

Administration

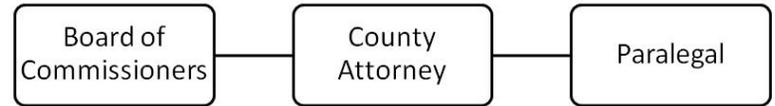
Administration includes departments that provide support functions for departments that deliver services. It also includes non-departmental expense.

Budget Summary:

	A 2011 Actual	B 2012 Actual	C 2013 Amended	D 2013 Estimated	E 2014 Total Req.	F 2014 Total Rec.	G 2014 Appr. Cont.	H 2014 Appr. Exp.	I 2014 Total Appr.	J Variance	K Total % Inc./Dec.
Revenues											
Intergovernmental	161,810	170,027	148,000	151,406	146,000	146,000	146,000	0	146,000	(2,000)	(1%)
Grants/Donations	28,087	79,196	0	63,541	0	0	0	0	0	0	0%
Other Taxes/Licenses	26,730	38,834	24,000	25,000	1,200	1,200	1,200	0	1,200	(22,800)	(95%)
Sales & Service	140	0	0	0	0	0	0	0	0	0	0%
Total Revenues	216,767	288,057	172,000	239,947	147,200	147,200	147,200	0	147,200	(24,800)	(14%)
Expenditures											
Salaries	1,950,994	1,862,796	2,137,107	1,996,450	2,199,602	2,265,604	2,252,124	13,480	2,265,604	128,497	6%
Other Personnel Costs	739,785	715,251	804,268	774,615	861,485	875,014	874,476	538	875,014	70,746	9%
Operating	1,995,080	1,790,409	2,536,122	1,835,504	3,041,386	2,908,958	2,879,278	29,680	2,908,958	372,836	15%
Debt	383,540	8,347,420	279,437	362,666	1,243,977	1,243,977	1,243,977	0	1,243,977	964,540	345%
Transfers	4,196,105	4,756,870	5,840,470	6,845,091	6,732,654	6,732,654	5,352,125	1,380,529	6,732,654	892,184	15%
Public Assistance/Grants/Special Programs	417,503	(95,689)	81,121	174,843	18,500	18,500	18,500	0	18,500	(62,621)	(77%)
Capital Outlay	828,538	38,100	1,919,708	2,396,784	132,500	120,000	50,000	70,000	120,000	(1,799,708)	(94%)
Total Expenditures	10,511,545	17,415,157	13,598,233	14,385,953	14,230,104	14,164,707	12,670,480	1,494,227	14,164,707	566,474	4%
Net Cost:	10,294,778	17,127,100	13,426,233	14,146,006	14,082,904	14,017,507	12,523,280	1,494,227	14,017,507	591,274	4%

County Attorney

The Chatham County Attorney's Office serves as the legal adviser to the Board of Commissioners. The Office also provides legal advice to the County Manager and all Department Heads and their employees in the civil law arena. Our mission is to do so by proactively working with the various departments in a consistent and effective manner. The Office seeks to minimize the County's exposure to legal actions and also prepares, reviews, researches and litigates, if needed, on matters involving the County.



Budget Summary:	A	B	C	D	E	F	G	H	I	J	K
	2011	2012	2013	2013	2014	2014	2014	2014	2014	Variance	Total %
	Actual	Actual	Amended	Estimated	Total Req.	Total Rec.	Appr. Cont.	Appr. Exp.	Total Appr.		Inc./Dec.
Expenditures											
Salaries	43,429	41,854	42,441	42,557	42,441	43,714	43,714	0	43,714	1,273	3%
Other Personnel Costs	16,029	15,890	16,051	15,933	16,471	16,721	16,721	0	16,721	670	4%
Operating	276,217	205,065	220,614	157,011	223,868	223,868	223,868	0	223,868	3,254	1%
Total Expenditures:	335,675	262,809	279,106	215,501	282,780	284,303	284,303	0	284,303	5,197	2%
Net Cost	335,675	262,809	279,106	215,501	282,780	284,303	284,303	0	284,303	5,197	2%
Number of County Employees	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.00	1.00	0.00	0%

