

**PUTNAM COUNTY, GEORGIA**  
**FINANCIAL REPORT**  
**FOR THE FISCAL YEAR ENDED**  
**SEPTEMBER 30, 2010**

**PUTNAM COUNTY, GEORGIA**

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March 23, 2011

**INDEPENDENT AUDITOR'S REPORT**

Board of Commissioners  
Putnam County, Georgia  
Eatonton, Georgia

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of **Putnam County, Georgia** (the County), as of and for the nine-month period ended September 30, 2010, which collectively comprise the County's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the County's management. Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the Putnam County Health Department, which reflect total assets of \$333,279 as of June 30, 2010, and total revenues of \$671,782 for the year ended June 30, 2010. Those financial statements were audited by other auditors whose report thereon has been furnished to us, and our opinion on the basic financial statements, insofar as it relates to the amounts included for the Putnam County Health Department in the component unit column, is based solely on the report of the other auditors.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit and the reports of the other auditors provide a reasonable basis for our opinions.

In our opinion, based on our audit and the reports of the other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of Putnam County, Georgia as of September 30, 2010, and the respective changes in financial position and cash flows, where applicable, thereof and the respective budgetary comparisons for the general fund for the nine-month period then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated March 23, 2011, on our consideration of Putnam County, Georgia's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The Management's Discussion and Analysis (on pages 3 through 10) and the Schedule of Funding Progress (on page 40) are not a required part of the basic financial statements, but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Putnam County, Georgia's basic financial statements. The combining and individual nonmajor fund financial statements and schedules listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements of the County. The accompanying schedules of expenditures of special purpose local option sales tax proceeds are presented for purposes of additional analysis as required by the Official Code of Georgia 48-8-21, and are not a required part of the basic financial statements. The combining and individual nonmajor fund financial statements and the schedules of expenditures of special purpose local option sales tax proceeds have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly presented in all material respects in relation to the basic financial statements taken as a whole.

*McNair, McLemore, Middlebrooks & Co., LLC*  
McNAIR, McLEMORE, MIDDLEBROOKS & CO., LLC

**PUTNAM COUNTY, GEORGIA**  
**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**SEPTEMBER 30, 2010**

Putnam County's management is pleased to provide this narrative discussion and analysis of the financial activities of the County for the fiscal year ended September 30, 2010. The County's financial activities and performance are discussed and analyzed within the context of the accompanying financial statements and disclosures following this section.

Putnam County changed its fiscal year in 2010 from a calendar year to October 1 to September 30. Therefore, the 2010 financials presented in this report are for nine months rather than twelve months. We encourage readers to consider this when reviewing this discussion and analysis section.

**Financial Highlights**

Putnam County's assets exceeded its liabilities by \$44,485,260 (net assets) for September 30, 2010. The change, from December 31, 2009, in total net assets is a decrease of \$7,199,760 or 14 percent. Capital assets of \$29,289,459 are presented net of related accumulated depreciation. Capital assets include property; infrastructure; buildings and improvements; and furniture, fixtures, machinery and equipment. Net assets of \$9,653,195 are restricted by constraints imposed from outside the County such as grant agreements, laws or regulations. Unrestricted net assets of \$5,542,606 may be used to maintain the County's continuing obligations to citizens and creditors.

At September 30, 2010, the County's total fund balances for all governmental fund types were \$15,072,960, a decrease of \$5,963,522 or 28 percent from the 2009 fiscal year.

At September 30, 2010, the County's general fund total fund balance was \$4,369,643, a decrease of \$6,843,019 or 61 percent.

**Overview of the Financial Statements**

This discussion and analysis introduces the County's basic financial statements. The basic financial statements include (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements.

**Government-Wide Financial Statements**

This annual report includes two government-wide financial statements. These statements provide both long-term and short-term information about the County's overall financial status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in accrual accounting and elimination of activities between funds.

The first of these government-wide statements is the statement of net assets. This reports the government-wide financial position, including all of the County's assets and liabilities, with the difference reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether financial position, as a whole, is improving or deteriorating.

The second government-wide statement is the statement of activities, which reports how the County's net assets changed during the current fiscal year. All current year revenues and expenses are included, regardless of when cash is received or paid. The statement of activities is designed to show the financing sources for the County's distinct activities and functions.

## **Government-Wide Financial Statements (Continued)**

Both government-wide financial statements distinguish between governmental activities, which are primarily supported by taxes and business-type activities, which are intended to recover all or a significant portion of their costs through user fees and charges. Governmental activities include general government, judiciary, public safety, public works, health and welfare, culture and recreation, housing and development, and economic development. Business-type activities include the solid waste, the golf course, and the Oconee Springs Park recreational facility.

The government-wide financial statements are presented on pages 11 and 12 of this report.

## **Fund Financial Statements**

A fund is a separate accounting entity used to maintain control over resources which are segregated for specific activities or objectives. The County uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, the fund financial statements focus on the County's most significant funds, or major funds, rather than on the government as a whole. The designation "major fund" is determined based on proportional relationships of individual funds with the entity. Major funds are separately reported while all others are aggregated into a single presentation. Individual fund data for nonmajor funds is provided in latter sections of this report.

The County has three kinds of funds:

### *Governmental Funds*

Governmental funds, as reported in the fund financial statements, encompass the same functions reported as governmental activities in the government-wide financial statements. However, the focus of the fund financial statements is very different from that of the government-wide statements. Fund statements report short-term fiscal accountability, focusing on the balances and uses of spendable resources. Since the government-wide focus includes the long-term view, comparisons between these two perspectives may provide a more complete picture of financial activity and financial position. Both the governmental fund balance sheet and the governmental fund statement of activities provide a reconciliation to assist in understanding the differences between these two perspectives.

Governmental funds include the general fund, special revenue funds and capital projects funds. A budget comparison statement for the general fund is presented as a basic financial statement. The basic governmental fund financial statements are presented on pages 13 - 15 of this report.

### *Proprietary Funds*

Proprietary funds are used to account for the operations for which customers are charged a fee for services provided. These funds essentially encompass the same functions reported as business-type activities in the government-wide statements. At both the government-wide and fund reporting levels, proprietary funds present changes in total net assets. Proprietary funds include the Solid Waste Fund, the Uncle Remus Golf Course Fund and the Oconee Springs Park Fund. The basic proprietary fund financial statements are presented on pages 19-22 of this report.

### *Fiduciary Funds*

Fiduciary funds are used to account for assets held in a custodial capacity for individuals, organizations or other governments. The County's fiduciary funds are all agency funds.

## Notes to the Basic Financial Statements

The accompanying notes to the financial statements provide information essential to a full understanding of the government-wide and fund financial statements. The notes to the financial statements begin on page 24 of this report.

### Other Supplementary Information

In addition to the basic financial statements and accompanying notes, this report also presents individual and combining nonmajor fund financial statements. These may be found beginning on page 41. Budgetary comparison schedules for the general fund and each individual special revenue fund are found in this section of the report. These schedules demonstrate compliance with the County's budget.

### Financial Analysis of the County as a Whole

From year to year, changes in net assets may be compared and used to analyze the changing financial position of the County as a whole. The table below summarizes the components of net assets.

The County reported positive balances in net assets for governmental and business-type activities. During this year, net assets decreased by \$7,127,619 for governmental activities and decreased by \$72,141 for business-type activities. This resulted in a total decrease of \$7,199,760, an overall 14 percent decrease.

As the summary of net assets shows, approximately 66 percent of County net assets are invested in capital assets (e.g., land, buildings, infrastructure, furniture, vehicles, machinery and equipment). The County uses these capital assets to provide services to its citizens; consequently, these assets are not available for future spending.

Following the summary of net assets, a summary of revenues, expenses and changes in net assets may be found on page 6.

|                                   | <u>Governmental Activities</u> |                      | <u>Business-Type Activities</u> |                   | <u>Total</u>         |                      |
|-----------------------------------|--------------------------------|----------------------|---------------------------------|-------------------|----------------------|----------------------|
|                                   | <u>2010</u>                    | <u>2009</u>          | <u>2010</u>                     | <u>2009</u>       | <u>2010</u>          | <u>2009</u>          |
| Current and Other Assets          | \$ 16,237,716                  | \$ 22,591,470        | \$ 1,005,764                    | \$ 997,813        | \$ 17,243,480        | \$ 23,589,283        |
| Capital Assets                    | <u>28,993,921</u>              | <u>29,660,341</u>    | <u>295,538</u>                  | <u>260,164</u>    | <u>29,289,459</u>    | <u>29,920,505</u>    |
| Total Assets                      | <u>45,231,637</u>              | <u>52,251,811</u>    | <u>1,301,302</u>                | <u>1,257,977</u>  | <u>46,532,939</u>    | <u>53,509,788</u>    |
| Other Liabilities                 | <u>789,961</u>                 | <u>776,131</u>       | <u>35,155</u>                   | <u>1,507</u>      | <u>825,116</u>       | <u>777,638</u>       |
| Long-Term Liabilities Outstanding | <u>415,448</u>                 | <u>321,833</u>       | <u>807,115</u>                  | <u>725,297</u>    | <u>1,222,563</u>     | <u>1,047,130</u>     |
| Total Liabilities                 | <u>1,205,409</u>               | <u>1,097,964</u>     | <u>842,270</u>                  | <u>726,804</u>    | <u>2,047,679</u>     | <u>1,824,768</u>     |
| Net Assets                        |                                |                      |                                 |                   |                      |                      |
| Invested in Capital Assets        | <u>28,993,921</u>              | <u>29,660,341</u>    | <u>295,538</u>                  | <u>260,164</u>    | <u>29,289,459</u>    | <u>29,920,505</u>    |
| Restricted                        | <u>9,653,195</u>               | <u>9,937,431</u>     | <u>-</u>                        | <u>-</u>          | <u>9,653,195</u>     | <u>9,937,431</u>     |
| Unrestricted                      | <u>5,379,112</u>               | <u>11,556,075</u>    | <u>163,494</u>                  | <u>271,009</u>    | <u>5,542,606</u>     | <u>11,827,084</u>    |
| Total Net Assets                  | <u>\$ 44,026,228</u>           | <u>\$ 51,153,847</u> | <u>\$ 459,032</u>               | <u>\$ 531,173</u> | <u>\$ 44,485,260</u> | <u>\$ 51,685,020</u> |

## Overview of the Financial Statements (Continued)

|  | Governmental Activities |                      | Business-Type Activities |                   | Total                |                      |
|--|-------------------------|----------------------|--------------------------|-------------------|----------------------|----------------------|
|  | 2010                    | 2009                 | 2010                     | 2009              | 2010                 | 2009                 |
| <b>Revenues</b>                              |                         |                      |                          |                   |                      |                      |
| Program Revenues                             |                         |                      |                          |                   |                      |                      |
| Charges for Services                         | \$ 1,931,687            | \$ 3,354,955         | \$ 347,165               | \$ 422,499        | \$ 2,278,852         | \$ 3,777,454         |
| Operating Grants and Contributions           | 369,782                 | 514,015              | -                        | -                 | 369,782              | 514,015              |
| Capital Grants and Contributions             | -                       | 41,860               | 41,175                   | -                 | 41,175               | 41,860               |
| General Revenues                             |                         |                      |                          |                   |                      |                      |
| Taxes  | 6,162,926               | 16,951,853           | -                        | -                 | 6,162,926            | 16,951,853           |
| Other  | 223,123                 | 366,605              | 15,262                   | 27,777            | 238,385              | 394,382              |
| <b>Total Revenues</b>                        | <b>8,687,518</b>        | <b>21,229,288</b>    | <b>403,602</b>           | <b>450,276</b>    | <b>9,091,120</b>     | <b>21,679,564</b>    |
| <b>Expenses</b>                              |                         |                      |                          |                   |                      |                      |
| General Government                           | 2,139,729               | 2,875,418            | -                        | -                 | 2,139,729            | 2,875,418            |
| Judicial                                     | 1,223,882               | 1,659,721            | -                        | -                 | 1,223,882            | 1,659,721            |
| Public Safety                                | 5,788,502               | 7,773,665            | -                        | -                 | 5,788,502            | 7,773,665            |
| Public Works                                 | 3,240,244               | 4,459,759            | -                        | -                 | 3,240,244            | 4,459,759            |
| Health and Welfare                           | 2,275,109               | 2,073,821            | -                        | -                 | 2,275,109            | 2,073,821            |
| Culture and Recreation                       | 645,841                 | 853,946              | -                        | -                 | 645,841              | 853,946              |
| Housing and Development                      | 465,252                 | 725,947              | -                        | -                 | 465,252              | 725,947              |
| Uncle Remus Golf Course                      | -                       | -                    | 144,440                  | 228,144           | 144,440              | 228,144              |
| Oconee Springs Park                          | -                       | -                    | 235,159                  | 286,508           | 235,159              | 286,508              |
| Solid Waste                                  | -                       | -                    | 132,722                  | 5,564             | 132,722              | 5,564                |
| <b>Total Expenses</b>                        | <b>15,778,559</b>       | <b>20,422,277</b>    | <b>512,321</b>           | <b>520,216</b>    | <b>16,290,880</b>    | <b>20,942,493</b>    |
| <b>Change in Net Assets Before Transfers</b> | <b>(7,091,041)</b>      | <b>807,011</b>       | <b>(108,719)</b>         | <b>(69,940)</b>   | <b>(7,199,760)</b>   | <b>737,071</b>       |
| <b>Transfers</b>                             | <b>(36,578)</b>         | <b>(55,000)</b>      | <b>36,578</b>            | <b>55,000</b>     | <b>-</b>             | <b>-</b>             |
| <b>Increase (Decrease) in Net Assets</b>     | <b>(7,127,619)</b>      | <b>752,011</b>       | <b>(72,141)</b>          | <b>(14,940)</b>   | <b>(7,199,760)</b>   | <b>737,071</b>       |
| <b>Net Assets, Beginning</b>                 | <b>51,153,847</b>       | <b>50,401,836</b>    | <b>531,173</b>           | <b>546,113</b>    | <b>51,685,020</b>    | <b>50,947,949</b>    |
| <b>Net Assets, Ending</b>                    | <b>\$ 44,026,228</b>    | <b>\$ 51,153,847</b> | <b>\$ 459,032</b>        | <b>\$ 531,173</b> | <b>\$ 44,485,260</b> | <b>\$ 51,685,020</b> |

## Financial Analysis of Individual County Funds

In regarding the County as a financial entity, the greatest influence which can be exercised by elected officials and their administrators (management) is on the operations of the general fund and the enterprise funds. Special revenue funds and capital project funds may be influenced to a lesser degree because they must adhere to specific mandates regarding their sources of revenues and purposes of expenditures.

## **Governmental Funds**

As noted previously, governmental funds (the general fund, special revenue funds and capital projects funds) are reported in the fund statements with a short-term inflow and outflow of spendable resources focus. This focus is useful in assessing resources available at the end of the year in comparison with upcoming financing requirements.

Governmental funds reported ending fund balances of \$15,072,960. Legally reserved fund balances (not available for current expenditures) include: \$316,815 for prepaid items and \$52,908 for grant program. Unreserved but designated fund balances of \$2,626,863 include \$2,615,464 for emergencies and \$11,399 for Rock Hawk projects. Unreserved and undesignated fund balances are comprised of \$1,373,057 for the County's general fund service requirements, \$1,050,122 for program purposes of special revenue funds, and \$9,653,195 for capital projects, as specified in voter-approved sales tax resolutions.

**Governmental Revenues** - With total revenues of \$9,091,602, taxes of \$6,296,372 provide the County's greatest source of revenues at 69 percent. These taxes are derived from a variety of sources including taxes on real estate and personal property, real estate transfers, insurance premiums, utility franchises, recording intangibles, excise taxes on alcoholic beverages and sales taxes. Despite a decline in collections, sales taxes are the largest revenue source for 2010, generating \$4,944,258, or 54 percent of total governmental revenues.

The County collects sales tax through two individual, voter-approved referendums.

- A local option sales tax provides proceeds for both the County and the City of Eatonton. These revenues are accounted for in the general fund and are used to fund general operations.
- A special local option sales tax funds specific capital projects. These revenues are accounted for in the Special Local Option Sales Tax No. 6 Fund, a capital projects fund.

**Governmental Expenditures** - Consistent with the trends of previous years, the function of public safety led County expenditures. The 2010 total was \$5,252,810. As in previous years, approximately 35 percent of governmental expenditures support public safety. The function of health and welfare followed public safety with \$2,258,417, or 15 percent of the total. Capital outlay of \$1,355,246 (9 percent of total governmental expenditures) served all functions of County government providing a range of assets including roads, heavy equipment, vehicles and office equipment.

**General Fund** - The general fund is the County's primary operating fund and the largest source of day-to-day service delivery. Financial statements of the general fund may be found beginning on page 16. With total general fund revenues of \$5,102,794, taxes of \$2,994,254 provided the greatest source of revenues at 59 percent. Total general fund expenditures were \$12,006,005. As with the government as a whole, expenditures for the functions of public safety of \$4,958,305, public works of \$1,982,489 and general government of \$1,951,419 comprised 74 percent of total expenditures.

