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## AUDITOR

### GENERAL FUND

### GENERAL GOVERNMENT

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**Mission:** The Auditor prepares legal records for all real and personal property; assembles real property, personal property, and motor vehicle information to establish a fair market value; and computes assessed values. The Auditor calculates and sets millage for all county taxing authorities and provides all exemptions as mandated.

DEPARTMENTAL SUMMARY:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Adjusted</u>	<u>FY 2004 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	31.00	31.00	30.00	30.00	0.00	0.0
License and Permit	\$ 0	\$ 0	\$ 0	\$ 2,000	\$ 2,000	100.0
Intergovernmental	11,802	11,802	11,802	11,802	0	0.0
Charges and Fees	<u>1,052</u>	<u>622</u>	<u>500</u>	<u>400</u>	<u>(100)</u>	<u>(20.0)</u>
TOTAL REVENUES	<u>\$ 12,854</u>	<u>\$ 12,424</u>	<u>\$ 12,302</u>	<u>\$ 14,202</u>	<u>\$ 1,900</u>	15.4
Personnel	\$ 1,188,164	\$ 1,269,400	\$ 1,297,339	\$ 1,343,669	\$ 46,330	3.6
Operating	198,620	188,433	217,503	219,368	1,865	0.9
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 1,386,784</u>	<u>\$ 1,457,833</u>	<u>\$ 1,514,842</u>	<u>\$ 1,563,037</u>	<u>\$ 48,195</u>	3.2

#### Funding Adjustments for FY 2004 Include:

- Revenues reflect a charge for temporary vehicle licenses established by the State in FY 2003.
- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs.
- Operating expenditures reflect the higher cost of printing tax bills. This increase is offset partially by a decrease in telephone charges based on historical and projected usage.

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## AUDITOR (continued)

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### Objectives:

- Maintain accurate real property and personal mailing addresses with 100% accuracy.
- Perform daily data entry activity with 100% accuracy.
- Ensure Homestead Exemptions and Property Tax Relief are administered with 100% accuracy.
- Establish fair market values for personal property and motor vehicles with 100% accuracy.
- Ensure a closure to all property tax concerns with 100% accuracy.
- Calculate and set millage rates for all taxing authorities in Charleston County with 100% accuracy.

### Performance Measures:

MEASURE:	FY 2002 Actual	FY 2003 Actual	FY 2004 Projected
<b>Output:</b>			
Tax notices processed	506,960	530,520	520,000
Deed transfers processed	16,500	18,000	24,806
Measurement changes processed	3,264	4,200	4,200
Homestead Exemptions/Property Tax Relief processed	16,320	17,000	17,000
Refunds processed	2,356	2,500	2,500
Property record cards accessed	42,000	42,000	30,000
Set millage/projected revenue for taxing authorities	32	32	32
<b>Efficiency:</b>			
Average cost in minutes per deed transfer to process (In-door to CAMA update)	n/a	\$1.00	\$1.00
<b>Outcome:</b>			
Percent of returned mail	5.0%	5.0%	5.0%
Deed transfer accuracy rate	99.0%	99.0%	99.0%
Measurement change accuracy rate	99.0%	99.0%	99.0%
Homestead Exemptions/Property Tax Relief accuracy rate	100%	100%	100%
Fair Market Value accuracy rate	100%	100%	100%
Set millage accuracy rate	100%	100%	100%