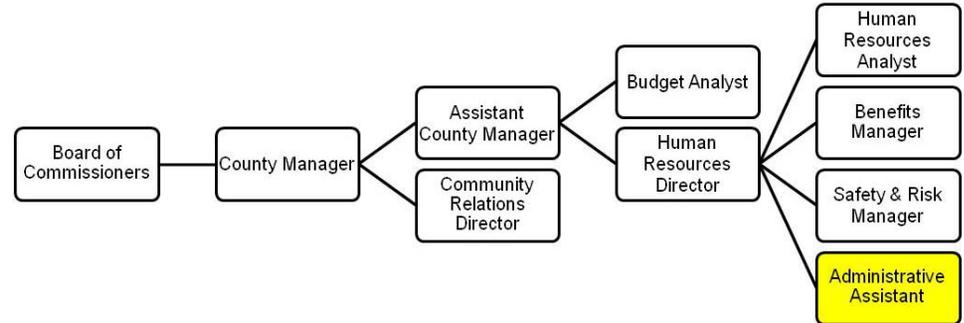
One-time Expenses: The FY 2014 budget includes one-time expenses of \$3,200. If one-time expenses are subtracted, the percent difference between the FY 2013 and 2014 budgets is .72%.

County Manager's Office

The mission of the Manager's Office is to implement policies adopted by the Chatham County Board of Commissioners and ensure the effectiveness of County departments within legal requirements, best management practices, and efficient management of the County's resources.

Major responsibilities:

1. Implement policies adopted by the Chatham County Board of Commissioners
2. Ensure that County departments operate effectively, efficiently and within legal requirements
3. Improve communication with citizens to enhance their ability to be involved with county government
4. Implement and manage the county budget
5. Provide Human Resources needs for county staff
6. Administer official Board of Commissioners records and contracts and prepare agendas
7. Actively promote positive relations within Chatham County and discourage discriminatory practices towards any group of residents



Budget Summary:	A	B	C	D	E	F	G	H	I	J	K
	2011	2012	2013	2013	2014	2014	2014	2014	2014	Variance	Total %
	Actual	Actual	Amended	Estimated	Total Req.	Total Rec.	Appr. Cont.	Appr. Exp.	Total Appr.		Inc./Dec.
Expenditures											
Salaries	439,187	537,426	554,471	538,945	578,935	596,304	582,824	13,480	596,304	41,833	8%
Other Personnel Costs	139,488	175,976	183,201	180,594	191,719	195,180	194,642	538	195,180	11,979	7%
Operating	41,044	34,242	49,058	35,430	54,160	54,160	54,160	0	54,160	5,102	10%
Total Expenditures:	619,719	747,644	786,730	754,969	824,814	845,644	831,626	14,018	845,644	58,914	7%
Net Cost	619,719	747,644	786,730	754,969	824,814	845,644	831,626	14,018	845,644	58,914	7%
Number of County Employees	8.00	8.00	8.00	8.00	9.00	9.00	8.00	1.00	9.00	1.00	13%

One-time Expenses: The FY 2014 budget includes one-time expenses of \$3,297. If one-time expenses are subtracted, the percent difference between the FY 2013 and 2014 budgets is 7.07%.

Cuts or Expansion Approved:

Administrative Support Specialist The County Manager's Office currently does not have a dedicated administrative support position. When the existing County Manager's office is renovated and expanded, a full-time person will be needed to greet and direct visitors to meetings with the commissioners and county staff.
 Net Cost: \$14,014

Work Plan

Goal: Ensure the wise use of county funds.

Objectives:

- Protect the county's excellent financial condition by ensuring that the fund balance is at least 20% of budgeted expenditures and by maintaining or improving its bond rating.
- Improve the accuracy of financial projections for the adopted budget as compared to actual year-end expenditures and revenues.
- Ensure that the recommended budget provides meaningful information to help commissioners with their decision making.
- Improve organizational performance through increased efficiency and effectiveness.

Key Measures	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimated	FY 2014 Projected
Fund balance as a percent of adopted budget expenditures	24.2%	26.2%	30.58%	28.64%	27%
County's bond rating	AA+/Aa2	AA+/AA2	AA+/AA2	AA+/AA2	AA+/AA1
Percent difference between general fund original budgeted expenditures and actual expenditures	1.1%	-3%	-1%	-3%	-3%

Goal: Provide accessible, user-friendly avenues of communication with residents to increase their opportunities to be informed about and involved with county government

Objectives:

- Increase the increase the number of active subscribers for website e-notifications by 5% to 1,300 active subscribers by the end of 2014 towards a benchmark of 1,600
- Increase the number of Twitter followers for the main county Twitter account to 200 followers by the end of FY14, towards a benchmark of 1,000 followers.
- Increase overall visitation to the county's website by 5% to 1,700,000 pageviews toward a benchmark of 2,000,000 per year
- Increase visitation to the Open Government resources on the county website by 7% to 3,210 pageviews toward a benchmark of 5,000 pageviews per year

Key Measures	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimated	FY 2014 Projected
The increase in e-notifications	NM	NM	1150	1225	1300
The increase in Twitter followers		NM	NM	100	200
Number of pageviews		NM	1.4 million	1.5 million	1.6 million
Open Government pageviews		NM	2,300	3,000	3,210

Goal: Develop and retain a highly qualified workforce.

