

COUNTY OF CHARLESTON SOUTH CAROLINA



APPROVED BUDGET FOR FISCAL YEAR 2005

BUDGET NARRATIVE

COUNTY COUNCIL

BARRETT S. LAWRIMORE, CHAIRMAN

CURTIS E. BOSTIC, VICE CHAIRMAN

CAROLYN CONLON

ED FAVA

A.D. JORDAN

FRANCIS J. ROBERTS

TIMOTHY E. SCOTT

LEON E. STAVRINAKIS

CHARLES T. WALLACE, M.D.

COUNTY ADMINISTRATOR

ROLAND H. WINDHAM, JR.

Cover:

This year's front cover features Charleston County's logo. In 1950, County Council adopted the county seal. It depicts four distinct quadrants of History, Industry, Culture, and Progress as envisioned in 1950. As the County changed throughout the years, County Council saw the need for a logo that was more modern and recognizable to the public. The logo encompasses the neoclassic design of the central second and third floor of the Historic Courthouse's Broad Street facade. It is a stately depiction of a building that represents the history, strength, and endurance of this county. The logo supplements the existing 1950 seal that is still used for legal documents and council resolutions.

Budget Office:

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Cynthia Campbell, Budget Manager
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Distinguished Budget Presentation Award



The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Charleston County, South Carolina for its annual budget for the fiscal year beginning July 1, 2003. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

Mission

We will promote and protect the quality of life in Charleston County by delivering service of value to the community.

Values

Trust is essential - We value trust as the essential building block for all successful relationships.

Commitment brings success - We are committed to taking personal responsibility and action to ensure mission success.

Communication is open and ongoing - We engage in a complete and ongoing exchange of information to ensure the stated goals and objectives are understood by all.

We are a versatile workforce - We willingly create and apply new methods to meet and overcome emerging challenges from a diverse community.

We are accountable for our actions - We accept responsibility for our actions and we evaluate others' actions fairly.

We work as a team - To accomplish our goals, we work together as members of a team, each accountable to himself, to his coworkers and to the community.

We value safety and security - We share accountability for the health and well-being of our employees and the community we serve.





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Table of Contents

Charleston County

BUDGET NARRATIVE

Letter of Transmittal	i
Budget User's Guide	v
County Organizational Chart	vii
Budget Highlights	viii
Description of Funds	x
Budget Analysis	xvi
Strategic Goals	xxvi
Major Revenue Sources	xxxvii

SCHEDULES

Introduction	1
Where It Comes From	2
Where It Goes To	3
Budget Summary, All Funds	4
Revenues	6
Expenditures	13
Interfund Transfers	19
Authorized Positions	20
All Funds Fund Statement	28
Fund Statement by Fund Type	29
General Fund	30
Debt Service Fund	32
Special Revenue Fund	34
Enterprise Funds	63
Internal Service Funds	68

COUNCIL AGENCIES

County Council	73
Accommodations Tax	75
Contributions	76
Internal Auditor	77
Legal	78
State Agencies	79

Table of Contents

Charleston County

BUDGET NARRATIVE (continued)

ELECTED OFFICIALS

Auditor	81
Clerk of Court	83
Clerk of Court	85
IV-D Child Support Enforcement	86
Coroner.....	87
Coroner	89
Coroner Training.....	91
Legislative Delegation	92
Probate Courts	93
Adult Drug Court.....	96
Commitment	97
Estate	98
Register Mesne Conveyance.....	99
Sheriff	101
Asset Forfeiture	104
Detention Center	105
Grants and Programs	106
IV-D Child Support Enforcement	107
Law Enforcement.....	108
School Crossing Guards.....	109
Victim's Bill of Rights	110
Solicitor.....	111
Pretrial Intervention	113
Solicitor.....	114
State Appropriation.....	115
Victim's Bill of Rights	116
Victim-Witness State Appropriation	117
Treasurer	118

Table of Contents

Charleston County

BUDGET NARRATIVE (continued)

APPOINTED OFFICIALS

Elections and Voter Registration	121
Library.....	122
Master-In-Equity	124
Medical Examiner's Commission.....	125
Veterans Affairs	126

ADMINISTRATOR

Administrator	127
Economic Development.....	129
Economic Development.....	131
Multi-County Parks	133
Information Technology Services	134
Geographic Information System Administration.....	136
Geographic Information System Mapping and Development	138
Information Technology Services	139

CHIEF DEPUTY ADMINISTRATOR

Chief Deputy Administrator.....	141
Building Services	143
Capital Projects Administration.....	145
Emergency Management.....	147
Awendaw Fire Department	149
Emergency Management Grants.....	151
Emergency Preparedness	152
Hazardous Materials Enforcement	154
McClellanville Fire Contract.....	156
Volunteer Rescue Squad.....	157
Emergency Medical Services	158
Emergency Medical Services	159
Emergency Medical Services State Grants	161

Table of Contents

Charleston County

BUDGET NARRATIVE (continued)

Facilities Management.....	162
Magistrates' Courts.....	164
Magistrates' Courts.....	166
Victim's Bill of Rights	167
Planning.....	168
Emergency 911 Communications.....	170
Planning.....	171
Public Works.....	173
Administration	175
Civil Engineering.....	176
Field Operations	177
Mosquito Abatement – General Fund.....	179
Mosquito Abatement – Special Revenue Fund.....	180
Roads Management	181
Radio Communications.....	182
Safety & Risk Management	184
Risk Management.....	186
Safety/Workers' Compensation	188
Solid Waste	190
Administration	192
Ash Disposal.....	194
Compost and Mulch Operations	195
Containerization.....	196
Curbside Collection	197
Debt Service	198
Drop Site Collection	199
Household Hazardous Waste	200
Incinerator Operations	201
Landfill Operations.....	202
Lined Landfill	203
Litter Control	204
Materials Recovery Facility.....	205

CHIEF FINANCIAL OFFICER

Chief Financial Officer	207
Assessor	209

Table of Contents

Charleston County

BUDGET NARRATIVE (continued)

Budget	211
Business License/User Fee	212
Accommodations Fee	214
Business License Administration	215
User Fee Administration	216
Controller	218
Delinquent Tax	220
Department of Alcohol and Other Drug Abuse Services (DAODAS)	222
Administration	225
Bedded Services	226
Community Prevention Services	227
Cornerstone Project Grant	228
Criminal Justice Services	229
Debt Service	230
Drug-Free Schools	231
Governor's Cooperative Agreement for Prevention	232
Housing and Urban Development Transitional Housing Program	233
Housing and Urban Development Transitional Housing Program II	234
Juvenile Drug Court	235
Medical Services	236
New Life	237
NIDA Grants	238
Opioid Treatment Services	239
Outpatient Services	240
PAIRS	241
Safe Haven Project	242
Therapeutic Child Care	243
Grants Administration	244
Administration	246
Charleston Area Regional Transportation Authority (CARTA)	248
Local Law Enforcement Block Grant (LLEBG)	249
Urban Entitlement	250
Workforce Investment Act (WIA) Title II-B	252
Human Resources	254

Table of Contents

Charleston County

BUDGET NARRATIVE (continued)

Internal Services	256
Administration	258
Election Warehouse	259
Fleet Operations	260
Office Services	262
Parking Garages.....	264
Records Management	266
Telecommunications.....	268
Medically Indigent Assistance Program (MIAP).....	270
Procurement Services	271
Central Parts Warehouse	273
Procurement	274

CAPITAL

Capital Projects	277
Debt Service	291

APPENDIX

Community Profile	297
Description of Budget Process	299
Description of Financial Systems.....	303
Financial Policies for Charleston County	304
Selected Statistics	307
Budget Ordinance.....	310
Glossary	317
Acronyms.....	323
Index.....	324



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Honorable Members of County Council and Citizens of Charleston County:

This document represents the fiscal year 2005 Charleston County Operating Budget, as adopted by Charleston County Council on June 1, 2004. I believe the fiscal year 2005 budget meets the following budget objectives:

- ▶ **No net increase in taxes and fees for the homeowner.** The net tax *and* fee bill for the four percent assessed property homeowner of \$100,000 in appraised property value will total \$224.80 which is unchanged from the current year. Although the total millage is unchanged, 0.5 mills were shifted from the Debt Service Fund to the General Fund. The Local Option Sales Tax credit¹ of \$109.00 for the \$100,000 homeowner also remains unchanged. The fee portion of the homeowner's tax bill reflects an \$89 user fee for disposal of solid waste and remains unchanged.
- ▶ **Minimize reductions in existing levels of basic services to the community.** The County will strive to maintain its level of basic services to the community even though the costs to provide these services continue to increase.
- ▶ **Maintain a compensation and benefits package sufficient for attracting and retaining a qualified and highly motivated work force.**
 - ▶ **Compensation.** The budget includes \$3.0 million in funding to maintain the existing compensation plan. This plan includes pay for performance and a 2.0 percent Cost of Living Adjustment.
 - ▶ **Benefits.** The budget includes an additional \$2.0 million to maintain benefits including state retirement, health insurance, dental insurance, life insurance, workers' compensation and contributions to employees' 401K plans as allowed by state law. The County participates in South Carolina's retirement plan which does not anticipate any changes in funding requirements for the upcoming fiscal year. The County also provides funding for health insurance coverage for employees based on the cost of the Blue Cross Standard Plan, and provides partial funding for health insurance coverage for spouses and dependents of employees. The health insurance coverage includes rate increases for all insurance carriers for fiscal year 2005. In addition, the Workers' Compensation Fund reflects premium increases based on the County's experience factor.

¹ For more information related to Local Option Sales Tax, please refer to p. xxxviii in **Major Revenue Sources**.

