

Agenda

Board of Commissioners of Spalding County

Special Called Meeting

June 22, 2017

5:45 PM

119 E. Solomon St., Meeting Room 108

A. Call to Order

Invocation

Pledge to the Flag

B. Agenda Items

1. Consider approval on second reading year end FY2017 budget amendments.
2. Consider approval on second and final reading the FY 2018 Budget Ordinance.

C. Adjournment



SPALDING COUNTY BOARD OF COMMISSIONERS FY 2017 Year End Budget Amendments

Requesting Agency

Finance Department

Requested Action

Consider approval on second reading year end FY2017 budget amendments.

Requirement for Board Action

Is this Item Goal Related?

Summary and Background

The budget amendments are necessary due to Departmental restructuring at the Sheriff's Department, the change from a part-time to full time Solicitor General mid-year and the amendments made to the County Manager's Employment Agreement mid year.

Fiscal Impact / Funding Source

General Fund

STAFF RECOMMENDATION

Approval

ATTACHMENTS:

Description	Upload Date	Type
<input type="checkbox"/> FY2017 Year End Budget Amendments 2	6/15/2017	Backup Material

Jinna Garrison

From: Dwayne Jones
Sent: Thursday, June 08, 2017 8:29 AM
To: William Wilson Jr.
Cc: Jinna Garrison; Darrell Dix; Tony Thomason
Subject: Budget Transfer request

Mr. Wilson,

I spoke with Ms. Garrison regarding the budget of individual divisions within the Sheriff's Office due to the restructuring that occurred upon Sheriff Dix entering office.

The Sheriff's Office is requesting an inter-department transfer of unexpended funds from the Jail's budget to Administration and CID divisions. This request is to prevent the divisions from going over their allocated appropriation of \$15,600,000. We are not requesting any additional funding beyond the initial FY17 budget but simply a transfer of funds beyond divisions.

Captain Dwayne Jones
Captain-Agency Administrator/PIO
Spalding County Sheriff's Office
djones@spaldingcounty.com
770-467-4282 x 413




"If we keep doing what we're doing, we're going to keep getting what we're getting"
Stephen Covey

SPALDING COUNTY

MEMORANDUM

TO: Terri Bass

FROM: Jinna L. Garrison, Administrative Services Director 

DATE: June 8, 2017

SUBJECT: Budget Amendments

Please prepare the following budget amendments to the FY 2017 budget which will require formal approval by the Board of Commissioners:

-1-

Increase #100-3300-511100 GF Sheriff Administration Regular Employees \$31,000.00
Increase #100-3300-511300 GF Sheriff Administration Overtime \$3,500.00
Increase #100-3300-512200 GF Sheriff Administration FICA Taxes \$2,500.00
Increase #100-3300-523210 GF Sheriff Administration Telephone \$8,000.00
Increase #100-3300-523220 GF Sheriff Administration Postage \$1,500.00
Increase #100-3300-523700 GF Sheriff Administration Education & Training \$10,000.00
Increase #100-3300-529000 GF Sheriff Administration Other Contractual Services \$3,000.00
Increase #100-3300-531600 GF Sheriff Administration Small Equipment \$16,000.00
Increase #100-3300-531700 GF Sheriff Administration Departmental Supplies \$2,000.00
Increase #100-3300-531720 GF Sheriff Administration Uniforms and Clothing \$6,500.00
Increase #100-3300-579900 GF Sheriff Administration Other \$11,000.00
Decrease #100-3350-511100 GF Sheriff Jail Regular Employees \$95,000.00

To transfer funds from the Sheriff's Jail to Sheriff Administration to accommodate departmental restructuring by Sheriff Dix upon entering office in January 2017.

-2-

Increase #100-3330-511100 GF Sheriff CID Regular Employees \$37,867.00
Increase #100-3330-512100 GF Sheriff CID Group Insurance \$8,695.00
Increase #100-3330-512200 GF Sheriff CID FICA Taxes \$2,897.00
Increase #100-3330-512400 GF Sheriff CID Retirement Contribution \$3,143.00
Increase #100-3330-512700 GF Sheriff CID Workers Compensation \$1,429.00
Decrease #100-3380-511100 GF Sheriff GRIP Unit Regular Employees \$37,867.00
Decrease #100-3380-512100 GF Sheriff GRIP Unit Group Insurance \$8,695.00
Decrease #100-3380-512200 GF Sheriff GRIP Unit FICA Taxes \$2,897.00
Decrease #100-3380-512400 GF Sheriff GRIP Unit Retirement Contribution \$3,143.00
Decrease #100-3380-512700 GF Sheriff GRIP Unit Workers Compensation \$1,429.00

To transfer funds from the Sheriff's GRIP Unit to Sheriff CID for salaries and benefits for the CHAMPS officer.

