

# FIRST DRAFT BUDGET

HART COUNTY GOVERNMENT EY15 BUDGET  
For the Period 10/1/15-9/30/16  
Includes General Fund and Special Revenue Funds

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Hart County Administrator

**General Discussion :**

This is a first draft detailed spending plan narrative for the FY16 Hart County Government starting October 1, 2015 and ending September 30, 2016. This budget report includes any backup information provided by the departments requesting funding including rolling five year capital replacement plans that are utilized to develop these budgets for capital that is replaced on a regular basis such as sheriff cars and EMS vehicles.

Hart County has been through very difficult financial challenges in the past few years. The biggest challenge was that due to poor management, the Board of Assessors (BOA) failed to produce a final tax digest for 4 consecutive years. This resulted in the unplanned spending of approximately \$1,500,000 in reserves as well as tens of thousands of rebillings for final tax billings and issuance of refunds. The failure to produce a final tax digest occurred during tax year 2009-2014. The current BOA management has corrected the problems and is expected to produce a 2015 tax digest on schedule.

At the same time as these tax digest problems, the County as well as the World underwent a major "Great Recession" resulting in profound negative economic impacts such as reduced revenues, reduced sales taxes, reduced commerce, and significant job losses. In addition there were an increase in unfunded Georgia State Government mandates and an increase in unfunded Federal Government mandates as these upper governments "saved" money by pushing costs on to the local governments.

Due to the uncertainty of the tax digests the Hart County BOC had to make difficult financial decisions based on "best guesses" rather than concrete financial data. The BOC's goal was to avoid unnecessary increased tax burdens to the Hart County tax payers during these difficult financial times. To accomplish this the BOC cut spending, reduced employee compensation, and utilized reserves in all funds through deficit spending. For the period FY08 to FY12 the BOC deficit spent \$2,571,517. With the finalization of the tax digests the BOC was able to balance the budget for FY13 and FY14 and is projected to produce a balanced budget for FY15.

The lingering effects of the failed BOA final tax digests were also felt in FY14 and the current FY15 as one time back taxes revenues were received. The BOC utilized these back taxes revenues to balance the budgets during these two fiscal years rather than replenish the \$2,571,517 in reserves utilized during the FY08-FY12 period. **These one-time back taxes revenues will not be available in FY16 which is one of the biggest challenges for this upcoming fiscal year.**

A second sizable challenge for FY16 will be the depleted Special Revenue Funds reserves. The Hart County BOC has kept the General Fund fund balance (GF FB) stable especially the cash GF FB during this past 7 year period by shifting cost and deficits to the

Special Revenue funds. The 215 (911) SR fund is expected to be depleted in FY15 and may require a borrowing of funds from GF during FY16 unless the spending in this fund is shifted to other funds during FY16. In addition the other major SR funds (203 insurance premium as well as the 540 Solid Waste fund) are approaching zero reserves. At this point these other two major funds are expected to have enough reserves to finance deficit spending through FY16 but may not be able to carry through any deficit spending in FY17. The County Finance Director has warned of this problem for several fiscal years.

So far this fiscal year (FY15) sales tax revenues and other revenue sources have been stable or slightly positive however the County Finance Director recommends continued conservative revenue projections for FY16. The focus of the budget adoption for FY16 was on minimizing expenses wherever possible. GF revenues for this very preliminary first draft are currently expected to be worst case scenario at approximately \$10,200,000 however that figure will most likely increase as the FY15 revenues are more accurately quantified during the coming months. For GF expenditures, over \$13.1M in requests was received which have been thus far reduced by the County Administrator to about \$10.9M with a net result of an additional \$0.7M needed in either cuts or increased revenues. All of the major SR funds are currently budgeted to deficit spend which will further reduce reserves.

IT IS IMPORTANT TO NOTE THAT THIS IS THE FIRST DRAFT BUDGET, THIS IS MOST LIKELY THE WORST CASE SCENARIO AS PRESENTED.

**Millage Rate & Property Tax Revenues:**

A County wide revaluation of real property took place for the 2009 tax digest and approximately 4,800 appeals cases were filed on this 2009 digest in April of 2010. The County was under a consent order with the Georgia Department of Revenue (DOR) requiring several milestones be reached to bring the tax digests up to date. A temporary collection was conducted in 2009, 10, 11 and 12. The 2012 temporary collection was not rebilled for the final millage due to the expected close accuracy of the 2012 temporary digest however the 9,10 and 11 final digests were billed in late 2013.

For 2012 taxes the BOC and BOE were given a temporary tax digest that was reportedly "accurate" however this temporary digest was not accurate resulting in approximately \$250,000 in lost revenue for FY13, (reduction of 0.26 mills) due to Errors, Reliefs and Adjustments (ERA's) amounting to an estimated over reporting of the 2012 temporary digest of approximately \$125,000,000. This loss was carried forth in FY14 and FY15 and can only be made up in FY16 through an increase in the tax millage for tax year 2015. This will equate to a loss of property tax revenue of almost \$750,000 for FY13, FY14 and FY15. In addition, due to the data provided to the BOC at the time and the fact that the BOC took the risk of accepting the draft 2012 temporary digest as the final digest the

calculations for the final digest millage resulted in a slight property tax “increase” per the requirements of State law when in fact the BOC actually reduced the millage 5% in 2012. This loss of revenue can now only be captured by a “tax increase” in subsequent tax years due to the State law rollback calculations requirements.

A detailed analysis of the tax digest problems for the past 6 years was presented in the FY14 and FY15 final budgets and will be again presented in the final FY16 budget but only financial impacts of this process will be discussed in the this first draft FY16 budget report. It is estimated that the net cost of this whole process of contract reassessment, appeals, temporary billings, final billings etc... will cost the taxpayers of Hart County over \$2,000,000 funded solely by the BOC. Currently the County is defending a lawsuit brought by one tax payer which is estimated to cost the taxpayers an additional \$100,000 plus to defend.

**FY14 (Audited Results):**

FY14 GF Expenses were originally budgeted at \$10,122,594 with budgeted GF revenues at \$9,880,740. Rather than increase millage for FY14 (2013 taxes) the BOC assumed revenue for the final billings on 9/10/11 would be received in sufficient quantity to balance the budget however the exact amount received in FY14 was unknown at the time of the FY14 budget adoption.

Actual GF revenues were \$10,940,264 and actual GF Expenses were \$10,373,790 creating an accounting surplus however the SR funds all ran deficits. The net result was a surplus of \$127,693 which is solely due to one-time back taxes revenues. This surplus is far outweighed by the projected fund wide deficits from FY08-FY15 which including this “surplus” are estimated at \$2,568,497.

**FY15 DISCUSSION:**

Impacts from the current Great Recession began to show signs of impacting local finances in July of 2008. It was about that same time that the Hart County BOC was forced to enter into contractual arrangements with a consultant for mismanaged BOA tax assessments. To date the BOC has been forced to spend an estimated \$2,000,000 on the production of a 2009 reassessed digest and subsequent digests, appeals, contracts, billings, and lawsuits.

During this period from 2008-2014, the BOC was without final digests and estimates of actual property tax revenues. Rather than arbitrarily increasing millage rates during this period of uncertainty the BOC relied on fund balances set aside from prior years. It is estimated that the fund balances have funded deficits of about \$2,568,497 during this period from 2008-2015.

For FY15, the current projection is for a GF revenues of \$10,940,264 and GF expenses of \$10,580,236 however the SR funds are projected to run deficits for a net fund wide deficit of \$18,618 (essentially a balanced budget). This includes an estimated one time \$400,000 back tax revenues from the 09-13 tax years which will not materialize in FY16. SR fund balances are again warned to be at the point of minimum reserves especially the 911 fund which is expected to be insufficient to fund 911 expenses in FY16.

**FY16 DISCUSSION:**

For FY16, budget requests amounted to \$13,143,754. The County Administrator is presenting a first draft GF budget with \$2,212,346 in cuts for a first draft GF expense of \$10,931,408 including a GF COLA of \$138,411 and SR Funds COLA of \$16,920 (see discussion below) for non-State wages. State wage COLA has not yet been determined by the State but may be an additional \$12-15,000 in additional labor costs.

Also included in the Administrator budget is an estimate of increase in health insurance (based on average actual increases since 2004) of 8.1% (\$613 per employee \$86,000 GF and SR funds). In FY14 the Affordable Care Act (ACA) added five additional fees to the Counties employee health insurance cost amounting to 4% increase in the cost to provide health insurance to our employees which is included in FY16 as per the Federal ACA requirements (\$30,000). In FY15 the BOC implemented health insurance cost reduction strategies resulting in an estimated 10% reduction in health insurance costs and these savings are included in the FY16 budget.

Due to the call volume in EMS the County reached a critical point whereby a fourth full time crew was needed. Rather than add the entire 6 new full time employees needed the BOC chose to implement this addition over two fiscal years by adding 3 new EMS employees in FY14 and 3 more in FY15. A substation study for EMS indicated the need to move the existing substation as well as build another substation with a financial impact of \$200-300,000. Financing of this substation capital need is expected to be accomplished through the surplus funds held by Ty Cobb Healthcare generated from the sale of the Hart County Hospital. This EMS substation funding is expected to occur in FY16.

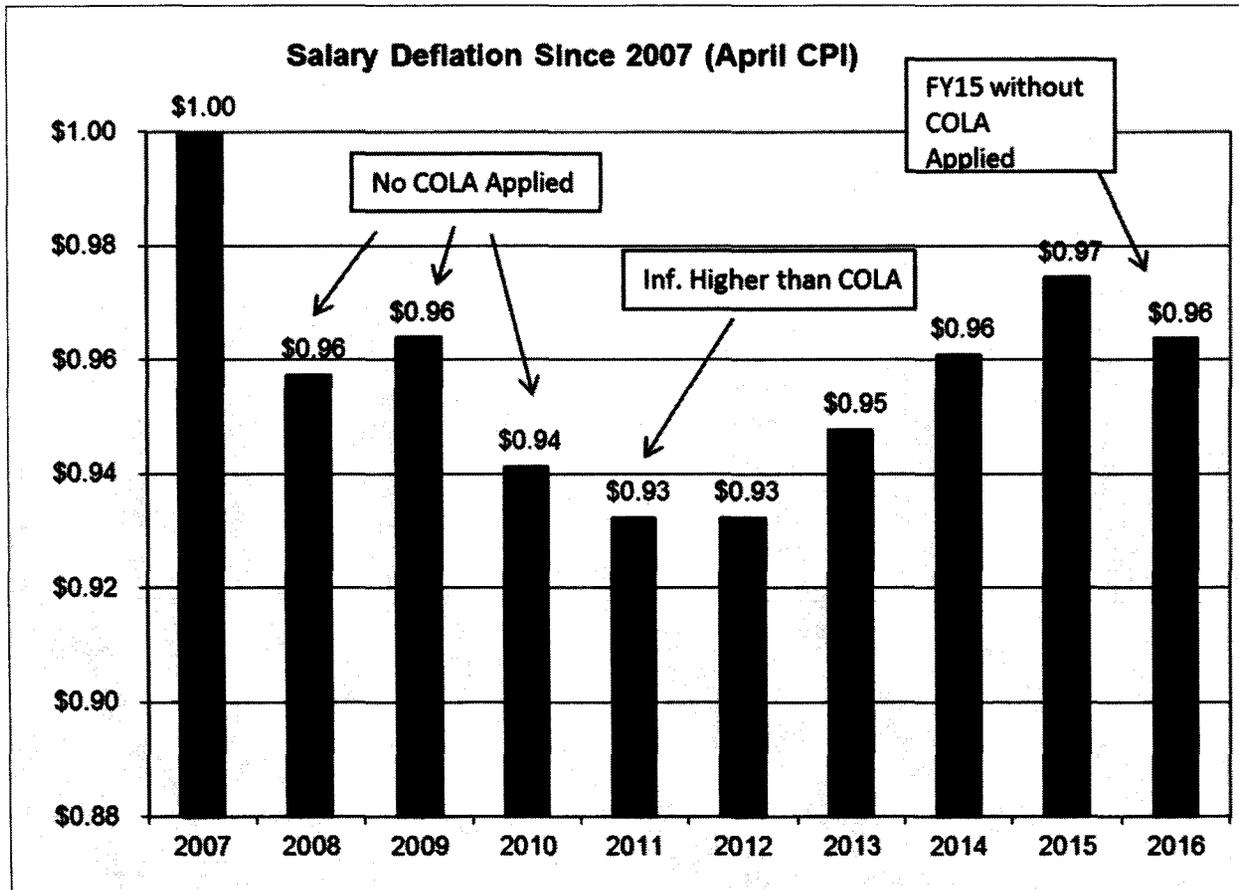
- GF Major Capital:
  - 1. 33000 Sheriff Vehicles \$87,000
  - 2. 36000 EMS vehicles, equipment, substation \$350-400,000 (currently budgeted in the Hospital SR fund)
  
- Shift Road Wages to 203 Insurance Premium Fund (see 203 Fund discussion below). A shift of \$597,000 is budgeted again this year. This would mark the eighth year in a row we have relied on this fund to supplement GF expenditures. This is an equivalent

0.701 mills in property taxes in FY16. The transfer of expenses to the 203 fund has drawn down the reserves of this fund from a peak of \$1,300,000 (FY09) to a potential of \$170,000 at the end of FY16. There is no need for a set fund balance minimum in this account other than to keep the 540 fund balance healthy (see 540 account discussion below) however continual deficit spending from this account will eventual lead to a shifting of expenses back to general fund which may result in a substantial increase in property taxes.

- Personnel Expenses:

\$138,411 and SR Funds COLA of \$16,920, State (12-15,000)

- The current budget includes minimal additional personnel. Only one part time person in the 5311 transit program has been included in this budget. The current budget includes a 2.5% COLA in the wage figures (other than the State wages Judges, Sheriff etc, where the State mandated COLA will be applied). Inflation was 1.1% since April 2014 however as shown in the chart below wage deflation since the recession has resulted in resulted in a 3% cut in wages (purchasing power). Therefore \$1 in wages in 2007 is similar to \$0.97 in wages today (a decrease in wages). If a COLA is not applied to wages in FY13 wages will decrease an additional 1% to \$0.96. It is important to note that a COLA is not a “raise” but rather an increase in wages to keep pace with inflation. A chart is included below that illustrates the decrease in wages due to inflation since FY07.



**GF Fund Balance (FB):**

Target GF FB should be maintained at 25-50% of expenses with a cash reserve of minimum 25%. The cash reserve has remained stable during the recent GF FB drawdowns and the recent downturn in the economy. For several years the County Administrator has been warning that the reliance on special revenue funds fund balances to balance the GF budget is reaching a critical point where

future SR expenditures will have to be shifted to the GF resulting in a need for more GF revenue. In FY16, the 215 (911) fund and the 540 (solid waste fund) are projected to potentially need to borrow money from the GF reserves in order to fund expenses. Both of these two funds are potentially projected to have depleted reserves in FY16

### **Special Revenue Funds:**

#### **FUND 201 DARE:**

This fund generates revenues from the courts to be used by the Sheriff for drug prevention.

**FUND 203 (Insurance Premium Fund):** Solid waste expenses had been transferred to the Solid Waste Enterprise fund (540) in prior fiscal years and are proposed to continue funding solid waste operations for FY16. The 540 account should maintain a reserve (see 540 account for more discussion on this matter). Future reversal of the shift from 203 to 540 for some solid waste operations may potentially be required and based on the current projections may have to actually be shifted back to GF. There is no advisable fund balance minimum for the 203 account.

For FY09-15 the budget postponed a millage increase for GF O&M by drawing on the insurance premium funds to fund \$540,000-640,000 in road department expenses that were formerly funded from the GF. For FY16 the 203 account will fund \$600,000 in road department wages. **The 203 fund reserves are projected to be depleted in FY17.**

**FUND 204 Jail Operations Fund:** This account is from court generated revenues to help offset the cost of operating our Jail. Depending on the FB remaining in this account shifting of some of these expenses to/from the GF has taken place in prior fiscal years. No fund balance is required for this account.

#### **FUND 206 Behavioral Health:**

This fund generates revenues to cover costs for maintaining this facility.

#### **FUND 215 E911:**

This fund has been drawn down over the years due to the uncertainty of the tax digests. The County Administrator has been warning of the potential depletion of the 911 fund for several fiscal years. Transfer of expenses to the GF or another fund may be required in

FY16 in order to fund expenses in FY16. **THIS FUND IS EXPECTED TO BE DEPLETED DURING FY16 REQUIRING SHORT TERM BORROWING FROM GENERAL FUND.**

The 911 fund relies on fees charged to phone users. As phones shifted from landlines to cell phones the State law changed so that fees could be collected on this new form of communication. Communications are continually evolving so the State law attempts to adjust to those changes. Recently the State law changed to implement the increasing use of “pay as you go” cell phones. This new revenue source was implement in FY12 and revenues were not received until September 2014. This critical source of revenue will determine the liquidity of the 911 account in FY15 and beyond.

As of this first draft the liquidity of the 911 fund is projected to carry through FY16 although short term borrowing may be needed during FY16 to fund expenses. The liquidity of the 911 fund will be dependent on the one time “pay as you go” payment received in September. **THIS WILL MOST LIKELY BE THE LAST YEAR WE WILL BE ABLE TO DRAW ON 911 RESERVES.**

**FUND 216 DFACs:**

This fund will be changing in FY16 as a new lease is enacted. The long term debt has been paid off in FY15 and a new lease agreement is pending.

**FUND 220 MGF:**

This account is used for many grant funds that must be segregated from GF for accounting purposes. Some grants are paid in advance and some grants are reimbursement grants. At times this fund may need to borrow funds from another fund such as GF or SPLOST if there is insufficient cash to cover reimbursement grants. The borrowed funds are replenished to the borrowing fund account once received from the granting agency.

**SPEICAL GRANT FUNDS:**

Special grant funds may be established during the fiscal year (especially CBDG grants) where the granting agency requires a dedicated fund. These special funds are established only for that particular grant. We may not know which grants we apply for will be received in the upcoming fiscal year so these special funds may not be established during the normal budget cycle. In FY15 and FY16 we know we will have a \$500,000 CBDG for a Lake Foods EIP.

FUNDS 251-257:

These funds are EIP employment incentive revolving loan funds. The original fund is established as a grant to the County. The County then loans these funds to a private sector entity for economic development purposes. Upon repayment of these private sector loans the money is then re-loaned to other private sector entities.

SPLOST (322, 323, 324):

SPII 322 still has funds remaining for the City of Hartwell for water projects with any excess funds being allocated to roads (minimal amount available).

SPIII (323) ended in FY12 (May 2012) at which time SPIV began. One of the biggest concerns has been funding for roads which has been cut drastically in SPIII and IV to allocate more funds for the Cities of Hartwell, Royston, Canon, and Bowersville. With the decline in sales tax revenues from the recent recession, we have scaled back dramatically on road spending. In response the County has drastically reduced the funding of road work however additional spending had to take place in SP3. In FY15, SP4 reimbursed SP3 to cover the remaining liabilities and SP3 will be closed out in FY15. The reimbursement from SP4 to SP3 came from roads which will reduce the funds available in SP4 for roads.

SPIV (324) will be budgeted as time progresses and as capital projects are further defined. Some existing FY15 capital projects will carry forth into FY16 and some new capital projects may begin.

FUND 532 Hospital Fund:

This fund was established upon the dissolution of the Hart County Hospital Authority. It was used as a pass through for rental fees for Reddy Urgent Care in FY15 (lease has now been extinguished). For FY16 and beyond this fund will be utilized for the debt payments from the Ty Cobb Healthcare System for the debt repayment to the Citizens of Hart County from proceeds generated the sale of the Hart County Hospital. These funds must be used for healthcare for the Citizens of Hart County. For FY16 the funding of two EMS substations and an ambulance for the substation is planned. This will only be able to be implemented upon payment of the lease payments owed to Hart County. One lease payment of \$269,533 is past due as of July 1, 2014 and the second lease payment of the same amount is due as of July 1, 2015.

FUND 540 (Solid Waste Enterprise Fund): This fund is generated through fees charged for waste disposal and from revenues generated from the sale of recyclable materials. A reserve is needed for continued funding of liabilities associated with the closed

landfill although there is no way to adequately assess what the long term liabilities will be. Projects required to be funded in FY15 will depend on the mandates of the GA EPD.

Solid Waste had been subsidized through the 203 fund (insurance premium) although expenses had been completely transferred to the 540 account for FY08-FY16. Subsidization of the 540 account through the 203 account had allowed a fund balance to accumulate in the 540 account to cover future potential liabilities. The fund balance has dropped significantly since 2007 due to investments in the old landfill and the shifting of all solid waste expenses from the 203 account to this solid waste fund.

A long range plan has been implemented to take care of legacy issues with this landfill. There are three main parts to this. The first is the cap on the landfill. A very large investment in the cap took place in 2008 and should take care of most of this problem for the duration of the landfill's remaining required monitoring life (approximately 2025). The second issue is long term care for the groundwater under the landfill. At this point the groundwater conditions appear to be contained. This issue is monitored regularly. Unless conditions change or the State requires additional actions the groundwater will require about \$15,000 annually for reporting and about \$30,000 annually for testing.

The final issue is methane migration from the landfill. The methane issue has been addressed in a phased approach with each phase building on the prior phase. The cost for each additional phase increased dramatically. The last phase cost approximately \$250,000 and appears to be working well. Hopefully this will be the final phase required for this issue. There is one more phase to this issue that if required may cost about \$400,000 to implement and add an annual O&M cost to the landfill however recent monthly monitoring reports appear to indicate that the final phase will not be needed.

Current estimates are that the fund balance may be at \$374,000 at the end of FY15 however an important piece of equipment must be replaced as soon as possible (requested in FY15) at a cost of \$140,000. **THIS FUND IS EXPECTED TO BE DEPLETED DURING FY16 WHICH MAY REQUIRING SHORT TERM BORROWING FROM GENERAL FUND.**

This fund is currently projected to remain liquid through FY16 However **THIS WILL MOST LIKELY BE THE LAST YEAR WE WILL BE ABLE TO DRAW ON 540 RESERVES.**

**Related Long Range Plans and Studies are a Part of this Spending Plan**

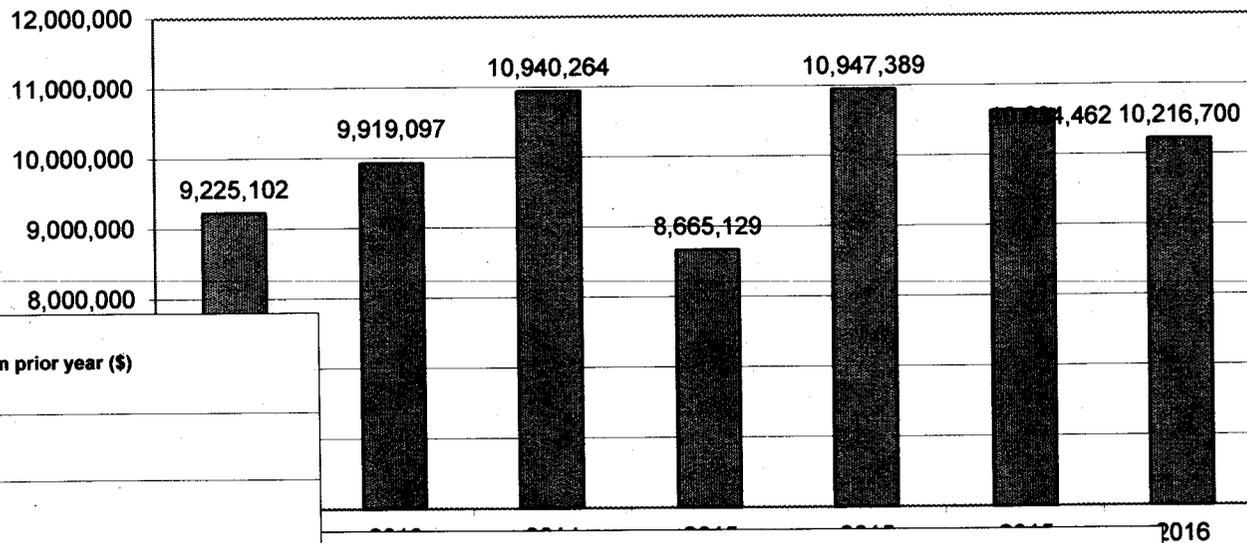
BUDGET WORKSHEET FISCAL YEAR					8			Comm.	%	
HART COUNTY GENERAL FUND					Mth. Actual	Projected	Budget	Admin.	Approved	Change
	100	Actual	Actual	Actual	2015	2015	2015	2016	2016	
REVENUES SUMMARY		2012	2013	2014						
Real & Person. Current Year	31.1100	3,875,539	4,423,984	4,020,001	4,164,187	4,300,000	4,150,000	4,200,000		-100.0%
2009, 2010, 2011 Final Billing R & P				716,645	122,935	125,000				
FIFA for 9,10,11,12,13					134,211	150,000	225,000			
Timber--Current Year	31.1120	1,380	605	1,897	2,612	3,000	1,000	1,500		-100.0%
Ad Velorum EMS	31.1192				399,717	425,000	425,000	425,000		
Real & Person. Prior Year	31.1200	23		180,334						#DIV/0!
Assessment Penalty	31.1240	51	2	0	14	14	300			-100.0%
Motor Vehicle- Current Year	31.1310	248,809	284,159	240,758	118,964	178,446	288,000	200,000		-100.0%
Vehicle Title Fee (to replace ad v tax)	31.1315		306,874	631,453	361,431	542,147	590,000	500,000		-100.0%
Mobile Home- Current Year	31.1320	41,742	31,764	88,718	48,746	60,000	47,000	50,000		-100.0%
Mobile Home- Prior Year	31.1321					0				
Heavy Equipment	31.1322									
Intangibles Reg & record	31.1340	102,927	120,325	84,690	46,563	70,000	70,000	70,000		-100.0%
Railroad Equipment	31.1350	1,600	1,603	1979		7,000	2,000	2,000		-100.0%
sun.tax ad fees	31.1389			3,540	6,924	10,386				
Other Revenues	31.1390	10		2,822	6,331	9,497				
Mail Fees	31.1391	3,773	4,001	5,176	3,735	5,603	4,000	4,000		-100.0%
Replacement Registration	31.1392		4			0				
Return Check Fees	31.1395	330	780	630	480	720	800	700		-100.0%
Bank Account Interest	31.1396	829	612	890	733	1,100	400	900		-100.0%
Commissions	31.1397	363,095	319,571	380,012	311,449	350,000	350,000	320,000		-100.0%
Tag & Title Agents fee	31.1398	46,017	44,406	42,600	26,719	40,079	45,000	42,000		-100.0%
Property not on digest	31.1500	96,901	13,586	21,338	19,213	19,250	16,000	19,000		-100.0%
Real Estate Transfer Fee	31.1600	20,972	19,932	20,607	10,673	16,010	19,000	19,000		-100.0%
Comcast Cable Franchise Fee	31.1751	25,433	27,762	27,759	14,837	28,000	28,000	28,000		-100.0%
Truvista Franchise Fee (depot also)	31.1752	2,367	4,065	1,649	325	1,000	3,000	1,500		-100.0%
Depot Street Cable Franchise Fee	31.1753	1,622								
Hart Cable Franchise Fee	31.1754	40,575	39,011	50,017	33,485	41,000	41,000	41,000		-100.0%
LOST	31.3100	2,020,110	2,015,691	2,027,853	1,181,136	2,100,000	2,100,000	2,100,000		-100.0%
Hotel/Motel Tax	31.4100	8,490	8,468	12,193	2,324	6,000	8,500	6,000		-100.0%
Alcohol Excise Tax	31.4200	60,272	55,826	54,071	26,205	50,000	50,000	50,000		-100.0%
Financial Institutions Tax	31.6300	40,093	38,484	38,829	34,039	34,000	39,000	35,000		-100.0%
Penalties Deliquent Property	31.9110	48,965	47,540	111,090	45,221	60,000	75,000	50,000		-100.0%
Penalties Deliquent Personal	31.9120	527	4,665	788			2,000			-100.0%
Pen-Deli taxes/real property	31.9121	6,836	6,030	60,525	112,508	120,000	10,000	10,000		-100.0%
Penalties & Interest-FIFA	31.9500	105	72	6,756	2,304	2,500	2,000			-100.0%
Penalties & Interest-FIFA 9-13					1,689	2,000				
Alcohol Beverage Lic. Fee	32.1100	10,800	9,600	11,300	8,900	10,000	10,000	10,000		-100.0%
Building Permit Fee	32.3100	4,000	3,425	3,875	2,625	3,938	3,500	3,500		-100.0%
Addressing signs	32.2201	750	780	465	690	800	800	800		-100.0%
addressing fee	33.2202	1,750	1,750	1225	1575	2,363	1,500	1,600		-100.0%
Fire Arm Permits	32.2910	1,645	3,556	3038	1701	2,552	2,000	2,500		-100.0%
Mobile Home Permit Fee	32.2940	4,400	2,900	3,600	1,900	2,850	3,500	3,500		-100.0%

BUDGET WORKSHEET FISCAL YEAR	8								Comm.	%
HART COUNTY GENERAL FUND	100	Actual	Actual	Actual	Mth. Actual	Projected	Budget	Admin.	Approved	Change
REVENUES SUMMARY		2012	2013	2014	2015	2015	2015	2016	2016	
Late Tag Penalty	32.4300	41,191	40,690	40,881	22,387	33,581	40,000	40,000		-100.0%
Transit System DOT Grant 5311	33.1260	30,542	24,535	23,135	16,221	30,000	20,000	30,000		-100.0%
Federal Payment in Lieu of Taxes	33.3000	49,477	48,288	51,686		49,000	49,000	49,000		-100.0%
Legacy Links Grant	33.3010	49,397	56,231	40,130	33,395	48,000	48,000	48,000		-100.0%
Flood Control Grant	33.3310	19,766	20,511	21,947		21,000	21,000	21,000		-100.0%
DHR TANF Grant	33.4119	4,361	943			0				
DHR Aging Grant	33.4125	9,245	13,822	10,919	11,052	24,262	24,262	24,250		-100.0%
2 sheriff car grants	33.4126									
EMA State Grant	33.4215	7,564	8,064		7,564	7,600	5,000	5,000		-100.0%
HCHA Grant (Hosp Authority)	33.6100		125,000							
Planning & Dev Fee/chgs	34.1300									
Real Estate Deed Images Fee	34.1391	12,821	12,621	11,247	6,852	10,278	11,000	11,000		-100.0%
Probate Birth/Death Cert	34.1392				1,377	1,400				
Elections Qualifying Fee	34.1910	7,496	12,636	7,765		0	2,000	2,000		
Sale of Maps	34.1930	60	21	3	9	14				
Copies Fee	34.1935	21	7			0				
Sheriff Bond Admin	34.1110				9,040	9,000				
Prisoner Housing Fee	34.2330	10,649	8,057		105	158				#DIV/0!
Inmate Social Security	34.2335	1,200	600	1,600	1,600	2,400	1,500	1,500		-100.0%
Park Patrol	34.2340	11,865				0				#DIV/0!
Ambulance Fees	34.2600	785,538	735,614	770,232	389,112	583,668	800,000	800,000		-100.0%
Ambulance Fees "Receivables"	34.2620	362,195	185,287	352,053	373,886	560,829	200,000	200,000		
Sheriff Office Fees	34.2910	59,887	40,335	36,068	11,942	17,913	40,000	30,000		-100.0%
Structure moving escort	34.2920			500	620	700	500	500		-100.0%
Scrap Metal Registration	34.2915	1,000	800	600						
Transit Passenger Fees	34.5510	9,383	15,238	3,645	2,525	3,788	3,500	3,500		-100.0%
Transit Passenger Fees-AVITA	34.5520			12,887	5,662	8,493	7,000	7,500		
Transit Passenger Fees-DHS	34.5525			0		0	2,000			
Rec Building Use Rent	34.7210	2,780	3,640	3,440	2,260	3,390	4,000	3,500		-100.0%
Rec Tournament Fees	34.7212	300	300				300			-100.0%
Rec Gate Fees	34.7310	9,500	11,365	8,470	9,465	14,198	10,000	12,000		-100.0%
Rec Adult Softball Fees	34.7315	4,017								#DIV/0!
Program Fees	34.7500									
Rec-Cheerleading and Football Signup Fees	34.7510	12,066	11,185	13,924	20	11,000	11,000	12,000		-100.0%
Photography	34.7515	541	2,518	213	1,594	1,600	250	1,500		
Rec-Basketball Sign up fees	34.7520	1,910	3,180	4,260	4,231	4,300	4,000	4,300		-100.0%
Rec concessions income	34.7910	8,056	9,921	7,714	10,680	16,020	9,000	14,000		-100.0%
Rec Basketball Sponsors	34.7920	650	1,800	1,800	1,500	1,500	1,800	1,800		-100.0%
Rec Football Sponsors	34.7930	2,240	4,225	2,775	1,250	2,500	2,500	2,500		-100.0%
Mega Ramp Fees	34.7945									
Court	35.1100									
Superior Court Fines	35.1110	174,218	145,824	127,435	74,509	111,764	120,000	120,000		-100.0%
Magistrate Court Fines	35.1130	65,278	70,150	71,483	43,275	64,913	75,000	70,000		-100.0%
Probate Court Fines	35.1150	283,509	313,535	291,065	181,925	272,888	325,000	300,000		-100.0%

