \$ 91,120 | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
FAMILY & CHILDREN SERVICES - 5400
FY 2017 Adopted Budget

| Expenditure Detail | <u>Adopted FY 2016</u> | <u>Adopted FY 2017</u> | <u>\$ Variance</u> | <u>% Variance</u> |
|--------------------------------------|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Contracted Services</u> | | | | |
| Pest Control | \$ 100 | \$ 100 | \$ - | 0.00% |
| Repair & Maintenance - All Buildings | 2,500 | 1,200 | (1,300) | -52.00% |
| Janitorial Contracts | 9,700 | 11,200 | 1,500 | 15.46% |
| Total Contracted Services | 12,300 | 12,500 | 200 | 1.63% |
| <u>Supplies</u> | | | | |
| Janitorial Supplies | 780 | 750 | (30) | -3.85% |
| Water & Sewer | 560 | 550 | (10) | -1.79% |
| Electric | 16,480 | 16,320 | (160) | -0.97% |
| Total Supplies | 17,820 | 17,620 | (200) | -1.12% |
| <u>Intergovernmental</u> | | | | |
| DFACS-Budget Payment | 61,000 | 61,000 | - | 0.00% |
| Total Intergovernmental | 61,000 | 61,000 | - | 0.00% |
| Total Expenditures | \$ 91,120 | \$ 91,120 | \$ - | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

HEALTH DEPARTMENT - 5100

FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|---------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2016 | to FY 2017 |
| Salaries and Benefits | \$ 110 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | 0 | 0.00% |
| Contracted Services | 22,066 | 14,076 | 9,224 | 11,870 | 22,100 | 10,230 | 86.18% |
| Supplies | 4,557 | 7,102 | 11,256 | 11,235 | 1,000 | -10,235 | -91.10% |
| Utilities | 23,405 | 21,758 | 21,913 | 22,210 | 21,950 | -260 | -1.17% |
| Intergovernmental | 326,389 | 326,389 | 326,389 | 326,400 | 326,400 | 0 | 0.00% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 376,527 | \$ 369,325 | \$ 368,782 | \$ 371,715 | \$ 371,450 | -265 | -0.07% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

HEALTH DEPARTMENT - 5100

FY 2017 Adopted Budget

| Expenditure Detail | <u>Adopted FY 2016</u> | <u>Adopted FY 2017</u> | <u>\$ Variance</u> | <u>%</u> |
|--------------------------------------|----------------------------|----------------------------|------------------------|---------------|
| <u>Contracted Services</u> | | | | |
| Pest Control | \$ 400 | \$ 400 | \$ - | 0.00% |
| Repair & Maintenance - All Buildings | 2,500 | 2,500 | - | 0.00% |
| Janitorial Contracts | <u>8,970</u> | <u>19,200</u> | <u>10,230</u> | 114.05% |
| Total Contracted Services | 11,870 | 22,100 | 10,230 | 86.18% |
| <u>Supplies</u> | | | | |
| Janitorial Supplies | 1,000 | 1,000 | - | 0.00% |
| Water & Sewer | 1,310 | 1,350 | 40 | 3.05% |
| Electric | 20,900 | 20,600 | (300) | -1.44% |
| Gateway (Kingsland) | <u>10,235</u> | - | <u>(10,235)</u> | -100.00% |
| Total Supplies | 33,445 | 22,950 | (10,495) | -31.38% |
| <u>Intergovernmental</u> | | | | |
| Mental Health Budget Payment | 37700 | 37700 | - | 0.00% |
| Health Budget | <u>288700</u> | <u>288700</u> | - | 0.00% |
| Total Intergovernmental | 326400 | 326400 | - | 0.00% |
| Total Expenditures | \$ <u>371,715</u> | \$ <u>371,450</u> | \$ <u>(265)</u> | -0.07% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
MOSQUITO CONTROL - 5144
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|---------------------|---------------|---------------|
| | | | | | | to FY 2017 | to FY 2016 |
| Salaries and Benefits | \$ 110,940 | \$ 111,387 | \$ 114,208 | \$ 107,480 | \$ 1,200 | - | -98.88% |
| Contracted Services | 7,602 | 4,687 | 2,924 | 6,775 | 113,330 | 106,555 | 1572.77% |
| Supplies | 59,937 | 58,532 | 56,796 | 68,200 | 68,200 | 0 | 0.00% |
| Utilities | 231 | 329 | 101 | 2,575 | 2,300 | -275 | -10.68% |
| Capital Outlay | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0.00% |
| Total | \$ 178,710 | \$ 174,935 | \$ 174,029 | \$ 185,030 | \$ 185,030 | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

MOSQUITO CONTROL - 5144

FY 2017 Adopted Budget

| Expenditure Detail | <u>Adopted FY 2016</u> | <u>Adopted FY 2017</u> | <u>\$ Variance</u> | <u>% Variance</u> |
|--|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 92,075 | \$ - | \$ (92,075) | -100.00% |
| Overtime | 762 | - | (762) | -100.00% |
| Social Security Taxes | 7,044 | - | (7,044) | -100.00% |
| Retirement | 2,810 | - | (2,810) | -100.00% |
| Retirement-Match | 3,589 | - | (3,589) | -100.00% |
| Uniforms | 1,200 | 1,200 | - | 0.00% |
| Total Salaries & Benefits | <u>107,480</u> | <u>1,200</u> | <u>(106,280)</u> | <u>-98.88%</u> |
| <u>Contracted Services</u> | | | | |
| Contract Services - Computer | 1,000 | 1,000 | - | 0.00% |
| Contract Services - Gen. Labor | - | 106,555 | - | - |
| Repair & Maintenance - Computers | 400 | 400 | - | 0.00% |
| Repair & Maintenance - Other Equipment | 700 | 700 | - | 0.00% |
| Repair & Maintenance - Vehicles | 2,500 | 2,500 | - | 0.00% |
| Telephone | 450 | 450 | - | 0.00% |
| Cell Phones | 725 | 725 | - | 0.00% |
| Travel | 500 | 500 | - | 0.00% |
| Education & Training | 500 | 500 | - | 0.00% |
| Total Contracted Services | <u>6,775</u> | <u>113,330</u> | <u>106,555</u> | <u>1572.77%</u> |
| <u>Supplies</u> | | | | |
| Office Supplies | 200 | 200 | - | 0.00% |
| Minor Operating \$0-\$499 | 2,000 | 2,000 | - | 0.00% |
| Mosquito Chemicals | 56,000 | 56,000 | - | 0.00% |
| Water & Sewer | 275 | - | (275) | -100.00% |
| Electric | 2,300 | 2,300 | - | 0.00% |
| Fuel | 10,000 | 10,000 | - | 0.00% |
| Total Supplies | <u>70,775</u> | <u>70,500</u> | <u>(275)</u> | <u>-0.39%</u> |
| Total Expenditures | <u>\$ 185,030</u> | <u>\$ 185,030</u> | <u>\$ -</u> | <u>0.00%</u> |



CAMDEN COUNTY BOARD OF COMMISSIONERS

MOSQUITO CONTROL - 5144

FY 2017 Adopted Budget

Program Title: Mosquito Control

I. Core Services

The Mosquito Control Department provides safe and effective mosquito population control for Camden County.

The program is NOT MANDATED (X) MANDATED:

II. Mission/Key Objectives

The Mosquito Control department is responsible for preventing mosquitoes from hatching through use of larvacide and killing adult mosquitoes with spray applications. They implement a revolving schedule to prevent major outbreaks. This department is also responsible for responding to concerns reported by our citizens in a timely manner, and for educating the public on mosquito prevention and control.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|---|-------------------|-------------------|-------------------|----------------------|----------------------|
| Total Area Treated | | 16,771 | 16,771 | 16,771 | 16,771 |
| Number of Public Education Opportunities | | # | # | 3 | 5 |
| Number of Customer Concerns Received | | # | # | 108 | 75-90 |
| Average response time to concerns (in working days) | | # | # | 1 | 1 |
| Number of premises inspected | | # | # | 25 | 25 |
| # Mosquito Control began tracking the end of FY2015 | | | | | |

IV. Staffing Resources (Contracted with PSA):

| | | | | | |
|---------------------------------|---|---|------|---|---|
| Department Head | | | 1.00 | 1 | 1 |
| Supervisor | | | 1.00 | 1 | 1 |
| Full Time Techs | | | 2.00 | 1 | 1 |
| Part Time Techs | | | 1.00 | 2 | 2 |
| | | | | | |
| | | | | | |
| | | | | | |
| Total Staffing Resources | 0 | 0 | 0 | 5 | 5 |

| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|
| General Fund \$ (BOCC) | \$178,710 | \$174,936 | \$185,030 | \$185,030 | \$185,030 |
| Total Program Costs | \$178,710 | \$174,936 | \$185,030 | \$185,030 | \$185,030 |

V. Explanation of Changes:

The Camden County PSA took over management of this department in November of 2014. There were no performance measures in place at that time. We are currently working to implement the measures listed above and will record data collected in FY2016 for each measure to project for future reports. Also, beginning July 1, 2015 we are changing staffing resources to have one full time tech and two part time techs. This will allow more flexibility in the spraying schedule and enable us to get closer to the goal of spraying the entire county once a week, and being able to hit hot spots as larger outbreaks occur.

CAMDEN COUNTY BOARD OF COMMISSIONERS
MOSQUITO CONTROL - 5144
FY 2017 Adopted Budget

Mosquito Control has no County employees and is managed and fully staffed by contract with the Camden County Public Service Authority (PSA)



CAMDEN COUNTY BOARD OF COMMISSIONERS
MOSQUITO CONTROL - 5144
FY 2017 Adopted Budget

LEISURE SERVICES



CAMDEN COUNTY BOARD OF COMMISSIONERS
BRYAN LANG HISTORIC LIBRARY - 6505
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|---------------------|---------------|---------------|
| | | | | | | to FY 2017 | to FY 2017 |
| Salaries and Benefits | \$ 55,904 | \$ 57,307 | \$ 57,415 | \$ 55,411 | \$ 55,409 | -2 | 0.00% |
| Contracted Services | 3,938 | -2,142 | 1,876 | 2,893 | 2,893 | 0 | 0.00% |
| Supplies | 797 | 451 | 251 | 475 | 495 | 20 | 4.21% |
| Utilities | 4,382 | 4,098 | 3,929 | 4,214 | 4,100 | -114 | -2.71% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 65,021 | \$ 59,714 | \$ 63,471 | \$ 62,993 | \$ 62,897 | -96 | -0.15% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

BRYAN LANG HISTORIC LIBRARY - 6505

FY 2017 Adopted Budget

| Expenditure Detail | <u>Adopted FY 2016</u> | <u>Adopted FY 2017</u> | <u>\$ Variance</u> | <u>% Variance</u> |
|--------------------------------|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 48,827 | \$ 48,827 | \$ - | 0.00% |
| Social Security Taxes | 3,735 | 3,735 | - | 0.00% |
| Retirement | 1,465 | 1,465 | - | 0.00% |
| Retirement - County Match | 1,384 | 1,382 | (2) | -0.14% |
| Total Salaries & Benefits | <u>55,411</u> | <u>55,409</u> | <u>(2)</u> | <u>0.00%</u> |
| <u>Contracted Services</u> | | | | |
| Janitorial Contracts | 648 | 648 | - | 0.00% |
| Repair & Maintenance - Office | 1,285 | 1,285 | - | 0.00% |
| Telephone | 960 | 960 | - | 0.00% |
| Total Contracted Services | <u>2,893</u> | <u>2,893</u> | <u>-</u> | <u>0.00%</u> |
| <u>Supplies</u> | | | | |
| Office Supplies | 300 | 250 | (50) | -16.67% |
| Postage | 30 | 50 | 20 | 66.67% |
| Computer Supplies | 80 | 130 | 50 | 62.50% |
| Janitorial Supplies | 65 | 65 | - | 0.00% |
| Water & Sewer | 614 | 500 | (114) | -18.57% |
| Electric | 3,600 | 3,600 | - | 0.00% |
| Total Supplies | <u>4,689</u> | <u>4,595</u> | <u>(94)</u> | <u>-2.00%</u> |
| Total Expenditures | <u>\$ 62,993</u> | <u>\$ 62,897</u> | <u>\$ (96)</u> | <u>-0.15%</u> |



CAMDEN COUNTY BOARD OF COMMISSIONERS

BRYAN LANG HISTORIC LIBRARY - 6505

FY 2017 Adopted Budget

Program Title: Bryan-Lang Historical Archives

I. Core Services

The Bryan-Lang Historical Archives serves as the repository of Camden County history dating from the county's creation in 1777. The Archives accomplishes its core services by collecting, preserving, and making available the history that includes families, churches, cemeteries, plantations, slavery, and events, among others. The collected history includes any relevant history of neighboring counties, Coastal Georgia, and Northeast Florida.

The program is NOT MANDATED () MANDATED: FEDERAL () STATE (X) LOCAL (X) Resolution

II. Mission/Key Objectives

The mission of the Bryan-Lang Historical Archives is to collect Camden County primary and secondary historical resources through identification, solicitation, and donation; to preserve the resources with archival protections guided by established archival procedures in a correctly humidified environment; and to interpret the resources with transcription and database references. The key objective is to make the information as available as possible to the public through research services, publications, internet, and educational outreach programs.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|---|-------------------|-------------------|-------------------|----------------------|----------------------|
| Books | 5,409 | 5,414 | 5,422 | 5,428 | 5,581 |
| Family History Files | 3,200 | 3,304 | 3,418 | 3,429 | 3,448 |
| Camden County History Files | 1,167 | 1,269 | 1,380 | 1,388 | 1,417 |
| Special Collections | 7 | 8 | 10 | 12 | 12 |
| Microfilm rolls & microfiche film | 2,007 | 2,010 | 2,013 | 2,016 | 2,020 |
| Maps | 254 | 257 | 265 | 273 | 273 |
| Photo Collections | 6,035 | 6,045 | 6,053 | 6,058 | 6,158 |
| Documents added | 505 | 535 | 565 | 610 | 574 |
| Finding aids & Indexes Generated | 6 | 7 | 8 | 7 | 6 |
| Research Requests- in person, via phone, email, postmarked | 533 | 247 | 235 | 341 | 370 |
| Education & Outreach events | 7 | 6 | 7 | 7 | 8 |
| Visitors | 2,300 | 1,848 | 1,215 | 1,995 | 1,975 |
| Total Contacts | xxx | | 2,194 | 2,483 | 2,500 |

IV. Staffing Resources:

| | | | | | |
|---------------------------|------|------|------|------|------|
| Director, Archivist (FTE) | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Assistant Archivist (PTE) | 0.75 | 0.75 | 0.75 | 0.75 | 0.75 |
| Total Staffing Resources | 1.75 | 1.75 | 1.75 | 1.75 | 1.75 |

| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|-------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$65,021 | \$59,714 | \$63,470 | \$62,993 | \$62,897 |
| Total Program Costs | \$65,021 | \$59,714 | \$63,470 | \$62,993 | \$62,897 |

V. Explanation of Changes:

Our Copies Revenue thru 3/11/16 is \$532.35. We decreased Water & Sewer from \$614 to \$500 based on lower utility bills. We reduced Office Supplies from \$300 to \$250 and added the \$50 to Computer Supplies increasing it to \$130. We also increased Postage from \$30 to \$50.

**CAMDEN COUNTY BOARD OF COMMISSIONERS
BRYAN LANG HISTORIC LIBRARY - 6505
FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS

COUNTY WIDE LIBRARY - 6500

FY 2017 Adopted Budget

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|--------------------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | to FY 2017 | FY 2016 to FY 2017 |
| Salaries and Benefits | \$ 239,856 | \$ 246,933 | \$ 224,598 | \$ 246,806 | \$ 250,677 | 3,871 | 1.57% |
| Contracted Services | 10,512 | 18,469 | 15,198 | 13,350 | 14,929 | 1,579 | 11.83% |
| Supplies | 18,505 | 15,359 | 10,817 | 14,040 | 12,590 | -1,450 | -10.33% |
| Utilities | 30,434 | 31,063 | 30,436 | 29,500 | 26,050 | -3,450 | -11.69% |
| Intergovernmental | 7,521 | 7,969 | 16,027 | 7,550 | 7,000 | -550 | -7.28% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 306,828 | \$ 319,793 | \$ 297,076 | \$ 311,246 | \$ 311,246 | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

COUNTY WIDE LIBRARY - 6500

FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|---------------------------------------|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 204,600 | \$ 208,142 | \$ 3,542 | 1.73% |
| Social Security Taxes | 15,594 | 15,923 | 329 | 2.11% |
| Retirement | 26,612 | 26,612 | - | 0.00% |
| Total Salaries & Benefits | 246,806 | 250,677 | 3,871 | 1.57% |
| <u>Contracted Services</u> | | | | |
| Janitorial Contracts | 9,600 | 9,600 | - | 0.00% |
| Repair & Maintenance Office Equipment | 1,200 | 1,800 | 600 | 50.00% |
| Telephone | 2,400 | 3,429 | 1,029 | 42.88% |
| Dues & Subscriptions | 150 | 100 | (50) | -33.33% |
| Total Contracted Services | 13,350 | 14,929 | 1,579 | 11.83% |
| <u>Supplies</u> | | | | |
| Office Supplies | 2,100 | 1,500 | (600) | -28.57% |
| Postage | 40 | 40 | - | 0.00% |
| Janitorial Supplies | 900 | 900 | - | 0.00% |
| Library Programs | 1,000 | 1,000 | - | 0.00% |
| Water & Sewer | 1,500 | 1,050 | (450) | -30.00% |
| Electric | 28,000 | 25,000 | (3,000) | -10.71% |
| Adult Books & Periodicals | 5,000 | 4,575 | (425) | -8.50% |
| Children's Books & Periodicals | 5,000 | 4,575 | (425) | -8.50% |
| Total Supplies | 43,540 | 38,640 | (4,900) | -11.25% |
| <u>Intergovernmental</u> | | | | |
| Regional Library Services | 7,550 | 7,000 | (550) | -7.28% |
| Total Intergovernmental | 7,550 | 7,000 | (550) | -7.28% |
| Total Expenditures | \$ 311,246 | \$ 311,246 | \$ - | 0.00% |



**CAMDEN COUNTY BOARD OF COMMISSIONERS
COUNTY WIDE LIBRARY - 6500
FY 2017 Adopted Budget**

Program Title: Camden County Library

I. Core Services

To provide books, computers, information and services available to the citizens of Camden County, temporary residents and visitors.