Objectives:

- Improve employee safety through the countywide Safety Committee, Accident Review Board and other strategies.
- Reduce annual staff turnover rate.

Key Measures	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimated	FY 2014 Projected
Annual staff turnover rate	11%	10.4%	8%	8%	7%
Percent of vacant positions filled by minorities	18%	9%	26%	25%	30%

Goal: Improve our department's service to external and internal customers.

Objectives:

- Use biennial community survey and other online survey capacity to expand opportunities to get feedback from residents on Manager's Office and other departments' programs and services.

Key Measures	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimated	FY 2014 Projected
Percent of respondents to biennial community survey who rate overall county customer service experiences as good to excellent	NM	85%	NM	NM	NM
Percent of biennial survey respondents who rate the customer service of the County Manager's Office as good to excellent	NM	83.3%	NM	NM	NM

Accomplishments:

1. Chatham County took several new steps in FY 2011-12 to provide easier public access to important county activities or records, including a new Open Government tab on the county homepage at www.chathamnc.org to make it easier to find these resources. The county has received statewide acclaim for these efforts. Online resources include a monthly checkbook register, resolutions proposed and adopted
2. Design and implementation of a new Chatham County Employees Intranet site to improve communication and provide quick and easy access to information.

Innovations:

1. Live streaming of BOC meetings so that people can view the proceedings live via the website
2. A virtual video tour of the county comprised of 8-10 short one-minute videos at no cost to the county

County Manager's Office -- Community Relations Div

This division has been merged with the County Manager's Office.

Budget Summary:	A 2011 Actual	B 2012 Actual	C 2013 Amended	D 2013 Estimated	E 2014 Total Req.	F 2014 Total Rec.	G 2014 Appr. Cont.	H 2014 Appr. Exp.	I 2014 Total Appr.	J Variance	K Total % Inc./Dec.
Revenues											
Intergovernmental	1,366	683	0	0	0	0	0	0	0	0	0%
Total Revenues:	1,366	683	0	0	0	0	0	0	0	0	0%
Expenditures											
Salaries	148,330	0	0	0	0	0	0	0	0	0	0%
Other Personnel Costs	53,194	0	0	0	0	0	0	0	0	0	0%
Operating	30,186	0	0	0	0	0	0	0	0	0	0%
Capital Outlay	5,388	0	0	0	0	0	0	0	0	0	0%
Total Expenditures:	237,098	0	0	0	0	0	0	0	0	0	0%
Net Cost	235,732	(683)	0	0	0	0	0	0	0	0	0%
Number of County Employees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0%

Court Facilities

Chatham County is legally responsible for building maintenance, utilities and other facility related expenses, which the budget reflects. The State of North Carolina operates the court system and manages all staff, including judges, district attorney, magistrate and clerk of court.

Budget Summary:	A 2011 Actual	B 2012 Actual	C 2013 Amended	D 2013 Estimated	E 2014 Total Req.	F 2014 Total Rec.	G 2014 Appr. Cont.	H 2014 Appr. Exp.	I 2014 Total Appr.	J Variance	K Total % Inc./Dec.
Revenues											
Intergovernmental	152,328	168,224	148,000	151,406	146,000	146,000	146,000	0	146,000	(2,000)	(1%)
Total Revenues:	152,328	168,224	148,000	151,406	146,000	146,000	146,000	0	146,000	(2,000)	(1%)
Expenditures											
Operating	73,317	71,784	191,185	126,236	234,156	234,156	231,056	3,100	234,156	42,971	22%
Debt	0	0	0	83,231	968,652	968,652	968,652	0	968,652	968,652	100%
Total Expenditures:	73,317	71,784	191,185	209,467	1,202,808	1,202,808	1,199,708	3,100	1,202,808	1,011,623	529%
Net Cost	(79,011)	(96,440)	43,185	58,061	1,056,808	1,056,808	1,053,708	3,100	1,056,808	1,013,623	2347%
Number of County Employees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0%

One-time Expenses: The FY 2014 budget includes one-time expenses of \$3,000. If one-time expenses are subtracted, the percent difference between the FY 2013 and 2014 budgets is 527.56%.

Notes: Total budget is increasing because of the addition of a full year of operating expense for the Justice Center and debt.