THE BUDGET IN BRIEF

Current revenues and transfers in for all operating funds² total \$264.9 million for fiscal year 2005, an increase of \$11.3 million over the current year. One of the major sources for this increase is a net growth in taxes. Ad valorem taxes less the Local Option Sales Tax (LOST) are up \$1.3 million reflecting an expanding tax base. The Local Option Sales Tax is up \$2.1 million reflecting the improvement in the economy. The revenues from taxes have significantly declined as a funding source for the General Fund from 55 percent in fiscal year 1991 to 38.7 percent in fiscal year 2005 as the result of the LOST credit. An additional source of revenue growth is a \$3.6 million increase in Charges and Fees. The Charges and Fees reflect additional interfund revenues of \$2.1 million for health insurance and workers' compensation. Charges and Fees also include growth in document recording fees and Solid Waste User Fee revenues. The Interfund Transfers In reflect an increase of \$4.6 million and include a one-time \$3.0 million transfer from the Capital Projects Fund to pay the debt service for the Cooper River Bridge.

Expenditures and other uses for all operating funds total \$278.9 million for fiscal year 2005, a \$7.9 million increase from the current year. The budget includes approximately \$5.0 million in additional personnel costs to maintain the compensation plan, provide for a Cost of Living Adjustment, and fund the related benefits. In addition, the budget includes \$1.7 million to fund 40 new positions to maintain current service levels for Emergency Medical Services and the Detention Center. Also included is a \$0.7 million increase in funding for 17 positions and operating costs for the opening of the John's Island Regional Library.

Beginning fund balance for all funds for fiscal year 2005 is \$110.2 million. The General Fund's beginning fund balance is \$23.3 million which represents excess revenues and lapsed appropriations from fiscal year 2004 and unbudgeted surplus from fiscal year 2003. A portion of fund balance in the General Fund is designated for a "Rainy Day" per the County's budget ordinance. The "Rainy Day" reserve was established to provide funds for use in the event of a major calamity. This amount is anticipated to be \$8.0 million at the end of fiscal year 2004 and is required to be maintained at no less than four percent of General Fund disbursements.

MAJOR POLICY ISSUES

The County is currently facing several major issues which affected the development of this budget. These issues represent challenges and opportunities which will impact how the County develops over the next several years.

Economy

Along with the rest of the nation, the County continues to experience the effects of a slow economic recovery. Although the economy is beginning to improve, the full benefit will not be felt immediately by the County. For more than a decade, the County has relied upon the growth in the economy to fund new programs and rising costs due to inflation. Because economic growth remains low, the County has had to adjust its spending to fit the available funding.

² The operating funds include all funds appropriated on an annual basis which excludes project-length budgets, e.g., Capital Projects Funds.

State Actions

The South Carolina state legislature passed a bill during the 2000 legislative session that has impacted County revenues. The act called for a statewide referendum in November 2000 to reduce the taxable portion of the appraised value of personal motor vehicles. The referendum passed, and as a result the taxable portion will be reduced from 10.5 percent to 6.0 percent over a six-year period beginning January 1, 2002. This bill reduces fiscal year 2005 revenue by \$1.1 million, and it will have an estimated impact of \$6.6 million upon full implementation in fiscal year 2008.

Outstanding Litigation

The County is party to several legal proceedings that may affect the County's operations. The Department of Justice has sued the County over minority representation on County Council. The Court has ruled in favor of the Department of Justice, although the County is in the process of appealing the decision to the United States Supreme Court. The outcome of this lawsuit requires the County to change the method of electing Council members from countywide to single member districts. The November 2004 election will use single member districts and require the election of six of the nine Council members.

The County is also involved with litigation relating to a reassessment cap that was enacted during fiscal year 2002. This reassessment cap limited the growth in the assessed value of four percent owner-occupied property to 15 percent. The State Supreme Court ruled that the County's reassessment cap ordinance was invalid. Several cases are still outstanding related to refunds of bills for fiscal year 2002. The most significant of these cases was initially ruled against the County and appealed to the State Supreme Court. The State Supreme Court referred the cases back to the Circuit Court for dismissal; however, the State Supreme Court ordered that administrative remedies should be pursued for the refunds.

During July 2002, Council passed an ordinance that would have capped the growth in assessed value to 15 percent for all real properties effective for the 2003 tax bill (fiscal year 2004). This ordinance has been challenged in court, and Council has delayed implementation of the cap until the lawsuit has been resolved.

LOOKING AHEAD - CHALLENGES IN FISCAL YEAR 2006 AND BEYOND

Although the County faced many challenges in developing the fiscal year 2005 budget, the County has identified several additional challenges for fiscal year 2006 and beyond.

Operating Impact of Building Program

The County continues to face inmate population overcrowding and personnel staffing issues at its Detention facility. At the direction of Council, the Jail Oversight Committee was formed to explore solutions. Although some solutions were implemented, the expansion of the Detention facility is being considered and has been reviewed by an independent consulting firm. If expansion of the Detention facility is approved by Council, it would have a significant operational funding impact in the years ahead.

In addition, the construction of a replacement Juvenile Detention facility has been studied by an independent consulting firm. This project, if adopted, will also require operational funding in the future.

State Actions

A major issue for the Lowcountry is the replacement of the Cooper River Bridges. Although the bridges are owned and maintained by the State, the State has required local funding for the project. The State, the Federal government, and Charleston County are funding the project. Charleston County has committed to pay \$3.0 million a year for 25 years beginning in fiscal year 2004. A half-penny sales tax approved by voter referendum in 2002 was intended to provide funding for the bridge. However, the State Supreme Court overturned the referendum, and the Governor ordered another referendum in 2004. If this referendum fails, the County will continue searching for additional funding sources. In fiscal year 2004 and fiscal year 2005, the County funded the payment from one-time sources while waiting for the outcome of the referendum.

The reduction in the taxable portion of the appraised value of motor vehicles will continue to be phased in from fiscal year 2006 through fiscal year 2008. The County will see a reduction in property tax revenue from motor vehicles as follows:

Fiscal Year	Reduced Revenue	Cumulative Reduced Revenue
2006	\$1.2 million	\$4.5 million
2007	\$1.3 million	\$5.8 million
2008	\$0.8 million	\$6.6 million

The State Budget and Control Board decided to increase the employer contribution to the State retirement system by approximately one percent for fiscal year 2006. This is the State's response to the increase in the unfunded liability in the State retirement system that has increased from one year at the end of fiscal year 1998 to 25 years at the end of fiscal year 2003. This change is expected to have an impact of approximately \$1.0 million for fiscal year 2006.

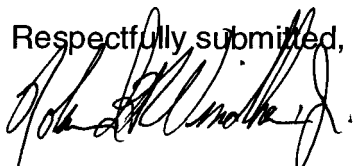
Roads

As the County continues to strive to reduce the miles of roads that need to be constructed or repaired, additional funding will be necessary to support this program. Due to budget constraints, no annual appropriation for roads was included in the last three operating budgets. A half-penny sales tax approved by voter referendum in 2002 was intended to provide funding for these projects. However, the State Supreme Court's overturned the referendum, and the Governor ordered another referendum in 2004. If this referendum fails, the County will continue searching for additional funding sources.

CONCLUSION

The fiscal year 2005 Charleston County Operating Budget meets the County's budget objectives and addresses the major policy issues that face the County. As the County enters a new year and looks forward to future years, we will continue to strive to efficiently and effectively meet the needs of Charleston County's citizens.

Respectfully submitted,



Roland H. Windham, Jr.

Budget User's Guide

Charleston County

It is our objective to present budgetary information as clearly and concisely as possible. The following constitutes a "Budget User's Guide" for the interested citizen:

The County prepares two budget documents: the **Approved Budget Detail Book** and the **Approved Budget Narrative Book**. The Detail Book provides detailed capital listings; full-time equivalent (FTE) listings, which break down each department's total full-time employees by position and pay grade; and copies of the County's line item budget printouts. The Narrative Book presents the County's operating budget through schedules and detailed narratives. This User's Guide is tailored to the Narrative Book.

The **Table of Contents** is divided into nine sections which correspond to the tabs. The first section includes summarized financial schedules comprising FY 2002 actual figures, FY 2003 actual figures, FY 2004 adjusted budget figures, and FY 2005 Council-approved budget figures. The County's operating budgets are divided into six major directorates: Council Agencies, Elected Officials, Appointed Officials, Administrator, Chief Deputy Administrator, and Chief Financial Officer. Note that individual departmental budgets are listed alphabetically within each section. The last two sections contain the County's capital budget, debt service information, statistical financial information, a summary of the County's financial systems, an index, and a glossary.

The **Letter of Transmittal** from the County Administrator discusses the contents of the Approved Budget. The **Budget Highlights** section points out some of the approved budget's significant elements, addressing such often-asked questions as: "How much is the County's FY 2005 operating budget?" and "Is there a tax increase?". The **Description of Funds** provides a brief description of the various fund types and funds included in this document and indicates total budgeted expenditures for each fund type and fund.

The **Budget Analysis** highlights the major changes in the County's budgets and Council's decisions made during their six weeks of deliberations. This section also outlines financial policies, short and long-term goals, summarizes new activities and programs, and explains revenue assumptions.

The **Goals and Projects** section highlights short-term and long-term goals and projects for departments that directly link to the County's Strategic Plan for accomplishing the County's goals. The **Major Revenue Sources** portion indicates the County's largest revenue sources and addresses how the County arrived at these revenue estimates.

The **Schedules** section includes a high-level summary of the County's available funds and disbursements. In addition, this section includes combined summaries of revenues, expenditures, interfund transfers, and authorized positions for all funds. These summaries are illustrated by graphs detailing the sources of revenues and the function of the expenditures and authorized positions. The last portion of this section displays individual fund statements of revenues and expenditures. This section answers such relevant budget questions as "How many permanent employees does the County maintain?", "How many of these permanent employees work in certain offices?", "How much revenue is budgeted for FY 2005 and what are the sources?", and "What is the County's total FY 2005 expenditure budget?".