The program is NOT MANDATED (X)

II. Mission/Key Objectives

To promote and encourage the use of popular materials made available to users in a variety of formats. To encourage young children to develop an interest in reading and learning by offering services for children and for parents and children together. The library promotes reading readiness from infancy and beyond. To provide outreach to various schools and organizations for the reading readiness program. The library provides timely, accurate and useful information for community residents in their pursuit of job-related and personal interests.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|----------------------------------|-------------------|-------------------|-------------------|----------------------|----------------------|
| Loan Books | 125,634 | 123,055 | 129,005 | 130,315 | 135,000 |
| Loan Media | 22,521 | 19,056 | 25,761 | 27,454 | 29,000 |
| Public Computer Use | 35,960 | 36,732 | 29,821 | 31,500 | 33,500 |
| Library visitors | 248,748 | 211,620 | 177,124 | 186,000 | 195,000 |
| | | | | | |

IV. Staffing Resources:

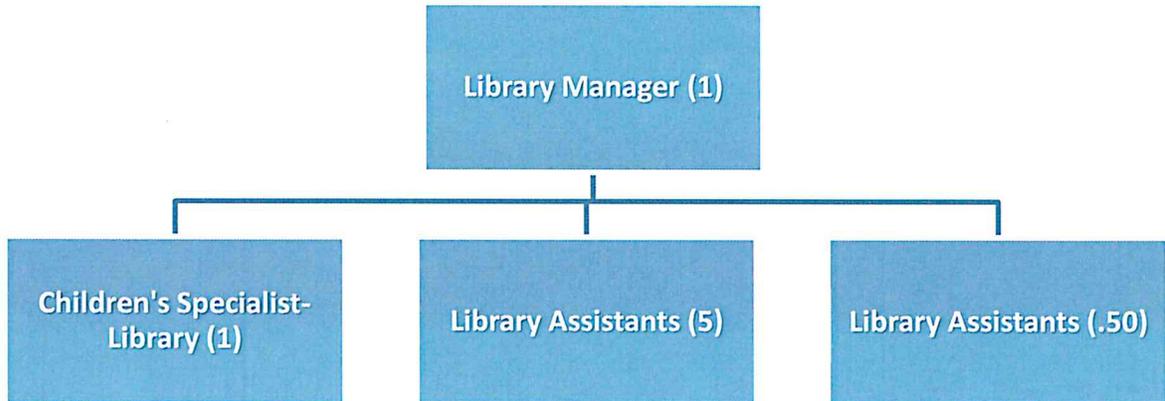
| | | | | | |
|---|----------|----------|----------|----------|----------|
| Library Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Children & Young Adult Librarian | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Library Assistants | 5.00 | 5.00 | 5.00 | 5.00 | 5.00 |
| Library Assistants (2 part-time @ .50 each) | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| Total Staffing Resources | 8 | 8 | 8 | 8 | 8 |

| Funding Sources: | Actual FY 2014 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$306,827 | \$319,792 | \$297,077 | \$311,246 | \$311,246 |
| Total Program Costs | \$306,827 | \$319,792 | \$297,077 | \$311,246 | \$311,246 |

V. Explanation of Changes:

**CAMDEN COUNTY BOARD OF COMMISSIONERS
COUNTY WIDE LIBRARY - 6500
FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



COMMUNITY DEVELOPMENT



**CAMDEN COUNTY BOARD OF COMMISSIONERS
JOINT DEVELOPMENT AUTHORITY (JDA) – 7500
FY 2017 Adopted Budget**

General Fund

Expenditure Summary

| <u>Expenditure Category</u> | Actual | Actual | Adopted | Proposed | +/- | % |
|-----------------------------|-------------------|-------------------|---------------------|-------------------|--------------------------------|--------------------------|
| | FY 2013 | FY 2014 | FY 2016 | FY 2017 | to FY 2016 to FY 2017 | FY 2016 to FY 2017 |
| Salaries and Benefits | \$ 137,747 | \$ 106,076 | \$ 0 | \$ 0 | 0 | 0.00% |
| Contracted Services | 0 | 5,823 | 0 | 0 | 0 | 0.00% |
| Supplies | 0 | 1,729 | 0 | 0 | 0 | 0.00% |
| Utilities | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Intergovernmental | 103,374 | 124,387 | 1,192,700 | 569,900 | -622,800 | -109.28% |
| Capital Outlay | <u>0</u> | <u>3,307</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0.00% |
| Total | \$ 241,121 | \$ 241,322 | \$ 1,192,700 | \$ 569,900 | \$ -622,800 | -109.28% |



**CAMDEN COUNTY BOARD OF COMMISSIONERS
 JOINT DEVELOPMENT AUTHORITY (JDA) – 7500
 FY 2017 Adopted Budget**

| Expenditure Detail | <u>Adopted FY 2016</u> | <u>Adopted FY 2017</u> | <u>\$ Variance</u> | <u>% Variance</u> |
|-----------------------------|----------------------------|----------------------------|-------------------------|-----------------------|
| <u>Intergovernmental</u> | | | | |
| Joint Development Authority | 1,192,700 | 569,900 | (622,800) | -109.28% |
| Total Intergovernmental | 1,192,700 | 569,900 | (622,800) | -109.28% |
| Total Expenditures | \$ <u>1,192,700</u> | \$ <u>569,900</u> | \$ <u>(622,800)</u> | -109.28% |



**CAMDEN COUNTY BOARD OF COMMISSIONERS
JOINT DEVELOPMENT AUTHORITY (JDA) – 7500
FY 2017 Adopted Budget**

Program Title: Joint Development Authority

I. Core Services

1. Acquisition and preparation of property (product) for economic development 2. Marketing of Camden County to industry, project managers, site selectors and others 3. Partner with other organizations to address workforce development needs 4. Recruit industry and jobs to Camden County

The program is NOT MANDATED () MANDATED: FEDERAL () STATE (X) LOCAL ()

II. Mission/Key Objectives

The mission of the Joint Development Authority is to promote and stimulate economic growth in Camden County.

III. Performance Measures

| | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Actual FY 2016 | Estimated FY 2017 |
|---|-------------------|-------------------|-------------------|-------------------|----------------------|
| # of State Project Manager visits to Camden County | | | | 5 | 9 |
| # of site consultant visits to Camden County | | | | 3 | 3 |
| # of projects for which Camden County was considered | | | | 3 | 7 |
| # of industry leaders to visit Camden County connected with JDA | | | | 3 | 29 |
| # of new companies in Camden in which JDA had some role | | | | 0 | 2^ |
| # of new jobs in Camden in which JDA had some role | | | | 0 | 29* |
| | | | | | |
| | | | | | |
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IV. Staffing Resources:

| | | | | | |
|---------------------------------|---|---|------|------|------|
| Executive Director | | | 1.00 | 1.00 | 1.00 |
| Project manager | | | 1.00 | 1.00 | 1.00 |
| Office Manager | | | 1.00 | 1.00 | 1.00 |
| Administrative assistant | | | 0.50 | 1.00 | 1.00 |
| | | | | | |
| Total Staffing Resources | 0 | 0 | 3.5 | 4 | 4 |

Funding Sources:

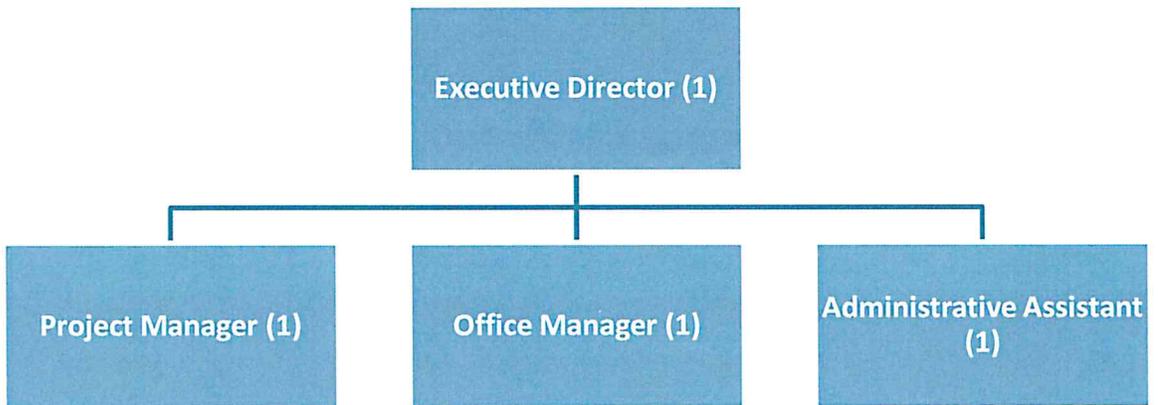
| | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| General Fund \$ (BOCC) | \$241,121 | \$241,321 | \$- | \$1,192,700 | \$569,900 |
| Total Program Costs | \$241,121 | \$241,321 | \$- | \$1,192,700 | \$569,900 |

V. Explanation of Changes:

^ New companies: Authority authored development agreement for Tractor Supply. Authority worked with Aglogic on site and connection to funding sources. 15. *
Tractor Supply 12, Aglogic 12, Caraustar (formerly Summer Industries) added 5.

**CAMDEN COUNTY BOARD OF COMMISSIONERS
JOINT DEVELOPMENT AUTHORITY (JDA) – 7500
FY 2017 Adopted Budget**

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS
PLANNING & DEVELOPMENT - 7000
FY 2017 Adopted Budget

General Fund
Expenditure Summary

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Proposed FY 2017 | +/- | % |
|-----------------------------|-------------------|-------------------|-------------------|--------------------|---------------------|-------------------|---------------|
| | | | | | | to FY 2017 | to FY 2016 |
| Salaries and Benefits | \$ 226,903 | \$ 242,817 | \$ 237,426 | \$ 254,343 | \$ 227,340 | \$ -27,003 | -10.62% |
| Contracted Services | 17,805 | 17,780 | 90,904 | 31,070 | 46,070 | 15,000 | 48.28% |
| Supplies | 7,599 | 7,344 | 5,781 | 11,660 | 11,660 | 0 | 0.00% |
| Utilities | 10,916 | 11,382 | 10,999 | 13,300 | 13,500 | 200 | 1.50% |
| Capital Outlay | <u>1,659</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | 0.00% |
| Total | \$ 264,882 | \$ 279,323 | \$ 345,110 | \$ 310,373 | \$ 298,570 | \$ -11,803 | -3.80% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

PLANNING & DEVELOPMENT - 7000

FY 2017 Adopted Budget

| Expenditure Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|--------------------------------------|----------------------------|----------------------------|------------------------|-----------------------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 225,874 | \$ 199,797 | \$ (26,077) | -11.54% |
| Social Security Taxes | 17,279 | 15,284 | (1,995) | -11.55% |
| Retirement | 5,889 | 4,077 | (1,812) | -30.77% |
| Retirement - County Match | 4,801 | 7,682 | 2,881 | 60.01% |
| Uniforms | 500 | 500 | - | 0.00% |
| Total Salaries & Benefits | 254,343 | 227,340 | (27,003) | -10.62% |
| <u>Contracted Services</u> | | | | |
| Board Member Fees | 4,500 | 4,500 | - | 0.00% |
| Contract Services - Computer | 9,000 | 22,500 | 13,500 | -150.00% |
| Janitorial Contracts | 1,380 | 1,380 | - | 0.00% |
| Repair & Maintenance - Computers | 1,000 | 1,000 | - | 0.00% |
| Repair & Maintenance - Office | 2,000 | 2,000 | - | 0.00% |
| Repair & Maintenance - Vehicles | 1,000 | 1,000 | - | 0.00% |
| Telephone | 3,000 | 3,000 | - | 0.00% |
| Cell Phones | 1,900 | 1,900 | - | 0.00% |
| Advertising & Publishing | 1,000 | 1,000 | - | 0.00% |
| Printing | 650 | 650 | - | 0.00% |
| Travel | 1,875 | 2,375 | 500 | 26.67% |
| Dues & Subscriptions | 565 | 565 | - | 0.00% |
| Education & Training | 3,200 | 4,200 | 1,000 | 31.25% |
| Total Contracted Services | 31,070 | 46,070 | 15,000 | 48.28% |
| <u>Supplies</u> | | | | |
| Office Supplies | 750 | 750 | - | 0.00% |
| Minor Operating \$0-\$499 | 750 | 750 | - | 0.00% |
| Postage | 1,200 | 1,200 | - | 0.00% |
| Computer Supplies | 500 | 500 | - | 0.00% |
| Janitorial Supplies | 250 | 250 | - | 0.00% |
| Tires & Tubes | 1,000 | 1,000 | - | 0.00% |
| Water & Sewer | 800 | 1,000 | 200 | 25.00% |
| Electric | 12,500 | 12,500 | - | 0.00% |
| Fuel | 6,960 | 6,960 | - | 0.00% |
| Other Supplies | 250 | 250 | - | 0.00% |
| Total Supplies | 24,960 | 25,160 | 200 | 0.80% |
| Total Expenditures | \$ 310,373 | \$ 298,570 | \$ (11,803) | -3.80% |

CAMDEN COUNTY BOARD OF COMMISSIONERS

PLANNING & DEVELOPMENT - 7000

FY 2017 Adopted Budget

Program Title: Planning and Development

I. Core Services

Issuance of building permits, inspections, occupational tax and alcohol licenses, administer zoning and land use applications.

The program is NOT MANDATED () MANDATED:

II. Mission/Key Objectives

Provide the best public service possible while administering the codes as they pertain to building, licensing, inspections and zoning.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|--|---------------------------|---------------------------|---------------------------|------------------------------|------------------------------|
| Land Use Permits (subdivision, rezone, variance, etc.) | 15 | 31 | 18 | 51 | 30-50 |
| New Building Permits (residential or commercial) | 18 | 30 | 47 | 51 | 50-60 |
| Accessory Permits (mh, pool, electrical, etc.) | 187 | 187 | 222 | 189 | 180-220 |
| Inspections Completed | 420 | 558 | 1,076 | 1,573 | 1,500-1,800 |
| Occupational Tax Licenses Issued | 147 | 285 | 266 | 280-300 | 280-300 |
| Alcohol Licenses Issued | 24 | 26 | 23 | 23 | 20-25 |
| Fees Collected | \$94,135 | \$175,470 | \$169,376 | \$190,000 | \$190-\$200K |
| | | | | | |
| | | | | | |
| | | | | | |

IV. Staffing Resources:

| | | | | | |
|--|---|---|------|------|------|
| Planning & Development Director | | | 1.00 | 1.00 | 1.00 |
| Inspector/Permit Tech | | | 1.00 | 1.00 | 1.00 |
| Building Inspector/Building Official | | | 1.00 | 1.00 | 1.00 |
| Permit & Licensing Clerk | | | 1.00 | 1.00 | 1.00 |
| Public Protection & Compliance Officer | | | 0.35 | 0.35 | 0.25 |
| | | | | | |
| | | | | | |
| Total Staffing Resources | 0 | 0 | 4.35 | 4.35 | 4.25 |

| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|-------------------------|---------------------------|---------------------------|---------------------------|----------------------------|------------------------------|
| General Fund \$ (BOCC) | \$264,881 | \$279,324 | \$345,111 | \$310,373 | \$298,570 |
| Total Program Costs | \$264,881 | \$279,324 | \$345,111 | \$310,373 | \$298,570 |

V. Explanation of Changes:

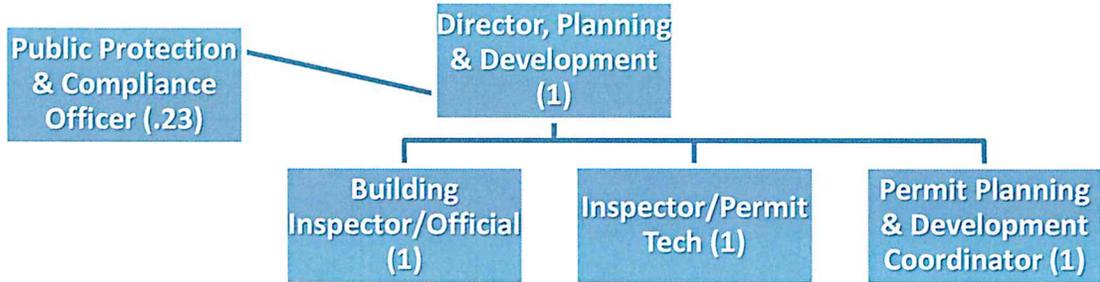
During FY17 planning staff will to change to accommodate the dramatic increase in inspections. The senior planning position will be eliminated to be replaced by a inspector/permit tech position. It is also anticipated that during FY17 the current building inspector will become a building official.

CAMDEN COUNTY BOARD OF COMMISSIONERS

PLANNING & DEVELOPMENT - 7000

FY 2017 Adopted Budget

ORGANIZATIONAL CHART



ENTERPRISE FUNDS



CAMDEN COUNTY BOARD OF COMMISSIONERS

SOLID WASTE

FY 2017 Adopted Budget

FUND 540

Revenue Summary

| Revenue Category | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 | +/- | % |
|-----------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|---------------|
| | | | | | | to FY 2017 | to FY 2016 |
| Commissions & Fees | \$ 3,451,407 | \$ 3,710,094 | \$ 3,521,621 | \$ 3,810,758 | \$ 4,400,000 | \$ (589,242) | -15.46% |
| Interest | 34,545 | 13,431 | 10,150 | 13,500 | 60,000 | (46,500) | -344.44% |
| Contributions | 6,605 | 3,143 | - | - | - | - | 0.00% |
| Miscellaneous | 16 | 54 | 7,849 | - | - | - | 0.00% |
| Other Financing | - | 204 | - | 470,000 | 470,000 | - | 0.00% |
| Total Revenues | \$ 3,492,573 | \$ 3,726,926 | \$ 3,539,620 | \$ 4,294,258 | \$ 4,930,000 | \$ 635,742 | 14.80% |

Expenditure Summary

| Expenditure Category | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 | +/- | % |
|--------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|---------------|
| | | | | | | to FY 2017 | to FY 2016 |
| Salaries and Benefits | \$ 1,223,729 | \$ 1,152,362 | \$ 1,261,729 | \$ 1,150,837 | \$ 1,258,856 | \$ 108,019 | 9.39% |
| Contracted Services | 430,693 | 442,143 | 425,401 | 600,550 | 600,157 | (393) | -0.07% |
| Supplies | 472,075 | 453,472 | 361,760 | 360,850 | 294,000 | (66,850) | -18.53% |
| Utilities | - | 17,744 | 18,420 | 17,000 | 17,000 | - | 0.00% |
| Capital Outlay | (1,133,996) | (3,545,688) | 499,852 | 1,032,671 | 1,539,987 | 507,316 | 73.11% |
| Depreciation & Amortization | 669,338 | 659,547 | 718,017 | 644,000 | 730,000 | 86,000 | 13.35% |
| Intergovernmental | 151,763 | 70,291 | 117,810 | - | - | - | 0.00% |
| Debt Service | 96,619 | 82,485 | 73,318 | 488,350 | 490,000 | 1,650 | 0.34% |
| Other Financing Uses | - | - | - | - | - | - | 0.00% |
| Total Expenditures | \$ 1,910,221 | \$ (667,644) | \$ 3,476,307 | \$ 4,294,258 | \$ 4,930,000 | \$ 635,742 | 12.90% |

Revenue

Over/(Under)

| | | | | | |
|---------------------|---------------------|---------------------|------------------|-------------|-------------|
| Expenditures | <u>\$ 1,582,352</u> | <u>\$ 4,394,570</u> | <u>\$ 63,313</u> | <u>\$ -</u> | <u>\$ -</u> |
|---------------------|---------------------|---------------------|------------------|-------------|-------------|

CAMDEN COUNTY BOARD OF COMMISSIONERS

SOLID WASTE

FY 2017 Adopted Budget

| Revenues | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|--------------------------------|-------------------------|-------------------------|-----------------------|---------------|
| <u>Commissions & Fees</u> | | | | |
| Highway 110 Site Sales | \$ 2,160,458 | \$ 2,500,000 | \$ 339,542 | 15.72% |
| C & D Industrial Site | 1,150,300 | 1,400,000 | 249,700 | 21.71% |
| Timber Sales | 500,000 | 500,000 | - | 0.00% |
| Total Commissions & Fees | <u>3,810,758</u> | <u>4,400,000</u> | <u>589,242</u> | 15.46% |
| <u>Interest</u> | | | | |
| Interest Income | 13,500 | 60,000 | 46,500 | 344.44% |
| Total Interest | <u>13,500</u> | <u>60,000</u> | <u>46,500</u> | 344.44% |
| <u>Other Financing Sources</u> | | | | |
| Proceeds Carried Forward | 470,000 | 470,000 | - | 0.00% |
| Total Other Financing Sources | <u>470,000</u> | <u>470,000</u> | <u>-</u> | 0.00% |
| Total Revenue | \$ <u>4,294,258</u> | \$ <u>4,930,000</u> | \$ <u>635,742</u> | 14.80% |