-3-

Increase #100-0000-300000 GF Fund Balance \$18,715.00
Increase #100-2350-511100 GF Solicitor Regular Employees \$11,000.00
Increase #100-2350-511300 GF Solicitor Overtime \$5,700.00
Increase #100-2350-512100 GF Solicitor Group Insurance \$1,235.00
Increase #100-2350-512200 GF Solicitor FICA Taxes \$780.00

To appropriate funds for increase in Solicitor's salary and benefits due to position changing from part-time to full-time as of January 1, 2017.

-4-

Increase #100-0000-300000 GF Fund Balance \$21,250.00
Increase #100-1300-511100 GF Executive Regular Employees \$12,750.00
Increase #100-1300-512100 GF Executive Group Insurance \$1,035.00
Increase #100-1300-512400 GF Executive Retirement Contribution \$5,665.00
Increase #100-1300-523550 GF Executive Car Allowance \$1,800.00

To appropriate funds for increase in County Manager's salary and benefits after the beginning of the budget year.

cc: William Wilson
File



SPALDING COUNTY BOARD OF COMMISSIONERS FY 2018 Budget Ordinance

Requesting Agency

County Manager

Requested Action

Consider approval on second and final reading the FY 2018 Budget Ordinance.

Requirement for Board Action

All ordinances require two readings of the BOC.

Is this Item Goal Related?

No

Summary and Background

Fiscal Impact / Funding Source

STAFF RECOMMENDATION

Approval

ATTACHMENTS:

Description	Upload Date	Type
<input type="checkbox"/> FY2018 Budget Ordinance	6/22/2017	Backup Material

**RESOLUTION AND ORDINANCE
FISCAL YEAR 2018 BUDGET
SPALDING COUNTY, GEORGIA**

WHEREAS, pursuant to Title 36 Chapter 81, of the Official Code of Georgia Annotated, and section 2-5003 of the Code of Spalding County, Georgia, the Board of Commissioners of Spalding County, Georgia, as the governing authority of said county, shall adopt an annual balanced budget; and,

WHEREAS, a balanced budget for Fiscal Year 2018, beginning July 1, 2017, and ending June 30, 2018, has been submitted to the Board of Commissioners by the County Manager and,

WHEREAS, the Board of Commissioners has reviewed said proposed budget and revised and amended same as the Board deemed advisable and necessary; and,

WHEREAS, the entire budget has been available for public inspection and a public hearing has been properly advertised and held as required by Georgia law;

NOW, THEREFORE, BE IT RESOLVED AND ORDAINED by the Board of Commissioners of Spalding County, Georgia, as the governing authority of said County, that a Budget Ordinance of Spalding County for Fiscal Year 2018 be adopted upon approval at two (2) public meetings of the Board of Commissioners as follows:

Section 1: General Fund

- A. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Fund Balance	\$ 944,235
Taxes	32,803,347
Licenses and Permits	463,000
Intergovernmental Revenues	1,138,500
Charges for Services	5,118,396
Fines and Forfeitures	1,252,500
Other Revenues	1,947,598
TOTAL REVENUES	\$ 43,567,576

- B. The following amounts are hereby appropriated in the General Fund for the operation of the county government and its activities for the fiscal year beginning on July 1, 2017 and ending June 30, 2018:

Executive	\$ 404,993
Board of Elections and Voter Registration	240,565
Administration	331,628
Finance	157,359

Information Systems	169,216
Human Resources	209,887
Tax Commissioner	946,860
Tax Assessor	604,896
Construction & Maintenance	462,111
Janitorial Services	114,262
General Appropriations	3,130,840
Superior Court	199,000
Griffin Judicial Circuit	297,423
Griffin Juvenile Judge	116,737
Clerk of Court	844,481
District Attorney	493,875
State Court	687,663
Accountability Court	124,391
Solicitor	338,798
Magistrate Court	808,080
Probate Court	253,388
Public Defender	64,323
Public Defender Circuit	404,605
Sheriff Administration	1,265,597
Sheriff Victim Services	79,666
Sheriff Warrant Division	620,341
Sheriff Criminal Investigation Division	1,261,811
Sheriff Uniform Patrol Division	3,107,432
Jail	8,163,041
Special Operations	1,015,809
Correctional Institution	6,566,314
Juvenile Probation	590,410
Coroner	59,925
800 MHz Communication	417,410
Animal Control	370,993
Homeland Security	30,430
Public Works	3,003,292
Solid Waste	828,889
Garage	315,826
Health	432,739
Welfare	30,500
Recreation	753,343
Senior Citizens Bus	33,458
Parks	1,990,742
Library	200,980
Cooperative Extension Service	207,119
Community Development	558,950
Code Enforcement	157,178
Griffin-Spalding County Development Authority	100,000
TOTAL EXPENDITURES	\$ 43,567,576