Budget User's Guide

Charleston County

Each budget narrative is generally divided into five sections: Mission, Department or Division Summary, Funding Adjustments for FY 2005, Objectives, and Performance Measures. Where appropriate, a departmental organizational chart is included. The **Mission** states the purpose of the department or division. The **Department** or **Division Summary** provides summary financial information for four fiscal years, consisting of two years of the most recently audited figures, the current year's adjusted budget, and Council's approved FY 2005 budget. In addition, the dollar and percentage change from FY 2004 is computed. The financial information is broken down by major categories of revenue and major objects of expenditure (i.e., personnel, operating, and capital expenditures). The **Funding Adjustments for FY 2005** section is broken down into several categories, including revenues, major objects of expenditure, and other relevant categories. This section reflects the significant changes in funding from FY 2004.

The **Objectives** specify accomplishments in well-defined and measurable terms that are achievable within a specific time frame.

The narratives report **Performance Measures** enabling the reader to determine how an objective is accomplished through the delivery of products, services, or processes. Three types of performance measures recognized by the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA) are output measures, efficiency measures, and outcome measures. Output measures detail the quantity or volume of products or services provided. Efficiency measures are a useful indicator of the cost-effectiveness of a program or service. Finally, outcome measures provide program results in a numeric format (i.e., measures of timeliness and effectiveness of programs) and report the quality of service being provided.

The County's Capital Improvement Program is presented in the **Capital** section with a summary listing of all major appropriated projects. In addition, a brief description of each project is included with estimated cash flows, operating costs or savings and funding source. The County's outstanding debt and repayment schedule are also included in this section.

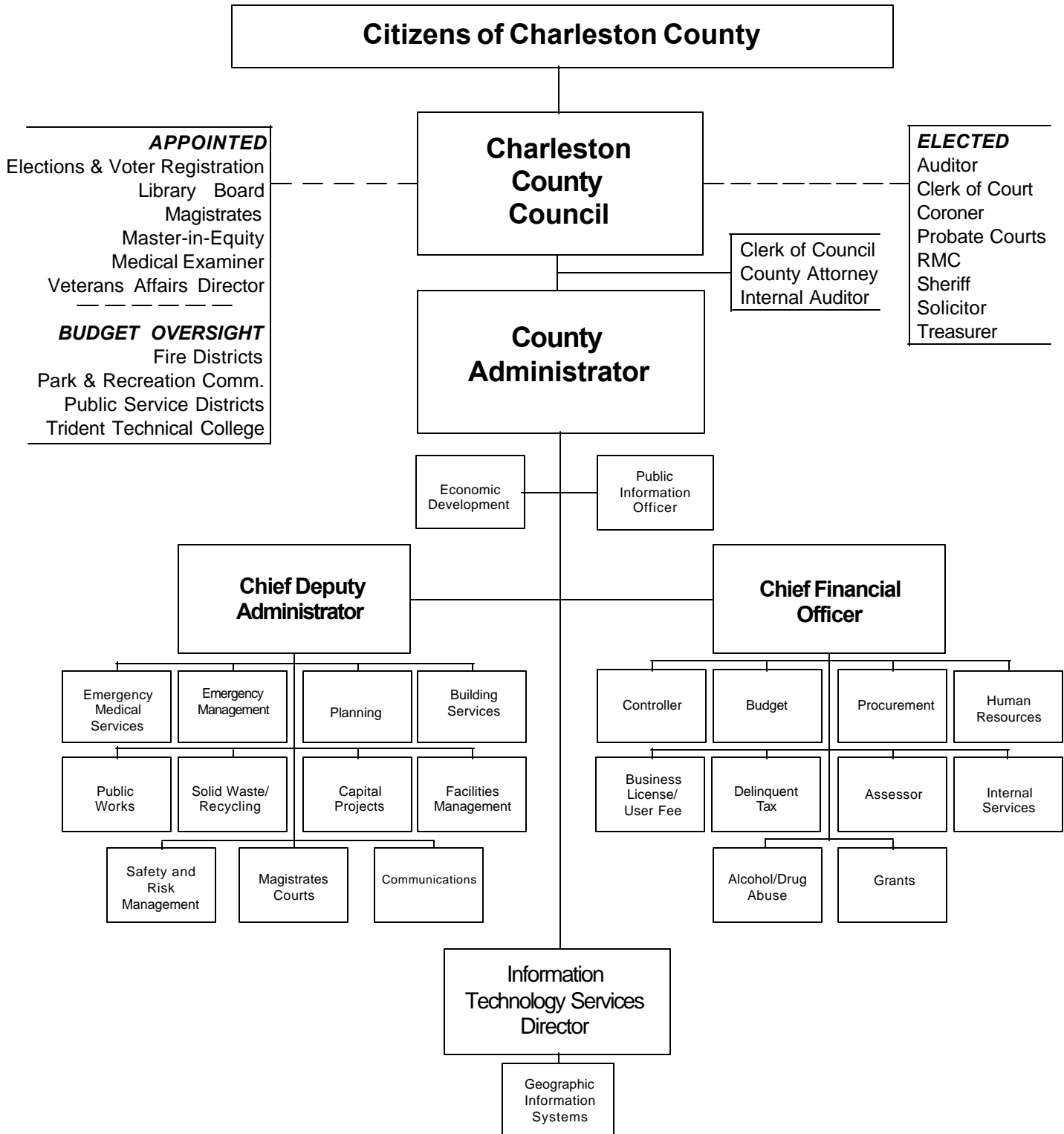
Finally, the **Appendix** section contains a community profile, a description of the County's financial policies, general statistical information, a description of the budget process, the County's financial policies, the FY 2005 Budget Ordinance, a glossary of terms and concepts used in this document, and the index.

Charleston County, South Carolina

Organizational Chart

County Departments
Effective 12/16/2003

Revised
09/27/2002
12/16/2003
02/26/2004



Budget Highlights

Charleston County

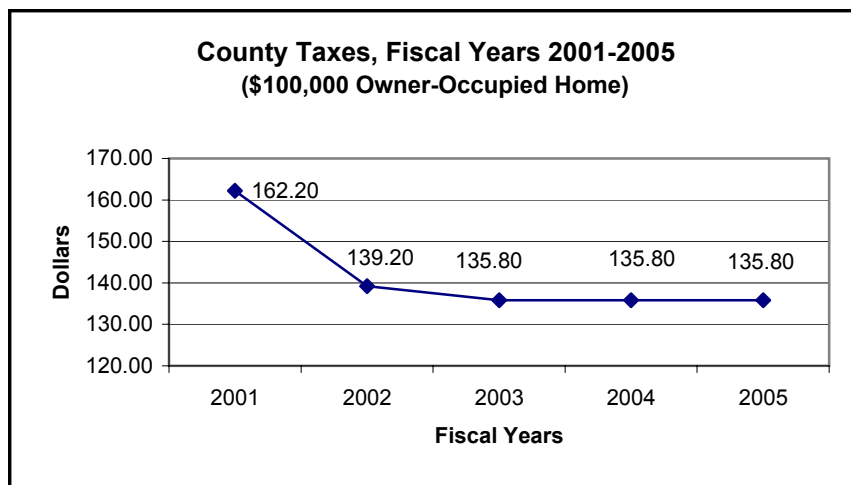
Overview:

The General Fund operating budget is \$140.8 million - up \$6.0 million or 4.4 percent. Revenues and other sources are up \$6.0 million or 4.7 percent, and the millage rate is increased 0.5 mills to reflect Council's decision to shift millage from the Debt Service Fund to the General Fund.

Debt Service millage is decreased 0.5 mills.

Local Option Sales Tax credit is unchanged.

Solid Waste, Recycling & Disposal Fee is unchanged.



	FY 2004	FY 2005
Taxes with L.O.S.T.	\$ 135.80	\$ 135.80
Recycling/Disposal Fee	89.00	89.00
Total Tax Bill*	<u>\$ 224.80</u>	<u>\$ 224.80</u>

*See following page for further information on the tax bill.

Initiatives/Projects During Fiscal Year 2005

Complete John's Island Branch Library
Complete implementation of the new computerized tax system
Begin construction at the Azalea Complex with the Automotive Shop
Continue construction on four Medic Stations

Budget Highlights

Charleston County

The Assessor performs the valuation process following the appropriate state laws, regulations, and professional guidelines.

EXEMPTIONS

Exemptions are provided by South Carolina law to qualified real property owners to reduce the value of property subject to taxation. Some of the more frequently used exemptions are:

Homestead - The first \$50,000 of the value of an owner-occupied residence is exempt for all legal residents of South Carolina that have resided in the state for at least one year on or before December 31 of the year prior to exemption and are one of the following:

- 65 on or before December 31, preceding the tax year in which you wish to claim exemption
- certified totally and permanently disabled by State or Federal agency
- legally blind
- at least 50 years of age when your spouse who was eligible for exemption died

Legal Residence - For all permanent residents of South Carolina, a four percent assessment ratio on an owner-occupied legal residence applies.

Widows - Residences for all spouses of law enforcement officers or servicemen killed in action or 100 percent totally and permanently disabled service connected veterans are exempt.

Disability - Residences for all totally and permanently disabled or blind service connected veterans are exempt.

Institutional - All properties of non-profit organizations used for literary, scientific, educational, and charitable purposes are exempt.