Expenditures

Salaries & Benefits

| | | | | |
|---------------------------|------------------|------------------|----------------|---------|
| Salaries - Regular | 690,423 | 740,386 | 49,963 | 7.24% |
| Salaries - Overtime | 30,000 | 45,663 | 15,663 | 52.21% |
| Group Insurance | 22,500 | 36,000 | 13,500 | 60.00% |
| Group Insurance (Losses) | 256,000 | 285,000 | 29,000 | 11.33% |
| Social Security Taxes | 52,817 | 54,891 | 2,074 | 3.93% |
| Retirement | 19,768 | 18,401 | (1,367) | -6.92% |
| Retirement - County Match | 22,729 | 19,914 | (2,815) | -12.39% |
| Unemployment Insurance | 5,500 | 5,500 | - | 0.00% |
| Workers Compensation | 42,000 | 42,000 | - | 0.00% |
| Safety Program | 1,000 | 1,000 | - | 0.00% |
| Uniforms | 5,600 | 6,837 | 1,237 | 22.09% |
| Safety Equipment | 2,500 | 3,264 | 764 | 30.56% |
| Total Salaries & Benefits | <u>1,150,837</u> | <u>1,258,856</u> | <u>108,019</u> | 9.39% |

Contracted Services

| | | | | |
|----------------------------------|--------|--------|-------|--------|
| Pest Control | 850 | 785 | (65) | -7.65% |
| Audit Fees | 7,700 | 9,800 | 2,100 | 27.27% |
| Engineering Services | 75,000 | 75,000 | - | 0.00% |
| Repair & Maintenance-Building | 4,500 | 4,500 | - | 0.00% |
| Contract Services - Lab Analysis | 75,000 | 75,000 | - | 0.00% |

CAMDEN COUNTY BOARD OF COMMISSIONERS

SOLID WASTE

FY 2017 Adopted Budget

| | | | | |
|--|----------------|----------------|--------------|---------|
| Janitorial - Contracts | 4,450 | 4,500 | 50 | 1.12% |
| Tire Recycling | 18,000 | 10,000 | (8,000) | -44.44% |
| Leachate Disposal | 20,000 | 21,022 | 1,022 | 5.11% |
| EPD Surcharge-State of Georgia | 125,000 | 125,000 | - | 0.00% |
| DNA Air Surcharge Fees | 6,000 | 6,000 | - | 0.00% |
| Land Prep & Replanting | 35,000 | 35,000 | - | 0.00% |
| Repair & Maintenance - Computers | 1,500 | 1,800 | 300 | 20.00% |
| Repair & Maintenance - Office Equipment | 750 | 750 | - | 0.00% |
| Repair & Maintenance - Radios | 500 | 500 | - | 0.00% |
| Repair & Maintenance - Other Equipment | 7,500 | 10,000 | 2,500 | 33.33% |
| Repair & Maintenance - Vehicles | 3,000 | 4,000 | 1,000 | 33.33% |
| Repair & Maintenance - Heavy Equipment | 125,000 | 125,000 | - | 0.00% |
| Repair & Maintenance - Scales | 5,000 | 5,700 | 700 | 14.00% |
| Repair & Maintenance - Building & Equipment Rental | 2,000 | 2,000 | - | 0.00% |
| Vehicle & Equipment Insurance | 25,000 | 25,000 | - | 0.00% |
| Property Insurance | 33,500 | 33,500 | - | 0.00% |
| Liability Insurance | 2,750 | 2,750 | - | 0.00% |
| Telephone | 5,500 | 5,500 | - | 0.00% |
| Cell Phones | 9,000 | 9,000 | - | 0.00% |
| Advertising & Publishing | 2,000 | 2,000 | - | 0.00% |
| Travel | 350 | 350 | - | 0.00% |
| Dues & Subscriptions | 2,500 | 2,500 | - | 0.00% |
| Education & Training | 700 | 700 | - | 0.00% |
| Total Contracted Services | <u>600,550</u> | <u>600,157</u> | <u>(393)</u> | -0.07% |

Supplies

| | | | | |
|--|--------|--------|-------|---------|
| Office Supplies | 2,000 | 1,750 | (250) | -12.50% |
| Minor Operating \$0- \$499 | 2,500 | 3,500 | 1,000 | 40.00% |
| Postage | 600 | 600 | - | 0.00% |
| Computer Supplies | 2,500 | 3,000 | 500 | 20.00% |
| Janitorial Supplies | 750 | 750 | - | 0.00% |
| Medical Supplies - General | 500 | 750 | 250 | 50.00% |
| Miscellaneous Supplies | 2,000 | 1,500 | (500) | -25.00% |
| DNR Fishing Tournament | 400 | 400 | - | 0.00% |
| Tires & Tubes | 10,000 | 12,000 | 2,000 | 20.00% |
| Vehicle Supplies | 7,000 | 7,000 | - | 0.00% |
| Heavy Equipment Supplies | 60,000 | 62,000 | 2,000 | 3.33% |
| Repair & Maintenance - Building Supplies | 2,000 | 2,000 | - | 0.00% |
| Signs & Posts | 300 | 300 | - | 0.00% |
| Heating Fuels | 800 | 950 | 150 | 18.75% |
| Electric | 17,000 | 17,000 | - | 0.00% |
| Oil | 12,500 | 15,000 | 2,500 | 20.00% |

CAMDEN COUNTY BOARD OF COMMISSIONERS

SOLID WASTE

FY 2017 Adopted Budget

| | | | | |
|--|-------------------------|-------------------------|-----------------------|------------|
| Fuel | 250,000 | 175,000 | (75,000) | -30.00% |
| Other Supplies | 2,000 | 2,500 | 500 | 25.00% |
| Small Equipment \$500 - \$1,400 | 2,000 | 2,000 | - | 0.00% |
| Computers \$500 - \$1,499 | 2,500 | 2,500 | - | 0.00% |
| Furniture \$500 - \$1,499 | 500 | 500 | - | 0.00% |
| Total Supplies | <u>377,850</u> | <u>311,000</u> | <u>(66,850)</u> | -17.69% |
| <u>Capital Outlays</u> | | | | |
| Soil Erosion & Sediment | 2,200 | 2,200 | - | 0.00% |
| Building Maintenance - Building | 2,500 | 50,000 | 47,500 | 95.00% |
| Building Improvements | 2,000 | 12,000 | 10,000 | 500.00% |
| Landfill Cell Construction | - | 252,287 | 252,287 | 100.00% |
| Surveys-Land/Building | 2,500 | 2,500 | - | 0.00% |
| Vacunna Road Post Closure | 23,000 | 32,000 | 9,000 | 39.13% |
| Reserve Closure/Post Closure | 330,500 | 520,000 | 189,500 | 57.34% |
| Vehicles | 25,000 | 25,000 | - | 0.00% |
| Other Equipment > \$5,000 | 644,971 | 644,000 | (971) | -0.15% |
| Total Capital Overlay | <u>1,032,671</u> | <u>1,539,987</u> | <u>507,316</u> | 73.11% |
| <u>Depreciation & Amortization</u> | | | | |
| Depreciation Expense | 644,000 | 730,000 | 86,000 | 13.35% |
| Total Depreciation & Amortization | <u>644,000</u> | <u>730,000</u> | <u>86,000</u> | 13.35% |
| <u>Debt Service</u> | | | | |
| Leases - Equipment | 15,000 | 15,000 | - | 0.00% |
| Bond - Principal | 385,000 | 395,000 | 10,000 | 2.60% |
| Bond-Interest | 88,350 | 80,000 | (8,350) | -9.45% |
| Total Debt Service | <u>488,350</u> | <u>490,000</u> | <u>1,650</u> | 0.34% |
| <u>Other Financing Uses</u> | | | | |
| Total Expenditures | \$ <u>4,294,258</u> | \$ <u>4,930,000</u> | \$ <u>635,742</u> | 12.90% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

SOLID WASTE

FY 2017 Adopted Budget

Program Title: Solid Waste

I. Core Services

Provide solid waste management for Camden and surrounding counties.

The program is NOT MANDATED ()

II. Mission/Key Objectives

Mission:

The mission of the Solid Waste Department is to provide the most efficient and cost effective landfill in the state of Georgia and to strive to provide the best service possible at a nominal fee to its residential and commercial customers of Camden and surrounding counties, while providing superior customer service and abiding by our D&O Plan and EPD Best Practices as well as communicating and establishing a healthy relationship with the contractors and residents bringing waste to the Camden County landfills.

Objectives:

To operate a state of the art solid waste operation.

To provide a safe working environment.

To protect human health and the environment for future generations to enjoy.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Projected FY 2016 | Estimated FY 2017 |
|--|-------------------|-------------------|-------------------|----------------------|----------------------|
| Based on actual figures, we did these amounts. | \$3,186,014 | \$3,492,573 | \$3,726,925 | \$4,294,258 | \$5,177,713 |

IV. Staffing Resources:

| | | | | | |
|---------------------------------|--------------|--------------|--------------|--------------|--------------|
| Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Assistant Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Office Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Code Enforcement Officer | 0.35 | 0.35 | 0.35 | 0.35 | 0.12 |
| Administrative Secretary | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Field Supervisor | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Maintenance Personnel-Mechanics | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 |
| Scale Operators | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 |
| Heavy Equipment Operators | 6.00 | 6.00 | 6.00 | 7.00 | 7.00 |
| Equipment Operator | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 |
| Truck Driver | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 |
| Landfill Worker | 1.00 | 1.00 | 1.00 | 3.50 | 3.50 |
| Total Staffing Resources | 20.35 | 20.35 | 20.35 | 21.85 | 21.62 |

| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|------------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| Enterprise Fund Revenues \$ | \$3,492,573 | \$3,726,925 | \$3,539,621 | \$4,294,258 | \$4,930,000 |
| Expenditures | \$1,910,221 | \$(667,642) | \$3,476,307 | \$4,294,258 | \$4,930,000 |
| Revenues over/(under) expenditures | \$1,582,352 | \$4,394,567 | \$63,314 | \$0 | \$0 |

V. Explanation of Changes:

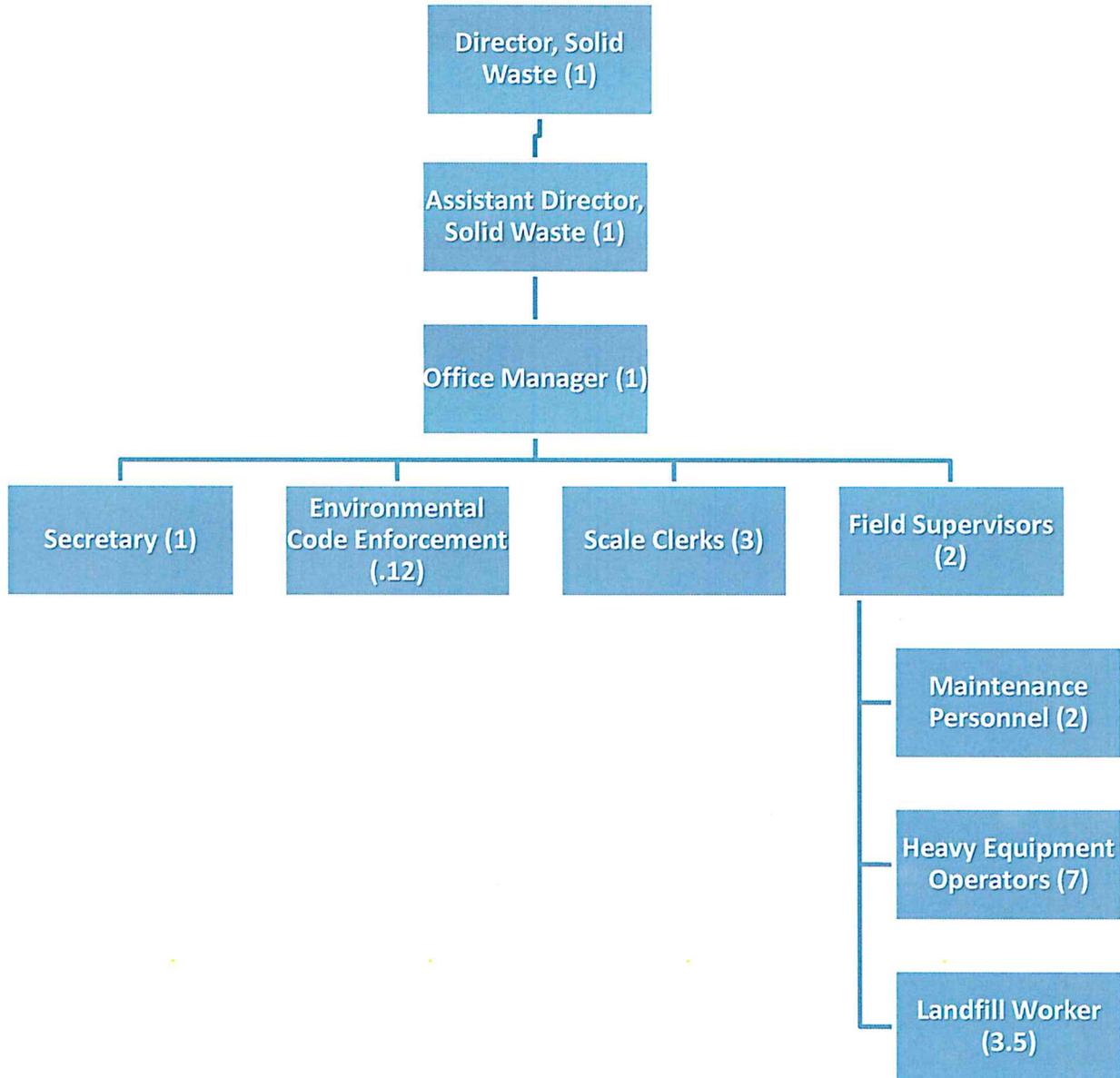
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CAMDEN COUNTY BOARD OF COMMISSIONERS

SOLID WASTE

FY 2017 Adopted Budget

ORGANIZATIONAL CHART



CAMDEN COUNTY BOARD OF COMMISSIONERS

CURBSIDE

FY 2017 Adopted Budget

| | | | | | | +/- | % |
|-------------------------|----------------|----------------|----------------|----------------|----------------|-----------|---------|
| | | | | | | FY 2016 | FY 2016 |
| | | | | | | to | to |
| | | | | | | FY 2017 | FY 2017 |
| FUND 208 | | | | | | | |
| Revenue Summary | | | | | | | |
| <u>Revenue Category</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>Current</u> | <u>Adopted</u> | | |
| | <u>FY 2013</u> | <u>FY 2014</u> | <u>FY 2015</u> | <u>FY 2016</u> | <u>FY 2017</u> | | |
| Commissions & Fees | 820,314 | 810,788 | 823,407 | 808,000 | 846,100 | 38,100 | 4.72% |
| Interest | 94 | 57 | 75 | 88 | 100 | 12 | 13.64% |
| Other Finance Sources | 0 | 0 | 0 | 25,963 | 44,698 | 18,735 | 72.16% |
| Total | \$ 820,408 | \$ 810,845 | \$ 823,482 | \$ 834,051 | \$ 890,898 | \$ 56,847 | 6.82% |

| | | | | | | +/- | % |
|-----------------------------|----------------|----------------|----------------|----------------|----------------|-----------|---------|
| | | | | | | FY 2016 | FY 2016 |
| | | | | | | to | to |
| | | | | | | FY 2017 | FY 2017 |
| Expenditure Summary | | | | | | | |
| <u>Expenditure Category</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>Current</u> | <u>Adopted</u> | | |
| | <u>FY 2013</u> | <u>FY 2014</u> | <u>FY 2015</u> | <u>FY 2016</u> | <u>FY 2017</u> | | |
| Salaries and Benefits | \$ 49,807 | \$ 81,954 | \$ 54,734 | \$ 83,153 | \$ 97,783 | \$ 14,630 | 17.59% |
| Contracted Services | 604,105 | 596,852 | 612,432 | 617,690 | 653,490 | 35,800 | 5.80% |
| Supplies | 12,539 | 8,331 | 11,782 | 12,125 | 11,100 | -1,025 | -8.45% |
| Utilities | 1,255 | 1,286 | 1,359 | 1,500 | 1,625 | 125 | 8.33% |
| Capital Outlay | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Intergovernmental | 95,120 | 106,521 | 110,580 | 119,583 | 126,900 | 7,317 | 6.12% |
| Total | \$ 762,826 | \$ 794,944 | \$ 790,887 | \$ 834,051 | \$ 890,898 | \$ 56,847 | 6.82% |

Revenue Over/(Under) Expenditures \$ 57,582 \$ 15,901 \$ 32,595 \$ 0 \$ 0



CAMDEN COUNTY BOARD OF COMMISSIONERS

CURBSIDE

FY 2017 Adopted Budget

| Revenue Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|---------------------------------|-----------------------|--------------------|----------------------|---------------|
| <u>Commissioners & Fees</u> | | | | |
| Penalties/Interest Charge | \$ 25,000 | 28,300 | \$ 3,300 | 13.20% |
| Unincorporated Collection Fees | 783,000 | 817,800 | 34,800 | 4.44% |
| Total Commissions & Fees | <u>808,000</u> | <u>846,100</u> | <u>38,100</u> | 4.72% |
| <u>Interest</u> | | | | |
| Interest Income | 88 | 100 | 12 | 13.64% |
| Total Interest | <u>88</u> | <u>100</u> | <u>12</u> | 13.64% |
| <u>Other Financing Sources</u> | | | | |
| Proceeds Carried Forward | 25,963 | 44,698 | 18,735 | 72.16% |
| | <u>25,963</u> | <u>44,698</u> | <u>18,735</u> | |
| Total Revenues | \$ <u>834,051</u> | <u>890,898</u> | \$ <u>56,847</u> | 6.82% |

Expenditure Detail

| | | | | |
|---|---------------|---------------|---------------|----------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries | \$ 64,143 | 81,333 | \$ 17,190 | 26.80% |
| Group Insurance | 10,000 | 5,000 | (5,000) | -50.00% |
| Social Security Taxes | 4,908 | 6,220 | 1,312 | 26.73% |
| Retirement | 1,925 | 2,440 | 515 | 26.75% |
| Retirement - County Match | 2,177 | 2,790 | 613 | 28.16% |
| Total Salaries & Benefits | <u>83,153</u> | <u>97,783</u> | <u>14,630</u> | 17.59% |
| <u>Contracted Services</u> | | | | |
| Audit Fees | 5,000 | 2,500 | (2,500) | -50.00% |
| Contract Services-Computer | 6,000 | 7,000 | 1,000 | 16.67% |
| Contract Services-Data Processing | 4,000 | - | (4,000) | -100.00% |
| Janitorial Contracts | 500 | 540 | 40 | 8.00% |
| Collection Costs | 445,057 | 471,200 | 26,143 | 5.87% |
| Recycling Costs | 149,083 | 159,600 | 10,517 | 7.05% |
| Repair & Maintenance - Computers | 4,380 | 4,600 | 220 | 5.02% |
| Repair & Maintenance - Office Equipment | 500 | 3,400 | 2,900 | 580.00% |
| Telephone | 720 | 1,850 | 1,130 | 156.94% |
| Cell Phones | - | 300 | 300 | 0.00% |
| Printing | 650 | 650 | - | 0.00% |
| Travel | - | 400 | 400 | 0.00% |
| Advertising & Publishing | - | 150 | 150 | 0.00% |
| Dues & Subscriptions | 300 | 300 | - | 0.00% |

CAMDEN COUNTY BOARD OF COMMISSIONERS

CURBSIDE

FY 2017 Adopted Budget

| | | | | |
|------------------------------|-----------------------|----------------|------------------|-----------|
| Education & Training | 500 | 250 | (250) | -50.00% |
| Court Costs | 1,000 | 750 | (250) | -25.00% |
| Total Contracted Services | <u>617,690</u> | <u>653,490</u> | <u>35,800</u> | 5.80% |
| <u>Supplies</u> | | | | |
| Office Supplies | 500 | 700 | 200 | 40.00% |
| Minor Operating \$0-\$499 | 250 | 850 | 600 | 240.00% |
| Postage | 10,800 | 8,200 | (2,600) | -24.07% |
| Computer Supplies | 300 | 400 | 100 | 33.33% |
| Janitorial Supplies | 25 | 100 | 75 | 300.00% |
| Vehicle Supplies | - | 120 | 120 | 0.00% |
| Water & Sewer | - | 100 | 100 | 0.00% |
| Electric | 1,500 | 1,625 | 125 | 8.33% |
| Fuel | 250 | 630 | 380 | 152.00% |
| Total Supplies | <u>13,625</u> | <u>12,725</u> | <u>(900)</u> | -6.61% |
| <u>Intergovernmental</u> | | | | |
| Tipping Fees - Solid Waste | 108,000 | 123,700 | 15,700 | 14.54% |
| Bad Debt Expense | 11,583 | 3,200 | (8,383) | -72.37% |
| Total Intergovernmental | <u>119,583</u> | <u>126,900</u> | <u>7,317</u> | 6.12% |
| Total Expenditures | \$ <u>834,051</u> | 890,898 | \$ <u>56,847</u> | 6.82% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

CURBSIDE

FY 2017 Adopted Budget

I. Program Title: Solid Waste Curbside

Core Services

Residential curbside garbage and recycling collection for the citizens of unincorporated Camden County.