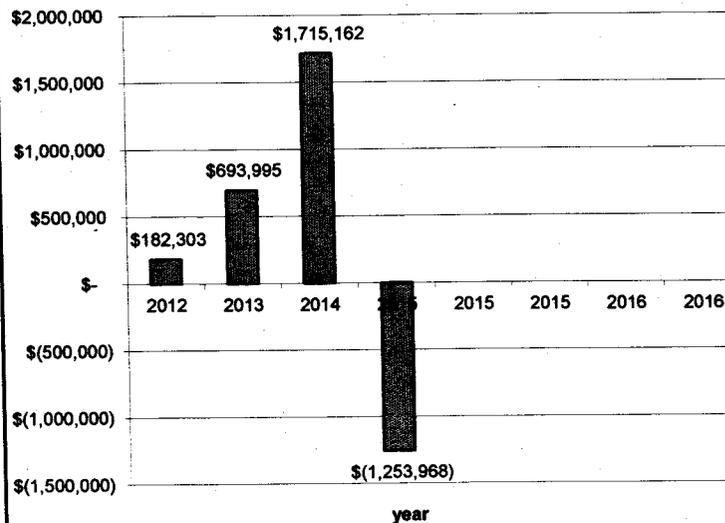
BUDGET WORKSHEET FISCAL YEAR	100	Actual	Actual	Actual	8	Projected	Budget	Admin.	Comm.	%
HART COUNTY GENERAL FUND		2012	2013	2014	Mth. Actual	2015	2015	2016	Approved	Change
REVENUES SUMMARY					2015	2015	2015	2016	2016	
Sheriff FIFA Enforcement	35.1360			391	200	300	300	300		-100.0%
Interest (General)	36.1000	387	642	42		0				
Interest Pinnacle	36.1105	0		3,827	2,814	4,221	2,700	2,700		-100.0%
GF Investment Interest\	36.1110	2,319	4,402			0				
1% LOST Investment Interest	36.1120				500	500				#DIV/0!
EMS Donations	37.1120	200		559			300			-100.0%
Senior Center Donations	37.1130	43	162							
Rec Dept Donations	37.1140	159	136			6,408		13,000		
DFACs Building Admin Reimbursement										
Reimbursement for Damaged Property	38.3000			12,478	8,869	13,304	10,000	13,000		-100.0%
Misc Revenues	38.9000	5,855	35,651	2,856	7,620	11,430	5,000	5,000		-100.0%
Snr Center Medicaid Reimbursements	38.9001	934	11,607							
SO Firearms Sales	38.9002		1,772							
Energy Efficiency	38.9003		455	3712	1032					
Magistrate Court Escrow One Time	38.9004		5,960			1,000				
NACO Rx Reimbursement	38.9005	810	1,480	2,426	849	1,000	1,000	1,000		
coast Rx Reimbursement	39.9006			373	206	500				
Hart Humane One Time Donation	38.9007			2,908			8,000	8,000		
Hartwell Animal Control Reimbursement	38.9008			6,666	5,401	6,500	800	200		-100.0%
Snr. Center Meals Income	38.9020	498	1,197	2,199	72	108				
Senior Center Fund Raising Revenues	38.9021	933	1,486			1,500	1,200	1,500		
Senior center rental	38.9022	2,248	1,715	2,456	1,348	1,500				
Cade Street Rental	38.9025		2,828							
Security BOE	38.9032			27,458	67,500	90,000	90,000	90,000		
City election	38.9035	5,400		5,900	5,400	5,400		5,400		
BOE Election	38.9036			4,900						
FICA Tax Commissioner	38.9052		2,053		2,100	2,100				
Banfield Char Trust										
Detention center fuel charge	38.9053	32,517	32,375	26,587	7,343	11,015	32,000	32,000		-100.0%
Pandemic Flu Grant	38.9045									
WSUA Ultils & misc	38.9055	10,149	9,910	14,658	6,683	9,500	9,500	9,500		-100.0%
Oglethorpe County DA reimbursement	38.9057	263	752	303	464	500	250	250		-100.0%
Madison County Judicial Reimbursment	38.9058	721	1,964	937	1,106	1,100	1,000	1,000		-100.0%
Oglethorpe County Judicial Reimbursment	38.9059	403	1,098	524	618	600	500	500		-100.0%
Liability Ins Reimb										
special reimbursement (w/c)	38.9061	24,805	10,475	35,440		20,000	20,000	20,000		
City Mega Ramp Reimbursement	38.9063	3,450	378	1,631		1,000	1,000	1,000		
Op. Trans Fund in	39.1200		33,806							
Sale of Assets	39.2100			15000						
Op. Trans Out	61.1000									
AR est or Audit Match										
<b>TOTAL</b>		<b>9,225,102</b>	<b>9,919,097</b>	<b>10,940,264</b>	<b>8,665,129</b>	<b>10,947,389</b>	<b>10,634,462</b>	<b>10,216,700</b>		<b>0 -100.0%</b>
Revenue Growth		\$ 182,303	\$ 693,995	\$ 1,715,162	\$ (1,253,968)					
				\$ 11,334,735	\$ 9,059,600					

BUDGET WORKSHEET FISCAL YEAR								8	Comm.	%							
HART COUNTY GENERAL FUND								100	Actual	Actual	Actual	Mth. Actual	Projected	Budget	Admin.	Approved	Change
REVENUES SUMMARY								2012	2013	2014	2015	2015	2015	2016	2016		
Expenses								\$ 9,029,466	\$ 9,622,026	\$ 10,401,643	\$ 10,401,643	\$ 10,389,122	10,650,448		10,650,448		
Fund Balance Transfer								195,636	297,071	\$ 933,092	\$ (1,342,043)	558,266	-15986		-10650448		

**GF Revenue History**



**Change in revenue from prior year (\$)**



BUDGET WORKSHEET FISCAL YEAR							Month	Dept.			Admin.	Comm
HART COUNTY GENERAL FUND		Actual	Actual	Actual	Actual	Projection	Budget	Request	Rec.	Approve		
EXPENSE SUMMARY		2012	2013	2014	2015	2015	2015	2016	2016	2016		
General Government	10000	54,463	58,679	46,343	38,088	94,337	90,900	87,400	87,400	0		
Executive (Board of Comm)	13000	346,545	360,010	374,299	221,027	383,131	390,016	401,248	401,248	0		
Elections-ELIMINATED FY16	14000	49,324	41,754	57,051	26,546	26,546	17,849	0	0	0		
Board of Registrars-ELIMINATED FY16	14100	43,915	54,987	41,171	12,144	12,144	15,675	0	0	0		
Board of Elections	14200			11,351	29,769	53,529	73,365	107,164	76,381	0		
Law	15300	49,869	65,504	61,427	21,467	44,169	75,000	62,000	62,000	0		
Tax Commissioner	15450	253,694	282,326	336,914	166,269	284,732	296,984	298,564	298,564	0		
Tax Assessors	15500	397,725	462,430	508,687	311,508	536,838	474,093	484,807	475,727	0		
Risk Management	15550	166,672	154,029	164,615	21,035	148,000	148,000	148,000	148,000	0		
Internal Audit	15600	39,301	47,592	60,208	46,325	46,325	45,000	45,000	45,000	0		
Gen Gov Bldgs	15650	98,968	255,069	135,561	74,322	109,487	85,745	643,900	83,900	0		
General Administration fees	15950	3,630	4,080	4,576	4,595	4,595	4,604	4,604	4,604	0		
Superior Court	21500	95,703	97,458	102,176	57,999	99,128	96,099	103,335	99,003	0		
Clerk of Superior Court	21800	246,813	259,415	276,658	169,428	284,476	289,623	338,678	297,672	0		
District Attorney	22000	38,359	14,884	33,635	27,292	39,499	34,288	127,641	33,288	0		
Magistrate Court	24000	171,207	143,532	150,102	79,850	139,164	170,641	175,916	172,442	0		
Probate Court	24500	267,916	303,824	344,607	127,108	208,937	213,131	255,487	218,472	0		
Juvenile Court	26000	56,943	50,561	41,333	36,818	63,157	47,400	48,100	54,600	0		
Grand Jury	27000	72,054	50,711	24,165	21,066	36,113	49,000	52,600	37,800	0		
Law Library	27500	550	1,877	3,166	700	2,000	2,000	2,000	2,000	0		
Public Defender	28000	68,838	69,251	68,678	33,218	66,435	66,435	66,435	66,435	0		
Board of Equalization	28100	42,747	27,668	4,493	7,823	11,074	9,571	10,321	9,271	0		
Sheriff	33000	1,659,763	1,856,050	1,972,756	1,168,817	2,120,845	2,124,852	2,192,387	2,137,587	0		
Jail operations	33260	1,104,442	1,113,943	1,237,427	767,747	1,346,248	1,188,509	1,471,034	1,346,234	0		
Adult Corrections	34200	32,517	32,376	26,587	8,446	25,400	30,000	30,000	30,000	0		
EMS	36000	1,893,797	1,826,868	2,089,457	1,160,017	2,089,852	2,183,908	2,542,063	2,200,263	0		
Coroner	37000	15,127	15,558	25,683	15,935	28,987	25,806	69,874	22,286	0		
Animal Control	39100	30,000	45,153	76,375	55,541	77,445	78,544	82,204	80,304	0		
Emergency Management	39200	22,572	52,383	26,985	15,320	26,690	30,135	31,347	30,847	112		
Public Works	41000			0	0	0	0	101,905	0	0		
Highways & Streets	42000	497,165	582,454	706,429	247,075	762,954	822,047	1,372,324	872,324	0		
Maintenance Shop	49000	317,346	369,760	452,768	224,360	395,746	504,789	503,107	477,107	0		
Health Dept	51000	80,412	109,042	83,578	47,757	82,643	83,100	88,915	83,100	0		
Welfare/DFACS	54000	34,000	34,000	34,000	20,000	40,000	40,000	30,600	30,600	0		
Senior Center	55200	95,060	110,773	100,309	61,352	111,444	111,553	123,250	118,750	0		
Transit Services	55400	80,115	63,875	54,596	35,572	63,063	67,561	104,847	83,290	0		
Recreation	61000	244,241	226,744	246,681	171,687	275,710	294,125	483,381	314,356	0		

HYDRA	61900	0	0	0	0	0	0	12,000	0	0
Library Administration	65100	77,572	77,000	79,265	57,750	77,000	77,000	80,000	77,000	0
Agricultural Resources	71300	73,797	74,515	70,061	44,435	76,227	77,450	86,610	78,847	0
Economic Dev & Assistance	75000	209,065	208,606	226,532	164,680	274,496	316,163	264,109	264,109	0
Airport Authority	75630	2,625	3,500	3,500	1,750	3,500	3,500	3,500	3,500	0
Community Action Programs	76300	100	100	100	0	100	100	100	100	0
Literacy Center	76400	13,620	13,685	12,750	4,706	8,067	7,000	7,000	7,000	0
<b>TOTAL</b>		<b>9,029,466</b>	<b>9,622,026</b>	<b>10,373,790</b>	<b>5,807,344</b>	<b>10,580,236</b>	<b>10,761,560</b>	<b>13,143,754</b>	<b>10,931,408</b>	<b>112</b>
								169,848	2,212,346	
								2%		
								budget rev.:		0
					2,212,346			budgeted deficit:		112
					10,931,297			major one time capital in budget:		
					13,143,643			<b>Total Budgeted O&amp;M Deficit:</b>		<b>112</b>

BUDGET WORKSHEET FISCAL YEAR													
HART COUNTY GENERAL FUND													
General Government 100.10000													
					7							Budget	
					Month			Dept.	Admin.	Comm.		Percent	
	Actual	Actual	Actual	Actual	Project	Budget	Request	Request	Request	Request		Change	REMARKS
	2012	2013	2014	2015	2015	2015	2016	2016	2016	2016			
EXPENDITURES/EXPENSES													
Wages	51.1100	8,655	8,638	746	907	907							position eliminated Fy14
Insurance	51.2100	1,334	98	66	139	140		100		100			
Insurance/dependent	51.2110					0							note 1,3
FICA	51.2200	662	717	125	70	70							
Workers Comp Insurance	51.2700	58	60										
Unemployment insurance	51.2600												
Drug & Alcohol Counseling	52.1205		750	750	750	750	750	750	750				
Medical services	52.1260	100	111	189	100	500	500	200	200			-100.00%	
IBM (AS400)	52.1302	2,400	1,300		1,300	1,300	1,800	1,300	1,300			-100.00%	
TBS	52.1310	3,638	3,638	3,795	4,010	6,874	3,650	4,000	4,000			-100.00%	
Capital Data	52.1312	2,337	3,558	4,498	5,206	8,925	3,000	4,500	4,500			-100.00%	
Athens Digital	52.1316	940	1,865	3,352	2,293	3,931	1,800	3,000	3,000			-100.00%	
Web Site Services	52.1319	1,848	1,553	1,545	925	1,586	1,400	1,600	1,600			-100.00%	
outside labor	52.2206	467	360	100		300	300	300	300				
Telephone	52.3200	4,856	4,235	5,602	2,596	4,450	5,500	5,000	5,000			-100.00%	note 2
Postage	52.3210	1,240	1,467	1,963	726	1,245	1,500	1,500	1,500			-100.00%	
Advertising	52.3300	2,950	2,727	1,945	619	1,061	4,000	2,000	2,000			-100.00%	
Addressing signs	53.1110	630	345	750	240	500	700	500	500				
Misc supplies	53.1704	203	98	828	704	750	750	750	750			-100.00%	
Office supplies	53.1710	5,229	5,960	5,146	4,279	7,335	6,000	6,000	6,000			-100.00%	note 2
Part/repair	53.1750	1,396	1,484	3,742	346	593	1,300	1,000	1,000			-100.00%	
Oil/petroleum	53.1760	255	424	385	111	190	300	300	300			-100.00%	
Tires/tubes	53.1770	181	1,285			0	500	500	500			-100.00%	
batteries	53.1780	175	181										
Gasoline	53.1790	8,208	8,173	4,173	1,680	2,880	5,000	4,000	4,000			-100.00%	note 2
Diesel	53.1800	13	78	122	29	50	150	100	100				
Computers	54.2400	988											
Capital outlay/other equip	54.2500												
Virus Protection													
SO Gun Sale Reinvestment				1,445			2,000						note 4
Contingencies	57.9000	6,669	14,669	20,350	11,058	50,000	50,000	50,000	50,000			-100.00%	
misc						0							
CDBG Grant Admin						0							
<b>TOTAL</b>		<b>55,432</b>	<b>58,679</b>	<b>46,343</b>	<b>38,088</b>	<b>94,337</b>	<b>90,900</b>	<b>87,400</b>	<b>87,400</b>	<b>0</b>		<b>-100.00%</b>	
							Admin. Cuts fr. dpt. Req.	\$	-				
							Admin. Cuts fr. Prior year	\$	3,500				
							Board Cuts	\$	87,400				
note 1: Estimated based on average 11 year historic increases for insurance. Actual numbers become more concrete when new policy received first quarter of next fiscal year													
note 2: includes Code enforcement													
note 3: amounts allocated to specific departments in FY12 for better accounting.													
note 4: revenue to offset expense													

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
Executive (Board of Comm) 100.13000											
					7						Budget
					Month			Depart.	Admin.	Comm.	Percent
		Actual	Actual	Actual	Actual	Project	Budget	Request	Rec.	Approved	Change
EXPENDITURES/EXPENSES		2012	2013	2014	2015	2015	2015	2016	2016	2016	REMARKS
Wages	51.1100	279,455	287,846	294,305	176,223	302,097	306,478	315,589	315,589		-100.00% note 1
Insurance	51.2100	20,579	22,005	23,941	13,796	23,650	26,400	29,400	29,400		-100.00% note 2
Insurance/dependent	51.2110	2,400	2,200	2,400	1,400	2,400	2,400	2,400	2,400		note 3
Group Insurance ACA Fees	51.2111			278	339	581	892	816	816		
FICA	51.2200	20,862	21,382	21,676	11,507	23,110	23,446	24,143	24,143		-100.00%
Retirement	51.2400	13,331	18,238	19,198	10,370	17,777	20,000	20,500	20,500		-100.00%
Workers Comp Insurance	51.2700	2,113	2,500	1,962		2,500	4,000	2,500	2,500		
Telephone	52.3200	2,087	1,559	1,639	1,180	2,023	1,500	1,600	1,600		-100.00%
Postage	52.3210	400	190	21	21	50	400	50	50		-100.00%
Travel/lodging	52.3500	2,379	1,505	3,987	2,793	3,000	2,000	2,000	2,000		-100.00%
Education/training	52.3700	1,625	1,450	4,465	3,029	5,193	1,500	1,500	1,500		
Office supplies	53.1710	469	360	918	369	750	1,000	750	750		-100.00%
Computers software	54.2400										
<b>TOTAL</b>		<b>345,700</b>	<b>360,010</b>	<b>374,299</b>	<b>221,027</b>	<b>383,131</b>	<b>390,016</b>	<b>401,248</b>	<b>401,248</b>	<b>0</b>	<b>-100.00%</b>
								Admin. Cuts fr. dpt. Req.	\$ -		
								Admin. Cuts fr. Prior year budget	\$ (11,232)		
								Board Cuts	\$ 401,248		
<b>note 1: COLA applied to eligible full time wages</b>											
<b>note 2: Estimated based on average 11 year historic increases for insurance. Actual numbers become more concrete when new policy received first quarter of next fiscal year</b>											
<b>note 3: allocated from 10000 account to depts FY12 for better accounting.</b>											

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
DEPARTMENT ELIMINATED FY15											
Elections 100.14000											
7											
Month											
Budget											
Depart. Admin. Comm. Budget											
Request Rec. Approved Percent											
Change											
REMARKS											
EXPENDITURES/EXPENSES											
Actual Actual Actual Actual Project Budget											
2012 2013 2014 2015 2015 2015											
City of Hartwell Election Wages 51.1115 3,934 4,000 1,000											
Temporary Wages 3,735 6,938 6,938 2,700											
General Election Wages 3,449 3,449 714											
Pres Primary Wages 51.1117 2,102 0											
FICA 51.2200 1,177 1,064 1,545 888 888 1800											
Workmans Comp Insurance 51.2700 94 200 200 50 -100%											
Professional 52.1200 0											
Attorney 52.1210 53 160 0											
City of Hartwell Election 52.1254 974 250											
Postage 52.3210 7 0 #DIV/0!											
Travel/Lodging 52.3500 1,840 1,666 2,276 525 525 575 -100%											
Dues 52.3602 25 40 10 -100%											
Education/Training 52.3700 590 885 800 250											
Poll workers 52.3854 25,653 25,632 32,906 8,994 8,994 8,250 -100%											
Other/purchased svcs 52.3900 7,000 4,500 5,533 2,500 2,500 1,125 -100% note 1											
Office supplies 53.1710 5,801 4,521 6,071 3,252 3,252 1,125 -100%											
Bldgs & grounds supplies 53.1720 3,100 note 3											
Runoff note 2											
computers											
TOTAL 49,225 41,754 57,051 26,546 26,546 17,849 0 0 0 -100.00%											
Admin. Cuts fr. dpt. Req. \$ -											
Admin. Cuts fr. Prior year bud. \$ 17,849											
Board Cuts \$ -											
note 1: polling station rental											
note 2: runoff budget line items requested by dept are included here (rental, poll workers), but actual expenses accounted in line items											
note 3 FY13 expenses for relocation of voting machines to CH											
DEPARTMENT WILL BE REPLACED WITH 14200 STARTING JANUARY 2015- assume 25% of projected exp fy14 for fy15 budget											
NO BUDGET REQUEST SUBMITTED YET											

BUDGET WORKSHEET FISCAL YEAR												
HART COUNTY GENERAL FUND												
DEPARTMENT ELIMINATED FY15												
Board of Registrars 100.14100												
											Budget	
											Percent	
											Change	
											REMARKS	
EXPENDITURES/EXPENSES		Actual 2012	Actual 2013	Actual 2014	Actual 2015	Project 2015	Budget 2015	DEPARTMENT REQUEST 2016	ADMINISTRATOR RECOMMENDED 2016	COMMISSION APPROVED 2016		
Wages-Regular Employees	51.1100	11,573	13,880	13,069	5,809	5,809	3,259				-100%	note 1, 2
Extra wages special nov election		3,334	8,657	3,110			1,528					
special elect				1,734			3,777					
special elect				1,184								
Extra Wages BOR			2,988									
Extra Pay for July Primary		3,537		2,617								
Extra Pay for march pres Primary		3,195		2,508								
Extra Pay Libby Forbes Savannah Trip												
Extra Pay for Runoff		2,043	788	1,236			2,470					
Base Wages- Registrars	51.1106	11,858	12,590	9,686	5,188	5,188	2,605					
FICA	51.2200	2,774	2,932	2,688	826	826	854				-100%	
Workers Comp Insurance	51.2700	188	1,300	85			50					
Telephone	52.3200	430	369	473	103	103	125				-100%	
Postage	52.3210	2,000	2,000	2,000	84	84	500				-100%	
Travel/lodging	52.3500	636	124	124			188					
Education/training	52.3700	1,098	610				169					
Cade Street Renovations			5,796									
Office supplies	53.1710	392	579	596	134	134	150				-100%	
Computers		787	2,335									
<b>TOTAL</b>		<b>43,845</b>	<b>54,987</b>	<b>41,171</b>	<b>12,144</b>	<b>12,144</b>	<b>15,675</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-100.00%</b>	
								Admin. Cuts fr. dpt. Re	\$	-		
								Admin. Cuts fr. Prior ye	\$	15,675		
								Board Cuts	\$	-		
note 1: 21.5 per week												
note 2: COLA applied to eligible wages												
<b>DEPARTMENT WILL BE REPLACED WITH 14200 STARTING JANUARY 2015--assume 25% of projected FY14 for FY15</b>												





**Hart County Board of Elections and Registration**  
**P.O. Box 426**  
**182 Cade St, Suite B**  
**Hartwell, GA 30643**  
**Tel# 706-376-8911/Fax# 706-376-8911**  
**E-mail: [rwebb@hartcountyga.org](mailto:rwebb@hartcountyga.org)**

May 13, 2015

Jon Caime

RE: Additional EasyVote Information

EasyVote is a software developed to assist in the automation and record keeping during Advance Voting. The original version was released in 2010 with two modules, EasyVote and Easy Absentee. The original two modules have been combined and are now referred to as Easy Pollbook, but since these are the applications that the Hart County Board of Elections and Registration are interested in, I will be referring to them as EasyVote and Easy Absentee. I have personally used EasyVote in every election since 2010. The voters loved it! They were able to enter the voting location, give their ID to the clerk, sign the pre-populated printed application and were ready to be issued a voter card in 30 seconds. The long lines of voters with clip boards and blank applications were gone. EasyVote also eliminated the use of 'books' to manually look up and record voter registration numbers, precincts and combos, thus, eliminating the potential for human error. EasyVote saved the voter's time and insured accuracy for the election workers. The absentee module was still under construction and was not used in the 2010 Primary. As Absentee Clerk in Elbert County, I worked directly with the developer of EasyVote to help him complete the absentee module and was one of the first counties to use it in the 2010 General Election. The time I spent doing all absentee duties manually was cut more than half, and the confidence that I had done it accurately was priceless. Elbert County later implemented EasyVote's capabilities in their largest precinct on Election Day to simply pre-populate and print voter certificates. Again, the voters and poll workers loved it.

I have evaluated Hart County's advanced voter participation and absentee participation. Advanced voter numbers are growing with every election and the need for some automation is great. EasyVote will allow the Board to continue to conduct Advanced Voting with the least number of workers necessary to handle the crowd. If they continue to manually process every voter and keep every list there will be a need for additional help. As Election Coordinator, I will be available to assist during heavy traffic times, but also be doing all the data entry and absentee duties. Besides growing advanced voting numbers, I anticipate growing absentee applicants due to the change in age for the elderly. Admittedly, the state's program has made improvements to the absentee process, but it still doesn't touch EasyVote's capabilities and certainly doesn't provide any pre-

printed applications that need only a signature from the voter. Statistically, fifty percent of election errors are found in absentee voting, EasyVote can lower that potential.

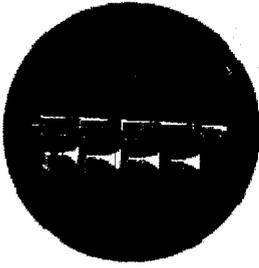
EasyVote is not a fad. Even with the improvements of the State's Voter Registration System, EasyVote is still growing. The newest version of EasyVote will be released in June or July of this year. It will have a five modules that assist in a variety of election duties and counties are begging for it. The creation of the Board of Elections and Registration has caused some financial growing pains but this is still a great time for Hart County move forward with the purchase and use of EasyVote. It is my personal experience that the investment is worth it.

Please call me if you have any questions while considering the Board's request.

Sincerely,

Robin Webb  
Elections Coordinator

*Jane Kay, Chairman*  
*Ronda Starks, Board of Elections/Garry Hamilton, Board of Elections*  
*Robin Webb, Elections Coordinator*



**Hart County Board of Elections and Registration**

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**E-mail: [rwebb@hartcountyga.org](mailto:rwebb@hartcountyga.org)**

May 13, 2015

Attn: Jon Caime, County Administrator  
RE: Budget Request

Dear Mr. Caime,

The Board of Elections and Registration has been working diligently on the 2015-2016 Budget. One of the items that has been under consideration for some time has been a copier capable of handling the higher volume of copies and documents needed in elections. We are presently using three desktop models that will not meet our needs. They also consume impractical amounts of ink and toner. We have researched prices and have settled on a machine suggested by Athena Business Services, Inc. The cash purchase price is \$2,746.11. This includes a year warranty, set-up toner and an extra toner cartridge. After the first year, the warranty, which includes the cost of toner for up to 24,000 copies, will cost \$89 per quarter or \$267 per year. We would like to propose that we purchase this copier as an "Election Set-up" line item from the current budget and add the warranty cost in the 2016-2017 Budget. The proper equipment needed for the bulk of printing and copying for elections was property of Probate Court so this purchase should be a "set-up" cost for this office. The other option was a 60-month lease at \$53 per month the first year and \$53 plus warranty cost years 2-4.

The Board is also very interested in purchasing EasyVote software. The basic package price is \$3,495 that includes the first year maintenance fee and training of \$750. This will include one module for managing Absentee paper ballots and one module for managing Advance Voting. The cost of two licenses for each module would cost \$5,660 that includes the yearly maintenance fee of \$860. EasyVote is currently being used in 80 counties across the state and every county surrounding Hart County. The counties comparable in size to Hart County are using, at the very least, two licenses. Since we are already running our Advance voting with minimum staffing, we cannot tell you that the software will save the county the cost of an election employee, but we will can assure you that it **will increase the efficiency and accuracy** of Advance voting and Absentee ballot procedures. In fact, we should probably add another worker to the budget to implement all the manual procedures currently being used. We are proposing that the

basic package be purchased at \$3,495 as an "Election Set-up" line item as well. Unfortunately, this amount covers the software ONLY. We have enough in the current budget to purchase the required hardware, a laptop for advance voting and driver's license scanner. Pending complete evaluation, the Board will possibly be asking for a second license for each module and equipment in a future budget.

In summary, the Board of Elections and Registration is requesting purchases for a total of **\$6,241.11** from "Election Set-up" line item in the current budget year, **or** purchase EasyVote at **\$3,495** and agree to lease the copier **\$53 per month** with the lease and warranty continuing over a 60 month period.

Thank you for your consideration. Please feel free to call the office for any further information about the copier and EasyVote software and why the Board sees the necessity for these purchases.

Sincerely,

*Hart County Board of Elections and Registration*

*Jane Kay, Chairman*  
*Ronda Starks, Board of Elections/Garry Hamilton, Board of Elections*  
*Robin Webb, Elections Coordinator*

**Jon Caime**

---

**From:** Robin Webb <rwebb@hartcountyga.gov>  
**Sent:** Wednesday, May 20, 2015 2:28 PM  
**To:** 'Jon Caime'  
**Subject:** RE: precinct consolidation presentation

*Precinct  
Consolidation*

Yes...there would be a savings of  
\$7790 for the PPP and GP  
\$3225 more if there is a run-off and  
\$5718 for the General  
\$16,733 total for 2016

Projected \$50,000 for 10 years

I have already received word from Joey that he will not support this.

---

**From:** Jon Caime [mailto:pwdirector@hartcom.net]  
**Sent:** Wednesday, May 20, 2015 12:45 PM  
**To:** 'Robin Webb'  
**Subject:** RE: precinct consolidation presentation

Have you calculated the cost savings by going to one prescient?

Jon Caime  
Hart County Administrator  
[pwdirector@hartcom.net](mailto:pwdirector@hartcom.net)  
[jcaime@hartcountyga.gov](mailto:jcaime@hartcountyga.gov)  
[www.hartcountyga.gov](http://www.hartcountyga.gov)

---

**From:** Robin Webb [mailto:rwebb@hartcountyga.gov]  
**Sent:** Wednesday, May 20, 2015 12:10 PM  
**To:** [pwdirector@hartcom.net](mailto:pwdirector@hartcom.net)  
**Subject:** precinct consolidation presentation

Hi Jon,

I have attached a Power Point presentation that I would like for all the commissioners to see. The Board's decision will be based on their support. We have sent them all a letter asking them to come by the office for us to present these details to them. I have also attached that letter. We have even offered to stay after hours to accommodate their work schedules. Hopefully, we can get off to a good start with some positive attitudes and support. If not, we will put it all on the back burner.

Thanks,  
Robin

## 2015-2016 Budget Recommendations

<u>Line item</u>	<u>Proposed</u>
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<b>Phone</b>	900
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\*the current actual phone expenses are \$37/month. The proposal includes a second line (@\$30/month and \$50 installation) for the fax or incoming calls when first line is in use. This service will cover Suites B & C. The installation may even be considered a "set-up" cost.

<b>Postage</b>	500*
----------------	------

\*We will use current inventory to supplement the difference in projected use and budgeted amount.

Projected use-\$1722 total

\$350 No contact notices from SOS-this will come out of this B/Y 2014-15

\$500 daily use/precinct cards/letters/etc

**Elections total-\$872**

Muni-\$108      estimated AB(100 applications/100 ballots)-\$98

Mailings to PW and Candidates estimated-\$10

PPP-\$245      estimated AB(200 applications/200ballots)-\$196

Mailings to PW-\$48

GP-\$369      estimated AB(300 applications/300ballots)-\$294

Mailings to PW, Candidates, Ethics and Reporting, Newspaper, etc.-\$75

R/O-\$150      AB rollover ballots

\*NOTE: The estimated number of ballots is based on past elections. I increased the projection due to the change of age requirement for AB elderly voters and the fact that the PPP will be an Open Primary (meaning that there will be both D and R nominees).

(an additional projected \$600 for General Election in **2016-17 Budget**)

<b>Travel/Lodging</b>	900
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<b>Training/Education</b>	1800
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<b>Fees/Dues</b>	90
------------------	----

These numbers include: 4 people attending 2016 combined VRAG/GEOA conference with two paying memberships to each and separate travel.

Travel also includes projected 3-4 regional mini-meetings per year, 2 VRAG conference planning meetings per year and 1 SOS occasional required update training (SAVE, Firefly, ENet, etc). I

would also recommend attending an occasional SEB meeting. Excellent way to learn what NOT to do. These expenses are based on using personal vehicle when county car is unavailable.

**SUGGESTED 2016-17**

I would like to see future budgets include VRAG and GEOA Conferences for two people each year. Projected cost:

Travel/Lodging	625/person/conference	2500 + 500* 3000 total
Training/Education	450/person/conference	1800 total
Fees/Dues	20-25/person/conference	<u>100 total</u>
		4900

\*An additional \$500 for mileage for travel to regional meetings, conference planning, SOS required updates, SEB meetings

**Office Supplies-\$12,500**

**Ballots-\$3000**

**ELECTION DAY Supply list-\$400**

Supplies to be used for all elections. Muni will be charged only for supplies actually consumed (estimated \$100).

Envelopes-mail(2 boxes), 6x9(1 box), 10x12(1 box)-\$70

Dymo Mail labels for mailings and ballot indicator on AB applications & Yellow AB envelopes-6 rolls-\$36

Paper/copying-letter, lists, manuals, instructions, signs, notices, qualifying, reporting-1 ream-\$46

\*Binders-\$70

\*Pencils pockets-\$20

\*Page protectors-\$13

\*Scissors-\$35

Hand sanitizer-\$21

Plastic bags-\$15

Tape-\$20

Pens-2 packs of 50-\$15

Paper clips, rubber bands, staples, etc.-\$25

Name tags

\*one-time purchase non-consumable-to be used for Poll Worker/Poll Manager training and sent out to precincts on ED-will be used for every future election

**Voting Equipt \$3000**

Batteries  
Memory cards  
Repair  
Replacement  
Thermal tape  
Ribbon cartridges  
Cleaning cloths for screens

\*Equipment is 12 years old and in good condition. However, there is at least one broken touch screen unit and 6 cases with broken handles. There are also several batteries that may need to be replaced. We will be doing a complete machine assessment this summer and will have a better idea of any maintenance costs.

