

**Capital Improvements Element
2010 Annual Update:**

**Financial Report &
Short Term Work Program**

Thomas County, GA
AS ADOPTED – July 13, 2010

This Capital Improvements Element Annual Update has been prepared based on the rules and regulations pertaining to impact fees in Georgia, as specified by the Development Impact Fee Act (DIFA) and the Department of Community Affairs (DCA) documents Development Impact Fee Compliance Requirements and Standards and Procedures for Local Comprehensive Planning. These three documents dictate the essential elements of an Annual Update, specifically the inclusion of a financial report and a schedule of improvements.

According to the Compliance Requirements, the Annual Update:

“must include: 1) the Annual Report on impact fees required under O.C.G.A. 36-71-8; and 2) a new fifth year schedule of improvements, and any changes to or revisions of previously listed CIE projects, including alterations in project costs, proposed changes in funding sources, construction schedules, or project scope.” (Chapter 110-12-2-.03(2)(c))

This Annual Update itself is based on the Thomas County Capital Improvements Element, as adopted by the County on October 4, 2007.

Financial Report

The Financial Report included in this document is based on the requirements of DIFA, specifically:

“As part of its annual audit process, a municipality or county shall prepare an annual report describing the amount of any development impact fees collected, encumbered, and used during the preceding year by category of public facility and service area.” (O.C.G.A. 36-71-8(d)(1))

The required financial information for each public facility category appears in the main financial table (page 3); service area designations appear in the project tables that follow (pages 4 through 6).

The County’s fiscal year runs from January 1 to December 31.

Schedule of Improvements

In addition to the financial report, the County has prepared a five-year schedule of improvements—a short term work program (STWP)—as specified in the Compliance Requirements (Chapter 110-12-2-.03(2)(c)), which states that local governments

that have a CIE must “update their entire Short Term Work Programs annually.”¹

According to DCA’s requirements,² the STWP must include:

- A brief description of the activity;
- Timeframe for undertaking the activity;
- Responsible party for implementing the activity;
- Estimated cost (if any) of implementing the activity; and,
- Funding source(s), if applicable.

All of this information appears in the Short Term Work Program portion of this document, beginning on page 7.

¹ Note that the Compliance Requirements specify that the short term work program is to meet the requirements of Chapter 110-12-1-.04(7)(a), which is a reference to the STWP requirements in a previous version of the Standards and Procedures for Local Comprehensive Planning. The correct current description of a STWP is found at Chapter 110-12-1-.05(2)(c)(i).

² Chapter 110-12-1-.05(2)(c)(i).

IMPACT FEES FINANCIAL REPORT – THOMAS COUNTY, GA
Fiscal Year 2009

Thomas County, GA	Annual Impact Fee Financial Report - Fiscal Year 2009						
Public Facility	Parks & Recreation	Fire Protection	Sheriff's Office	EMS	911	Administration	TOTAL
Impact Fee Fund Balance January 1, 2009	\$81,985.74	\$133,868.98	\$11,028.51	\$13,719.47	\$1,676.97	\$7,228.12	\$249,507.79
Impact Fees Collected (January 1, 2009 through December 31, 2009)	\$50,399.58	\$67,592.38	\$5,383.91	\$6,697.28	\$806.12	\$3,925.80	\$134,805.07
Subtotal: Fee Accounts	\$132,385.32	\$201,461.36	\$16,412.42	\$20,416.75	\$2,483.09	\$11,153.92	\$384,312.86
Accrued Interest	\$2,314.72	\$3,522.49	\$286.97	\$356.98	\$43.42	\$195.02	\$6,719.59
(Impact Fee Refunds)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(Expenditures)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Impact Fee Fund Balance December 31, 2009	\$134,700.04	\$204,983.85	\$16,699.39	\$20,773.73	\$2,526.51	\$11,348.94	\$391,032.45
Impact Fees Encumbered	\$134,700.04	\$204,983.85	\$16,699.39	\$20,773.73	\$2,526.51		\$379,683.51