This Program is: Not Mandated () Mandated: Federal () State () Local (X)

II. Mission / Key Objectives

The mission of the Curbside Collection Department is to provide residential curbside garbage and recycling as written in the Residential Curbside Collection Ordinance. We endeavor to provide a high level of customer service at the lowest possible cost with a customer focus.

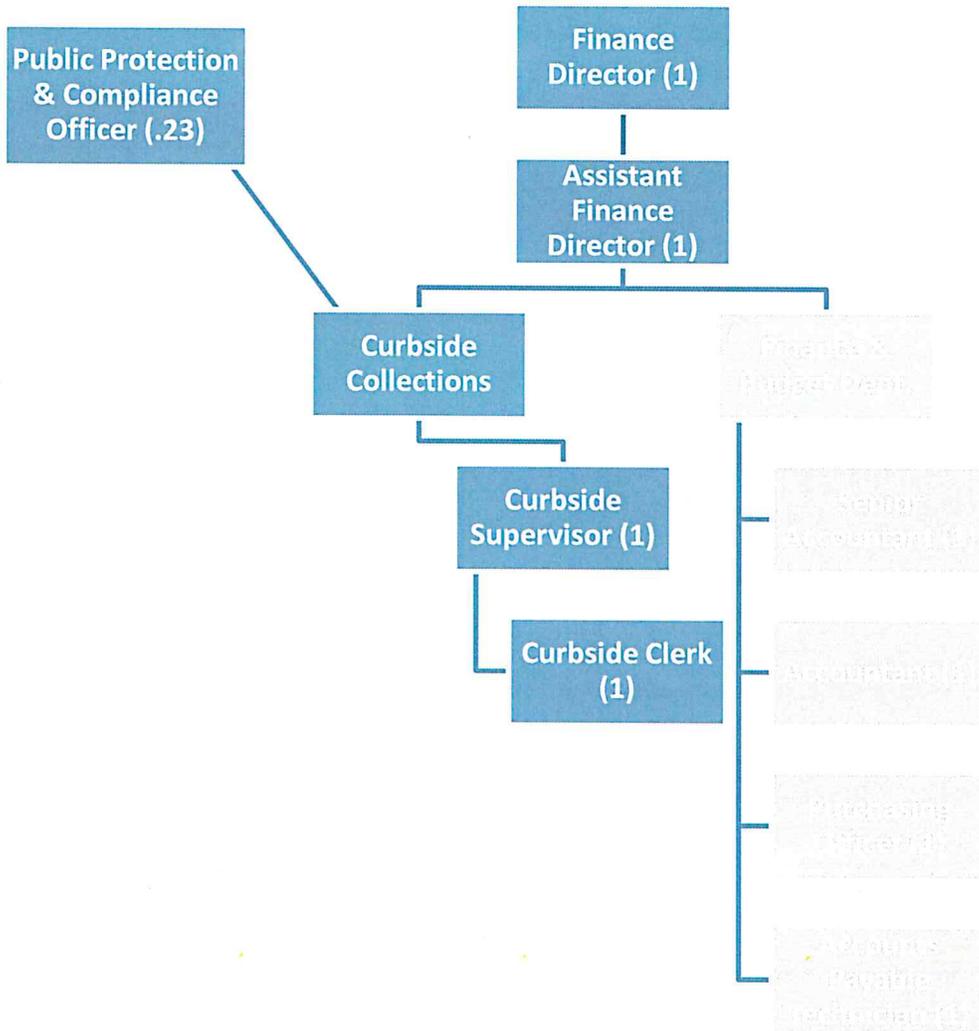
| III. Performance Measures | 2013 | FY 2014 | FY 2015 | FY 2016 Projection | FY 2017 Estimate |
|--|-------------|----------------|----------------|---------------------------|-------------------------|
| # Customers Served | 4600 | 4623 | 4500 | 4587 | 4700 |
| Monthly rate | \$14.50 | \$14.50 | \$14.50 | \$14.50 | \$14.50 |
| Service Orders | 1,686 | 2,750 | 1,743 | 397 | 1,743 |
| <i>Compliant (typically missed service)</i> | 298 | 344 | 350 | 31 | 350 |
| <i>Forced Disconnection</i> | 195 | 205 | 175 | 26 | 175 |
| <i>Delivery/removal/redelivery</i> | 521 | 612 | 550 | 93 | 550 |
| <i>White Goods</i> | 48 | 42 | 45 | 5 | 45 |
| <i>Bulky Item Pickup</i> | 286 | 318 | 292 | 67 | 292 |
| <i>Repair a worn out garbage can</i> | 301 | 313 | 325 | 35 | 325 |
| <i>Illegal dumping / Property Inspection</i> | 13 | 11 | 6 | 12 | 6 |
| <i>Print/Mail decal</i> | 276 | 801 | 900 | 130 | 900 |
| <i>Misc./Info/Inspection</i> | 103 | 104 | 110 | 10 | 110 |

| IV. Resources: | FY2013 | FY 2014 | FY 2015 | FY 2016 Projection | FY 2017 Estimate |
|--|---------------|----------------|----------------|---------------------------|-------------------------|
| Customer Service Manager | 0 | 0.25 | 0.25 | 1 | 0 |
| Curbside Supervisor | 0 | 0 | 0 | 0 | 1 |
| Curbside Clerk | 1 | 1 | 1 | 0 | 1 |
| Receptionist | 0.2 | 0.25 | 0.25 | 0.25 | 0 |
| Public Protection & Compliance Officer | 0 | 0 | 0 | 0 | 0.23 |
| Total Staffing | 1.2 | 1.5 | 1.5 | 1.25 | 2.23 |
| Funding Source: | | | | | |
| Revenue | \$832,344 | \$808,606 | \$818,784 | \$834,051 | \$890,898 |
| Expenditures | \$774,762 | \$792,704 | \$786,191 | \$834,051 | \$890,898 |
| Fund Balance | | | | | |

V. Explanation of Changes
 The Curbside Division has had several changes over the past several years to improve the overall fiscal health and stability of the program. Expenses have continued to rise without a rate increase since 2011; however, there has been no increase in rates. FY 2016 and FY 2017 will probably require the use of a very small amount of fund balance. The field work is performed by Advanced Disposal with the exception of Code Enforcement. As noted in the Org Chart, there are two regular employees and a portion of the Code Enforcement wages from the Curbside Fund.

CAMDEN COUNTY BOARD OF COMMISSIONERS
CURBSIDE
FY 2017 Adopted Budget

ORGANIZATIONAL CHART



CAPITAL OUTLAY FUNDS



CAMDEN COUNTY BOARD OF COMMISSIONERS
CAPITAL IMPROVEMENTS
FY 2017 Adopted Budget

| | | | | | | +/- | % |
|--------------------------------|--------------------|---------------------|-------------------|--------------------|--------------------|-------------------|---------------|
| Revenue Summary | | | | | | FY 2016 | FY 2016 |
| <u>Revenue Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 | to FY 2017 | to FY 2017 |
| Taxes, Penalties, & Int. | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | 0.00% |
| Interest | 75 | 65 | 25 | 0 | 0 | 0 | 0.00% |
| Other Financing Sources | 1,100,00 | 399,500 | 384,000 | 379,088 | 528,825 | 149,737 | 39.49% |
| Total | \$ 1,100,07 | \$ 399,565 | \$ 384,025 | \$ 379,088 | \$ 528,825 | \$ 149,737 | 39.49% |
| Expenditure Summary | | | | | | +/- | % |
| | | | | | | FY 2016 | FY 2016 |
| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 | to FY 2017 | to FY 2017 |
| Contracted Services | \$ 31,326 | \$ 46,896 | \$ 33,544 | \$ 30,693 | \$ 0 | \$ -30,693 | -100.00% |
| Supplies | 6,013 | 135,916 | 52,202 | 101,220 | 168,825 | 67,605 | 66.79% |
| Capital Outlays | 654,558 | 993,930 | 81,115 | 247,175 | 360,000 | 112,925 | 45.69% |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 691,897 | \$ 1,176,742 | \$ 166,861 | \$ 379,088 | \$ 528,825 | \$ 149,737 | 39.49% |
| Revenues (over)/under | 408,178 | -777,177 | 217,164 | 0 | 0 | 0 | |



CAMDEN COUNTY BOARD OF COMMISSIONERS
CAPITAL IMPROVEMENTS
FY 2017 Adopted Budget

| Revenue Detail | <u>Adopted</u> FY 2016 | <u>Adopted</u> FY 2017 | <u>\$</u> Variance | <u>%</u> Variance |
|--------------------------------------|---------------------------|---------------------------|-----------------------|----------------------|
| <u>Interest</u> | | | | |
| Interest Income | \$ - | \$ - | \$ - | 100.00% |
| Total Interest | - | - | - | 100.00% |
| <u>Other Financing Sources</u> | | | | |
| Operating Transfer in - General Fund | 379,088 | 528,825 | 149,737 | 39.49% |
| Total Other Financing Sources | 379,088 | 528,825 | 149,737 | 39.49% |
| Total Revenue | \$ 379,088 | \$ 528,825 | \$ 149,737 | 39.49% |
| Expenditure Detail | | | | |
| <u>Contracted Services</u> | | | | |
| Contracted Service- Deeds Recording | \$ 18693 | \$ - | \$ (18,693) | -100.00% |
| Contracted Service - Repair & Maint | 12000 | - | (12,000) | -100.00% |
| | 30693 | - | (30,693) | -100.00% |
| <u>Supplies</u> | | | | |
| Small Equipment \$500-\$4,999 | 52395 | 120,000 | 67,605 | 129.03% |
| Computers \$500-\$4,999 | 48825 | 48,825 | - | 0.00% |
| | 101220 | 168,825 | 67,605 | 66.79% |
| <u>Capital Outlay</u> | | | | |
| Building Maintenance-Building | 84,000 | 261,000 | 177,000 | 210.71% |
| Vehicles | 25,000 | 42,000 | 17,000 | 68.00% |
| Computers | - | 25,000 | 25,000 | 100.00% |
| Other Equipment | 138,175 | 32,000 | - | -76.77% |
| Total Capital Outlay | 247,175 | 360,000 | 112,925 | 45.69% |
| Total Expenditures | \$ 379,088 | \$ 528,825 | \$ 149,737 | 39.49% |



**CAMDEN COUNTY BOARD OF COMMISSIONERS
CAPITAL IMPROVEMENTS
FY 2017 Adopted Budget**

**Capital Improvement Requests for FY 2017
General Fund**

04/07/2016

| | | <u>Requested</u> | | <u>Approved Items</u> |
|--------------------------------------|---|------------------|--|-----------------------|
| <u>Finance</u> | | | | |
| 54.2400 | Upgrade for Incode software & training | \$60,000 | | \$- |
| <u>Information Technology</u> | | | | |
| 53.1601 | GFI LAN Guard Vulnerability Assessment & Patch Management | \$1,790 | | \$- |
| 54.2400 | Core Impact Penetration Test software (includes training)* | 15,000 | | 15,000 |
| 53.1101 | Travel for Core Impact Penetration training *50% cost split with Sheriff's office *annual support beg. FY18 of \$12,000 (split 50% IT, 50% btw Pat/Corr/E911) | 1,596 | | - |
| | | \$18,386 | | \$15,000 |
| <u>Tax Assessor</u> | | | | |
| 53.1600 | Aerial Photography - early 2017 | \$85,066 | | 85,000 |
| | DataCloud Solutions - 5 tablets & CAMA Cloud License, implementation, and annual maintenance fees | 18,966 | | - |
| | | \$104,032 | | \$85,000 |
| <u>Facilities</u> | | | | |
| 53.1600 | 43 Air Conditioners @ \$3,500 each | \$150,500 | | 35,000 |
| 54.2200 | Bucket Truck | 25,000 | | - |
| | Pick-up Truck | 25,000 | | - |
| 54.1230 | <i>Renovations:</i> | | | |
| | Two major roofs in County | 210,000 | | - |
| | Government Services - replace A/C units | 66,000 | | 66,000 |
| | Station 15 & 16 - replace roofs | 50,000 | | - |
| | DFACS - flooring | 10,000 | | 10,000 |
| | DFACS - plumbing | 20,000 | | 20,000 |
| | Environmental Health - flooring | 10,000 | | - |
| | Annex Building - paint exterior | 25,000 | | 25,000 |
| | | \$591,500 | | \$156,000 |
| <u>Juvenile Court</u> | | | | |
| 54.1230 | Installation of new recording/sound system for superior court. | \$20,000 | | \$20,000 |
| <u>Clerk of Court</u> | | | | |
| 54.1230 | Installation of new recording/sound system for superior court. | \$120,000 | | \$120,000 |
| 52.1254 | Contract Services : | | | |
| | Deed records from 1990 | 18,693 | | fund-regular |
| | | \$138,693 | | \$120,000 |
| <u>Probate Court</u> | | | | |
| 53.1601 | Replace voting machines: There are 106 machines, request to replace over 3 years (This is the third year) | \$48,825 | | \$48,825 |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
CAPITAL IMPROVEMENTS
FY 2017 Adopted Budget**

Sheriff's Office

| | | | |
|---------|---|------------------|-----------------|
| 54.2200 | Patrol vehicles for traffic team - Caprices ? | \$84,000 | \$42,000 |
| 54.2400 | Computers : | | |
| | Core Impact Penetration Test software (includes training)* | 5,000 | 5,000 |
| | *50% cost split with Information Technology | | |
| | *annual support beg. FY18 of \$12,000 (split 50% IT, 50% btw Pat/Corr/E911) | | |
| | Computer user licenses - for VMWare Horizon Enterprise | 28,000 | Fed Share |
| | Tablets for Patrol w/air cards for each person on patrol in addition to (7 units) from New World project | 18,000 | Fed Share |
| | | \$135,000 | \$47,000 |

Corrections

| | | | |
|---------|--|----------------|----------------|
| 54.2400 | Computers : | | |
| | Core Impact Penetration Test software (includes training)* | \$5,000 | \$5,000 |

Animal Control

| | | | |
|---------|--|----------|-----|
| 54.2200 | Replacement for Veh#2 - 4-wheel drive, ext cab, Deerskin Mfg. best overall prices for truck and animal transport unit 800-880-6089 http://deerskinmfg.com/ | \$25,000 | \$- |
|---------|--|----------|-----|

Public Works

| | | | |
|---------|--|------------------|-----------------|
| 54.2200 | Pick up truck | \$28,875 | splost |
| 54.2600 | Skid Steer w/attachments | 120,000 | splost ? |
| | ATV 4wd side by side-litter and beaver control | 14,000 | splost |
| | Pit pump | 32,000 | 32,000 |
| | 2 ton 4x4 flatbed truck | 58,000 | splost |
| | 26,000 lb gooseneck tilt trailer | 14,000 | splost |
| | | \$266,875 | \$32,000 |

Fleet

| | | | |
|---------|----------------------------------|------------------|--------|
| 54.2200 | Replacement vehicles County Wide | 125,000 | splost |
| | | \$125,000 | \$- |

Total Capital Improvements Funded by General Fund (Special Appropriations)

\$1,538,311 \$528,825

E-911

| | | | |
|---------|--|-----------------|-----------------|
| 54.2200 | Vehicle for E911 Director/training vehicle w/ limited equip Utilized for the purpose of travel/training for Comm Officers | \$25,000 | \$25,000 |
| 54.2400 | Computers : | | |
| | Core Impact Penetration Test software (includes training)* | 5,000 | 5,000 |
| | | \$30,000 | \$30,000 |

Solid Waste

| | | | |
|---------|---------------------|------------------|------------------|
| 54.2200 | Replacement vehicle | \$25,000 | \$25,000 |
| 54.2600 | Compactor | 129,000 | 129,000 |
| | Loader - 950 | 197,000 | 197,000 |
| | Dump truck | 220,000 | 220,000 |
| | Water truck | 98,000 | 98,000 |
| | | \$669,000 | \$669,000 |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
CAPITAL IMPROVEMENTS
FY 2017 Adopted Budget**

| | | |
|---|-------------|-------------|
| <i>Total Requested</i> | \$2,218,618 | \$1,227,825 |
| <p style="text-align: center;">Transfer from Gen Fund For Cap Improvements from Special Appropriations</p> | | |
| Fund 100 | \$1,519,618 | \$528,825 |
| Fund 215 | \$30,000 | \$30,000 |
| Fund 540 | \$669,000 | \$669,000 |



CAMDEN COUNTY BOARD OF COMMISSIONERS
SPLOST 7
FY 2017 Adopted Budget

FUND 327

Revenue Summary

| | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 | +/- FY 2016 to FY 2017 | % FY 2016 to FY 2017 |
|-----------------------------|-------------------|---------------------|----------------------|---------------------|--------------------|---------------------------------|-------------------------------|
| Taxes, Penalties, & Int. | \$ 0 | \$ 7,110,475 | \$ 7,184,230 | \$ 7,368,000 | \$ 6,780,600 | \$ (587,400) | -7.97% |
| State & Federal | 0 | 13,872 | 62,523 | 350,000 | 350,000 | - | 0.00% |
| Interest Income | 0 | 2,693 | 6,851 | 6,500 | 6,500 | - | 0.00% |
| Other Financing Sources | <u>0</u> | <u>0</u> | <u>28,898</u> | <u>2,398,700</u> | <u>2,700,800</u> | <u>302,100</u> | <u>12.59%</u> |
| Total Revenues | \$ 0 | \$ 7,282,502 | \$ 10,123,200 | \$ 9,837,900 | \$ -285,300 | -2.82% | |