Cuts or Expansion Approved:

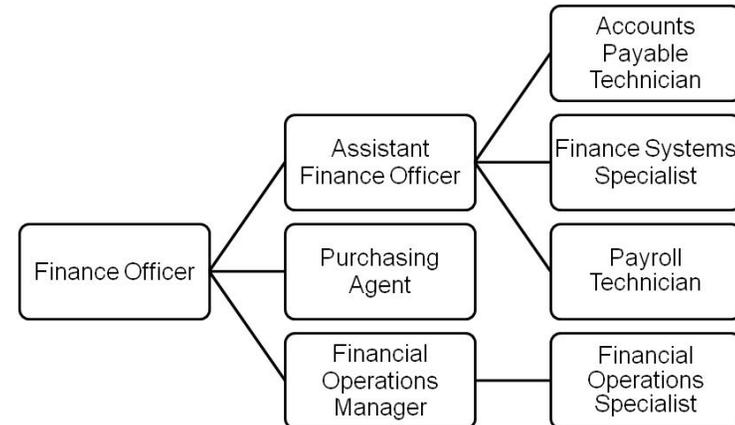
Upgrade Jury Software: The existing software and technology is outdated. The Clerk of Court has requested replacement. In addition, a bar code would be added to enhance productivity. Net Cost: \$3,100

Finance Office

The mission of the Finance Department is to maintain all County financial records, plan and execute financial strategies to improve the County's debt rating, and oversee all purchasing transactions for County departments. The Department is committed to providing timely, accessible, and accurate service to all of its users while conducting its business in accordance with applicable local, State, and Federal regulations.

Major responsibilities:

1. Keep accounts in accordance with generally accepted principles of governmental accounting and the rules and regulations of the Local Government Commission
2. Disburse funds in compliance with the local government and fiscal control act, the budget ordinance and each project ordinance
3. Supervise the receipt and deposit of all moneys accruing to the county
4. Manage the county's debt and other obligations and determine the amount of money required for annual debt service
5. Invest idle funds of the County
6. Prepare financial statements for use by Commissioners, citizens and other agencies



Budget Summary:	A 2011 Actual	B 2012 Actual	C 2013 Amended	D 2013 Estimated	E 2014 Total Req.	F 2014 Total Rec.	G 2014 Appr. Cont.	H 2014 Appr. Exp.	I 2014 Total Appr.	J Variance	K Total % Inc./Dec.
Revenues											
Intergovernmental	7,104	0	0	0	0	0	0	0	0	0	0%
Total Revenues:	7,104	0	0	0	0	0	0	0	0	0	0%
Expenditures											
Salaries	375,064	370,667	417,688	378,993	414,797	427,243	427,243	0	427,243	9,555	2%
Other Personnel Costs	138,717	135,008	143,724	134,569	146,303	148,736	148,736	0	148,736	5,012	3%
Operating	187,220	106,752	123,605	81,758	130,816	130,816	130,816	0	130,816	7,211	6%
Total Expenditures:	701,001	612,427	685,017	595,320	691,916	706,795	706,795	0	706,795	21,778	3%
Net Cost	693,897	612,427	685,017	595,320	691,916	706,795	706,795	0	706,795	21,778	3%
Number of County Employees	8.00	8.00	8.00	8.00	8.00	8.00	8.00	0.00	8.00	0.00	0%

One-time Expenses: The FY 2013 budget includes one-time expenses of \$32,425. If one-time expenses are subtracted, the percent difference between the FY 2013 and 2014 budgets is 8.31%.

Work Plan

Goal: Maintain the county's excellent financial condition.

Objectives:

- Maintain or improve the County's bond ratings.
- Plan and coordinate funding of the seven-year capital improvements plan.
- Maintain and improve the fiscal health of the county by monitoring several important financial indicators.

Key Measures	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimated	FY 2014 Projected
Standard & Poor's Corporation/ Moody's Investor Service ratings	AA+/Aa2	AA+/Aa2	AA+/Aa2	AA+/Aa2 Positive Outlook	AA+/Aa2 Positive Outlook
Approved capital projects successfully funded	100%	100%	100%	100%	100%
Ratio of revenues to expenditures (ratio of one or higher means that govt. operated within its revenue collections)	.99	1	1.03	1	1
Government wide activities total margin ratio	1.05	1.10	.94	1	1
General fund - fund balance as a percent of expenditures	23%	23.4%	20.9%	20%	20%

Goal: Provide accurate and timely financial reporting.

Objectives:

- Continue to earn the Government Finance Officers Certificate of Achievement for Excellence in Financial Reporting.
- Obtain unqualified opinion on County's financial statements indicating compliance with GAAP (generally accepted accounting principles).