COMPUTING REAL PROPERTY TAXES

The following information is needed to compute property tax on a parcel:

- the appraised value as determined by the property appraiser
- the amount of the value which is not subject to the tax due to the application of exemptions
- the millage rate authorized by a taxing authority

<u>WITH HOMESTEAD</u>		<u>WITHOUT HOMESTEAD</u>
\$100,000	Appraised Property Value	\$100,000
- 50,000	Less Homestead Exemption	
50,000	Adjusted Appraised Property Value	
.04	Multiplied by the Legal Residence Assessment Ratio	.04
2,000	Total Assessment	4,000
	Multiplied by the combined millage, for example, using the FY 2005 adopted	
0.0612	County millage rate*	0.0612
122.40	Total Property Tax Due for Charleston County	244.80
- 109.00	Less County Sales Tax Credit x Appraised Value (.00109 x 100,000)	-109.00
13.40	Tax Due	135.80
89.00	Solid Waste Recycling and Disposal Fee	89.00
\$ 102.40	Total Amount Due	\$ 224.80

**Note: Does not include the following entities: Trident Technical College, Charleston Co. Park & Recreation Commission, Charleston County School District, or various special purpose districts or municipalities.*

Description of Funds

Charleston County

ALL FUND TYPES - \$278,896,408¹

GOVERNMENTAL FUND TYPES - \$202,974,879²

The governmental fund types include the General Fund, the Debt Service Fund, the Special Revenue Funds, and the Capital Projects Funds.

GENERAL FUND - \$140,796,969

This fund is the general operating fund of the County and accounts for all financial resources except those required to be accounted for in other funds.

DEBT SERVICE FUND - \$24,801,523

This fund collects resources to service the County's General Obligation Bonds, Certificates of Participation, notes payable, and capital leases.

SPECIAL REVENUE FUNDS - \$37,376,387²

These funds account for revenue sources that are legally restricted to expenditure for specific purposes.

CAPITAL PROJECTS FUNDS

These funds account for capital projects that are financed from the County's General Obligation Bonds, Certificates of Participation, notes payable, sales of property, and transfers from the General Fund. These funds are not included in the annual operating budget due to their project-length budgeting basis.

PROPRIETARY FUND TYPES - \$75,921,529³

The proprietary fund types include the Enterprise Funds and the Internal Service Funds.

ENTERPRISE FUNDS - \$47,279,047³

These funds account for those operations that are financed and operated in a manner similar to private business or where the County has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability.

INTERNAL SERVICE FUNDS - \$28,642,482

These funds account for operations that provide services to other departments or agencies of the County, or to other governments, on a cost reimbursement basis.

¹ Does not reflect \$226,155 in budgeted increase in ending fund balance.

² Does not reflect \$53,559 in budgeted increase in ending fund balance.

³ Does not reflect \$172,596 in budgeted increase in ending fund balance.

Description of Funds

Charleston County

GOVERNMENTAL FUND TYPES

SPECIAL REVENUE FUNDS - \$37,376,387⁴

These funds account for revenue sources that are legally restricted to expenditure for specific purposes.

Accommodations Tax - \$18,000

This fund is used to account for the two percent sales tax collection from transient room rentals in the unincorporated areas of the county. The first \$25,000 and five percent of the excess of this tax are transferred to the General Fund. The expenditure of the funds transferred to the General Fund is unrestricted, and the expenditure of the remaining funds is restricted to tourist-related activities.

Business License/User Fee - Accommodations Fee - \$7,280,462

This fund records a two percent charge against transient room rentals throughout the county. These funds are restricted to tourist-related expenditures.

Clerk of Court - IV-D Child Support Enforcement - \$500,314

This fund accounts for federal monies received to enforce child support obligations at the local level.

Coroner - Training - \$18,360

This fund accounts for revenues generated through clinical training under forensic nurse investigators.

East Cooper Fire District - \$145,000

This fund accounts for revenues generated by ad valorem taxes in the district. The County contracts with the Town of Mt. Pleasant to provide fire service for the district.

Economic Development - Multi-County Parks - \$323,159

This fund records revenues from the multi-county industrial park fee assessed in lieu of property taxes. These revenues fund economic development activities among local governments.

Emergency Management - Awendaw Fire Department - \$1,132,399

This fund accounts for the revenues generated by ad valorem property taxes in the Awendaw Special Tax District, the Boone Hall Fire District, and the McClellanville Area Fire District. These districts were created by referendum of the voters within the districts to upgrade an all volunteer fire department to a full-time paid staff.

Emergency Management - Grants - \$37,500

This fund records state grants awarded to support emergency management projects.

⁴ Does not reflect \$53,559 in budgeted increase in ending fund balance.

Description of Funds

Charleston County

Emergency Management - Hazardous Materials Enforcement - \$381,064

This fund records the hazardous materials fee charged to various businesses within the county that store or use hazardous materials. These funds are available for training and the acquisition of equipment to assist fire departments within the county in hazardous materials situations.

Emergency Management - McClellanville Fire Contract - \$255,793

This fund records the monies provided through a contract with the Town of McClellanville and Charleston County for full-time fire protection for the Town.

Emergency Services - Emergency Medical Service State Grants - \$66,853

This fund accounts for state grants and the County's matching funds to purchase emergency medical service equipment.

Geographic Information System - GIS Mapping and Development - \$22,500

This fund accounts for the revenues from the sale of maps produced by the system to be used for future development and expansion of the system.

Grants Administration - Charleston Area Regional Transportation Authority (CARTA) - \$33,138

This fund receives funding from CARTA to administer the issuance of discount cards to the economically disadvantaged in the county.

Grants Administration - Local Law Enforcement Block Grant (LLEBG) - \$107,824

This fund accounts for federal grants received to underwrite projects reducing crime and improving public safety.

Grants Administration - Urban Entitlement - \$3,903,825

This fund accounts for federal grants received through the County's Urban Entitlement status.

Grants Administration - Workforce Investment Act (WIA) Title II-B - \$2,616,627

This fund accounts for federal grants to provide the citizens of Berkeley, Charleston, and Dorchester Counties with access to employment, training and high-risk youth services.

Library - \$13,498,757

This fund accumulates the funding from the General Fund and other sources for the operation of the County's public library system.

Probate Courts - Adult Drug Court - \$152,500

This fund accounts for funding from the General Fund and program fees for the treatment of nonviolent adults with substance abuse problems.

Public Works - Mosquito Abatement - \$447,000

This fund accounts for state and federal contracts to regulate the mosquito population on state and federally managed sites.

Description of Funds

Charleston County

Sheriff - Asset Forfeiture - \$543,309

This fund records the revenues from the seizure of assets associated with the drug trade. These revenues are dedicated to the control of illicit drug traffic.

Sheriff - Grants and Programs - \$292,533⁵

This fund accounts for various grants and programs within the Sheriff's Office, the largest of which is the Detention Center Recreation Fund.

Sheriff - IV-D Child Support Enforcement - \$72,165

This fund accounts for federal monies received to track and distribute IV-D papers.

Solicitor - Pretrial Intervention - \$388,940⁶

This fund accounts for fees charged to first-time defendants entering the program. After successfully completing the program, applicants have their records expunged.

Solicitor - State Appropriation - \$552,240

This fund receives funding from the state to supplement the County's funding of the Solicitor's office.

Solicitor - Victim-Witness State Appropriation - \$69,094

This fund accounts for state funding to provide assistance to victims and witnesses before, during and after the court case.

Trident Technical College - \$3,850,000

This fund accounts for revenues generated by county-wide ad valorem taxes. The County remits the entire amount collected to Trident Technical College to fund plant maintenance.

Victim's Bill of Rights - \$659,031

This fund accumulates assessments from General Sessions Court and Magistrates' Courts and provides victim services with these funds according to the State's victim's bill of rights.

West St. Andrew's Fire District - \$8,000

This fund accounts for revenues generated by ad valorem taxes in the district. The County contracts with the St. Andrew's Public Service District to provide fire service for the district.

⁵ Does not reflect \$499 in budgeted increase in ending fund balance.

⁶ Does not reflect \$53,060 in budgeted increase in ending fund balance.

Description of Funds

Charleston County

PROPRIETARY FUND TYPES

ENTERPRISE FUNDS - \$47,279,047⁷

These funds account for those operations that are financed and operated in a manner similar to private business or where the County has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability.

Department of Alcohol and Other Drug Abuse Services (DAODAS) - \$10,744,753

This fund records the activity of programs administered by DAODAS. These programs reduce the negative impact of alcohol and other drugs on constituents by planning and implementing comprehensive and effective programs of professional services. State and federal funding, Medicaid, client fees, ad valorem taxes and other funding sources support these programs.

Internal Services - Parking Garages - \$1,809,918⁷

This fund accounts for the operation, financing and construction of County parking facilities.

Planning - Emergency 911 Communications - \$1,816,192

This fund records the fees levied county-wide through telephone bills to support the emergency 911 system.

Solid Waste - \$32,908,184

This fund records the operations of the County's solid waste disposal services including the incineration plant and the landfill. This fund also records the County's recycling operations including curbside collection, drop site collection, a materials recovery facility, and a yard waste/mulch facility. These services are funded through a countywide user fee, tipping fees, sale of recyclables, sale of steam and electricity, grants and other revenues.

INTERNAL SERVICE FUNDS - \$28,642,482

These funds account for operations that provide services to other departments or agencies of the County, or to other governments, on a cost reimbursement basis.

Employee Benefits Trust - \$15,542,000

This fund accounts for the revenues and costs of providing health and life insurance to the County's employees and retirees.

Fleet Operations/Procurement Services - Central Parts Warehouse - \$6,179,607

This fund accounts for the purchase and maintenance of the County's vehicles. This fund also records the operations of the fleet parts warehouse.

Internal Services - Office Support Services - \$3,348,759

This fund accounts for centrally administered telephone systems, mail processing and delivery service, photocopying, postage metering service, and records management.

⁷ Does not reflect \$172,596 in budgeted increase in ending fund balance.

Description of Funds

Charleston County

Safety & Risk Management - Safety/Workers' Compensation - \$3,572,116

This fund records the operations of the County's safety program which reduces the impact of worker-related accidents. This fund also accounts for self-insured workers' compensation claims which are less than \$100,000. In addition, this fund accounts for workers' compensation insurance through the S.C. Association of County Commissioners' Self-Insurance Fund.