Expenditure Summary

| <u>Expenditure</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 | +/- FY 2016 to FY 2017 | % FY 2016 to FY 2017 |
|----------------------------|-------------------|---------------------|---------------------|----------------------|---------------------|---------------------------------|-------------------------------|
| Contracted Services | \$ 0 | \$ 0 | \$ 17,875 | \$ 36,470 | \$ 100,000 | \$ 63,530 | 174.19% |
| Supplies | 0 | 0 | 74,462 | - | - | - | 0.00% |
| Capital Outlay | 0 | 1,394,531 | 2,560,438 | 4,690,875 | 4,850,400 | 159,525 | 3.40% |
| Intergovernmental | 0 | 1,279,763 | 5,178,393 | 5,310,855 | 4,887,500 | (423,355) | -7.97% |
| Other Financing Sources | <u>0</u> | <u>0</u> | <u>367,385</u> | <u>85,000</u> | <u>0</u> | <u>(85,000)</u> | <u>-100.00%</u> |
| Total | \$ 0 | \$ 2,674,294 | \$ 8,198,553 | \$ 10,123,200 | \$ 9,837,900 | \$ -285,300 | -2.82% |

**Revenues
Over/Under
Expenditures**

\$ 0 \$ 4,452,746 \$ -916,051 \$ 0 \$ 0

CAMDEN COUNTY BOARD OF COMMISSIONERS
SPLOST 7
FY 2017 Adopted Budget

| Revenues | <u>Adopted FY 2016</u> | <u>Adopted FY 2017</u> | <u>\$ Variance</u> | <u>% Variance</u> |
|--|----------------------------|----------------------------|-------------------------|-----------------------|
| <u>Taxes, Penalties, & Int.</u> | | | | |
| Special Operation Sales Tax | \$ 7,368,000 | \$ 6,780,600 | \$ (587,400) | -7.97% |
| Total Taxes, Penalties & Int. | <u>7,368,000</u> | <u>6,780,600</u> | <u>(587,400)</u> | <u>-7.97%</u> |
| <u>State & Federal</u> | | | | |
| State of GA - DOT | 350,000 | 350,000 | - | 0.00% |
| Total State & Federal | <u>350,000</u> | <u>350,000</u> | <u>-</u> | <u>0.00%</u> |
| <u>Interest</u> | | | | |
| Interest Earned | 6,500 | 6,500 | - | 0.00% |
| Total Interest | <u>6,500</u> | <u>6,500</u> | <u>-</u> | <u>0.00%</u> |
| <u>Other Financing Sources</u> | | | | |
| Proceeds Carried Forward | 2,398,700 | 2,700,800 | 302,100 | 12.59% |
| Total Other Financing Sources | <u>2,398,700</u> | <u>2,700,800</u> | <u>302,100</u> | <u>12.59%</u> |
| Total Revenues | \$ <u>10,123,200</u> | \$ <u>9,837,900</u> | \$ <u>(285,300)</u> | <u>-2.82%</u> |
| Expenditures | | | | |
| <u>Contracted Services</u> | | | | |
| Contracted Repair & Maint - All Buildings | \$ 36,470 | \$ 100,000 | \$ 63,530 | 174.20% |
| | <u>36,470</u> | <u>100,000</u> | <u>63,530</u> | <u>174.20%</u> |
| <u>Capital Outlay</u> | | | | |
| Juvenile Court Renovations | - | 260,000 | | |
| Public Safety-Multi Agency Data Sharing System | 150,000 | 90,000 | (60,000) | -40.00% |
| Public Safety Radio Communications System | 1,650,000 | 1,450,000 | (200,000) | -12.12% |
| Colerain Road/Bypass Hurricane Evacuation | 1,425,000 | 350,000 | (1,075,000) | -75.44% |
| Old Jefferson Road Resurfacing | - | 86,000 | 86,000 | 100.00% |
| Satilla Bluff West | - | 950,000 | 950,000 | 100.00% |
| Fisher-Massey Road | - | 600,000 | 600,000 | 100.00% |
| Ambulances for County-Wide Emergency | 530,000 | 110,000 | (420,000) | -79.25% |
| Vehicles | 275,375 | 251,400 | (23,975) | -8.71% |
| Computers > \$5,000 | 252,500 | 85,000 | (167,500) | -66.34% |
| Other Equipment > \$5,000 | 408,000 | 618,000 | 210,000 | 51.47% |
| Total Capital Outlay | <u>4,690,875</u> | <u>4,850,400</u> | <u>159,525</u> | <u>3.40%</u> |

CAMDEN COUNTY BOARD OF COMMISSIONERS
SPLOST 7
FY 2017 Adopted Budget

Intergovernmental

| | | | | |
|----------------------------------|------------------|------------------|------------------|--------|
| SPLOST Share - City of St. Marys | 2,197,138 | 2,022,000 | (175,138) | -7.97% |
| SPLOST Share - City of Kingsland | 2,046,094 | 1,883,000 | (163,094) | -7.97% |
| SPLOST Share - City of Woodbine | 515,760 | 474,600 | (41,160) | -7.98% |
| SPLOST Share - PSA | 551,863 | 507,900 | (43,963) | -7.97% |
| Total Intergovernmental | <u>5,310,855</u> | <u>4,887,500</u> | <u>(423,355)</u> | -7.97% |

Other Financing Sources

| | | | | |
|----------------------------------|---------------|---|-----------------|----------|
| Transfer Out (GA Transportation) | <u>85,000</u> | - | <u>(85,000)</u> | -100.00% |
| | 85,000 | - | (85,000) | -100.00% |

| | | | | |
|----------------|----------------------|---------------------|---------------------|--------|
| Total Expenses | \$ <u>10,123,200</u> | \$ <u>9,837,900</u> | \$ <u>(285,300)</u> | -2.82% |
|----------------|----------------------|---------------------|---------------------|--------|



OTHER GOVERNMENT FUNDS



CAMDEN COUNTY BOARD OF COMMISSIONERS
DRUG ABUSE
FY 2017 Adopted Budget

| Fund 230 | | | | | | +/- | % |
|-------------------------|------------------|-----------------|------------------|-----------------|-----------------|----------------|----------------|
| Revenue Summary | | | | | | FY 2016 | FY 2016 |
| <u>Revenue Category</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>Adopted</u> | <u>Adopted</u> | <u>to</u> | <u>to</u> |
| | <u>FY 2013</u> | <u>FY 2014</u> | <u>FY 2015</u> | <u>FY 2016</u> | <u>FY 2017</u> | <u>FY 2017</u> | <u>FY 2017</u> |
| Constitutional Offices | \$ 12,727 | \$ 8,078 | \$ 13,362 | \$ 9,200 | \$ 9,350 | \$ 150 | 1.63% |
| Interest | 6 | 3 | 6 | 10 | 15 | 5 | 50.00% |
| Total | \$ 12,733 | \$ 8,081 | \$ 13,368 | \$ 9,210 | \$ 9,365 | \$ 155 | 1.68% |

| Expenditure Summary | | | | | | +/- | % |
|-----------------------------|-----------------|----------------|----------------|-----------------|-----------------|----------------|----------------|
| | | | | | | FY 2016 | FY 2016 |
| <u>Expenditure Category</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>Adopted</u> | <u>Adopted</u> | <u>to</u> | <u>to</u> |
| | <u>FY 2013</u> | <u>FY 2014</u> | <u>FY 2015</u> | <u>FY 2016</u> | <u>FY 2017</u> | <u>FY 2017</u> | <u>FY 2017</u> |
| Contracted Services | \$ - | \$ - | \$ - | \$ 9,210 | \$ 9,365 | \$ 155 | 1.68% |
| Intergovernmental | 9,069 | - | - | - | - | - | 0.00% |
| Total | \$ 9,069 | \$ - | \$ - | \$ 9,210 | \$ 9,365 | \$ 155 | 1.68% |

Revenues \$ 3,664 \$ 8,081 \$ 13,368 \$ - \$ -
Expenditures



CAMDEN COUNTY BOARD OF COMMISSIONERS
DRUG ABUSE
FY 2017 Adopted Budget

| Revenues | Adopted | Adopted | \$ | % |
|--------------------------------------|---------------------|---------------------|-------------------|-----------------|
| | <u>FY 2016</u> | <u>FY 2017</u> | <u>Variance</u> | <u>Variance</u> |
| <u>Constitutional Offices</u> | | | | |
| Drug Abuse | \$ 9,200 | \$ 9,350 | \$ 150 | 1.63% |
| Total Constitutional Offices | <u>9,200</u> | <u>9,350</u> | <u>150</u> | <u>1.63%</u> |
| <u>Interest</u> | | | | |
| Interest | <u>10</u> | <u>15</u> | <u>5</u> | 50.00% |
| Total Interest | <u>10</u> | <u>15</u> | <u>5</u> | 50.00% |
| Total Revenues | \$ <u>9,210</u> | \$ <u>9,365</u> | \$ <u>155</u> | 1.68% |
| <u>Expenditures</u> | | | | |
| <u>Contracted Services</u> | | | | |
| Contract Services | \$ <u>9,210</u> | \$ <u>9,365</u> | \$ <u>155</u> | 1.68% |
| Total Contracted Services | <u>9,210</u> | <u>9,365</u> | <u>155</u> | 1.68% |
| Total Expenditures | \$ <u>9,210</u> | \$ <u>9,365</u> | \$ <u>155</u> | 1.68% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
E911 EMERGENCY
FY 2017 Adopted Budget

| FUND 215 | | | | | | +/- | % |
|-----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------|
| | | | | | | FY 2016 | FY 2016 |
| Revenue Summary | Actual | Actual | Actual | Adopted | Adopted | to | to |
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | FY 2017 | FY 2017 |
| Commissioners & Fees | \$ 855,210 | \$ 919,675 | \$ 916,366 | \$ 925,000 | \$ 903,800 | \$ (21,200) | -2.29% |
| Interest | 77 | 37 | 56 | - | - | - | 0.00% |
| Miscellaneous | 116,615 | - | - | - | - | - | 0.00% |
| Other Financing Sources | 200,000 | 250,000 | 150,000 | 180,000 | 150,000 | (30,000) | -16.67% |
| Total | \$ 1,171,902 | \$ 1,169,712 | \$ 1,066,422 | \$ 1,105,000 | \$ 1,053,800 | \$ (51,200) | -4.63% |
| | | | | | | | |
| Expenditure Summary | | | | | | +/- | % |
| | | | | | | FY 2016 | FY 2016 |
| Expenditure Category | Actual | Actual | Actual | Adopted | Adopted | to | to |
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | FY 2017 | FY 2017 |
| Salaries and Benefits | \$ 796,744 | \$ 837,900 | \$ 817,550 | \$ 855,953 | \$ 779,054 | \$ -76,899 | -8.98% |
| Contracted Services | 212,368 | 233,913 | 212,539 | 236,082 | 231,047 | -5,035 | -2.13% |
| Supplies | 13,060 | 12,290 | 10,216 | 9,665 | 10,399 | 734 | 7.59% |
| Utilities | 3,300 | 3,300 | 3,346 | 3,300 | 3,300 | 0 | 0.00% |
| Capital Outlay | 3,630 | 29,610 | 0 | 0 | 30,000 | 30,000 | 0.00% |
| Total | \$ 1,029,102 | \$ 1,117,013 | \$ 1,043,651 | \$ 1,105,000 | \$ 1,053,800 | \$ -51,200 | -4.63% |
| | | | | | | | |
| Revenue Over/(Under) | \$ 142,800 | \$ 52,699 | \$ 22,771 | \$ 0 | \$ 0 | | |
| Expenditures | | | | | | | |



CAMDEN COUNTY BOARD OF COMMISSIONERS
E911 EMERGENCY
FY 2017 Adopted Budget

| Revenues | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|------------------------------------|-------------------------|-------------------------|------------------------|---------------|
| <u>Commissioners & Fees</u> | | | | |
| Revenue - Telephone | \$ 268,800 | \$ 247,600 | \$ (21,200) | -7.89% |
| Revenue - Cell Phones | 621,700 | 621,700 | - | 0.00% |
| Revenue - VOIP | 34,500 | 34,500 | - | 0.00% |
| Total Commissioners & Fees | <u>925,000</u> | <u>903,800</u> | <u>(21,200)</u> | -2.29% |
| <u>Interest</u> | | | | |
| <u>Other Financing Sources</u> | | | | |
| Operating Transfer-In-General Fund | <u>180,000</u> | <u>150,000</u> | (30,000) | -16.67% |
| Total Other Financing Sources | <u>180,000</u> | <u>150,000</u> | <u>(30,000)</u> | -16.67% |
| Total Revenues | <u>\$ 1,105,000</u> | <u>\$ 1,053,800</u> | <u>\$ (51,200)</u> | -4.63% |

Expenditures

| | | | | |
|--------------------------------------|----------------|----------------|-----------------|---------|
| <u>Salaries & Benefits</u> | | | | |
| Salaries - Regular Employment | \$ 728,044 | \$ 656,320 | \$ (71,724) | -9.85% |
| Overtime | 36,744 | 40,000 | 3,256 | 8.86% |
| Group Insurance (Losses) | - | - | - | 0.00% |
| Social Security Taxes | 55,695 | 47,555 | (8,140) | -14.62% |
| Retirement | 16,334 | 17,897 | 1,563 | 9.57% |
| Retirement - County Match | 16,046 | 14,972 | (1,074) | -6.69% |
| Retirement - Pension Fund | 480 | 240 | (240) | -50.00% |
| Uniforms | 2,610 | 2,070 | (540) | -20.69% |
| Total Salaries & Benefits | <u>855,953</u> | <u>779,054</u> | <u>(76,899)</u> | -8.98% |
| <u>Contracted Services</u> | | | | |
| Contract Services - Cell Phones | 32,200 | 32,200 | - | 0.00% |
| Contract Services - Data Processing | 112,547 | 110,712 | (1,835) | -1.63% |
| Repair & Maintenance - Computers | 33,269 | 18,592 | (14,677) | -44.12% |
| Repair & Maintenance - Office Equip. | 2,000 | 2,000 | - | 0.00% |
| Repair & Maintenance - Radios | 32,903 | 37,903 | 5,000 | 15.20% |
| Repair & Maintenance - Vehicles | 500 | 500 | - | 0.00% |
| Telephone | 12,144 | 11,784 | (360) | -2.96% |
| Cell Phones | 1,200 | 2,400 | 1,200 | 100.00% |
| Advertising & Publishing | 300 | 300 | - | 0.00% |
| Travel | 3,500 | 3,500 | - | 0.00% |
| Dues & Subscriptions | 727 | 851 | 124 | 17.06% |
| Education & Training | <u>4,792</u> | <u>10,305</u> | <u>5,513</u> | 115.05% |

CAMDEN COUNTY BOARD OF COMMISSIONERS
E911 EMERGENCY
FY 2017 Adopted Budget

| | | | | |
|-----------------------------|---------------------|---------------------|--------------------|---------|
| Total Contracted Services | 236,082 | 231,047 | (5,035) | -2.13% |
| <u>Supplies</u> | | | | |
| Office Supplies | 3,000 | 3,000 | - | 0.00% |
| Minor Operating \$0 - \$499 | 885 | 870 | (15) | -1.69% |
| Postage | 300 | 250 | (50) | -16.67% |
| Computer Supplies | 500 | 500 | - | 0.00% |
| Janitorial Supplies | 2,000 | 2,000 | - | 0.00% |
| Tires & Tubes | 300 | 150 | (150) | -50.00% |
| Heating Fuel | 300 | 200 | (100) | -33.33% |
| Water & Sewer | 900 | 900 | - | 0.00% |
| Electric | 2,400 | 2,400 | - | 0.00% |
| Fuel | 2,080 | 1,129 | (951) | -45.72% |
| Furniture | - | 2,000 | 2,000 | 100.00% |
| 911 Awareness Program | 250 | 250 | - | 0.00% |
| Finance Charges | 50 | 50 | - | 0.00% |
| Total Supplies | <u>12,965</u> | <u>13,699</u> | <u>734</u> | 5.66% |
| <u>Capital Outlay</u> | | | | |
| Vehicles | - | 25,000 | 25,000 | 100.00% |
| Computers >\$5000 | - | 5,000 | 5,000 | 100.00% |
| Total Capital Outlay | <u>-</u> | <u>30,000</u> | <u>30,000</u> | 100.00% |
| Total Expenditures | <u>\$ 1,105,000</u> | <u>\$ 1,053,800</u> | <u>\$ (51,200)</u> | -4.63% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
E911 EMERGENCY
FY 2017 Adopted Budget

Program Title: Emergency (E-911) Telephone System

I. Core Services

The Camden County E-911 Center handles all of the county's emergency communications. The center is managed by the Camden County Sheriff's Office.

The program is NOT MANDATED () MANDATED: FEDERAL () STATE () LOCAL ()

II. Mission/Key Objectives

The mission of the Camden County E-911 Communications Center is to provide the consistent, professional, rapid response to all calls for assistance originating from any person in need. The Center will serve as the vital link between citizens, visitors, and all public safety personnel. We are committed to serve our community with the highest standards of integrity and sustain an efficient, effective, and courteous manner to acquire and disseminate information needed to protect life, property and the environment. To dispatch appropriate police, fire, ambulance and rescue services with the least possible delay after the request is received or requirement is known to exist. To provide consistent quality service with constant regard to safety to the public and those public safety agencies we service.

| III. Performance Measures | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | YTD | |
|--|-------------------|-------------------|-------------------|--------------------|-------------------|
| | | | | FY 2016 (Jan 2016) | Estimated FY 2017 |
| # grants submitted | n/a | n/a | n/a | n/a | n/a |
| # grants awards received | n/a | n/a | n/a | n/a | n/a |
| Calls for service: requiring any unit response | 203,642 | 217,517 | 222,533 | 122,413 | |
| | | | | | |
| | | | | | |

IV. Staffing Resources:

| | | | | | |
|---------------------------------|-----------|-----------|-----------|-----------|-----------|
| Director | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Assistant Director | 0.00 | 0.00 | 0.00 | 0.00 | 1.00 |
| IT | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| TAC | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Sergeant | 2.00 | 2.00 | 2.00 | 4.00 | 4.00 |
| Corporal - Communications | 0.00 | 0.00 | 0.00 | 4.00 | 4.00 |
| Communications Officer | 18.00 | 18.00 | 18.00 | 12.00 | 12.00 |
| | | | | | |
| | | | | | |
| Total Staffing Resources | 23 | 23 | 23 | 23 | 24 |

| Funding Sources: | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Projected FY 2017 |
|-----------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|
| Special Revenue Fund | \$1,071,493 | \$1,171,901 | \$1,066,422 | \$1,105,000 | \$1,053,800 |
| Expenditures | \$978,269 | \$1,029,102 | \$1,043,651 | \$1,105,000 | \$1,053,800 |
| Revenue over/(under) expenditures | \$93,224 | \$142,799 | \$22,771 | \$- | \$- |

V. Explanation of Changes:

CAMDEN COUNTY BOARD OF COMMISSIONERS
E911 EMERGENCY
FY 2017 Adopted Budget

The Camden County Sheriff's Office Emergency 911 Center has had an increase in the day to day operations and activity in the Center. Due to this increase, E-911 has a justified need for an Assistant Director and would need this position funded by the County. The past several years have shown the Camden County Sheriff's Office maintaining the same level of protection, although the demand for service and its' indicators have continually increased, while the budget has remained the same with the economy's pricing continuing to increase. The Sheriff's Office, including E-911, will continue working in conjunction with the Camden County Board of Commissioners to update our current equipment in order to continually provide a safe and effective means of response time to critical incidents and all criminal acts against the citizens of Camden County, Georgia, our community. Since September 11, 2001 complacency is no longer an option. We remain a nation at risk to terrorist attacks and will remain at risk for the foreseeable future. We must remain vigilant, prepared and ready to deter such attacks on all Threat Conditions. Because criminal activities are inevitable, the overall responsibility for the management of the incident and command responsibility lay with law enforcement personnel. Preparation for these acts must include planning, training, equipment and personnel that will allow law enforcement to effectively respond and operate in a contaminated and hostile environment while carrying out their duties.