Key Measures	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimated	FY 2014 Projected
Awarded Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officer Association	Yes	Yes	Yes	Yes	Yes
Obtain unqualified opinion on annual financial statements	Yes	Yes	Yes	Yes	Yes

Goal: Provide effective finance and budget services for departments and county officials.

Objectives:

- Process accounts payable for all departments efficiently and accurately to ensure timely payments to vendors.
- Help departments respond to changing economic conditions by providing assistance to departments in managing their budgets.

Key Measures	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimated	FY 2014 Projected
Percent of time budget amendments are recorded within 30 days of notification or approval	100%	100%	100%	100%	100%
Percent of invoices processed before due date as evidenced by late penalty assessments	100%	100%	100%	100%	100%

Goal: Provide sustainable and efficient purchasing services.

Objectives:

- Increase the purchase of cost-effective, environmentally friendly products for use by County departments.
- Ensure participation of local vendors and minority and women business enterprises (MWBE) in both formal and informal bid process through outreach and education.

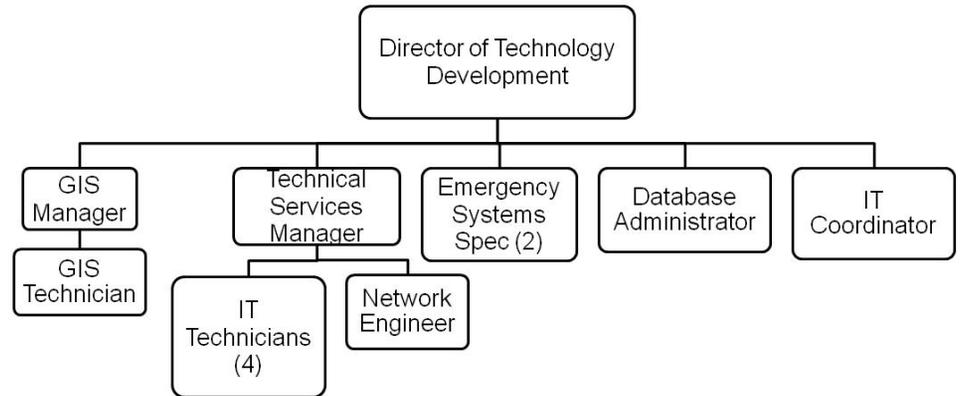
Key Measures	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimated	FY 2014 Projected
Percent of environmentally friendly office supplies purchased (based on costs)		5%	18%	18%	20%
Percent of contracts with local, minority or women-owned businesses		15%	22%	25%	30%

Management Information Systems (MIS)

The mission of the MIS Department is to provide centralized, secure, seamless and reliable technology and support for all county departments, based on a long-term strategic approach.

Major Responsibilities:

1. Provide and maintain network infrastructure to enable fluid, transparent and efficient transmission of electronic and voice data
2. Purchase, maintain and support work stations and server PC hardware for all county departments
3. Monitor and implement security policies and practices to protect against viruses, hackers and data theft
4. Partner with county departments to select, purchase and implement specific software packages
5. Host and maintain the county website and staff data



Budget Summary:	A 2011 Actual	B 2012 Actual	C 2013 Amended	D 2013 Estimated	E 2014 Total Req.	F 2014 Total Rec.	G 2014 Appr. Cont.	H 2014 Appr. Exp.	I 2014 Total Appr.	J Variance	K Total % Inc./Dec.
Expenditures											
Salaries	517,388	506,631	610,125	559,723	590,777	608,507	608,507	0	608,507	(1,618)	0%
Other Personnel Costs	193,831	190,125	220,711	212,429	229,177	232,619	232,619	0	232,619	11,908	5%
Operating	276,688	305,632	477,585	446,981	693,418	547,990	547,990	0	547,990	70,405	15%
Capital Outlay	203,848	11,624	66,000	77,344	62,500	50,000	50,000	0	50,000	(16,000)	(24%)
Total Expenditures:	1,191,755	1,014,012	1,374,421	1,296,477	1,575,872	1,439,116	1,439,116	0	1,439,116	64,695	5%
Net Cost	1,191,755	1,014,012	1,374,421	1,296,477	1,575,872	1,439,116	1,439,116	0	1,439,116	64,695	5%
Number of County Employees	11.00	11.00	13.00	13.00	13.00	13.00	13.00	0.00	13.00	0.00	0%

One-time Expenses: The FY 2013 budget includes one-time expenses of \$74,000. The FY 2014 budget includes one-time expenses of \$57,500. If one-time expenses are subtracted, the percent difference between the FY 2013 and 2014 budgets is 6.24%.