Budget Analysis

Charleston County

OVERVIEW

During the preparation of the fiscal year (FY) 2005 budget, the County Administrator directed the budget staff to assemble a General Fund or operational budget that includes sufficient funding to allow for the following:

- No net increase in taxes
- Maintain existing levels of basic services to the community
- Maintain a compensation and benefits package sufficient for attracting and retaining a qualified and highly motivated work force
- Maintain staffing at or below current levels

The budget presented to County Council met these directives with the exception of six positions added for a new County Library branch, four positions added for the Emergency Medical Services Department as part of a planned phase in of additional personnel, and one position for Magistrate's Courts. However, during budget deliberations Council added an additional 36 Detention Officers for the Sheriff's Department and an additional eleven FTEs for the County's Library System.

The FY 2005 Council Approved budgeted available funds and disbursements (including budgeted increases in fund balance) for all operating funds reflect a \$7.5 million or 2.8 percent increase from the FY 2004 budget. The FY 2005 operating budget is summarized in Figure 1. Additionally, graphs are presented on pages 2 and 3 that represent the total available funds and the total disbursements for all of the County's annually appropriated operating funds. This budget does not include project-length budgets (i.e., Capital Projects Funds or grants) appropriated in previous years.

Figure 1. Summary of FY 2005 Operating Budget
(Expressed in Millions)

<u>Description</u>		
Available Funds (Including Beginning Fund Balance)		\$ 375.1
Less Budgeted Disbursements		<u>278.9</u>
Invested in Capital Assets	29.7	
Reserved (Obligated) for External Parties	5.8	
Designated Internally for Specific Purpose	23.8	
Unreserved and Undesignated	<u>36.9</u>	
Ending Fund Balance		<u>\$ 96.2</u>

The millage rate for the County is comprised of the General Fund (or operating) millage and the debt service millage. The General Fund millage increased 0.5 mills from FY 2004 to 51.3 mills. The debt service levy, used to pay interest and principal on funds borrowed for capital projects, decreased 0.5 mills from FY 2004 to 9.9 mills. The combined operating and debt service levy remains unchanged at 61.2 mills.

Budget Analysis

Charleston County

Figure 2 presents a summary of the County's millage rates for the last ten years. For the owner of a \$100,000 home (four percent assessed property) the 61.2 mills equate to a tax of \$244.80. As allowed under state law, the County elected in FY 1991 to reduce property taxes by levying a one percent Local Option Sales Tax (LOST). The Sales Tax credit for FY 2005 is \$109.00 for the \$100,000 homeowner and remains unchanged from the prior year. After applying the Sales Tax credit, the net tax is \$135.80 representing no change from FY 2004 for the \$100,000 homeowner. Compared to FY 1991, the last year before the Sales Tax credit, real property taxes are down 48.3 percent.

Figure 2. County Millage Rates

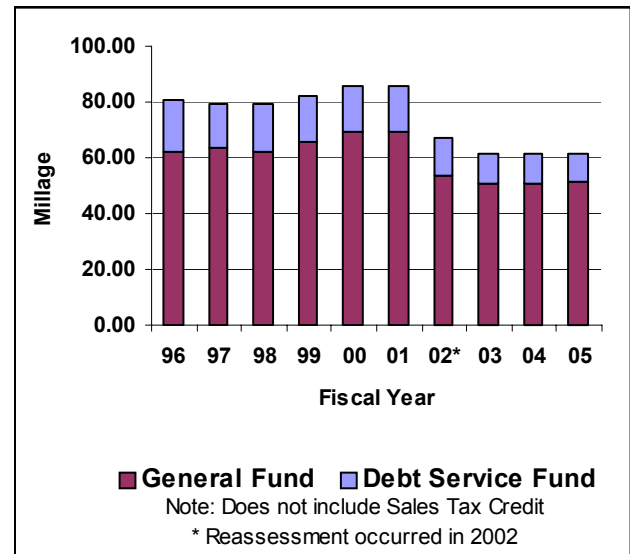
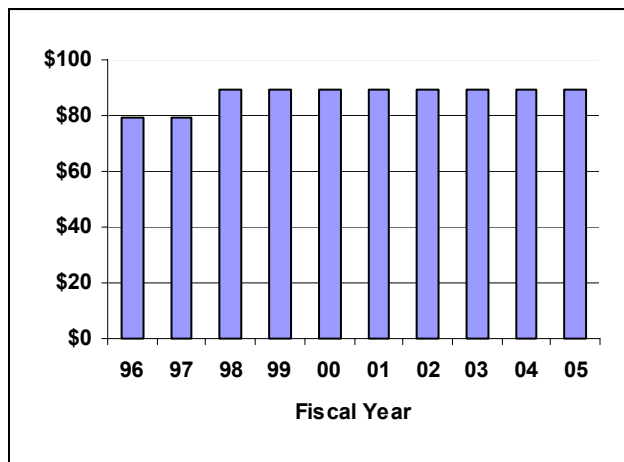


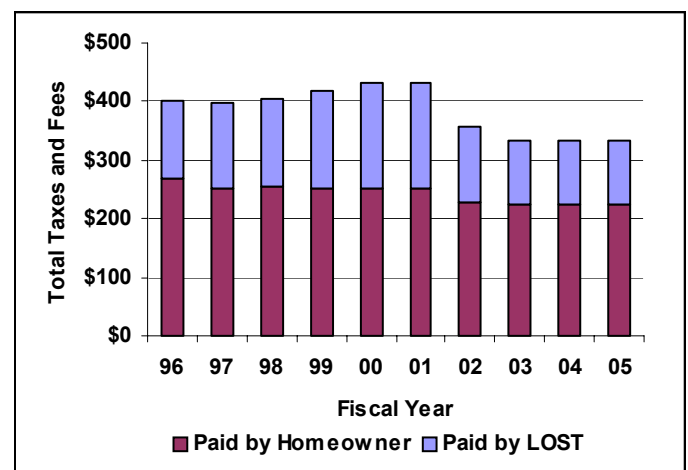
Figure 3. Solid Waste User Fee



The Solid Waste, Recycling and Disposal Fee remains constant at \$89.00 for a single-family residence. Figure 3 presents a ten year history of the Solid Waste User Fee.

When the Solid Waste, Recycling and Disposal Fee is included, the overall tax and fee bill for the owner of a \$100,000 home (four percent assessed property) amounts to \$224.80 representing no change from the prior year. Figure 4 illustrates these amounts, as well as provides a ten-year history of the County's tax and fee bill paid by the homeowner and paid by the LOST credit.

Figure 4. Tax and Fee Bill



Budget Analysis

Charleston County

There were 58 Full-Time Equivalents (FTEs) added for FY 2005, bringing the total number of FTEs employed by Charleston County to 2,411. The majority of the positions added were in the Sheriff's Department which gained 36 Detention Officers. Emergency Medical Services gained four FTEs, and 17 FTEs were added to the Library for a new branch scheduled to open in the early part of FY 2005. Also added was one position for the Magistrates' Court and one grant-funded FTE for the Solicitor's Office. Fleet Operations decreased their staff by one FTE.

GENERAL FUND

SUMMARY

The FY 2005 Council Approved budgeted disbursements for the General Fund total \$140.8 million, a \$6.0 million or 4.5 percent increase from the FY 2004 budget. Budgeted funds available for the FY 2005 budget also total \$140.8 million. The General Fund millage is 51.3 representing a shift of 0.5 mills from the Debt Service Fund.

Page 30 shows a graphical representation of the County's General Fund budget. Page 31 shows a fund statement which depicts the numerical summary of the General Fund budget.

BEGINNING BALANCE

The General Fund beginning fund balance for FY 2005 is \$23.3 million. This fund balance consists of unanticipated prior year revenues and transfers in, lapsed prior year funds, and the "Rainy Day Fund" which is a reserve established and maintained by County Ordinance for catastrophes. (See Figure 5 for additional detail.)

Figure 5. General Fund Beginning Balance
(Expressed in Thousands)

Rainy Day Fund	\$ 8,000
Reserved for Inventory	250
Unanticipated FY 2004 Revenues	3,784
Unexpended FY 2004 Budget	4,716
Undesignated FY 2003 Ending Fund Balance	<u>6,572</u>
Total	<u>\$ 23,322</u>

The funds designated for Rainy Day are anticipated to increase by \$0.5 million to a balance of \$8.0 million, pending completion of the FY 2004 audit. The first \$0.5 million of actual tax revenues over budget goes to the Rainy Day designation per County Ordinance. This designation was established in FY 1992 to strengthen the County's balance sheet and to strengthen the County's disaster preparedness position. The designation is intended to equal no less than four percent of the General Fund disbursements as required by the Budget Ordinance.

Budget Analysis

Charleston County

REVENUES

General Fund budgeted revenues of \$129.5 million reflect an increase of \$4.6 million or 3.7 percent from FY 2004. Figure 6 shows the significant budget changes in revenues.

Figure 6. Changes In Revenues
(Expressed in Thousands)

<u>Department/Division</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>Amount Change</u>	<u>Percent Change</u>
Non-depart. - Ad Valorem Taxes	\$50,308	\$51,400	\$1,092	2.2%
Non-depart. - Local Option Sales Tax	32,350	34,500	2,150	6.6%
Non-depart. - Indirect Cost Reimbursement	1,655	2,196	541	32.7%
RMC - Documentary Stamps	2,800	3,300	500	17.9%

The County's largest single revenue source, Ad Valorem Taxes, reflects an increase of \$1.1 million due to a shift of \$0.8 million from the Debt Service Fund and a growing tax base. The tax base is estimated to be expanding at a rate of 3.0 percent over current-year valuations. The County's second largest revenue source, Local Option Sales Tax, reflects an increase of \$2.2 million based on current-year projections and improvements in the economy.