**Everyday Office Supplies \$1220**

Labels-Dymo-Sheet-\$50  
Envelopes-Mail, 5X7, 10x12-\$70  
Paper-8 ½ x 11, 8 x 14, 11 x 17, card stock, colored paper \$175  
Copying (toner/ink) (using current printers for every day use)-\$700

\*this amount would be cut in half if we had one large office copier and these printers were used strictly for EV during AV

Folders \$200  
Tape  
Staples  
Pens  
Pencils  
Rubber bands  
Post-it notes  
Paper clips  
LetraTag label tape\$25

**Janitorial Supplies \$100**

Trash bags  
Toilet paper  
Paper towels  
Soap  
Toilet cleaner  
Floor cleaner  
Spray cleaner  
Glass cleaner  
Air freshener  
Weed killer

**Small Equipt/Furniture-\$500**

(2) 2-line speaker phones-\$200

**Computers/Software-\$500**

(1) Laptop Computer with wireless mouse \$500  
@for use in Suite C for data entry and ENR

\*This could be an "Elections Set-up" expense. The alternative is to move a desktop unit over to Suite C because it is necessary to have a computer for Election Night Reporting

**OR**

**Computers/Software-\$2900\*\*PENDING EV APPROVAL AND EVALUATION**

(2) Toshiba Laptop Computers with wireless mouse \$800

(2) License scanner for EV \$600

(2) EV user license \$1500

\*depending on original purchase approval-this would give us capabilities to run THREE EV during advance voting and one EA-Laptops would also be used for data entry and ENR-we would be able to use the printers currently in the office for printing applications during AV. Once we depleted ink and toner in those, we may evaluate purchasing less expensive lighter weight printers that would use a less expensive ink...just a thought

**Warranties-\$1317-pending purchase/lease approval**

EasyVote-\$750 or \$1050 or 2 more user licenses are purchased  
Athena Business Solutions-\$267

**Building/Grounds Maint-\$800**

**Building Rental-\$3000**

4500 w/run-off

Election FY 16 14200

**SUMMARY PPP**

	<u>PRE</u>	<u>AVw/Sat Upload)</u>	<u>EDw/PW t &amp; ENR</u>	<u>POST</u>	<u>Total</u>
EC-	\$	OT\$481	OT\$265		\$ 745
BM-	\$462	\$2333	\$218	\$61	\$3074
T/E (AV Clerk, Labor)	\$ 833		\$500		\$1332
PW, EN Clerk & Review Board			\$4025		<u>\$4025</u>
					\$9176

Ballots-\$750  
Postage-\$245  
Supplies-\$100  
Building Rental-\$1500

Estimated Election Cost \$11,771

**SUMMARY GP**

	<u>PRE</u>	<u>AVw/Sat Upload)</u>	<u>EDw/PWtraining &amp; ENR</u>	<u>POST</u>	<u>Total</u>
EC-	\$	\$481OT	\$265OT	\$	\$ 746
BM-	\$462	\$2333	\$218	\$61	\$3074
T/E (AV Clerk, Labor)	\$1853		\$500		\$2353
PW, EN Clerk & Review Board			\$4025		<u>\$4025</u>
					\$10,198

Ballots-\$1000.00  
Postage-\$369  
Supplies-\$200  
Building Rental-\$1500

\$13,267. Estimated Election cost

**SUMMARY PPP&GP combined with 7 Precincts**

<b>PRE</b>	<b>AVw/Sat Upload)</b>	<b>EDw/PWtraining &amp; ENR</b>	<b>POST</b>	<b>Total</b>
EC- \$	\$9620T	\$5300T	\$	\$1492
BM- \$924	\$4666	\$436	\$122	\$6148
T/E (AV Clerk, Labor)	\$2686	\$1000		\$3686
PW, EN Clerk & Review Board		\$8050		<u>\$8050</u>
				\$19,366

Ballots-\$1500.00  
 Postage-\$614  
 Supplies-\$300  
 Building Rental-\$3000  
 \$24,780. Estimated Election cost

**SUMMARY PPP&GP combined with 1 Precinct**

<b>PRE</b>	<b>AVw/Sat Upload)</b>	<b>EDw/PWtraining &amp; ENR</b>	<b>POST</b>	<b>Total</b>
EC- \$	\$9620T	\$5300T	\$	\$1492
BM- \$924	\$4666	\$436	\$122	\$6148
T/E (AV Clerk, Labor)	\$2686	\$ 500		\$3186
PW, EN Clerk & Review Board		\$3850		<u>\$3850</u>
				\$14,676

Ballots-\$1500.00  
 Postage-\$614  
 Supplies-\$200  
 Building Rental-\$0  
 \$16,990. Estimated Election cost **\$7790 savings**

**SUMMARY R/O with 7 Precincts**

	<b>PRE</b>	<b>AVw/Sat Upload)</b>	<b>ED&amp; ENR</b>	<b>POST</b>	<b>Total</b>
EC-	\$	\$481	\$192	\$	\$ 673
BM-	\$279	\$2176	\$157	\$61	\$2577
T/E (AV Clerk, Labor)		\$ 833	\$500		\$1333
PW, EN Clerk & Review Board			\$2275		<u>\$2275</u>
					\$6983

Ballots-\$1000.00  
 Postage-\$150  
 Supplies-\$100  
 Building Rental-\$1500

Estimated election cost \$9733.

**SUMMARY R/O with 1 Precinct**

	<b>PRE</b>	<b>AVw/Sat Upload)</b>	<b>ED&amp; ENR</b>	<b>POST</b>	<b>Total</b>
EC-	\$	\$481	\$192	\$	\$ 673
BM-	\$279	\$2176	\$157	\$61	\$2577
T/E (AV Clerk, Labor)		\$ 833	\$250		\$1083
PW, EN Clerk & Review Board			\$ 975		<u>\$ 975</u>
					\$5308

Ballots-\$1000.00  
 Postage-\$150  
 Supplies-\$50  
 Building Rental-\$0  
 Estimated election cost \$6508.

**Savings of \$3225.**

**PPP**

**PRE Election**

Set-Up Election in eNet-EC\*

Program Cards-EC\*

L&A	Express Polls	EC*
		BM@61
	DRE	EC*
		BM@61
		BM@48
		BM@48

Build & Proof Ballot-EC\* & BM@61

Ballot Printing (ES&S)- est. \$500

Begin Mailing ballots 3wks before AV starts-EC\*

Qualifying of Candidates-BM@3days/183

\*these are regular duties for EC and budgeted in regular employee salary (only estimated OT hours will be shown in budget)

**AV(w/Sat Vote)**

BM@48/16days 768.

BM@61/16days 976.

BM@48/10days 480.

T/E@7.50/8.5hrs/6days (sub for BM) 382.50

T/E@7.50/4hrs/15days (lunch relief) 450.

Election Coordinator will be handling data entry, AB ballots and regular registrar duties including phone support and reviewing qualifications for electors during AV and ED hours.

Election Coordinator will also prepare all precinct equipt and supplies.

EC est. OT (Sat vote and AV extra hours) 16hrs-\$385.

**Sat Upload(4hrs)**

BM@61

BM@48

EC@OT est. \$96

**Poll Worker Training**

EC@3hrsOT/72.18

BM@61

**Poll Workers(suggested flat rate instead of by/hr)**

(7)M@150. 1050.\*

(14)AM@125. 1750.\*

(11)Clerk@100. 1100.\*

\*includes training pay

BM and EC will be available for assistance for each Poll location as needed

**Election Day and ENR**

BM@61

BM@48

BM@48 (assuming Ronda will be available)

Projected OT for EC (8hrs)-192.40

(2)Clerk@25 (flat rate, est. 2-3hrs)-50.

Review Board/Duplicating Team-(flat rate, est. 2-3hrs)-3@25ea./75.

Labor and Mileage-\$500.

DUTIES after Polls close

BM & EC: run tapes and close AV poll

BM: check in PW/general management of public

BM & Clerks: open paper ballots and operate OS

BM & EC: Uploading cards to GEMS server and ENR to SOS

RB/DT: for determining intent and re-marking paper ballots that OS will not read (appointed by party chair & BoE-1D, 1R, 1NP)

Labor: moving voting equipt to and from poll locations-estimated 30hrs and 600 miles

Post Election (Election Certification, paper work, returning supplies & equpt)

EC

BM@61

Voting Equpt \$?????

Thermal tape for DRE

Warranties

Maintenance/repair/batteries

Postage Est. \$245

PW-letters, checks    Candidates- letters    AB applications/Ballots

Supplies Est. \$200

AV and ED supplies: copying (paper/ink), tape, pens, envelopes (mailing, large and small), sheet protectors, hand sanitizer, binders, rubber bands, paper clips, etc.

Envelopes/paper, mailing labels & copying:

PW-letters, training manuals, instructions

Candidates-qualifying, copies, letters, etc.

AB applications

Advertising

Building Rental

250.(6)=1500.

**SUMMARY**

	<b><u>PRE</u></b>	<b><u>AVw/Sat Upload)</u></b>	<b><u>EDw/PW t &amp; ENR</u></b>	<b><u>POST</u></b>	<b><u>Total</u></b>
EC-	\$	OT\$481	OT\$265		\$745
BM-	\$462	\$2333	\$218	\$61	\$3074
T/E (AV Clerk, Labor)	\$ 833		\$500		\$1333
PW, EN Clerk & Review Board			\$4025		<u>\$4025</u>
					\$9176

Ballots-\$750

Postage-\$245

Supplies-\$100

Building Rental-\$1500

Estimated Election Cost \$11,771

**GP**

**PRE Election**

Set-Up Election in eNet-EC\*

Program Cards-EC\*

L&A	Express Polls	EC*
		BM@61
	DRE	EC*
		BM@61
		BM@48
		BM@48

Build & Proof Ballot-EC\* & BM@61

Ballot Printing- est. 2000.

Begin Mailing ballots 3wks before AV starts-EC\*

Qualifying of Candidates-BM@3days/183

\*these are regular duties for EC and budgeted in regular employee salary (only estimated OT hours will be shown in budget)

**AV(w/Sat Vote)**

BM@48/16days 768.

BM@61/16days 976.

BM@48/10days 480.

T/E@7.50/8.5hrs/16days 1020.

T/E@7.50/8.5hrs/6days (sub for BM) 382.50

T/E@7.50/4hrs/15days (lunch relief) 450.

Election Coordinator will be handling data entry, AB ballots and regular registrar duties including phone support and reviewing qualifications for electors during AV and ED hours.

Election Coordinator will also prepare all precinct equipt and supplies.

EC est. OT (Sat vote and AV extra hours) 16hrs-\$385.

**Sat Upload(4hrs)**

BM@61

BM@48

EC@OT est. \$96

**Poll Worker Training**

EC@3hrsOT/72.18

BM@61

**Poll Workers(suggested flat rate instead of by/hr)**

(7)M@150. 1050.\*

(14)AM@125. 1750.\*

(11)Clerk@100. 1100.\* \*includes training pay

BM and EC will be available for assistance at Poll locations

**Election Day and ENR**

BM@61

BM@48

BM@48 (assuming Ronda will be available)

Projected OT for EC (8hrs)-192.40

2 Clerks@25 (flat rate, est. 2-3hrs)-50.

Review Board/Duplication Team-(flat rate, est. 2-3hrs)3@25ea./75

Labor & Mileage: \$550

DUTIES after Polls close

BM & EC: run tapes and close AV poll

BM: check in PW/general management of public

BM & Clerk: open paper ballots and operate OS

BM & EC: Uploading cards to GEMS server and ENR to SOS

RB/DT: for determining intent and re-marking paper ballots that OS will not read (appointed by party chair & BoE-1D, 1R, 1NP)

Labor: moving voting equipt to and from poll locations estimated 35 hrs and 300 miles

Post Election(Election Certification, paper work, returning supplies & equipt)

EC

BM@61

Voting Equpt \$?????

Thermal tape for DRE

Warranties

Maintenance/repair/batteries

Postage Est. \$369

PW-letters, checks    Candidates- letters    AB applications/Ballots

Supplies Est. \$200

AV and ED supplies: copying (paper/ink), tape, pens, envelopes (mailing, large and small), sheet protectors, hand sanitizer, binders, rubber bands, paper clips, etc.

Envelopes/paper, mailing labels & copying:

PW-letters, training manuals, instructions

Candidates-qualifying, copies, letters, etc.

AB applications

Advertising

Building Rental

250.(6)=1500.

**SUMMARY**

<b>PRE</b>	<b>AVw/Sat Upload)</b>	<b>EDw/PWtraining &amp; ENR</b>	<b>POST</b>	<b>Total</b>
EC- \$	\$4810T	\$2650T	\$	\$ 746
BM- \$462	\$2333	\$218	\$61	\$3026
T/E (AV Clerk, Labor)	\$1853	\$500		\$2353
PW, EN Clerk & Review Board		\$4025		<u>\$4025</u>
				\$10,200

Ballots-\$1000.00

Postage-\$369

Supplies-\$200

Building Rental-\$1500

\$13,267. Estimated Election cost

**GP-R/O**

**PRE**

Set-Up Election in eNet-EC\*

Program Cards-EC\*

L&A Express Polls EC\*

BM@61

DRE EC\*

BM@61

BM@48

BM@48

Build & Proof Ballot-EC\* & BM@61

Ballot Printing (ES&S)-1000.

Begin Mailing ballots 3wks before AV starts-EC\*

\*these are regular duties for EC and budgeted in regular employee salary (only estimated OT hours will be shown in budget)

**AV** w/ possible Saturday vote

BM@48/15days 720.

BM@61/15days 915.

BM@48/9days 432.

T/E@7.50/8.5hrs/6days (sub for BM) 382.50

T/E@7.50/4hrs/15days (lunch relief) 450.

Election Coordinator will be handling data entry and AB ballots.

Election Coordinator will also prepare all precinct equipt and supplies.

EC est. OT (Sat. vote & AV extra hours) 16hrs-385.

**Sat Upload(4hrs)**

BM@61

BM@48

EC@OT est. \$96

**Poll Workers(suggested flat rate instead of by/hr)**

(7)M@125. 875.\*

(14)AM@100. 1400.\*

\*no required PW training

**Election Day and ENR**

BM@61

BM@48

BM@48 (assuming Ronda will be available)

Projected OT for EC (8hrs)-192.40

(2)Clerk@25 (flat rate, est. 2-4hrs)-50.

Review Board/Duplication Team-(flat rate, est. 2-4hrs)-3@25ea./75.

Labor and Mileage-500.

**DUTIES after Polls close**

BM & EC: run tapes and close AV poll

BM: check in PW/general management of public

BM & Clerk: open paper ballots and operate OS

BM & EC: Uploading cards to GEMS server and ENR to SOS

RB/DT: for determining intent and re-marking paper ballots that OS will not read  
(appointed by party chair & BoE-1D, 1R, 1NP)

Labor: moving voting equipt to and from poll locations-estimated 30hrs and 300 miles

**Post Election** (Election Certification, paper work, returning supplies & equpt)

EC

BM@61

**Voting Equpt \$?????**

Thermal tape for DRE

Warranties

Maintenance/repair/batteries

**Postage** Est. \$150

PW-letters, checks    Candidates- letters    AB applications/Ballots

**Supplies** Est. \$100

AV and ED supplies: copying (paper/ink), tape, pens, envelopes (mailing, large and small), sheet protectors, hand sanitizer, binders, rubber bands, paper clips, etc.

Envelopes/paper, mailing labels & copying:

PW-letters, instructions

Candidates-qualifying, copies, letters, etc.

AB applications

**Advertising**

**Building Rental**

250.(6)=1500.

**SUMMARY**

	<b>PRE</b>	<b>AVw/Sat Upload)</b>	<b>ED&amp; ENR</b>	<b>POST</b>	<b>Total</b>
EC-	\$	\$481	\$192	\$	\$ 673
BM-	\$279	\$2176	\$157	\$61	\$2577
T/E (AV Clerk, Labor)		\$ 833	\$500		\$1333
PW, EN Clerk & Review Board			\$2275		<u>\$2275</u>
					\$6983

Ballots-\$1000.00

Postage-\$150

Supplies-\$100

Building Rental-\$1500

Estimated election cost \$9733.

**City of Hartwell**

**PRE Election**

Attorney cost % ???

Election Certification Cost % ???

Set-Up Election in eNet-EC@1hr/16.03

Program Cards-EC @1hr/16.03

L&A Express Polls EC@2hr/32.06

BM@61

DRE EC@2hr/32.06

BM@61

BM@48

Build Ballot and proof- EC@2hrs/32.06

BM@61

Ballot Printing (ES&S)- est. 500.

Begin Mailing ballots 3wks before AV starts EC-to log time-est. 6hrs/96.18

**AV**

BM@48/15days /720.

BM@61/15days/915.

BM@48/9days/432.

T/E@7.50/8.5hrs/6days (the days BM can't work) /382.50

T/E@7.50/4hrs/15days (lunch relief)/450

EC will be handling data entry\* and AB ballots. Time to be logged-est. 15hrs/240.45

\*(not sure if we should charge for date entry, that is a regular office duty)

EC will also prepare all ED eqpt and supplies for polling location. Time to be logged- est. 3hrs/48.09

EC will also be doing regular registrar duties including phone support and reviewing qualifications of electors during AV hours and on ED. **N/C** (regular office duty)

**Sat Upload(4hrs)**

BM@61

EC@OT est. 96.20

**Poll Worker Training**

EC@3hrs/48.09 **OR** OT (if after work hours) est. 72.18

BM@61

**Poll Workers** (Propose a FLAT RATE rather than by/hr)

M@150.\*

(2)AM@250.\*

AM@125.\*                      \*INCLUDES TRAINING TIME

BM and EC will be available for assistance as needed

**Election Day and ENR**

BM@61

BM@48

BM@48 (ASSUMING RONDA WILL BE AVAILABLE)

Projected OT for EC (8hrs)/192.40

(2)Clerk@25 (flat rate, est. 2-3 hrs)/50

Review Board/Duplication Team-3@25ea./75 (flat rate, must be present until all paper ballots are certified)

Labor and mileage-moving equipt to and from Precinct-\$200

**DUTIES after Polls close**

BM & EC: run tapes and close AV poll

BM: check in PW/general management of public

BM & (2)Clerks: open paper ballots and operate OS

BM & EC: Uploading cards to GEMS server and ENR to SOS

RB/DT: for determining intent and re-marking paper ballots that OS will not read (appointed by party chair & BoE-1D, 1R, 1NP)

**POST Election** (Certification, paper work, returning all equpt and supplies)

EC est. @3hrs/48.09

BM@61

**Postage**

Will keep log and charge only actual usage. Est. \$108

PW-letters, checks   Candidates- letters   AB applications/Ballots

**Supplies**

Will keep log and charge only actual usage of consumables Est. \$100

AV and ED supplies: copying (paper/ink), tape, pens, envelopes (mailing, large and small), sheet protectors, hand sanitizer, binder, etc.

Envelopes/paper, mailing labels & copying: PW-letters, training manual, instructions

Candidates-copies, letters, etc.

AB applications/Ballots

Voter lists

**Voting Machine**

Maintenance %???

\*Please note that EC hours are estimated and may be more or less. Will log all hours and charge only those actually worked. The estimated OT for EC includes Saturday Express Poll Update, possible PW Training if held after 5, and extra hours during AV and extended ED hours and ENR. BM, PW, Clerks, Review Board and Labor are Flat rates. AV Clerk is paid \$7.50/hr and hours may vary as needed.

**SUMMARY**

	<b>PRE</b>	<b>AVw/Sat Upload)</b>	<b>EDw/PWtraining &amp; ENR</b>	<b>POST</b>	<b>Total</b>
EC-	\$209	\$385	\$265	\$48	\$ 907
BM-	\$231	\$2128	\$218	\$61	\$2638
T/E (AV Clerk, Labor)			\$1033		\$1033
PW, EN Clerks & RB/DT			\$525		<u>\$ 525</u>
					\$5253

Ballots-\$500.00

Postage-\$108

Supplies-\$100

Attny-

Machine Maint-

Certification-

Jane, Ronda & Garry,

Please review with a FINE-TOOTH comb. I would also suggest presenting this to City (after revision) just so they will have a 'heads-up'. Please let me know if you have any questions.

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100.15300.Law											
7											
Month											
DEPARTMENT ADMINISTRATOR COMMISSION											
REQUEST RECOMMENDED APPROVED											
Budget											
Percent											
Change											
REMARKS											
EXPENDITURES/EXPENSES		Actual	Actual	Actual	Actual	Project	Budget	DEPARTMENT	ADMINISTRATOR	COMMISSION	Budget
		2012	2013	2014	2015	2015	2015	REQUEST	RECOMMENDED	APPROVED	Percent
								2016	2016	2016	Change
Professional (General)	52.1210	12,328	19,847	32,454	13,229	22,678	20,000	25,000	25,000		-100.00%
Professional (Litigation)	52.1211	25,600	29,501	21,175	6,703	11,491	40,000	25,000	25,000		-100.00%
Special Court Project	52.1251	11,941	16,156	7,798	1,535	10,000	15,000	12,000	12,000		note 1
<b>TOTAL</b>		<b>49,869</b>	<b>65,504</b>	<b>61,427</b>	<b>21,467</b>	<b>44,169</b>	<b>75,000</b>	<b>62,000</b>	<b>62,000</b>	<b>0</b>	<b>-100.00%</b>
							Admin. Cuts fr. dpt. Req.	\$	-		
							Admin. Cuts fr. Prior year bud.	\$	13,000		
							Board Cuts	\$	62,000		
note 1: moved from 21500 in FY11. Actuals for FY09 and FY10 reported in 21500											
Overall Note: Most Litigation and Legal is now accounted for in the individual departmental budgets											

Tax Assessors

15600

FY16

REVENUES & EXPENDITURES		ACTUAL FYR 2015	BUDGET FYR 2015	2016 BUDGET REQUEST
<b>EXPENDITURES/EXPENSES</b>				
PERSONAL SVCS & EMPLOYEE BEN	51.1100	158165	315049	323801
APPRAISER CONSULTANT	51.1104	0	0	0
MBL HM ENFORCEMENT	51.1111	588	3000	3000
TEMPORARY EMPLOYEES	51.1200	0	0	0
BOARD OF ASSESSORS	51.1205	1100	3000	3000
OVERTIME	51.1300	0	0	0
GROUP INSURANCE	51.2100	24455	52800	52800
GROUP INSU/DEPENDENT	51.2110	900	1200	1200
GROUP INSUR/ACA	51.2111	883	1784	1784
SOCIAL SEC (FICA) CNTRIB	51.2200	11622	24560	24560
RETIRMENT CONTRIBUTIONS	51.2400	1166	2500	2500
UNEMPLOYMENT INSURANCE	51.2600	0	0	0
WORKER'S COMPENSATION	51.2700	0	2000	2000
<b>TOTAL PERS SVCS &amp; EMPLOYEE BEN</b>		<b>198,879</b>	<b>405,893</b>	<b>414,645</b>
<b>PURCHASED/CONTRACTED SERVICES</b>				
ATTORNEY	52.1210	0	1000	1000
LITIGATION	52.1211	34654	2500	2500
2010 ASSESSMENT MAILING	52.1226	0	0	0
2011 ASSESSMENT MAILING	52.1227	0	0	0
2012 ASSESSMENT MAILING	52.1228	0	0	0
2013 ASSESSMENT MAILING	52.1229	0	0	0
CONTRACT SSESMT MAILING	52.1234	2942	9500	9500
MEDICAL SERVICE	52.1260	0	0	0
WIN GAP	52.1301	0	1500	1500
ATHENS DIGITAL	52.1316	0	0	0
WEB SITE SERVICES	52.1319	7250	6500	7250
BOA MAPPING PHASE 1	52.1326	13976	25000	7000
MAPPING SOFTWARE MAINT	52.1343	0	1000	1000
DUPLICATING PRODUCTS	52.2204	668	800	800
OUTSIDE LABOR	52.2206	0	0	0
INS/DEDUCTIBLE	52.3197	0	0	0
TELEPHONE	52.3200	2422	5200	5200
POSTAGE	52.3210	385	1500	1500
ADVERTISING	52.3300	0	0	0
TRAVEL/LODGING	52.3500	2681	2500	5300
TRAVEL/LODGING (ASSESSORS)	52.3501	729	1500	3200
EDUCATION & TRAINING	52.3700	997	1000	1500
EDUC & TRAINING/ASSESSOR	52.3701	300	750	775
<b>TOTAL PURCHASED/CONTRACTED SVC</b>		<b>67,004</b>	<b>60,250</b>	<b>48,025</b>
<b>REVENUES &amp; EXPENITURES</b>				

<b>SUPPLIES</b>				
BOOKS & PERIODICALS	53.1400	1224	700	1200
TELECOMMUNICATIONS	53.1540	0	0	0
OFFICE SUPPLIES	53.1710	4358	4000	4000
MAINT/BUILDING & GROUNDS	53.1720	0	0	0
PARTS	53.1750	976	150	150
OIL & OTHER PETROLEUM	53.1760	20	100	100
TIRES & TUBES	53.1770	16	0	100
VEHICLE BATTERIES	53.1780	0	0	0
GASOLINE	53.1790	777	3000	3000
<b>TOTAL SUPPLIES</b>		<b>7,371</b>	<b>7,950</b>	<b>8,550</b>
<b>CAPITAL OUTLAY</b>				
CADE ST RENOVATIONS	54.1018	0	0	0
COMPUTERS	54.2400	0	0	3000
<b>TOTAL CAPITAL OUTLAY</b>		<b>-</b>	<b>-</b>	<b>3,000</b>
<b>TOTAL EXPEDITURES/EXPENSES</b>		<b>273,254</b>	<b>474,093</b>	<b>474,220</b>

## Education

Assessors  $5 \times \$100$  (40 Hour course) = \$500  
 $1 \times \$275$  (Caveat) = \$275 } \$775

Staff All staff will need a 40 hour course to continue to be active certified.  
 (Except Kelly)

$7 \times \$100$  (40 Hour course) = \$700  
 $1 \times \$275$  (Caveat) = \$275  
 $2 \times \$145$  (WinGap Conference) = \$290  
 $2 \times \$100$  (one day seminar) = \$200 } \$1465

Assessors Travel & Lodging  
 $5 \times \$640 = \$3200$

Staff  $7 \times \$640 = \$4480$   
 \* Normal 40 hr. class

$2 \times 374 = \$748$

Total Lodging Staff = 5228

Meals - \$28/Day max  
 = \$140  
 Lodging \$100/8 Night  
 5 Nights = \$500  
 Cost for week = 640  
 \* Conf. hotel = 159/Night

\* No lodging required For Caveat \*

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100.15550 Risk Management											
											Budget
											Percent
											Change
EXPENDITURES/EXPENSES	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Projection 2015	Budget 2015	DEPARTMENT REQUEST 2016	ADMINISTRATOR RECOMMENDED 2016	COMMISSION APPROVED 2016	REMARKS	
Workers Compensation	51.2700									#DIV/0!	
Liability insurance/general	52.3112	128,273	157,011	138,822		140,000	140,000	140,000	140,000	22.92%	
Ins/ Deductible	52.3197	252	3,361	1,071		3,000	3,000	3,000	3,000	note 1	
Office Supplies	53.1710										
sheriff vehicles	54.2204										
Misc Insurance Claims	53.1752	34,203		50,878	13,014	5,000	5,000	5,000	5,000	note 1	
Various Accident Repairs					8,021						
<b>TOTAL</b>		<b>162,728</b>	<b>154,029</b>	<b>164,615</b>	<b>21,035</b>	<b>148,000</b>	<b>148,000</b>	<b>148,000</b>	<b>148,000</b>	<b>0 -100.00%</b>	
							Admin. Cuts fr. dpt. Req.	\$	-		
							Admin. Cuts fr. Prior year bud.	\$	-		
<b>COST FOR 2016 NOT YET KNOWN</b>							Board Cuts	\$	148,000		
note 1: This is amounts below deductible											

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100.15600 Internal Audit											
7											
Month											
DEPARTMENT ADMINISTRATOR COMMISSION											
REQUEST RECOMMENDED APPROVED											
Budget											
Percent											
Change											
REMARKS											
EXPENDITURES/EXPENSES	Actual	Actual	Actual	Actual	Projected	Budget	DEPARTMENT	ADMINISTRATOR	COMMISSION	Budget	
	2012	2013	2014	2015	2015	2015	REQUEST	RECOMMENDED	APPROVED	Percent <td></td>	
Auditor -General Fund	52.1240	39,301	47,592	60,208	46,325	46,325	45,000	45,000	45,000		-100.00%
Auditor -other services	52.1427										
<b>TOTAL</b>		<b>39,301</b>	<b>47,592</b>	<b>60,208</b>	<b>46,325</b>	<b>46,325</b>	<b>45,000</b>	<b>45,000</b>	<b>45,000</b>	<b>0</b>	<b>-100.00%</b>
							Admin. Cuts fr. dpt. Req.	\$	-		
							Admin. Cuts fr. Prior year bud	\$	-		
							Board Cuts	\$	45,000		

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100.15650 Gen Gov Bldgs											
NEED ADDITIONAL COST ESTIMATES											
7											
Month											
DEPARTMENT ADMINISTRATOR COMMISSION											
REQUEST RECOMMENDED APPROVED											
2016 2016 2016											
Budget											
Percent											
Change											
REMARKS											
2012 2013 2014 2015 2015 2015											
EXPENDITURES/EXPENSES											
Part Time Wages											note 4
FICA											note 4
Disposal	52.2110	2,214	3,946	4,035	1,938	3,400	3,400	3,400	3,400		
Grass cutting- Courthouse	52.2140							6,000			#DIV/0! note 1
Landscaping - Courthouse								3,000			
HVAC-general repair and maint	52.2201	7,775	11,552	8,808	7,208	8,000	8,000	8,000	8,000		-100%
Maint/Pest control	52.2205	7,277	9,089	8,618	5,372	9,209	6,500	6,500	6,500		-100%
Energy Conservation Improvements	52.2218		10,306	22,992							note2
Energy	53.1200	44,945	52,148	59,249	33,630	57,651	50,000	50,000	50,000		
Housekeeping supplies	53.1702	6,054	6,676	6,111	2,642	4,529	6,000	6,000	6,000		-100%
Misc supplies	53.1704		22,497	560		0					
Maint/Bldg & grounds	53.1720	16,779	307	16,905	14,757	25,298	10,000	10,000	10,000		-100%
Courthouse Annex Sewer line								5,000			note 8
Courthouse Sewer line								10,000			
Courthouse Grounds				3,875	1,345	1,400	1,345				
Courthouse Renovations			7,685	6,800	4,063						note 3
Cade Street General Renovations			124,609	447	3,367						note 2
Courthouse Security							500				note 3
courthouse HVAC	53.1733	10,628									
Courthouse Roof replacement design								50,000			note 5
Courthouse Roof replacement								250,000			note 6
HVAC equipment over 15 years health dept								28,000			note 7
HVAC equipment over 15 years courthouse								72,000			
HVAC equipment over 15 years admin 911								28,000			
HVAC equipment over 15 years BOElect								16,000			
HVAC equipment over 15 years snr ctr								20,000			
HVAC equipment over 15 years jail								32,000			
Storage Bldg near witworth roof and repairs								15,000			note 8
Old Jail Renovations								25,000			note 8
rec ac		1,499									
Admin hvac			3,062								
surplus equip purchase											
<b>TOTAL</b>		<b>97,171</b>	<b>255,069</b>	<b>135,561</b>	<b>74,322</b>	<b>109,487</b>	<b>85,745</b>	<b>643,900</b>	<b>83,900</b>	<b>0</b>	<b>-100.00%</b>
								Admin. Cuts fr. dpt. Req	\$ 560,000		
								Admin. Cuts fr. Prior ye	\$ 1,845		
								Board Cuts	\$ 83,900		
note 1: Reduction in expenxes due to the rec dept work on maint and grounds											
Note 2: installing energy efficient light, automatic switches etc... to take advantage of special elec co rebate program (see revs) plus reduce energy consumption											
Note 3: HCHA donation of Cade Street Office bldg postponed need to complete new building near SO (\$800,000), these cost are for remodel of Cade St and CH											
Note 4: For part time building maintenance tasks see rec dept for historical											
note 5: design and cost estimate to prepare for prison labor											
note 6: prison labor, cost is for materials, labor may not be available for several years											
note 7: this assumes that equipment over 15 years will fail, sometimes equipment fails before this time frame, we normally replace equipment upon failure with no budget											
note 8: these are "placeholder" numbers only, actual costs will need to be researched											

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100.15950 General Administration fees											
					7						Budget
					Month			DEPARTMENT	ADMINISTRATOR	COMMISSION	Percent
		Actual	Actual	Actual	Actual	Projection	Budget	REQUEST	RECOMMENDED	APPROVED	Change
EXPENDITURES/EXPENSES		2012	2013	2014	2015	2015	2015	2016	2016	2016	REMARKS
Dues/Membership ACCG	52.3602	3,130	3,130	3,572	3,591	3,591	3,600	3,600	3,600		-100%
Dues RC&D	52.3603	500	500	500	500	500	500	500	500		-100%
NACO	52.3612		450	504	504	504	504	504	504		
<b>TOTAL</b>		<b>3,630</b>	<b>4,080</b>	<b>4,576</b>	<b>4,595</b>	<b>4,595</b>	<b>4,604</b>	<b>4,604</b>	<b>4,604</b>	<b>0</b>	<b>-100.00%</b>
								Admin. Cuts fr. dpt. Req.	\$	-	
								Admin. Cuts fr. Prior year b	\$	-	
								Board Cuts	\$	4,604	
Revenues											
NACO Rx Reimbursement	38.9005	810	1480	2426							

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100. 21500 Superior Court											
7											
Month											
DEPARTMENT ADMINISTRATOR COMMISSION											
REQUEST RECOMMENDED APPROVED											
Budget											
Percent											
Change											
REMARKS											
EXPENDITURES/EXPENSES		Actual	Actual	Actual	Actual	Projection	Budget	2016	2016	2016	
		2012	2013	2014	2015	2015	2015	2016	2016	2016	
Judge's supplement	51.1110	23,807	25,219	24,465	13,250	22,714	25,000	25,000	25,000		-100%
FICA	51.2200	5,541	5,914	6,104	3,707	6,355	5,967	6,503	6,503		-100%
Workmans Comp Insurance	51.2700	636	700	800		800	800	800	800		-100%
Court Appointed Attorney	52.1250	5,383									note 3
Ikon Copier Maint	52.1315	6	34	54	33	50	732	732	100		
Court Reporting	52.1320	29,446	32,572	30,572	18,484	31,687	34,200	32,000	32,000		
Translator	52.1321	63		3,961	40		200	2,000	200		
Court Equip Maint	52.1330		2,350	1,175			1,200	1,200	1,200		note 1, 2
Telephone	52.3200	4,102	4,889	5,101	3,260	5,589	4,000	4,000	4,000		-100%
Postage	52.3210	419	273	277	385		300	600	300		-100%
Travel/lodging	52.3500	646	284	1,031	212		200	1,000	200		-100%
Bailiff's fees	52.3601	22,890	24,830	28,795	18,235	31,260	23,000	28,000	28,000		-100%
Office supplies	53.1710	675	701	719	393	674	500	1,000	700		-100%
Oglethorp/ juvenile court	57.1080										
Security	53.1728							500			note 1
Furniture and Fixtures		1,763									
<b>TOTAL</b>		<b>95,377</b>	<b>97,458</b>	<b>102,176</b>	<b>57,999</b>	<b>99,128</b>	<b>96,099</b>	<b>103,335</b>	<b>99,003</b>	<b>0</b>	<b>-100.00%</b>
								Admin. Cuts fr. dpt. Req.	\$ 4,332		
								Admin. Cuts fr. Prior year bud.	\$ (2,904)		
								Board Cuts	\$ 99,003		
note 1: equipment maintained by State now passed onto county to maintain moved from 21800 for FY11											
note 2: electronic evidence presentation system service agreement FY15 and FY16											
note 3: fy12 includes new quarterly preliminary hearings in magistrate court, FY12 moved juvenile court to new account 26000											