Work Plan

Goal: To provide and maintain reliable, available systems for Chatham County government in order to serve the community.

Objectives:

- To provide 98% internet availability toward a benchmark of 99.5%

- To decrease the time of full recovery from a system wide failure from 10 hours to 8 hours toward a benchmark of 15 minutes during normal business hours.
- For tech support team to reply to a ticket assigned during normal business hours within one hour toward a benchmark of 30 minutes.

Key Measures	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimated	FY 2014 Projected
Internet Availability	NM	NM	99	99	99.5
Recovery Time	NM	NM	0	8 hours	1 hour
Response Time	NM	NM	42.8 minutes	1 hour	30 minutes

Goal: To provide courteous and prompt service to our internal customers.

Objectives:

- To obtain an 80% customer satisfaction rating toward a benchmark of 95%.

Key Measures	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimated	FY 2014 Projected
Customer Satisfaction Rating			78	85	90

Nondepartmental/General Services

General Services includes “non-departmental” expenses that are not specific to any department, including contingency, fuel contingency, unemployment, transfers to debt reserves, etc.

Budget Summary:	A 2011 Actual	B 2012 Actual	C 2013 Amended	D 2013 Estimated	E 2014 Total Req.	F 2014 Total Rec.	G 2014 Appr. Cont.	H 2014 Appr. Exp.	I 2014 Total Appr.	J Variance	K Total % Inc./Dec.
Revenues											
Intergovernmental	1,012	1,120	0	0	0	0	0	0	0	0	0%
Grants/Donations	28,087	79,196	0	63,541	0	0	0	0	0	0	0%
Other Taxes/Licenses	26,730	38,834	24,000	25,000	1,200	1,200	1,200	0	1,200	(22,800)	(95%)
Sales & Service	140	0	0	0	0	0	0	0	0	0	0%
Total Revenues:	55,969	119,150	24,000	88,541	1,200	1,200	1,200	0	1,200	(22,800)	(95%)
Expenditures											
Salaries	40,694	11,428	0	0	0	0	0	0	0	0	0%
Other Personnel Costs	3,711	8,839	0	0	0	0	0	0	0	0	0%
Operating	219,315	395,021	682,821	262,742	726,732	726,732	700,152	26,580	726,732	43,911	6%
Debt	0	7,817,655	0	0	0	0	0	0	0	0	0%
Transfers	4,196,105	4,305,616	5,840,470	6,845,091	6,732,654	6,732,654	5,352,125	1,380,529	6,732,654	892,184	15%
Public Assistance/Grants/Special Programs	417,503	(95,689)	81,121	174,843	18,500	18,500	18,500	0	18,500	(62,621)	(77%)
Capital Outlay	0	5,116	0	2,132,292	0	0	0	0	0	0	0%
Total Expenditures:	4,877,328	12,447,986	6,604,412	9,414,968	7,477,886	7,477,886	6,070,777	1,407,109	7,477,886	873,474	13%
Net Cost	4,821,359	12,328,836	6,580,412	9,326,427	7,476,686	7,476,686	6,069,577	1,407,109	7,476,686	896,274	14%
Number of County Employees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0%

One-time Expenses: The FY 2013 budget includes one-time expenses of \$213,300. The FY 2014 budget includes one-time expenses of \$26,580. If one-time expenses are subtracted, the percent difference between the FY 2013 and 2014 budgets is 16.59%.

Cuts or Expansion Approved:

Capital Improvements Programs (CIP)--roll over funding of feasibility studies for Animal Shelter renovation and renovation of old Jail. Net Cost: \$26,580

Capital Improvements Program (CIP)--Fund Courthouse Annex renovations. With the completion of the Justice Center, the Clerk of Court and District Court have moved into that building, freeing the annex for additional county office space. A study completed by a space needs consultant recommended that:

- Register of Deeds move to the space occupied by the Clerk of Court
- Tax expand into the area occupied by Register of Deeds
- Manager's Office expands into District court
- Finance expand into the area occupied by MIS.