The Indirect Cost Reimbursement represents the reimbursement of costs incurred by the General Fund for services provided to the County's Enterprise Funds departments. The increase of \$0.5 million reflects the results of a cost study employing a different allocation method than was used for FY 2004.

The other significant change to General Fund revenues is a budgeted increase of \$0.5 million for the Register of Mesne Conveyance Documentary Stamp revenues. These revenues represent mortgage transaction recording fees. The increase reflects sustained refinancing and property sales due to low interest rates.

INTERFUND TRANSFER IN

Approximately \$2.8 million is transferred to the General Fund from other funds. The transfers are increased \$1.4 million or 50.0 percent from the FY 2004 budget. This increase reflects a \$1.3 million transfer from the Debt Service Fund. These funds were available because Council funded the debt service obligation for the Arthur Ravenel, Jr. Bridge with a transfer from the Capital Projects Fund.

Budget Analysis

Charleston County

EXPENDITURES

The FY 2005 Council Approved budgeted expenditures for the General Fund total \$126.3 million, representing a \$7.9 million or 6.7 percent increase over the FY 2004 budget. Figure 7 shows the significant budget changes in expenditures for FY 2005.

Figure 7. Changes In Expenditures
(Expressed in Thousands)

<u>Department/Division</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>Amount Change</u>	<u>Percent Change</u>
Sheriff – Detention Center	\$20,662	\$22,829	\$2,167	10.5%
Salary Adjustment	430	1,750	1,320	307.0%
Sheriff – Law Enforcement	19,939	21,082	1,143	5.7%
Emergency Medical Services	10,270	11,305	1,035	10.1%
County Council	1,772	2,549	777	43.8%

The largest increases in General Fund department's expenditures occur in the Sheriff's Department. During budget deliberations, Council authorized funding for 36 new Detention Officers. The budget for the Sheriff's Office – Detention Center Division reflects full-year funding for 20 FTEs, and three-quarter year funding for the remaining 16 FTEs.

The salary adjustment granted by County Council is another significant increase for the General Fund. This cost of living adjustment (COLA) represents a 2.0 percent salary increase for full-time County employees, and is based on the Southeastern Consumer Price Index for December 2003. The FY 2004 amount in the table in Figure 7 represents the remaining portion of the prior year's salary adjustment after initial allocation to the departments, while the FY 2005 amount is unallocated.

The Sheriff's Office – Law Enforcement Division and Emergency Medical Services are increased due to the inclusion of vehicle purchases in FY 2005. The vehicle purchases were funded in FY 2004 through a transfer out to Fleet Operations rather than directly through the user departments.

The appropriation to County Council also represents a significant increase in the General Fund. During budget deliberations, Council elected to increase its contingency account. Council's contingency is used to fund unbudgeted departmental needs that may arise.

INTERFUND TRANSFER OUT

Approximately \$14.5 million is transferred from the General Fund to various other funds. The transfers are decreased \$1.9 million or 11.6 percent from the FY 2004 budget.

The major portion of this decrease is attributable to the methodology used to budget for vehicle purchases. Vehicle purchases are budgeted in individual department budgets for FY 2005; whereas for FY 2004, they were budgeted in Fleet Operations and funded through an interfund transfer out. This methodology has eliminated the need for a transfer to Fleet Operations.

Budget Analysis

Charleston County

Offsetting this decrease is a higher increase in the transfer to the County's Library system. The amount transferred to the Library is increased this year due to the addition of a new library branch. The increased funding will provide for additional FTEs and library materials.

Also offsetting this decrease is a higher transfer to DAODAS for operating costs.

ENDING BALANCE

Council authorized, in total, the use of \$8.5 million from fund balance. The FY 2005 ending fund balance is projected to be \$14.8 million. Of this amount, \$6.6 million is unreserved and undesignated in an effort to establish a buffer in addition to the Rainy Day fund for unexpected events.

DEBT SERVICE FUND

SUMMARY

The FY 2005 Council approved budgeted disbursements for the Debt Service Fund total \$24.8 million which is a \$0.9 million or 3.8 percent increase from the FY 2004 budget. Budgeted funds available for FY 2005 also total \$24.8 million. The Debt Service Fund millage is 9.9 mills representing a 0.5 mill decrease from FY 2004.

During FY 2004, the County paid with one-time funds the first \$3.0 million to the State for construction costs of the Arthur Ravenel, Jr. Bridge. The FY 2005 proposed budget was structured to find recurring sources of funds to meet the remaining 24 years of the obligation. During budget deliberations, Council elected to use one-time funds from the Capital Projects Fund to pay the FY 2005 obligation. This resulted in a 0.5 mill shift from the Debt Service Fund to the General Fund and other changes to the Debt Service Fund budget.

Page 32 displays a graphical representation of the County's Debt Service Fund budget. Page 33 contains a fund statement which is a numerical summary of the Debt Service Fund.

REVENUES

Debt Service Fund revenues total \$18.5 million and reflect a \$0.3 million or 1.6 percent increase from the prior year reflecting growth in the tax base. This reflects the loss of \$0.8 million as a result of the 0.5 mill shift to the General Fund.

INTERFUND TRANSFER IN

Approximately \$4.8 million is transferred to the Debt Service Fund from other funds. The transfers are increased \$2.0 million or 71.4 percent from the FY 2004 budget. This increase reflects a \$3.0 million transfer from the Capital Projects Fund to fund the FY 2005 debt payment obligation for the Arthur Ravenel, Jr. Bridge. Offsetting this increase is a reduction in the transfer from the Accommodations Fee Fund. The Accommodations Fee was used as a one-time source of funds for the FY 2004 bridge payment.

Budget Analysis

Charleston County

EXPENDITURES

The FY 2005 budgeted expenditures for the Debt Service Fund total \$22.5 million. This amount reflects a \$0.1 million or 0.4 percent decrease from FY 2004. This amount will continue to service the County's outstanding debt obligations.

INTERFUND TRANSFER OUT

Approximately \$2.3 million is transferred from the Debt Service Fund to other funds. The transfers are increased \$1.0 million or 77.0 percent from the FY 2004 budget. The increase reflects a \$1.3 million increase in the transfer to the General Fund.

SPECIAL REVENUE FUNDS

SUMMARY

The FY 2005 Council Approved budgeted disbursements for the Special Revenue Funds total \$37.4 million (including budgeted increases in fund balance), a \$0.9 million or 2.4 percent decrease from the FY 2004 budget. Budgeted funds available for FY 2005 also total \$37.4 million.

Page 34 shows a graphical representation of the County's Special Revenue Fund budgets, while pages 35-62 contain fund statements reflecting numerical summaries of the budgets.

REVENUES

Special Revenue Funds revenues total \$23.2 million and reflect a \$0.4 million or 1.8 percent increase from the FY 2004 budget. Figure 8 provides information on significant budgeted revenue changes.

Figure 8. Changes In Revenues
(Expressed in Thousands)

<u>Department/Division</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>Amount Change</u>	<u>Percent Change</u>
BL/UF - Accommodations Fee	\$6,944	\$7,155	\$211	3.0%
Library	977	765	(212)	-21.7%

The increase in Accommodations Fee revenues reflect projections for continued growth in tourism in the Charleston area, while the decrease in the Library's revenues reflect the anticipated decline of fines and State aid based on current receipts.

INTERFUND TRANSFERS IN

In total, approximately \$12.4 million is transferred into Special Revenue Funds from various other funds. The transfers are increased \$1.0 million or 8.8 percent from the FY 2004 budget. The increase comes from the General Fund to provide funding for a new branch library scheduled to open in early FY 2005.

Budget Analysis

Charleston County

EXPENDITURES

The FY 2005 budgeted expenditures for the Special Revenue Funds total \$34.1 million which is a \$0.5 million or 1.5 percent increase over FY 2004. Figure 9 shows the significant budget changes in expenditures.

Figure 9. Changes In Expenditures
(Expressed in Thousands)

<u>Department/Division</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>Amount Change</u>	<u>Percent Change</u>
Library	\$12,331	\$13,499	\$1,168	9.5%
Sheriff - Asset Forfeiture	895	543	(352)	-39.3%
BL/UF - Accommodations Fee	4,353	4,017	(336)	-7.7%

The Charleston County Library's budget includes an increase for personnel and operating costs related to the new John's Island Branch Library. This amount includes full-year funding for five FTEs approved in FY 2004, and 17 FTEs approved in FY 2005. During budget deliberations, Council added 11 of the 17 FTEs and the related funding.

Operating expenditures in the Sheriff's Department – Asset Forfeiture Division reflect the elimination of one-time costs in FY 2004 for the purchase of specialty weapons. Accommodations Fee expenditures reflect a reduction for a loan granted to the Charleston County Visitor's Center in FY 2004.

INTERFUND TRANSFERS OUT

Approximately \$3.3 million is transferred from the Special Revenue Fund to various other funds. The transfers are decreased \$1.5 million or 31.3 percent from the amount transferred in FY 2004. A lower amount is being transferred from the Accommodations Fee Fund to the Debt Service Fund this year due a one-time transfer in FY 2004 to fund the first payment for the bridge.

FUND BALANCE

Council authorized, in total, the use of \$1.8 million from the Special Revenue Funds' fund balance. The FY 2005 ending fund balance is projected to be \$4.8 million.

ENTERPRISE FUNDS

SUMMARY

The FY 2005 Council Approved budgeted disbursements for the Enterprise Funds total \$47.5 million (including budgeted increases in fund balance). This is a \$0.2 million or 0.4 percent increase from the FY 2004 budget. Funds available for FY 2005 also total \$47.5 million.

Page 63 displays a graphical representation of the County's Enterprise Funds budgets, while pages 64-67 contain fund statements reflecting numerical summaries of the budgets.

Budget Analysis

Charleston County

REVENUES

Revenues for the Enterprise Funds total \$41.9 million and reflect a decrease of \$0.8 million or 1.8 percent from FY 2004. Figure 10 illustrates the significant budgeted revenue changes.