The general fund reported an ending fund balance of \$4,369,643. Legally reserved fund balances (not available for current expenditures) include \$316,815 for prepaid items and \$52,908 for the grant program. Unreserved but designated fund balances of \$2,626,863 include \$2,615,464 for emergencies and \$11,399 for Rock Hawk projects. Unreserved and undesignated fund balances are comprised of \$1,373,057 for the County's general fund service requirements.

Through a series of amendments, the final general fund expenditure budget increased by less than 1 percent in 2010, reflecting changes in expenditures occurring during the year.

## **Special Revenue Funds**

Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The County utilizes ten special revenue funds. All are nonmajor funds. Summary explanations of the funding source and purpose of each fund may be found on page 41; combining and individual fund statements may be found on pages 42-53.

The combined fund balance of these ten funds, \$1,050,122, comprises 7 percent of total governmental fund balances of \$15,072,960.

The County complies with all applicable laws in administering these flows of financial resources.

## **Capital Projects Funds**

Capital projects funds are used to account for financial resources which are dedicated to the acquisition or construction of capital facilities (other than those financed by proprietary funds). During 2010, Putnam County used one capital project fund.

This fund was used to account for the proceeds of special sales tax collections. Sales tax proceeds are expended in accordance with referendums approved by County voters. The referendums provide project budgets (as opposed to annual budgets). The fund balances are reserved in accordance with the referendums. Within these limits, projects are prioritized by commissioners, based on community needs.

## **Proprietary Funds**

Proprietary funds are used to account for operations which are significantly funded with user fees. Three County operations utilize proprietary fund accounting.

The Solid Waste Fund is the only major proprietary fund. This fund incurs limited activity, as it is used to account for the costs of postclosure (environmental monitoring) of a now-closed public landfill. More information about the anticipated costs of long-term monitoring and the resources available to meet these costs may be found in Note 7.

The Uncle Remus Golf Course Fund incurred an operating loss of \$40,939. Subsidies in the form of transfers, totaling \$36,578, from the general fund helped support golf course operations.

The Oconee Springs Park Fund produced an operating profit of \$8,505. A transfer was not required from the general fund to support park operations.

## Capital Assets

The schedule below summarizes capital assets used in both governmental and business activities at year-ends 2010 and 2009. In addition, more detailed information on changes in capital assets is presented in Note 6.

As may be seen in this schedule, assets used in governmental activities comprise the bulk of County capital assets. Currently, and for many prior years, Special Local Option Sales Tax proceeds have funded most of these acquisitions.

The percentage of depreciated governmental capital assets decreased only by 2 percent. This indicates the County is acquiring assets at a rate consistent with the rate at which they are being depreciated.

|                            | <u>Governmental Activities</u> |                      | <u>Business-Type Activities</u> |                   | <u>Total</u>         |                      |
|----------------------------|--------------------------------|----------------------|---------------------------------|-------------------|----------------------|----------------------|
|                            | <u>2010</u>                    | <u>2009</u>          | <u>2010</u>                     | <u>2009</u>       | <u>2010</u>          | <u>2009</u>          |
| Land                       | \$ 527,373                     | \$ 7,531,625         | \$ 116,395                      | \$ 116,395        | \$ 643,768           | \$ 7,648,020         |
| Buildings and Improvements | 14,151,347                     | 14,151,347           | 358,086                         | 336,213           | 14,509,433           | 14,487,560           |
| Machinery and Equipment    | 8,851,597                      | 9,615,458            | 41,175                          | 375,925           | 8,892,772            | 9,991,383            |
| Infrastructure             | 27,044,432                     | 20,906,174           | -                               | -                 | 27,044,432           | 20,906,174           |
| Construction in Progress   | 789,336                        | -                    | -                               | -                 | 789,336              | -                    |
| Total                      | <u>\$ 51,364,085</u>           | <u>\$ 52,204,604</u> | <u>\$ 515,656</u>               | <u>\$ 828,533</u> | <u>\$ 51,879,741</u> | <u>\$ 53,033,137</u> |

## Long-Term Debt

As in the previous year, the County reported only compensated absences as a long-term liability for governmental activities. Business activities reported two categories of long-term liabilities. In addition to compensated absences payable for golf course and park employees, the Solid Waste Fund carries obligations for landfill postclosure care. This obligation is secured by a certificate of deposit, which is restricted for this use. For more information regarding long-term debt, see Note 7.

## Economic Conditions Affecting the County

The County continues a successful transition from dependence on the manufacturing industry to a broader employment base. A new high-tech industry has planned to relocate to Putnam County. This new industry will bring 200 new jobs into the area. In recent years, growth and increased demands for services have occurred throughout the County, particularly in the area around Lake Oconee.

The County is looking to take advantage of the most aggressive Georgia Department of Transportation road improvement project ever undertaken in the County. The County will be the recipient of over \$80,000,000 of highway improvements. At the end of this construction project, the state highway system will provide unprecedented benefits to the County. This will facilitate new opportunities around the area.

## **Economic Conditions Affecting the County (Continued)**

There were dramatic changes taking place this year regarding the fiscal year 2011 budget. The downturn in the economy necessitated these changes. The reduction and reorganization of the workforce in September 2010 during the 2011 budget process was just another evolution of change in this modern economy. The privatizing of the meal program at the senior center and its relocation to Jimmy Davis Park in August 2010 lowered costs. The solutions adopted during 2010 regarding medical insurance lowered costs. The savings initiated in 2010 represent over a 2-mill increase in property tax that the citizens did not have to pay or a 14 percent savings compared to the adopted fiscal year 2011 budget. Putnam County is in a sound position moving forward, in large part due to the visionary leadership of the Putnam County board of commissioners.

## **Requests for Information**

This financial report is designed to provide a general overview of Putnam County's finances, comply with finance-related laws and regulations, and demonstrate the County's commitment to public accountability. If you have questions about this report or would like to request additional information, contact the Putnam County Finance Director at 108 South Madison Avenue, Suite 301, Eatonton, Georgia 31024, or call (706) 485-5826.

## **BASIC FINANCIAL STATEMENTS**

**PUTNAM COUNTY, GEORGIA**  
**STATEMENT OF NET ASSETS**  
**SEPTEMBER 30, 2010**

|   | <u>Primary Government</u>      |                                 |                      | <u>Component Unit</u>    |
|---|--------------------------------|---------------------------------|----------------------|--------------------------|
|   | <u>Governmental Activities</u> | <u>Business-Type Activities</u> | <u>Total</u>         | <u>Health Department</u> |
| <b>ASSETS</b>                                       |                                |                                 |                      |                          |
| Cash and Cash Equivalents                           | \$ 7,036,610                   | \$ 47,000                       | \$ 7,083,610         | \$ 329,980               |
| Investments   | 6,681,675                      | 118,133                         | 6,799,808            | -                        |
| Receivables   |                                |                                 |                      |                          |
| Accounts  | 435,059                        | -                               | 435,059              | -                        |
| Property Taxes                                      | 246,377                        | -                               | 246,377              | -                        |
| Due from Other Governments                          | 1,340,466                      | -                               | 1,340,466            | -                        |
| Internal Balances                                   | 59,457                         | (59,457)                        | -                    | -                        |
| Prepaid Items                                       | 316,815                        | -                               | 316,815              | -                        |
| Inventory   | -                              | 17,515                          | 17,515               | -                        |
| Restricted Assets                                   |                                |                                 |                      |                          |
| Investments   | -                              | 882,573                         | 882,573              | -                        |
| Net Pension Asset                                   | 121,257                        | -                               | 121,257              | -                        |
| Capital Assets                                      |                                |                                 |                      |                          |
| Nondepreciable                                      | 8,320,961                      | 116,395                         | 8,437,356            | -                        |
| Depreciable, Net of Accumulated Depreciation        | 20,672,960                     | 179,143                         | 20,852,103           | 3,299                    |
| <b>Total Assets</b>                                 | <b>45,231,637</b>              | <b>1,301,302</b>                | <b>46,532,939</b>    | <b>333,279</b>           |
| <b>LIABILITIES</b>                                  |                                |                                 |                      |                          |
| Accounts Payable                                    | 587,265                        | -                               | 587,265              | 1,100                    |
| Accrued Liabilities                                 | 197,390                        | -                               | 197,390              | -                        |
| Other Current Liabilities                           | 5,306                          | 4,283                           | 9,589                | 14,825                   |
| Compensated Absences Due Within One Year            | 282,709                        | -                               | 282,709              | 9,345                    |
| Compensated Absences Due in More Than One Year      | 132,739                        | 4,476                           | 137,215              | 30,234                   |
| Landfill Postclosure Care Due Within One Year       | -                              | 30,872                          | 30,872               | -                        |
| Landfill Postclosure Care Due in More Than One Year | -                              | 802,639                         | 802,639              | -                        |
| <b>Total Liabilities</b>                            | <b>1,205,409</b>               | <b>842,270</b>                  | <b>2,047,679</b>     | <b>55,504</b>            |
| <b>NET ASSETS</b>                                   |                                |                                 |                      |                          |
| Invested in Capital Assets                          | 28,993,921                     | 295,538                         | 29,289,459           | 3,299                    |
| Restricted for                                      |                                |                                 |                      |                          |
| Capital Projects                                    | 9,653,195                      | -                               | 9,653,195            | -                        |
| Other Purposes                                      | -                              | -                               | -                    | 83,753                   |
| Unrestricted  | 5,379,112                      | 163,494                         | 5,542,606            | 190,723                  |
| <b>Total Net Assets</b>                             | <b>\$ 44,026,228</b>           | <b>\$ 459,032</b>               | <b>\$ 44,485,260</b> | <b>\$ 277,775</b>        |

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

**PUTNAM COUNTY, GEORGIA  
STATEMENT OF ACTIVITIES  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

| Functions / Programs                         | Expenses             | Program Revenues     |                                    |                                  | Net (Expense) Revenue and Changes in Net Assets |   |                      | Component Unit Health Department |
|--|----------------------|----------------------|------------------------------------|----------------------------------|---|---|----------------------|----------------------------------|
|  |                      | Charges for Services | Operating Grants and Contributions | Capital Grants and Contributions | Governmental Activities                         | Primary Government Business-Type Activities | Total                |                                  |
| <b>Primary Government</b>                    |                      |                      |                                    |                                  |   |   |                      |                                  |
| Governmental Activities                      |                      |                      |                                    |                                  |   |   |                      |                                  |
| General Government                           | \$ 2,139,729         | \$ 20,616            | \$ 197,372                         | \$ -                             | \$ (1,921,741)                                  | \$ -  | \$ (1,921,741)       | \$ -                             |
| Judicial                                     | 1,223,882            | 315,212              | 152,504                            | -                                | (756,166)                                       | -   | (756,166)            | -                                |
| Public Safety                                | 5,788,502            | 1,478,900            | 13,049                             | -                                | (4,296,553)                                     | -   | (4,296,553)          | -                                |
| Public Works                                 | 3,240,244            | 2,387                | -                                  | -                                | (3,237,857)                                     | -   | (3,237,857)          | -                                |
| Health and Welfare                           | 2,275,109            | 22,888               | -                                  | -                                | (2,252,221)                                     | -   | (2,252,221)          | -                                |
| Culture and Recreation                       | 645,841              | 24,543               | 6,857                              | -                                | (614,441)                                       | -   | (614,441)            | -                                |
| Housing and Development                      | 465,252              | 67,141               | -                                  | -                                | (398,111)                                       | -   | (398,111)            | -                                |
| Total Governmental Activities                | <u>15,778,559</u>    | <u>1,931,687</u>     | <u>369,782</u>                     | <u>-</u>                         | <u>(13,477,090)</u>                             | <u>-</u>                                    | <u>(13,477,090)</u>  | <u>-</u>                         |
| Business-Type Activities                     |                      |                      |                                    |                                  |   |   |                      |                                  |
| Uncle Remus Golf Course                      | 144,440              | 103,501              | -                                  | 41,175                           | -   | 236   | 236                  | -                                |
| Oconee Springs Park                          | 235,159              | 243,664              | -                                  | -                                | -   | 8,505                                       | 8,505                | -                                |
| Solid Waste                                  | 132,722              | -                    | -                                  | -                                | -   | (132,722)                                   | (132,722)            | -                                |
| Total Business-Type Activities               | <u>512,321</u>       | <u>347,165</u>       | <u>-</u>                           | <u>41,175</u>                    | <u>-</u>  | <u>(123,981)</u>                            | <u>(123,981)</u>     | <u>-</u>                         |
| <b>Total - Primary Government</b>            | <u>\$ 16,290,880</u> | <u>\$ 2,278,852</u>  | <u>\$ 369,782</u>                  | <u>\$ 41,175</u>                 | <u>(13,477,090)</u>                             | <u>(123,981)</u>                            | <u>(13,601,071)</u>  | <u>-</u>                         |
| <b>Component Unit: Health Department</b>     | <u>\$ 569,824</u>    | <u>\$ 270,673</u>    | <u>\$ 399,146</u>                  | <u>\$ -</u>                      | <u>-</u>  | <u>-</u>                                    | <u>-</u>             | <u>99,995</u>                    |
| General Revenues                             |                      |                      |                                    |                                  |   |   |                      |                                  |
| Property Taxes Levied for General Government |                      |                      |                                    |                                  | 1,022,526                                       | -   | 1,022,526            | -                                |
| Sales Taxes                                  |                      |                      |                                    |                                  | 4,944,258                                       | -   | 4,944,258            | -                                |
| Alcohol Beverage Taxes                       |                      |                      |                                    |                                  | 125,313   | -   | 125,313              | -                                |
| Other Taxes                                  |                      |                      |                                    |                                  | 70,829  | -   | 70,829               | -                                |
| Unrestricted Investment Earnings             |                      |                      |                                    |                                  | 165,161   | 15,262                                      | 180,423              | 1,963                            |
| Other  |                      |                      |                                    |                                  | 57,962  | -   | 57,962               | -                                |
| Transfers                                    |                      |                      |                                    |                                  | (36,578)  | 36,578                                      | -                    | -                                |
| Total General Revenues and Transfers         |                      |                      |                                    |                                  | <u>6,349,471</u>                                | <u>51,840</u>                               | <u>6,401,311</u>     | <u>1,963</u>                     |
| Change in Net Assets                         |                      |                      |                                    |                                  | <u>(7,127,619)</u>                              | <u>(72,141)</u>                             | <u>(7,199,760)</u>   | <u>101,958</u>                   |
| Net Assets at Beginning of Year              |                      |                      |                                    |                                  | 51,003,550                                      | 531,173                                     | 51,534,723           | 175,817                          |
| Prior Period Adjustment                      |                      |                      |                                    |                                  | 150,297   | -   | 150,297              | -                                |
| Net Assets at Beginning of Year, As Restated |                      |                      |                                    |                                  | <u>51,153,847</u>                               | <u>531,173</u>                              | <u>51,685,020</u>    | <u>175,817</u>                   |
| Net Assets at End of Year                    |                      |                      |                                    |                                  | <u>\$ 44,026,228</u>                            | <u>\$ 459,032</u>                           | <u>\$ 44,485,260</u> | <u>\$ 277,775</u>                |

**PUTNAM COUNTY, GEORGIA  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
DECEMBER 31, 2010**

|  | <u>General Fund</u> | <u>SPLOST<br/>No. 6 Fund</u> | <u>Other<br/>Governmental<br/>Funds</u> | <u>Total<br/>Governmental<br/>Funds</u> |
|--|---------------------|------------------------------|---|---|
| <b>Assets</b>                              |                     |                              |   |   |
| Cash and Cash Equivalents                  | \$ 3,671,837        | \$ 2,801,826                 | \$ 562,947                              | \$ 7,036,610                            |
| Investments                                | -                   | 6,121,796                    | 559,879                                 | 6,681,675                               |
| Receivables                                |                     |                              |   |   |
| Accounts                                   | 407,981             | -                            | 27,078                                  | 435,059                                 |
| Property Taxes                             | 246,377             | -                            | -                                       | 246,377                                 |
| Due from Other Governments                 | 543,082             | 797,384                      | -                                       | 1,340,466                               |
| Due from Other Funds                       | 143,634             | 8,595                        | -                                       | 152,229                                 |
| Prepaid Items                              | 316,815             | -                            | -                                       | 316,815                                 |
|  |                     |                              |   |   |
| Total Assets                               | <u>\$ 5,329,726</u> | <u>\$ 9,729,601</u>          | <u>\$ 1,149,904</u>                     | <u>\$ 16,209,231</u>                    |
| <b>Liabilities and Fund Balances</b>       |                     |                              |   |   |
| <b>Liabilities</b>                         |                     |                              |   |   |
| Accounts Payable                           | \$ 495,254          | \$ 75,886                    | \$ 16,125                               | \$ 587,265                              |
| Accrued Liabilities                        | 197,390             | -                            | -                                       | 197,390                                 |
| Due to Other Funds                         | 8,595               | 520                          | 83,657                                  | 92,772                                  |
| Deferred Revenues                          | 253,538             | -                            | -                                       | 253,538                                 |
| Other Current Liabilities                  | 5,306               | -                            | -                                       | 5,306                                   |
|  |                     |                              |   |   |
| Total Liabilities                          | <u>960,083</u>      | <u>76,406</u>                | <u>99,782</u>                           | <u>1,136,271</u>                        |
| <b>Fund Balances</b>                       |                     |                              |   |   |
| Reserved for                               |                     |                              |   |   |
| Prepaid Items                              | 316,815             | -                            | -                                       | 316,815                                 |
| Grant Programs                             | 52,908              | -                            | -                                       | 52,908                                  |
| Unreserved, Designated for                 |                     |                              |   |   |
| Contingencies                              | 2,626,863           | -                            | -                                       | 2,626,863                               |
| Unreserved, Undesignated Reported in       |                     |                              |   |   |
| General Fund                               | 1,373,057           | -                            | -                                       | 1,373,057                               |
| Special Revenue Funds                      | -                   | -                            | 1,050,122                               | 1,050,122                               |
| Capital Projects Funds                     | -                   | 9,653,195                    | -                                       | 9,653,195                               |
|  |                     |                              |   |   |
| Total Fund Balances                        | <u>4,369,643</u>    | <u>9,653,195</u>             | <u>1,050,122</u>                        | <u>15,072,960</u>                       |
| <b>Total Liabilities and Fund Balances</b> | <u>\$ 5,329,726</u> | <u>\$ 9,729,601</u>          | <u>\$ 1,149,904</u>                     |   |