Sheriff-Jim Proctor

Jail Administrator
Rob Mastroianni

GSgt
Eric Watson

Records
Jodi Logan
Pat Lee

Inmate Services
Toni Bell

Training/SSgt
Lucreta Dyalis

B-Team
Willie Phillips
Vicky Dowling
Christopher Kaiser
Josh Beauchamp
Michelle Bartchlett
Michael Bolan
Nathan Daniel

D-Team
Jennie Sikes
Downey Casey
Phillip Roberson
Breanna Daniel
Charles Bassett
Vincent Sanders
E-Team-Expansion
OPEN-FY17
OPEN-FY17
OPEN-FY17
OPEN-FY17
OPEN-FY17
OPEN-FY17
OPEN-FY17

Transport
Rich Echols
Jeanie Jenkins

Inmate Duty Officer
Chad Palmer

Evidence
Raul Gonzalez

Warrants/Civil
Faye Chancey
Brenda Nason
Scott Chalout

A-Team
Betty Furlow
Stephen Oneal
Charles McPhearson
Terra Depp
Tom Owens
Greg Kifer
Robert Hoyt

C-Team
Robert Choate
Lindsey Anderson
Sonya Anderson
Paul Phelan
Dalton Payne
Chris Prosen
Part Time-Transports
Harriett Sirmion
Vinnie Passarella
Anita McKinney
James Mercer
Tim Campbell
Annette Barber
Timothy Campbell
Tiffany Lemery
Chris Moore

Court Security
Barry Johnson

Commissioners
Marlin Mitchell

Deborah Young
Frank Thomas
Rick Thompson
Larry Hamilton
Jessica Miller
*(25) Additional
Court Security
Deputies
REQ FY17-
Per consultant's
study*

Prof Standards
Dale Bundy

Jr. IT Sys Admin
Glenn Beeson

B-Team
Tara Smith
Nikki Flowers
Brooke Pafford
OPEN
OPEN

D-Team
Mandy Galloway
Mary Hesse
Stephanie Wiley
Veronica Bell
OPEN

Jail - 3400
50 Funded - 48 Filled
85 Requested FY17

Chief Deputy
Chuck Byerly

Executive Assistant
Kelly Gibson

Support Services
Amanda Brooks
Amanda Lee

911 Director
Holly Douglas

Assistant Director
REQ FY17

A-Team
Brandy Nazzrie
Mary Beth Pfister
Heather Adams (TRNG)
OPEN
OPEN

C-Team
Tresca Rowell
Corey Hoster
Raven McMin
Heather Adams
OPEN

E-911 - 3800
23 Funded - 17 Filled
24 Requested FY17

IT Director
Bryan Fewox

PIO
Larry Bruce

Crimes
James Galloway
Kizzy Knight
Richard Daley
Erica Rafferty
Mike Walker

Seak-9/EOD
Will Woolard
Rob Avedisian

Training/Champs
M. Christoforo
Brittany Barnes
Curtis Harper
*REQ FY17
REQ FY17*

Sr. IT Sys Admin
Dane Studstill

TAC
Betsy Parker

Part Time-E911
Sara Foghino
Tabitha Austen
Kaley Givins
Leila Maynor
Marteka Davis

127 - Total Funded FY16
172 - Requested FY17

Investigations
Kevin Chaney

Support Svc-Sub
Brianna Turner

Narcotics
Chris Sears
Kevin Barber
Matt Turner
Brian Barber
REQ FY17

Woodbine LT
Earnest Hamilton

B-Team
Sean Billington
Doug Cochrane
Chris Jordan
Walt Braddy
Victor Reed
REQ FY17

D-Team
Devon Carter
Jerry Furr
Lee Dyalis
Arthur Thigpen
Lamar Bowen
REQ FY17

Traffic Team
Kyle Taylor
Doug Wellner
Bryant Agullo
Seth Powers

Patrol Division - 3300
54 Funded - 53 Filled
63 Requested FY17

Finance Director
Debbie Gordon

Inventory/Finance
Clerk
REQ FY17

Mechanics
Paul Miller
Stephen Unangst

Patrol Captain
Danny Sikes

Shift LT's
OPEN
Cedric Brown

A-Team
Chris Fedd
S McKinney
Matt Humkey
Joseph Sheets
James Kelly
REQ FY17

C-Team
Rusty Prescott
James Thames
Eugene Brantley
Steve Wahl

Part Time-Patrol
Eddie Hardman
Greg Jackson
Jim Wilson
Chris Hodge
Gerald Brannen
Nate McDonald
Lloyd Smith
Greg Coffell
Samuel Brooks
Shaun Brown
Brian Casey
Michelle Christoforo
William Hesse
Josh Minix

CAMDEN COUNTY BOARD OF COMMISSIONERS
GEORGIA TRANSPORTATION FUND
FY 2017 Adopted Budget

Fund 335

Revenue Summary

| Revenue Category | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 | +/- | % |
|-----------------------|-------------------|-------------------|-------------------|--------------------|--------------------|---------------|---------------|
| | | | | | | to FY 2017 | to FY 2016 |
| State & Federal | \$ 16,968 | \$ 529,624 | \$ 282,601 | \$ 285,000 | \$ 285,000 | 0 | 0.00% |
| Interest | 108 | 12 | 25 | 25 | 50 | 25 | 100.00% |
| Other Financing | 0 | 0 | 467385 | 0 | 0 | 0 | |
| Total Revenues | \$ 17,076 | \$ 529,636 | \$ 750,011 | \$ 285,025 | \$ 285,050 | 25 | 0.01% |

Expenditure Summary

| Expenditure Category | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 | +/- | % |
|--|-------------------|-------------------|-------------------|--------------------|--------------------|---------------|---------------|
| | | | | | | to FY 2017 | to FY 2016 |
| Contracted Services | 0 | 0 | 449783 | 0 | 0 | | |
| Capital Outlay | \$ 17,076 | \$ 190,514 | \$ 337,529 | \$ 285,025 | \$ 285,050 | 25 | 0.01% |
| Total Expenditures | \$ 17,076 | \$ 190,514 | \$ 787,312 | \$ 285,025 | \$ 285,050 | 25 | 0.01% |
| Revenue Over/(Under) Expenditures | \$ 0 | \$ 339,122 | \$ -37,300 | \$ 0 | \$ 0 | \$ 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
GEORGIA TRANSPORTATION FUND
FY 2017 Adopted Budget

FUND 335

| Revenues | <u>Adopted</u> <u>FY 2016</u> | <u>Adopted</u> <u>FY 2017</u> | <u>\$</u> <u>Variance</u> | <u>%</u> <u>Variance</u> |
|-----------------------------|----------------------------------|----------------------------------|------------------------------|-----------------------------|
| <u>State & Federal</u> | | | | |
| State of Georgia - DOT | \$ 285,000 | \$ 285,000 | \$ - | 0.00% |
| Total State & Federal | 285,000 | 285,000 | - | 0.00% |
| <u>Interest</u> | | | | |
| Interest Income | 25 | 50 | 25 | 100.00% |
| Total Interest | 25 | 50 | 25 | 100.00% |
| Total Revenues | \$ <u>285,025</u> | \$ <u>285,050</u> | \$ <u>25</u> | 0.01% |
| Expenditures | | | | |
| <u>Capital Outlay</u> | | | | |
| Old Jefferson Rd, Cty Rd 44 | 285,025 | 285,050 | 25 | 0.01% |
| Total Capital Outlay | 285,025 | 285,050 | 25 | 0.01% |
| Total Expenditures | \$ <u>285,025</u> | \$ <u>285,050</u> | \$ <u>25</u> | 0.01% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
HOTEL/MOTEL TAX
FY 2017 Adopted Budget

Fund 275

Revenue Summary

| <u>Revenue Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 | +/- | % |
|--------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|---------------|---------------|
| | | | | | | to FY 2017 | to FY 2016 |
| Taxes, Penalties, & Int. | \$ 20,040 | \$ 25,737 | \$ 26,204 | \$ 21,200 | \$ 24,850 | 3,650 | 17.22% |
| Interest | 1 | 0 | 1 | 0 | 0 | 0 | 0.00% |
| Other Financing | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total Revenues | \$ 20,041 | \$ 25,737 | \$ 26,205 | \$ 21,200 | \$ 24,850 | 3,650 | 17.22% |

Expenditure Summary

| <u>Expenditure Category</u> | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 | +/- | % |
|--|-------------------|-------------------|-------------------|--------------------|--------------------|---------------|----------------|
| | | | | | | to FY 2017 | to FY 2016 |
| Intergovernmental | \$ 20,040 | \$ 25,738 | \$ 26,204 | \$ 21,200 | \$ 24,850 | -3,650 | -17.22% |
| Total Expenditures | \$ 20,040 | \$ 25,738 | \$ 26,204 | \$ 21,200 | \$ 24,850 | -3,650 | -17.22% |
| Revenue Over/(Under) Expenditures | \$ 1 | \$ -2 | \$ 2 | \$ 0 | \$ 0 | 0 | 0.00% |



CAMDEN COUNTY BOARD OF COMMISSIONERS

HOTEL/MOTEL TAX

FY 2017 Adopted Budget

| Revenues | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|------------------------------|----------------------|----------------------|---------------------|---------------|
| | <u> </u> | <u> </u> | <u> </u> | |
| <u>Taxes & Penalties</u> | | | | |
| Hotel/Motel tax | \$ 21,200 | \$ 24,850 | \$ 3,650 | 17.22% |
| Total Taxes & Penalties | 21,200 | 24,850 | 3,650 | 17.22% |
| <u>Interest</u> | | | | |
| Interest Income | - | 0 | 0 | 0% |
| Total Interest | - | 0 | 0 | 0% |
| Total Revenues | \$ <u>21,200</u> | \$ <u>24,850</u> | \$ <u>3,650</u> | 17.22% |
| <u>Expenditures</u> | | | | |
| <u>Intergovernmental</u> | | | | |
| Tourism | \$ 21,200 | \$ 24,850 | \$ 3,650 | 17.22% |
| Total Intergovernmental | 21,200 | 24,850 | 3,650 | 17.22% |
| Total Expenditures | \$ <u>21,200</u> | \$ <u>24,850</u> | \$ <u>3,650</u> | 17.22% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
IMPACT FEES
FY 2017 Adopted Budget

| Revenue Summary | | | | | | +/- | % |
|-------------------------|------------------|------------------|------------------|------------------|------------------|-----------------|----------------|
| | Actual | Actual | Actual | Adopted | Adopted | FY 2016 | FY 2016 |
| <u>Revenue Category</u> | <u>FY 2013</u> | <u>FY 2014</u> | <u>FY 2015</u> | <u>FY 2016</u> | <u>FY 2017</u> | <u>to</u> | <u>to</u> |
| | | | | | | <u>FY 2017</u> | <u>FY 2017</u> |
| Licenses & Permits | \$ 11,930 | \$ 18,246 | \$ 32,332 | \$ 28,500 | \$ 37,200 | \$ 8,700 | 30.53% |
| Interest | 140 | 163 | 197 | 200 | 150 | (50) | -25.00% |
| Total Revenues | \$ 12,070 | \$ 18,409 | \$ 32,529 | \$ 28,700 | \$ 37,350 | \$ 8,650 | 30.14% |

| Expenditure | | | | | | +/- | % |
|---------------------|----------------|----------------|----------------|------------------|------------------|-----------------|----------------|
| | Actual | Actual | Actual | Adopted | Adopted | FY 2016 | FY 2016 |
| <u>Expenditure</u> | <u>FY 2013</u> | <u>FY 2014</u> | <u>FY 2015</u> | <u>FY 2016</u> | <u>FY 2017</u> | <u>to</u> | <u>to</u> |
| | | | | | | <u>FY 2017</u> | <u>FY 2017</u> |
| Contracted Services | \$ 0 | \$ 0 | \$ 0 | \$ 1,024 | \$ 1,229 | \$ 205 | 20.02% |
| Capital Outlay | 0 | 0 | 0 | 27,676 | 36,121 | 8,445 | 30.51% |
| Total | \$ 0 | \$ 0 | \$ 0 | \$ 28,700 | \$ 37,350 | \$ 8,650 | 30.14% |

| | | | | | |
|----------|--------|--------|--------|---|---|
| Revenues | 12,070 | 18,409 | 32,529 | 0 | 0 |
|----------|--------|--------|--------|---|---|



CAMDEN COUNTY BOARD OF COMMISSIONERS
IMPACT FEES
FY 2017 Adopted Budget

| Revenues | Adopted | Adopted | \$ | % |
|------------------------------------|----------------------|----------------------|---------------------|-----------------|
| | <u>FY 2016</u> | <u>FY 2017</u> | <u>Variance</u> | <u>Variance</u> |
| <u>Licenses & Permits</u> | | | | |
| Impact Fees | \$ 28,500 | \$ 37,200 | \$ 8,700 | 30.53% |
| Total Licenses & Permits | <u>28,500</u> | <u>37,200</u> | <u>8,700</u> | <u>30.53%</u> |
| <u>Interest</u> | | | | |
| Interest Income | <u>200</u> | <u>150</u> | <u>(50)</u> | <u>-25.00%</u> |
| Total Interest | <u>200</u> | <u>150</u> | <u>(50)</u> | <u>-25.00%</u> |
| <u>Other Financing Sources</u> | | | | |
| Total Revenues | \$ <u>28,700</u> | \$ <u>37,350</u> | \$ <u>8,650</u> | 30.14% |
| Expenditures | | | | |
| <u>Contracted Services</u> | | | | |
| Administrative Fees | \$ 1,024 | \$ 1,229 | 205 | 20.02% |
| Total Contracted Services | <u>1,024</u> | <u>1,229</u> | <u>205</u> | <u>20.02%</u> |
| <u>Capital Outlay</u> | | | | |
| Parks & Recreation | 5,073 | 6,622 | 1,549 | 30.53% |
| Library | 1,853 | 2,418 | 565 | 30.49% |
| Sheriff's Office | 1,283 | 1,674 | 391 | 30.48% |
| Fire | 12,512 | 16,331 | 3,819 | 30.52% |
| EMA | 86 | 112 | 26 | 30.23% |
| EMS | 114 | 149 | 35 | 30.70% |
| Roads | <u>6,755</u> | <u>8,815</u> | <u>2,060</u> | <u>30.50%</u> |
| Total Capital Outlay | <u>27,676</u> | <u>36,121</u> | <u>8,445</u> | <u>30.51%</u> |
| Total Expenditures | \$ <u>28,700</u> | \$ <u>37,350</u> | \$ <u>8,650</u> | 30.14% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
JAIL & STAFFING
FY 2017 Adopted Budget

FUND 207

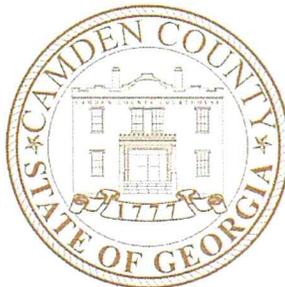
Revenue Summary

| | Actual | Actual | Actual | Adopted | Adopted | + | + |
|-------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | +/- | % |
| <u>Revenue Category</u> | | | | | | FY 2016 | FY 2016 |
| | | | | | | to | to |
| | | | | | | FY 2017 | FY 2017 |
| Constitutional Offices | \$ 191,368 | \$ 186,718 | \$ 219,125 | \$ 190,000 | \$ 175,900 | \$ -14,100 | -7.42% |
| Interest | 102 | 61 | 95 | 70 | 100 | 30 | 42.86% |
| Other Finance Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 191,470 | \$ 186,779 | \$ 219,220 | \$ 190,070 | \$ 176,000 | \$ -14,070 | -7.40% |

Expenditure Summary

| | Actual | Actual | Actual | Adopted | Adopted | + | + |
|-----------------------------|-------------------|------------------|------------------|-------------------|-------------------|-------------------|---------------|
| | FY 2013 | FY 2014 | FY 2013 | FY 2016 | FY 2017 | +/- | % |
| <u>Expenditure Category</u> | | | | | | FY 2016 | FY 2016 |
| | | | | | | to | to |
| | | | | | | FY 2017 | FY 2017 |
| Contracted Services | 84,585 | 44,574 | 47,696 | 37,070 | 37,000 | -70 | -0.19% |
| Supplies | 1,202 | 2,440 | 2,004 | 0 | 0 | 0 | 0.00% |
| Capital Outlay | 14,541 | 48,905 | 42,202 | 153,000 | 139,000 | 101,930 | 66.62% |
| Other Financing Uses | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 100,328 | \$ 95,919 | \$ 91,902 | \$ 190,070 | \$ 176,000 | \$ -14,070 | -7.40% |

Revenue Over/(Under) Expenditures \$ 91,142 \$ 90,860 \$ 127,318 \$ 0 \$ 0 \$



CAMDEN COUNTY BOARD OF COMMISSIONERS
JAIL & STAFFING
FY 2017 Adopted Budget

| Revenue Detail | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|---|--------------------|--------------------|-----------------|---------------|
| <u>Constitutional Offices</u> | | | | |
| Magistrate Court | \$ 700 | \$ 650 | \$ (50) | -7.14% |
| Clerk of Superior Court | 13,250 | 13,250 | - | 0.00% |
| Probate Court | 89,750 | 96,400 | 6,650 | 7.41% |
| Juvenile Court | 100 | 100 | - | 0.00% |
| City of St. Marys | 20,800 | 16,800 | (4,000) | -19.23% |
| City of Kingsland | 65,400 | 48,700 | (16,700) | -25.54% |
| Total Constitutional Offices | \$ 190,000 | \$ 175,900 | \$ (14,100) | -7.42% |
| <u>Interest</u> | | | | |
| Interest Income | \$ 70 | \$ 100 | \$ 30 | 42.86% |
| Total Interest | \$ 70 | \$ 100 | \$ 30 | 42.86% |
| Total Revenues | \$ 190,070 | \$ 176,000 | \$ (14,070) | -7.40% |
| <u>Expenditure Detail</u> | | | | |
| <u>Contracted Services</u> | | | | |
| Repair & Maintenance - Building | 37070 | 37000 | (70) | -0.19% |
| | 37070 | 37000 | (70) | -0.19% |
| <u>Capital Outlay</u> | | | | |
| Building Maintenance-Building Improvement | 85000 | 94000 | 9000 | 10.59% |
| Other Equipment | 68000 | 45000 | (23,000) | -33.82% |
| Total Capital Outlay | \$ 153,000 | \$ 139,000 | \$ (14,000) | -9.15% |
| Total Expenditures | 190,070 | 176,000 | (14,070) | -7.40% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
LAW LIBRARY
FY 2017 Adopted Budget

