

# Walton County Department Agenda Request

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Department Name: **Walton County Sheriff's Office**

Department Head/Representative: **Kim McCord**

Meeting Date Request: **07/07/2026**

Has this topic been discussed at past meetings? **No**

If so, When?

TOPIC: **Budget Amendment to Reallocate for Position Control and Grade Changes**

Wording For Agenda: **WCSO Position Control Changes and Reclassifications**

This Request: **Informational Purposes Only**      Needs Action by Commissioners\* **Yes**

\*What action are you seeking from the Commissioners? **Acceptance**

Department Comments/Recommendation:

Additional Documentation Attached? **Memo to County Manager and supporting documents**

Is review of this request or accompanying documentation by the County Attorney required? **No**

If so, has a copy of the documentation been forwarded to County Attorney?

Date forwarded to County Attorney:

Has the County Attorney review been completed?

If this request involves the expenditure of county funds, please answer the following:

Approved in current budget?

Budget information attached?

Comments:

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Purchasing Department Comments:

County Attorney Comments:

Chairman's Comments:



**SHERIFF KEITH BROOKS**  
**WALTON COUNTY SHERIFF'S OFFICE**  
 350 Georgia Avenue, Monroe, Georgia 30655  
 Office (770) 267-6557




To: John Ward, County Manager  
 From: Sheriff Keith Brooks  
 Re: Budget Amendment to make Position Changes, Reclassifications and Grade Changes  
 Date: June 23, 2026

Please see the attached documentation to support the following changes to create new positions by reallocating and reclassifying the following funds effective with the FY27 budget:

- Reallocate: x2 TEMP Records Techs in Admin - 3310 \$ 55,377.75
- Reallocate: x2 Communications Officers at E911 - 3800 \$152,360.98
  
- Reclassify: x1 Lieutenant in Uniform Patrol - 3322 \$114,599.51
- Reclassify: x1 Major in Court Services – 3340 \$159,289.59
  
- \$481,627.83**
  
- Fund: x2 Senior Deputy Sheriffs in Uniform Patrol - 3322 \$182,610.60
- Fund: x1 Captain in Youth Inv. - 3324 \$132,578.82
- Fund: x1 Lieutenant Colonel in Admin - 3310 \$162,319.79
  
- \$477,509.21**

Grade Changes:

- Lt. Colonel: Grade 24 (New)
- Colonel: Grade 25 (was Grade 24)
- Chief Deputy: Grade 26 (was Grade 25)

  
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Sheriff Keith Brooks

## Loaded Labor Rate - 2184 Annual Working Hours

### **REALLOCATE**

Department Name and Department: 3310 WCSO Admin

Job Title: TEMP Records Technician

Pay Grade: N/A , Step: N/A

Description	Cost
Salary - (CS) \$20.19 hourly (TERT-6)	\$26,247.00
FICA	1,627.31
MEDICARE (1.45% of Salary)	380.58
Work Comp (.27% of Salary)	70.87
Unemployment Insurance (.17% of Salary)	44.62
<b>Total</b>	<b>\$28,370.38</b>

**\*\* The above calculations are estimates only and may not represent actual final totals.**

## Loaded Labor Rate - 2184 Annual Working Hours

### **REALLOCATE**

Department Name and Department: 3310 WCSO Admin

Job Title: TEMP Records Technician

Pay Grade: N/A , Step: N/A

Description	Cost
Salary - (NI) \$19.22 hourly	\$24,986.00
FICA	1,549.13
MEDICARE (1.45% of Salary)	362.30
Work Comp (.27% of Salary)	67.46
Unemployment Insurance (.17% of Salary)	42.48
<b>Total</b>	<b>\$27,007.37</b>

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## Loaded Labor Rate - 2184 Annual Working Hours