Amounts reported for governmental activities in the statement of net assets are different because:

|  |                |
|--|----------------|
| Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.  | 28,993,921     |
| Other long-term assets are not available to pay for current-period expenditures and, therefore, are deferred in the funds. | 253,538        |
| Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds.         | (415,448)      |
| Net pension assets are not due and payable in the current period and, therefore, are not reported in the funds.            | 121,257        |
|  | <u>121,257</u> |

|                                       |                      |
|---------------------------------------|----------------------|
| Net Assets of Governmental Activities | <u>\$ 44,026,228</u> |
|---------------------------------------|----------------------|

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

**PUTNAM COUNTY, GEORGIA**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**GOVERNMENTAL FUNDS**  
**FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|  | <u>General Fund</u> | <u>SPLOST No.<br/>6 Fund</u> | <u>Other<br/>Governmental<br/>Funds</u> | <u>Total<br/>Governmental<br/>Funds</u> |
|--|---------------------|------------------------------|---|---|
| <b>Revenues</b>  |                     |                              |   |   |
| Taxes  | \$ 1,281,285        | \$ -                         | \$ 70,829                               | \$ 1,352,114                            |
| Sales Tax  | 1,712,969           | 3,231,289                    | -                                       | 4,944,258                               |
| Licenses and Permits   | 81,992              | -                            | -                                       | 81,992                                  |
| Intergovernmental  | 519,623             | -                            | 128,854                                 | 648,477                                 |
| Charges for Services   | 963,381             | -                            | 274,159                                 | 1,237,540                               |
| Fines and Forfeitures  | 428,652             | -                            | 175,445                                 | 604,097                                 |
| Interest   | 56,929              | 100,549                      | 7,683                                   | 165,161                                 |
| Other  | 57,963              | -                            | -                                       | 57,963                                  |
|  | <u>5,102,794</u>    | <u>3,331,838</u>             | <u>656,970</u>                          | <u>9,091,602</u>                        |
| <b>Expenditures</b>  |                     |                              |   |   |
| Current  |                     |                              |   |   |
| General Government   | 1,951,419           | -                            | -                                       | 1,951,419                               |
| Judicial   | 1,067,330           | -                            | 125,125                                 | 1,192,455                               |
| Public Safety  | 4,958,305           | -                            | 294,505                                 | 5,252,810                               |
| Public Works   | 1,982,489           | -                            | -                                       | 1,982,489                               |
| Health and Welfare   | 1,063,244           | 1,166,668                    | 28,505                                  | 2,258,417                               |
| Culture and Recreation                                       | 574,635             | -                            | -                                       | 574,635                                 |
| Housing and Development                                      | 408,583             | -                            | 42,492                                  | 451,075                                 |
| Capital Outlay   | -                   | 1,325,633                    | 29,613                                  | 1,355,246                               |
|  | <u>12,006,005</u>   | <u>2,492,301</u>             | <u>520,240</u>                          | <u>15,018,546</u>                       |
| Total Expenditures   | <u>12,006,005</u>   | <u>2,492,301</u>             | <u>520,240</u>                          | <u>15,018,546</u>                       |
| Excess (Deficiency) of Revenues<br>Over (Under) Expenditures | <u>(6,903,211)</u>  | <u>839,537</u>               | <u>136,730</u>                          | <u>(5,926,944)</u>                      |
| <b>Other Financing Sources (Uses)</b>                        |                     |                              |   |   |
| Transfers In   | 96,770              | -                            | (96,770)                                | -                                       |
| Transfers Out  | (36,578)            | -                            | -                                       | (36,578)                                |
|  | <u>60,192</u>       | <u>-</u>                     | <u>(96,770)</u>                         | <u>(36,578)</u>                         |
| Total Other Financing Sources (Uses)                         | <u>60,192</u>       | <u>-</u>                     | <u>(96,770)</u>                         | <u>(36,578)</u>                         |
| Net Change in Fund Balances                                  | <u>(6,843,019)</u>  | <u>839,537</u>               | <u>39,960</u>                           | <u>(5,963,522)</u>                      |
| <b>Fund Balances, Beginning,<br/>As Previously Reported</b>  |                     |                              |   |   |
|  | 11,290,412          | 8,813,658                    | 1,010,162                               | 21,114,232                              |
| Prior Period Adjustment                                      | <u>(77,750)</u>     | <u>-</u>                     | <u>-</u>                                | <u>(77,750)</u>                         |
| <b>Fund Balances, Beginning, As Restated</b>                 | <u>11,212,662</u>   | <u>8,813,658</u>             | <u>1,010,162</u>                        | <u>21,036,482</u>                       |
| <b>Fund Balances, Ending</b>                                 | <u>\$ 4,369,643</u> | <u>\$ 9,653,195</u>          | <u>\$ 1,050,122</u>                     | <u>\$ 15,072,960</u>                    |

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

**PUTNAM COUNTY, GEORGIA**  
**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND**  
**CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS**  
**TO THE STATEMENT OF ACTIVITIES**  
**FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

Amounts reported for governmental activities in the statement of activities are different because:

|   |                                     |
|---|-------------------------------------|
| <b>Net Change in Fund Balances - Total Governmental Funds</b>   | <b>\$ (5,963,522)</b>               |
| Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation exceeded capital outlays in the current period. | (658,323)                           |
| Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.  | (412,141)                           |
| Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.   | <u>(93,633)</u>                     |
| <b>Change in Net Assets of Governmental Activities</b>  | <b><u><u>\$ (7,127,619)</u></u></b> |

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

**PUTNAM COUNTY, GEORGIA**  
**GENERAL FUND**  
**STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**BUDGET AND ACTUAL**  
**FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|                                     | <u>Original<br/>Budget</u> | <u>Final<br/>Budget</u> | <u>Actual</u>       | <u>Over (Under)<br/>Budget</u> |
|-------------------------------------|----------------------------|-------------------------|---------------------|--------------------------------|
| <b>Revenues</b>                     |                            |                         |                     |                                |
| Taxes                               | \$ 580,884                 | \$ 570,884              | \$ 1,281,285        | \$ 710,401                     |
| Sales Taxes                         | 1,633,389                  | 1,633,389               | 1,712,969           | 79,580                         |
| Licenses and Permits                | 108,400                    | 108,400                 | 81,992              | (26,408)                       |
| Intergovernmental                   | 477,831                    | 484,665                 | 519,623             | 34,958                         |
| Charges for Services                | 879,525                    | 879,525                 | 963,381             | 83,856                         |
| Fines and Forfeitures               | 424,300                    | 424,300                 | 428,652             | 4,352                          |
| Interest                            | 100,000                    | 100,000                 | 56,929              | (43,071)                       |
| Other                               | 4,000                      | 4,000                   | 57,963              | 53,963                         |
|                                     | <u>4,208,329</u>           | <u>4,205,163</u>        | <u>5,102,794</u>    | <u>897,631</u>                 |
| <b>Expenditures</b>                 |                            |                         |                     |                                |
| Current                             |                            |                         |                     |                                |
| General Government                  |                            |                         |                     |                                |
| District Commissioners              | 122,176                    | 122,176                 | 119,674             | (2,502)                        |
| Executive Officers                  | 125,335                    | 170,290                 | 159,566             | (10,724)                       |
| Board of Elections and Registration | 180,061                    | 180,061                 | 170,320             | (9,741)                        |
| Financial Administration            | 246,467                    | 221,881                 | 195,688             | (26,193)                       |
| General Administration              | 610,872                    | 585,272                 | 84,576              | (500,696)                      |
| Legal Services                      | 52,800                     | 77,800                  | 73,307              | (4,493)                        |
| Tax Commissioner                    | 332,973                    | 332,973                 | 314,793             | (18,180)                       |
| Tax Assessor                        | 455,678                    | 436,309                 | 422,503             | (13,806)                       |
| Board of Equalization               | 16,176                     | 16,176                  | 8,018               | (8,158)                        |
| Risk Management                     | 175,000                    | 175,000                 | 169,195             | (5,805)                        |
| Public Buildings                    | 231,119                    | 269,269                 | 224,639             | (44,630)                       |
| Regional Development Fees           | 11,204                     | 11,204                  | 9,140               | (2,064)                        |
|                                     | <u>2,559,861</u>           | <u>2,598,411</u>        | <u>1,951,419</u>    | <u>(646,992)</u>               |
| <b>Judicial</b>                     |                            |                         |                     |                                |
| Superior Court                      | 106,720                    | 126,720                 | 105,128             | (21,592)                       |
| Clerk of Superior Court             | 310,948                    | 310,948                 | 304,457             | (6,491)                        |
| District Attorney                   | 44,873                     | 46,125                  | 46,108              | (17)                           |
| State Court                         | 128,122                    | 128,122                 | 119,652             | (8,470)                        |
| Solicitor's Office                  | 82,947                     | 82,947                  | 77,912              | (5,035)                        |
| Magistrate Court                    | 148,566                    | 150,566                 | 150,555             | (11)                           |
| Probate Court                       | 137,851                    | 139,749                 | 139,387             | (362)                          |
| Juvenile Court                      | 67,189                     | 67,189                  | 67,158              | (31)                           |
| Juvenile Prosecutor's Office        | 13,500                     | 13,500                  | 13,500              | -                              |
| Public Defender                     | 53,364                     | 53,364                  | 43,473              | (9,891)                        |
|                                     | <u>\$ 1,094,080</u>        | <u>\$ 1,119,230</u>     | <u>\$ 1,067,330</u> | <u>\$ (51,900)</u>             |

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

**PUTNAM COUNTY, GEORGIA  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
BUDGET AND ACTUAL (CONTINUED)  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|                              | <b>Original<br/>Budget</b> | <b>Final<br/>Budget</b> | <b>Actual</b>       | <b>Over (Under)<br/>Budget</b> |
|------------------------------|----------------------------|-------------------------|---------------------|--------------------------------|
| <b>Public Safety</b>         |                            |                         |                     |                                |
| Sheriff Operations           | \$ 1,866,675               | \$ 1,903,762            | \$ 1,890,935        | \$ (12,827)                    |
| Jail Operations              | 1,117,058                  | 1,090,518               | 1,068,283           | (22,235)                       |
| Fire Stations                | 593,747                    | 593,747                 | 573,640             | (20,107)                       |
| Sugar Creek Fire Station     | 5,135                      | 5,135                   | 2,095               | (3,040)                        |
| Ambulance Service            | 1,246,132                  | 1,251,914               | 1,218,212           | (33,702)                       |
| Rescue                       | 40,199                     | 40,199                  | 35,683              | (4,516)                        |
| Coroner                      | 40,531                     | 40,531                  | 38,436              | (2,095)                        |
| Animal Control               | 130,814                    | 130,814                 | 130,750             | (64)                           |
| Animal Control City          | 300                        | 300                     | 271                 | (29)                           |
| <b>Total Public Safety</b>   | <b>5,040,591</b>           | <b>5,056,920</b>        | <b>4,958,305</b>    | <b>(98,615)</b>                |
| <b>Public Works</b>          |                            |                         |                     |                                |
| Public Works Administration  | 123,727                    | 123,727                 | 123,690             | (37)                           |
| Highways and Streets         | 753,691                    | 753,691                 | 699,774             | (53,917)                       |
| Solid Waste Collection       | 304,500                    | 304,500                 | 301,376             | (3,124)                        |
| Recycle Operations           | 568,000                    | 568,000                 | 566,420             | (1,580)                        |
| Maintenance and Shop         | 291,455                    | 291,455                 | 291,229             | (226)                          |
| <b>Total Public Works</b>    | <b>2,041,373</b>           | <b>2,041,373</b>        | <b>1,982,489</b>    | <b>(58,884)</b>                |
| <b>Health and Welfare</b>    |                            |                         |                     |                                |
| Health Department            | 198,901                    | 198,901                 | 196,897             | (2,004)                        |
| Putnam General Hospital      | 375,000                    | 375,000                 | 375,000             | -                              |
| Putnam Jasper Service Center | 13,000                     | 13,000                  | 13,000              | -                              |
| Family and Children Services | 30,000                     | 30,000                  | 29,338              | (662)                          |
| Early Childhood Intervention | 11,250                     | 11,250                  | 11,250              | -                              |
| Indigent Burial              | -                          | 1,200                   | 1,200               | -                              |
| Senior Citizens Center       | 257,070                    | 257,070                 | 254,264             | (2,806)                        |
| Public Transit System        | 181,280                    | 184,380                 | 182,295             | (2,085)                        |
|                              | <b>\$ 1,066,501</b>        | <b>\$ 1,070,801</b>     | <b>\$ 1,063,244</b> | <b>\$ (7,557)</b>              |

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

**PUTNAM COUNTY, GEORGIA  
GENERAL FUND  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
BUDGET AND ACTUAL (CONTINUED)  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|  | <u>Original<br/>Budget</u> | <u>Final<br/>Budget</u>    | <u>Actual</u>              | <u>Over (Under)<br/>Budget</u> |
|--|----------------------------|----------------------------|----------------------------|--------------------------------|
| <b>Culture and Recreation</b>  |                            |                            |                            |                                |
| Recreation   | \$ 469,221                 | \$ 469,221                 | \$ 469,182                 | \$ (39)                        |
| Eatonton Public Library  | 105,453                    | 105,453                    | 105,453                    | -                              |
| Total Culture and Recreation   | <u>574,674</u>             | <u>574,674</u>             | <u>574,635</u>             | <u>(39)</u>                    |
| <b>Housing and Development</b>                                       |                            |                            |                            |                                |
| County Extension Service   | 29,628                     | 29,628                     | 28,368                     | (1,260)                        |
| Planning and Development   | 230,799                    | 233,584                    | 226,294                    | (7,290)                        |
| Planning and Development Commission                                  | 7,969                      | 5,159                      | 2,494                      | (2,665)                        |
| Code Enforcement   | 67,428                     | 69,738                     | 69,660                     | (78)                           |
| Putnam Development Authority   | 37,500                     | 37,500                     | 37,500                     | -                              |
| Chamber of Commerce  | 5,300                      | 5,300                      | 5,300                      | -                              |
| Rock Hawk Timber Tax Funds   | 15,107                     | 15,107                     | 3,648                      | (11,459)                       |
| Rock Hawk Marketing Program  | 6,858                      | 6,858                      | 6,857                      | (1)                            |
| Better Home Town Program   | 7,000                      | 7,000                      | 7,000                      | -                              |
| Summer Youth Program   | 6,519                      | 6,519                      | 6,175                      | (344)                          |
| Work Force Center  | 15,287                     | 15,287                     | 15,287                     | -                              |
| Total Housing and Development  | <u>429,395</u>             | <u>431,680</u>             | <u>408,583</u>             | <u>(23,097)</u>                |
| Total Expenditures   | <u>12,806,475</u>          | <u>12,893,089</u>          | <u>12,006,005</u>          | <u>(887,084)</u>               |
| <b>Excess (Deficiency) of Revenues<br/>Over (Under) Expenditures</b> | <b>(8,598,146)</b>         | <b>(8,687,926)</b>         | <b>(6,903,211)</b>         | <b>1,784,715</b>               |
| <b>Other Financing Sources (Uses)</b>                                |                            |                            |                            |                                |
| Transfers In   | 94,435                     | 94,435                     | 96,770                     | 2,335                          |
| Transfers Out  | (36,578)                   | (36,578)                   | (36,578)                   | -                              |
| Total Other Financing Sources (Uses)                                 | <u>57,857</u>              | <u>57,857</u>              | <u>60,192</u>              | <u>2,335</u>                   |
| Net Change in Fund Balance   | <u>(8,540,289)</u>         | <u>(8,630,069)</u>         | <u>(6,843,019)</u>         | <u>1,787,050</u>               |
| <b>Fund Balance, Beginning,<br/>As Previously Reported</b>           | <b>11,290,412</b>          | <b>11,290,412</b>          | <b>11,290,412</b>          | <b>-</b>                       |
| Prior Period Adjustment  | -                          | -                          | (77,750)                   | -                              |
| <b>Fund Balance, Beginning,<br/>As Restated</b>                      | <u>11,290,412</u>          | <u>11,290,412</u>          | <u>11,212,662</u>          | <u>-</u>                       |
| <b>Fund Balance, Ending</b>  | <u><u>\$ 2,750,123</u></u> | <u><u>\$ 2,660,343</u></u> | <u><u>\$ 4,369,643</u></u> | <u><u>\$ 1,787,050</u></u>     |