BUDGET WORKSHEET FISCAL YEAR													
HART COUNTY GENERAL FUND													
100.21800 Clerk of Superior Court													
					7							Budget	
					Month							Percent	
		Actual	Actual	Actual	Actual	Projection	Budget	DEPARTMENT	ADMINISTRATOR	COMMISSION		Change	
EXPENDITURES/EXPENSES		2012	2013	2014	2015	2015	2015	REQUEST	RECOMMENDED	APPROVED			
								2016	2016	2016		REMARKS	
Wages	51.1100	171,410	180,283	185,333	110,640	189,669	188,923	220,742	194,742			-100%	note 1, 2
Part Time-scan plats			2,494	8,554	4,390	7,526	10,000	10,000	8,000				
Health Insurance	51.2100	22,100	20,578	23,887	15,551	26,659	33,000	44,100	36,750			-100%	note 2,3
Insurance/dependent	51.2110	1,200	300										note 8
Group Insurance ACA Fees	51.2111			371	527	903	1,115	1,224	1,020				note 2
FICA	51.2200	12,498	13,557	14,492	8,570	14,691	14,835	17,652	15,510			-100%	note 2
Retirement contributions	51.2400	2,959	1,842	2,013	1,324	2,270	2,000	2,800	2,400			-100%	note 2
Workers Comp Insurance	51.2700	1,156	1,300	1,201		2,000	2,000	1,800	1,500				note 2
Audit													
Blackwell Case		1,000											
copier	52.1315	3,600	4,350	4,450	2,700	3,600	3,600	4,350	3,600			-100%	
copier 2	52.1316	650	-300	688	1,200	1,200	1,000	1,000	1,000			-100%	
Software Purchase	52.1341			2,925	3,400	5,829	5,100	5,100	5,100				
Back up software	52.1342		62	725	725	950	950	950	950				
Court Reporting													
Deed Software	52.2202	1,500	2,100	2,836	75	2,800	2,800	2,800	2,800			-100%	
storage rental	52.2312	1,320	1,261										
Telephone	52.3200	3,047	2,962	2,972	2,421	4,150	3,000	3,200	3,000			-100%	
Postage	52.3210	3,400	3,182	2,903	2,584	4,430	3,500	3,500	3,500			-100%	
Advertising	52.3300	62	58			150	150	250	150				
Travel/lodging	52.3500	1,332	1,507	1,447	797	1,500	1,500	1,500	1,500			-100%	
Dues/membership	52.3602	750	910	350	350	350	350	910	350			-100%	
Education and training	52.3700		140	300		300	300	300	300				
Scan plats	52.3912	3,321	83	325		500	500	1,500	500				note 4
Office supplies	53.1710	12,071	15,653	15,994	14,174	15,000	15,000	15,000	15,000			-100%	
shelving	53.1745	1,374											
computers													
scanner													
Capital outlay	54.2300		4,341	1,708									
Other Equipment													
<b>TOTAL</b>		<b>244,750</b>	<b>259,415</b>	<b>276,658</b>	<b>169,428</b>	<b>284,476</b>	<b>289,623</b>	<b>338,678</b>	<b>297,672</b>	<b>0</b>	<b>-100.00%</b>		
								Admin. Cuts fr. dpt. Req.	\$ 41,006				
								Admin. Cuts fr. Prior year bud	\$ (8,049)				
								Board Cuts	\$ 297,672				
<b>note 1: COLA applied to eligible full time wages, State COLA?</b>													
<b>note 2: requests additional full time position</b>													
<b>note 3: Estimated based on average 110year historic increases for insurance. Actual numbers become final when new policy received first quarter of next fiscal year</b>													
<b>Note 4: Ongoing project to scan all plats</b>													

**2015-2016 BUDGET CLERK OF SUPERIOR COURT**

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FY/16

21800

CLERK OF SUPERIOR COURT 21800

I JUST WANT TO MAKE A STATEMENT THAT I ADD TO MY REQUEST FROM LAST YEARS BUDGET REQUEST, THAT I AM IN NEED OF A FULL TIME POSSITION DUE TO THE FACT THAT I HAVE NOTICED AN INCREASE IN COURT CASES EVERY YEAR THAT I HAVE BEEN THE CLERK OF SUPERIOR COURT. THIS BEING CRIMINAL AND CIVIL COURT FILINGS IN HART COUNTY. WE HAVE EXPERIENCED INCREASES IN TEMPORARY PROTECTIVE ORDER FILINGS ALSO. ON TOP OF THAT WE HAVE HAD NUMEROUS OTHER DUTIES ADDED TO OUR OFFICE. I HAVE HAD TO ADD A CCH CRIMINAL HISTORY SYSTEM AND COMPLY WITH GCIC/ NCIC STANDARDS AS WELL AS TAKE TRAINING FOR HAVING THIS SYSTEM. OUR COURT DUTIES HAVE INCREASED IN THAT WE HAVE MORE COURT HEARINGS THAN WE HAVE HAD BEFORE, I HAVE TO STAY IN COURT DURING THIS PROCESS AND WITH OTHER OFFICES HAVING MORE THAN ONE PERSON ASSISTING FOR COURT I AM PERFORMING THIS ALONE IN ORDER TO KEEP A STAFF IN THE OFFICE AND NOT TO INTERUPT THE PUBLIC THAT MAY COME IN FOR VARIOUS REASONS. WHEN WE ARE NOT IN COURT I AM ABLE TO ASSIST THE STAFF IN THE OFFICE.

THE CLERK OF SUPERIOR COURT OFFICE IS NOW HAVING TO PERFORM RECORD RESTRICTIONS WHEN REQUESTED. I HAVE ONE LADY THAT HANDLES REAL ESTATE AND TWO LADIES THAT HANDLE JURY FILINGS, CIVIL FILINGS, E-FILE OF CHILD SUPPORT FILINGS, JUVENILE COURT FILINGS, I HAVE ONE LADY THAT HANDLES CRIMINAL FILINGS. I FURTHER HAVE TAKEN THE SCANNING CLERK THAT IS A PART TIME POSITION AT MINIMUM WAGE WITH A CAP OF \$10,000.00 PER YEAR AND HAVE REASSIGNED HER TO THE FRONT DOOR WHERE SHE IS SCANNING AND ANSWERING THE TELEPHONE FOR OUR OFFICE, SHE FURTHER DIRECTS THE PUBLIC TO WHICH STAFF MEMBER THEY MAY HAVE A NEED FOR. THIS HAS BEEN A MAJOR HELP IN THAT MY FULL TIME STAFF MEMBERS CAN CONCENTRATE ON GETTING THE DAILY MAIL ENTERED INTO THE COMPUTER.

THE REAL ESTATE DIVISION HAS SEEN AN INCREASE IN FILING HERE LATLEY WHICH IS A GOOD THING.

THE TEMPORARY PROTECTIVE ORDERS ARE A DEMANDING JOB IN THAT WE LEAD THE FIVE COUNTY CIRCUIT IN FILINGS FROM THE PUBLIC, ALSO IT HAS REQUIRED ME PERSONALLY TO HAVE TO COME IN AFTER HOURS TO HANDLE, THIS IS DONE BY REQUEST ON A CASE BY CASE BASIS. ESSENTIALLY IF I AM ASKED I WILL COME BACK AFTER HOURS TO FILE ONE. DURING BUSINESS HOURS WE MAY HAVE ZERO ON ANY GIVEN DAY UP TO TEN ON ANY GIVEN DAY, WE HAVE TO STOP WHAT WE ARE DOING TO FILE THESE IN ORDER TO GET THEM TO THE SHERIFF FOR THEM TO START ATTEMPTING SERVICE.

THE ENTIRE STAFF HAS BEEN INUNDATED WITH THE PUBLIC COMING IN FOR ASSISTANCE (WHICH IS NOT A PROBLEM) I ONLY SAY THIS TO SAY THAT THE STAFF THAT WAS HERE BEFORE ME HAS STATED ON NUMEROUS OCCASIONS THAT WE HAVE MORE PEOPLE COMING IN NOW FOR ASSISTANCE WITH VARIOUS MATTERS. I HAVING THE LUXURY OF HAVING THE GEORGIA CLERKS AUTHORITY AND THEY HAVING SET UP WEBINAR TRAINING IN ORDER TO ASSIST US IN ANY CHANGES THAT HAVE BEEN MADE. THE DOWN SIDE TO THIS IS I LOSE THAT PERSON TO A PRIVATE ROOM TO SIT IN CLASS FOR THE WEBINAR TRAINING.

LAST YEAR I CONDUCTED A SURVEY OF FELLOW CLERKS AROUND THE STATE THAT HAVE THE SAME POPULATION GIVE OR TAKE 2000 TO 3000 CITIZENS AND HAVE FOUND IN THIS SURVEY THAT MOST CLERK OF COURT OFFICES HAVE ANYWHERE FROM SIX TO EIGHT EMPLOYEES NOT COUNTING THE CLERK OF SUPERIOR COURT. IN FACT 21 CLERK OF COURT OFFICES HAD ANYWHERE FROM FIVE TO NINE EMPLOYEES. I FURTHER LOOKED AND MOST OF THESE COUNTIES HAVE NOT COMPLETED AS MANY TEMPORARY PROTECTIVE ORDERS AS WE HAVE.

I AM NOT ASKING FOR A RAISE FOR MY STAFF MEMBERS AND I AM NOT ASKING FOR OVERTIME, DUE TO THE FACT THAT THEY DO NOT GET OVERTIME PAY. I WILL SAY THAT EACH AND EVERYONE OF THE STAFF HAVE STAYED OVER AND WORKED ON SOMETHING THAT IS AN EMERGENCY IN NATURE AND EACH ONE ARE HERE AT AROUND 7:50 A.M. EVERY MORNING. THIS HAS NEVER BEEN TURNED IN FOR PAY AND IT IS DUE TO THE DEDICATED ATTITUDES THAT THEY HAVE FOR THIS OFFICE, CITIZENS AND MYSELF.

I AM AWARE THAT DISTRICT ATTORNEY PARKS WHITE HAS ASKED FOR ADDITIONAL STAFF, BUT TO NO AVAIL. I AM LIKE MR. WHITE IN THE SENSE I SEE THE NEED FOR ADDITIONAL STAFF DUE TO AN INCREASE IN COURTS AND CASE FILINGS.

I AM AWARE OF BUDGET ISSUES AND COMPLICATIONS THAT ARISE FOR YOU AS A BOARD AND RESPECT THE HARD DECISIONS THAT YOU HAVE TO MAKE, I FURTHER WANT YOU TO KNOW THAT I ONLY COME TO YOU GENTELMAN IF I HAVE A DIRE NEED.

SINCE OCTOBER 1<sup>ST</sup>, 2014 UNTIL APRIL 15<sup>TH</sup>, 2015 I HAVE HAD 3,935.00 REAL ESTATE FILINGS, 267 CRIMINAL CASES FILED, 271 WARRANTS FILED,

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**SCANNING POSITION:**

SCANNING CLERK: MINIMUM WAGE CAP OF \$10,000.00 THIS IS THE POSITION THAT WAS CREATED TO SCAN ALL CIVIL AND CRIMINAL CASES THAT HAVE BEEN FILED AND HAVE NOT BEEN SCANNED. IF YOU REMEMBER ON JANUARY 1<sup>ST</sup>, 2010 AFTER GETTING THE FUNDING FROM THIS BOARD I WAS ABLE TO START SCANNING ALL NEW CASES THAT CAME IN TO BE FILED. IN THE PAST HISTORY THIS HAS NEVER BEEN DONE. THIS SCANNING CLERK POSITION ALLOWS US TO GET OLD FILES SCANNED IN. ALSO WITH THE CLERK OF COURT NEW COMPUTER SOFTWARE I AM NOW ABLE TO ACCESS AND SCAN THROUGH THIS SYSTEM WHICH HAS ALLOWED ME TO GET AWAY FROM AN EXTRA COMPUTER, SCANNER AND ADDITIONAL COSTS.

WE HAVE SCANNED BACK SEVERAL YEARS BUT THIS WILL TAKE A WHILE AND I AM RESPECTFULLY ASKING FOR \$10,000.00 TO FUND THIS MINIMUM WAGE POSITION. FURTHER MORE I HAVE THIS POSITION ANSWERING THE PHONE AND DIRECTING CUSTOMERS THAT COME IN TO WHERE THEY NEED TO GO.

IKON COPIER MAINTENANCE: 52.1315, THIS IS THE COPIER THAT IS IN THE DEED VAULT AND HAS INCREASED IN THE AMOUNT OF \$4350.00. WE HAVE DIFFERENT VENDORS, ATTORNEY'S, ABSTRACTORS, ETC THAT I HAVE A COPY CODE AND WE BILL THEM EVERY MONTH. THE MONEY I COLLECT FROM THEM IS SENT TO THE COUNTY.

ATHENS DIGITAL: 52.1316 THIS IS THE COPIER IN THE FRONT OFFICE AND IT IS \$1000.00 PER YEAR TO OPERATE.

ICON SOFTWARE PURCHASE: 52.1341 THIS IS THE NEW SOFTWARE THAT I PURCHASED AND WE HAVE A CONTRACT WITH ICON SOFTWARE THAT WE ARE BILLED FOR ONCE A MONTH FOR A TOTAL OF \$5100.00 PER YEAR.

SOFTWARE BACKUP WITH ICON: 52.1342 THIS IS THE AGREEMENT TO BACK UP ALL OF OUR DOCUMENTS AND IMAGES THAT ARE FILED IN THE OFFICE ON A DAILY BASIS. I PURCHASED THIS DUE TO A HARDDRIVE FAILURE IN 2012 AFTER FINDING OUT THAT THE FORMER CLERK HAD NOT PURCHASED A BACKUP SYSTEM EVEN AFTER I WAS TOLD HE HAD. \$950.00 PER YEAR.

ICON SOFTWARE MAINTENANCE: 52.2202 THIS IS THE YEARLY MAINTENANCE THAT I HAVE TO PAY ICON FOR THE CIVIL AND JURY SCRIPT SERVICE. THIS HAD AN INCREASE FROM THE COMPANY TO \$2800.00 PER YEAR.

TELEPHONE: 52.3200 \$3200.00 PER YEAR

POSTAGE: 52.3210 THIS HAS INCREASED FROM THE PAST DUE TO THE NEW LAW THAT SAYS THE CLERK SHALL MAIL OUT ALL ARRAINGMENT NOTICES AND ALL CALENDAR CALL NOTICES ALSO WE ARE HAVING

MORE COURTS NOW THAT WE HAVING TO MAIL OUT NOTICES FOR THIS INCLUDES CRIMINAL AND CIVIL. \$3500.00

ADVERTISING : 52.3300 THIS SET UP DUE TO THE CLERK HAVING TO SEND IN A PUBLICATION NOTICE ON DRIVING UNDER THE INFLUENCE CONVICTIONS AND ANY OTHER ORDER THAT THE JUDGE MAY IMPOSE. I AM REQUESTING \$200.00 INSTEAD OF \$250.00.

TRAVEL/LODGING: 52.3500, THIS IS FOR THE MANDATORY TRAINING THAT THE CLERK OF SUPERIOR COURT HAS TO ATTEND. I HAVE TWO A YEAR THAT I HAVE TO ATTEND, THE FIRST ONE IS FOR FOUR NIGHTS AND THE SECOND ONE IS FOR ONE NIGHT, EVERY ONCE AND A WHILE IT MAY BE THREE NIGHTS. I AM REQUESTING \$1500.00.

DUES/MEMBERSHIP: 52.3602, I HAVE ADDED THIS UP FROM THE PAST SIX YEARS WITH THE RECEIPTS THAT I HAD AND I COME UP WITH \$910.00 I AM REQUESTING \$910.00.

EDUCATION AND TRAINING: 52.3700, THIS LINE ITEM IS FOR ANY TRAINING THAT MAY COME UP FROM THROUGH THE YEAR FOR THE STAFF IN MY OFFICE. AS YOU SEE I HAVE NOT USED MUCH OF THIS. I HAVE BEEN ABLE TO UTILIZE TRAINING VIA A WEBINAR IN MY OFFICE FOR THE STAFF TO ATTEND. BUT OCCASIONALLY THERE IS SOME SCHEDULED THAT THEY WOULD HAVE TO ATTEND .I AM REQUESTING \$300.00.

SCAN PLATS: 52.3912 , THIS IS THE PROJECT THAT I STARTED WHEN I TOOK OFFICE IN 2009. I WAS GIVEN \$2500.00 BY THIS BOARD TO SCAN ALL PLATS INTO THE CLERKS AUTHORITY WEBSITE. WHICH PUTS THEM ON THE WEB FOR BANKERS, LAWYERS, ABSTRACTORS TO VIEW AND PRINT. THE COUNTY GETS .50 FOR EVERY IMAGE THAT IS PRINTED FROM HART COUNTY. THIS MONTHLY CHECK HAS INCREASED FROM AROUND \$200.00 TO AN AVERAGE OF \$1000.00 TO \$1300.00. THIS LINE ITEMS WAS CUT LAST YEAR TO THREE HUNDRED DOLLARS. I AM RESPECTFULLY ASKING TO INCREASE THIS LINE ITEM TO \$1500.00 IN ORDER TO KEEP UP WITH THE PLATS THAT HAVE BEEN FILED IN ON A DAILY BASIS.

OFFICE SUPPLIES: 53.1710 THIS IS THE MAIN LINE ITEM IN OUR BUDGET/OFFICE PLEASE KEEP IN MIND THAT OUR COURTS HAVE INCREASED AND WE HAVE BEEN ASKED/ORDERED TO MAIL OUT ALL ARRAINGMENT NOTICES, CALENDAR CALL NOTICES, JURY TRIAL NOTICES.FURTHER THE OVERALL VOLUME OF OUR DAILY WORK HAS INCREASED. THE COST OF ORDERING FOUR DEED BOOKS IS AROUND \$600.00, I ORDER ON AVERAGE FOUR EVERY TWO MONTHS. ALSO THE COST OF GED BOOK, GRANTOR GRANTEE BOOKS OR FROM THIS LINE ITEM.THESE ARE BOOKS THAT HAVE THE COPIES THAT ARE FILED ON A DAILY BASIS IN OUR OFFICE.

THE CRIMINAL AND CIVIL FILE FOLDERS ARE A HUGE EXPENSE THAT COMES FROM THIS LINE ITEM (NOTICEPAST INVOICES ON THESE THAT I HAVE SUBMITTED) THIS RUNS AROUND \$3500.00 TO \$4000.00.

COURTROOM: 53.1113 SEEK BID ON COVERING COURTROOM BENCHES AND PURCHASE OF NEW CHAIRS AND TABLE.

I WOULD RESPECTFULLY REQUEST THAT THIS LINE ITEM REMAIN AT \$15000.00.

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100.22000 District Attorney											
											Budget
											Percent
											Change
EXPENDITURES/EXPENSES	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Projected 2015	Budget 2015	DEPARTMENT REQUEST 2016	ADMINISTRATOR RECOMMENDED 2016	COMMISSION APPROVED 2016	REMARKS	
Repairs/maint	52.22										
Energy	53.1200	2,744	2,329	2,874	1,460	2,503	2,500	2,500	2,500		-100% note 2
Maint Buildings/grounds	53.1720		1,527	1,828	2,878	4,934		2,000	2,000		
HVAC Unit			3,950			0					
Parts	53.1750		303	29		0	200	200	200		
Oil				24							
Tires				288							
Gasoline			278	834	300	514	1,000	900	900		
District Attorney	57.1060	6,270	6,270	25,406	14,820	25,406	25,406	30,759	25,406		-100%
DA Suppl. Pay	57.1062			2,282	2,282	2,282	2,282	2,282	2,282		
Assistant District Attorney								65,000			note 1
New Office Space								24,000			note 2
Storage Unit		1,250									
Building Repairs		26,955			5,552	3,860	2,900				
<b>TOTAL</b>		<b>37,219</b>	<b>14,884</b>	<b>33,635</b>	<b>27,292</b>	<b>39,499</b>	<b>34,288</b>	<b>127,641</b>	<b>33,288</b>	<b>0</b>	<b>-100.00%</b>
							Admin. Cuts fr. dpt. Req.	\$	94,353		
							Admin. Cuts fr. Prior year bu	\$	1,000		
							Board Cuts	\$	33,288		
<b>NO BUDGET REQUEST SUBMITTED YET</b>											
Note 1: New Position Request Fy16											
note 2: assumes rental at \$2,000 per month, cade street suite D would be no rental but some first time costs for remodel											

FY 16  
22000



THE OFFICE OF  
**DISTRICT ATTORNEY**  
NORTHERN JUDICIAL CIRCUIT  
D. PARKS WHITE

118 WEST JOHNSON STREET  
HARTWELL, GEORGIA 30643

ELBERT, FRANKLIN, HART, MADISON, OGLETHORPE  
COUNTIES

706-376-3128  
706-376-1620 (Fax)

May 15, 2015

*Re: Fiscal Year 2016 Budget Request*

Dear Hart County Administrator and Commissioners:

I am writing to request adequate funding for the District Attorney's Office for Fiscal Year 2016. Attached you will find documentation for such request. In addition to the regular funding, I am also requesting the following additional funding:

- Funding of \$65,000 for a State-Paid, County-Reimbursed Assistant District Attorney for the Northern Judicial Circuit;
- Funding to increase the pay for the Hart County Solicitor to \$500 per diem, which would return the pay to it's previous level when performed by a private attorney, with said funding being allocated to the Hart County Probate Court and not the District Attorney's Office; and
- Funding for any and all costs for a new safe and healthy Office, including any and all costs for relocating and establishing said Office, which pursuant to O.C.G.A. § 15-18-23 ("The governing authority . . . shall provide all offices, utilities, telephone expenses, materials, and supplies as may be necessary to equip, maintain, and furnish the office . . . of the district attorney in an orderly and efficient manner.") is required by law.

Very Respectfully,

Parks White  
District Attorney  
Northern Judicial Circuit

GLF / DPW



BUDGET WORKSHEET FISCAL YEAR												
HART COUNTY GENERAL FUND												
100.24000 Magistrate Court												
7												
Month												
DEPARTMENT ADMINISTRATOR COMMISSION												
REQUEST RECOMMENDED APPROVED												
Budget												
Percent												
Change												
REMARKS												
EXPENDITURES/EXPENSES		Actual	Actual	Actual	Actual	Projection	Budget	2016	2016	2016		
		2012	2013	2014	2015	2015	2015	2016	2016	2016		
Wages	51.1100	125,449	105,888	107,077	55,296	94,793	123,736	126,249	126,249		-100%	note 1
Health Insurance	51.2100	15,739	12,143	15,591	11,370	19,491	19,800	22,050	22,050		-100%	note 2
Insurance/dependent	51.2110	2,300	100			0		612	612			note 5
Group Insurance ACA Fees	51.2111			278	395	677	669		3			
FICA	51.2200	8,916	8,006	8,140	4,198	7,197	9,466	9,658	9,658		-100%	
Retirement	51.2400	2,366	1,714	2,326	402	689	2,000	1,200	1,200		-100%	
Workers Comp Insurance	51.2700	846	1,000	883		1,000	2,000	1,000	1,000			
Criminal Jusitce/ Magis	52.1208	2,400	2,400	2,400	1,400	2,400	2,400	2,400	2,400			note 3
Copier Maint	52.1316	1,128	1,297				1,700	1,972				
Court Reporting		873										
Telephone	52.3200	2,740	2,906	4,272	3,273	5,611	2,500	2,500	2,500		-100%	
Postage	52.3210	2,262	2,573	2,400	273	2,400	2,400	2,400	2,400		-100%	
Travel/lodging	52.3500	541	996	1,001	1,536	1,536	600	1,000	1,000		-100%	
Dues	52.3602	300	300	300	30	300	300	300	300		-100%	
Education/training	52.3700	795	894	1,195	1,070	1,070	1,070	1,575	1,070		-100%	
Office supplies	53.1710	1,892	1,806	2,192	607	2,000	2,000	2,000	2,000		-100%	
capital			2,346	1,651				1,000				
Computers	54.2400	961										
<b>TOTAL</b>		<b>169,508</b>	<b>143,532</b>	<b>150,102</b>	<b>79,850</b>	<b>139,164</b>	<b>170,641</b>	<b>175,916</b>	<b>172,442</b>	<b>0</b>	<b>-100.00%</b>	
							Admin. Cuts fr. dpt. Req	\$	3,474			
							Admin. Cuts fr. Prior year	\$	(1,801)			
							Board Cuts	\$	172,442			
<b>note 1: COLA applied to eligible wages, State COLA added for draft 2</b>												
<b>note 2: Estimated based on 5 year historic increases for insurance. Actual numbers become more concrete when new policy received first quarter of next fiscal year</b>												
<b>note 3: Criminal Justice Software</b>												
<b>note 5: allocated from 10000 account to deprs FY12 for better accounting.</b>												
rev 35.1130 Mag Court Fines		65,278	70,150	71,483		0	75,000					
% Rev/Exp		39%	49%	48%	0%	0%	44%					

Calendar

Switch to the newest Yahoo Mail

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**Free Event in Greenville May 7th - 9th!**  
Join us for Than Merrill's, the star of A&E's 'Flip

**Per your request for account details [REF:956214  
116118]**

Friday, April 24, 2015 4:45 PM

From: "Allen Samella" <CIT-PHOENIX@ricoh-usa.com>

To: bgrayhart@yahoo.com

Full Headers Printable View

1 Files 419KB Download All  
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No virus threat detected. Download File:HART COUNTY INVOICE.pdf

Barbara,

As mentioned on our call today, your service contract 1535285 on serial C01035357 for the AF1035 model. There be an annual increase of 15% on the base and, copy overage rate. The copy overage rate is only charged if and when you go over the 30000 annual copy allowance. Attached is the last invoice billed to you, as requested. You will only be billed once a year per the contract set up. Thank you and have a great day!

For additional requests please email [CIT-PHOENIX@RICOH-USA.COM](mailto:CIT-PHOENIX@RICOH-USA.COM)

Samella Allen  
CIT Specialist Western & Central Regions  
Customer Care Center  
Tempe CCC

RICOH USA  
1516 W 17th Street  
Tempe AZ, 85281  
Phone: 888-456-6457 option 9

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24000 FY16

## MAGISTRATE COURT OF HART COUNTY BUDGET 2015/2016

### Athens Digital / Copier Contract for ID 10321569

4/24/15 Spoke with Samella from IKON at 4:45pm. Our contract renews May 2014 with the fee total being: \$1715.16. There will be a 15% increase which will bring our expected expense total to: \$1972.44

### Travel/Lodging:

Estimates based on last years lodging. Total \$1000.00

### School/Education:

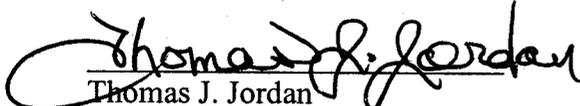
See attached email: Three judges and two clerk training class for \$1570

### Maint/ building& grounds LINE ITEM: 53.1720

See attached estimate and email regarding a door to be secured.

Estimated Cost of \$675.00/request 1,000

Thank you for your consideration

  
Thomas J. Jordan  
Chief Magistrate Judge

Calendar

Switch to the newest Yahoo Mail

Delete Reply Reply All Forward Actions

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Fortune Builders  
Sponsored

Free Event in Greenville May 7th - 9th!  
Join us for Than Merrill's, the star of A&E's 'Flip'

Per your request for account details [REF:956214  
116118]

Friday, April 24, 2015 4:45 PM

From: "Allen Samella" <CIT-PHOENIX@ricoh-usa.com>

To: bgrayhart@yahoo.com

Full Headers Printable View

1 Files 419KB Download All  
PDF 419KB

Save

No virus threat detected. Download File:HART COUNTY INVOICE.pdf

Barbara,

As mentioned on our call today, your service contract 1535265 on serial C01035357 for the AF1035 model. There be an annual increase of 15% on the base and, copy overage rate. The copy overage rate is only charged if and when you go over the 30000 annual copy allowance. Attached is the last invoice billed to you, as requested. You will only be billed once a year per the contract set up. Thank you and have a great day!

For additional requests please email [CIT-PHOENIX@RICOH-USA.COM](mailto:CIT-PHOENIX@RICOH-USA.COM)

Samella Allen  
CIT Specialist Western & Central Regions  
Customer Care Center  
Tempe CCC

RICOH USA  
1516 W 17th Street  
Tempe AZ, 85281  
Phone: 888-456-6457 option 9



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1,972.44	*
0.00	*

Ricoh USA, Inc  
70 Valley Stream Parkway  
Malvern PA US 19355

# INVOICE



Federal ID:23-0334400  
DUNS# 04-396-4519

Learn more here: <http://go.ricoh-usa.com/123.html>

0 Return Service Requested  
Seq#: 000001  
GEORGIA, STATE OF  
Attn: Accounts Payable  
HART COUNTY  
COMMISSIONERS  
800 CHANDLER ST  
HARTWELL GA 30643-1117

Invoice Number	Invoice Date
5032732924	10/01/2014
Terms	Due Date
10 NET	10/11/2014
Customer Number	Purchase Order Number
2001586	



We appreciate your business.  
For any questions, please call 1-888-456-6457  
or visit our website [www.ricoh-usa.com](http://www.ricoh-usa.com) to order additional  
products, supplies, services or to submit meter reads

For details on Ricoh's EPEAT and environmental initiatives, visit [www.ricoh-usa.com/environment](http://www.ricoh-usa.com/environment). Ricoh has posted to its website take back, recycling, paper content, reporting and design information for its imaging equipment/ Toner Containers/ packaging to meet EPEAT criteria. None of the returned material goes to landfill or incineration.

Contract Billing Summary		Amount	Sales Tax	Total
Contract Number	1535265			
Number of Equipment	1			
Base	10/01/2014 to 09/30/2015	1,715.16	0.00	1,715.16
Black and White	10/01/2013 to 09/30/2014			
<b>Total</b>		<b>1,715.16</b>	<b>0.00</b>	<b>1,715.16</b>

Regular Bill

**Amount Due 1,715.16**

GEORGIA, STATE OF  
HART COUNTY  
COMMISSIONERS  
800 CHANDLER ST  
HARTWELL GA 30643-1117

Detach and Return This Portion With Your Payment or Pay Online at [www.ricoh-usa.com](http://www.ricoh-usa.com)  
To ensure proper credit to your account, please write your customer and invoice number on your check

Make check payable and remit to :  
**Ricoh USA, Inc**  
PO Box 532530  
ATLANTA GA 30353-2530

Customer No:	2001586
Invoice Number	5032732924

**Amount Due: 1,715.16**

Thank you for choosing Ricoh USA, Inc.

00 0050327329242 00020015863 00001715168 000000000 000000000

Ricoh USA, Inc  
 70 Valley Stream Parkway  
 Malvern PA US 19355

# INVOICE

# RICOH



Invoice Number	5632732824	Invoice Date	10/01/2014
Purchase Order Number		Contract Number	1535265
Customer Name			
HART COUNTY			

Equipment Location	Equipment Detail Service Offering	Billing Details	Amount	Sales Tax	Total
HART COUNTY 165 W FRANKLIN ST MAGISTRATE DEPT HARTWELL GA 30643-7905	RICOH AF1035 EID 10321569 MFG H7026401521 S/N C01035357 8X5X4 SILVER Includes Labor, Parts, Toner	<b>Base: 10/01/2014 to 09/30/2015</b>  <b>Black and White</b> Current Read                    378503                    09/30/2014 Previous Read                    359713                    10/01/2013 Total Images                    18790 Allowance                    30000 Additional Images                    0 @ 0.049712	1,715.16	0.00	1,715.16
			0.00	0.00	0.00
		<b>Total</b>	<b>1,715.16</b>	<b>0.00</b>	<b>1,715.16</b>

10/1/2014  
 wjsw

RE: dues request asap - Inbox - Yahoo Mail

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Barbara

Profile

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Home

Calendar

Switch to the newest Yahoo Mail

Reply Reply All Forward Actions Apply Previous Next



**Fortune Builders**  
Sponsored

**Free Real Estate Event in Greenville 5/7 - 5...**  
Join us for Than Merrill's, the star of A&E's 'Flip

**RE: dues request asap**

Saturday, April 25, 2015 6:50 PM

From: "Sharon Reiss" <Sharon.Reiss@georgiacourts.gov>

To: "Barbara Gray" <bgrayhart@yahoo.com>

Full Headers Printable View

It is \$100 per judge for dues but you need to contact ICJE for dues for school....i think that is 315 per judge???

—Original Message—

From: Barbara Gray [mailto:[bgrayhart@yahoo.com](mailto:bgrayhart@yahoo.com)]

Sent: Friday, April 24, 2015 4:06 PM

To: Sharon Reiss

Subject: dues request asap





thomas jordan <judgetjordan@gmail.com>

---

**FW: Estimate from Classic Security Services**

2 messages

---

**Betty Floyd** <bettyf@hartcom.net>

Mon, Apr 6, 2015 at 8:47 AM

To: Thomas Jordan <judgetjordan@gmail.com>, pwdirector@hartcom.net

Good morning Thomas; the attached is for service to install you requested "second" security door. There is no money in the budget for this; you will need to discuss with Jon how you plan for this invoice to be paid.

Betty Floyd  
Associate County Clerk  
Hart County Board of Commissioners  
800 Chandler Street  
Hartwell GA 30643  
706-376-2024

hartcountyga.org

-----Original Message-----

From: jafol@windstream.net [mailto:jafol@windstream.net]

Sent: Friday, April 03, 2015 9:21 PM

To: bettyf@hartcom.net

Subject: Estimate from Classic Security Services

Dear Customer :

Please review the attached estimate. Feel free to contact us if you have any questions.