The FY 14 budget includes the balance of funding needed for the first phase of renovation. Net Cost: \$1,380,529

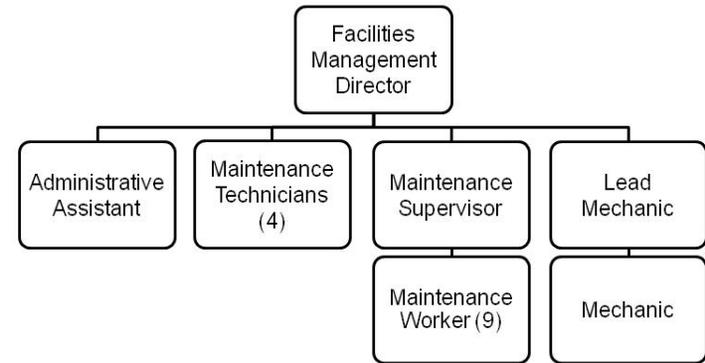
Line Item Detail	2013 Amended	2013 Estimated	2014 Appr Cont	2014 Appr Exp	Total Appr	Percent Increase
CABLE TV FRANCHISE / PEG FEES	24,000	25,000	1,200	0	1,200	-95%
GG - DONATIONS/FEES / AFFORDABLE HOUSING	0	63,541	0	0	0	0%
SUPPLIES-MATERIALS / OFFICE EXPENSES	24,000	24,490	0	0	0	-100%
SUPPLIES-MATERIALS / VACCINE	800	761	1,142	0	1,142	43%
INSURANCE AND BONDS / INSURANCE AND BONDS	10,825	10,800	18,271	0	18,271	69%
NON-BUDGETED EXPENSE / INTERDEPARTMENTAL EXP	1,000	0	1,000	0	1,000	0%
NON-BUDGETED EXPENSE / INTERDEPARTMENTAL FLEET	1,000	2,500	2,500	0	2,500	150%
DUES-ASSESSMENTS-SUBSCRIP / DUES,ASSESSMENTS,SUBSCR	47,562	57,397	58,619	0	58,619	23%
CONTRACTED SERVICES / FEASIBILITY STUDIES	66,675	46,175	0	26,580	26,580	-60%
CONTRACTED SERVICES / CONTRACTED SERVICES	15,000	637	15,000	0	15,000	0%
CONTRACTED SERVICES / CABLE TV	8,291	5,850	7,050	0	7,050	-15%
EMPLOYEE PROGRAMS / EMPLOYEE WELLNESS PROGRAM	7,600	5,080	7,600	0	7,600	0%
EMPLOYEE PROGRAMS / MERIT PAY STUDY	0	0	15,000	0	15,000	100%
EMPLOYEE PROGRAMS / UNEMPLOYMENT	136,221	106,714	165,000	0	165,000	21%
EMPLOYEE PROGRAMS / RECLASSIFICATIONS	0	0	0	0	0	0%
CONTINGENCY / CONTINGENCY	363,847	0	408,970	0	408,970	12%
PROGRAMS / REFUND - IMPACT FEE	10,500	0	10,500	0	10,500	0%
PROGRAMS / AFFORDABLE HOUSING	0	78,000	0	0	0	0%
PROGRAMS / SPECIAL PROJECTS	0	4,600	0	0	0	0%
PROGRAMS / GRAND TREES	0	1,127	0	0	0	0%
PROGRAMS / COURTHOUSE RESTORATION	70,621	91,116	0	0	0	-100%
CHATHAM'S SHARE OF PFAP SHORTFALLI	0	0	8,000	0	8,000	100%
INTERFUND TRANSFERS / TRANSFER TO CIP RESERVE	5,580,994	5,580,994	5,352,125	0	5,352,125	-4%
INTERFUND TRANSFERS / FACILITY PROJECTS	259,476	1,264,097	0	1,380,529	1,380,529	432%
CAPITAL OUTLAY / LAND	0	2,132,292	0	0	0	0%

Public Works -- Facilities Management

The mission of the Facilities Management Department is to ensure a clean, safe, attractive and comfortable environment for the employees of Chatham County and visitors, while having the least impact on our natural resources and environment.

Major Responsibilities:

1. Fulfill maintenance work orders in a timely manner
2. Maintain clean, attractive and safe county buildings
3. Coordinate the use of clean, safe vehicles for county employees
4. Improve the energy efficiency of county buildings and fleet