### REALLOCATE x2 FY27 new positions

Department Name and Department: 3800 - E911

Job Title: Communications Officer

Pay Grade: 12 , Step: 3

Description	Cost
Salary	\$46,360.14
FICA	2,874.33
MEDICARE (1.45% of Salary)	672.22
Work Comp (.27% of Salary)	125.17
Unemployment Insurance (.17% of Salary)	78.81
Insurance (Family)	22,361.00
NEW 401-A Retirement (5% of Salary)	2,318.01
NEW 401-A Retirement (3% Additional Match)	1,390.80
<b>Total</b>	<b>\$76,180.49</b>

X2=

**\$152,360.98**

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## Loaded Labor Rate - 2184 Annual Working Hours

### **RECLASSIFY**

Department Name and Department: 3322 - WCSO Uniform Patrol

Job Title: Lieutenant (3312-16)

Pay Grade: 21 , Step: 3 (M.Hill)

Description	Cost
Salary	\$75,966.49
FICA	4,709.92
MEDICARE (1.45% of Salary)	1,101.51
Work Comp (3.60% of Salary)	2,734.79
Unemployment Insurance (.17% of Salary)	129.14
Insurance (Family)	22,361.00
2004 DBP Retirement (5% of Salary)	3,798.32
401-A Retirement (2% of Salary)	1,519.33
401-A Retirement (2-3% Additional Match)	2,278.99
<b>Total</b>	<b>\$114,599.51</b>

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## Loaded Labor Rate - 2184 Annual Working Hours

### **RECLASSIFY**

Department Name and Department: 3340 - WCSO Court Services

Job Title: Major

Pay Grade: 23 , Step: 11

Description	Cost
Salary	\$112,772.68
FICA	6,991.91
MEDICARE (1.45% of Salary)	1,635.20
Work Comp (3.60% of Salary)	4,059.82
Unemployment Insurance (.17% of Salary)	191.71
Insurance (Family)	22,361.00
2004 DBP Retirement (5% of Salary)	5,638.63
401-A Retirement (2% of Salary)	2,255.45
401-A Retirement (2-3% Additional Match)	3,383.18
<b>Total</b>	<b>\$159,289.59</b>

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## Loaded Labor Rate - 2184 Annual Working Hours

### FUND

Department Name and Department: 3322 - WCSO Uniform Patrol

Job Title: Senior Deputy Sheriff

Pay Grade: 17 , Step: 2

Description	Cost
Salary	\$57,897.46
FICA	3,589.64
MEDICARE (1.45% of Salary)	839.51
Work Comp (3.26% of Salary)	1,887.46
Unemployment Insurance (.17% of Salary)	98.43
Insurance (Family)	22,361.00
NEW 401-A Retirement (5% of Salary)	2,894.87
NEW 401-A Retirement (3% Additional Match)	1,736.92
<b>Total</b>	<b>\$91,305.30</b>

X2=

**\$182,610.60**

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## Loaded Labor Rate - 2184 Annual Working Hours

### FUND

Department Name and Department: 3324 - WCSO Youth Inv.

Job Title: Captain

Pay Grade: 22 , Step: 7

Description	Cost
Salary	\$92,557.79
FICA	5,738.58
MEDICARE (1.45% of Salary)	1,342.09
Work Comp (3.26% of Salary)	3,017.38
Unemployment Insurance (.17% of Salary)	157.35
Insurance (Family)	22,361.00
NEW 401-A Retirement (5% of Salary)	4,627.89
NEW 401-A Retirement (3% Additional Match)	2,776.73
<b>Total</b>	<b>\$132,578.82</b>

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## Loaded Labor Rate - 2184 Annual Working Hours

### FUND

Department Name and Department: 3310 - WCSO Admin

Job Title: Lieutenant Colonel

Pay Grade: 24 , Step: 8

Description	Cost
Salary	\$115,592.00
FICA	7,166.70
MEDICARE (1.45% of Salary)	1,676.08
Work Comp (3.26% of Salary)	3,768.30
Unemployment Insurance (.17% of Salary)	196.51
Insurance (Family)	22,361.00
2004 DBP Retirement (5% of Salary)	5,779.60
401-A Retirement (2% of Salary)	2,311.84
401-A Retirement (2-3% Additional Match)	3,467.76
<b>Total</b>	<b>\$162,319.79</b>

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