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

**PUTNAM COUNTY, GEORGIA  
STATEMENT OF NET ASSETS  
PROPRIETARY FUNDS  
SEPTEMBER 30, 2010**

|  | <b>Business-Type Activities</b> |  |                     |
|--|---------------------------------|--|---------------------|
|  | <b>Enterprise Funds</b>         |  |                     |
|  | <b>Solid<br/>Waste<br/>Fund</b> | <b>Combined<br/>Nonmajor<br/>Funds</b> | <b>Total</b>        |
| <b>Assets</b>                                |                                 |  |                     |
| Current Assets                               |                                 |  |                     |
| Cash and Cash Equivalents                    | \$ 15,396                       | \$ 31,604                              | \$ 47,000           |
| Investments                                  | -                               | 118,133                                | 118,133             |
| Inventory                                    | -                               | 17,515                                 | 17,515              |
| Restricted Assets                            |                                 |  |                     |
| Investments                                  | 882,573                         | -                                      | 882,573             |
| Total Current Assets                         | <u>897,969</u>                  | <u>167,252</u>                         | <u>1,065,221</u>    |
| Capital Assets                               |                                 |  |                     |
| Nondepreciable                               | 116,395                         | -                                      | 116,395             |
| Depreciable, Net of Accumulated Depreciation | <u>-</u>                        | <u>179,143</u>                         | <u>179,143</u>      |
| Total Capital Assets                         | <u>116,395</u>                  | <u>179,143</u>                         | <u>295,538</u>      |
| Total Assets                                 | <u>\$ 1,014,364</u>             | <u>\$ 346,395</u>                      | <u>\$ 1,360,759</u> |
| <b>Liabilities</b>                           |                                 |  |                     |
| Current Liabilities                          |                                 |  |                     |
| Due to Other Funds                           | \$ 5,241                        | \$ 54,216                              | \$ 59,457           |
| Other Liabilities                            | -                               | 4,283                                  | 4,283               |
| Landfill Postclosure Care                    | <u>30,872</u>                   | <u>-</u>                               | <u>30,872</u>       |
| Total Current Liabilities                    | <u>36,113</u>                   | <u>58,499</u>                          | <u>94,612</u>       |
| Long-Term Liabilities                        |                                 |  |                     |
| Landfill Postclosure Care                    | 802,639                         | -                                      | 802,639             |
| Compensated Absences                         | <u>-</u>                        | <u>4,476</u>                           | <u>4,476</u>        |
| Total Long-Term Liabilities                  | <u>802,639</u>                  | <u>4,476</u>                           | <u>807,115</u>      |
| Total Liabilities                            | <u>838,752</u>                  | <u>62,975</u>                          | <u>901,727</u>      |
| <b>Net Assets</b>                            |                                 |  |                     |
| Invested in Capital Assets                   | 116,395                         | 179,143                                | 295,538             |
| Unrestricted                                 | <u>59,217</u>                   | <u>104,277</u>                         | <u>163,494</u>      |
| <b>Total Net Assets</b>                      | <u>\$ 175,612</u>               | <u>\$ 283,420</u>                      | <u>\$ 459,032</u>   |

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

**PUTNAM COUNTY, GEORGIA**  
**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET ASSETS**  
**PROPRIETARY FUNDS**  
**FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|  | <b>Business-Type Activities</b> |  |                   |
|--|---------------------------------|--|-------------------|
|  | <b>Enterprise Funds</b>         |  |                   |
|  | <b>Solid<br/>Waste<br/>Fund</b> | <b>Combined<br/>Nonmajor<br/>Funds</b> | <b>Total</b>      |
| <b>Operating Revenues</b>                      |                                 |  |                   |
| Charges for Services                           | \$ -                            | \$ 346,178                             | \$ 346,178        |
| Other  | -                               | 987                                    | 987               |
| Total Operating Revenues                       | <u>-</u>                        | <u>347,165</u>                         | <u>347,165</u>    |
| <b>Operating Expenses</b>                      |                                 |  |                   |
| Personnel Services and Employee Benefits       | -                               | 118,685                                | 118,685           |
| Purchased/Contracted Services                  | -                               | 32,068                                 | 32,068            |
| Supplies                                       | -                               | 200,346                                | 200,346           |
| Depreciation                                   | -                               | 28,500                                 | 28,500            |
| Postclosure Monitoring Costs                   | 132,722                         | -                                      | 132,722           |
| Total Operating Expenses                       | <u>132,722</u>                  | <u>379,599</u>                         | <u>512,321</u>    |
| Operating Loss                                 | (132,722)                       | (32,434)                               | (165,156)         |
| <b>Nonoperating Revenues</b>                   |                                 |  |                   |
| Interest                                       | <u>13,579</u>                   | <u>1,683</u>                           | <u>15,262</u>     |
| <b>Loss Before Transfers and Contributions</b> | (119,143)                       | (30,751)                               | (149,894)         |
| <b>Transfers In</b>                            | -                               | 36,578                                 | 36,578            |
| <b>Capital Contributions</b>                   | <u>-</u>                        | <u>41,175</u>                          | <u>41,175</u>     |
| <b>Change in Net Assets</b>                    | (119,143)                       | 47,002                                 | (72,141)          |
| <b>Net Assets, Beginning</b>                   | <u>294,755</u>                  | <u>236,418</u>                         | <u>531,173</u>    |
| <b>Net Assets, Ending</b>                      | <u>\$ 175,612</u>               | <u>\$ 283,420</u>                      | <u>\$ 459,032</u> |

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

**PUTNAM COUNTY, GEORGIA  
STATEMENT OF CASH FLOWS  
PROPRIETARY FUNDS  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|   | <b>Business-Type Activities - Enterprise Funds</b> |                                    |              |
|---|--|------------------------------------|--------------|
|   | <b>Solid Waste<br/>Fund</b>                        | <b>Combined<br/>Nonmajor Funds</b> | <b>Total</b> |
| <b>Cash Flows from Operating Activities</b>                     |  |                                    |              |
| Cash Received from Customers                                    | \$ -   | \$ 347,165                         | \$ 347,165   |
| Cash Payments for Personnel Services                            | -  | (121,741)                          | (121,741)    |
| Cash Payments for Goods and Services                            | (15,886)   | (240,317)                          | (256,203)    |
| Net Cash Used in Operating Activities                           | (15,886)   | (14,893)                           | (30,779)     |
| <b>Cash Flows from Noncapital Financing Activities</b>          |  |                                    |              |
| Transfers In  | -  | 36,578                             | 36,578       |
| <b>Cash Flows from Capital and Related Financing Activities</b> |  |                                    |              |
| Purchase of Property and Equipment                              | -  | (22,698)                           | (22,698)     |
| <b>Cash Flows from Investing Activities</b>                     |  |                                    |              |
| Proceeds from Maturity of Investments                           | 17,949   | (41,580)                           | (23,631)     |
| Interest on Cash and Investments                                | 13,579   | 1,683                              | 15,262       |
| Net Cash Provided (Used) by Investing Activities                | 31,528   | (39,897)                           | (8,369)      |
| Net Increase (Decrease) in Cash and Cash Equivalents            | 15,642   | (40,910)                           | (25,268)     |
| <b>Cash and Cash Equivalents, Beginning</b>                     | (246)  | 72,514                             | 72,268       |
| <b>Cash and Cash Equivalents, Ending</b>                        | \$ 15,396  | \$ 31,604                          | \$ 47,000    |

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

**PUTNAM COUNTY, GEORGIA  
STATEMENT OF CASH FLOWS  
PROPRIETARY FUNDS (CONTINUED)  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|  | <u>Business-Type Activities - Enterprise Funds</u> |                       |                    |
|--|--|-----------------------|--------------------|
|  | <u>Solid Waste</u>                                 | <u>Combined</u>       | <u>Total</u>       |
|  | <u>Fund</u>  | <u>Nonmajor Funds</u> |                    |
| <b>Reconciliation of Operating Loss to Net Cash</b>        |  |                       |                    |
| <b>Used by Operating Activities</b>                        |  |                       |                    |
| Operating Loss   | \$ (132,722)                                       | \$ (32,434)           | \$ (165,156)       |
| Adjustments  |  |                       |                    |
| Depreciation   | -  | 28,500                | 28,500             |
| Decrease in Due From Other Funds                           | 2,597  | -                     | 2,597              |
| Decrease in Inventory                                      | -  | 2,496                 | 2,496              |
| Decrease in Due to Other Funds                             | -  | (14,680)              | (14,680)           |
| Increase in Other  | -  | 4,282                 | 4,282              |
| Decrease in Compensated Absences                           | -  | (3,057)               | (3,057)            |
| Increase in Landfill Postclosure Care                      | 114,239  | -                     | 114,239            |
|  | <u>114,239</u>                                     | <u>-</u>              | <u>114,239</u>     |
| <b>Net Cash Provided (Used) by Operating Activities</b>    | <u>\$ (15,886)</u>                                 | <u>\$ (14,893)</u>    | <u>\$ (30,779)</u> |
| <b>Noncash Investing, Capital and Financing Activities</b> |  |                       |                    |
| Capital Assets Transferred from Other Funds                | <u>\$ -</u>  | <u>\$ 41,175</u>      | <u>\$ 41,175</u>   |

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

**PUTNAM COUNTY, GEORGIA**  
**STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES**  
**FIDUCIARY FUNDS**  
**SEPTEMBER 30, 2010**

|                            | <u>Agency Funds</u> |
|----------------------------|---------------------|
| <b>ASSETS</b>              |                     |
| Cash and Cash Equivalents  | \$ 121,101          |
| Due from Other Governments | <u>195,410</u>      |
|                            | <u>\$ 316,511</u>   |
| <b>LIABILITIES</b>         |                     |
| Due to Other Governments   | \$ 105,697          |
| Due to Others              | <u>210,814</u>      |
|                            | <u>\$ 316,511</u>   |

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

**PUTNAM COUNTY, GEORGIA**  
**NOTES TO FINANCIAL STATEMENTS**  
**SEPTEMBER 30, 2010**

**(1) Summary of Significant Accounting Policies**

**A. Reporting Entity**

Putnam County was established under the provisions of an act of the General Assembly of Georgia on December 10, 1807. The County operates under a County Commission form of government (four commissioners are elected by district with the chairman elected at large from the County), and provides the following services as authorized by state law: public safety, highways and streets, sanitation, health and social services, culture and recreation, public improvements, planning and zoning, and general administrative services.

As required by accounting principles generally accepted in the United States of America, the financial statements of the reporting entity include those of Putnam County, Georgia (the primary government) and its component unit. The component unit discussed below is included in the County's reporting entity because of the significance of its operational or financial relationship with the County. In conformity with accounting principles generally accepted in the United States of American, as set forth in Governmental Accounting Standards Board Statement No. 14, the financial statements of the component unit are discretely presented in the government-wide financial statements.

**Putnam County Health Department**

The Putnam County Health Department (Health Department) has a governing board consisting of six members. Four of the members are either County officials or members appointed by the County. Although the County does not have the authority to approve or modify the budget of the Health Department, the County is obligated to provide financial support to the Health Department. The Health Department has a June 30<sup>th</sup> year-end. The Health Department's financial statements may be obtained by writing to the Putnam County Health Department, P.O. Box 3776, Eatonton, Georgia 31024.

**B. Government-Wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the nonfiduciary activities of the government and its component unit. For the most part, the effect of interfund activity has been removed from these statements. *Governmental activities*, which are normally supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support. Likewise, the *primary government* is reported separately from certain legally separate component units for which the primary government is financially accountable.

## **(1) Summary of Significant Accounting Policies (Continued)**

### **B. Government-Wide and Fund Financial Statements (Continued)**

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include (1) charges to those who purchase, use or directly benefits from goods, services or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

### **C. Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the County considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, any debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, sales taxes, intergovernmental grants and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the County.

The County reports the following major governmental funds:

The *general fund* is the County's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The *SPLOST No. 6 Fund* accounts for the acquisition and construction of approved projects within the County from resources provided by the 2005 special County one percent sales and use tax.

## (1) Summary of Significant Accounting Policies (Continued)

### C. Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)

The County reports the following major proprietary fund:

The *Solid Waste Fund* accounts for the cost of postclosure and environmental monitoring related to the County's closed landfill.

Additionally, the County reports the following fund types:

The *special revenue funds* account for specific revenues that are legally restricted to expenditures for particular purposes.

The *agency funds* are used to account for the collection and disbursement of monies by the County on behalf of other governments and individuals, such as cash bonds, traffic fines, support payments, and ad valorem and property taxes.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989 generally are followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with or contradict guidance of the Government Accounting Standards Board. Governments also have the *option* of following subsequent private-sector guidance for their business-type activities and enterprise funds, subject to the same limitation. The County has elected not to follow subsequent private-sector guidance.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as *program revenues* include (1) charges for services provided, (2) operating grants and contributions, and (3) capital grants and contributions. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish *operating* revenues and expenses from *nonoperating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds are charges for goods and services provided. Operating expenses of the enterprise funds include the cost of these goods and services, administrative expenses and depreciation of capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the County's policy to use restricted resources first, then unrestricted resources as they are needed.

## **(1) Summary of Significant Accounting Policies (Continued)**

### **D. Cash, Cash Equivalents and Investments**

The County and discretely presented component units' cash and cash equivalents are considered to be cash on hand, demand deposits and short-term investments with original maturities of three months or less from the date of acquisition.

Statutes authorize the County to invest in obligations of the United States and of its agencies and instrumentalities, bonds of the State of Georgia and its agencies, instrumentalities and political subdivisions, certificates of deposit of national or state banks that are fully insured or collateralized by United States obligations, and Georgia Fund 1, the Local Government Investment Pool.

### **E. Interfund Receivables and Payables**

Activity between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year as well as all other outstanding balances between funds are reported as "Due to/from Other Funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as internal balances.

### **F. Inventories**

Inventories are valued at cost, which approximates market, using the first-in, first-out (FIFO) method. Inventories are expensed when consumed.

### **G. Prepaid Items**

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. The consumption method is used by recording an asset for the prepaid amount and by recording the expenditure/expense in the period in which services are consumed. At the fund reporting level, an equal amount of fund balance is reserved, as this amount is not available for general appropriation.

### **H. Restricted Assets**

Certain assets of the Solid Waste Fund are classified as restricted assets on the balance sheet because their use is limited to landfill postclosure and monitoring costs in compliance with legal regulations.

## **(1) Summary of Significant Accounting Policies (Continued)**

### **I. Capital Assets**

Capital assets, which include property, plant, equipment, and the infrastructure assets (e.g., roads, bridges, sidewalks and similar items) are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the County as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of five years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation. The County has retroactively reported major general infrastructure assets. In this case, the County chose to include all items regardless of their acquisition date. The County was able to estimate the historical cost for the initial reporting of these assets through backtrending.

The costs of normal maintenance and repairs that do not add value to the value of the assets or materially extend the asset lives are not capitalized.

Capital assets of the primary government are depreciated using the straight-line method over the following useful lives:

| <u>Asset Category</u>      | <u>Years</u> |
|----------------------------|--------------|
| Buildings and Improvements | 10 - 30      |
| Infrastructure             | 10 - 50      |
| Machinery and Equipment    | 3 - 12       |

### **J. Compensated Absences**

It is the County's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. There is no liability for unpaid accumulated sick leave since the County does not have a policy to pay any amount when employees separate from service with the County. All vacation pay is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employees resignations or retirements.

### **K. Long-Term Obligations**

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities or proprietary fund type statement of net assets.

### **L. Fund Equity**

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

**(1) Summary of Significant Accounting Policies (Continued)**

**M. Use of Estimates**

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**N. Change in Fiscal Year**

Effective January 1, 2010, the County changed its fiscal year-end from December 31 to September 30. The statement of activities, statements of revenues, expenditures and changes in fund balances, and statements of revenues, expenses and changes in fund net assets contain nine months of activity.