Figure 10. Changes In Revenue
(Expressed in Thousands)

<u>Department/Division</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>Amount Change</u>	<u>Percent Change</u>
Planning - Emergency 911	\$1,151	\$1,450	\$299	26.0%
Internal Services - Parking Garages	2,753	1,562	(1,191)	-43.3%

Revenues are increased in Emergency 911 Communications based on the continued increase in the number of wireless calls. Offsetting this increase is a decrease in the Internal Services Department due to the sale of one of the County's parking garages to facilitate the expansion of the Medical University of South Carolina.

EXPENSES

The FY 2005 budgeted expenses for the Enterprise Funds total \$46.4 million representing a \$0.4 million or 0.9 percent increase from the FY 2004 budget. Figure 11 illustrates the significant budget changes for FY 2005.

Figure 11. Changes In Expenses
(Expressed in Thousands)

<u>Department/Division</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>Amount Change</u>	<u>Percent Change</u>
Planning - Emergency 911	\$980	\$1,816	\$836	85.3%
Internal Services - Parking Garages	3,038	1,630	(1,408)	-46.3%

The increase in Emergency 911 Communications reflects capital expenses to fund a system upgrade. The decrease in Internal Services reflects lower operating costs due to the sale of one of the County's parking garages.

FUND BALANCE

Council authorized, in total, the use of \$1.5 million from the combined Enterprise Funds' fund balance. The FY 2005 combined ending fund balance is projected to be \$58.0 million.

INTERNAL SERVICE FUNDS

SUMMARY

The FY 2005 Council Approved budgeted disbursements for the Internal Service Funds total \$28.6 million, a \$1.4 million or 5.1 percent increase over the FY 2004 budget. Funds available for FY 2005 also total \$28.6 million.

Budget Analysis

Charleston County

Page 68 shows a graphical representation of the County's Internal Service Funds budgets, while pages 69-72 contain fund statements reflecting numerical summaries of the budgets.

REVENUES

Internal Service Funds revenues total \$27.9 million and reflect an overall increase of \$2.1 million or 8.1 percent. Figure 12 shows the significant budget changes for FY 2005.

Figure 12. Changes In Revenue
(Expressed in Thousands)

<u>Department/Division</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>Amount Change</u>	<u>Percent Change</u>
Safety & Risk - Safety/Workers' Comp	\$2,380	\$3,572	\$1,192	50.1%
Human Resources - Employee Benefits	14,088	15,042	954	6.8%

The Internal Service Funds revenues reflect increases in charges to County departments and external agencies. The two primary areas increased for FY 2005 are Workers' Compensation and Employee Benefits. The revenues have been increased to capture the effect of rising costs in these areas.

EXPENSES

Internal Service Funds expenses total \$28.6 million which is a \$1.4 million or 5.1 percent increase over the FY 2004 budget. Figure 13 shows the significant budget changes for FY 2005.

Figure 13. Changes In Expenses
(Expressed in Thousands)

<u>Department/Division</u>	<u>FY 2004</u>	<u>FY 2005</u>	<u>Amount Change</u>	<u>Percent Change</u>
Safety & Risk - Safety/Workers' Comp	\$2,880	\$3,572	\$692	24.0%
Human Resources - Employee Benefits	14,838	15,542	704	4.7%

The increases in Safety and Risk and Human Resources reflect rising costs for workers' compensation insurance and health insurance.

FUND BALANCE

Council authorized, in total, the use of \$0.6 million from fund balance. The FY 2005 ending fund balance is projected to be \$13.1 million.

Strategic Goals

Charleston County

INITIATIVE I - SERVICE DELIVERY

Goal: Provide a level of service that the customer recognizes as high in quality and value.

Initiative Objectives

- Analyze service delivery systems internally, locally, regionally, and at the state levels to determine possible consolidation of service delivery systems where cost effective.
- Pursue E-commerce on all levels of service in the County.
- Expand the Municipal Services program and interact with municipalities to ensure a total encompassing level of service.
- Pursue secure wireless capabilities countywide as needed as well as countywide communications and the interoperability with the state.

INITIATIVE II - HUMAN RESOURCES & RESOURCE MANAGEMENT

Goal: Develop and maintain a flexible organization that is knowledgeable, productive, and committed.

Initiative Objectives

- Maintain a pay scale and benefit program which is both competitive and comparable with other government and private sector jobs.
- Maintain a comprehensive and cohesive training program that includes a Mandatory Understanding of County Operating Systems.
- Develop alternative negotiation systems for exempt employees with variable incentive packages that are not only beneficial to the individual, but cost saving to the county as an option to cash benefits.

INITIATIVE III - LONG-TERM FINANCIAL PLANNING

Goal: Ensure sound fiscal long-term planning.

Initiative Objectives

- Develop an annually maintained long-term financial plan that includes:
 - 5 Year Capital Improvement Plan
 - 10 Year Solid Waste Plan
 - Focus on Delinquent Account Collection
 - Long-Term Indebtedness
- Examine if the Internal Service Fund accounting concept meets the needs of the County, examine alternatives and investigate other government entity methods for providing Internal Service Programs.
- Emphasize the search for alternative funding for all departments.

Strategic Goals

Charleston County

INITIATIVE IV - WORKFLOW ANALYSIS-PROCESS MANAGEMENT

Goal: *Ensure all new and existing processes and workflow are reviewed for efficiency of resources and utilized funding.*

Initiative Objectives

- Workflow analysis and process management of all departmental functions to be reviewed and updated on an annual basis and as new functions are proposed.
- Evaluate cost benefit and analysis annually on departmental functions and as new functions are proposed.
- Establish standards and perform quality control and quality assistance for all existing information systems as well as those being considered for inclusion in the county's enterprise-wide databases and ensure that it conforms with county standards.
- Create an open networked systems policy and procedures where data sharing can be obtained by the user (internal) and shared as business needs require.

INITIATIVE V - QUALITY CONTROL

Goal: *Track progress of county development and use the information to make educated decisions for the future of the County.*

Initiative Objectives

- Establish a Long Range Strategic Planning Task Force to determine changing demographics, technology, state funding, economic conditions and other factors affecting the services of the County. Make long-term strategic goal recommendations based on the findings and develop early warning indicators to identify potential problem areas.
- Track progress of county developments and innovations on a regular basis and use such information to streamline functions and assist with decision making for the future of the county systems.

Strategic Goals - Departments

Charleston County

COUNCIL AGENCIES

INTERNAL AUDITOR

- < research the needs of various levels of management for audit assistance (Initiative I)
- < revise and update departmental audit manual (Initiative II)
- < install and implement computer software to provide continuous monitoring activities (Initiative IV)
- < develop early warning indicators to quickly identify problem areas (Initiative V)

STATE AGENCIES - PUBLIC DEFENDER

- < continue to assist with the jail overcrowding problem by monitoring attorney caseloads, educating attorneys regarding assessment of their cases, and monitoring the disposition of jail cases (Initiative I)
- < continue to support the Charleston County General Sessions Liaison Committee in its effort to improve the General Sessions docket (Initiative II)
- < continue to pursue parity with the Solicitor's Office in an attempt to have less personnel turnover and to maintain an experienced office (Initiative II)
- < identify programs and procedures that impact jail overcrowding (Initiative IV)

ELECTED OFFICIALS

PROBATE COURT

- < secure permanent funding for the Mental Health Court Program in addition to working toward placement and transportation assistance for the participants in the program (Initiative III)
- < continue applying for grant funding to enhance the Adult Drug Court Program (Initiative III)
- < upgrade the computer software system in the Commitment Division (Initiative III)

SHERIFF

- < identify programs/procedures that impact jail overcrowding (Initiative I)
- < become 911 Phase II compliant (Initiative I)
- < continue participation in the tri-county Information Technology Improvement Project (Initiative I)
- < continue participation in homeland security initiatives (Initiative I)
- < prepare for construction of the new Law Enforcement Center, Warehouse, and Juvenile and Adult Detention Facilities (Initiative III)
- < update the Computer Aided Dispatch system using a windows base environment (Initiative IV)
- < develop and implement a plan to achieve accreditation of the Detention Center (Initiative IV)
- < develop an internal staff inspection/audit function (Initiative IV)

APPOINTED OFFICIALS

LIBRARY

- < consider ways to implement the recommendations of the "Five Year Plan For Library Services" (Initiative I)
- < monitor the construction process for the Folly Beach Branch Library (Initiative I)

Strategic Goals - Departments

Charleston County

- < obtain collection materials and equipment for the John's Island Branch Library, train branch staff, and open for public use (Initiative I, II, & V)

VETERANS AFFAIRS

- < maximize services to the veterans of Charleston County (Initiative I)
- < identify and retire inactive files with the objective of reducing required storage space (Initiative IV)

ADMINISTRATOR

ECONOMIC DEVELOPMENT

- < continue implementation of the outreach effort to existing industry, including the Business Assistance Program visitation initiative, development of printed and electronic marketing mediums, and sponsorship of an annual 'Industry Appreciation Week' event (Initiative I & III)
- < foster relationships with SPAWAR-related firms, aiding in solutions to their business climate challenges, assisting in their growth, and leveraging the relationships for recruitment of similar firms (Initiative I & III)
- < foster relationships with existing Charleston-based medical and life sciences firms, addressing their business climate concerns, including the need for a life sciences incubator, the shortage of wet lab space, and the absence of a life sciences research park (Initiative I & III)
- < implement the CEO Summit Initiative to gain the active involvement of current and retired Charleston business people in the recruitment of new businesses to Charleston (Initiative I & III)
- < continue financial support of the Charleston Regional Development Alliance, SC World Trade Center, and ThinkTEC (Charleston Metro Chamber of Commerce) to cost effectively perform regional economic recruitment, promote export activities, and better Charleston's technological business climate (Initiative I & III)