We look forward to working with you.

Sincerely,

Classic Security Services  
7062017918

---

**Est\_439\_from\_Classic\_Security\_Services\_2376.pdf**  
60K

---

thomas jordan <judgetjordan@gmail.com>

Sat, Apr 25, 2015 at 12:40 PM

To: Betty Floyd <bettyf@hartcom.net>

HELLO BETTY, THANKS FOR THE INFO, WE WILL WORK ON THIS A LITTLE LATER A PROJECT WE NEED HOWEVER I UNDERSTAND, THANKS AGAIN FOR HELPING ME CHECK INTO IT. I On Mon, Apr 6, 2015 at 8:47 AM, Betty Floyd <bettyf@hartcom.net> wrote:orning Thomas; the attached is for service to install you requested

[Quoted text hidden]

# Classic Security Services

P.O Box 52  
 Carnesville, GA 30521  
 706-201-7918  
 jafol@windstream.net

# Estimate

Date	Estimate #
4/3/2015	439

Name / Address
Hart County Courthouse Hartwell, Ga. 30642

P.O. No.	Terms	Due Date
	Due on receipt	4/3/2015

Description	Qty	Total
Installation/Labor Install electric door strike, power supply and 2 wireless release buttons in the Magistrate Court  <i>This is the 2nd of two estimates the other was for \$1,000 (the same company that did all the changes on the doors of the courthouse)!</i> 	1	675.00
It will be a pleasure working with you.		<b>Total</b> \$675.00

Signature \_\_\_\_\_

# Classic Security Services

**P.O Box 52**  
**Carnesville, GA 30521**  
**706-201-7918**  
**jafol@windstream.net**

# Estimate

Date	Estimate #
4/3/2015	439

Name / Address
Hart County Courthouse Hartwell, Ga. 30642

P.O. No.	Terms	Due Date
	Due on receipt	4/3/2015

Description	Qty	Total
Installation/Labor Install electric door strike, power supply and 2 wireless release buttons in the Magistrate Court	1	675.00
It will be a pleasure working with you.		<b>Total</b> \$675.00

Signature \_\_\_\_\_

BUDGET WORKSHEET FISCAL YEAR												
HART COUNTY GENERAL FUND												
100.24500 Probate Court												
7												
Month												
DEPARTMENT ADMINISTRATOR COMMISSION												
REQUEST RECOMMENDED APPROVED												
Budget												
Percent												
Change												
REMARKS												
EXPENDITURES/EXPENSES		Actual	Actual	Actual	Actual	Projection	Budget	2016	2016	2016		
		2012	2013	2014	2015	2015	2015	2016	2016	2016		
Wages	51.1100	200,266	233,979	249,860	90,337	154,863	140,408	145,700	145,700		-100%	note 1
part time	51.1105	10,464					3,840	12,480			-100%	note 4
temp employee	51.1200			2,512	1,996	1,996						
Health Insurance	51.2100	18,175	18,903	20,491	10,098	17,311	26,400	29,400	29,400		-100%	note 2
Health Insurance-dependent	51.2110		500	1,200	264	453						
Group Insurance ACA Fees	51.2111			389	56	96	892	816	816			
FICA	51.2200	15,258	17,055	17,165	6,973	11,954	10,741	12,101	11,146		-100%	
Retirement	51.2400	5,064	5,470	5,511	942	1,615	1,500	2,000	2,000		-100%	
Workers Comp Insurance	51.2700	1,382	1,500	1,602		2,000	2,000	1,500	1,500			
Attorney	52.1210	1,205	700	1,050		1,000	1,500	1,500	1,000			
Court Appointed Attorney								1,200				
Public Defender	52.1253	7,100	11,700	9,900	5,925	7,200	9,600	10,800	7,200			note 5
Prosecution							5,000	18,000	7,200			note 3, 5
Probate Transition	52.1257			17,822	2,937	3,000						
Copier Maint	52.1316	411	611	946	437	500	540	840	500		-100%	
Telephone	52.3200	1,759	1,878	1,833	983	1,685	1,900	2,100	1,800		-100%	
Postage	52.3210	1,598	294	571	924	1,584	1,000	2,000	1,000		-100%	
Printing and Binding	52.3400	161	436	471	190	326	500	500	500		-100%	
Travel/lodging	52.3500	25	2,049	467				1,800			#DIV/0!	
Dues	52.3602	300	350	550	250		350	550	350		-100%	
Education/training	52.3700	360	710	510	760		960	1,600	960			
5th district probate judge	53.1355			243				500				
Office supplies	53.1710	2,227	2,802	2,290	2,079		2,500	2,700	2,500		-100%	
Firearm Permit Processing		1,874	3,626	3,214	1,957	3,355	3,500	2,600	3,500			
copier								2,000				
Capital outlay	54.2500		1,075									
computers	54.2400							2,800	1,400			
			112									
<b>TOTAL</b>		<b>267,629</b>	<b>303,824</b>	<b>344,607</b>	<b>127,108</b>	<b>208,937</b>	<b>213,131</b>	<b>255,487</b>	<b>218,472</b>	<b>0</b>	<b>-100.00%</b>	
								Admin. Cuts fr. dpt. Re	\$ 37,015			
								Admin. Cuts fr. Prior y	\$ (5,341)			
								Board Cuts	\$ 218,472			
Rev. 35.1150 Probate Court Fines		283,509	313,535	291,065		0	310,000					
Rev 32.2910 Fire Arm Permits		1,645	3,556	3,038		0	1,300					
Rev/Exp%		106%	103%	84%	0%	0%	145%					
<b>note 1: COLA applied to eligible wages, State COLA?</b>												
note 2: Estimated based on 10 year historic increases for insurance. Actual numbers become more concrete when new policy received first quarter of next fiscal year												
note 3: DA requests per diem raise from \$300/day to \$500/day FY16												
note 4: temporary while full time position vacant FY15												
note 5: costs estimated based on 24 sessions per year @\$300/session, Probate Judge estimates 36 cases per year												

**PROBATE COURT (24500)BUDGET**  
**FISCAL YEAR 2016**

- 1- 51.1100 **REGULAR EMPLOYEES** Items 1-4 to be set by commissioners and is NOT included in Total Requested Budget Amount \*
- 2- 51.2100 **GROUP INSURANCE** set by commissioners
- 3- 51.2200 **FICA** set by commissioners
- 4- 51.2400 **RETIREMENT** set by commissioners
- 5- 52.1210 **ATTORNEY \$1,500.00** For County Attorney
- 6- 52.1250 **COURT APPOINTED ATTORNEY \$1,200.00** To cover bills we receive from other counties where mental facilities are located and hearings are held regarding involuntary treatment for the mentally ill from our county.
- 7 - 52.1253 **PUBLIC DEFENDER & SOLICITOR \$21,600.00**; thirty six sessions of traffic court scheduled; Regular once per month; Bondable once or twice per month; 36 x \$300 (solicitor) / Public defender) 36x300 = \$21,600.00. The more citations we receive the more courts dates required.
- 8- 52.1316 **ATHENS DIGITAL \$840**; maintenance agreement .01 per copy; average 4500 copies per month (\$70.00) x 12 = \$840.00
- 9- 52.3200 **TELEPHONE \$2,100** Average monthly bill is \$183 x 12 = \$2,196 (Phone \$82 / Fax \$39 / AT&T \$45 = \$166)
- 10- 52.3210 **POSTAGE Requesting \$2,000**; P. O. Box fee is \$110; Estimate the following for 12 month period: 200 marriage license, we mail certified marriage license to couples upon recording. We collect \$1.00 per applicant to cover cost of mailing; 2,000 plus traffic citations with notices to be mailed. On bondable offenses, notice must be mailed to bondsman & attorney as well as the defendant. Should a bench trial be required notices must also be mailed to the officers and witnesses. 76 active estate/guardianship cases requiring notice that annual filings are due. Estimate 1,000 miscellaneous mailings
- 11- 52.3400 **PRINTING & BINDING \$500** Bound Hartwell Suns, 2 @ \$138.50 = \$277.00 per year; Hartwell Sun subscription \$27.00 per year; Lexis-Nexis updates (traffic \$27 & probate \$15); business cards \$150 and checks \$81;
- 12- 52.3500 **TRAVEL/LODGING \$1,800** Estimated cost for room and expense for fall and spring COAG. Also includes expense for ICJE/Athens .
- 13-52.3602 **DUES/MEMBERSHIP \$550\***  
The following dues and subscriptions are due annually:  
5<sup>th</sup> District Probate Judges Association \$100  
Council of Probate Court Judges \$200  
COAG \$100  
\*it is expected these dues will increase during this budget term
- 14 - 52.3700 **EDUCATION & TRAINING \$1,600** COAG fall registration \$300. ICJE spring/traffic fall registration \$460.00. Also to include training for Janet, Kris, and Megan to attend Probate and Traffic school each class is \$50.00 Per person (6x50= 300.00)
- 15- 53.1355 **5<sup>th</sup> DISTRICT PROBATE JUDGES \$500** Host district meeting
- 16- 53.1710 **OFFICE SUPPLIES \$2,700** ink cartridges x 4 @ \$106.00 = \$318.00, 3 new printers @ \$275.00 = \$825.00(2) print toners for old printer @ \$430, Merry's pens 4 boxes of 10 @ \$16.00 = \$64.00, office pens, 5 boxes of 10 @ \$20.00 = \$100.00; copy paper / 12 cases @ \$40.00 = \$480.00; blank certificates for certified marriage license, 5 pks of 25 @ \$9.00 = \$45.00; ivory copy paper for marriage license applications, 2 pkg. @ \$8.00 = \$16; parchment paper for certified marriage license, box of 500 @ \$45.00; appointment book @ \$25.00; desk calendars, 4 @ \$10.00 = \$40.00; desk calendar refills, 3 @ \$2.49 = \$7.47; #10 envelopes, box of 500 x 8 @ \$40.00 = \$320.00; ; this does not include

general office supplies such as rubber bands, tape, memo pads, highlighters, paper clips, binder clips, typewriter ribbons, staples, post-its, folders, labels, gold seals, calculator ribbons, white-out, cd's, etc.

17-53.1746 **FIREARM PERMIT PROCESSING \$ 2,600** Last year 159 permits were issued this year to date 180 permits have been applied for @ 7.00 each for printing estimate issuing 60 permits per month

18- 54.2500 **OTHER EQUIPMENT \$4,800** 4 New Dell Computers @ \$700.00 = \$2800.00 for Probate Clerks. The computers that my staff rely on are out of date. Many upgrades that will be mandated within the next six months will not be able to run on our systems. Also copier for vault @ \$2,000. Many researchers need to make copies at the same time we are using the large copier up front. A small copier for the vault would be a significant benefit to this office.

19-51.1105 Part Time- **\$12,480.00** Due to the increased work load in the Probate office I am requesting monies budgeted for a part time employee not to exceed 24 hours per week @ \$10.00 per hour.

Most \$\$\$ amounts are for actual cost at last purchase price, some have been rounded to nearest \$

**Total Requested Budget Amount**

**\$55,270.00**

**\*Does not include personal services & employee benefits**

BUDGET WORKSHEET FISCAL YEAR													
HART COUNTY GENERAL FUND													
100.26000 Juvenile Court													
7													
Month													
DEPARTMENT ADMINISTRATOR COMMISSION													
Budget													
Percent													
Change													
REMARKS													
EXPENDITURES/EXPENSES	Actual	Actual	Actual	Actual	Project	Budget	DEPARTMENT	ADMINISTRATOR	COMMISSION	REQUEST	RECOMMENDED	APPROVED	
	2012	2013	2014	2015	2015	2015	2016	2016	2016	2016	2016	2016	
Juvenile Judge Supplement	51.1120											#DIV/0!	note 1
Health Insurance	51.2100		869	722	1,238	1,300	1,300	1,300	1,300				-100% note 1,2
Court Appointed Attorney-defense	52.1250	46,374	39,162	34,065	30,034	51,487	35,000	35,000	35,000				note 1
Court Appointed Attorney-prosecution				900	1,543	3,600	10,800	10,800	10,800				
Court Reporting	52.1320	9,876	9,253	8,770	5,162	8,849	7,500	1,000	7,500				note 1
Advertising													
Gasoline			25		40								
Translator	52.1321		412										
<b>TOTAL</b>		<b>56,250</b>	<b>50,561</b>	<b>41,333</b>	<b>36,818</b>	<b>63,157</b>	<b>47,400</b>	<b>48,100</b>	<b>54,600</b>	<b>0</b>	<b>-100.00%</b>		
							Admin. Cuts fr. dpt. Rec	\$	(6,500)				
							Admin. Cuts fr. Prior ye	\$	(7,200)				
							Board Cuts	\$	54,600				
note 1; FY13 shifted this line item from 21500 superior court for Juvenile court only													
note 2: for circuit full time person													

**JUVENILE COURT**

FY16

26000

THIS COURT IS FOR JUVENILES SIXTEEN AND YOUNGER, IT IS A SEPARATE COURT AND THE RECORDS ARE SEALED IN OUR OFFICE. THIS COURT HANDLES BOTH FAMILY/DEFAX AND CRIMINAL PROCEEDINGS. THIS IS HARD FOR US TO SET A BUDGET DUE TO THE FACT THAT WE DO NOT KNOW HOW MANY CASES WILL BE BROUGHT BEFORE THIS COURT, ESPECIALLY CASES INVOLVING THE HARTWELL FAMILY AND CHILDREN SERVICES. WE HAVE TWO JUDGES THAT WORK A FIVE COUNTY CIRCUIT.

COURT APPOINTED ATTORNEY: 52.1250, \$40,000.00

COURT REPORTING: 52.1320, \$10,000.00

TRANSLATOR: 52.1321, \$1000.00

ADVERTISING: 52.3300, \$100.00

SUPPLIES/GASOLINE: 53.1790, \$100.00

JUVENILE DELINQ PROSECUTION: 52.1262, \$3600.00

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100.27000 Grand Jury											
					7						Budget
		Actual	Actual	Actual	Month	Project	Budget	DEPARTMENT	ADMINISTRATOR	COMMISSION	Percent
EXPENDITURES/EXPENSES		2012	2013	2014	Actual	2015	2015	REQUEST	RECOMMENDED	APPROVED	Change
								2016	2016	2016	REMARKS
Wages	51.1100	7,560									#DIV/0!
FICA	51.2200	578				0					
Court Reporting											
Translator	52.1321		60					1,000			
Transportation Services	52.1317										
Postage	52.3210	2,129	1,965	1,361	539	924	1,700	2,000	1,400		-100%
Advertising	52.3300	1,281	1,335	1,015	406	696	1,300	1,400	1,000		
Jury Duty Compensation	52.3620	59,375	46,332	20,631	20,000	34,286	45,000	47,000	35,000		-100%
Office supplies	53.1710	1,111	1,020	1,158	121	207	1,000	1,200	400		-100%
Fuel	53.1790										#DIV/0!
<b>TOTAL</b>		<b>72,034</b>	<b>50,711</b>	<b>24,165</b>	<b>21,066</b>	<b>36,113</b>	<b>49,000</b>	<b>52,600</b>	<b>37,800</b>	<b>0</b>	<b>-100.00%</b>
								Admin. Cuts fr. dpt. Req.	\$ 14,800		
								Admin. Cuts fr. Prior year b	\$ 11,200		
								Board Cuts	\$ 37,800		

# GRAND JURY

27000

FY16

COURT REPORTING: 52.1320, \$500.00

TRANSLATOR: 52.1321 THIS IS A LINE ITEM THAT IS MUCH NEEDED DUE TO THE RISING AMOUNT OF CASES WE HAVE THAT REQUIRE A TRANSLATOR. IT IS A LAW THAT WE PROVIDE A STATE CERTIFIED TRANSLATOR. \$1000.00

POSTAGE: 52.3210, THIS IS USED FOR THE JURY SUMMONS AND WE AVERAGE ABOUT TWENTY FIVE TO TWENTY NINE JURORS FOR THE PAST THREE YEARS. \$2000.00.

ADVERTISING: 52.3300, THIS IS THE LINE ITEM THAT WE HAVE TO SUBMIT THE GRAND JURY PRESENTMENTS TO OUR LEGAL ORGAN (THE HARTWELL SUN) WE DO THIS TWICE A YEAR AND ANY SPECIAL CALL BACK OF THE GRAND JURY THAT MAY NEED TO BE PRESENTED TO THE GRAND JURY THAT CANNOT WAIT UNTIL THE NEXT GRAND JURY HAS BEEN ASSEMBLED., AND THE HARTWELL SUN AND I HAVE WORKED TOGETHER IN COMING UP WITH SOLUTIONS TO REDUCE THE COST ON THIS \$1400.00.

JURY DUTY COMP: 52.3620 DRAFTING JURORS HAS INCREASED AND WE HAVE BEEN WORKING TOGETHER TO TRY AND CANCEL THE JURORS IF THE DISTRICT ATTORNEY SEES THAT THEY ARE NOT GOING TO NEED THEM. BUT THIS IS A NEED THAT YOU REALLY NEVER KNOW IF THEY ARE GOING TO BE SUMMONED TO COURT OR NOT. AND I RESPECTFULLY REQUEST \$47000.00

✓

OFFICE SUPPLIES: 53.1710 THIS FOR ENVELOPES AND PAPER THAT WE USE FOR JURY SUMMONS. I AM REQUESTING \$1200.00.

Law Library 27500					7						Budget				
		Actual	Actual	Actual	Month	Project	Budget	Depart.	Admin.	Comm.	Percent				
EXPENDITURES/EXPENSES		2012	2013	2014	Actual	2015	2015	Request	Rec.	Approved	Change	REMARKS			
Municode (internet code of ord)	#####	550	1,877	3,166	700	2,000	2,000	2,000	2,000						
Maint of Ordinance Codification	#####														
see state law 36-15-7															
<b>TOTAL</b>		<b>550</b>	<b>1,877</b>	<b>3,166</b>	<b>700</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>	<b>0</b>				

BUDGET WORKSHEET FISCAL YEAR												
HART COUNTY GENERAL FUND												
100.28000 Public Defender												
7												
Month												
DEPARTMENT ADMINISTRATOR COMMISSION												
REQUEST RECOMMENDED APPROVED												
Budget												
Percent												
Change												
REMARKS												
EXPENDITURES/EXPENSES	Actual	Actual	Actual	Actual	Project	Budget	DEPARTMENT	ADMINISTRATOR	COMMISSION	Budget	Percent	Change
	2012	2013	2014	2015	2015	2015	2016	2016	2016			
Group Insurance	51.2100											#DIV/0!
Public Defender	57.1000	68,838	69,251	68,678	33,218	66,435	66,435	66,435	66,435			-100%
Overbudget Spending												
public defender 06 missed												
<b>TOTAL</b>		<b>68,838</b>	<b>69,251</b>	<b>68,678</b>	<b>33,218</b>	<b>66,435</b>	<b>66,435</b>	<b>66,435</b>	<b>66,435</b>	<b>0</b>	<b>-100.00%</b>	
							Admin. Cuts fr. dpt. Req.	\$	-			
							Admin. Cuts fr. Prior year t	\$	-			
							Board Cuts	\$	66,435			
<b>NO BUDGET REQUEST OR AUDIT RECEIVED</b>												

BUDGET WORKSHEET FISCAL YEAR												
HART COUNTY GENERAL FUND												
100.28100 Board of Equalization												
											Budget	
											Percent	
											Change	
EXPENDITURES/EXPENSES		Actual 2012	Actual 2013	Actual 2014	7 Month Actual 2015	Project 2015	Budget 2015	DEPARTMENT REQUEST 2016	ADMINISTRATOR RECOMMENDED 2016	COMMISSION APPROVED 2016	REMARKS	
Wages	51.1100	22,333	7,667	1,573	2,095	3,591	1,500	1,500	1,500		-100%	
Overtime	51.1300					0						
FICA	51.2200	1,708	586	70	160	274	421	421	421		-100%	
Workers Comp Insurance	51.2700	212	100				100	100	100			
Attorney	52.1210		654									
Medical Service												
Court Reporting								700				
Telephone	52.3200	257	459	375	268	459	300	500	500			
Postage	52.3210	2,233	6,578	84	1,000	2,000	2,000	1,500	1,500		-100%	
Advertising				144				350				
Travel/lodging	52.3500	434	133	116	336	500	500	500	500		-100%	
BOE pay	52.3620	14,530	9,980	2,175	3,392	3,500	4,000	4,000	4,000			
Ed & train	52.3700	135		200	325	325	250	250	250			
Office supplies	53.1710	824	1,038	423	247	423	500	500	500		-100%	
<b>TOTAL</b>		<b>42,666</b>	<b>27,668</b>	<b>4,493</b>	<b>7,823</b>	<b>11,074</b>	<b>9,571</b>	<b>10,321</b>	<b>9,271</b>	<b>0</b>	<b>-100%</b>	
								Admin. Cuts fr. dpt. Req.	\$ 1,050			
								Admin. Cuts fr. Prior year bud.	\$ 300			
								Board Cuts	\$ 9,271			

**BOARD OF EQUALIZATION**

FY16

28100

COURT REPORTING: 52.1320, \$700.00

TELEPHONE: 52.3200, \$ 500.00

POSTAGE: 52.3210 \$1500.00 THIS IS THE LINE ITEM THAT WE HAVE TO MAIL THE NOTICES OF THE BOARD OF EQUALIZATION HEARING NOTICES OUT. WE ALSO HAVE TO MAIL OUT THE FINAL DECISION LETTERS BY CERTIFIED MAIL. THESE LETTERS HAVE TO BE MAILED OUT BY EACH PARCEL NUMBER, THIS IS FOLLOWING STATE LAW. I NOTICED THAT WE SPENT \$1000.02 ON THIS LINE ITEM LAST YEAR.

ADVERTISING: 52.3300 \$ 350.00 THIS IS THE LINE ITEM THAT WE HAVE TO PUBLISH ANY MEETINGS WITH THE BOARD OF EQUALIZATION, BY STATE LAW WE HAVE TO PUBLISH THIS.

TRAVEL/LODGING: 52.3500, \$500.00 THIS IS THE LINE ITEM FOR THE TRAINING OF THE BOARD OF EQUALIZATION MEMBERS WHEN WE HAVE TO SEND THEM TO TRAINING. IT MAY REQUIRE SENDING THEM SOMEWHERE THAT WOULD REQUIRE THEM TO STAY OVERNIGHT. I HAVE IN THE PAST BEEN ABLE TO BOOK A CLASS CLOSE BY IN ORDER FOR THEM TO DRIVE TO THE TRAINING. EACH MEMBER HAS TO ATTEND A 40 HOUR COURSE WHEN THEY FIRST COME ON BOARD, AND AN ADDITIONAL 8 HOURS PER YEAR FOR TRAINING.

EDUCATION & TRAINING - 52.3700 - \$ 250.00

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100.33000 Sheriff											
					7						Budget
					Month			DEPARTMENT	ADMINISTRATOR	COMMISSION	Percent
EXPENDITURES/EXPENSES		Actual	Actual	Actual	Actual	Project.	Budget	REQUEST	RECOMMENDED	APPROVED	Change
		2012	2013	2014	2015	2015	2015	2016	2016	2016	REMARKS
Wages	51.1100	956,152	1,050,593	1,111,798	682,372	1,169,781	1,291,056	1,286,129	1,286,129		-100% note 1,9
Part time employees	51.1105	26,617	48,775	43,062	46,076	78,987	40,000	40,000	40,000		-100%
PTO Buyout	51.1136	8,052	8,457	9,323		12,150	12,149	13,500	13,500		-100%
Overtime	51.1300	55,203	57,617	77,286	91,358	156,614	40,000	40,000	40,000		-100%
Health insurance	51.2100	113,713	131,683	122,119	93,921	161,007	191,400	213,150	213,150		-100% note 2
Insurance/dependent	51.2110	4,800	5,100	5,500	2,200	3,771	6,000	6,000	6,000		note 5
Group Insurance ACA Fees	51.2111			2,373	3,371	5,779	6,467	5,916	5,916		
FICA	51.2200	77,933	86,050	91,509	60,597	103,881	105,815	105,542	105,542		-100%
Retirement	51.2400	13,636	13,560	12,561	6,954	11,921	15,000	14,000	14,000		-100%
Unemployment Insurance	51.2600					0		0			
Workers Comp Insurance	51.2700	32,593	33,347	41,816		37,000	37,000	45,000	45,000		
Sex Offender Regisrtry Website	52.1207						200	200			
Attorney	52.1210	181		752							
Litigation	52.1211	31,726	12,530	12,132	2,899	4,970	15,000	15,000	10,000		
Medical svc	52.1260	702	742	844	951	1,630		750	750		
Technical/Midwest Radar	52.1303	618	567	729	420	720	600	700	700		-100%
Technical/Photography	52.1318	351	2,023				2,000	2,000			-100%
Translator	52.1321										
Copier Maint	52.2204	1,183	1,192	1,255	932	1,598	1,200	2,500	1,300		-100%
Repairs/outside labor	52.2206	13,177	28,634	13,462	8,483	14,542	10,000	15,000	15,000		-100%
Insurance Deductible	52.3197	5,959									
Telephone	52.3200	20,214	20,059	22,629	12,426	21,302	20,000	26,000	21,000		-100%
TLO											
Leads											
Postage	52.3210	734	789	480	669	1,147	700	1,000	700		-100%
Advertising	52.3300		90	75	180	200	100	200	100		-100%
Travel/lodging	52.3500	1,853	1,428	1,988	1,028	1,762	1,500	2,000	1,800		-100%
Dues	52.3602	1,025	1,200	1,543	909	1,000	1,000	1,000	1,000		
Education/training	52.3700	2,497	1,684	1,147	3,902	4,000	2,000	4,000	4,000		
Energy/water	53.1200	19,597	16,541	21,386	9,596	16,450	19,000	20,000	18,000		
FIFA Enforcment	53.1560			2,033	383	500	5,000	5,000	1,000		note 6
Misc supplies	53.1704	853	1,511	773	709	1,500	1,500	1,500	1,500		-100%
Office supplies	53.1710	10,636	10,051	13,079	11,752	20,146	9,000	15,000	11,000		-100%
Ammunition	53.1715	2,580	3,190	4,541	350	3,500	3,500	4,000	4,000		-100%
Breath Analysis Supplies	53.1716										#DIV/0!
Buildings and Grounds	53.1720	548	185	1,356	2,586	3,000	1,500	2,500	1,500		
Uniform allowance	53.1730	8,820	10,115	10,392	11,879	12,000	10,300	13,300	12,000		-100%

100.33000 Sheriff					7						Budget	
		Actual	Actual	Actual	Month	Project.	Budget	DEPARTMENT	ADMINISTRATOR	COMMISSION	Percent	
EXPENDITURES/EXPENSES		2012	2013	2014	Actual	2015	2015	REQUEST	RECOMMENDED	APPROVED	Change	REMARKS
								2016	2016	2016		
Parts/repair	53.1750	16,926	30,246	38,357	20,975	35,957	22,000	25,000	25,000		-100%	
Oil/petroleum	53.1760	3,742	4,487	4,797	3,045	5,220	4,000	4,000	4,000		-100%	
Tires/tubes	53.1770	12,171	15,168	18,215	11,752	20,146	10,000	10,000	10,000		-100%	
Batteries	53.1780	1,294	1,072	1,569	554	950	1,000	1,500	1,000		-100%	
Gasoline	53.1790	137,306	145,125	156,052	61,954	106,207	145,000	150,000	125,000		-100%	
Diesel	53.1800	624	2,721	3,784	1,054	1,807	2,000	2,000	2,000			note 7
Capital/vehicles	54.2200	62,948	87,855	84,789		87,000	87,000	90,000	87,000		-100%	note 3
Computers	54.2400	5,670	8,386	1,262				2,500	2,500			
GCIC	54.2550											
Protective armor	54.2610		1,080	6,195	4,924	5,000		2,500	2,500		#DIV/0!	note 8
Communication radios	54.2610			800	7,656	7,700	4,865	4,000	4,000			
radar unit	54.2620											
Fingerprint Device	54.2622											
<b>TOTAL</b>		<b>1,652,634</b>	<b>1,856,050</b>	<b>1,972,756</b>	<b>1,168,817</b>	<b>2,120,845</b>	<b>2,124,852</b>	<b>2,192,387</b>	<b>2,137,587</b>	<b>0</b>	<b>-100%</b>	
							Admin. Cuts fr. dpt. Req.	\$ 54,800				
							Admin. Cuts fr. Prior year	\$ (12,734)				
							Board Cuts	\$ 2,137,587				
<b>note 1: COLA applied to eligible full time wages, State COLA?</b>												
note 2: Estimated based on 10 year historic increases for insurance. Actual numbers become more concrete when new policy received first quarter of next fiscal year												
Note 3: See vehicle replacement schedule (5 year plan), replace vehicles over 200,000 miles, rec replace 3 this year and 3 FY16												
note 5: allocated from 10000 account to deprs FY12 for better accounting.												
note 6: revenue source should offset this cost.												
note 7: Increase due to Jail labor working on County buildings replacing some of the lost Whitworth labor												
note 8: for 27 new vests to match grant applied for												
Note 9: Two SROs added (see Rev) for BOE 2014												

Sheriff Office Vehical Replacement Schedule  
5/13/2015

FY16

Dept.: Veh.	Sheriff Year	tyoe	Date 14	Miles 2014	Date 15	Miles 2015	Ave/yr	Esimated mileage in FY					Est. 19	Est. 20	
								Est. 16	Est. 17	Est. 18	Est. 19	Est. 20			
2	2010	chrg	4/8/2014	120,590	3/30/2015	150,830	30,240	181,070	211,310	241,550	271,790	302,030			
4	2000	CV											spare		
5	2010	chrg	3/20/2014	64,117	2/26/2015	81,501	18,964	100,465	119,430	138,394	157,358	176,323			
6	2012	chrg	3/19/2014	56,507	3/17/2015	88,157	31,650	119,807	151,457	183,107	214,757	246,407			
7	2007	chrg	1/27/2014	153,038	1/26/2015	167,369	14,331	181,700	196,031	210,362	224,693	239,024			
9	2005	CV	2/27/2014	176,557	4/14/2015	215,835	33,667	249,502	283,169	316,836	350,502	384,169	replaced fy15?		
10	2008	chrg	3/27/2014	153,145	4/15/2015	193,991	37,704	231,695	269,399	307,103	344,807	382,511			
11	2013	chrg			4/10/2015	50,166									
13	2013	chrg			5/6/2015	63,013									
14	2012	chrg	4/7/2014	30,603	4/15/2015	86,268	55,665	141,933	197,598	253,263	308,928	364,593			
15	2014	chrg			5/11/2015	27,880									
16	2005	cv			4/21/2015	235,083									
17	1999	dodge					-						jail		
18	2014	chrg			4/27/2015	16,116									
19	2004	CV					-						spare		
20	2003	CV					-						spare		
22	2006	CV	3/26/2014	166,889	2/25/2015	176,290	10,256						jail		
23	2014	chrg			4/6/2015	29,905									
24	2003	explore													
25	2008	CV	3/21/2014	218,060	3/24/2015	237,071	19,011	256,082	275,093	294,104	313,115	332,126	replaced fy15?		
26	1999	f250													
27	2013	chrg	3/6/2014	22,176	5/7/2015	64,103	35,937	100,040	135,978	171,915	207,853	243,790			
28	2003	CV											spare		
32	2006	chrg	3/24/2014	215,958	4/20/2015	253,491	34,646	288,137	322,783	357,429	392,074	426,720	replaced fy15?		
33	2006	CV	2/28/2014	176,904									parts		
35	2008	CV	4/10/2014	185,004	4/23/2015	210,699	24,667	235,366	260,033	284,701	309,368	334,035	replaced fy15?		
36	2008	CV	3/20/2014	166,359	5/4/2015	204,248	33,679	237,927	271,606	305,285	338,964	372,644			
37	1999	durango													
40	1995	van													
42	2010	chrg	4/10/2014	139,827	4/7/2015	170,422	30,595	201,017	231,612	262,207	292,802	323,397			
43	2010	chrg	1/6/2014	75,310	10/30/2014	97,563	26,704	124,267	150,970	177,674	204,377	231,081			
44	2010	chrg	3/20/2014	141,374	4/6/2015	170,534	27,994	198,528	226,521	254,515	282,508	310,502			
45	2010	chrg	3/7/2014	91,987	5/5/2015	128,501	31,298	159,799	191,096	222,394	253,692	284,990			
46	2010	chrg	3/4/2014	103,559	4/13/2015	121,960	16,356	138,316	154,673	171,029	187,386	203,742			
47	2005	ram													
48	2004	durango													
49	2005	colorado													
51	2003	tahoe													
56	2007	chrg	1/14/2014	152,715	4/7/2015	183,251	26,174	209,425	235,598	261,772	287,946	314,120			
57															
58															
59															

Anticipated Need for New Vehicles  
NEED: 21 Cars

3      3      3      2      3      14  
how many of new cars will replace existing?