**O. Prior Period Adjustment**

Net assets of government activities at the beginning of 2010 have been adjusted to reflect the net pension asset of \$228,047 and accrued payroll in the general fund of \$77,750 which were not included in the statement of net assets as of December 31, 2009.

|   |                     |
|---|---------------------|
| <b>Net Assets as Previously Reported, December 31, 2009</b> | <u>\$51,003,550</u> |
| Net Pension Asset   | 228,047             |
| Accrued Liabilities - General Fund                          | <u>(77,750)</u>     |
| Prior Period Adjustment                                     | <u>150,297</u>      |
| <b>Net Assets, as Restated, December 31, 2009</b>           | <u>\$51,153,847</u> |

**(2) Reconciliation of Government-Wide and Fund Financial Statements**

**A. Explanation of Certain Differences Between the Governmental Fund Balance Sheet and the Government-Wide Statement of Net Assets**

The governmental fund balance sheet includes reconciliation between fund balance-total governmental funds and net assets-governmental activities as reported in the government-wide statement of net assets. One element of that reconciliation explains that “long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds.”

|                      |                   |
|----------------------|-------------------|
| Compensated Absences | <u>\$ 415,448</u> |
|----------------------|-------------------|

## (2) Reconciliation of Government-Wide and Fund Financial Statements (Continued)

### B. Explanation of Certain Differences Between the Governmental Fund Statement of Revenues, Expenditures and Changes in Fund Balances and the Government-Wide Statement of Activities

The government fund statement of revenues, expenditures and changes in fund balances includes reconciliation between net changes in fund balances-total governmental funds and changes in net assets of governmental activities as reported in the government-wide statement of activities. One element of that reconciliation explains that "Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense." The details of this \$(658,363) difference are as follows:

|                      |                     |
|----------------------|---------------------|
| Capital Outlay       | \$ 1,362,321        |
| Depreciation Expense | <u>(2,020,684)</u>  |
|                      | <u>\$ (658,363)</u> |

Another element of that reconciliation state that "Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds." The details of this \$93,633 difference are as follows:

|                        |                  |
|------------------------|------------------|
| Compensated Absences   | \$ (13,157)      |
| Net Pension Obligation | <u>106,790</u>   |
|                        | <u>\$ 93,633</u> |

## (3) Legal Compliance - Budgets

**Budgetary Information.** The annual budget document is the financial plan for the operation of the County. The budget process exists for the purpose of providing a professional management approach to the establishment of priorities and the implementation of work programs while providing an orderly means for control and evaluation of the financial posture of the County. All budgets are adopted on a basis consistent with generally accepted accounting principles. An annual operation budget is prepared for all governmental funds except capital projects funds. Capital projects funds use project-length budgets.

Department heads submit to the county clerk a proposed operating budget for the fiscal year commencing the following October 1. The proposed budgets are then submitted to the board of commissioners by the county clerk for study. Public hearings are conducted to obtain taxpayer comments. Prior to October 1, the budget is legally adopted by the board of commissioners.

### (3) Legal Compliance - Budgets (Continued)

The legal level of control for each legally adopted annual budget is the department level. Supplemental appropriations out of the County's general fund contingency account may be made by the board of commissioners to fund unforeseen expenditures within the County's governmental funds at any time during the year. The board of commissioners must approve any department level changes to a previously adopted budget. Management may amend the budget without seeking the approval of the board of commissioners at any level below the department level.

All final budget amounts presented in the accompanying financial statements have been adjusted for legally authorized revisions of the annual budget during the year. All unexpended appropriations provided in the annual budget lapse at year-end.

### (4) Deposits and Investments

As of September 30, 2010, the County's investments consisted of certificates of deposit totaling \$7,682,381.

**Custodial Credit Risk - Deposits.** Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. State statutes require all deposits to be collateralized by depository insurance, obligations of the U.S. government, or bonds of public authorities, counties or municipalities. As of September 30, 2010, all of the deposits of the County and the Health Department were properly insured and collateralized as required by the Official Code of Georgia Annotated (OCA) Section 45-8-12(c) and as defined by GASB pronouncements.

### (5) Receivables

Receivables at September 30, 2010 consist of the following:

|                              | <u>General<br/>Fund</u> | <u>Nonmajor<br/>Governmental<br/>Funds</u> | <u>Total</u>      |
|------------------------------|-------------------------|--|-------------------|
| Receivables                  |                         |  |                   |
| Accounts                     | \$ 407,981              | \$ 27,078                                  | \$ 435,059        |
| Property Taxes               | 314,438                 | -  | 314,438           |
|                              | 722,419                 | 27,078                                     | 749,497           |
| Allowance for Uncollectibles | (68,061)                | -  | (68,061)          |
|                              | <u>\$ 654,358</u>       | <u>\$ 27,078</u>                           | <u>\$ 681,436</u> |

**(5) Receivables (Continued)**

Due to the change in the County's fiscal year, no property taxes were levied for the period from January 1, 2010 to September 30, 2010. For the governmental funds, the net receivables collected during the period ended September 30, 2010 and collected by November 30, 2010 are recognized as revenues in the period ended September 30, 2010. Net receivables estimated to be collected subsequent to November 30, 2010 are deferred as of September 30, 2010 and recorded as revenue when received. The County bills and collects its own property taxes.

**(6) Capital Assets**

Capital asset activity for the period ended September 30, 2010 is as follows:

**Primary Government**

|  | <u>Beginning<br/>Balance</u> | <u>Increases</u>    | <u>Decreases</u>   | <u>Ending<br/>Balance</u> |
|--|------------------------------|---------------------|--------------------|---------------------------|
| <b>Governmental Activities</b>                     |                              |                     |                    |                           |
| Capital Assets, Not Being Depreciated              |                              |                     |                    |                           |
| Land   | \$ 527,373                   | \$ -                | \$ -               | \$ 527,373                |
| Infrastructure, Land Under Roads                   | 7,004,252                    | -                   | -                  | 7,004,252                 |
| Construction in Process                            | -                            | 789,336             | -                  | 789,336                   |
|  | <u>7,531,625</u>             | <u>789,336</u>      | <u>-</u>           | <u>8,320,961</u>          |
| Capital Assets, Depreciable                        |                              |                     |                    |                           |
| Buildings and Improvements                         | 14,151,347                   | -                   | -                  | 14,151,347                |
| Machinery and Equipment                            | 3,057,600                    | 76,961              | (122,038)          | 3,012,523                 |
| Vehicles   | 6,557,858                    | 136,096             | (854,880)          | 5,839,074                 |
| Infrastructure                                     | 20,906,174                   | 375,302             | (1,241,296)        | 20,040,180                |
|  | <u>44,672,979</u>            | <u>588,359</u>      | <u>(2,218,214)</u> | <u>43,043,124</u>         |
| Accumulated Depreciation for                       |                              |                     |                    |                           |
| Buildings and Improvements                         | 4,896,350                    | 359,754             | -                  | 5,256,104                 |
| Machinery and Equipment                            | 2,336,686                    | 165,908             | (103,394)          | 2,399,200                 |
| Vehicles   | 5,479,650                    | 336,623             | (850,093)          | 4,966,180                 |
| Infrastructure                                     | 9,831,577                    | 1,158,399           | (1,241,296)        | 9,748,680                 |
|  | <u>22,544,263</u>            | <u>2,020,684</u>    | <u>(2,194,783)</u> | <u>22,370,164</u>         |
| Total Capital Assets, Depreciable, Net             | <u>22,128,716</u>            | <u>(1,432,325)</u>  | <u>(23,431)</u>    | <u>20,672,960</u>         |
| <b>Governmental Activities Capital Assets, Net</b> | <u>\$ 29,660,341</u>         | <u>\$ (642,989)</u> | <u>\$ (23,431)</u> | <u>\$ 28,993,921</u>      |

**(6) Capital Assets (Continued)**

|   | <u>Beginning<br/>Balance</u> | <u>Increases</u> | <u>Decreases</u> | <u>Ending<br/>Balance</u> |
|---|------------------------------|------------------|------------------|---------------------------|
| <b>Business-Type Activities</b>                     |                              |                  |                  |                           |
| Capital Assets, Not Being Depreciated               |                              |                  |                  |                           |
| Land  | \$ 116,395                   | \$ -             | \$ -             | \$ 116,395                |
| Capital Assets, Depreciable                         |                              |                  |                  |                           |
| Buildings   | 336,213                      | 21,873           | -                | 358,086                   |
| Machinery and Equipment                             | 375,925                      | -                | (36,305)         | 339,620                   |
| Construction in Progress                            | -                            | 41,175           | -                | 41,175                    |
|   | <u>712,138</u>               | <u>63,048</u>    | <u>(36,305)</u>  | <u>738,881</u>            |
| Accumulated Depreciation for                        |                              |                  |                  |                           |
| Buildings   | 232,573                      | 17,052           | -                | 249,625                   |
| Machinery and Equipment                             | 335,796                      | 10,622           | (36,305)         | 310,113                   |
|   | <u>568,369</u>               | <u>27,674</u>    | <u>(36,305)</u>  | <u>559,738</u>            |
| Total Capital Assets, Depreciable, Net              | <u>143,769</u>               | <u>35,374</u>    | <u>-</u>         | <u>179,143</u>            |
| <b>Business-Type Activities Capital Assets, Net</b> | <u>\$ 260,164</u>            | <u>\$ 35,374</u> | <u>\$ -</u>      | <u>\$ 295,538</u>         |

Depreciation expense was charged to functions/programs of the primary government as follows:

|                                 |                     |
|---------------------------------|---------------------|
| <b>Governmental Activities</b>  |                     |
| General Government              | \$ 182,311          |
| Judicial                        | 20,083              |
| Public Safety                   | 472,403             |
| Public Works                    | 1,253,566           |
| Health and Welfare              | 13,128              |
| Culture and Recreation          | 68,452              |
| Housing and Development         | 10,741              |
|                                 | <u>\$ 2,020,684</u> |
| <b>Business-Type Activities</b> |                     |
| Oconee Springs Park             | \$ 10,500           |
| Uncle Remus Golf Course         | 18,000              |
| Solid Waste                     | -                   |
|                                 | <u>\$ 28,500</u>    |

**(6) Capital Assets (Continued)**

**Discretely Presented Component Unit**

Activity for the Health Department for the fiscal year ended June 30, 2010 was as follows:

|                             | <u>Beginning<br/>Balance</u> | <u>Increases</u> | <u>Decreases</u> | <u>Ending<br/>Balance</u> |
|-----------------------------|------------------------------|------------------|------------------|---------------------------|
| Capital Assets, Depreciable |                              |                  |                  |                           |
| Equipment                   | \$ 44,093                    | \$ 2,253         | \$ (18,364)      | \$ 64,710                 |
| Accumulated Depreciation    | <u>(40,896)</u>              | <u>(2,151)</u>   | <u>18,364</u>    | <u>(61,411)</u>           |
|                             | <u>\$ 3,197</u>              | <u>\$ 102</u>    | <u>\$ -</u>      | <u>\$ 3,299</u>           |

**(7) Long-Term Debt**

**Primary Government**

The following is a summary of long-term debt activity for the primary government for the nine-month period ended September 30, 2010:

|                                 | <u>Beginning<br/>Balance</u> | <u>Additions</u>  | <u>Reductions</u>   | <u>Ending<br/>Balance</u> | <u>Due Within<br/>One Year</u> |
|---------------------------------|------------------------------|-------------------|---------------------|---------------------------|--------------------------------|
| <b>Governmental Activities</b>  |                              |                   |                     |                           |                                |
| Compensated Absences            | <u>\$ 402,291</u>            | <u>\$ 234,676</u> | <u>\$ (221,519)</u> | <u>\$ 415,448</u>         | <u>\$ 282,709</u>              |
| <b>Business-Type Activities</b> |                              |                   |                     |                           |                                |
| Compensated Absences            | \$ 7,533                     | \$ 3,346          | \$ (6,403)          | \$ 4,476                  | \$ -                           |
| Landfill Postclosure Care       | <u>719,271</u>               | <u>132,722</u>    | <u>(18,482)</u>     | <u>833,511</u>            | <u>30,872</u>                  |
|                                 | <u>\$ 726,804</u>            | <u>\$ 136,068</u> | <u>\$ (24,885)</u>  | <u>\$ 837,987</u>         | <u>\$ 30,872</u>               |

*Landfill Postclosure Care.* State and federal laws and regulations require the County to perform certain maintenance and monitoring functions at its closed landfill. The estimated cost of postclosure care is based on the amount that would be paid if all equipment, facilities and services required to monitor and maintain the landfill were acquired as of September 30, 2010. Actual costs may be higher due to inflation, changes in technology or changes in regulations. Should any problems occur during the postclosure period, the costs and time period required for the maintenance and monitoring functions may substantially increase. The current estimate of the cost of postclosure care for the next 26 years is \$833,510. These costs are to be funded with cash and a certificate deposit in the Solid Waste Fund. The certificate of deposit is restricted for use for postclosure care and has a value of \$882,573 as of September 30, 2010.

**(7) Long-Term Debt (Continued)**

**Discretely Presented Component Unit**

The following is a summary of long-term debt activity for the Health Department for the nine-month period ended September 30, 2010:

|                      | <u>Beginning<br/>Balance</u> | <u>Additions</u> | <u>Reductions</u>  | <u>Ending<br/>Balance</u> | <u>Due Within<br/>One Year</u> |
|----------------------|------------------------------|------------------|--------------------|---------------------------|--------------------------------|
| Compensated Absences | <u>\$ 40,364</u>             | <u>\$ 32,721</u> | <u>\$ (33,506)</u> | <u>\$ 39,579</u>          | <u>\$ 9,345</u>                |

**(8) Interfund Receivables, Payables and Transfers**

The composition of interfund balances as of September 30, 2010 is as follows:

**Due From / To Other Funds**

| <u>Receivable Fund</u> | <u>Payable Fund</u>     |                      |                        |  |   | <u>Total</u>      |
|------------------------|-------------------------|----------------------|------------------------|--|---|-------------------|
|                        | <u>General<br/>Fund</u> | <u>SPLOST<br/>#6</u> | <u>Solid<br/>Waste</u> | <u>Nonmajor<br/>Governmental<br/>Funds</u> | <u>Nonmajor<br/>Business-Type<br/>Funds</u> |                   |
| General Fund           | \$ -                    | \$ 520               | \$ 5,241               | \$ 83,657                                  | \$ 54,216                                   | \$ 143,634        |
| SPLOST #6              | 8,595                   | -                    | -                      | -  | -   | 8,595             |
|                        | <u>\$ 8,595</u>         | <u>\$ 520</u>        | <u>\$ 5,241</u>        | <u>\$ 83,657</u>                           | <u>\$ 54,216</u>                            | <u>\$ 152,229</u> |

## **(8) Interfund Receivables, Payables and Transfers (Continued)**

The outstanding balances between funds result mainly from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

| <b>Interfund Transfers</b>   | <b>Transfers Out</b> |                                    |                   |
|------------------------------|----------------------|------------------------------------|-------------------|
|                              | <b>General Fund</b>  | <b>Nonmajor Governmental Funds</b> | <b>Total</b>      |
| <b>Transfers In</b>          |                      |                                    |                   |
| General Fund                 | \$ -                 | \$ 96,770                          | \$ 96,770         |
| Nonmajor Business-Type Funds | 36,578               | -                                  | 36,578            |
|                              | <u>\$ 36,578</u>     | <u>\$ 96,770</u>                   | <u>\$ 133,348</u> |

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, and (2) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

## **(9) Joint Venture**

Under Georgia law, the County is a participating member of the Middle Georgia Regional Development Center (RDC) and is required to pay annual dues thereto. During the period ended September 30, 2010, the County paid \$9,036 in such dues. Membership in an RDC is required by OCGA Section 50-8-34 which provides for the organizational structure of the RDC in Georgia. The RDC board membership includes the chief elected official of each county and municipality of the area. OCGA 50-8-39.1 provides that the member governments are liable for any debts and obligations of an RDC. Separate financial statements may be obtained from: Middle Georgia Regional Development Center, 175 C Emery Highway, Macon, Georgia 31217.

## **(10) Defined Benefit Pension Plan**

The County sponsors the Association County Commissioners of Georgia Restated Pension Plan for Putnam County Employees (the Plan), which is a defined pension plan.

The Plan provides retirement, disability and death benefits to plan participants and beneficiaries. The Plan, through execution of the adoption agreement, is affiliated with the Association County Commissioners of Georgia Third Restated Defined Benefit Plan (the ACCG Plan), an agent multiple-employer pension plan, administered by GEBCorp. The ACCG, in its role as the Plan Sponsor, has the sole authority to amend the provisions of the ACCG Plan, as provided in Section 19.03 of the ACCG Plan document. The County has the authority to amend the adoption agreement, which defines the specific benefit provisions of the Plan, as provided in Section 19.02 of the ACCG Plan document. Complete financial statements for the ACCG Plan can be obtained from Pension Service Company, 1100 Circle 75 Parkway, Suite 300, Atlanta, Georgia 30339.

**(10) Defined Benefit Pension Plan (Continued)**

Funding Policy: The County is required to contribute an actuarially determined amount annually to the Plan’s trust. The contribution amount is determined using actuarial methods and assumptions approved by the ACCG Plan trustees and must satisfy the minimum contribution requirement contained in the State of Georgia statutes.