Section 2: Law Library Fund

- A. It is estimated that the following revenues will be available in the Law Library Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Fund Balance Appropriated	\$	4,000
Fines and Forfeitures		48,000
TOTAL REVENUES	\$	52,000

- B. The following amounts are hereby appropriated in the Law Library Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Law Library	\$	52,000
TOTAL EXPENDITURES	\$	52,000

Section 3: Confiscated Assets Fund

- A. It is estimated that the following revenues will be available in the Confiscated Assets Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Fines and Forfeitures	\$	375,000
TOTAL REVENUES	\$	375,000

- B. The following amounts are hereby appropriated in the Confiscated Assets Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Public Safety	\$	375,000
TOTAL EXPENDITURES	\$	375,000

Section 4: Victims of Crime Assistance Fund

- A. It is estimated that the following revenues will be available in the Victims of Crime Assistance Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Fines and Forfeitures	\$	60,000
TOTAL REVENUES	\$	60,000

- B. The following amounts are hereby appropriated in the Victims of Crime Assistance Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Victims of Crime Assistance	\$	60,000
TOTAL EXPENDITURES	\$	60,000

Section 5: Emergency Telephone System Fund

- A. It is estimated that the following revenues will be available in the Emergency Telephone System Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Charges for Services	\$ 1,168,199
Other Financing Sources	271,777
TOTAL REVENUES	\$ 1,439,976

- B. The following amounts are hereby appropriated in the Emergency Telephone System Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Emergency Communications	\$ 1,439,976
TOTAL EXPENDITURES	\$ 1,439,976

Section 6: CSBG Fund

- A. It is estimated that the following revenues will be available in the CSBG Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Intergovernmental Revenue	\$ 126,983
TOTAL REVENUES	\$ 126,983

- B. The following amounts are hereby appropriated in the CSBG Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

General Appropriations	\$ 26,880
After School Program	25,103
Emergency Food & Shelter	75,000
TOTAL EXPENDITURES	\$ 126,983

Section 7: Senior Nutrition Fund

- A. It is estimated that the following revenues will be available in the Senior Nutrition Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Intergovernmental Revenue	\$ 324,926
Contributions/Donations	82,008
TOTAL REVENUES	\$ 406,934

- B. The following amounts are hereby appropriated in the Senior Nutrition Fund for the Fiscal year beginning July 1, 2017 and ending June 30, 2018:

Senior Nutrition	\$ 406,934
TOTAL EXPENDITURES	\$ 406,934

Section 8: Impact Fees Fund

- A. It is estimated that the following revenues will be available in the Impact Fees Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Fund Balance Appropriated	\$ 1,444,080
Charges for Services	281,120
TOTAL REVENUES	\$ 1,725,200

- B. The following amounts are hereby appropriated in the Impact Fees Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Capital Improvement Program	\$ 1,725,200
TOTAL EXPENDITURES	\$ 1,725,200

Section 9: Fire District Fund

- A. It is estimated that the following revenues will be available in the Fire District Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Fund Balance Appropriated	\$ 97,928
Taxes	6,085,018
Charges for Services	51,500
TOTAL REVENUES	\$ 6,234,446

- B. The following amounts are hereby appropriated in the Fire District Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Fire Department	\$ 6,234,446
TOTAL EXPENDITURES	\$ 6,234,446

Section 10: Hotel/Motel Tax Fund

- A. It is estimated that the following revenues will be available in the Hotel/Motel Tax Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Taxes	\$ 162,000
TOTAL REVENUES	\$ 162,000

- B. The following amounts are hereby appropriated in the Hotel/Motel Tax Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Tourism	\$ 162,000
TOTAL EXPENDITURES	\$ 162,000

Section 11: Capital Projects 2008 SPLOST Fund

- A. It is estimated that the following revenues will be available in the Capital Projects 2008 SPLOST Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Fund Balance Appropriated	\$ 8,398,500
TOTAL REVENUE	\$ 8,398,500

- B. The following amounts are hereby appropriated in the Capital Projects 2015 SPLOST Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Capital Projects	\$ 8,398,500
TOTAL EXPENDITURE	\$ 8,398,500