2.8

33000  
FY16

BUDGET WORKSHEET FISCAL YEAR												
HART COUNTY GENERAL FUND												
100. 33260 Jail operations												
											Budget	
											Percent	
											Change	
											REMARKS	
EXPENDITURES/EXPENSES		Actual 2012	Actual 2013	Actual 2014	Actual 2015	Project 2015	Budget 2015	DEPARTMENT REQUEST 2016	ADMINISTRATOR RECOMMENDED 2016	COMMISSION APPROVED 2016		
Wages	51.1100	461,136	448,811	512,599	319,871	548,350	552,890	606,760	606,760		-100%	note 1, 4
Part Time Jailers	51.1105	139,286	165,424	157,253	86,402	148,118	115,000	150,000	130,000		-100%	
PTO Buyout	51.1136	5,798	5,638	7,074		7,000	7,900	7,000	7,000		-100%	note 4
Overtime	51.1300	21,367	18,865	31,720	29,625	50,786	20,000	30,000	30,000		-100%	
Health insurance	51.2100	66,715	77,194	90,873	56,481	96,825	112,200	124,950	124,950		-100%	note 2, 4
Group Insurance ACA Fees	51.2111			1,391	1,960	3,360	3,791	3,468	3,468		-100.00%	
FICA	51.2200	47,588	48,153	53,462	33,215	56,940	53,228	59,193	59,193		-100%	
Retirement Contributions	51.2400	1,753	2,173	2,671	905	1,551	3,500	2,400	2,400		-100%	
Unemployment	51.2600	4,592	1,752			0		0				
Workers Comp Insurance	51.2700	16,306	16,000	23,519		25,000	25,000	25,000	25,000			
litigation	52.1211		27,398	18,825	1,502	5,000	10,000	10,000	5,000			
Medical Svc	52.1260	106,962	107,019	110,395	97,473	167,097	90,000	110,000	110,000		-100%	
Disposal	52.2110	2,053	1,798	1,661	831	1,425	1,700	1,700	1,700		-100%	
Repairs & Maintenance	52.2200	27,636	4,505	2,353	1,674	2,870	5,000	6,500	5,000		-100%	note 3
Maint/McGee H&A	52.2201	1,272		365		0	200					
Repairs/outside labor	52.2206	8,730	675					1,000				
Insurance Deductible	52.3197	7,086										
Travel/lodging	52.3500	70	58	369	633	700	100	1,000	700		-100%	
Translator								200				
Education/training	52.3700			26								
Energy	53.1200	40,750	37,817	42,145	22,830	39,137	39,000	40,000	39,000		-100%	
Food/inmate meals	53.1310	109,433	101,867	125,270	74,668	128,002	110,000	120,000	120,000		-100%	
Housekeeping supplies	53.1702	7,124	10,818	14,676	11,169	19,147	8,500	15,000	15,000		-100%	note 3
Misc supplies	53.1704	805	3,145	733	624	2,000	2,000	2,000	2,000		-100%	note 3
Office supplies	53.1710	2,556	3,276	6,874	3524	4,500	3,500	4,500	4,000		-100%	note 3
Bldgs & grounds supplies	53.1720	1,850	4,062	10,288	1138	1,951	5,000	5,000	5,000		-100%	note 3
Uniform rental	53.1740	4,647	5,630	6,835	3,786	6,490	5,000	5,000	5,000		-100%	
GCIC	54.2550	531	564	616	291	1,000	1,000	1,000	700			note 3
Fingerprinting	54.2622	4,025	4,025	4,025	4,025	4,000	4,000	19,363	19,363			note 5
Inmate housing	57.1090	6,825	7,350	5,068	15,120	25,000	10,000	120,000	25,000		-100%	
Other Capital		3,932										
Other professional												
<b>TOTAL</b>		<b>1,100,828</b>	<b>1,113,943</b>	<b>1,237,427</b>	<b>767,747</b>	<b>1,346,248</b>	<b>1,188,509</b>	<b>1,471,034</b>	<b>1,346,234</b>	<b>0</b>	<b>-100.00%</b>	
								Admin. Cuts fr. dpt. Rec	\$ 124,800			
								Admin. Cuts fr. Prior ye.	\$(157,725)			
								Board Cuts	#####			
overall note: actual expenditures may vary depending on jail population and costs for repairs and maint												
note 1: COLA applied to eligible full time wages												
note 2: Estimated based on 5 year historic increases for insurance. Actual numbers become more concrete when new policy received first quarter of next fiscal year												
note 3: costs shited to/from 204 SR Jail Fund acct depending on fund balance in that acct.												
note 4: added full time employee 8 12												
note 5: GBI mandated upgraded device required by end of 2015												

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100.34200 Adult Corrections											
											Budget
											Percent
											Change
EXPENDITURES/EXPENSES	Actual	Actual	Actual	Actual	Project	Budget	DEPARTMENT	ADMINISTRATOR	COMMISSION	REMARKS	
	2012	2013	2014	2015	2015	2015	REQUEST	RECOMMENDED	APPROVED		
							2016	2016	2016		
Parts	53.1750			26							
Oil/Petroleum Products											
Gasoline	53.1790	32,391	32,220	26,495	8,303	25,000	30,000	30,000	30,000	-100%	
Diesel	53.1800	126	143	66	143	400					
<b>TOTAL</b>		<b>32,517</b>	<b>32,376</b>	<b>26,587</b>	<b>8,446</b>	<b>25,400</b>	<b>30,000</b>	<b>30,000</b>	<b>30,000</b>	<b>0</b>	<b>-100.00%</b>
							Admin. Cuts fr. dpt. Req.	\$	-		
							Admin. Cuts fr. Prior year b	\$	-		
							Board Cuts	\$	30,000		
Gas/ misc detention center	38.9053	32,517	32,375	26,587							

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100.36000 EMS											
					7						Budget
					Month						Percent
		Actual	Actual	Actual	Actual	Project.	Budget	DEPARTMENT	ADMINISTRATOR	COMMISSION	Budget
		2012	2013	2014	2015	2015	2015	REQUEST	RECOMMENDED	APPROVED	Change
EXPENDITURES/EXPENSES											
		2012	2013	2014	2015	2015	2015	2016	2016	2016	REMARKS
Wages-full time	51.1100	815,296	820,415	885,617	536,621	919,922	1,025,595	1,051,235	1,051,235		-100% note 1,4,7
Part Time Employees	51.1105	128,999	134,398	126,537	71,274	122,184	120,000	135,000	135,000		note 4, 9
PTO Buyout	51.1136	18,914	17,995	14,592		25,000	24,722	28,553	28,553		-100%
Overtime	51.1300	351,034	386,410	407,496	256,206	439,210	390,000	390,000	390,000		-100% note 4,7
Health Insurance	51.2100	107,868	103,223	121,823	83,761	143,590	188,100	209,475	209,475		-100% note 2
Insurance/dependent	51.2110	7,600	4,000	3,200	1,100	1,886	3,600	3,600	3,600		note 6
Group Insurance ACA Fees	51.2111			1,891	2,901	4,973	6,356	5,814	5,814		
FICA	51.2200	96,682	100,836	106,631	64,117	109,915	119,365	122,766	122,766		-100% note 4,7
Retirement	51.2400	12,199	12,686	12,620	7,713	13,222	15,000	16,000	16,000		-100%
Workmans Comp Insurance	51.2700	32,123	36,903	49,551	43,734	74,973	50,000	60,000	60,000		-100% note 7
unemployment											
medical	52.1260	915	1,178	884	312	900	900	1,000	900		
Maint/Mobile Communications	52.2203	6,755	6,144	7,086	2,742	6,250	6,200	6,250	6,250		-100%
Repairs/outside labor	52.2206	6,130	30,574	7,581	3,940	6,754	3,500	5,000	5,000		-100%
Maint/EMS Consultants	52.2209	4,050	4,050	4,050	4,050	4,100	4,100	4,100	4,100		-100%
Maintenance/Stretchers	52.2213					500	500	500	500		-100%
Maintenance cardiac monitors	52.2216	5,590	7,750	9,225		7,750	7,750	7,750	7,750		
Telephone	52.3200	4,436	5,637	10,234	6,004	10,293	6,000	7,500	7,500		-100% note 10
Postage	52.3210	1,286	1,450	1,318	1,384	2,373	1,200	2,500	2,500		-100% note 11
Travel/lodging	52.3500	1,033	2,432	1,109	494	2,000	2,000	2,000	2,000		-100%
Dues	52.3602	2,020	777	1,503	50	1,500	1,500	1,500	1,500		-100%
Education/training	52.3700	1,240	2,604	1,918	574	2,900	2,900	2,900	2,900		
Licenses	52.3800	10,900	10,900	12,338		15,000	15,000	15,000	15,000		-100%
Energy	53.1200	2,191	1,744	1,966	1,079	1,850	2,200	2,200	2,000		
Housekeeping supplies	53.1702	589	796	763	241	413	600	600	600		-100%
Misc supplies	53.1704	104	160	140		0	200	200	200		-100%
Medical supplies	53.1706	25,417	31,098	28,428	16,990	29,126	28,000	30,000	30,000		-100%
Office supplies	53.1710	1,685	1,879	2,915	1,595	2,734	2,000	2,500	2,500		-100% note 11
Uniform allowance	53.1730	8,842	6,221	10,030	3,279	11,120	11,120	11,120	11,120		-100%
Parts/repair	53.1750	10,494	10,362	32,163	14,799	25,370	12,000	12,000	12,000		-100%
Oil/petroleum	53.1760	1,489	2,294	2,269	1,208	2,071	3,000	3,000	3,000		-100%
Tires/tubes	53.1770	4,776	6,492	7,728	4,502	7,718	4,500	4,500	4,500		-100%
Batteries	53.1780	236	1,334	828	545	934	500	1,000	1,000		-100%
Gasoline	53.1790	5,860	6,657	6,983	2,619	4,490	5,000	5,000	5,000		-100%
Diesel	53.1800	52,108	57,351	62,032	25,569	43,833	55,000	55,000	50,000		-100%
							0				
Other Capital		36,947	1,350				0				
							0				
Vehicles	54.2200	112,461	3,774	123,863	140	45,000	65,500	136,500			-100% note 5, 12

	Actual	Actual	Actual	Month	Project.	Budget	DEPARTMENT	ADMINISTRATOR	COMMISSION	Percent	
EXPENDITURES/EXPENSES	2012	2013	2014	Actual	2015	2015	REQUEST	RECOMMENDED	APPROVED	Change	REMARKS
Substation			27,492				200,000	2016	2016		
Computers		5,338		474						#DIV/0!	note 7, 12
<b>TOTAL</b>	<b>1,878,269</b>	<b>1,826,868</b>	<b>2,089,457</b>	<b>1,160,017</b>	<b>2,089,852</b>	<b>2,183,908</b>	<b>2,542,063</b>	<b>2,200,263</b>	<b>0</b>	<b>-100.00%</b>	
							Admin. Cuts fr. dpt. Req.	\$ 341,800			
							Admin. Cuts fr. Prior year bud.	\$ (16,356)			
							Board Cuts	\$ 2,200,263			
note 1: COLA applied to eligible full time wages,											
note 2: Estimated based on 5 year historic increases for insurance. Actual numbers become more concrete when new policy received first quarter of next fiscal year											
Note 4: Wages are dependent on call volume with call back pay											
note 5: see long range EMS capital replacement plan, FY14 Ambulance paid for by Hart County Hospital Authority											
note 6: allocated from 10000 account to deprs FY12 for better accounting.											
note 7: Added a fourth crew (6 full time positions, half implement FY13 remaining FY14)											
note 9: added part time bill collections in FY15											
note 10: internet connection on mobile units now required											
note 11: more reqd for enhanced billing collection efforts started in FY15											
note 12; recc using SR532											
Revenue Current Year Fees 34.2600	785,538	735,614	770,232	671,538	1,151,208	800000					
Rev Audit Recieve-Not known until audit after end FY	362,195	185,287	352,053		200,000	200000					
<b>TOTAL REVS</b>	<b>1,147,733</b>	<b>920,901</b>	<b>1,122,285</b>	<b>671,538</b>	<b>1,351,208</b>	<b>1,000,000</b>					
Rev/Exp Ratio	61%	50%	54%	58%	65%	46%					

**EMS LONG RANGE CAPITAL REPLACEMENT PLAN**

	73-M-1 Cost	73-M-2 Cost	73-M-3 Cost	73-M-4 Cost	M-5/Spare	M-6 Spare	M7/reserve m1	M8/reserve m2	73-R-1 Cost	Mointors & equip Cost	cart/trailer Cost	Adm. Veh's Cost	Port. Suction Cost	Bara equip Existing units	Annual amt.
2011											60000				\$60,000
2012															\$120,000
2013															\$120,000
2014	\$125,000	Reserve										\$5,000	\$25,000	\$30,000	\$60,000
2015				\$130,000											\$125,000
2016			\$136,500										\$6,000		\$136,000
2017		\$143,325													\$136,500
2018					\$121,826										\$143,325
2019							\$134,313	Reserve							\$121,826
2020	\$141,029														\$134,313
2021									\$169,500						\$141,029
2022															\$169,500
2023			\$155,132												\$0
															\$155,132
															\$0

FY16  
 36000

BUDGET WORKSHEET FISCAL YEAR												
HART COUNTY GENERAL FUND												
100.37000 Coroner												
7												
Month												
project.												
Budget												
DEPARTMENT												
ADMINISTRATOR												
COMMISSION												
Budget												
Percent												
Change												
REMARKS												
EXPENDITURES/EXPENSES		Actual	Actual	Actual	Actual	project.	Budget	REQUEST	ADMINISTRATOR	COMMISSION	Budget	REMARKS
		2012	2013	2014	2015	2015	2015	2016	2016	2016	2016	
Wages	51.1100	6,148	6,914	7,203	3,117	5,343	4,879	5,490	4,831		-100%	
Part Time wages	51.1105	2,475	2,322	1,960	1,505	2,580	2,500	2,500	2,500		-100%	
Supplemental Pay	51.1122			175	6,300	10,800	8,750	8,750	8,750			
Transport Wage												
FICA	51.2200	660	707	475	584	1,001	706	1,281	1,230		-100%	
Workers Comp Insurance	51.2700	284	300	244		300	300		300			
professional	52.1200	200	150	400				520				
Indigent Burial	52.1255	250	100	250		250	250	250	250			
Cooler Fee					100	400	400	400	300			
Photography	52.1318										#DIV/0!	
outside labor	52.2206	181	50									
Telephone	52.3200	395	516	500	313	537	500	500	500		-100%	
Postage	52.3210		11									
Travel/lodging	52.3500	1,350	1,425	985	560	1,456	1,456	1,600	1,000		-100%	
Dues	52.3602	150	150	150	75	125	125	150	125		-100%	
Education/training	52.3700	600	660	360	360	840	840	720	400			
Medical supplies	53.1706	120	511	297		600	600	600	500		-100%	
Office supplies	53.1710	102	105	269	45	200	200	200	200		-100%	
Uniform allowance	53.1730	142	164	106		150	150	250	150		-100%	
Parts/repair	53.1750	144	165	213	142	243	200	200	200			
oil & petroleum	53.1760	18	52	17	36	62	50	50	50			
					558	558						
Fuel	53.1790	678	1,098	1,245	491	842	1,200	1,200	1,000			
Other equipment	54.2500	540	144	151	1,749	2,700	2,700	45,213				Note 2
Comm/radios	54.2600											
Capital				654								Note 1
<b>TOTAL</b>		<b>14,437</b>	<b>15,558</b>	<b>25,683</b>	<b>15,935</b>	<b>28,987</b>	<b>25,806</b>	<b>69,874</b>	<b>22,286</b>	<b>0</b>	<b>-100%</b>	
								Admin. Cuts fr. dpt. Req.	\$ 47,587			
								Admin. Cuts fr. Prior year	\$ 3,520			
Note 1: For Morgue Cooler								Board Cuts	\$ 22,286			
<b>Overall budget determined by the number of cases</b>												
Note 2: For Heavy Duty Cot												



## OFFICE OF CORONER

Hart County  
800 Chandler St.  
Hartwell, GA 30643  
706-856-5322

***MIKE ADAMS, CORONER***

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05/15/2015

### **REF: MORGUE COOLER**

We have had the need for a morgue cooler for several years but with the state closing one lab and the hospital closing the need has gotten greater. When we have the need to put a body in a cooler we have always used one at a local funeral home. This usually works out fine and is rarely a major problem, other than someone having to let us in at all hours of the night. It also means when taking a body to the crime lab for an autopsy it is 8:00 before we can pick them up to leave. It is then late morning before we can get to the lab which then sometimes bumps the autopsy until the following day which means it will be another day postponement for the family to have the funeral. If it happens this is around a holiday it is then even a longer delay.

The cooler the funeral home has will accommodate only 3 bodies. It is common for them to already have 2 bodies and with ours it max's them out. This can potentially cause them problems in their day to day operations. If the body is coming back to them after the autopsy there is no cooler fee but if it goes to another funeral home we are charged a per day fee. At the first of the year the Augusta lab closed, there for sending all of those regions bodies to Atlanta which as you can imagine how it has increased their case load. It is now common for counties to have to hold the bodies for anywhere from 1 – 3 days before taking them to the lab because they do not have room for them in their cooler.

Before Hart County Hospital closed we were able to take decedents there in order to do further exams and they would hold them for a few hours if needed while we tried to find and make notification to the next of kin. Since we no longer have that option we have to use the EMS bay for exams and

then take them to the funeral home and place in the cooler if notification has not been made.

If we have our own cooler it will give us easier 24/7 access, complete control over the body and security. With a building a little bit larger than the cooler it will give us room to do our exams.

### **Proposal:**

Through military surplus the Hart County Sheriffs Office was able to acquire a container type cooler. The cooler is 8'Wx20'Lx8.5'h. This would comfortably take care of our daily needs and put us in a good position planning and preparing for a disaster with mass fatality. I would like to set it up to accommodate 4 bodies currently and look at setting it up for maximum benefit next year.

### **Location:**

Set it on the existing cement pad next to Sheriffs office.

### **Security:**

Place a camera on the end of the Sheriffs office building so it could be monitored.

### **Exam of Cooler:**

The cooler appears in good condition with only cosmetic flaws. No damage noted that needs repairing.

### **Electrical:**

I had CWS of Hartwell check out the electrical. They said it was 480 volts and could not be changed to 220 volts. This would mean having to purchase and set a 480 volt transformer.

### **Refrigeration:**

Examined by Chris Whitfield and Terry Tucker. They said all the control boards had been stripped out. And it would be very difficult to find replacements.

**Solutions:**

Replace cooling units with a new energy efficient, 220/110 volt cooling unit that is under warranty. This would also alleviate the need to purchase and set a 480 volt transformer. Below I have itemized what it would cost to get what we have up and running and taking care of our immediate needs.

Cooling Unit –	5550.00
Electrical -	3250.00
Tables – 1300 x 4 =	5200.00
Building 12x31x8—	3585.00
Floor	<u>375.00</u>
	17910.00

Thanks  
Mike Adams  
Hart County Coroner

- These were pricing from 2014.



## OFFICE OF CORONER

Hart County

800 Chandler St.

Hartwell, GA 30643

Office 706-856-5322 – Dispatch 706-376-3930 – Fax 706-856-5316

e-mail - hartccoroner@yahoo.com

*Hon. MIKE ADAMS, CORONER*

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5/15/2015

**REF: New transport van.**

The transport van we are using is a 1992 Ford with 265,000 miles on it. With the age and mileage on the vehicle my increasing concern for break downs that would leave us stranded on the side of I85 is the main reason I am asking for a new van. The county shop has done a great job in keeping us going but the engine has become so worn that it will not hold enough compression to keep the AC running when going up a hill or incline. Although we do a lot of local transports from the scene to the Funeral Homes most of our miles come from transports to the Crime Lab in Decatur. Breaking down anywhere is not good but on the side of the interstate with a body could be extremely bad. I do realize even new vehicles break down I feel the chance of this is less.

I have found a dealer in Augusta that has sold and converted several vans for this purpose. The package will be a 2016 Ford van, partitioned off behind the driver seat and the back sprayed with a Rhino type lining. The partition and liner is important to keep odors and any fluids contained. The price for the complete \$27303.16. He said it may possible be a little bit cheaper because he does not have the new government pricing as of yet.

Thanks You  
Mike Adams



## OFFICE OF CORONER

Hart County

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*Hon. MIKE ADAMS, CORONER*

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*5/15/2015*

**Ref: Increase explanation;**

**Professional 52:1200:** We have had to call a outside transport company because we were unable to transport ourselves. This \$520.00 will cover 2 such incidences.

**Travel/Lodging: 52:1600:** increase in lodging cost.

**Dues/Membership 52.3602:** As they have been for the past several years our associations dues are \$75.00 each x 2 = \$150.00.

**Uniform Allowance 53:1730:** Shirts for 3 employees with embroidering.

**Capital:** See attached.

MA

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100.39100 Animal Control											
7											
Month											
Calc.											
DEPARTMENT											
ADMINISTRATOR											
COMMISSION											
Budget											
Percent											
Change											
REMARKS											
EXPENDITURES/EXPENSES	Actual	Actual	Actual	Actual	Actual	Project	Budget	DEPARTMENT	ADMINISTRATOR	COMMISSION	Budget
	2012	2013	2014	2015	2015	2015	2015	REQUEST	RECOMMENDED	APPROVED	Change
								2016	2016	2016	
Wages/Part Time employee	51.1105		12581	7,768	13,317	16,000	18,935	18,935			Note 1
FICA	51.2200		962	594	1,018	1,224	1,449	1,449			Note 1
Workmans Comp	51.2700		200		200			200	200		
Travel/Lodging	52.3500		370	486	500		100	100			Note 1
Misc Costs				3,338	4,000		600				
Education/training	52.3700		525								Note 1
Licenses	52.3800		100	100	100	100	100	100	100		Note 1
Misc Supplies				48	150	500	500	500			Note 1
Office Supplies	53.1710		726	19	33	200	200	200			Note 1
Parts	53.1750		1053	50	86	400	500	400			Note 1
Start Up Costs	53.1754		1198		0	600					Note 1
Oil/petroleum	53.1760		52	14	24						Note 1
Gasoline	53.1790		1241	524	898	2,400	2,500	1,300			Note 1
NEGA Animal Shelter	57.2150	30,000	45,000	57,120	42,600	57,120	57,120	57,120	57,120		-100.00%
<b>TOTAL</b>		<b>30,000</b>	<b>45,153</b>	<b>76,375</b>	<b>55,541</b>	<b>77,445</b>	<b>78,544</b>	<b>82,204</b>	<b>80,304</b>	<b>0</b>	<b>-100.00%</b>
								Admin. Cuts fr. dpt. Req.	\$	1,900	
								Admin. Cuts fr. Prior year	\$	(1,760)	
								Board Cuts	\$	80,304	
Costs for operations			19,255	12,941							
Rev City of Hartwell	38.9008		6666								
Rev Human Society											
Note 1 City of Hartwell to Cover 50% of this cost see Rev											
<b>Overall Note FY14 was start of new animal control office. This is a joint operation with the City of Hartwell. Routine costs will take several years to be accurate</b>											

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100.39200 Emergency Management											
											Budget
											Percent
											Change
EXPENDITURES/EXPENSES											
		Actual 2012	Actual 2013	Actual 2014	Actual 2015	Project. 2015	Budget 2015	DEPARTMENT REQUEST 2016	ADMINISTRATOR RECOMMENDED 2016	COMMISSION APPROVED 2016	REMARKS
Wages	51.1100	17,328	17,454	18,230	10,790	18,497	18,786	19,108	19,108		-100% note 1
Health Insurance	51.2100	2,341	2,270	2,977	1,861	3,190	3,300	3,675	3,675		-100% note 2
Group Insurance ACA Fees	51.2111			46	56	96	112	102	102	112	
FICA	51.2200	1,326	1,335	1,223	831	1,425	1,437	1,462	1,462		-100%
Workers Comp Insurance	51.2700		500	659			500	500	500		
Pandemic Flu Grant Expens	52.3020	75					2,900	2,900	2,900		
Telephone	52.3200	1,165	1,552	2,431	1,156	1,982	1,500	2,000	1,500		-100%
Postage	52.3210			98		0	100	100	100		-100%
Travel/lodging	52.3500		425	386	127	500	500	500	500		-100%
Dues	52.3602		25	25		100	100	100	100		-100%
Education/training	52.3700		156	386	225	500	500	500	500		
Office supplies	53.1710	332	50	523	274	400	400	400	400		-100%
Vehicles	54.2200		27,258								#DIV/0!
Computers	52.2400		1,353								
OPD Grant						0					
<b>TOTAL</b>		<b>22,567</b>	<b>52,383</b>	<b>26,985</b>	<b>15,320</b>	<b>26,690</b>	<b>30,135</b>	<b>31,347</b>	<b>30,847</b>	<b>112</b>	<b>-99.63%</b>
								Admin. Cuts fr. dpt. Req.	\$ 500		
								Admin. Cuts fr. Prior year b	\$ (712)		
								Board Cuts	\$ 30,735		
EMA STATE GRANT	33.4215	7,564	8,064								
Pandemic Flu Grant	38.9045										
Rev/exp ratio		34%	15%		0%						
note 1: COLA applied to eligible full time wages,											
note 2: Estimated based on 5 year historic increases for insurance. Actual numbers become more concrete when new policy received first quarter of next fiscal year											
overall note. This budget is partially reimbursed from grant funds											

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100.41000 Public Works											
											Budget
											Percent
											Change
											prior yr
											REMARKS
EXPENDITURES/EXPENSES		Actual	Actual	Month	Calc.	BUDGET	DEPARTMENT	ADMINISTRATOR	COMMISSION		
		2002	2003	Actual	Proj.	FYR	REQUEST	RECOMMENDED	APPROVED		
		2002	2003	2015	2015	2015	2016	2016	2016		
Wages	51.1100	100,399	102,472		0		70,000				#DIV/0!
Overtime	51.1300				0						
Health Insurance	51.2100	8,602	8,701		0		7,350				#DIV/0!
Group Insurance ACA Fees											
FICA	51.2200	7,665	7,545		0		5,355				#DIV/0!
Retirement	51.2400	359	427		0		2,100				
Technical/Douglas Software	52.1305	392									
Repairs/outside labor	52.2206	25					400				
Telephone	52.3200	1,075	1,478		0		1,500				#DIV/0!
Postage	52.3210	243	274		0		300				#DIV/0!
Travel/lodging	52.3500	540	21				500				
Dues	52.3602	305	420				500				
Education/training	52.3700	1,230	796				700				
Other supplies	53.1700	50					100				
Office supplies	53.1710	851	865		0		500				#DIV/0!
Uniform rental	53.1740	484	651								
Parts/repair	53.1750	931	597				600				
Oil/petroleum	53.1760	77	75								
Tires/tubes	53.1770	607	372								
Batteries	53.1778	46									
Gasoline	53.1790	1,958	2,137		0		2,000				
Site improvements	54.1200										
Other Equipment		1,996					10,000				vehicle
Capital/communication radios	54.2600										
Other professional	xx.xxxx										
Misc	xx.xxxx										
<b>TOTAL</b>		<b>127,835</b>	<b>126,831</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>101,905</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>
Number of FT Authorized People	1						Admin. Cuts fr. dpt. Req.	\$ 101,905			
							Admin. Cuts fr. Prior year b	\$ -			
							Board Cuts	\$ -			
Budget on hold pending replacement of Public works director and/or environmental enforcement officer											
Note: Coutny Administrator has been holding dual positions savings since 2003 \$ 1,500,000											

BUDGET WORKSHEET FISCAL YEAR												
HART COUNTY GENERAL FUND												
100.42000.Highways & Streets												
7												
Month												
DEPARTMENT ADMINISTRATOR COMMISSION												
REQUST RECOMMENDED APPROVED												
Budget												
Percent												
Change												
REMARKS												
EXPENDITURES/EXPENSES		Actual 2012	Actual 2013	Actual 2014	Actual 2015	Project. 2015	Budget 2015	2016	2016	2016		
Wages	51.1100	70,282	104,490	200,831		280,784	280,784	816,381	316,381		-100%	note 1,4
Overtime	51.1300	1,196	9,514	12,825	174	7,000	7,000	7,000	7,000		-100%	note 3
Health Insurance	51.2100	98,199	98,455	124,019	87,206	171,600	171,600	191,100	191,100		-100%	note 2,4
Insurance/dependent	51.2110	1,200	1,200	1,300	1,300	2,229	1,200	2,400	2,400			note 5
Group Insurance ACA Fees	51.2111			644	3,109	5,798	5,798	5,304	5,304			
FICA	51.2200	1,615	5,896	14,840		22,015	22,015	24,739	24,739		-100%	note 4
Retirement	51.2400	11,971	11,014	10,606	6,615	11,340	11,000	12,000	12,000		-100%	
Unemployment Insurance						0						
Attorney	52.1210					500	500	500	500			
Surveying/Professional Services	52.1221					1,000	1,000	1,000	1,000		-100%	
medical service	52.1260	271	1,068	1,551	357	700	1,250	800	800			
Repairs/outside labor	52.2206	5,241	34,612	17,027	2381	12,000	12,000	12,000	12,000		0%	
Telephone	52.3200	591	799	941	520	891	700	700	700		-100%	
education & training	52.3700			800	1,273							
Insurance Deductible				2,769								
Energy	53.1200	7,271	7,304	6,949	2,902	4,975	6,800	6,800	6,800		-100%	
Misc supplies	53.1703		255	835	1,182	2,026	400	400	400		-100%	
Office supplies	53.1710	5	46	59	12	21	100	100	100		-100%	
Uniform rental	53.1740	9,433	9,211	9,558	6,159	10,558	9,400	9,600	9,600		-100%	
Parts/repair	53.1750	105,308	122,723	105,642	52,367	89,772	100,000	100,000	100,000		-100%	
Oil/petroleum	53.1760	8,151	7,948	8,220	6,062	10,392	7,000	8,000	8,000		-100%	
Tires/tubes	53.1770	28,018	11,228	30,329	8,554	14,664	30,000	25,000	25,000		-100%	
Batteries	53.1780	3,859	4,036	6,430	1,366	2,342	3,500	3,500	3,500		-100%	
Gasoline	53.1790	36,411	37,484	37,091	13,488	23,122	35,000	30,000	30,000		-100%	
Diesel	53.1800	97,863	91,053	111,941	52,048	89,225	115,000	115,000	115,000		-100%	note 3
Millitary Equipment Procurement		608	16,600									
HVAC replacement		3,951										
Capital/vehicle	54.2200	5,461	5,600	750								
<b>TOTAL</b>		<b>496,905</b>	<b>582,454</b>	<b>706,429</b>	<b>247,075</b>	<b>762,954</b>	<b>822,047</b>	<b>1,372,324</b>	<b>872,324</b>	<b>0</b>	<b>-100.00%</b>	
							Admin. Cuts fr. dpt. Req.	\$ 500,000				
							Admin. Cuts fr. Prior year bu	\$ (50,276)				
							Board Cuts	\$ 872,324				
note 1: COLA applied to eligible full time wages,												
note 2: Estimated based on 5 year historic increases for insurance. Actual numbers become more concrete when new policy received first quarter of next fiscal year												
note 3; summer paving months increase some spending, not completely shown in actuals to date												
note 4: some of these expenses paid from 203 account												
note 5: allocated from 10000 account to deprs FY12 for better accounting.												

BUDGET WORKSHEET FISCAL YEAR												
HART COUNTY GENERAL FUND												
100.49000.Maint. Shop												
7												
Month												
Actual												
Project												
Budget												
DEPARTMENT												
ADMINISTRATOR												
COMMISSION												
RECOMMENDED												
APPROVED												
2016												
2016												
2016												
Budget												
Percent												
Change												
REMARKS												
EXPENDITURES/EXPENSES		Actual 2012	Actual 2013	Actual 2014	Actual 2015	Project 2015	Budget 2015	DEPARTMENT 2016	ADMINISTRATOR 2016	COMMISSION 2016	Budget Percent Change	REMARKS
Wages	51.1100	265,595	268,062	333,140	168,322	288,552	363,430	328,640	328,640		-100%	note 1
Part Time												
Overtime	51.1300	1,535	1,218	2,226	632	1,083	1,500	1,500	1,500		-100%	
Insurance	51.2100	34,817	38,041	45,681	23,189	39,753	59,400	66,150	66,150		-100%	note 2
Insurance/dependent	51.2110	800										note 3
Group Insurance ACA Fees	51.2111			723	828	1,419	2,007	1,836	1,836			
FICA	51.2200	20,379	21,163	25,438	12,759	21,873	27,917	25,256	25,256		-100%	
Retirement	51.2400	3,316	3,984	4,305	1,952	3,346	4,800	3,900	3,900		-100%	
Unemployment Insurance	51.2600	8,760	502				0					
Workmans Comp Insurance	51.2700	6,547	7,500	7,696		8,000	10,000	8,000	8,000		-100%	
Repairs and Maintenance	52.2200		201				500	500	500			
Outside Labor	52.2206	175	790	400			800	800	800		-100%	
Welding Tank Rental	52.2327		84	45			500	500	500		-100%	
Telephone	52.3200	2,774	2,904	3,202	1860	3,189	2,800	2,800	2,800		-100%	
Postage	52.3210	76	7	23	17	75	75	75	75		-100%	
Advertising	52.3300		248	169	428							
Travel/lodging	52.3500											#DIV/0!
Energy	53.1200	7,854	8,633	10,212	5409	9,273	8,600	8,600	8,600		-100%	
Shop Tools	53.1610	1,764	4,012	4,794	2113	5,900	5,900	5,900	5,900		-100%	
Housekeeping Supplies	53.1702	108	171	46	116	199	200	200	200		-100%	
Misc Shop Supplies	53.1705	1,334	1,533	1,522	1472	2,500	2,500	2,500	2,500		-100%	
Office Supplies	53.1710	1,646	100	267	209	358	600	600	600		-100%	
Bldgs/grounds Supplies	53.1720	1,255	1,656	1,822	955	1,700	1,700	1,700	1,700		-100%	
Uniform Rentals	53.1740	2,310	2,521	3,186	1516	2,599	2,800	3,700	3,700		-100%	
Repair Parts	53.1750	940	1,180	1,087	748	1,282	1,600	1,600	1,600		-100%	
Oil/Petroleum Products	53.1760	229	286	338	253	434	160	350	350		-100%	
Tires/Tubes	53.1770	2	8	12	271	465	300	300	300		-100%	
Batteries	53.1780		32	114		200	200	200	200		-100%	
Gasoline	53.1790	4,284	4,358	4,507	1119	1,918	4,500	4,500	3,500		-100%	
Diesel	53.1800	2,648	2,442	386	192	329	2,000	500	500			
						0						
Non reoccurring Capital	54.2400											
Electrical Energy Efficiency								7,500	7,500			
Fuel System								25,000				note 4
<b>TOTAL</b>		<b>369,148</b>	<b>369,760</b>	<b>452,768</b>	<b>224,360</b>	<b>395,746</b>	<b>504,789</b>	<b>503,107</b>	<b>477,107</b>	<b>0</b>	<b>-100.00%</b>	
								Admin. Cuts fr. dpt. Req.	\$ 26,000			
								Admin. Cuts fr. Prior year bud	\$ 27,682			
								Board Cuts	\$ 477,107			
note 1: COLA applied to eligible full time wages,												
note 2: Estimated based on 5 year historic increases for insurance. Actual numbers become more concrete when new policy received first quarter of next fiscal year												
note 3: allocated from 10000 account to deprs FY12 for better accounting.												
note 4: for fuel system, may be able to get by for another year or two												

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100.51000.Health Dept											
											Budget
											Percent
											Change
EXPENDITURES/EXPENSES	Actual 2012	Actual 2013	Actual 2014	Month Actual 2015	Project. 2015	Budget 2015	DEPARTMENT REQUEST 2016	ADMINISTRATOR RECOMMENDED 2016	COMMISSION APPROVED 2016	REMARKS	
O & M Expenses											
Building Maintenance		4,693									
Bldgs/Grounds Supplies	53.1720	586	1,220	2,849	423	1,500	1,500	1,500	1,500		
Parts	53.1750	66	48	29	76	130	150	150	150		
Oil/Petroleum Products	53.1760	28	73	42	27	46	50	50	50		-100%
Tires/Tubes	53.1770			228		0					
Gasoline	53.1790	1,748	1,513	1,528	564	967	1,400	1,400	1,400		-100%
Pest Control											
Batteries				91							
H C Health Dept	57.1010	73,292	73,288	73,288	46,667	80,000	80,000	80,000	80,000		-100%
Energy Conservation Improvements				5,523							
Reroof Health Dept Building			32,899								
North Georgia MH/AVITA	57.1020							5,815			#DIV/0! see 206 acct also
<b>TOTAL</b>		<b>80,413</b>	<b>109,042</b>	<b>83,578</b>	<b>47,757</b>	<b>82,643</b>	<b>83,100</b>	<b>88,915</b>	<b>83,100</b>	<b>0</b>	<b>-100.00%</b>
							Admin. Cuts fr. dpt. Re	\$ 5,815			\$ (80,000.00)
							Admin. Cuts fr. Prior y	\$ -			
							Board Cuts	\$ 83,100			
<del>NEED AUDIT AND BUDGET REQUEST FROM HEALTH DEPT</del>											

**HART COUNTY HEALTH DEPARTMENT  
PUBLIC HEALTH PROGRAM  
AUDIT REPORT  
FOR THE PERIOD  
July 1, 2013 – June 30, 2014**

*Bull and Bull CPAs, P.C.  
Gainesville, Georgia*

HART COUNTY HEALTH DEPARTMENT  
Public Health Program  
Statement of Net Position  
June 30, 2014

**ASSETS:**

Cash and Investments	\$	194,406.97
Accounts Receivable-Other		38,575.99
Accounts Receivable-DPH		4,848.91
Other Capital Assets, Net of Accumulated Depreciation		5,928.34
<b>TOTAL ASSETS</b>	<b>\$</b>	<b>243,760.21</b>

**LIABILITIES:**

Account Payables	\$	4,690.16
Liability for Compensated Absences:		
Due Within One Year		29,500.00
Due After One Year		4,748.02
<b>TOTAL LIABILITIES</b>	<b>\$</b>	<b>38,938.18</b>

**NET POSITION:**

Invested in Capital Assets, Net of Related Debt	\$	5,928.34
Restricted		-
Unrestricted		198,893.69
<b>TOTAL NET POSITION:</b>	<b>\$</b>	<b>204,822.03</b>

See accompanying notes to financial statements.

