



Lumpkin County, Georgia

Finance Department

Date: November 23, 2015

Agenda Item: Budget Amendment Year End 2015

Item Description: Annual Year End Budget Amendment

Facts & Historical Information:

The budget is the single most important financial and policy document of a local government as stated in Budget Manual for Georgia Local Government. The Official Code of Georgia Annotated requires that local governments adopt balanced budgets for general, special revenue, and debt service funds. Capital projects must balance over the duration of the fund/project. A budget is an estimate of the government's expected revenues and expenses, and serves as an instrument to control use of resources, provide a tool for the public to understand the activities of their government during the next fiscal year, serve as a planning tool, and serve as a day-to-day operations guide. The budget is proof that the staff and public officials are being good stewards of the taxpayer's dollars. A budget should also be a statement of the true needs of the organization in regard to both short term and long term planning. While State law requires officials to comply with the adopted budget, except in an emergency such as a natural disaster or civic emergency, the budget may be amended with the approval of the governing authority (O.C.G.A. 36-81-3 (d)) to adapt to changing conditions or unexpected events. Budget amendments may consist of transfers between budgeted line items, they may add new line items or increase or decrease existing line items that increase or decrease the overall budget. Certain circumstances require amending the budget like significant shortfalls in projected revenues or when expenses threaten to exceed the adopted budget. Formally amending the budget for these instances will help prevent cash flow issues for the government. Budgets do not have to be amended to make all amounts equal as GASBS (Government Accounting Standards Board Statements) No. 34 requires government to provide budgetary comparison data in the annual financial report but should be amended to reflect policy change or other significant events that occur throughout the year in order to keep the financial reporting for the organization in compliance. Many governments

revise their budgets over the course of the year for a variety of reasons and having to report original and final amended increases the usefulness of the end financial statements and reports. Our local legislation requires that budget amendments be advertised for two (2) weeks prior to adoption and list the departments that are being amended. Most organizations appropriate monies for budget amendments from fund balance, raising revenues or cutting expenses as soon as issues become apparent and if needed; some amendments are simply the movement of funds between line items which are outside the legal level of budgetary control set when the budget is adopted. This amendment covers the following items: recognition of inmate housing revenue and expenditures in the Sheriff's Office and for insurance, recognition of PILT money used for paving and Firewise Expenditures, establish budget lines for SPLOST (work plan established after original budget was adopted), recognition of insurance proceed revenue used to repair vehicles and transfer station, to account for capital expenditures to be paid with fund balance (movement of funds to capital fund), sheriff vehicle (UPD), and other small adjustments due to changes at the department/fund level and to account for items the Board has approved throughout 2015.

- Potential Courses of Action:** A) Approve annual amendment to keep County compliant with standards and Georgia Budget Law
B) Choose to not adopt the amendment.

Sources: Kittredge, W.P., Ouart, S.M., (2005) *Budget Manual for Georgia Local Government*
Kavanagh, S., Williams, W.A., (2004) *Financial Policies: Design and Implementation*

Exhibit "A"
Lumpkin County, Georgia
General Fund budget Amendments - Summarized by Department
December 31, 2015

Department		Expenditure Increase/ (Decrease)	
Financial Administration	15100	6,979.00	insurance and postage
Human Resources	15400	2,524.00	pension
Tax Commissioner	15450	14,704.00	insurance and bankruptcy attorney; new safe
Tax Assessor	15500	1,774.00	pension
Risk Mgt	15550	99,300.00	emergency repairs & hvac units
Public Buildings	15650	5,491.00	insurance
Administrative Support	15900	100,254.00	dues/health equity claims
Capital Trial	21520	(20,000.00)	no appeal in 2015
Clerk of Court	21800	9,530.00	insurance
District Attorney	22000	2,373.00	equip lease; add'l copies; computer svc
Magistrate Court	24000	6,211.00	insurance and retirement
Probate Court	24500	5,257.00	insurance & indigent defense
Sheriff's Office	multiple	124,521.00	insurance/pension/approved BOC items
Emergency Services	35000	66,424.00	insurance & pension
Animal Shelter	39150	(846.00)	capital expenditure fund 301
Road Department	42000	9,345.00	insurance & tire disposal fees
Fleet Maintenance	43000	9,256.00	insurance/contract services software/minor equip
Senior Center	55200	(26,485.00)	insurance/pension/vehicle repair/
Transit	55400	43,471.00	personnel expenses transferred from Snr Ctr
Park and Recreation	61200	48,000.00	personnel expenses
Community Center	61220	13,480.00	r/m buildings

Exhibit "A"
Lumpkin County, Georgia
General Fund budget Amendments - Summarized by Department
December 31, 2015