Annual Pension Cost: The County’s annual pension cost and net pension obligation for the pension plan for the current year were determined as follows:

**Derivation of Net Pension Obligation**

|  | <u>2010</u>                | <u>2009</u>                |
|--|----------------------------|----------------------------|
| Net Pension Obligation (Asset) as of Beginning of Prior Year | <u>\$ (228,047)</u>        | <u>\$ (220,310)</u>        |
| Annual Pension Cost for Prior Year                           | <b>666,790</b>             | 550,394                    |
| Actual Contributions to Plan for Prior Year                  | <u>560,000</u>             | <u>558,131</u>             |
| Increase in Net Pension Obligation (Asset)                   | <u>106,790</u>             | <u>(7,737)</u>             |
| Net Pension Obligation (Asset) as of Beginning of the Year   | <u><u>\$ (121,257)</u></u> | <u><u>\$ (228,047)</u></u> |

**Derivation of Annual Pension Cost**

|  |                          |                          |
|--|--------------------------|--------------------------|
| Annual Required Contribution           | <b>\$ 706,098</b>        | \$ 665,554               |
| Interest on Net Pension Obligation     | <b>(9,397)</b>           | (17,674)                 |
| Amortization of Net Pension Obligation | <u>10,055</u>            | <u>18,910</u>            |
| Annual Pension Cost                    | <u><u>\$ 706,756</u></u> | <u><u>\$ 666,790</u></u> |

**Basis of Valuation**

|                                       |                               |
|---------------------------------------|-------------------------------|
| Current Valuation Date                | January 1, 2010               |
| Annual Return on Invested Plan Assets | 7.75%                         |
| Projected Annual Salary Increases     | 4.50%-7.00% Based on Age      |
| Expected Annual Inflation             | 3.00%                         |
| Actuarial Value of Assets             | Market Value                  |
| Actuarial Funding Method              | Projected Unit Credit         |
| Amortization Method                   | Level Percent of Pay (Closed) |

**(10) Defined Benefit Pension Plan (Continued)**

| <b>Trend Information for the Plan (Per Actuarial Report)</b> |  |                                       |  |   |
|--|--|---------------------------------------|--|---|
| <b>Fiscal Year<br/>Beginning</b>                             | <b>Annual<br/>Pension Cost<br/>(APC)</b> | <b>Actual County<br/>Contribution</b> | <b>Percentage of<br/>APC<br/>Contributed</b> | <b>Net Pension<br/>Obligation<br/>(Asset)</b> |
| January 1, 2010  | \$ 706,756                               | N/A                                   | N/A  | \$ (121,257)                                  |
| January 1, 2009  | 666,790                                  | \$ 560,000                            | 84%  | (228,047)                                     |
| January 1, 2008  | 550,394                                  | 558,131                               | 101%   | (220,310)                                     |
| January 1, 2007  | 500,773                                  | 560,000                               | 112%   | (161,083)                                     |
| January 1, 2006  | 505,012                                  | 529,110                               | 105%   | (136,985)                                     |
| January 1, 2005  | 474,890                                  | 510,332                               | 107%   | (101,543)                                     |

As of the most recent valuation date, January 1, 2010, the funded status of the Plan was as follows:

| <b>Fiscal Year Ending</b> | <b>Actuarial<br/>Value of<br/>Assets</b> | <b>Actuarial<br/>Accrued<br/>Liability</b> | <b>Unfunded Actuarial<br/>Accrued Liability</b> | <b>Funded<br/>Ratio</b> | <b>Annual<br/>Covered<br/>Payroll</b> | <b>Unfunded Actuarial Accrued<br/>Liability as a Percentage of<br/>Covered Payroll</b> |
|---------------------------|--|--|---|-------------------------|---------------------------------------|--|
| December 31, 2009         | \$ 6,517,582 *                           | \$ 8,567,197                               | \$ 2,049,615                                    | 76.1%                   | \$ 5,339,738                          | 38.4%  |

\* Reflects change to asset smoothing adopted by the ACCG Pension Plan and Trust Board of Trustees.

The required schedule of funding progress immediately following the notes to the financial statements presents multi-year trend information about whether the actuarial value of plan net assets is increasing or decreasing over time relative to the actuarial liability. Actuarial valuations involve estimates of the value of reported amounts and assumptions about the probability of events far into the future, and actuarially determined amounts are subject to continual revision as results are compared to past expectations and new estimates are made about the future. Actuarial calculations reflect long-term perspective. Calculations are based on the substantive plan in effect as of January 1, 2010.

**(11) Risk Management**

The County is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which, except as described in the following paragraph, the County carries commercial insurance in amounts deemed prudent by County management.

The County participates in the Georgia Interlocal Risk Management Agency Property and Liability Insurance Fund and the Association of County Commissioners of Georgia Group Self-Insurance Workers' Compensation Fund, public entity risk pools currently operating as common risk management and insurance programs for member local governments.

## **(11) Risk Management (Continued)**

As part of these risk pools, the County is obligated to pay all contributions and assessments as prescribed by the pools, to cooperate with the pools' agents and attorneys, to follow loss reduction procedures established by the funds, and to report as promptly as possible, and in accordance with any coverage descriptions issued, all incidents which could result in the funds being required to pay any claim of loss. The County is also to allow the pools' agents and attorneys to represent the County in investigation, settlement discussions and all levels of litigation arising out of any claim made against the County within the scope of loss protection furnished by the funds.

The funds are to defend and protect the members of the funds against liability or loss as prescribed in the member government contract and in accordance with the Workers' Compensation law of Georgia. The funds are to pay all costs taxed against members in any legal proceeding defended by the members, all interest accruing after entry of judgment and all expenses incurred for investigation, negotiation or defense.

There have been no significant reductions of insurance coverage from coverage in the prior year, and settlement amounts have not exceeded insurance coverage for the current year or three prior years.

## **(12) Contingencies and Commitments**

### *Grant Contingencies*

The County has received federal and state grants for specific purposes that are subject to review and audit by the grantor agencies or their representatives. Such audits could lead to disallowance of certain expenditures previously reimbursed by those agencies. Based upon prior experience, County management believes such disallowances, if any, will not be significant.

### *Litigation*

The County is involved in several pending lawsuits. Liability, if any, which might result from these proceedings, would not, in the opinion of management and legal counsel, have a material adverse effect on the financial position of the County.

## **(13) Subsequent Events**

In preparing these financial statements, the County has evaluated events and transactions for potential recognition or disclosure through March 23, 2011, the date the financial statements were available to be issued.

A special purpose sales tax referendum was approved by the voters on March 15, 2011. Beginning on October 1, 2011, the County and City of Eatonton will begin receiving proceeds from the special purpose sales tax which will be collected for a period of five years or until \$22,500,000 has been collected. Collections will be divided between the County and City of Eatonton as specified in the intergovernmental agreement and will be used to finance specified capital outlay projects.

**REQUIRED SUPPLEMENTARY INFORMATION**

**PUTNAM COUNTY, GEORGIA  
REQUIRED SUPPLEMENTARY INFORMATION  
SCHEDULE OF FUNDING PROGRESS**

| <u>Fiscal Year Ending</u> | <u>Actuarial Value<br/>of Assets</u> | <u>Actuarial<br/>Accrued Liability</u> | <u>Unfunded<br/>Actuarial Accrued<br/>Liability</u> | <u>Funded<br/>Ratio</u> | <u>Annual Covered<br/>Payroll</u> | <u>Unfunded Actuarial<br/>Accrued Liability as a<br/>Percentage of Covered<br/>Payroll</u> |
|---------------------------|--------------------------------------|--|---|-------------------------|-----------------------------------|--|
| December 31, 2009         | \$ 6,517,582 *                       | \$ 8,567,197                           | \$ 2,049,615  | 76.1%                   | \$ 5,339,738                      | 38.4%  |
| December 31, 2008         | 5,912,305                            | 7,533,747                              | 1,621,442   | 78.5                    | 4,819,404                         | 33.6   |
| December 31, 2007         | 5,746,515                            | 6,663,640                              | 917,125   | 86.2                    | 4,653,360                         | 19.7   |
| December 31, 2006         | 5,037,081                            | 6,186,495                              | 1,149,414   | 81.4                    | 4,434,100                         | 25.9   |
| December 31, 2005         | 4,405,259                            | 5,863,043                              | 1,457,784   | 75.1                    | 4,270,757                         | 34.1   |
| December 31, 2004         | 3,804,244                            | 5,468,876                              | 1,644,632   | 69.6                    | 3,766,115                         | 44.2   |

\* Reflects change to asset smoothing adopted by the ACCG Pension Plan and Trust Board of Trustees.

**PUTNAM COUNTY, GEORGIA**

**NONMAJOR GOVERNMENTAL FUNDS**

**SPECIAL REVENUE FUNDS**

**County Jail Fund** - To account for the additional 10 percent penalty charged on all court fines imposed within Putnam County. Money collected by this fund is to be expended solely and exclusively for the constructing, operating and staffing of Putnam County jails.

**Law Library Fund** - To account for the purchase of County Law Library materials, from revenue generated for that purpose, based on a portion of court fines and forfeitures.

**Juvenile Services Fund** - To account for proceeds of state mandated supervision fees, which may be expended by the Juvenile Court for community based services for juveniles, under the court's supervision.

**Juvenile Prosecutor's Fund** - Administered by Putnam County for the Ocmulgee Judicial Circuit, to account for the receipt and disbursement of funds used for office operations.

**Drug Education Fund** - To account for proceeds from a state mandated addendum to fines, which may be expended for drug and alcohol abuse treatment and education programs.

**Drug Confiscation Fund** - To account for the net proceeds of property deemed by the courts to be forfeited, in cases related to illegal drug activity. Expenditures are legally restricted to purchases of law enforcement materials and equipment.

**Federal Forfeiture Fund** - To account for revenues which are derived from assets forfeited under federal law. Expenditures are restricted to permissible law enforcement purposes.

**Victim and Witness Assistance Fund** - To account for proceeds from a state mandated addendum to fines, which may be expended for health and welfare services for crime victims and witnesses.

**Emergency 911 Fund** - To account for revenues collected from telephone system subscribers, which are used to operate and maintain a countywide emergency response telephone system.

**Hotel/Motel Tax Fund** - To account for taxes collected on overnight lodging rentals. In accordance with Georgia law, a portion of these revenues are used to promote tourism.

**PUTNAM COUNTY, GEORGIA  
NONMAJOR SPECIAL REVENUE FUNDS  
COMBINING BALANCE SHEET  
SEPTEMBER 30, 2010**

|  | <u>County Jail<br/>Fund</u> | <u>Law<br/>Library<br/>Fund</u> | <u>Juvenile<br/>Services<br/>Fund</u> | <u>Juvenile<br/>Prosecutors<br/>Fund</u> | <u>Drug<br/>Education<br/>Fund</u> | <u>Drug<br/>Confiscation<br/>Fund</u> | <u>Federal<br/>Forfeiture<br/>Fund</u> | <u>Victim and<br/>Witness<br/>Assistance<br/>Fund</u> | <u>Emergency<br/>911 Fund</u> | <u>Hotel/Motel<br/>Tax Fund</u> | <u>Total<br/>Nonmajor<br/>Special<br/>Revenue<br/>Funds</u> |
|--|-----------------------------|---------------------------------|---------------------------------------|--|------------------------------------|---------------------------------------|--|---|-------------------------------|---------------------------------|---|
| <b>Assets</b>                              |                             |                                 |                                       |  |                                    |                                       |  |   |                               |                                 |   |
| Cash and Cash Equivalents                  | \$ 53,534                   | \$ 16,230                       | \$ 2,321                              | \$ 32,503                                | \$ 27,883                          | \$ 75,165                             | \$ 222,533                             | \$ 43,417   | \$ 45,039                     | \$ 44,322                       | \$ 562,947  |
| Investments                                | 58,523                      | 68,562                          | 14,520                                | -  | 25,665                             | -                                     | -                                      | -   | 392,609                       | -                               | 559,879   |
| Accounts Receivable                        | 11,018                      | -                               | 40                                    | -  | 4,054                              | -                                     | -                                      | 11,966  | -                             | -                               | 27,078  |
| <b>Total Assets</b>                        | <u>\$ 123,075</u>           | <u>\$ 84,792</u>                | <u>\$ 16,881</u>                      | <u>\$ 32,503</u>                         | <u>\$ 57,602</u>                   | <u>\$ 75,165</u>                      | <u>\$ 222,533</u>                      | <u>\$ 55,383</u>                                      | <u>\$ 437,648</u>             | <u>\$ 44,322</u>                | <u>\$ 1,149,904</u>   |
| <b>Liabilities and Fund Balances</b>       |                             |                                 |                                       |  |                                    |                                       |  |   |                               |                                 |   |
| <b>Liabilities</b>                         |                             |                                 |                                       |  |                                    |                                       |  |   |                               |                                 |   |
| Accounts Payable                           | \$ -                        | \$ -                            | \$ -                                  | \$ -                                     | \$ 173                             | \$ -                                  | \$ -                                   | \$ -  | \$ -                          | \$ 15,952                       | \$ 16,125   |
| Due to Other Funds                         | 34,200                      | -                               | -                                     | -  | -                                  | -                                     | -                                      | -   | 21,087                        | 28,370                          | 83,657  |
| <b>Total Liabilities</b>                   | 34,200                      | -                               | -                                     | -  | 173                                | -                                     | -                                      | -   | 21,087                        | 44,322                          | 99,782  |
| <b>Fund Balance</b>                        |                             |                                 |                                       |  |                                    |                                       |  |   |                               |                                 |   |
| Unreserved                                 | 88,875                      | 84,792                          | 16,881                                | 32,503                                   | 57,429                             | 75,165                                | 222,533                                | 55,383  | 416,561                       | -                               | 1,050,122   |
| <b>Total Liabilities and Fund Balances</b> | <u>\$ 123,075</u>           | <u>\$ 84,792</u>                | <u>\$ 16,881</u>                      | <u>\$ 32,503</u>                         | <u>\$ 57,602</u>                   | <u>\$ 75,165</u>                      | <u>\$ 222,533</u>                      | <u>\$ 55,383</u>                                      | <u>\$ 437,648</u>             | <u>\$ 44,322</u>                | <u>\$ 1,149,904</u>   |

**PUTNAM COUNTY, GEORGIA**  
**NONMAJOR SPECIAL REVENUE FUNDS**  
**COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES**  
**FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|  | <u>County Jail Fund</u> | <u>Law Library Fund</u> | <u>Juvenile Services Fund</u> | <u>Juvenile Prosecutors Fund</u> | <u>Drug Education Fund</u> | <u>Drug Confiscation Fund</u> | <u>Federal Forfeiture Fund</u> | <u>Victim and Witness Assistance Fund</u> | <u>Emergency 911 Fund</u> | <u>Hotel/Motel Tax Fund</u> | <u>Total Nonmajor Special Revenue Funds</u> |
|--|-------------------------|-------------------------|-------------------------------|----------------------------------|----------------------------|-------------------------------|--------------------------------|---|---------------------------|-----------------------------|---|
| <b>Revenues</b>  |                         |                         |                               |                                  |                            |                               |                                |   |                           |                             |   |
| Taxes  | \$ -                    | \$ -                    | \$ -                          | \$ -                             | \$ -                       | \$ -                          | \$ -                           | \$ -                                      | \$ -                      | \$ 70,829                   | \$ 70,829                                   |
| Intergovernmental  | -                       | -                       | -                             | 103,775                          | -                          | -                             | -                              | 25,079                                    | -                         | -                           | 128,854                                     |
| Charges for Services   | -                       | -                       | -                             | -                                | -                          | -                             | -                              | -   | 274,159                   | -                           | 274,159                                     |
| Fines and Forfeitures  | 66,834                  | 15,729                  | 260                           | -                                | 19,981                     | 44,359                        | -                              | 28,282                                    | -                         | -                           | 175,445                                     |
| Interest   | 1,289                   | 925                     | 242                           | -                                | 524                        | -                             | -                              | 328                                       | 4,342                     | 33                          | 7,683                                       |
| <b>Total Revenue</b>   | <u>68,123</u>           | <u>16,654</u>           | <u>502</u>                    | <u>103,775</u>                   | <u>20,505</u>              | <u>44,359</u>                 | <u>-</u>                       | <u>53,689</u>                             | <u>278,501</u>            | <u>70,862</u>               | <u>656,970</u>                              |
| <b>Expenditures</b>  |                         |                         |                               |                                  |                            |                               |                                |   |                           |                             |   |
| Current  |                         |                         |                               |                                  |                            |                               |                                |   |                           |                             |   |
| Judicial   | -                       | 23,410                  | -                             | 101,715                          | -                          | -                             | -                              | -   | -                         | -                           | 125,125                                     |
| Public Safety  | -                       | -                       | -                             | -                                | 2,341                      | 15,425                        | 31,622                         | -   | 245,117                   | -                           | 294,505                                     |
| Housing and Development                                      | -                       | -                       | -                             | -                                | -                          | -                             | -                              | -   | -                         | 42,492                      | 42,492                                      |
| Health and Welfare   | -                       | -                       | -                             | -                                | -                          | -                             | -                              | 28,505                                    | -                         | -                           | 28,505                                      |
| Capital Outlay   | -                       | -                       | -                             | -                                | -                          | -                             | 14,900                         | -   | 14,713                    | -                           | 29,613                                      |
| <b>Total Expenditures</b>                                    | <u>-</u>                | <u>23,410</u>           | <u>-</u>                      | <u>101,715</u>                   | <u>2,341</u>               | <u>15,425</u>                 | <u>46,522</u>                  | <u>28,505</u>                             | <u>259,830</u>            | <u>42,492</u>               | <u>520,240</u>                              |
| Excess (Deficiency) of Revenues<br>Over (Under) Expenditures | 68,123                  | (6,756)                 | 502                           | 2,060                            | 18,164                     | 28,934                        | (46,522)                       | 25,184                                    | 18,671                    | 28,370                      | 136,730                                     |
| <b>Other Financing Sources (Uses)</b>                        |                         |                         |                               |                                  |                            |                               |                                |   |                           |                             |   |
| Transfer Out   | (68,400)                | -                       | -                             | -                                | -                          | -                             | -                              | -   | -                         | (28,370)                    | (96,770)                                    |
| <b>Net Change in Fund Balance</b>                            | <u>(277)</u>            | <u>(6,756)</u>          | <u>502</u>                    | <u>2,060</u>                     | <u>18,164</u>              | <u>28,934</u>                 | <u>(46,522)</u>                | <u>25,184</u>                             | <u>18,671</u>             | <u>-</u>                    | <u>39,960</u>                               |
| <b>Fund Balance, Beginning</b>                               | <u>89,152</u>           | <u>91,548</u>           | <u>16,379</u>                 | <u>30,443</u>                    | <u>39,265</u>              | <u>46,231</u>                 | <u>269,055</u>                 | <u>30,199</u>                             | <u>397,890</u>            | <u>-</u>                    | <u>1,010,162</u>                            |
| <b>Fund Balance, Ending</b>                                  | <u>\$ 88,875</u>        | <u>\$ 84,792</u>        | <u>\$ 16,881</u>              | <u>\$ 32,503</u>                 | <u>\$ 57,429</u>           | <u>\$ 75,165</u>              | <u>\$ 222,533</u>              | <u>\$ 55,383</u>                          | <u>\$ 416,561</u>         | <u>\$ -</u>                 | <u>\$ 1,050,122</u>                         |