Public Facility: Parks & Recreation								
Service Area: County-wide								
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
Future Park A (40 acres)	2010	2010	\$480,000.00	100.0%	\$480,000.00	\$0.00	\$134,700.04	
Future Park B (45 acres)	2013	2013	\$540,000.00	100.0%	\$540,000.00	\$0.00		
Future Park C (51 acres)	2018	2018	\$612,000.00	100.0%	\$612,000.00	\$0.00		
Future Park D (45 acres)	2023	2023	\$540,000.00	100.0%	\$540,000.00	\$0.00		
5 Picnic Grounds	tba	tba	\$206,000.00	86.0%	\$177,160.00	\$0.00		start date tba
7 Shelters	tba	tba	\$288,400.00	95.7%	\$276,040.00	\$0.00		start date tba
5 Playgrounds	tba	tba	\$550,000.00	86.0%	\$473,000.00	\$0.00		start date tba
2 Trails	tba	tba	\$460,000.00	70.0%	\$322,000.00	\$0.00		start date tba
Fitness Course	tba	tba	\$220,000.00	100.0%	\$220,000.00	\$0.00		start date tba
2 Tennis Courts	tba	tba	\$110,000.00	70.0%	\$77,000.00	\$0.00		start date tba
8 Basketball Courts	tba	tba	\$336,000.00	90.0%	\$302,400.00	\$0.00		start date tba
2 Soccer Fields	tba	tba	\$910,000.00	95.0%	\$864,500.00	\$0.00		start date tba
4 Baseball Fields	tba	tba	\$1,364,000.00	95.0%	\$1,295,800.00	\$0.00		start date tba
Multiuse Field	tba	tba	\$425,000.00	100.0%	\$425,000.00	\$0.00		start date tba
Gazebo	tba	tba	\$28,000.00	100.0%	\$28,000.00	\$0.00		start date tba
			\$7,069,400.00		\$6,632,900.00	\$0.00	\$134,700.04	

Public Facility: Fire Protection								
Service Area: County-wide excluding Thomasville								
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
Training Facility (6500 sf)	2010	2011	\$1,137,500.00	100.0%	\$1,137,500.00	\$0.00	\$204,983.85	
Future Fire Station (5000 sf)	2015	2016	\$875,000.00	100.0%	\$875,000.00	\$0.00		
Future Fire Station (6000 sf)	2020	2021	\$1,050,000.00	97.4%	\$1,022,964.64	\$0.00		
Heavy Rescue	2010	2010	\$115,000.00	0.0%	\$0.00	\$0.00		delayed from 2008
Tanker	2010	2010	\$325,000.00	0.0%	\$0.00	\$0.00		delayed from 2008
Ladder	2010	2010	\$450,000.00	0.0%	\$0.00	\$0.00		delayed from 2009
Engine	2010	2010	\$350,000.00	0.0%	\$0.00	\$0.00		
Heavy Rescue	2013	2013	\$115,000.00	0.0%	\$0.00	\$0.00		
Ladder	2013	2013	\$450,000.00	100.0%	\$450,000.00	\$0.00		
Engine	2014	2014	\$350,000.00	100.0%	\$350,000.00	\$0.00		
Mobile Command	2015	2015	\$250,000.00	100.0%	\$250,000.00	\$0.00		
Heavy Rescue	2017	2017	\$115,000.00	100.0%	\$115,000.00	\$0.00		
Tanker	2017	2017	\$325,000.00	100.0%	\$325,000.00	\$0.00		
Ladder	2018	2018	\$450,000.00	100.0%	\$450,000.00	\$0.00		
Engine	2018	2018	\$350,000.00	100.0%	\$350,000.00	\$0.00		
ALS Road Warrior	2018	2018	\$125,000.00	100.0%	\$125,000.00	\$0.00		
ALS Road Warrior	2019	2019	\$125,000.00	100.0%	\$125,000.00	\$0.00		
ALS Road Warrior	2019	2019	\$125,000.00	100.0%	\$125,000.00	\$0.00		
ALS Road Warrior	2020	2020	\$125,000.00	100.0%	\$125,000.00	\$0.00		
ALS Road Warrior	2021	2021	\$125,000.00	100.0%	\$125,000.00	\$0.00		
			\$7,332,500.00		\$5,950,464.64	\$0.00	\$204,983.85	

Public Facility: Sheriff's Office								
Service Area: County-wide								
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
Expansion (5339 sf)	2012	2013	\$934,276.86	100.0%	\$934,276.86	\$0.00	\$16,699.39	
			\$934,276.86		\$934,276.86	\$0.00	\$16,699.39	