FUND 205

| | | | | | | +/- | % |
|-------------------------|------------------|------------------|------------------|------------------|------------------|-----------------|---------------|
| | | | | | | FY 2016 | FY 2016 |
| | | | | | | to | to |
| <u>Revenue Category</u> | Actual | Actual | Actual | Adopted | Adopted | FY 2017 | FY 2017 |
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | | |
| Constitutional Offices | \$ 24,697 | \$ 24,020 | \$ 33,726 | \$ 29,150 | \$ 37,680 | \$ 8,530 | 29.26% |
| Miscellaneous | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Other Finance Sources | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Total | \$ 24,697 | \$ 24,020 | \$ 33,726 | \$ 29,150 | \$ 37,680 | \$ 8,530 | 29.26% |

| | | | | | | +/- | % |
|-----------------------------|------------------|------------------|------------------|------------------|------------------|-----------------|---------------|
| | | | | | | FY 2016 | FY 2016 |
| | | | | | | to | to |
| <u>Expenditure Category</u> | Actual | Actual | Actual | Adopted | Adopted | FY 2017 | FY 2017 |
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | | |
| Contracted Services | \$ 14,925 | \$ 13,770 | \$ 15,338 | \$ 13,970 | \$ 15,375 | \$ 1,405 | 10.06% |
| Supplies | 9,568 | 11,865 | 12,828 | 15,180 | 22,305 | 7,125 | 46.94% |
| Total | \$ 24,493 | \$ 25,635 | \$ 28,166 | \$ 29,150 | \$ 37,680 | \$ 8,530 | 29.26% |

| | | | | | | | |
|-----------------------------|---------------|------------------|-----------------|-------------|-------------|--|--|
| Revenue Over/(Under) | \$ 204 | \$ -1,615 | \$ 5,560 | \$ 0 | \$ 0 | | |
| Expenditures | | | | | | | |



CAMDEN COUNTY BOARD OF COMMISSIONERS
LAW LIBRARY
FY 2017 Adopted Budget

| Revenues | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|--------------------------------|--------------------|--------------------|----------------|---------------|
| <u>Constitutional Offices</u> | | | | |
| Juvenile Court | \$ 50 | \$ 50 | \$ - | 0.00% |
| Magistrate Court | 4,800 | 5,350 | 550 | 11.46% |
| Superior Court | 2,900 | 3,130 | 230 | 7.93% |
| Probate Court | 21,400 | 29,150 | 7,750 | 36.21% |
| Total Constitutional Offices | \$ 29,150 | \$ 37,680 | \$ 8,530 | 29.26% |
| Total Revenues | \$ 29,150 | \$ 37,680 | \$ 8,530 | 29.26% |
| Expenditures | | | | |
| <u>Contracted Services</u> | | | | |
| Librarian | 13,720 | 14,000 | 280 | 2.04% |
| Repair & Maintenance Computers | 250 | 250 | - | 0.00% |
| Telephone | - | 1,125 | 1,125 | 0.00% |
| Total Contracted Services | \$ 13,970 | \$ 15,375 | \$ 1,405 | 10.06% |
| <u>Supplies</u> | | | | |
| Office Supplies | 75 | 75 | - | 0.00% |
| Computer Supplies | 200 | 200 | - | 0.00% |
| Postage | - | 56 | 56 | 0.00% |
| Other Supplies | 125 | 125 | - | 0.00% |
| Books & Periodicals | 14,780 | 21,849 | 7,069 | 47.83% |
| Total Miscellaneous | \$ 15,180 | \$ 22,305 | \$ 7,125 | 46.94% |
| Total Expenditures | \$ 29,150 | \$ 37,680 | \$ 8,530 | 29.26% |



CAMDEN COUNTY BOARD OF COMMISSIONERS
SHARED ASSETS
FY 2017 PROPOSED BUDGET

FUND 210

Revenue Summary

| | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 | +/- to FY 2017 | % to FY 2017 |
|--------------------------|-------------------|-------------------|-------------------|--------------------|--------------------|----------------------|--------------------|
| State & Federal | \$ 712,324 | \$ 240,804 | \$ 373,101 | \$ 476,200 | \$ 170,000 | \$ | -64.30% |
| Interest Income | 3,018 | 621 | 307 | 325 | 700 | 375 | 115.38% |
| Proceeds Carried Forward | - | - | - | - | - | - | 0.00% |
| Total Revenues | \$ 715,342 | \$ 241,425 | \$ 373,408 | \$ 476,525 | \$ 170,700 | \$ | -64.18% |

Expenditure Summary

| | Actual FY 2013 | Actual FY 2014 | Actual FY 2015 | Adopted FY 2016 | Adopted FY 2017 | +/- to FY 2017 | % to FY 2017 |
|-----------------------|-------------------|-------------------|-------------------|--------------------|--------------------|----------------------|--------------------|
| Salaries and Benefits | \$ 2,811 | \$ 1,648 | \$ 0 | \$ 0 | \$ 0 | 0 | 0.00% |
| Contracted Services | 52,468 | 15,451 | 29,790 | 171,525 | 92,500 | -79,025 | -46.07% |
| Supplies | 126,887 | 60,661 | 54,163 | 25,000 | 0 | -25,000 | -100.00% |
| Other Financing Uses | 0 | 191,092 | 248,155 | 0 | 17,500 | 17,500 | 0.00% |
| Capital Outlay | 250,011 | 341,863 | 31,818 | 280,000 | 60,700 | -219,300 | -78.32% |
| Total | \$ 432,177 | \$ 610,715 | \$ 363,926 | \$ 476,525 | \$ 170,700 | \$ -305,825 | -64.18% |

Revenues Over/Under Expenditures \$ 283,165 \$ -369,290 \$ 9,482 \$ 0 \$ 0



CAMDEN COUNTY BOARD OF COMMISSIONERS
SHARED ASSETS
FY 2017 PROPOSED BUDGET

| Revenues | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | % Variance |
|----------------------------------|-----------------------|-----------------------|-------------------------|---------------|
| <u>State & Federal</u> | | | | |
| Shared Assets - Federal | \$ 225,000 | \$ 225,000 | \$ - | 0.00% |
| Shared Assets - State | 250,000 | 250,000 | - | 0.00% |
| Shared Assets - State Seized | 1,200 | 1,200 | - | 0.00% |
| Total State & Federal | <u>476,200</u> | <u>476,200</u> | - | 0.00% |
| <u>Interest</u> | | | | |
| Interest Income | <u>325</u> | <u>325</u> | - | 0.00% |
| Total Interest | 325 | 325 | - | 0.00% |
| Total Revenues | <u>\$ 476,525</u> | <u>\$ 476,525</u> | <u>\$ -</u> | 0.00% |
| Expenditures | | | | |
| <u>Contracted Services</u> | | | | |
| Contracted R & M | \$ 85,000 | \$ - | \$ (85,000) | -100.00% |
| Repair & Maintenance - Buildings | - | 40,000 | 40,000 | #DIV/0! |
| Training - Firing Range | 85,000 | 50,000 | (35,000) | -41.18% |
| Advertising | <u>1,525</u> | <u>2,500</u> | <u>975</u> | 63.93% |
| Total Contracted Services | 171,525 | 92,500 | (79,025) | -46.07% |
| <u>Supplies</u> | | | | |
| Small Equipment \$500-\$4,999 | <u>25,000</u> | <u>-</u> | <u>(25,000)</u> | -100.00% |
| Total Supplies | 25,000 | - | (25,000) | -100.00% |
| <u>Capital Outlay</u> | | | | |
| Building Maintenance - Bldg. | 50,000 | - | (50,000) | -100.00% |
| Other Equipment > \$5,000 | <u>230,000</u> | <u>60,700</u> | <u>(169,300)</u> | -73.61% |
| Total Contracted Services | 280,000 | 60,700 | (219,300) | -78.32% |
| <u>Other Financing Uses</u> | | | | |
| Release of Seized Assets | <u>-</u> | <u>17,500</u> | <u>(17,500)</u> | 100.00% |
| Total Expenditures | <u>\$ 476,525</u> | <u>\$ 170,700</u> | <u>\$ (305,825)</u> | -64.18% |

**CAMDEN COUNTY BOARD OF COMMISSIONERS
UNINCORPORATED TAX DISTRICT
FY 2017 Adopted Budget**

| Revenue Summary | | | | | | +/- | % |
|--------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------------|---------------|
| | | | | | | FY 2016 | FY 2016 |
| <u>Revenue Category</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>Adopted</u> | <u>Proposed</u> | to | to |
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | FY 2017 | FY 2017 |
| Taxes, Penalties & Int. | \$ 1,101,327 | \$ 1,102,266 | \$ 1,162,922 | \$ 1,044,202 | \$ 1,236,430 | \$ | 18.41% |
| State & Federal | 40,631 | - | - | - | - | - | 0.00% |
| Commissioners & Fees | 505 | - | - | - | - | - | 0.00% |
| Interest | 87 | 38 | 65 | - | - | - | 0.00% |
| Miscellaneous | 70 | 358,780 | - | - | - | - | 0.00% |
| Total Revenues | \$ 1,142,620 | \$ 1,461,084 | \$ 1,162,987 | \$ 1,044,202 | \$ 1,236,430 | \$ | 18.41% |
| Expenditure Summary | | | | | | +/- | % |
| | | | | | | FY 2016 | FY 2016 |
| <u>Expenditure Category</u> | <u>Actual</u> | <u>Actual</u> | <u>Actual</u> | <u>Adopted</u> | <u>Proposed</u> | to | to |
| | FY 2013 | FY 2014 | FY 2015 | FY 2016 | FY 2017 | FY 2017 | FY 2017 |
| Salaries & Benefits | \$ 252,269 | \$ 390,782 | \$ 429,304 | \$ 484,377 | \$ 562,380 | \$ 78,003 | 16.10% |
| Contracted Services | 210,257 | 326,534 | 43,342 | 70,609 | 146,158 | 75,549 | 107.00% |
| Supplies | 100,675 | 69,347 | 118,935 | 33,342 | 37,445 | 4,103 | 12.31% |
| Utilities | 2,978 | 3,168 | 4,605 | 5,670 | 6,300 | 630 | 11.11% |
| Capital Outlay | 285,890 | 30,012 | 0 | 5,600 | 0 | -5,600 | -100.00% |
| Debt Service | 0 | 0 | 0 | 0 | 0 | 0 | 0.00% |
| Intergovernmental | 431,776 | 431,776 | 431,776 | 444,604 | 484,147 | 39,543 | 8.89% |
| Total Expenditures | \$ 1,283,845 | \$ 1,251,619 | \$ 1,027,962 | \$ 1,044,202 | \$ 1,236,430 | \$ 192,228 | 18.41% |
| Revenue Over/(Under) | \$ -141,225 | \$ 209,465 | \$ 135,025 | \$ 0 | \$ 0 | | |



CAMDEN COUNTY BOARD OF COMMISSIONERS
UNINCORPORATED TAX DISTRICT
FY 2017 Adopted Budget

| Revenues | Adopted FY 2016 | Adopted FY 2017 | \$ Variance | \$ Variance |
|--|---------------------|--------------------|-------------------|----------------|
| <u>Taxes, Penalties, Interest</u> | | | | |
| Unincorporated Taxes | \$ 176,156 | 286,500 | \$ 110,344 | 62.64% |
| Public Utility Tax | 1,500 | - | (1,500) | -100.00% |
| Taxes Other Than Property | 20,300 | 21,900 | 1,600 | 7.88% |
| TAVT (Title Ad Valorem Tax) | 27,208 | 43,400 | 16,192 | 59.51% |
| Real Estate Transfer Tax | 3,500 | 11,700 | 8,200 | 234.29% |
| Intangible Tax | 1,500 | 2,200 | 700 | 46.67% |
| Insurance Premiums Tax | 811,138 | 868,200 | 57,062 | 7.03% |
| Penalties & Interest | 2,900 | 2,530 | (370) | -12.76% |
| Total Taxes, Penalties, Interest | <u>1,044,202</u> | <u>1,236,430</u> | <u>192,228</u> | <u>18.41%</u> |
| <u>Commissioners & Fees</u> | | | | |
| <u>Interest</u> | | | | |
| Total Revenues | \$ <u>1,044,202</u> | <u>1,236,430</u> | \$ <u>192,228</u> | <u>18.41%</u> |
| Expenditures | | | | |
| <u>Salaries & Benefits</u> | | | | |
| Salaries - Regular Employees | \$ 330,134 | 387,934 | \$ 57,800 | 17.51% |
| Salaries - Temporary Employees | 4,991 | 4,991 | - | 0.00% |
| Overtime | 31,793 | 29,259 | (2,534) | -7.97% |
| Overtime - Nonscheduled | | | | |
| Social Security Taxes | 27,536 | 31,889 | 4,353 | 15.81% |
| Retirement | 13,688 | 16,329 | 2,641 | 19.29% |
| Retirement - County Match | 11,290 | 13,308 | 2,018 | 17.87% |
| Retirement - Fire Pension | 29,800 | 30,300 | 500 | 1.68% |
| Uniforms | 3,645 | 4,350 | 705 | 19.34% |
| Safety Equipment | 31,500 | 44,020 | 12,520 | 39.75% |
| Total Salaries & Benefits | <u>484,377</u> | <u>562,380</u> | <u>78,003</u> | <u>16.10%</u> |
| <u>Contracted Services</u> | | | | |
| Row of Way (ROW) Mowing | - | 60,000 | 60,000 | 100.00% |
| Repair & Maintenance - Computers | 1,547 | 1,326 | (221) | -14.29% |
| Repair & Maintenance - Radios | 1,350 | 1,180 | (170) | -12.59% |
| Repair & Maintenance - Other Equipment | 47,990 | 50,077 | 2,087 | 4.35% |
| Repair & Maintenance - Vehicles | 675 | 560 | (115) | -17.04% |
| Repair & Maintenance - Heavy Equipment | 5,850 | 6,500 | 650 | 11.11% |
| Building/Land Rental | 1,350 | 1,500 | 150 | 11.11% |
| Telephone | 2,795 | 3,268 | 473 | 16.92% |
| Cell Phones | 886 | 1,296 | 410 | 46.28% |
| Cable & Satellite Fees | 529 | 541 | 12 | 2.27% |
| Printing | 120 | 130 | 10 | 8.33% |

CAMDEN COUNTY BOARD OF COMMISSIONERS
UNINCORPORATED TAX DISTRICT
FY 2017 Adopted Budget

| | | | | |
|--|--------------|-----------|------------|----------|
| Travel | 960 | 1,340 | 380 | 39.58% |
| Dues & Subscriptions | 1,107 | 1,643 | 536 | 48.42% |
| Education & Training | 450 | 1,572 | 1,122 | 249.33% |
| Training - Fire Suppression | 5,000 | 15,225 | 10,225 | 204.50% |
| Total Contracted Services | 70,609 | 146,158 | 75,549 | 107.00% |
| <u>Supplies</u> | | | | |
| Office Supplies | 15 | 315 | 300 | 2000.00% |
| Minor Operating \$0 - \$499 | 13,090 | 13,150 | 60 | 0.46% |
| Postage | 23 | 123 | 100 | 434.78% |
| Computer Supplies | 450 | 515 | 65 | 14.44% |
| Janitorial Supplies | 747 | 830 | 83 | 11.11% |
| Tires & Tubes | 1,440 | 1,675 | 235 | 16.32% |
| Vehicle Supplies | 639 | 785 | 146 | 22.85% |
| Heavy Equipment Supplies | 3,960 | 4,400 | 440 | 11.11% |
| Repair & Maintenance - Building Supplies | 90 | 100 | 10 | 11.11% |
| Heating Fuels | 279 | 310 | 31 | 11.11% |
| Water & Sewer | 450 | 500 | 50 | 11.11% |
| Electric | 5,220 | 5,800 | 580 | 11.11% |
| Oil | 90 | 100 | 10 | 11.11% |
| Fuel | 11,016 | 13,065 | 2,049 | 18.60% |
| Other Supplies | 180 | 250 | 70 | 38.89% |
| Small Equipment \$500 - \$4,999 | 540 | 600 | 60 | 11.11% |
| Computers \$500 - \$4,999 | 468 | 315 | (153) | -32.69% |
| Furniture \$500 - \$4,999 | 315 | 912 | 597 | 189.52% |
| Total Supplies | 39,012 | 43,745 | 4,733 | 12.13% |
| <u>Capital Outlay</u> | | | | |
| Other Equipment > \$4,999 | 5,600 | - | (5,600) | -100.00% |
| Total Capital Outlay | 5,600 | - | (5,600) | -100.00% |
| <u>Intergovernmental</u> | | | | |
| PSA/Recreation Budget | 444,604 | 484,147 | 39,543 | 8.89% |
| Total Intergovernmental | 444,604 | 484,147 | 39,543 | 8.89% |
| Total Expenditures | \$ 1,044,202 | 1,236,430 | \$ 192,228 | 18.41% |



SUPPLEMENTAL COUNTY INFORMATION



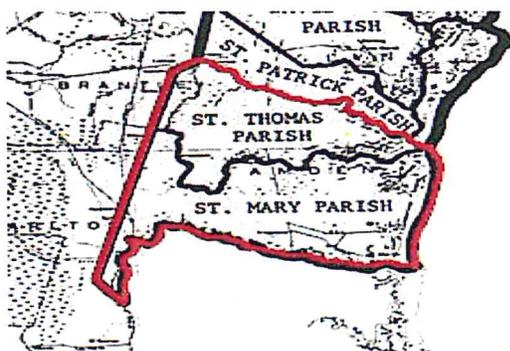
CAMDEN COUNTY BOARD OF COMMISSIONERS
SUPPLEMENTAL COUNTY INFORMATION

Camden County Supplemental Information

History

The Camden County Board of Commissioners is a political body, incorporated under the laws of the State of Georgia in 1777. The first recorded European visit here was by Captain Jean Ribault of France in 1562. Ribault was sent out by French Huguenots to find a suitable place for a settlement. Ribault named the rivers he saw the Seine and the Some', known today as the St. Marys and Satilla Rivers. In 1565, Spain became alarmed by the French settlements and sent out a large force to take over and settle the area. During that time, the Spaniards attempted to convert the Native Americans to Catholicism. At least two missions operated on Cumberland Island, ministering to the Timucuan people, who had resided on the island for at least four thousand years prior to the missions. Competing British and Spanish claims to the territory between their respective colonies of South Carolina and Florida was a source of international tension, and the colony of Georgia was founded in 1733 in part to protect the British interests. The Spanish theoretically lost their claim to the territory in 1742 after the Battle of Bloody Marsh (on St. Simons Island). However, settlement south of the Altamaha River (what is now Glynn and Camden Counties) was discouraged by both the British and Spanish governments. One group of settlers led by Edmund Gray sparked Spanish military action after settling on the Satilla River in the 1750s near present-day Burnt Fort, and were subsequently disbanded by the Royal Governor John Reynolds.

General Oglethorpe was at Cumberland Island when Tomochichi gave the barrier island its name. Later, he erected a hunting lodge on Cumberland named Dungeness, which was the predecessor of the famous Greene and Carnegie Dungeness Mansions. He also founded Fort St. Andrews on the north end of Cumberland Island as well as a strong battery, Fort Prince Williams, on the south end. Fort Prince Williams commanded the entrance to the St. Marys River, but had become in ruins by the Revolutionary War. In 1763, Spain, under a treaty of peace with Great Britain, ceded Florida to the British. After this, the boundaries of Georgia were extended from the Altamaha (now the southern boundary of McIntosh County) to the St. Marys River (the current southern boundary of Camden).