**PUTNAM COUNTY, GEORGIA  
COUNTY JAIL FUND  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|                                   | <u>Original<br/>Budget</u> | <u>Final<br/>Budget</u> | <u>Actual</u>    | <u>Over<br/>(Under)<br/>Budget</u> |
|-----------------------------------|----------------------------|-------------------------|------------------|------------------------------------|
| <b>Revenues</b>                   |                            |                         |                  |                                    |
| Fines and Forfeitures             |                            |                         |                  |                                    |
| Superior Court                    | \$ 7,500                   | \$ 7,500                | \$ 9,544         | \$ 2,044                           |
| State Court                       | 45,000                     | 45,000                  | 43,749           | (1,251)                            |
| Municipal Court                   | 15,000                     | 15,000                  | 13,541           | (1,459)                            |
| Interest                          | -                          | -                       | 1,289            | 1,289                              |
|                                   | <u>67,500</u>              | <u>67,500</u>           | <u>68,123</u>    | <u>623</u>                         |
| <b>Other Financing Uses</b>       |                            |                         |                  |                                    |
| Transfers Out                     | <u>(68,400)</u>            | <u>(68,400)</u>         | <u>(68,400)</u>  | <u>-</u>                           |
| <b>Net Change in Fund Balance</b> | <u>\$ (900)</u>            | <u>\$ (900)</u>         | (277)            | <u>\$ 623</u>                      |
| <b>Fund Balance, Beginning</b>    |                            |                         | <u>89,152</u>    |                                    |
| <b>Fund Balance, Ending</b>       |                            |                         | <u>\$ 88,875</u> |                                    |

**PUTNAM COUNTY, GEORGIA  
LAW LIBRARY FUND  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|                                   | <u>Original<br/>Budget</u> | <u>Final<br/>Budget</u>   | <u>Actual</u>           | <u>Over<br/>(Under)<br/>Budget</u> |
|-----------------------------------|----------------------------|---------------------------|-------------------------|------------------------------------|
| <b>Revenues</b>                   |                            |                           |                         |                                    |
| Fines and Forfeitures             |                            |                           |                         |                                    |
| Probate Court                     | \$ 650                     | \$ 650                    | \$ 520                  | \$ (130)                           |
| State Court                       | 4,655                      | 4,655                     | 7,630                   | 2,975                              |
| Superior Court                    | 3,185                      | 3,185                     | 3,194                   | 9                                  |
| Juvenile Court                    | 50                         | 50                        | -                       | (50)                               |
| Magistrate Court                  | 5,460                      | 5,460                     | 4,385                   | (1,075)                            |
| Interest                          | <u>3,000</u>               | <u>3,000</u>              | <u>925</u>              | <u>(2,075)</u>                     |
|                                   | <u>17,000</u>              | <u>17,000</u>             | <u>16,654</u>           | <u>(346)</u>                       |
| <b>Expenditures</b>               |                            |                           |                         |                                    |
| Current                           |                            |                           |                         |                                    |
| Judicial                          | <u>27,000</u>              | <u>27,000</u>             | <u>23,410</u>           | <u>(3,590)</u>                     |
| <b>Net Change in Fund Balance</b> | <u><u>\$ (10,000)</u></u>  | <u><u>\$ (10,000)</u></u> | (6,756)                 | <u><u>\$ 3,244</u></u>             |
| <b>Fund Balance, Beginning</b>    |                            |                           | <u>91,548</u>           |                                    |
| <b>Fund Balance, Ending</b>       |                            |                           | <u><u>\$ 84,792</u></u> |                                    |

**PUTNAM COUNTY, GEORGIA  
 JUVENILE SERVICES FUND  
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
 BUDGET AND ACTUAL  
 FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|                                   | <b>Original<br/>Budget</b> | <b>Final<br/>Budget</b> | <b>Actual</b>    | <b>Over<br/>(Under)<br/>Budget</b> |
|-----------------------------------|----------------------------|-------------------------|------------------|------------------------------------|
| <b>Revenues</b>                   |                            |                         |                  |                                    |
| Fines and Forfeitures             | \$ 510                     | \$ 510                  | \$ 260           | \$ (250)                           |
| Interest                          | -                          | -                       | 242              | 242                                |
|                                   | 510                        | 510                     | 502              | (8)                                |
| <b>Expenditures</b>               |                            |                         |                  |                                    |
| Current                           |                            |                         |                  |                                    |
| Health and Welfare                | -                          | -                       | -                | -                                  |
|                                   | -                          | -                       | -                | -                                  |
| <b>Net Change in Fund Balance</b> | <b>\$ 510</b>              | <b>\$ 510</b>           | 502              | <b>\$ (8)</b>                      |
| <b>Fund Balance, Beginning</b>    |                            |                         | 16,379           |                                    |
| <b>Fund Balance, Ending</b>       |                            |                         | <b>\$ 16,881</b> |                                    |

**PUTNAM COUNTY, GEORGIA  
 JUVENILE PROSECUTORS FUND  
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
 BUDGET AND ACTUAL  
 FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|                                   | <b>Original<br/>Budget</b> | <b>Final<br/>Budget</b> | <b>Actual</b>    | <b>Over<br/>(Under)<br/>Budget</b> |
|-----------------------------------|----------------------------|-------------------------|------------------|------------------------------------|
| <b>Revenues</b>                   |                            |                         |                  |                                    |
| Intergovernmental                 | \$ 150,044                 | \$ 150,044              | \$ 103,775       | \$ (46,269)                        |
| <b>Expenditures</b>               |                            |                         |                  |                                    |
| Current                           |                            |                         |                  |                                    |
| Judicial                          | 139,405                    | 139,405                 | 101,715          | (37,690)                           |
| <b>Net Change in Fund Balance</b> | <b>\$ 10,639</b>           | <b>\$ 10,639</b>        | 2,060            | <b>\$ (8,579)</b>                  |
| <b>Fund Balance, Beginning</b>    |                            |                         | 30,443           |                                    |
| <b>Fund Balance, Ending</b>       |                            |                         | <b>\$ 32,503</b> |                                    |

**PUTNAM COUNTY, GEORGIA  
 DRUG EDUCATION FUND  
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
 BUDGET AND ACTUAL  
 FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|                                   | <u>Original<br/>Budget</u> | <u>Final<br/>Budget</u> | <u>Actual</u>    | <u>Over<br/>(Under)<br/>Budget</u> |
|-----------------------------------|----------------------------|-------------------------|------------------|------------------------------------|
| <b>Revenues</b>                   |                            |                         |                  |                                    |
| Fines and Forfeitures             |                            |                         |                  |                                    |
| Superior Court                    | \$ 10,000                  | \$ 10,000               | \$ 11,044        | \$ 1,044                           |
| State Court                       | 5,700                      | 5,700                   | 5,755            | 55                                 |
| Municipal Court                   | 2,750                      | 2,750                   | 3,182            | 432                                |
| Interest                          | <u>510</u>                 | <u>510</u>              | <u>524</u>       | <u>14</u>                          |
|                                   | <u>18,960</u>              | <u>18,960</u>           | <u>20,505</u>    | <u>1,545</u>                       |
| <b>Expenditures</b>               |                            |                         |                  |                                    |
| Current                           |                            |                         |                  |                                    |
| Public Safety                     | <u>4,325</u>               | <u>4,325</u>            | <u>2,341</u>     | <u>(1,984)</u>                     |
| <b>Net Change in Fund Balance</b> | <u>\$ 14,635</u>           | <u>\$ 14,635</u>        | 18,164           | <u>\$ 3,529</u>                    |
| <b>Fund Balance, Beginning</b>    |                            |                         | <u>39,265</u>    |                                    |
| <b>Fund Balance, Ending</b>       |                            |                         | <u>\$ 57,429</u> |                                    |

**PUTNAM COUNTY, GEORGIA  
 DRUG CONFISCATION FUND  
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
 BUDGET AND ACTUAL  
 FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|                                   | <u>Original<br/>Budget</u> | <u>Final<br/>Budget</u> | <u>Actual</u>    | <u>Over<br/>(Under)<br/>Budget</u> |
|-----------------------------------|----------------------------|-------------------------|------------------|------------------------------------|
| <b>Revenues</b>                   |                            |                         |                  |                                    |
| Fines and Forfeitures             | \$ -                       | \$ 45,001               | \$ 44,359        | \$ (642)                           |
| <b>Expenditures</b>               |                            |                         |                  |                                    |
| <b>Current</b>                    |                            |                         |                  |                                    |
| Public Safety                     | <u>-</u>                   | <u>16,000</u>           | <u>15,425</u>    | <u>(575)</u>                       |
| <b>Net Change in Fund Balance</b> | <u>\$ -</u>                | <u>\$ 29,001</u>        | 28,934           | <u>\$ (67)</u>                     |
| <b>Fund Balance, Beginning</b>    |                            |                         | <u>46,231</u>    |                                    |
| <b>Fund Balance, Ending</b>       |                            |                         | <u>\$ 75,165</u> |                                    |

**PUTNAM COUNTY, GEORGIA  
 FEDERAL FORFEITURE FUND  
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
 BUDGET AND ACTUAL  
 FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|                                   | <b>Original<br/>Budget</b> | <b>Final<br/>Budget</b> | <b>Actual</b>     | <b>Over<br/>(Under)<br/>Budget</b> |
|-----------------------------------|----------------------------|-------------------------|-------------------|------------------------------------|
| <b>Revenues</b>                   | \$ -                       | \$ -                    | \$ -              | \$ -                               |
| <b>Expenditures</b>               |                            |                         |                   |                                    |
| Current                           |                            |                         |                   |                                    |
| Public Safety                     | -                          | -                       | 31,622            | 31,622                             |
| Capital Outlay                    | 47,500                     | 47,500                  | 14,900            | (32,600)                           |
|                                   | 47,500                     | 47,500                  | 46,522            | (978)                              |
| <b>Net Change in Fund Balance</b> | <b>\$ (47,500)</b>         | <b>\$ (47,500)</b>      | <b>(46,522)</b>   | <b>\$ 978</b>                      |
| <b>Fund Balance, Beginning</b>    |                            |                         | 269,055           |                                    |
| <b>Fund Balance, Ending</b>       |                            |                         | <b>\$ 222,533</b> |                                    |

**PUTNAM COUNTY, GEORGIA  
VICTIM AND WITNESS ASSISTANCE FUND  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|                                   | <u>Original<br/>Budget</u> | <u>Final<br/>Budget</u> | <u>Actual</u>           | <u>Over<br/>(Under)<br/>Budget</u> |
|-----------------------------------|----------------------------|-------------------------|-------------------------|------------------------------------|
| <b>Revenues</b>                   |                            |                         |                         |                                    |
| Intergovernmental                 | \$ 30,950                  | \$ 30,950               | \$ 25,079               | \$ (5,871)                         |
| Fines and Forfeitures             | 27,420                     | 27,420                  | 28,282                  | 862                                |
| Interest                          | 330                        | 330                     | 328                     | (2)                                |
|                                   | <u>58,700</u>              | <u>58,700</u>           | <u>53,689</u>           | <u>(5,011)</u>                     |
| <b>Expenditures</b>               |                            |                         |                         |                                    |
| Current                           |                            |                         |                         |                                    |
| Health and Welfare                | <u>29,313</u>              | <u>29,313</u>           | <u>28,505</u>           | <u>(808)</u>                       |
| <b>Net Change in Fund Balance</b> | <u><u>\$ 29,387</u></u>    | <u><u>\$ 29,387</u></u> | 25,184                  | <u><u>\$ (4,203)</u></u>           |
| <b>Fund Balance, Beginning</b>    |                            |                         | <u>30,199</u>           |                                    |
| <b>Fund Balance, Ending</b>       |                            |                         | <u><u>\$ 55,383</u></u> |                                    |

**PUTNAM COUNTY, GEORGIA  
EMERGENCY 911 FUND  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES -  
BUDGET AND ACTUAL  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|                                   | <u>Original<br/>Budget</u> | <u>Final<br/>Budget</u> | <u>Actual</u>     | <u>Over<br/>(Under)<br/>Budget</u> |
|-----------------------------------|----------------------------|-------------------------|-------------------|------------------------------------|
| <b>Revenues</b>                   |                            |                         |                   |                                    |
| Charges for Services              | \$ 305,667                 | \$ 305,667              | \$ 274,159        | \$ (31,508)                        |
| Investment Earnings               | <u>9,000</u>               | <u>9,000</u>            | <u>4,342</u>      | <u>(4,658)</u>                     |
|                                   | <u>314,667</u>             | <u>314,667</u>          | <u>278,501</u>    | <u>(36,166)</u>                    |
| <b>Expenditures</b>               |                            |                         |                   |                                    |
| Current                           |                            |                         |                   |                                    |
| Public Safety                     | 299,667                    | 299,667                 | 245,117           | (54,550)                           |
| Capital Outlay                    | <u>15,000</u>              | <u>15,000</u>           | <u>14,713</u>     | <u>(287)</u>                       |
|                                   | <u>314,667</u>             | <u>314,667</u>          | <u>259,830</u>    | <u>(54,837)</u>                    |
| <b>Net Change in Fund Balance</b> | <u>\$ -</u>                | <u>\$ -</u>             | 18,671            | <u>\$ 18,671</u>                   |
| <b>Fund Balance, Beginning</b>    |                            |                         | <u>397,890</u>    |                                    |
| <b>Fund Balance, Ending</b>       |                            |                         | <u>\$ 416,561</u> |                                    |

**PUTNAM COUNTY, GEORGIA  
HOTEL/MOTEL TAX FUND  
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
BUDGET AND ACTUAL  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|  | <u>Original<br/>Budget</u> | <u>Final<br/>Budget</u> | <u>Actual</u>      | <u>Over<br/>(Under)<br/>Budget</u> |
|--|----------------------------|-------------------------|--------------------|------------------------------------|
| <b>Revenues</b>  |                            |                         |                    |                                    |
| Taxes  | \$ 71,000                  | \$ 71,000               | \$ 70,829          | \$ (171)                           |
| Interest   | 35                         | 35                      | 33                 | (2)                                |
|  | <u>71,035</u>              | <u>71,035</u>           | <u>70,862</u>      | <u>(173)</u>                       |
| <b>Expenditures</b>  |                            |                         |                    |                                    |
| Current  |                            |                         |                    |                                    |
| Economic Development   | <u>42,600</u>              | <u>42,600</u>           | <u>42,492</u>      | <u>(108)</u>                       |
| Excess (Deficiency) of Revenues<br>Over (Under) Expenditures | 28,435                     | 28,435                  | 28,370             | (65)                               |
| <b>Other Financing Sources (Uses)</b>                        |                            |                         |                    |                                    |
| Transfers Out  | <u>(26,035)</u>            | <u>(26,035)</u>         | <u>(28,370)</u>    | <u>(2,335)</u>                     |
| <b>Net Change in Fund Balance</b>                            | <u><u>\$ 2,400</u></u>     | <u><u>\$ 2,400</u></u>  | -                  | <u><u>\$ (2,400)</u></u>           |
| <b>Fund Balance, Beginning</b>                               |                            |                         | <u>-</u>           |                                    |
| <b>Fund Balance, Ending</b>                                  |                            |                         | <u><u>\$ -</u></u> |                                    |