Public Facility: Emergency Medical Services								
Service Area: County-wide								
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
Future Station (2000 sf)	2010	2011	\$300,000.00	100.0%	\$300,000.00	\$0.00	\$20,773.73	
Future Station (2000 sf)	2015	2016	\$300,000.00	100.0%	\$300,000.00	\$0.00		
Future Station (2000 sf)	2020	2021	\$300,000.00	55.7%	\$167,097.14	\$0.00		
Heavy Rescue/Medical Command Vehicle	2010	2010	\$200,000.00	100.0%	\$200,000.00	\$0.00		
Ambulance	2010	2010	\$185,000.00	100.0%	\$185,000.00	\$0.00		
Ambulance	2015	2015	\$185,000.00	0.0%	\$0.00	\$0.00		
Heavy Rescue/Medical Command Vehicle	2020	2020	\$200,000.00	100.0%	\$200,000.00	\$0.00		
Ambulance	2020	2020	\$185,000.00	0.0%	\$0.00	\$0.00		
			\$1,855,000.00		\$1,352,097.14	\$0.00	\$20,773.73	

Public Facility: Emergency Communications (911)								
Service Area: County-wide								
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
Expansion (903 sf)	2014	2015	\$139,948.34	100.0%	\$139,948.34	\$0.00	\$2,526.51	
			\$139,948.34		\$139,948.34	\$0.00	\$2,526.51	

**2010-2014 SHORT TERM WORK PROGRAM
THOMAS COUNTY, GA**

Project or Activity	2010	2011	2012	2013	2014	Responsible Party	Cost Estimate	Funding Source
Urban Service Area Boundary								
1. Modified Infrastructure Standards Applicable in the Urban Service Area.		X				Planning Director	Primarily a staff function	General Fund
2. Red Hills Region Greenbelt and Conservation Easements Subdivision	X	X	X	X	X	Planning Director, and the Tall Timbers Research Station	Primarily a staff function	General Fund; in-kind assistance from Tall Timbers
3. Canopy Road Scenic Corridor Designations			X			Board of Commissioners, Planning Director, and the Planning Commission	Primarily a staff function	General Fund
4. Metcalf Small Area Study and Plan				X		Planning Director, Planning and Land Use Standards (PLUS) Commission, Consultant	Primarily a staff function	General Fund
5. Rural Mobile Home Park Improvement Program				X	X	Board of Commissioners, Planning Director, PLUS Commission	Unknown	CDBG grant with local match

Project or Activity	2010	2011	2012	2013	2014	Responsible Party	Cost Estimate	Funding Source
Fire Department								
1. Training Facility		X				Fire Department	\$1,137,500	100% im- pact fees
2. Heavy Rescue	X					Fire Department	\$115,000	Fire District Taxes
3. Tanker	X					Fire Department	\$325,000	Fire District Taxes
4. Ladder	X					Fire Department	\$450,000	Fire District Taxes
5. Engine		X				Fire Department	\$350,000	Fire District Taxes
6. Heavy Rescue Truck					X	Fire Department	\$115,000	Fire District Taxes
7. Ladder				X		Fire Department	\$450,000	100% im- pact fees
8. Operations Vehicles (2)	X		X			Fire Department	\$52,000	Fire District Taxes
911/Dispatch								
1. Addressing		X				E-911	Unknown	911 Fund

Project or Activity	2010	2011	2012	2013	2014	Responsible Party	Cost Estimate	Funding Source
2. Concept 24hrs seating			X			E-911	\$6,000	911 Fund
3. GIS server	X					E-911	\$3,000	911 Fund
4. Computers (6)		X				E-911	Unknown	911 Fund
Fleet Maintenance Shop								
1. Shop equipment	X					Shop Superintendent	\$10,000	General Fund
2. 1 truck	X					Shop Superintendent	\$20,000	General Fund
Sheriff's Office								
1. Expansion			X			Sheriff's Office	\$934,276	100% impact fees
Thomas County Probate Court								
1. New office computers and server		X				Probate Judge	\$20,000	General Fund
2. Computer Server for elections	X					Probate Judge	\$5,000	General Fund

Project or Activity	2010	2011	2012	2013	2014	Responsible Party	Cost Estimate	Funding Source
3. New voting equipment for 20 precincts + absentee optical scan machines		X				Probate Judge	\$475,600	General Fund
EMS								
1. EMS Facility		X				EMS Department	\$300,000	100% impact fees
2. Heavy Rescue/Medical Command		X				EMS Department	\$200,000	100% impact fees
3. New Ambulances	X		X	X	X	EMS Department	\$600,000	Emergency Services Fund
4. New Ambulance					X	EMS Department	\$185,000	100% Impact Fees
5. Heavy Extrication Vehicle		X				EMS Department	\$250,000	Emergency Services Fund
6. Supervision Vehicle	X					EMS Department	\$25,000	Emergency Services Fund
7. Sub Station					X	EMS Department	\$200,000	Emergency Services Fund