Budget Summary:	A	B	C	D	E	F	G	H	I	J	K
	2011	2012	2013	2013	2014	2014	2014	2014	2014	Variance	Total %
	Actual	Actual	Amended	Estimated	Total Req.	Total Rec.	Appr. Cont.	Appr. Exp.	Total Appr.		Inc./Dec.
Expenditures											
Salaries	319,647	328,669	438,715	396,342	498,986	513,959	513,959	0	513,959	75,244	17%
Other Personnel Costs	164,035	158,542	207,861	197,554	243,244	246,639	246,639	0	246,639	38,778	19%
Operating	961,920	731,382	867,596	817,836	1,076,566	1,089,566	1,089,566	0	1,089,566	221,970	26%
Debt	383,540	529,765	279,437	279,435	275,325	275,325	275,325	0	275,325	(4,112)	(1%)
Transfers	0	451,254	0	0	0	0	0	0	0	0	0%
Capital Outlay	615,052	21,360	1,709,708	43,148	70,000	70,000	0	70,000	70,000	(1,639,708)	(96%)
Total Expenditures:	2,444,194	2,220,972	3,503,317	1,734,315	2,164,121	2,195,489	2,125,489	70,000	2,195,489	(1,307,828)	(37%)
Net Cost	2,444,194	2,220,972	3,503,317	1,734,315	2,164,121	2,195,489	2,125,489	70,000	2,195,489	(1,307,828)	(37%)
Number of County Employees	11.00	11.00	16.00	16.00	16.00	16.00	16.00	0.00	16.00	0.00	0%

One-time Expenses: The FY 2013 budget includes one-time expenses of \$1,709,708. The FY 2014 budget includes one-time expenses of \$240,000. If one-time expenses are subtracted, the percent difference between the FY 2013 and 2014 budgets is 9.03%.

Notes: Personnel and operating costs have increased, because of annualizing expenses of the Justice Center, which opened January, 2013.

Cuts or Expansion Approved:

Capital Improvements Program (CIP)--Implementation of space needs study by renovating the old library/temporary superior court building for MIS. Funds

budgeted in FY 13 are being rolled over, as they were unspent. Net Cost: \$70,000

Work Plan

Goal: To provide timely and effective service to our customers in order to keep County facilities well-maintained, clean, and safe.

Objectives:

- Increase percentage of work orders acknowledged within the same business day from current percentage toward a benchmark of 90%.
- Increase satisfaction with overall cleanliness of the facilities and meeting rooms, based on responses to survey.

Key Measures	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimated	FY 2014 Projected
Percentage of same business day work order acknowledgement response time.	NM	NM	NM	NM	90%
Percentage of satisfied customers based on responses to Satisfaction Survey	NM	77.53%	NM	NM	85%

Goal: Protect the county's assets in order to ensure the efficient use of resources.

Objectives:

- To achieve a kwh usage rate of \$0.075/kwh toward a benchmark of \$0.07/kwh.
- To decrease total cost per square foot of buildings maintained, including staff, supplies, contracts, from \$8.05/sq.ft. toward a benchmark of \$8.00/sq.ft.

Key Measures	FY 2010 Actual	FY 2011 Actual	FY 2012 Actual	FY 2013 Estimated	FY 2014 Projected
Cost per Kilowatt Hours used	NM	\$0.07920/kwh	\$0.0762/kwh	\$0.075/kwh	\$0.073/kwh
Building Maintenance Cost per Square Foot	NM	\$8.03/sq.ft.	\$5.00/sf	\$6.00/sq.ft.	\$5.75/sq.ft.

Public Works -- Fleet Management

See Public Works- Facilities Management Department for a copy of the division's work plan/major responsibilities.

Major responsibilities:

1. To maintain county vehicles so that they run efficiently and safe.
2. To ensure that county vehicles are having preventative maintenance and inspections done on a timely and regular schedule.

Budget Summary:	A 2011 Actual	B 2012 Actual	C 2013 Amended	D 2013 Estimated	E 2014 Total Req.	F 2014 Total Rec.	G 2014 Appr. Cont.	H 2014 Appr. Exp.	I 2014 Total Appr.	J Variance	K Total % Inc./Dec.
Expenditures											
Salaries	67,255	66,121	73,667	79,890	73,666	75,877	75,877	0	75,877	2,210	3%
Other Personnel Costs	30,780	30,871	32,720	33,536	34,571	35,119	35,119	0	35,119	2,399	7%
Operating	(70,827)	(59,469)	(76,342)	(92,490)	(98,330)	(98,330)	(98,330)	0	(98,330)	(21,988)	29%
Capital Outlay	4,250	0	144,000	144,000	0	0	0	0	0	(144,000)	(100%)
Total Expenditures:	31,458	37,523	174,045	164,936	9,907	12,666	12,666	0	12,666	(161,379)	(93%)
Net Cost	31,458	37,523	174,045	164,936	9,907	12,666	12,666	0	12,666	(161,379)	(93%)
Number of County Employees	2.00	2.00	2.00	2.00	2.00	2.00	2.00	0.00	2.00	0.00	0%

One-time Expenses: The FY 2013 budget includes one-time expenses of \$144,000. The FY 2014 budget includes one-time expenses of \$850. If one-time expenses are subtracted, the percent difference between the FY 2013 and 2014 budgets is (60.67%).

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