**ORIGINAL
CAMDEN
COUNTY**

Largely due to security issues arising from the proximity to powerful Indian groups and British Florida, Georgia was the last colony to join in the War for Independence in 1775. In the Georgia Constitution of 1777 St. Thomas and St. Marys Parishes were formed into Camden County, named for Charles Pratt, Earl of Camden in England, a supporter of American independence. Originally Camden County was larger and also included parts of present-day Ware, Brantley, and Charlton Counties, which were re-designated in the nineteenth century. Between 1776 and 1778

CAMDEN COUNTY BOARD OF COMMISSIONERS
SUPPLEMENTAL COUNTY INFORMATION

Camden County saw the construction of numerous forts, three failed American campaigns against the British at St. Augustine, and numerous depredations by raiders of various allegiance. Charles and German Wright built a fort on the St. Marys River in 1775 to protect their lands and chattel during the war after repeated attacks by patriot banditti. Retreating British soldiers burned it down in 1778. The Americans rebuilt it when they invaded East Florida, and then burned it down to prevent it falling into enemy hands. The archaeological site was rediscovered in 1975.

The primary economic enterprise of the county was rice planting, particularly along the Satilla River. Sea Island cotton was grown on Cumberland Island, and short-staple cotton was grown on the mainland along with sugar cane. Various forest products including turpentine and timber were produced, mainly for consumption in the naval industry and the West Indies.^[6] Camden County also served as a hub of backcountry trade with American settlers and various Indian groups, and as a shipyard and shipping center centered in the town of St. Marys. The land in Camden County was owned by fewer than 300 people throughout the colonial and antebellum eras. Until the 1840s, Camden County had a small population of free black workers, mainly involved in day labor or maritime industry. Camden County was the site of many trading posts with the Native Americans, who by the late eighteenth and early nineteenth centuries consisted mainly of people of the Creek Nation. From America's earliest years and even after Indian Removal in the 1830s, the county was a site of significant conflict between settlers and Indians, leading to a small series of local Indian wars, and displacement of both Indian and local American refugees. An important step towards establishing boundaries in the Early Federal period came with the Treaty of Colerain which was signed on June 29, 1796 on the St. Marys between United States agents and the Creeks.



On January 15, 1815, British troops led by Sir George Cockburn landed on Cumberland Island. Their goal was to attack the fort at Point Peter. They quickly overwhelmed the small American force and took Ft. Point Peter easily. They raided the town of St. Marys, as well as many plantations and smaller settlements. Although New Orleans was the last major battle of the war, the skirmish at Point Peter happened even later, almost a month after the Treaty of Ghent had been signed. Camden County was on an international border until the Adams-Onís Treaty of 1819 between the United States and Spain, making the Florida provinces American territory.

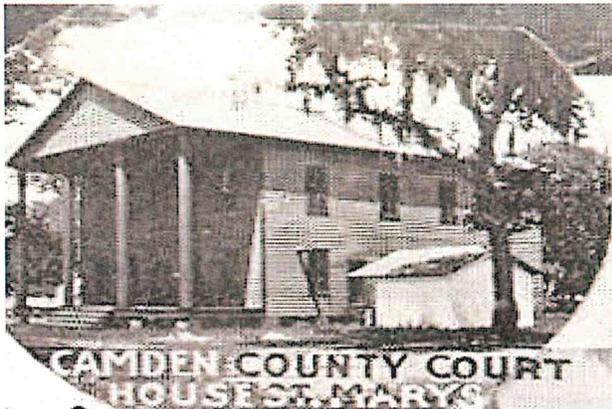
At the beginning of the Civil War, the population was 5,482 of which 1,721 were white. During the war, many of the county's civilians moved farther inland, particularly to Centerville and Trader's Hill on the St. Marys River in Charlton County. The inhabitant's fears were realized when the town of St. Marys was attacked by United States Navy. At least one federal party to "carry off" slaves

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was met by armed resistance on White Oak Creek off the Satilla River. Camden County organized four volunteer companies: the Camden Chasseurs, St. Marys Volunteers Guard, Camden Rifles, and Camden County Guards. Camden County land fell under Sherman's Special Field Order No. 15. that dictated the distribution of parcels of land to freedmen.

General Overview

The County is located in the most southeastern corner of the State of Georgia. The County consists of 689 square miles, equivalent to the top ten counties in Georgia. It has a current population of 52,102 as estimated by the State for calendar year 2015. The actual, 50,513, is based on the last 2010 census and provided an increase of 16% over the 2000 census. Camden County's population grew enormously after the US Navy began a base in the area. During the 1980's, it was the fourth fastest growing county in the United States. The County is empowered by State statute to levy a property tax on both real and personal property located within its legal boundaries.



The County has used the County Commissioner/Administrator form of government since 1979, the first year that an Administrator was hired. Prior to 1979, the Chairman of the Board of Commissioners served as the administrator. The Board has five members elected from geographical districts throughout the county. Board members serve four-year staggered terms. Annually, the Board elects a chairman and a vice-chairman. The Board appoints the County Administrator for a term that is determined by the Board on a contractual basis. As its Chief Executive Officer, the Administrator has general supervisory and administrative responsibility for all departments and personnel of the County, other than constitutional offices. The County provides a full range of services countywide. These services include public safety, public works, health and social services, recreation, culture, planning and zoning, court related functions, and general administrative services. All funds, organizations, institutions, agencies, departments, and offices that are not legally separate are, for budgetary purposes, part of Camden County and are included in this budget information of the county.

There are three cities within the County and have the following populations based on the last census (2010): St. Marys - 17,121; Kingsland - 15,946; Woodbine - 1,412. Camden County experienced a nice decrease in unemployment, with the rate at 7.8%, as compared to last year's 9.6%. This decrease was generally not expected, given the slow growth of taxes and obvious decrease in the digest. Camden lagged the increases in unemployment of both the state-wide and national rates when the slowdown in the economy changed in 2008. Camden County now is

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approximately the same as the Georgia statewide unemployment rate of 7.9%. However, Camden lags well behind the national unemployment rate of 5.9%.

Military



The U.S. Army began to acquire land south of Crooked River in 1954 to build a military ocean terminal to ship ammunition in case of a national emergency. In 1965, Thiokol-Chemical launched a 13-foot, 3,000,000-pound-force thrust rocket from their chemical plant in the eastern part of the county, located 12 miles southeast of Woodbine. This was a test rocket for the US Military. In November 1976 the area of Kings Bay was selected for a submarine base. Naval Submarine Base Kings Bay not only occupies the former Army terminal land, but several thousand additional acres. *Naval Submarine Support Base Kings Bay* was established in a developmental status on July 1, 1978 (now known as *Naval Submarine Base Kings Bay*). Preparations for the arrival of the submarine squadron went forward with haste throughout the remainder of 1978 and into 1979. The submarine tender - *Simon Lake*, arrived at Kings Bay on 2 July 1979. Four days later the USS *James Monroe* entered Kings Bay and moored alongside *Simon Lake*'s starboard side to begin a routine refit in preparation for another nuclear weapons deterrence patrol. Kings Bay has been an operating submarine base ever since that time.

In May 1979, the U.S. Navy selected Kings Bay as its preferred East Coast site for the new *Ohio*-class Trident submarines. On 23 October 1980, after a one-year environmental impact study was completed, and with Congressional approval, the Secretary of the Navy announced that Kings Bay would be the future home port for the new Trident-missile submarines in the Atlantic Ocean. The decision to base the Trident submarines at Kings Bay started the largest peacetime construction program ever undertaken by the U.S. Navy. The program took nine years to complete at a cost of about \$1.3 billion. The decommissioning of the four oldest *Ohio*-class Trident missile submarines began and they were converted into guided-missile submarines (SSGNs) carrying large numbers (about 150) conventionally armed Tomahawk cruise missiles. These converted submarines also have accommodations for significant numbers of Navy SEALs or Marines if ever required to do so.

Medical

Southeast Georgia Health System is a not-for-profit healthcare system with multiple locations and services. The Health System has served residents and visitors to the beautiful Golden Isles and surrounding areas of Southeast Georgia since 1888. Headquartered in the historic port city of Brunswick, the Health System serves the needs of residents from six counties in Southeast Georgia - Brantley, Camden, Charlton, Glynn, McIntosh, and Wayne.

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In 1992, Glynn-Brunswick Memorial Hospital Authority obtains management responsibility of Gilman Hospital, as well as the construction of a new \$10 million Kings Bay Community Hospital, Inc., which becomes known as Camden Medical Center. The 40-bed Camden Medical Center opened in 1993, featuring 23 private and semi-private rooms, eight labor/delivery/post-partum suites, three surgical suites and an eight-bay emergency department. The Camden Medical Pavilion opened in 1995 next to Camden Medical Center, featuring 10 offices suitable for physician's practices. In 2006, St. Marys Convalescent Center is acquired from the St. Marys Hospital Authority. Immediate upgrades to the 78-bed facility and naming of a new administrator takes place. It is renamed Senior Care Center-St. Marys. Also in 2006, Camden Campus is named runner-up for Small Hospital of the Year by the Georgia Alliance of Community Hospitals.

Following two years of construction, the \$30 million, 90,000 square foot, Camden Campus expansion and renovation is complete in 2009. The largest and most ambitious health care construction project in the history of Camden County, it includes a conversion to all private rooms and many new patient care units, including Medical-Surgical, Intensive Care, Cardiopulmonary Medicine, Maternity Care Center, Radiology and four operating rooms. The Emergency Care Center and Outpatient Service areas are expanded and updated. In 2013, Camden Campus is named to Georgia Hospital Association (GHA) Hospital Engagement Network (HEN) Safety Leaders Circle. The Camden Campus is one of 12 hospitals to place in the Presidential Circle. Camden Campus is named the "2013 Small Hospital of the Year" by the Georgia Alliance of Community Hospitals.

Tourism

Tourism has always been a major contributor to the local economy. With Interstate 95 running north and south through the County and the proximity to Jacksonville, FL, traffic flow locally has always been a big boost through general stops and overnight tourism. Submarine Base (NSB) Kings Bay is the largest submarine base on the east coast. It continues to contribute a large military and civilian payroll to the local economy. Crooked River State Park was established in 1985. St. Marys offers a significant historical account of Camden County with many structures from the 1800's still used today as Inns and churches. They also offer a renovated waterfront area on the St. Marys River for launching boats or just a place to relax. The National Park Service also has its debarkation point in the same area for Cumberland Island National Seashore.

Cumberland Island National Seashore was established in 1970 to protect and preserve the natural and historic resources of the island. Cumberland Island is really two islands—the island proper and Little Cumberland Island—connected by a marsh. Little Cumberland is privately owned and not generally open to the public. English General James Oglethorpe arrived at the Georgia coast in 1733. He suggested the island be named for William Augustus, the 13-year-old Prince William, Duke of Cumberland, son of King George II. Oglethorpe established a hunting lodge called Dungeness, named after a headland in Kent, England. Revolutionary War hero Nathaniel Greene acquired most of southern Cumberland Island as a result of a business deal used to finance the army. Greene died in 1786. His wife, Catharine Littlefield Greene, remarried Phineas Miller ten years later; and they built a huge, four-story tabby mansion on top of a Native American shell mound. She named it Dungeness, after Oglethorpe's hunting lodge. The Millers' Dungeness burned down in 1866. The Millers were the first major planters of Sea Island cotton on Cumberland. They held a total of 210 slaves to work the plantation. Catharine and Phineas Miller helped Eli Whitney develop the cotton gin, debuted in 1793. While Sea Island cotton was by far the largest and most valuable commercial crop, other documented agricultural

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products such as indigo, rice, and food crops were also grown. Rice sloughs are still visible on the island through satellite imagery. According to national oral history, live oak wood from the island was used to build the USS Constitution, "Old Ironsides," in the 1790s. In 1818, an ill General "Lighthorse" Harry Lee, a Revolutionary War hero and old friend of Catharine Greene, was returning from the West Indies when he asked to be taken to Dungeness. After a month of illness, he died on March 25 and was buried on the island. His son, was Confederate General Robert E. Lee. By the time of the Civil War, Robert Stafford had become the major planter and landowner on Cumberland Island and one of the largest planters in Camden County. His grave is on the main road of the island. In the 1880s Thomas M. Carnegie, brother of steel magnate Andrew Carnegie, and his wife Lucy bought land on Cumberland for a winter retreat and began building a mansion on the site of Dungeness. Lucy and their nine children continued to live on the island, naming their mansion Dungeness after that of Greene. Dungeness was designed as a 59-room Scottish castle. They also built pools, a golf course, and 40 smaller buildings to house the 200 servants who worked at the mansion. The last time Dungeness was used was for the 1929 wedding of a Carnegie daughter. Dungeness burned in a 1959 fire and the ruins of the mansion remain on the southern end of the island. Lucy Carnegie had additional estates built on the island for her children - Greyfield built in 1900 which is now a private inn and Plum Orchard donated to the National Park Service in 1972. Today the island is a natural resource visited by thousands of tourist each year to see the beautiful beach, the natural marshes, and the wild horses. It is approximately 99% undeveloped.



Transportation

In 1893, Florida Central and Peninsular Railroad built a Savannah-Jacksonville line through Camden County. In a special election in January 1871, the County Seat was moved from Jefferson (near Woodbine) to St. Marys where the key population and economic activity was located. However, in 1923 the county seat of Camden County was moved from St. Marys to Woodbine, a reflection of the shift from the water transportation to railways.



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In 1927 U.S. Route 17 was constructed through Camden County from Dover Bluff to Kingsland. Camden County offers exceptional national and international access to transportation by air, road, rail and ship. Its prime connectedness is thanks to the county's proximity to Jacksonville and Brunswick. Camden County has seven I-95 exits. This interstate system is one of the oldest routes and is the longest north-south routes of the Interstate System. It begins in Florida and ends in New England. The Jacksonville International Airport is less than 30 minutes south from Camden County. Three of the East Coast's busiest ports - Savannah, Brunswick, and Jacksonville are all within an easy drive. The Jacksonville and Brunswick Ports are a mere 20 minutes away by road or rail. The Savannah port is 1.5 hours away. The Georgia Ports Authority in Savannah specializes in single containers. It is the largest port in North America for container activity and is the second busiest port in the nation. The Georgia Ports Authority in Brunswick specializes in RoRo cargo (vehicles) as the third largest importers in the US. Camden County also has access to rail, served by the CSX railroad.

Economic Planning

While the discussion will be a hard one, the County must review all of its tax exemptions. As we continue to see major declines in the tax digest, exemptions continue to grow. At issue is that exemptions are advancing at a much faster rate than the value of property growth. In some years, exemptions are even growing while the digest continues to be reduced. With the mandated property value freeze that was enacted by our citizens in 2006, it will be hard to reestablish a reasonable property tax value. Exemptions should be to help citizens that have hardships or are on a small fixed income. However, in recent years, exemptions have become the norm instead of the exception. Discussions have begun with the Commissioners to review exemptions that are directly under County control, rather than State mandated.



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PRINCIPAL TAXPAYERS
Calendar Year 2016

| Taxpayer | Taxable Assessed Value | % of Total Taxable Assessed Value |
|----------------------------------|-----------------------------|--|
| Georgia Power Company | \$ 27,140,005 | 1.88% |
| Okefenokee Rural EMC | 8,389,288 | 0.58% |
| Georgia Pacific Consumer | 6,310,906 | 0.44% |
| Camden Telephone & Telegraph Co. | 5,234,100 | 0.36% |
| AT&T Mobility | 4,652,320 | 0.32% |
| NLP Brant Creek, LLC | 4,437,405 | 0.31% |
| Soncel Homes Inc | 4,228,294 | 0.29% |
| Plum Creek Timerlands LP | 3,998,909 | 0.28% |
| Old Weed & Ready Plantation LL | 3,885,732 | 0.27% |
| Rayonier Atlantic Timber | 3,731,145 | 0.26% |
| Sub-Total | <u>72,008,104</u> | <u>4.98%</u> |
| All Other | <u>1,373,328,838</u> | |
| Total Digest | <u>\$ 1,445,336,942</u> | |

Source: Camden County Tax Commissioner's Office

While strides have been made in many parts of the United States, the economic recession continues to be felt across many areas of the country. There are some areas of the country that are experiencing lower unemployment and steady, even sometimes increasing, property values. Camden County particularly continues to feel the impact of the recession in this fiscal year. Specifically, there continues to be additional decreases in the value of the tax digest this year. The decrease for this fiscal year was approximately \$2 million in property values, the least drop in over 7 years. The decrease for the last six tax digests have totaled over \$1.3 billion in total property value and \$5.3 million in lost revenue or a 26.0% decline. The current year's decrease is only \$24,000 (approximately) in actual loss of revenue or less than a 1% decline. The County Commissioners held the millage rate at 11.94 mils for FY 2016. The County began rolling back the millage rate in 2003. The millage rate has been reduced from 17 mils to 11.94 mils as the digest continued to increase until fiscal year 2009. The County increased the millage rate by .24 mils for the first time in seven years, in FY 2015, from 11.7 mils in 2008. The millage rate is again being discussed for a potential increase for the 2016 digest, which is normally approved in August.

While there was a very slight increase in permits issued, there are still very few issued. Home sales still remain mostly flat. Banks are not loaning money for homes as easily as in the past which puts existing homes sales stagnate. Meanwhile, commercial construction is almost non-existent with no new permits issued last year by the County. Within Camden County however, there were three new small retail businesses, one commercial business, and 2 restaurants that were issued permits within the County's cities. The slow down and the accumulation of all these

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things have affected tax collections, Local Option Sales Taxes (LOST) and Special Local Option Sales Taxes (SPLOST). The LOST and SPLOST are running almost one third less of what they were just five years ago. Both of these sales taxes have finally begun holding steady at a flat collection rate and are at least no longer trending downward for the last three years. This will require the County to be even more aggressive in identifying and acquiring grants as well as seeking other forms of revenue to enhance the County's ability to keep our debt structure to a minimum. While the recession struggle is beginning to recover in major cities across the nation, much of the country is experiencing revenue collection issues and no ability to make required payments for such items as payroll benefits and bond payments, Camden County is in a unique position. Currently, there is no general fund debt, short or long term, and the County does not anticipate having any in the near future. The County is proud to have a very robust and efficient general fund balance with which to pay future payments, take advantage of opportunities, and be prepared for unforeseen emergencies. The fund balance has been used over the past 7 years to continue normal operations with the expectations that the economy would continue to improve. Since that has not happened here in Camden County, the Commissioners are reviewing a potential millage increase for the 2016 digest in order to maintain their ability to have a secure fund balance and future.

The County has been able to accumulate a capital improvements fund over the past four years to enable the purchases of major equipment such as vehicles, heavy equipment, and much needed improvements throughout the County. We will continue to create a capital improvements fund to level out purchases from year to year rather than allow old assets to become obsolete before beginning to replace them.

In 2012, the Camden County Joint Development Authority began considering developing of a spaceport for both horizontal and vertical spacecraft operations. Options included the former Atlantic coastal site of Thiokol-Chemical which had previously been used for a rocket launch in 1965. In 2013, the authority contracted for an Environmental Impact Statement to be completed on 200 acres (81 ha) of authority-owned land, part of a larger 4,200 acres (1,700 ha) site, in order to build a commercial launch site. The earliest launch date is estimated to be in 2018. Currently, Camden has decided to formally advance the Spaceport Camden project by initiating an FAA Environmental Impact Assessment of the 4000+ acre facility. A website has also been setup to answer questions as the process continues – www.SpaceportCamden.us.