Project or Activity	2010	2011	2012	2013	2014	Responsible Party	Cost Estimate	Funding Source
8. Extrication Equipment		X				EMS Department	\$50,000	Emergency Services Fund
9. Radios	X					EMS Department	\$60,000	Emergency Services Fund
10. Computers	X	X	X	X	X	EMS Department	\$15,000	Emergency Services Fund
11. Cardiac Monitors	X		X		X	EMS Department	\$54,000	Emergency Services Fund
Building Inspections								
1. New vehicle	X		X		X	Building inspections	\$48,000	General Fund
2. New computers		X	X	X		Building inspections	\$8,000	General Fund
3. Software-GIS equipment		X	X	X	X	Building inspections	\$6,000	General Fund
4. Map producer		X				Building inspections	\$3,000	General Fund

Project or Activity	2010	2011	2012	2013	2014	Responsible Party	Cost Estimate	Funding Source
5. Office space, equipment and furnishings		X				Bldg inspections and Planning & Zoning	\$90,000	General Fund
Board of Elections and Registrars								
1. Advance Voting Machines	X					Board of Elections and Registrars	\$15,000	General Fund
2. Update computer equipment and software		X				Board of Elections and Registrars	\$6,500	General Fund
3. Update office furniture (work-units)				X		Board of Elections and Registrars	\$6,700	General Fund
Tax Assessor								
1. New vehicles	X					Board of Assessors	\$54,000	General Fund
2. Server Update	X					Board of Assessors	\$6,500	General Fund
3. New computers	X	X				Board of Assessors	\$10,000	General Fund
4. Storage devices			X			Board of Assessors	\$1,000	General Fund

Project or Activity	2010	2011	2012	2013	2014	Responsible Party	Cost Estimate	Funding Source
5. Office space	X					Board of Assessors	\$300,000	General Fund
6. GIS Software for information sharing	X					Board of Assessors	\$3,600	General Fund
Clerk of the Superior Court								
1. Data exchange technology to better interface with the DA, Sheriff, Magistrate, and Judges					X	Clerk of Court	\$25,000 per department	General Fund
2. Record storage if need not adequately met by the new courthouse				X		Clerk of Court	\$150,000	General Fund
Magistrate Court								
1. New office furniture	X					Magistrate	\$10,000	General Fund
2. New phone system	X					Magistrate	\$8,000	General Fund
3. Computer software for electronic filing; Magistrate Court Web Page	X					Magistrate	\$15,000	General Fund
4. Security Systems for office to limit access	X					Magistrate	\$7,000	General Fund

Project or Activity	2010	2011	2012	2013	2014	Responsible Party	Cost Estimate	Funding Source
5. Additional office space for judges and new courtroom					X	Magistrate	Unknown	General Fund
6. Automation for application for warrants and first appearances, trials, and sentencing		X				Magistrate	\$12,000	General Fund
7. New Computers (8)			X			Magistrate	\$15,000	General Fund
8. New cars for constable (2)	X					Magistrate	\$35,000	General Fund
9. New copier		X				Magistrate	\$5,000	General Fund
Other Departments								
1. Park Land (40 acres)				X		Board of Commissioners	\$480,000	100% impact fees
2. Park Land (45 acres)					X	Board of Commissioners	\$540,000	100% impact fees
3. Equipment shop- new lighting, new overhead doors.		X				Shop Superintendent	\$100,000	General Fund
4. Building Maintenance- (1) new vehicle		X				Shop Superintendent	\$65,000	General Fund

Project or Activity	2010	2011	2012	2013	2014	Responsible Party	Cost Estimate	Funding Source
5. Building Maintenance- (1) new vehicle		X				Shop Superintendent	\$27,000	General Fund
6. Building Maintenance- (1) vehicle					X	Shop Superintendent	\$65,000	General Fund
7. Building Maintenance- 2 new truck bays, 1 new storage building					X	Shop Superintendent	\$100,000	General Fund
8. Rework addition to the Prison phase 1 new administration and kitchen		X				Warden	\$1,824,000	General Fund
9. Health Department-Expansion and remodeling			X			Building Superintendent	\$150,000	General Fund
10. Annex II- reroof, upgrade AC, remodeling, paint and carpet				X		Building Superintendent	\$150,000	General Fund
11. Hill Building- Remodeling and AC upgrade				X		Building Superintendent	\$125,000	General Fund