Section 12: Capital Projects 2016 SPLOST Fund

- A. It is estimated that the following revenues will be available in the Capital Projects 2016 SPLOST Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Fund Balance Appropriated	\$ 1,484,000
Taxes	4,620,000
TOTAL REVENUES	\$ 6,104,000

- B. The following amounts are hereby appropriated in the Capital Projects 2016 SPLOST Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Capital Projects	\$ 6,104,000
TOTAL EXPENDITURES	\$ 6,104,000

Section 13: Capital Projects Fund

- A. It is estimated that the following revenues will be available in the Capital Projects Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Fund Balance Appropriated	\$ 77,500
Other Financing Sources	20,000
TOTAL REVENUES	\$ 97,500

- B. The following amounts are hereby appropriated in the Capital Projects Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Capital Projects	\$ 97,500
TOTAL EXPENDITURES	\$ 97,500

Section 14: Debt Service Airport Authority 2015 Bond Fund

- A. It is estimated that the following revenues will be available in the Debt Service Airport Authority 2015 Bond Fund for the fiscal year beginning July 1, 2017 and Ending June 30, 2018:

Other Financing Sources	\$ 69,788
TOTAL REVENUES	\$ 69,788

- B. The following amounts are hereby appropriated in the Debt Service 2015 Airport Authority Bond Fund for the fiscal year beginning July 1, 2017 and Ending June 30, 2018:

Debt Service	\$ 69,788
TOTAL EXPENDITURES	\$ 69,788

Section 15: Debt Service 2016 SPLOST Fund

- A. It is estimated that the following revenues will be available in the Debt Service 2016 SPLOST Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Other Financing Sources	\$ 305,300
TOTAL REVENUE	\$ 305,300

- B. The following amounts are hereby appropriated in the Debt Service 2016 SPLOST Fund for the fiscal year beginning July 1, 2017 and ending June 20, 2018:

Debt Service	\$ 305,300
TOTAL EXPENDITURE	\$ 305,300

Section 16: GMA Lease Pool Fund

- A. It is estimated that the following revenues will be available in the GMA Lease Pool Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Interest	\$ 150,000
Other Financing Sources	638,500
TOTAL REVENUES	\$ 788,500

- B. The following amounts are hereby appropriated in the GMA Lease Pool Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Debt Service	\$ 788,500
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TOTAL EXPENDITURES	\$ 788,500
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Section 17: Water System Fund

- A. It is estimated that the following revenues will be available in the Water System Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Fund Balance Appropriated	\$ 75,000
Charges for Services	8,394,951

TOTAL REVENUES	\$ 8,469,951
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- B. The following amounts are hereby appropriated in the Water System Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Wastewater	\$ 345,298
General Water System	8,124,653

TOTAL EXPENDITURES	\$ 8,469,951
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Section 18: Workers Compensation Trust Fund

- A. It is estimated that the following revenues will be available in the Workers Compensation Trust Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Other Financing Sources	\$ 846,945
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TOTAL REVENUE	\$ 846,945
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- B. The following amounts are hereby appropriated in the Workers Compensation Trust Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Employee Benefits	\$ 846,945
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TOTAL EXPENDITURES	\$ 846,945
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Section 19: Other Stipulations

- A. The County Manager, as budget officer, is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

1. He may transfer amounts between objects of expenditure within a department without limitation and without a report being requested, except that transfers of appropriations within a department which increases the salary appropriation shall require the approval of the Board of Commissioners.
2. He may not transfer any amounts between funds nor from any contingency appropriations within any fund without action of the Board of Commissioners.

- B. The County Manager shall have the authority to deny payment of County funds for any expense for which an appropriation is not made or which exceeds the appropriated amount for a specific item or purpose, unless such expense is approved by the Board of Commissioners. In such event of denial of payment of county funds, the county officer or department head that shall incur, authorize or approve such expense, either directly or indirectly, shall be solely and personally responsible for the payment therefor.
- C. Nothing contained in this ordinance shall prohibit the Board of Commissioners, as the governing authority, from amending the budget as appropriate or necessary during the fiscal year.
- D. A line-item budget shall be bound for retention, and copies of the line-item budget shall be available for public inspection at the office of the Board of Commissioners during regular business hours.
- E. All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed. The Budget Ordinance of Fiscal Year 2017 is hereby repealed, effective at 12:00 a.m. on July 1, 2017.
- F. This Ordinance shall become effective at 12:00 a.m. on July 1, 2017 or immediately upon adoption if after 12:00 a.m. on July 1, 2017 and together with any amendments hereto, shall remain effective until midnight on June 30, 2018 until repealed.

Approved on first reading this 19th day of June, 2017.

Approved, adopted and enacted on second reading this 22nd day of June, 2017.

Chairman

County Clerk