Out to Other Funds	90000	524,994.00	approved projects
General Fund Expenditure Amendments - 12-31-15		1,046,557.00	
Original 2015 General Fund Expenditure Budget		<u>17,680,674.00</u>	
Amended 2015 General Fund Expenditure Budget		<u><u>18,727,231.00</u></u>	

Department		REVENUE INCREASE/ (DECREASE)	
Commissioner	11000	235,444.00	insurance premium tax/Excise tax energy/PILT SRS/surplus property sales
Tax Commissioner	15450	109,093.00	FIFA/TAVT/Reimb Salaries/commission
General Admin Fees	15900	351,866.00	approved projects
Clerk of Court	21800	20,000.00	Real estate transfer tax
Probate Court	24500	18,400.00	finer probate court
Sheriff's Office	33000	11,183.00	insurance claims
Detention Center	33260	260,664.00	inmate housing
Emergency Services	35000	7,330.00	insurance claims
Senior Center	55200	11,401.00	insurance claims
Park and Recreation	61200	17,823.00	youth athletics/gate fees
Airport	75630	3,353.00	DOT passthrough
General Fund Revenue Amendments - 12-31-15		1,046,557.00	
Original 2015 General Fund Expenditure Budget		<u>17,680,674.00</u>	
Amended 2015 General Fund Expenditure Budget		<u><u>18,727,231.00</u></u>	

FUND/DEPARTMENT					EXPENDITURE INCREASE/ (DECREASE)
	206				32,685.00
Total Change in Expenses					<u>32,685.00</u>
FUND/DEPARTMENT					REVENUE INCREASE/ (DECREASE)
	206				32,685.00
Total Change in Revenues					<u>32,685.00</u>
FUND/DEPARTMENT					EXPENDITURE INCREASE/ (DECREASE)
	215				177,853.00
Total Change in Expenses					<u>177,853.00</u>
FUND/DEPARTMENT					REVENUE INCREASE/ (DECREASE)
	215				177,853.00
Total Change in Revenues					<u>177,853.00</u>
FUND/DEPARTMENT					EXPENDITURE INCREASE/ (DECREASE)
	250				64,077.00
Total Change in Expenses					<u>64,077.00</u>
FUND/DEPARTMENT					REVENUE INCREASE/ (DECREASE)
	250				64,077.00
Total Change in Revenues					<u>64,077.00</u>
FUND/DEPARTMENT					EXPENDITURE INCREASE/ (DECREASE)
	301				774,040.00
Total Change in Expenses					<u>774,040.00</u>
FUND/DEPARTMENT					REVENUE INCREASE/ (DECREASE)
	301				774,040.00
Total Change in Revenues					<u>774,040.00</u>
FUND/DEPARTMENT					EXPENDITURE INCREASE/ (DECREASE)
	320				1,663,909.00
Total Change in Expenses					<u>1,663,909.00</u>
FUND/DEPARTMENT					REVENUE INCREASE/ (DECREASE)
	320				1,663,909.00
Total Change in Revenues					<u>1,663,909.00</u>

FUND/DEPARTMENT		EXPENDITURE INCREASE/ (DECREASE)
340		99,753.00
Total Change in Expenses		<u>99,753.00</u>

FUND/DEPARTMENT		REVENUE INCREASE/ (DECREASE)
340		99,753.00
Total Change in Revenues		<u>99,753.00</u>

FUND/DEPARTMENT		EXPENDITURE INCREASE/ (DECREASE)
540		7,800.00
Total Change in Expenses		<u>7,800.00</u>

FUND/DEPARTMENT		REVENUE INCREASE/ (DECREASE)
540		7,800.00
Total Change in Revenues		<u>7,800.00</u>

FUND/DEPARTMENT		EXPENDITURE INCREASE/ (DECREASE)
335		58,041.00
Total Change in Expenses		<u>58,041.00</u>

FUND/DEPARTMENT		REVENUE INCREASE/ (DECREASE)
335		58,041.00
Total Change in Revenues		<u>58,041.00</u>

FUND/DEPARTMENT		EXPENDITURE INCREASE/ (DECREASE)
271		10,113.00
Total Change in Expenses		<u>10,113.00</u>

FUND/DEPARTMENT		REVENUE INCREASE/ (DECREASE)
271		10,113.00
Total Change in Revenues		<u>10,113.00</u>

FUND/DEPARTMENT		EXPENDITURE INCREASE/ (DECREASE)
202		400.00
Total Change in Expenses		<u>400.00</u>

FUND/DEPARTMENT		REVENUE INCREASE/ (DECREASE)
202		400.00
Total Change in Revenues		<u>400.00</u>