HART COUNTY HEALTH DEPARTMENT  
Public Health Program  
Statement of Activities  
For the Year Ended June 30, 2014

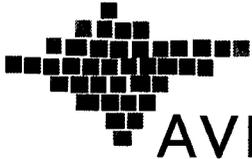
EXPENDITURES / EXPENSES:

Current:		
Personal Services	\$	307,665.02
Other Operating		159,385.82
Indirect Cost (Local Funds)		34,370.78
Equipment Rental and Purchase		7,741.30
		<hr/>
TOTAL EXPENDITURES / EXPENSES	\$	<u>509,162.92</u>

REVENUES:

Grant Funds - State of Georgia	\$	223,951.00
Charges for Services		165,672.71
County Funds		73,287.49
Contracts		20,768.04
Interagency-WIC		2,964.28
Other Local Funds		43,714.27
		<hr/>
TOTAL REVENUES	\$	<u>530,357.79</u>
Excess of Revenues over Expenditures		21,194.87
Special items:		
FY 13 Revenue-Admin Claiming		6,023.28
FY 13 Revenue-Other		(46.44)
FY 13 Expenditure adjustments		4,642.19
		<hr/>
INCREASE IN NET POSITION	\$	31,813.90
NET POSITION - BEGINNING OF THE YEAR		<hr/> 173,008.13
NET POSITION - END OF THE YEAR	\$	<u>204,822.03</u>

See accompanying notes to financial statements.



**AVITA**

COMMUNITY PARTNERS

April 1, 2015

Mr. Jon Caime  
County Administrator  
Hart County Board of Commissioners  
800 Chandler St.  
Hartwell, GA 30643

Re: Budget Request for Fiscal Year 2016

Dear Mr. Caime:

Avita Community Partners is committed to serving the residents of Hart County with mental health, developmental disabilities and addictive diseases (MHDDAD) services. County funds are critical to the service delivery process. Our ability to serve MHDDAD clients residing in your county through quality community-based mental health programs is increasingly dependent on local funding.

During Fiscal Year 2014, Avita served 545 individuals with mental illness, addictive disease or developmental disabilities from Hart County which is an increase of 4.4% from Fiscal Year 2013. Our role is to serve the "most in need" clients with serious, persistent mental illness, addictive disease and developmental disabilities. Because of Avita's commitment to Hart County citizens, we operate a full time service center in Hartwell and contribute to the local economy by employing 28 dedicated staff members. Because of Avita's commitment to Hart County citizens we respectfully request \$5,815.00 to support the additional growth in services for Hart County. This financial commitment from the Hart County Board of Commissioners will help Avita offset expenses not covered by state and federal contract dollars. For example, we receive no funds for site location facilities costs, clinical expenses related to travel time for community services and case management services.

A wide range of services are offered to individuals in their home community. These would include diagnostic assessment, individual counseling, group services and community support individual services. Our Crisis Stabilization services in Flowery Branch and Ambulatory Detoxification services in Gainesville have also been delivered to citizens of Hart County. We continue to deliver behavioral health and developmental disability services directly within the community. I am enclosing narrative information that relates to our mission, vision and services along with a copy of our FY14 financial audit report and budget worksheet.

Avita is a public entity created under HB 100 and we are currently operating in compliance with SB 349. We are not a state agency; however, we are an instrumentality of the state. We work very diligently to provide quality services while being good stewards of our financial resources.

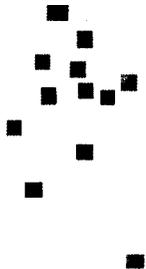
Avita feels fortunate to have the support of Hart County and we look forward to addressing any questions you or the Commissioners might have. Thank you in advance for consideration of our budget requests for Fiscal Year 2016.

Sincerely,

Cynthia L. Levi  
Chief Executive Officer

Enclosures

Cc: Victor Bowers, CFO  
Roger Scott, COO  
Janice McAllister, Director of Developmental Disability Services  
Deborah Mack, Board of Directors Chair



(800) 525-8751 toll-free  
(678) 513-5830 fax  
[www.avitapartners.org](http://www.avitapartners.org)

4331 Thurmond Tanner Parkway  
Flowery Branch, GA 30542

BUDGET WORKSHEET FISCAL YEAR 2016  
AVITA COMMUNITY PARTNERS

CLINICAL EXPENSES NOT COVERED BY  
STATE AND FEDERAL CONTRACT DOLLARS

	Amount Requested
Clinical Travel Mileage Expense for Community Services	\$ 4,045.00
Hartwell Location for Heating/Air Conditioning (Capped)	\$ 1,770.00
<b>TOTAL FUNDS REQUESTED</b>	<b>\$ 5,815.00</b>

BUDGET WORKSHEET FISCAL YEAR												
HART COUNTY GENERAL FUND												
100.54000.Welfare/DFACS												
7												
Month												
Calc.												
Dept.												
Admin.												
COMMISSION												
APPROVED												
Budget												
Percent												
Change												
REMARKS												
EXPENDITURES/EXPENSES		Actual 2012	Actual 2013	Actual 2014	Actual 2015	Project. 2015	Budget 2015	Dept. 2016	Admin. 2016	COMMISSION 2016	Budget Percent Change	
Welfare/DFACS	57.1030	34,000	34,000	34,000	20,000	40,000	40,000	30,600	30,600		-100%	
<b>TOTAL</b>		<b>34,000</b>	<b>34,000</b>	<b>34,000</b>	<b>20,000</b>	<b>40,000</b>	<b>40,000</b>	<b>30,600</b>	<b>30,600</b>	<b>0</b>	<b>-100.00%</b>	
								Admin. Cuts fr. dpt. Req.	\$	-		
								Admin. Cuts fr. Prior year	\$	9,400		
								Board Cuts	\$	30,600		
Need Fund Balance Report, Need to investigate 20 year old agreement on Fed/State Program												
position 50% match												
Lease of Building expires FY15- See 216 Acct.												



FY 16  
54000

**STATE OF GEORGIA**  
**Division of Family and Children Services**

**Nathan Deal**  
Governor

**Bobby D. Cagle**  
Director

May 13, 2015

Jon Caime, County Administrator  
Hart County Board of Commissioners  
800 Chandler St.  
Hartwell, GA 30643

Dear Mr. Caime:

The Hart County Department of Family and Children Services relies heavily on the support of local county government to supplement the funding provided by the State to meet the needs of Hart County citizens. County funds are used to assist clients and in meeting the needs of Hart County children who are placed in protective custody through the foster care system. We have worked to reduce costs where possible including working to eliminate the county contribution to a cash match position after more than twenty years. We have received approval for this position to be fully funded through the state, thus eliminating an expenditure that has previously been a large portion of the annual county budget request. The following is a breakdown of the Hart County Department of Family and Children Services proposed budget for FY16.

**Foster Care**

The Hart County Department of Family and Children Services works diligently to preserve family integrity. Unfortunately, there are times when the safety of children requires that they be placed in protective custody. These children in the foster care program rely on assistance from the County and State to overcome trauma they have suffered and to develop into successful and productive members of the community. After being placed in protective custody by the Juvenile Court they are housed in foster homes and group homes. Many are allowed to visit with their birth families under supervision while the family works to complete Court ordered corrections to the home situation. Foster homes are reimbursed by the State for only a portion of the actual costs involved in providing care to these children. County funding is vital to supplement the funding provided by the state to ensure that these children are provided for in the same manner as other children in Hart County.

In order to best monitor and moderate these expenses, the Hart County DFCS Board establishes guidelines for typical expenses that are likely to be incurred in the care of foster children. These expenses include items such as haircuts, allowances, birthdays, and graduation expenses. County funds are used to allow foster children to take part in school activities such as field trips, special projects, school pictures, and prom. County funds are also used to supplement state funding for clothing, diapers, and summer activities. Special requests are also considered on an individual basis and can include sporting activities, summer camps, and band.

During the year, many children are placed in Hart County custody; some are only the responsibility of Hart County for a short time before they are placed in the care of other family members or returned to the home of a parent. Others remain in Hart County's care for long periods of time. In both situations, these children rely on supplemental financial assistance from the County. It is during the initial period in care when these children typically need the most help with areas such as wardrobe and grooming. For children who remain in care over time, they need help with many of the areas noted above.

Hart County anticipates an average of 40 children in foster care each month. Hart County estimates that an additional \$50.00 per month per child is needed to provide basic care for Hart County foster children.

**45 children X \$50.00 = \$2250.00 per month**

**\$2250.00 X 12 months = \$27,000.00**

### **OTHER OPERATING EXPENSES**

These funds cover miscellaneous expenses that the state does not cover. This expense may include supplies, equipment, equipment repair, transportation costs for clients, registration fees for training purposes, child safety equipment such as car seats, cribs, safety gates, etc. Hart County estimates approximately \$300.00 per month will be needed for expenses in this area.

**\$300.00 X 12 months= \$3600.00**

### **Budget Request Summary:**

**Foster Care Expenses: \$27,000.00**

**Other Operating Expenses: \$3600.00**

**Total Request: \$30,600.00**

Your consideration of this request is greatly appreciated, and the Hart County Department of Family and Children Services looks forward to working together with the Hart County Board of Commissioners to serve the needs of the community in the coming year.

Respectfully Submitted,



Bryant Rogowski  
County Director



**HART COUNTY SENIOR CENTER**  
**TRACY PATRICK, DIRECTOR**  
**BUDGET NARRATIVE**

- The senior center currently has **40** congregate senior clients that come to the center to eat lunch and participate in daily activities. Of these 40 clients, **20** of them have joined over the last three months. This positive growth spurt that we are currently experiencing has almost doubled our membership total. The center also has **50** home delivered meal (HDM) clients that we serve through our MOW program. Of these 50 clients, ten of them have been added over the last three months, so we are experiencing the same growth spurt on the MOW side as well. We currently have a waiting list of 33 homebound seniors who are in need and waiting to start receiving meals. We do have funding sources that would allow us to start serving these seniors; however, we do not have enough staff or volunteer drivers to support the extra meal routes.
- Over the last three months, the Director has incorporated new activities and classes for the seniors. We now offer exercise classes, wellness classes, and healthy cooking classes, all of which are instructed by the Director and/or staff. During this time, we have also started incorporating up to three or four monthly guest speakers and/or musicians. In addition, we are now offering an unprecedented, monthly and sometimes bi-monthly, outing for our seniors. We take the seniors to eat at restaurants, shopping, go on picnics by the lake, and visit various places of interest.
- With the new growth spurt and new activities and classes now being offered, we are experiencing increased workloads to our already very limited, part-time staff. Legacy Link requires that each new congregate client be assessed before starting the nutrition program. Each assessment takes approximately 30-45 minutes and is conducted by the Director and/or staff. The client's physical and mental capabilities are assessed during this process and their personal and financial information is also obtained. Legacy Link also requires a follow-up reassessment to be done six months after the initial and then annually after that. All congregate clients must be reassessed annually.
- Legacy Link requires that each new (HDM) client be assessed before starting the program. Each assessment requires the Director and/or staff, to make a home visit to conduct the initial assessment. This assessment takes approximately 45 minutes to one hour to conduct and assesses the client's physical and mental capabilities. We are also required to verify that the HDM client has a properly working refrigerator, freezer, and microwave to ensure that the client is able to properly store and heat their meals. Like congregate clients, Legacy Link also requires a follow-up reassessment to be done six months after the initial and then annually after that. All HDM clients must be reassessed annually. In addition to the reassessment requirements, Legacy Link also requires the Director and/or staff to monthly temp at least two HDM meals at the time of meal delivery to ensure that the food and milk have been kept at the proper temps throughout the delivery process. This too, adds to the workload of the minimal staff.
- Legacy Link also requires that a monthly nutrition handout be distributed to all HDM clients and noted in each client's file.

- Of the 50 HDM clients served, **seven** receive meals that are paid through Medicaid. These clients are called CCSP and SOURCE. We are reimbursed **\$6.58** per meal for these clients, which is almost double the amount that we receive through other funding sources; however, with this revenue comes additional responsibilities and requirements that are directly placed on the Director and staff. Of these seven clients, **four** have recently been added over the past three months, so we are experiencing the growth spurt in this area as well. Medicaid requires that the client must sign to show that they received their meal each day. Our staff is responsible for collecting these signed receipts from the various MOW volunteer drivers and then placing the delivery receipts in each client's file for billing and auditing purposes. We are also required to report to Medicaid to notify them of any clients who were not at home to receive their meal each day. In addition to the above responsibilities, we are also required to temp each client's meal and milk upon delivery twice a month to ensure proper food temps have been kept throughout the delivery process. We are also responsible for checking each client's refrigerator, freezer, and microwave twice a month to verify that they are in working order and that the client is able to properly store and heat their meals. This requires the Director and/or staff to schedule these seven home visits twice per month, which adds to the staff's workload. These meals are also billed to Medicaid for reimbursement by the Director each month.

Senior Center Current Positions: (Excluding Director)

**1 (Part-Time) Activities Coordinator (20 Hrs/Wk)**

Hours: 8:00 – 12:00, M-F (4 Hrs/Day)

Duties: Lead kitchen person, manages Meals on Wheels (MOW) volunteer drivers and daily meal routes, orders meals and meal supplies, assists director with client reassessments, and other duties as needed.

**1 (Part-Time) Activities Director (27.5 Hrs/Wk)**

Hours: 8:30 – 2:30, M-F (5.5 Hrs/Day w/ 30 Min. Lunch Break)

Duties: Assists Director in scheduling daily activities, outings, guest speakers, wellness classes, cooking classes, exercise classes, and leads in the daily activities and hosts seniors while at the center. This position is also responsible for assisting with kitchen duties and with MOW as needed. This position assists Director in managing the Banfield Pet Food Grant and is in charge of distributing the pet food to all MOW clients with pets. In addition, this person also assists with organizing fund raisers and with soliciting volunteers.

Request: To allow the part-time Activities Coordinator to work ten additional hours per week to assist Director with weekly and monthly reports, client reassessments, home visits, CCSP/SOURCE billing, managing rentals, preparing weekly deposits, processing new clients, and other duties as needed.

Agree

**SENIOR CENTER  
MEALS ON WHEELS  
(PROBLEM AREAS)**

- We currently serve 50 homebound seniors through our MOW program. We have established six to seven meal routes, each consisting of five to six stops, and taking 30 to 45 minutes per route. We have several volunteer MOW drivers that help deliver meals daily.
- We currently have two routes that are open on Mondays and Thursdays that we cannot get volunteers to take on a permanent basis. Our staff has to make several calls to the volunteer drivers until we are able to find a volunteer willing to substitute for us each day. More often than not, we are unable to find anyone to take these routes and we have to use our transit drivers to make the deliveries. This often creates problems with our transit schedules that have already been assigned to the driver each day. Most of our volunteers have set days and set routes and are unable to vary or substitute. We also face other problems with our volunteer drivers. We have several volunteers that only want to deliver locally and will not drive throughout the county or on dirt roads where most HDM clients reside. We have several volunteers that have become unreliable and will call in at the last minute and tell us they can't drive for us. We also have to work around our volunteers' vacations, medical appointments, illnesses, and etc. It is a constant struggle trying to get the meals out each day.
- In addition, we have 33 homebound seniors that are in need of receiving meals and are currently on our MOW waiting list. We have funding sources that will enable us to serve these extra clients, but we do not have enough volunteer drivers or staff to accommodate the extra meal deliveries.

Request: To hire a Part-Time MOW Driver to work two to three hours per day to assist with the two vacant meal routes and to fill-in for any absent MOW volunteer drivers. This would also allow us not to rely too heavily on our most dedicated volunteers, so that we won't overuse and burn them out. This position would also enable us to start pulling and serving the 33 clients on our MOW waiting list.

## **SURROUNDING COUNTIES COMPARISON OF SENIOR CENTER & TRANSIT POSITIONS:**

**[REDACTED]** (Senior Center & Transit Service)

### **Full-Time Positions:**

- Director

### **Part-Time Positions:**

- Activities Director (27.5 hrs/wk)
- Activities Coordinator (20 hrs/wk)
- (4) Transit Drivers: (2) @ 24 hrs/wk and (2) @ 16 hrs/wk

### **Meals Served Daily:**

Congregate Meals: 30-40

HDM: 50

**[REDACTED]** (Senior Center & Transit Service)

### **Full-Time Positions:**

- Director
- Cook
- Kitchen Helper
- Activities Director
- Transit Supervisor
- Dispatcher
- Transit Driver
- (2) MOW Drivers

### **Part-Time Positions:**

- DHS Driver

### **Meals Served Daily:**

Congregate Meals: 50

HDM: 60

**[REDACTED]** (Senior Center Only, No Transit Service)

### **Full-Time Positions:**

- Director
- 1 MOW Driver
- Activities Coordinator

### **Part-Time Positions:**

- Kitchen Manager
- Kitchen Assistant
- (1) Sub MOW Driver

### **Meals Served Daily:**

Congregate Meals: 20-28

HDM: 100

██████████ (Senior Center Only, No Transit Service)

**Full-Time Positions:**

- Director
- Administrative Assistant

**Part-Time Positions:**

- Kitchen Manager
- (3) MOW Drivers/Program Coordinators & Facilities Asst.

**Meals Served Daily:**

Congregate Meals: 25-30

HDM: 55

██████████ (Senior Center & Transit Service)

**Full-Time Positions:**

- Director
- Coordinator
- (1) Van Driver

**Part-Time Positions:**

- Wellness Coordinator

**Meals Served Daily:**

Congregate Meals: 24

HDM: 17-20 Daily & 100 on Monday/Frozen Deliveries

██████████ (Senior Center & Transit Service)

**Full-Time Positions:**

- Director
- (3) Drivers
- Secretary
- Kitchen Manager

**Part-Time Positions:**

- (1) Driver
- (2) Dispatchers
- (2) Kitchen Helpers

**Meals Served Daily:**

Congregate Meals: 70-110

HDM: 90-100

**UNION COUNTY** (Senior Center & Transit Service)

**Full-Time Positions:**

- Director
- Administrative Assistant
- Kitchen Manager
- (1) Van Driver

**Part-Time Positions:**

- (2) Program Coordinators

**Meals Served Daily:**

Congregate Meals: 22

HDM: 97

**STEPHENS COUNTY** (Senior Center Only, No Transit Service)

**Full-Time Positions:**

- Director
- MOW Coordinator

**Part-Time Positions:**

- Kitchen Coordinator
- Kitchen Assistant

**Meals Served Daily:**

Congregate Meals: 0

HDM: 70

They prepare a meal for county residents on Tuesdays.



**HART COUNTY TRANSIT DEPARTMENT  
TRACY PATRICK, DIRECTOR  
BUDGET NARRATIVE**

Current Positions: (Excluding Director)

4 (Part-Time) Drivers:

**Driver #1 (24 Hrs/Wk)**

Hours: 7:30 – 4:00, Mon, Tues, & Wed (8 Hrs/Day)

**Driver #2 (24 Hrs/Wk)**

Hours: 7:30 – 4:00, Mon, Thurs, & Fri (8 Hrs/Day)

**Driver #3 (16 Hrs/Wk)**

Hours: 7:30 – 4:00, Wed & Fri (8 Hrs/Day)

**Driver #4 (16 Hrs/Wk)**

Hours: 7:30 – 4:00, Tues & Thurs (8 Hrs/Day)

We currently use two of the four drivers each day for all transit rider requests and to serve the clients on our purchase of service (POS) agreements.

We currently have **two** POS agreements:

1. **Avita Community Partners:** We transport **10+** Avita clients daily to and from Avita. This involves picking up each client from their home every morning and transporting them to Avita and then taking them from Avita back home every afternoon. This requires monthly billing and we are reimbursed **~\$900+** per month for these trips. The Avita ridership numbers have increased over the past few months due to more clients being added by Avita.
  2. **Department of Human Services (DHS):** We transport **15+** seniors to and from the senior center. This involves picking up each senior from their home every morning and transporting them back home after lunch. This requires monthly billing and we are reimbursed **~\$1,500 - \$2,000+** per month for these trips. The DHS ridership numbers are also increasing due to adding more congregate clients that require transportation to and from the senior center.
- Our transit service also provides rides to all residents of Hart County to assist with daily errands such as grocery shopping, paying bills, medical appointments, and etc. We transport riders throughout all of Hart County and also, to Lavonia and Royston, for medical appointments. We charge \$2 per one-way trip for residents inside the city limits and \$3 per one-way trip for residents outside the city limits. We charge \$4.50 per one-way trip to

Lavonia and Royston for medical appointments only. (Our department may want to look at the possibility of increasing these fees by \$1 to help with rising fuel costs.)

- We average approximately four to five riders from the general public each day. Each rider usually requests three to four different stops. These requests can be extremely time consuming because the driver is responsible for going back and forth to pick up the rider from each destination while transporting other riders as well. Also, with each rider comes **multiple** phone calls, usually four to five calls are made to the center from the rider and then to the driver from the center, to relay messages back and forth regarding pick-up requests. We currently do not have a position on staff to manage and dispatch these transit requests. This high-call volume creates increased workloads for the center's already minimal, part-time staff, thus creating a direct hardship for the Director once all part-time employees have gone for the day. The Director is also left with having to create a route/schedule for all daily transit requests for both drivers each day.
- We receive approximately **\$300** per month for these trips.
- Our transit service averages about **800+** trips per month.
- Our ridership requests have **increased** significantly over the past three months. In fact, we have had to deny or postpone ride requests because we did not have the staff or the vehicles to accommodate all requests.
- We will be receiving our **third** transit vehicle from Georgia Department of Transportation (GDOT) as part of our FY16 Budget. This will allow our transit service to operate **three** vehicles instead of only two, thus enabling our service to accommodate more ride requests and potential POS agreements. We have been approached by several local businesses/organizations looking to establish a POS agreement with us, but we have been unable to accommodate such requests due to our current POS obligations and limited fleet and staff.
- Hart County's Public Transit GDOT Coordinator, Jemal Sheppard, advised that several counties within his district that he oversees have a **full-time** transit driver on staff. (Counties such as Habersham, Hall and Elbert.)
- Mr. Sheppard also advised if Hart Transit was able to add a full-time driver to its staff, that a supplement could be requested for the FY16 Budget to cover the wages of the additional full-time position. GDOT would pay **50%** of the wages for this position.

Request: To hire a Full-Time Transit Supervisor to oversee all daily transit operations. This position would require the individual to act as a third driver as needed, and to assist the Director in managing the transit department. This individual would be responsible for all dispatching, creating daily transit schedules for drivers, answering transit calls, assisting Director in processing monthly invoices for POS agreements, collecting and reporting daily revenues and deposits, overseeing daily GDOT vehicle inspections, scheduling preventive maintenance and routine repairs, and for assisting Director with entering daily transit information into RouteMatch for billing purposes and for GDOT reimbursement requests. This position would also be responsible for helping with janitorial duties and other duties deemed necessary by Director.

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100.61000.Recreation											
7											
Month											
DEPARTMENT ADMINISTRATOR COMMISSION Budget											
REQUEST RECOMMENDED APPROVED Percent											
2016 2016 2016 Change											
REMARKS											
EXPENDITURES/EXPENSES	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Project. 2015	Budget 2015	DEPARTMENT REQUEST 2016	ADMINISTRATOR RECOMMENDED 2016	COMMISSION APPROVED 2016	Budget Percent Change	REMARKS
Wages	51.1100	89,633	93,520	104,091	72,100	123,600	188,159	130,159		-100%	note 1, 3
part time	51.1105	216	1,055	831			10,000			#DIV/0!	
Temporary Employees	51.1200		4,815	5,884			10,000	10,000			
Overtime	51.1300	228	92	132		0	5,000				
Health Insurance	51.2100	12,305	11,417	12,013	8,202	14,061	44,100	29,400		-100%	note 2, 3
Group Insurance ACA Fees	51.2111			185	264	453	1,224	816			
FICA	51.2200	6,906	7,559	8,405	5,530	9,480	17,648	11,631		-100%	note 3
Retirement contributions	51.2400	434	861	1,043	686	1,176	2,500	1,600		-100%	
Workmans Comp Insurance	51.2700	2,833	3,000	4,506	4,624	5,000	5,500	4,800			
Medical Service	52.1260	749	282	732							
Disposal	52.2110	1,969	1,836	2,077	831	1,425	2,500	2,000		-100%	
Repairs/Outside labor	52.2206	270	2,917	976	341	585	2,500	500			
Insurance/Rec Youth	52.3196	2,112	2,016	2,238	816		1,500	2,300	1,500	-100%	
Telephone	52.3200	1,889	1,973	2,022	1,310	2,246	1,500	2,500	2,000	-100%	
Postage	52.3210	6	14	4		0	50	50	50	-100%	
Advertising				595	264	453	500	500			
Travel/lodging	52.3500	472		298	408	699	750	450		-100%	
Dues	52.3600	995	630	784	450	771	900	900	900	-100%	
Education/training	52.3700	990		60		100	1,000	400			
Rec Officials	52.3860	16,701	13,229	11,245	17,441	19,000	19,000	18,000		-100%	66% payroll
Energy	53.1200	36,262	36,344	41,610	23,503	40,291	45,000	42,000		-100%	
Food/concessions	53.1320	4,801	5,580	5,131	3,041	5,213	2,500	6,000	5,000	-100%	note 4
Housekeeping supplies	53.1702	164	299	289	12	21	750	750	300	-100%	
Football supplies	53.1707	20,561	2,681	12,695	11,117	15,000	15,000	20,000	15,000	-100%	note 4
Basketball supplies	53.1708	1,569	3,772	2,154	2,602	4,461	2,200	4,000	4,000	-100%	
Office supplies	53.1710	470	178	486	448	768	250	600	250	-100%	
Recreation trophies	53.1712		182			0	500			#DIV/0!	
Various program	53.1713	26				0	500			#DIV/0!	
Athletic tournaments							500				
Softball Supplies	53.1718	628	44				700	700		-100%	note 4
Bldgs/Grounds supplies	53.1720	17,265	18,551	15,972	11,483	19,685	20,000	25,000	20,000	-100%	
Soil Amendments							5,000				need more info SPIV?
Baseball/softball replacement mtl							15,000				need more info SPIV?
ballfield renovation							15,000				need more info SPIV?
Uniform rental	53.1740	238	271	190	133	300	800	300		-100%	
Baseball Supplies	53.1742	276	189	345		500	500	750	500		
Parts/repair	53.1750	3,822	4,363	3,058	1,672	2,866	3,500	5,000	3,500	-100%	

		Actual	Actual	Actual	Month	Project.	Budget	DEPARTMENT	ADMINISTRATOR	COMMISSION	Percent	
EXPENDITURES/EXPENSES		2012	2013	2014	Actual	2015	2015	REQUEST	RECOMMENDED	APPROVED	Change	REMARKS
								2016	2016	2016		
Oil/petroleum	53.1760	241	275	329	190	326	200	500	300		-100%	
Tires/tubes	53.1770	329	807	1,627	556	953	700	1,500	700			
Batteries	53.1780	47	84	114		0	50	150	50			
Gasoline	53.1790	6,952	8,210	8,895	3,271	5,607	10,000	11,000	7,500		-100%	
Diesel	53.1800	64	206	196	392	672	250	500	250			
computers	54.2400											
Park Security								3,500				
capital		9,020										note 5
<b>TOTAL</b>		<b>241,443</b>	<b>226,744</b>	<b>246,681</b>	<b>171,687</b>	<b>275,710</b>	<b>294,125</b>	<b>483,381</b>	<b>314,356</b>	<b>0</b>	<b>-100.00%</b>	
								Admin. Cuts fr. dpt. Req.	\$ 169,025			
								Admin. Cuts fr. Prior year bud	\$ (20,231)			
								Board Cuts	\$ 314,356			
note 1: COLA applied to eligible full time wages,												
note 2: Estimated based on 5 year historic increases for insurance. Actual numbers become more concrete when new policy received first quarter of next fiscal year												
Note 3: dept requests 2 new full time position and changes to existing full time position												
note 4: depends on participate #'s. Revenue generator												
note 5: requests cameras at park, SPLOST expenditure												
<b>REVENUES</b>		2012	2013		YTD	Project	Budget					
Rec Builing Use Rent	34.7210	2,780	3,064		3,440	5,897	2600					
Rec Tournament Fees	34.7212	300	300			0	1000					
Rec Gate Fees	34.7310	9,500	11,365		8,470	8,500	9500					
Rec Adult Softball Fees	34.7315	4,017				0	4000					
Program Fees	34.7500					0						
Rec-Cheerleading and Football Signup Fees	34.7510	12,066	11,185		13,924	14,000	11000					
Photography	34.7515	541	2518		213	365						
Rec-Basketball Sign up fees	34.7520	1,910	3,180		4260	4,260	1500					
Rec concessions income	34.7910	8,056	9,921		7,714	9,000	8000					
Rec Basketball Sponsors	34.7920	650	1,800		1,800	1,800	1000					
Rec Football Sponsors	34.7930	2,240	4,225		2,775	2,500	2500					
Rec Dept Donations	37.1140	159	136			0	300					
<b>TOTAL:</b>		<b>42,219</b>	<b>47,694</b>		<b>42,596</b>	<b>46,322</b>	<b>41,400</b>					
rev/exp ratio		17%	21%		25%	17%	14%					

See SPIV  
for Capital





To Whom It May Concern:

H.Y.D.R.A. of Hart County, Inc. is pleased to present this proposal for your review. H.Y.D.R.A. stands for Hart Youth Development Resource Association; we are a non-profit organization located in Hartwell, GA. Our purpose and function is to reach teens and pre-teens in the community by creating programs which strive to close the gaps in service to the youth of Hart County.

During the 2013-2014 FY, 753 youth were served through H.Y.D.R.A.'s programs. Our Peer Tutoring program pays high school students to tutor middle school and lower class high school students in several academic classes. I have attached a letter from Nancy Cobb, a math teacher at H.C.H.S., about the benefits of the tutoring program. Our summer enrichment program will be broken down into 8 different exciting themes allowing children to learn many new things throughout the summer. This year the themes will be as follows:

Be a Good Sport *Activity camp*

See Things Clearly *Art camp*

Make Some Noise *Music camp*

Explore the World *Culture camp*

Get into Character *Drama camp*

Discover the Possibilities *Science camp*

Make a Difference *Community Fun camp*

Soak up the Sun *Water World camp*

H.Y.D.R.A. provides the kids with a safe and educational environment during the summer break, as well as breakfast, lunch, and a snack each day. Some of the kids involved are underprivileged and/or in foster care; they need a place to go and someone to care.

The Peer Tutoring and the Summer Enrichment Camps are the main programs we are focusing on right now. However, we are seeking to expand our programs to address the needs of all the at risk youth within the community of Hart County. Some of our other preventative programs we have recently had are:

***Baby Think It Over***—offering life-like infant stimulators to students for weekend parent stimulation in an effort to prevent teen pregnancy.