**PUTNAM COUNTY, GEORGIA  
NONMAJOR ENTERPRISE FUNDS**

**Uncle Remus Golf Course Fund** - To account for the operations of the County's public golf course.

**Oconee Springs Park Fund** - To account for the operations of the County's public recreation facility.

**PUTNAM COUNTY, GEORGIA  
NONMAJOR ENTERPRISE FUNDS  
COMBINING STATEMENT OF NET ASSETS  
SEPTEMBER 30, 2010**

|  | <b>Uncle Remus<br/>Golf Course<br/>Fund</b> | <b>Oconee<br/>Springs Park<br/>Fund</b> | <b>Total<br/>Nonmajor<br/>Enterprise<br/>Funds</b> |
|--|---|---|--|
| <b>Assets</b>                                |   |   |  |
| <b>Current Assets</b>                        |   |   |  |
| Cash and Cash Equivalents                    | \$ 24,340                                   | \$ 7,264                                | \$ 31,604  |
| Investments                                  | -   | 118,133                                 | 118,133  |
| Inventory                                    | 2,527                                       | 14,988                                  | 17,515   |
| Total Current Assets                         | 26,867                                      | 140,385                                 | 167,252  |
| <b>Capital Assets</b>                        |   |   |  |
| Depreciable, Net of Accumulated Depreciation | 73,487                                      | 105,656                                 | 179,143  |
| Total Assets                                 | \$ 100,354                                  | \$ 246,041                              | \$ 346,395   |
| <b>Liabilities</b>                           |   |   |  |
| <b>Current Liabilities</b>                   |   |   |  |
| Due to Other Funds                           | \$ 46,876                                   | \$ 7,340                                | \$ 54,216  |
| Other Liabilities                            | 748   | 3,535                                   | 4,283  |
| Total Current Liabilities                    | 47,624                                      | 10,875                                  | 58,499   |
| <b>Noncurrent Liabilities</b>                |   |   |  |
| Compensated Absences                         | -   | 4,476                                   | 4,476  |
| Total Liabilities                            | 47,624                                      | 15,351                                  | 62,975   |
| <b>Net Assets</b>                            |   |   |  |
| Invested in Capital Assets                   | 73,487                                      | 105,656                                 | 179,143  |
| Unrestricted                                 | (20,757)                                    | 125,034                                 | 104,277  |
| Total Net Assets                             | \$ 52,730                                   | \$ 230,690                              | \$ 283,420   |

**PUTNAM COUNTY, GEORGIA  
NONMAJOR ENTERPRISE FUNDS  
COMBINING STATEMENT OF REVENUES, EXPENSES AND  
CHANGES IN FUND NET ASSETS  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|  | <b>Uncle Remus<br/>Golf Course<br/>Fund</b> | <b>Oconee<br/>Springs Park<br/>Fund</b> | <b>Total<br/>Nonmajor<br/>Enterprise<br/>Funds</b> |
|--|---|---|--|
| <b>Operating Revenues</b>                        |   |   |  |
| Charges for Services                             | \$ 103,335                                  | \$ 242,843                              | \$ 346,178   |
| Other  | 166   | 821                                     | 987  |
| Total Operating Revenues                         | <u>103,501</u>                              | <u>243,664</u>                          | <u>347,165</u>                                     |
| <b>Operating Expenses</b>                        |   |   |  |
| Personnel Services and Employee Benefits         | 81,365                                      | 37,320                                  | 118,685  |
| Purchased/Contracted Services                    | 8,161                                       | 23,907                                  | 32,068   |
| Supplies   | 36,914                                      | 163,432                                 | 200,346  |
| Depreciation                                     | <u>18,000</u>                               | <u>10,500</u>                           | <u>28,500</u>                                      |
| Total Operating Expenses                         | <u>144,440</u>                              | <u>235,159</u>                          | <u>379,599</u>                                     |
| Operating Income (Loss)                          | (40,939)                                    | 8,505                                   | (32,434)   |
| <b>Nonoperating Revenues</b>                     |   |   |  |
| Interest   | <u>37</u>                                   | <u>1,646</u>                            | <u>1,683</u>                                       |
| Income (Loss) Before Transfers and Contributions | (40,902)                                    | 10,151                                  | (30,751)   |
| <b>Transfers In</b>                              | 36,578                                      | -                                       | 36,578   |
| <b>Capital Contributions</b>                     | <u>41,175</u>                               | <u>-</u>                                | <u>41,175</u>                                      |
| <b>Change in Net Assets</b>                      | 36,851                                      | 10,151                                  | 47,002   |
| <b>Net Assets, Beginning</b>                     | <u>15,879</u>                               | <u>220,539</u>                          | <u>236,418</u>                                     |
| <b>Net Assets, Ending</b>                        | <u><u>\$ 52,730</u></u>                     | <u><u>\$ 230,690</u></u>                | <u><u>\$ 283,420</u></u>                           |

**PUTNAM COUNTY, GEORGIA  
NONMAJOR ENTERPRISE FUNDS  
COMBINING STATEMENT OF CASH FLOWS  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

|  | <u>Uncle Remus<br/>Golf Course<br/>Fund</u> | <u>Oconee<br/>Springs<br/>Park Fund</u> | <u>Total Nonmajor<br/>Enterprise Funds</u> |
|--|---|---|--|
| <b>Cash Flows from Operating Activities</b>  |   |   |  |
| Cash Received from Customers   | \$ 103,501                                  | \$ 243,664                              | \$ 347,165                                 |
| Cash Payments for Personnel Services   | (85,469)                                    | (36,272)                                | (121,741)                                  |
| Cash Payments for Goods and Services   | (44,864)                                    | (195,453)                               | (240,317)                                  |
|  | <u>(26,832)</u>                             | <u>11,939</u>                           | <u>(14,893)</u>                            |
| <b>Cash Flows from Noncapital Financing Activities</b>   |   |   |  |
| Transfers In   | <u>36,578</u>                               | <u>-</u>                                | <u>36,578</u>                              |
| <b>Cash Flows from Capital and Related Financing Activities</b>  |   |   |  |
| Purchase of Property and Equipment   | <u>-</u>                                    | <u>(22,698)</u>                         | <u>(22,698)</u>                            |
| <b>Cash Flows from Investing Activities</b>  |   |   |  |
| Purchase of Investments, Net   | -   | (41,580)                                | (41,580)                                   |
| Interest Received  | <u>37</u>                                   | <u>1,646</u>                            | <u>1,683</u>                               |
|  | <u>37</u>                                   | <u>(39,934)</u>                         | <u>(39,897)</u>                            |
| Net Increase (Decrease) in Cash and Cash Equivalents   | 9,783                                       | (50,693)                                | (40,910)                                   |
| <b>Cash and Cash Equivalents, Beginning</b>  | <u>14,557</u>                               | <u>57,957</u>                           | <u>72,514</u>                              |
| <b>Cash and Cash Equivalents, Ending</b>   | <u>\$ 24,340</u>                            | <u>\$ 7,264</u>                         | <u>\$ 31,604</u>                           |
| <b>Reconciliation of Operating Income (Loss) to Net Cash<br/>Provided (Used) by Operating Activities</b> |   |   |  |
| Operating Income (Loss)  | \$ (40,939)                                 | \$ 8,505                                | \$ (32,434)                                |
| Adjustments  |   |   |  |
| Depreciation   | 18,000                                      | 10,500                                  | 28,500                                     |
| (Increase) Decrease in Assets  |   |   |  |
| Inventory  | 967   | 1,529                                   | 2,496                                      |
| Increase (Decrease) in Liabilities   |   |   |  |
| Due to Other Funds   | (1,503)                                     | (13,177)                                | (14,680)                                   |
| Other  | 748   | 3,534                                   | 4,282                                      |
| Compensated Absences Payable   | (4,105)                                     | 1,048                                   | (3,057)                                    |
| <b>Net Cash Provided (Used) by Operating Activities</b>  | <u>\$ (26,832)</u>                          | <u>\$ 11,939</u>                        | <u>\$ (14,893)</u>                         |
| <b>Noncash Investing, Capital and<br/>Financing Activities</b>   |   |   |  |
| Capital Assets Transferred from Other Funds  | <u>\$ 41,175</u>                            | <u>\$ -</u>                             | <u>\$ 41,175</u>                           |

**PUTNAM COUNTY, GEORGIA  
AGENCY FUNDS**

**Tax Commissioner** - To account for the collection and payment to Putnam County and other taxing unites of the property taxes levied, billed and collected by the tax commissioner on behalf of Putnam County and other taxing units.

**Sheriff** - To account for all monies received by the Sheriff's Department on behalf of individuals, private organizations, other governmental units and other funds.

**Clerk of Superior Court** - To account for all monies received by the Clerk of Superior Court on behalf of individuals, private organizations, other governmental units and other funds.

**State Court** - To account for all monies received by the State Court on behalf of individuals, private organizations, other governmental units and other funds.

**Juvenile Court** - To account for all monies received by the Juvenile Court on behalf of individuals, private organizations, other governmental units and other funds.

**Magistrate Court** - To account for all monies received by the Magistrate Court on behalf of individuals, private organizations, other governmental units and other funds.

**Probate Court** - To account for all monies received by the Probate Court on behalf of individuals, private organizations, other governmental units and other funds.

**PUTNAM COUNTY, GEORGIA  
COMBINING BALANCE SHEET  
AGENCY FUNDS  
SEPTEMBER 30, 2010**

|                            | <u>Tax<br/>Commissioner</u> | <u>Sheriff</u>   | <u>Clerk of<br/>Superior Court</u> | <u>State<br/>Court</u> | <u>Juvenile<br/>Court</u> | <u>Magistrate<br/>Court</u> | <u>Probate<br/>Court</u> | <u>Total</u>      |
|----------------------------|-----------------------------|------------------|------------------------------------|------------------------|---------------------------|-----------------------------|--------------------------|-------------------|
| <b>Assets</b>              |                             |                  |                                    |                        |                           |                             |                          |                   |
| Cash and Cash Equivalents  | \$ (53,713)                 | \$ 15,502        | \$ 138,865                         | \$ 16,813              | \$ 1,257                  | \$ 1,832                    | \$ 545                   | \$ 121,101        |
| Due from Other Governments | 195,410                     | -                | -                                  | -                      | -                         | -                           | -                        | 195,410           |
|                            | <u>\$ 141,697</u>           | <u>\$ 15,502</u> | <u>\$ 138,865</u>                  | <u>\$ 16,813</u>       | <u>\$ 1,257</u>           | <u>\$ 1,832</u>             | <u>\$ 545</u>            | <u>\$ 316,511</u> |
| <b>Liabilities</b>         |                             |                  |                                    |                        |                           |                             |                          |                   |
| Due to Other Governments   | \$ 105,697                  | \$ -             | \$ -                               | \$ -                   | \$ -                      | \$ -                        | \$ -                     | \$ 105,697        |
| Due to Others              | 36,000                      | 15,502           | 138,865                            | 16,813                 | 1,257                     | 1,832                       | 545                      | 210,814           |
|                            | <u>\$ 141,697</u>           | <u>\$ 15,502</u> | <u>\$ 138,865</u>                  | <u>\$ 16,813</u>       | <u>\$ 1,257</u>           | <u>\$ 1,832</u>             | <u>\$ 545</u>            | <u>\$ 316,511</u> |

**PUTNAM COUNTY, GEORGIA  
SCHEDULE OF EXPENDITURES OF  
SPECIAL PURPOSE LOCAL OPTION SALES TAX PROCEEDS - 2006 ISSUE  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

| <u>Project</u>                                 | <u>Original<br/>Estimated Cost</u> | <u>Expenditures</u>    |                         | <u>Total</u>      |
|--|------------------------------------|------------------------|-------------------------|-------------------|
|  |                                    | <u>Prior<br/>Years</u> | <u>Current<br/>Year</u> |                   |
| Road Projects                                  | \$ 4,582,000                       | \$ 3,889,665           | \$ 402,102              | \$ 4,291,767      |
| Administrative Building/Courthouse             | 900,000                            | 100,023                | 774,874                 | 874,897           |
| Public Safety                                  |                                    |                        |                         |                   |
| Sheriff and Jail Operations                    | 300,000                            | 186,042                | 107,482                 | 293,524           |
| Fire Fighting Operations                       | 450,000                            | 477,490                | -                       | 477,490           |
| Ambulance and Rescue Operations                | 415,000                            | 129,270                | -                       | 129,270           |
| Hospital Projects                              | 3,500,000                          | 2,333,332              | 1,166,668               | 3,500,000         |
| Cultural and Recreational Projects             | 720,000                            | 650,879                | 41,175                  | 692,054           |
| Water and Sewer Projects                       | 3,000,000                          | 3,000,000              | -                       | 3,000,000         |
| Intergovernmental Agreement - City of Eatonton | 2,583,000                          | 2,588,713              | -                       | 2,588,713         |
| <br>Total                                      | <br>\$ 16,450,000                  | <br>\$ 13,355,414      | <br>\$ 2,492,301        | <br>\$ 15,847,715 |

## **COMPLIANCE SECTION**

McNAIR, McLEMORE, MIDDLEBROOKS & Co., LLC

CERTIFIED PUBLIC ACCOUNTANTS

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March 23, 2011

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Board of Commissioners  
Putnam County, Georgia  
Eatonton, Georgia

We have audited the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund and the aggregate remaining fund information of Putnam County, Georgia as of and for the nine-month period ended September 30, 2010, which collectively comprise Putnam County, Georgia's basic financial statements, and have issued our report thereon dated March 23, 2011. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered Putnam County, Georgia's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Putnam County, Georgia's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Putnam County, Georgia's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses and, therefore, there can be no assurance that all deficiencies, significant deficiencies or material weaknesses have been identified. However, as described in the accompanying schedule of findings and responses, we identified a certain deficiency in internal control over financial reporting that we consider to be a material weakness.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. We considered the deficiency described in the accompanying schedule of findings and responses as item 2010-1 to be material weaknesses.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Putnam County, Georgia's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters that we reported to management of Putnam County, Georgia in a separate letter dated March 23, 2011.

Putnam County, Georgia's response to the finding identified in our audit is described in the accompanying schedule of findings and responses. We did not audit Putnam County, Georgia's response and, accordingly, we express no opinion on it.

This report is intended solely for the information and use of management, the board of commissioners of Putnam County, Georgia, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

*McNair, McLemore, Middlebrooks & Co., LLC*  
McNAIR, McLEMORE, MIDDLEBROOKS & CO., LLC

**PUTNAM COUNTY, GEORGIA  
SCHEDULE OF FINDINGS AND RESPONSES  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

**SECTION I  
SUMMARY OF AUDIT RESULTS**

**Financial Statements**

|   |   |
|---|---|
| Type of auditor's report issued   | Unqualified   |
| Internal control over financial reporting:                                    |   |
| Material weakness identified?   | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Significant deficiencies identified not considered to be material weaknesses? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Noncompliance material to financial statements noted?                         | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

**Federal Awards**

There was not an audit of major federal award programs as of September 30, 2010 due to the total amount expended being less than \$500,000.

**PUTNAM COUNTY, GEORGIA  
SCHEDULE OF FINDINGS AND RESPONSES  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

**SECTION II  
FINANCIAL STATEMENT FINDINGS AND RESPONSES**

**2010-1. Tax Commissioner Transactions**

**Criteria:** Agency funds are used to account for resources held by the County in a purely custodial capacity, which means that all funds held are owed to other governments, organizations or individuals. Due to the nature of these funds, it is important adequate records be maintained to account for receipts, disbursements and any residual funds that are held to be paid at a later date. Such records should be reconciled to the respective cash balances maintained.

**Condition:** The records of amounts payable to various parties were not being reconciled to the respective cash balances on a monthly basis.

**Context:** During 2010, the County administration hired an outside party to review and reconcile the transactions of the Tax Commissioner Agency Fund. Their work indicated an overpayment of approximately \$195,000 to another government entity which should have been remitted to the County's general fund.

**Effect:** By not reconciling the cash balances on hand to the supporting records on a monthly basis, differences could occur and go undetected by the elected officials.

**Cause:** The overpayment of funds to another government entity was caused by lack of proper reconciling of cash balances to amounts owed to various parties.

**Recommendation:** The tax commissioner should maintain adequate records including detailed listings to support the balances held in the agency fund. The monthly cash balances should be reconciled to these listings on a monthly basis.

**Views of Responsible Officials and Planned Corrective Action:**

We concur with the finding. We have developed a process to properly reconcile cash balances to amounts owed to various parties. An external accounting firm will review the tax commissioner's records periodically until it is determined that processes designed are operating effectively.

**PUTNAM COUNTY, GEORGIA  
SCHEDULE OF FINDINGS AND RESPONSES  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

**SECTION III  
FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS**

Not applicable.

**PUTNAM COUNTY, GEORGIA  
SCHEDULE OF PRIOR YEAR FINDINGS  
FOR THE PERIOD ENDED SEPTEMBER 30, 2010**

**TC-2009-1 Tax Commissioner**

Criteria: The utilization of a comprehensive (general ledger) accounting system: facilitates the completeness of financial accounting; integrates tax collections with cash and liabilities; facilitates the detection of errors; provides a means for determining that payouts to taxing agencies are accurate and complete; provides a format for oversight and analysis of financial activity; and streamlines auditing procedures.

Condition: Current accounting systems are fragmented. During 2009, as in previous years, the tax commissioner used the state required GRATIS system to account for collections of motor vehicle taxes, titles and penalties. A separate accounting system was used to account for collections of all other taxes on real and personal property, timber, mobile home permits and sales of heavy equipment. The use of separate accounting systems is unavoidable.

Auditee Response/Status: Unresolved. This is included in current finding 2010-1.

**CFA-2009-1 Financial Administration**

Criteria: With the exception of land and construction in process, capital assets should be maintained to an established standard or depreciated in a systematic and rational manner.

Condition: Current depreciation is not calculated. Although estimates of this expense are appropriately entered to enterprise fund financial statements, no actual calculation of this expense is provided for governmental or business-type activities.

Auditee Response/Status: Resolved. During 2010, County administration began using a software package to maintain capital asset records and to calculate depreciation expense.