***LifeSkill***—Botvins LifeSkills Training Curriculum is a substance abuse prevention curriculum promoting health and personal development.

***School Break Day Camp Programs***—this program offers youth an alternative to being unsupervised and given the opportunity to make unwise decisions. We help kids with social skills, manners, respect, all while teaching them fun activities and implementing new learning tactics.

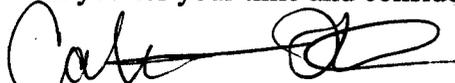
***After School One-to-one Mentoring***—this program allows for the match of a mentor and mentee. Training and a background check will be required of all mentor volunteers. We will take youth referred for mentoring from DFCS, Avita Community Partners and the local school system.

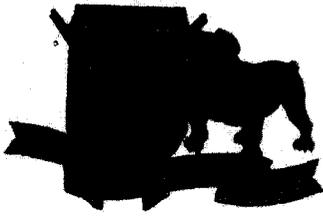
Progress in tutoring underachieving students, combating teen pregnancy, and mentoring misguided youth is being made through H.Y.D.R.A. and we have the unique opportunity to truly make a difference in Hart County. We raised \$8,910 through the 3<sup>rd</sup> annual Lake Hartwell Music Festival and are raising money through sponsorships from local businesses and other fundraisers. We are looking into several grant opportunities for 2016. As a previous tutor and counselor for 6 years at H.Y.D.R.A., I am eager to use my experience and position as the program director to take our programs to the next level. We will need the help of our community to do just that.

Our proposal requests a \$12,000 donation to help fund the following: scholarships for children for the summer enrichment camps, supplies (for lessons, crafts, games, updated software, and programs), budget for initiating fundraisers, food for summer and school break camps, camp t-shirts for each child, marketing, full time and summer staff members, and high school tutors.

With your donation you will play a huge role in aiding H.Y.D.R.A.'s efforts to have a lasting impact on the youth in our community. Feel free to call me at (706)376-8899 or e-mail me at [hydra@hartcom.net](mailto:hydra@hartcom.net) with any questions or concerns about our programs.

Thank you for your time and consideration,

  
Catrina Hicks— H.Y.D.R.A. Program Director



**Hart County High School**  
Mr. Kevin Gaines, Principal

November 3, 2014

To Whom It May Concern:

The HYDRA tutoring program is a great benefit to the students at Hart County High School (HCHS). HYDRA has provided funding for HCHS to maintain four tutors who assist me up to three days a week on a rotating schedule. The current tutors have been working with us for at least two years and one has been with us four years. These students are extremely gifted in working with all students regardless of ability level in the area of mathematics. We now offer tutoring and retesting opportunities to all students enrolled in a mathematics class at the high school. We have many students taking advantage of the opportunity. Just since the start of this school year, the HYDRA tutoring program has provided help to 86 students. Of those students retaking assessments, the average grade increase is 10%. The average score of students before tutoring is 71. After completing tutoring and retaking assessments, the average score is 78.

In addition to being valuable to students who need tutoring, this program also benefits the tutors by allowing them to verbalize and instruct others which is when material is truly learned. The SAT scores of our tutors is another hidden benefit of this program. Please contact me if you need any further information concerning the joint program between HYDRA and Hart County High School.

Sincerely,

Nancy Cobb

Mathematics Teacher

Hart County High School

HYDRA OF HART COUNTY, INC.  
STATEMENT OF FINANCIAL POSITION  
June 30, 2014

ASSETS

<b>Current Assets:</b>	
Cash	\$ 25,039
Cash in Savings	10,245
Accounts Receivable-Grants	<u>-</u>
<b>Total Current Assets</b>	<u>\$ 35,284</u>
<b>Total Assets</b>	<u><u>\$ 35,284</u></u>

LIABILITIES AND NET ASSETS

<b>Current Liabilities:</b>	\$ 100
<b>Net Assets Unrestricted</b>	35,184
<b>Temporarily Restricted Net Assets</b>	<u>-</u>
<b>Total Liabilities and Net Assets</b>	<u><u>\$ 35,284</u></u>

SEE ACCOUNTANT'S REVIEW REPORT AND  
NOTES TO FINANCIAL STATEMENTS

**HYDRA OF HART COUNTY, INC.**  
**STATEMENT OF ACTIVITIES**  
**For the Year Ended June 30, 2014**

**PUBLIC SUPPORT AND REVENUES:**

City of Hartwell	\$ 9,000
Hart EMC Grant	5,000
Hart Co. Board of Education	5,175
Camp Revenue	11,499
Music Festival	9,060
Empowerment Program	360
Donations	278
Interest Income	5
<b>Total Public Support, Revenues, and Reclassifications</b>	<b><u>\$ 40,377</u></b>

**EXPENSES:**

**Programs:**

Salaries and Payroll Taxes	\$ 28,918
Tutorial	242
Camp Expenses	5,946
Miscellaneous	680
<b>Total Program Expense</b>	<b><u>\$ 35,786</u></b>

**Supporting Services:**

General and Administrative	<u>\$ 3,546</u>
----------------------------	-----------------

<b>Total Expenses</b>	<b><u>\$ 39,332</u></b>
-----------------------	-------------------------

Increase in Net Assets	\$ 1,045
Net Assets July 1, 2013	<u>34,139</u>
Net Assets June 30, 2014	<b><u>\$ 35,184</u></b>

SEE ACCOUNTANT'S REVIEW REPORT AND  
NOTES TO FINANCIAL STATEMENTS

**HYDRA OF HART COUNTY, INC.**  
**STATEMENT OF CASH FLOWS**  
**For the Year Ended June 30, 2014**

**Cash Flows from Operating Activities**

<b>Increase in Net Assets</b>	<b>\$ 1,045</b>
<b>Adjustments to Reconcile Net Income to Net Cash Used by Operating Activities:</b>	<b><u>-</u></b>
<b>Net Cash Provided by Operating Activities</b>	<b><u>\$ 1,045</u></b>
<b>Cash Flow from Noncapital Financing Activities</b>	
<b>Increase in Key Deposits</b>	<b><u>\$ 50</u></b>
<b>Net Increase in Cash</b>	<b>1,095</b>
<b>Cash at July 1, 2013</b>	<b><u>34,189</u></b>
<b>Cash at June 30, 2014</b>	<b><u><u>\$ 35,284</u></u></b>

**Cash for these financial statements include balances in all accounts.**

**SEE ACCOUNTANT'S REVIEW REPORT AND  
NOTES TO FINANCIAL STATEMENTS**

BUDGET WORKSHEET FISCAL YEAR												
HART COUNTY GENERAL FUND												
100.65100, Library Administration												
					7						Budget	
					Month	Calc.	BUDGET	DEPARTMENT	ADMINISTRATOR	COMMISSION	Percent	
		Actual	Actual	Actual	Actual	Project.	Budget	REQUEST	RECOMMENDED	APPROVED	Change	
EXPENDITURES/EXPENSES		2012	2013	2014	2015	2015	2015	2016	2016	2016		REMARKS
Bldgs/grounds supplies	53.1720			2,265		0						
Library	57.1040	77,000	77,000	77,000	57,750	77,000	77,000	80,000	77,000		-100%	Note 1
<b>TOTAL</b>		<b>77,000</b>	<b>77,000</b>	<b>79,265</b>	<b>57,750</b>	<b>77,000</b>	<b>77,000</b>	<b>80,000</b>	<b>77,000</b>	<b>0</b>	<b>-100.00%</b>	
							Admin. Cuts fr. dpt. Req.	\$	3,000			
							Admin. Cuts fr. Prior year	\$	-			
							Board Cuts	\$	77,000			
note 1:	state requires maintenance of effort requiring funding at least at the level budgeted in prior year PLS-6-2-f-1											

Richard Sanders - Director  
Hart County Library  
150 Benson Street  
Hartwell, GA 30643-1992

Jon Caime - County Administrator  
Hart County Board of Commissioners  
800 Chandler Street  
Hartwell, GA 30643

May 15, 2015

Dear Mr. Caime:

Per your memo, I'm submitting the Hart County Library's funding request for the upcoming fiscal year, in the amount of \$80,000.00. According to the information I've been given, the state library agency will be cutting back on our annual grant by \$28,000.00, beginning July 1<sup>st</sup>. We are still providing service with a minimal staff, four part-time and three full-time. My position remains the only state-funded one.

I'm requesting a \$3000.00 increase from last year (and will probably be asking for more next year) so that we can maintain our level of staffing and service. We're losing operating funds from the state, but we'll be trying to add to our funding from other sources. We have some reserve funds; we have hopes for some grant money from outside sources; we'll be receiving a substantial discount to our telephone and internet access bills due to our application for E-rate reimbursements; and we're planning to stage fundraising events, primarily for materials. Outside grants and fundraisers will not necessarily carry over from year to year - I am hoping that, as the economy improves, that we can count on the Board of Commissioners for additional support.

As always, I am happy to provide any additional information or documentation that you or any of the commissioners may require. You should have a copy of the library's audit report for last year. Thank you for your consideration.

Respectfully,



Richard Sanders  
Director - Hart County Library

**Budget proposal to the Hart County Board of Commissioners for FY 2015**

Materials	Monthly	\$	2,000.00
Insurance - Workers compensation policy	Quarterly	\$	600.00
Payroll taxes	Monthly	\$	6,000.00
Professional services - Accounting (Audit)	Annual	\$	4,500.00
Professional services - Accounting (Payroll)	Monthly	\$	1,020.00
Professional services - Cleaning	Monthly	\$	3,900.00
Professional services - IT	Monthly	\$	7,200.00
Professional services - Pest control	Monthly	\$	780.00
Repairs	N/A	\$	2,400.00
Wages - F/T	Monthly	\$	19,000.00
Wages - P/T	Monthly	\$	32,600.00
<b>TOTAL =</b>		<b>\$</b>	<b>80,000.00</b>

**HART COUNTY LIBRARY**  
(A Component Unit of Hart County, Georgia)

**STATEMENT OF REVENUES, EXPENDITURES, AND  
CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS**  
For the Year Ended June 30, 2014

	GENERAL FUND	EB MEMORIAL FUND	TOTAL GOVERNMENTAL FUNDS
<b>REVENUES</b>			
State grants	\$ 147,364	\$ -	\$ 147,364
Intergovernmental - other	99,800		99,800
Other grants and donations	16,398		16,398
Charges for copies and faxes	9,034		9,034
Overdue and lost book charges	4,671		4,671
Miscellaneous	675		675
Interest earned	51	690	741
<b>Total revenues</b>	<u>277,993</u>	<u>690</u>	<u>278,683</u>
<b>EXPENDITURES</b>			
Bank charges	162		162
Dues and subscriptions	1,927		1,927
Insurance	10,770		10,770
Miscellaneous	946		946
Payroll taxes	10,880		10,880
Pest control	620		620
Postage	133		133
Purchases and materials	4,149		4,149
Repairs and maintenance	4,708		4,708
Retirement	14,291		14,291
Salaries	140,020		140,020
Professional fees	17,486		17,486
Supplies	3,219		3,219
Telephone and internet	4,976		4,976
Travel	4,158		4,158
Utilities	22,656		22,656
Capital outlay	28,427		28,427
<b>Total expenditures</b>	<u>269,528</u>	<u>-</u>	<u>269,528</u>
Net change in fund balances	8,465	690	9,155
Fund balances, beginning of year	<u>94,345</u>	<u>30,000</u>	<u>124,345</u>
<b>Fund balances, end of year</b>	<u>\$ 102,810</u>	<u>\$ 30,690</u>	<u>\$ 133,500</u>

The accompanying notes are an integral part of these financial statements.





FY16



Hart County 4-H  
200 Arthur Street  
Hartwell, GA 30643  
706-376-3134  
[brandimh@uga.edu](mailto:brandimh@uga.edu)

May 15, 2015

Dear Jon,

Hart County Extension has reviewed the FY16 budget proposal. We would like to ask for an increase in a few areas:

**Telephone**—We would like to request an increase to \$3,700. This is a \$700 increase from the previous years. The increase we request is to cover an increase in price of our internet service. The service increased last year and after contacting our current service provider and other service providers to compare prices, I was able to enter a 3-year contract to keep our costs from going up whenever they chose. We will go over budget this year because of that increase. By increasing the budget for FY16, we shouldn't have any problems. Our total telephone bill averages around \$310 per month. That figure at 12 months is \$3720. If the office staff watches the few long distance calls we make, it should be on target.

**Salary**—In July of 2014, Teresa Shirley, Administrative Assistant, retired from our office. She worked here about 10 years at no cost to the county because of a special situation through UGA. Before that time, the county supported our Extension Secretary's salary. It is part of the Memorandum of Understanding between UGA Extension and the Hart County Board of Commissioners. After Mrs. Shirley's retirement, we hired a new secretary, Rhonda Jordan, who started her employment August 28, 2014. We did not immediately seek the county's portion of the salary because we had just asked for the sizeable increase in salary for the new Agricultural Agent a few months prior. Judy Ashley, Northeast District Extension Director, agreed to cover the salary completely for one year before we asked the county to pick up its share. The salary money needed for this position is \$6000. That is the minimum amount any county is asked to put forth for the secretary position. Again, Hart County did not have this expense for this position for about 10 years thanks to the University.

**Computer Equipment**—This line item was taken out of our budget 2 years ago so that we would have a zero based budget. Extension usually has a matching funds policy for replacing computer equipment but some years the matching funds are unavailable. We have one computer that will need to be replaced during the FY16 budget year. We haven't asked for matching funds since 2013 for computer equipment. The approximate cost of a new desktop computer is \$1155. If matching funds are available, the county's part would be approximately \$577.50. I had questioned the availability of the money a couple of months ago and was questioned on the expense of the computer. Attached is a statement that was prepared by our district IT professional on the expense of the computer equipment. After looking at the past few years computer replacement costs, we would request that \$585 be placed in our budget for the matching funds expense of a new desktop computer during the FY16 budget year.

We would love to have discussion on any of the above items.

Thank you for all your support!

Sincerely,

A handwritten signature in black ink that reads "Brandi Shiflet".

Brandi Shiflet, Hart County Extension Coordinator

[georgia4h.org](http://georgia4h.org)

As a state agency UGA is required to purchase certain items, such as PC's, via state contracted sellers at state contract pricing. We do not bid out PC's for these kinds of purchases. We are not permitted to purchase PC's anywhere we can find them based solely on price.

Large organizations like ours, whether public or private rarely purchase PC's "off the shelf" or from a regular retail outlet. We manage and support hundreds of PC's across the state, therefore all the PC's we purchase must be identical internally and externally. They must support rapid and efficient automated deployment packages and maintain a consistent internal parts collection for longer periods of time than consumer products (in other words the sound card and other internal parts installed today must be the same ones installed 4 months from now on that same model at the factory). Otherwise we end up with a hodge-podge of brands, configurations, and specifications scattered all over GA which increases both the time and costs associated with maintaining and supporting the units over time.

The "cost" of a computer is not just the price out the door, it is the cost of that PC to own over its life-span. Like other large companies we purchase managed, commercial branded products that provide this kind of stability and efficient setup and maintenance. They do cost more up front than something you can get at Best Buy, but they use higher grade internal parts and are less costly to maintain over their lives. That is why most large companies do not buy them off the shelf.

We can setup one of these PC's out of the box in about 20 minutes which includes all updates, software package installations and updates, security setting customizations and changes, etc. A retail PC would take about 5-7 hours to complete the same tasks because our automated setup process will not work with them. Multiply that by 143 locations supported by 6 people and you will quickly see why this is important, at least from our end. This process has to be repeated anytime a PC is infected by a severe virus or suffers a hardware failure, so that 5-7 hour investment is not just a one-time thing. It can happen anytime and multiple times over the life of a single PC.

Many of the prices from Amazon for this Dell model are for used or refurbished PC's which we do not purchase.

The office has a choice of several models of PC each year. Desktops without a monitor, desktops with one or two monitors, laptops with and without docking stations, and certain printers, etc. The county offices decide which models to request.

Our configurations include in the price: 3 year, next business day on-site repair and support from Dell; Pro level technical support from North America-based Dell agents with higher training and certifications than standard PC support numbers provide. The state also negotiates changes and amendments to the general "licensing agreements" held between software and hardware dealers which affords the state specific protections and adjusts legal language to suite the state's legal requirements. By powering on and using a PC right out of a store, you are agreeing to the existing licensing terms which may be in conflict with state policy, specifically with regard to the indemnification element GA is so known for.

So, as with all "government" processes this one is way more complex than it likely should be, but we have to operate within it on our end at least. Counties are always free to purchase whatever they wish through their own local channels; however UGA IT will not be able to assist with or support that product.

We have a few counties who do purchase and maintain all the PC's in the Extension Office with 100% local funds and their own internal county-IT staff handles 100% of the support needs for that location.

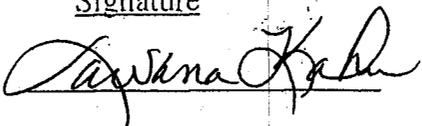
STATEMENT OF REVIEW  
COUNTY ACCOUNTS

County Hart Date of Review Jan. 12, 2015

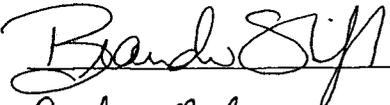
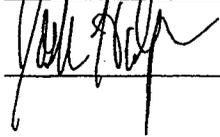
This is to certify that the following Fund Accounts (checking, savings, CD's, etc.) have been reviewed for the Sept. 2013 to Dec. 2014 year and found to be in order.

ACCOUNT NAME & ACCOUNT NUMBER	CHECKING, SAVINGS, CD, etc.	NAMES ON SIGNATURE CARD	ACCOUNT BALANCE AS OF date
Hart County 4H Club Council 0048 0001 7228		Brandi Shiflet Teresa Shirley Charles Rice + Amber Bellanger	August 31 <sup>st</sup> 2014 " 0 "
Hart County Ag Services 045 1422442		Brandi Shiflet Teresa Shirley	May 31 <sup>st</sup> 2014 "1684.85"
Hart County 4H and extension 0451422442		Brandi Shiflet Amber Bellanger Josh Halpin	December 31 <sup>st</sup> 2014 " 3982.16 "

Auditor(s) or Reviewer(s):

Type/print name	Signature	Title	Date
<u>Lawana Kahn</u>		<u>County Clerk</u>	<u>1/12/2015</u>

Signature of persons authorized to sign any of the accounts:

	_____
	_____
	_____

Received by: \_\_\_\_\_  
District Extension Head Date





**HART COUNTY**  
Chamber of Commerce

FY16  
75000

May 7<sup>th</sup>, 2015

Mr. Jon Caime  
Hart County Administrator  
800 Chandler Street  
Hartwell, Georgia 30643

Dear Mr. Caime:

Thank you for the County's continued support of the Hart County Chamber of Commerce. In response to your budget notice for the year 2015-2016 fiscal year (October 1 – September 30, 2016) the Chamber of Commerce is requesting a total of \$45840.00, which is the same amount as last year. The following is the breakdown for this request. A brief description for each item is included below.

\$13,200.00	Annual Program of Work
\$17640.00	County's Portion of Executive Director Salary and Staff
\$15000.00	Fishing & Golf Tournaments (Mega Ramp Fund)
<b>\$45840.00</b>	

The Hart County Chamber of Commerce supports the following for the County:

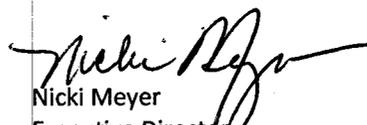
Annual Program of Work- request is \$13,200, same as 2015.

- Annual Fireworks Display
- Annual Easter Egg Hunt
- Eggs and Issues Political Forum
- Antique Boat Festival
- Wet n'Wild / International Watercross Tour
- Farm Fest
- Cars and Guitars
- Plus ad hoc candidate forums for community awareness.
- Leadership Hart program for Adults and Youth
- In addition, we support Economic development and have taken a more proactive role in recruitment of commercial development.

The Gum Branch Park Fishing funds remain the same as previous years. In 2015, we had 8 tournaments at the location.

The Chamber office as well as the Museum is open to the public Monday through Friday and we continue to pay monthly rent, all utilities, content insurance, and operational expenses related to the supporting these functions. We are open to serve our citizens and visitors to Hart County and to support our County in all that they do. Thank you again for your support of the Hart County Chamber of Commerce.

Respectfully submitted,  
  
Chuck Whelan  
Chairman

  
Nicki Meyer  
Executive Director

**HART COUNTY CHAMBER OF COMMERCE, INC.**  
**STATEMENT OF FINANCIAL POSITION - INCOME TAX BASIS**  
 as of December 31, 2013 and 2012

OIP

	2013	2012
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash in Banks		
Operating Account	\$88,009.89	\$16,953.40
Leadership Hart Account	18,916.87	19,955.22
Certificates of Deposit	35,323.46	97,915.71
Petty cash	75.00	75.00
	<u>142,325.22</u>	<u>134,899.33</u>
Total Cash on Hand and in Bank		
Prepaid Expenses		2,004.52
		<u>2,004.52</u>
<b>TOTAL ASSETS</b>	<u><u>142,325.22</u></u>	<u><u>136,903.85</u></u>
<b>LIABILITIES AND FUND BALANCE</b>		
<b>CURRENT LIABILITIES</b>		
Payroll taxes	3,124.83	1,159.54
	<u>3,124.83</u>	<u>1,159.54</u>
<b>TOTAL LIABILITIES</b>	<u>3,124.83</u>	<u>1,159.54</u>
<b>FUND BALANCE</b>	<u>139,200.39</u>	<u>135,744.31</u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<u><u>\$142,325.22</u></u>	<u><u>\$136,903.85</u></u>

See accountants' compilation report.

HART COUNTY CHAMBER OF COMMERCE, INC.  
STATEMENT OF OPERATIONS  
AND CHANGES IN FUND BALANCE - INCOME TAX BASIS  
For the years ended December 31, 2013 and 2012

	2013	2012
REVENUES (EXPENDITURES) FROM PROJECTS AND EVENTS-NET		
Chamber events	(\$3,083.35)	\$4,616.02
Tourism events	<u>(25,370.02)</u>	<u>(15,774.95)</u>
NET REVENUES (EXPENDITURES) FROM PROJECTS AND EVENTS	<u>(\$28,453.37)</u>	<u>(\$11,158.93)</u>
CHAMBER REVENUES		
Miscellaneous income	3,598.08	665.75
Membership dues	27,598.92	29,500.00
County contract	19,967.00	14,250.00
County salary contract	-	7,125.00
Interest income	<u>303.52</u>	<u>1,353.13</u>
TOTAL CHAMBER REVENUES	<u>51,467.52</u>	<u>52,893.88</u>
TOURISM REVENUES		
Other Revenues - Rack Cards	-	400.00
City Motel Tax	38,828.00	30,000.00
City Salary Contribution	5,297.00	5,300.00
County Salary Contribution	4,942.00	7,125.00
County	4,778.00	-
City - Fishing Tournament	16,940.78	2,305.96
County - Fishing Tournament	<u>16,066.83</u>	<u>2,305.96</u>
TOTAL TOURISM REVENUES	<u>86,852.61</u>	<u>47,436.92</u>
TOTAL REVENUES	<u>\$109,866.76</u>	<u>\$89,171.87</u>
GENERAL AND ADMINISTRATIVE EXPENSES		
CHAMBER EXPENSES		
Advertising	2,646.97	5,190.63
Archway	4,000.00	
Travel and education	608.34	740.29
Dues	80.00	40.00
Utilities	2,223.44	1,917.17
Insurance	693.50	630.00
Office expenses	2,186.07	1,099.63
Office equipment maintenance	1,539.25	2,374.09
Postage	654.58	309.94
Printing	1,838.51	288.00
Telephone	2,098.27	886.34
Salary	30,582.87	26,895.74
Economic development	2,081.50	2,835.31
Professional Fees	1,250.00	817.50
Miscellaneous	1,920.54	264.65
Membership	<u>415.78</u>	<u>0.00</u>
TOTAL CHAMBER EXPENSES	<u>54,819.62</u>	<u>44,289.29</u>

See accountants' compilation report.

**HART COUNTY CHAMBER OF COMMERCE, INC.**  
**STATEMENT OF OPERATIONS**  
**AND CHANGES IN FUND BALANCE - INCOME TAX BASIS (CONTINUED)**  
**For the years ended December 31, 2013 and 2012**

	2013	2012
<b>TOURISM EXPENSES</b>		
Travel and education	\$537.68	\$1,194.01
Advertising	9,024.76	4,404.92
Utilities	1,311.36	1,917.18
Office expenses	393.05	1,643.80
Office equipment maintenance	1,091.21	2,293.06
Postage	106.00	87.93
Printing	528.53	157.50
Miscellaneous	422.44	2,332.34
Telephone	1,079.80	887.36
Payroll	35,577.73	40,483.54
Dues	0.00	0.00
Insurance	268.50	255.00
Professional	1,250.00	817.50
	<hr/>	<hr/>
<b>TOTAL TOURISM EXPENSES</b>	<b>51,591.06</b>	<b>56,474.14</b>
	<hr/>	<hr/>
<b>CAPITAL EXPENDITURES</b>	<b>0.00</b>	<b>3,713.00</b>
	<hr/>	<hr/>
<b>TOTAL EXPENSES</b>	<b>106,410.68</b>	<b>104,476.43</b>
	<hr/>	<hr/>
<b>NET REVENUES OVER (UNDER) EXPENSES</b>	<b>3,456.08</b>	<b>(15,304.56)</b>
	<hr/>	<hr/>
<b>FUND BALANCE AT BEGINNING OF YEAR</b>	<b>135,744.31</b>	<b>151,048.87</b>
	<hr/>	<hr/>
<b>FUND BALANCE AT END OF YEAR</b>	<b><u>\$139,200.39</u></b>	<b><u>\$135,744.31</u></b>

See accountants' compilation report.

**HART COUNTY INDUSTRIAL BUILDING AUTHORITY**  
**(A Component Unit of Hart County, Georgia)**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED DECEMBER 31, 2013**

(010)

**Cash flows from operating activities:**

Receipts from primary government for operations	\$ 39,455
Receipts from timber sales	1,800
Payments to vendors for goods and services	(39,307)

Net cash provided by operating activities	1,948
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**Cash flows from capital and related financing activities:**

Principal paid on long-term debt	(3,111,484)
Receipts from primary government for debt service	268,857
Receipts from federal award - USDA Rural Development Loan	3,012,750
Interest paid	(26,336)

Net cash provided by capital and related financing activities	143,787
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**Cash flows from investing activities:**

Investment earnings	669
---------------------	-----

Net cash provided by investing activities	669
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**Net increase in cash and cash equivalents**

Cash and cash equivalents, beginning of year	146,404
	241,625

Cash and cash equivalents, end of year	\$ 388,029
--	------------

**Reconciliation of Operating Loss to Net Cash Provided by**

**Operating Activities:**

Operating loss	\$ (11,377)
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Adjustments to reconcile operating loss to net cash provided by operating activities:

Assistance for on-behalf Economic Developer salary and fringe benefits	(115,372)
On-behalf Economic Developer salary and fringe benefits	115,372
Depreciation	387
Increase in prepaid insurance	(1,058)
Decrease in operating reimbursements receivable	11,059
Increase in accounts payable for operations	2,937

Total adjustments	13,325
-------------------	--------

Net cash provided by operating activities	\$ 1,948
---	----------

**Reconciliation of Cash and Cash Equivalents to Cash and Investments:**

Cash and cash equivalents per statement of cash flows	\$ 388,029
Restricted cash - debt service reserve	(140,280)

Cash and investments per statement of net position	\$ 247,749
--	------------

The accompanying notes are an integral part of these financial statements .

**JOINT DEVELOPMENT AUTHORITY OF FRANKLIN, HART AND STEPHENS COUNTIES**  
**(A Component Unit of Hart County, Georgia)**  
**STATEMENT OF NET POSITION**  
**JUNE 30, 2014**

**ASSETS**

Current assets

Cash and investments	\$ 59,100
Restricted cash:	
Gateway project	27,313
Broadband project	50,000
Prepaid insurance	825
<b>Total current assets</b>	<b>137,238</b>

Noncurrent assets

Capital assets, nondepreciable	
Construction in progress	730,000
Land	1,309,359
<b>Total nondepreciable capital assets at cost</b>	<b>2,039,359</b>
Capital assets, depreciable	
Infrastructure	3,232,343
Other improvements	16,364
<b>Total depreciable capital assets at cost</b>	<b>3,248,707</b>
Less accumulated depreciation	(591,522)
<b>Total depreciable capital assets, net</b>	<b>2,657,185</b>
<b>Total capital assets</b>	<b>4,696,544</b>
<b>Total noncurrent assets</b>	<b>4,696,544</b>
<b>Total assets</b>	<b>4,833,782</b>

**LIABILITIES**

Current liabilities

Accounts payable	1,800
Accrued interest payable	2,418
Current portion of Pinnacle Bank loan	23,675
<b>Total current liabilities</b>	<b>27,893</b>

Noncurrent liabilities

Pinnacle Bank loan	436,275
<b>Total noncurrent liabilities</b>	<b>436,275</b>
<b>Total liabilities</b>	<b>464,168</b>

**NET POSITION**

Net investment in capital assets	4,234,176
Restricted for Gateway project	25,963
Restricted for Broadband project	50,000
Unrestricted	59,475
<b>Total net position</b>	<b>\$ 4,369,614</b>

The accompanying notes are an integral part of these financial statements.

**JOINT DEVELOPMENT AUTHORITY OF FRANKLIN, HART AND STEPHENS COUNTIES**  
**(A Component Unit of Hart County, Georgia)**  
**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION**  
**FOR THE YEAR ENDED JUNE 30, 2014**

<b>OPERATING REVENUES</b>	
Local contributions	\$ 10,500
One Georgia Authority	460,982
	<hr/>
Total operating revenues	471,482
	<hr/>
<b>OPERATING EXPENSES</b>	
Board meetings	931
Lawn maintenance	4,550
Utilities	230
Depreciation	66,482
Insurance	3,434
Professional services	11,725
Office expense	75
Administrative services	2,250
Travel and meals	49
	<hr/>
Total operating expenses	89,726
	<hr/>
Operating income	381,756
	<hr/>
<b>NONOPERATING REVENUE (EXPENSE)</b>	
Interest expense	(20,868)
Investment earnings	58
	<hr/>
Total nonoperating revenue (expense)	(20,810)
	<hr/>
<b>CHANGE IN NET POSITION</b>	360,946
<b>NET POSITION, Beginning of year</b>	4,008,668
	<hr/>
<b>NET POSITION, End of year</b>	<u><u>\$ 4,369,614</u></u>

The accompanying notes are an integral part of these financial statements.

BUDGET WORKSHEET FISCAL YEAR												
HART COUNTY GENERAL FUND												
100.75630.Airport Authority												
7												
Month												
DEPARTMENT ADMINISTRATOR COMMISSION												
REQUEST RECOMMENDED APPROVED												
2016 2016 2016												
Budget												
Percent												
Change												
REMARKS												
EXPENDITURES/EXPENSES		Actual 2012	Actual 2013	Actual 2014	Actual 2015	Project. 2015	Budget 2015	DEPARTMENT REQUEST 2016	ADMINISTRATOR RECOMMENDED 2016	COMMISSION APPROVED 2016	Budget Percent Change	REMARKS
Franklin/Hart Airport Authority	57.2140	2,625	3,500	3,500	1,750	3,500	3,500	3,500	3,500			
		2,625	3,500	3,500	1,750	3,500	3,500	3,500	3,500	0	-100.00%	
<b>NO BUDGET REQUEST SUBMITTED</b>							Admin. Cuts fr. dpt. Req.	\$	-			
							Admin. Cuts fr. Prior year bud.	\$	-			
							Board Cuts	\$	3,500			

BUDGET WORKSHEET FISCAL YEAR											
HART COUNTY GENERAL FUND											
100.76300. Community Action Programs											
					7						Budget
					Month						Percent
EXPENDITURES/EXPENSES		Actual	Actual	Actual	Actual	Project.	Budget	DEPARTMENT	ADMINISTRATOR	COMMISSION	Change
		2012	2013	2014	2015	2015	2015	REQUEST	RECOMMENDED	APPROVED	
								2016	2016	2016	REMARKS
Ninth Dist. Opportunity	57.1070										#DIV/0!
Hart Partners	57.1075	100	100	100		100	100	100	100		-100%
<b>TOTAL</b>		<b>100</b>	<b>100</b>	<b>100</b>	<b>0</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>100</b>	<b>0</b>	<b>-100.00%</b>
								Admin. Cuts fr. dpt. Req.	\$	-	
								Admin. Cuts fr. Prior year bud.	\$	-	
								Board Cuts	\$	100	

BUDGET WORKSHEET FISCAL YEAR												
HART COUNTY GENERAL FUND												
100.76400.Adult Basic Ed. (Lit Ctr)												
					7						Budget	
		Actual	Actual	Actual	Month	Project.	Budget	DEPARTMENT	ADMINISTRATOR	COMMISSION	Percent	
EXPENDITURES/EXPENSES		2012	2013	2014	Actual	2015	2015	REQUEST	RECOMMENDED	APPROVED	Change	
								2016	2016	2016	REMARKS	
Literacy Center	57.1080	12,750	12,750	12,750							#DIV/0!	note 1
Energy					4,476	7,673	7,000	7,000	7,000			
Disposal					230	394						
Building repairs		870	935									
Literacy Center/ Cash Matc												
<b>TOTAL</b>		<b>13,620</b>	<b>13,685</b>	<b>12,750</b>	<b>4,706</b>	<b>8,067</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>0</b>	<b>-100.00%</b>	
								Admin. Cuts fr. dpt. R	\$	-		
								Admin. Cuts fr. Prior	\$	-		
note 1: FY15 BOC changed from quarterly supplement to paying for utilities								Board Cuts	\$	7,000		
<b>NO BUDGET REQUEST OR AUDIT SUBMITTED</b>												