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

- < maintain strong relationships with governmental and private agencies while promoting a cooperative effort of application development and shared databases (Initiative I)
- < oversee production of digital orthophotographs pursuant to a schedule promulgated by state regulations (Initiative I & IV)
- < develop approved spatial applications for county departments (Initiative I, IV, & V)
- < perform project management activities for all GIS projects (Initiative I, IV, & V)
- < perform final quality control and quality assurance for all digital geographic information being considered for inclusion in the County's enterprise-wide database (Initiative I & V)
- < establish a central repository and public dissemination point for all county-maintained digital spatial data (Initiative I & V)

INFORMATION TECHNOLOGY SERVICES

- < migrate smaller mainframe systems to open systems where feasible enabling data to be obtained by the user and shared as required (Initiative I)
- < maintain standardization plan for hardware/software (Initiative I)
- < provide detailed plans for disaster recovery preparedness (Initiative I)

Strategic Goals - Departments

Charleston County

- < analyze, plan, and implement cost efficient backup of older systems to ensure recovery in a timely manner (Initiative I)
- < enable web, wireless, and remote access where cost effective (Initiative I)
- < enable audio visual, video conferencing to enhance work processes/communication (Initiative II)
- < refine and implement consolidated computer usage policies (Initiative III)
- < analyze processes and data sharing requirements and streamline where feasible cost effective technology solutions (Initiative IV)
- < plan the upcoming three year PC Refresh Program (Initiative IV)
- < create policy and workplace procedures for allowing non-county access, install firewalls and anti-virus software, and provide monitoring tools for the network (Initiative V)
- < carry out funded infrastructure upgrades, including server refresh (Initiative V)
- < finalize implementation of new tax software package scheduled for September 2004 (Initiative V)
- < participate in the finalization of the redesign of the County's Intranet site (Initiative V)

CHIEF DEPUTY ADMINISTRATOR

BUILDING SERVICES

- < acquire and implement a stand-alone permitting software system with Internet service access capability (Initiative I)
- < convert departmental operational systems to Internet web-site usage (Initiative I)
- < expand the community educational program through Project Impact and related programs (Initiative I)
- < create/coordinate departmental resources in support of Terrorism Task Force (Initiative II)
- < acquire a wireless Internet map server for day-to-day operations, including updating of current county residential and commercial building stock (Initiative IV)
- < create all systems required to network with other users for day-to-day and emergency operating models (Initiative IV)
- < expand utilization of wireless GPS compatibility in support of addressing, storm drainage, assessment and emergency operations (Initiative IV)

CAPITAL PROJECTS

- < complete the following projects: Final Phase of the O.T. Wallace Building renovations, Museum glass walls, McClellanville Medic #6, John's Island Medic #7, King and Queen Garage renovations, and the Edisto Fire Station in FY 2005 (Initiative I, III, & V)
- < complete design and award contracts for Medic #2, Ladson Medic #15, Judicial Center Courtyard Square, Charleston Center Crisis Stabilization, and Detention Facility Infirmary in FY 2005 (Initiative I, III, & V)
- < design, review and manage projects to meet financial and schedule constraints to minimize changes during construction (Initiative I, III, IV, & V)
- < increase participation of stakeholders in the design process to ensure a conglomeration of expectations (Initiative I, IV, & V)

EMERGENCY MANAGEMENT

- < establish a Fire Wise community within the fire district by 2005 (Initiative I)
- < increase Earthquake Hazard Awareness throughout the county (Initiative I)

Strategic Goals - Departments

Charleston County

- < complete the interior of the Marine Incident Response Team trailer for delivery to the City of North Charleston for housing by October 2004 (Initiative I)
- < complete the interior construction of the third COBRA trailer for delivery to St. John's Fire Department for housing by December 2004 (Initiative I)
- < complete the interior construction of the COBRA EMS trailer by December 2004 (Initiative I)
- < train first responders' trainers in the use of the DHS First Responder Protective Equipment (Initiative I)
- < participate in the July TTX and the August Full Scale Functional exercise (Initiative I)
- < continue training of COBRA and HazMat responders at all levels (Initiative I)
- < prepare a comprehensive five year capital and staffing plan for the Awendaw Fire Department and a capital plan for the Volunteer Rescue Squad (Initiative III)
- < Assist Emergency Preparedness Division in revamping the Emergency Operations Center (EOC) operations and logistics as practical (Initiative IV)
- < Assist Emergency Preparedness Division in preparing a training program for staff when directed by Administrator (Initiative IV)
- < implement an Automatic Aid agreement with the Town of Mt. Pleasant by 2005 (Initiative IV)
- < update terrorism plans in coordination with States Terrorism Task Force (Initiative IV)
- < reconfigure EOC Emergency Support Functions in coordination with South Carolina Emergency Management Division and FEMA (Initiative IV)
- < further develop alternate EOC (Initiative V)

EMERGENCY SERVICES

- < implement Continuous Positive Airway Pressure Therapy capability (Initiative I)
- < test the moving of the Emergency Communications Center to an alternate site (Initiative I)
- < re-evaluate response district boundaries of James Island Medic 4 (Initiative I)
- < implement Global Positioning Sati/direct-routing capabilities for ambulances (Initiative I)
- < institute Emergency Fire Dispatch training (Initiative I)
- < implement Cellular fax communication of twelve lead EKGs to hospitals (Initiative I)
- < convert position in dispatch for Quality Assurance/Training in communications (Initiative II)
- < implement second phase of District Supervisor Program (Initiative II)
- < re-evaluate and grow Field Training Officer (FTO) program (Initiative II)
- < outsource the ambulance billing function of the mission (Initiative III)
- < achieve accreditation of EMS Communications Center (Initiative V)

FACILITIES MANAGEMENT

- < complete 1998 Extensive Renovation projects (Initiative I)
- < increase Disaster Readiness Posture (Initiative I)
- < connect centralized energy management cost control software to each large County facility and capture utility cost savings (Initiative IV)
- < initiate special programs to upgrade/improve degraded building systems (Initiative IV)
- < develop a fully integrated Facilities Management Information System (Initiative V)

MAGISTRATES' COURTS

- < implement procedure allowing the Courts to accept fines and fees through debit and credit cards (Initiative I)
- < research acceptance of payment of fines and fees using the Internet (Initiative I)
- < reduce transportation of inmates by use of video conferencing (Initiative I & IV)

Strategic Goals - Departments

Charleston County

- < implement procedures to collect outstanding fines that do not meet the requirements to participate in the Department of Revenue Set Off Debt Collection Program (Initiative III)
- < research acceptance of South Carolina Highway Department fees to expedite the reinstatement of driving privileges (Initiative III & IV)
- < link to the Department of Public Safety's database to allow exchange of license suspensions and disposition information (Initiative IV)
- < image court records to reduce storage and readily access documents (Initiative IV)
- < research ability to issue criminal arrest warrants and court documents with a photo image using the driver records of the person charged (Initiative IV)
- < implement the Statewide Court Case Management System (Initiative IV)

PLANNING

- < revise the Zoning and Land Development Regulations to implement changes in the County Council five-year review of the Comprehensive Plan (Initiative I)
- < implement Phase II of the 911 Wireless System in six County Public Safety Answering Points (PSAP) (Initiative I)
- < develop a strategy for the State mandated 10 year update of the Comprehensive Plan (Initiative V)

PUBLIC WORKS

- < continue to develop with the Legal Department a Right-of-Way Management Ordinance that will formalize the encroachment permit process (Initiative I)
- < implement pilot paved road system surface treatment program to extend the useful life of asphalt roadways (Initiative I)
- < implement a vegetation management program (herbiciding) on all major outfall canals in inventory during FY 2005 (Initiative I)
- < continue to mitigate work at the Kinsey-Blake borrow pit on John's Island as required by the South Carolina Department of Health and Environmental Control Mining Operations Division (Initiative I)
- < continue to upgrade the County's road and drainage infrastructure which includes upgrading non-standard earth roads and associated drainage to County maintenance standards that may meet Charleston Transportation Committee requirements for rock or paved surfaces (Initiative I)
- < explore alternatives for funding the National Pollutant Discharge Elimination System (NPDES) Phase II Stormwater compliance (Initiative III)
- < continue to assist the Geographic Information Systems (GIS) department with quality assurance reviews of the topographic map (Initiative IV)

RADIO COMMUNICATIONS

- < develop and implement 800 MHz conventional repeater back-up plan (Initiative I)
- < develop a statewide 800 MHz interoperability plan for public safety (Initiative I)
- < continue to replace obsolete radios (Initiative I & III)
- < upgrade public safety radio system infrastructure (Initiative I & III)

SAFETY & RISK MANAGEMENT

- < reduce FY 2004 departmental strain related injuries by one in FY 2005 (Initiative II)
- < develop and implement Fall Injury Prevention Campaign in FY 2005 (Initiative II)

Strategic Goals - Departments

Charleston County

- < improve inventory control and tracking system for safety equipment and supplies furnished to other departments (Initiative IV)
- < strengthen the Alcohol and Drug Abuse Policy by utilizing drug and alcohol tests immediately following on-the-job injuries requiring physician treatment (Initiative V)
- < implement an annual, automated motor vehicle record (MVR) check on county drivers (Initiative V)

SOLID WASTE

- < complete initial phase of interactive web site for programs and services (Initiative I)
- < secure permit and begin construction of the new Municipal Solid Waste (MSW) landfill at the Bees Ferry Facility (Initiative I, III, & IV)
- < initiate pre-disaster contracts for debris management services (Initiative I, III, & IV)
- < continue negotiations with Montenay for long-term extension to operate Waste to Energy facility (Initiative I, III, & IV)
- < increase recycling participation in the Curbside Collection Program (Initiative I, III, & IV)
- < determine operational needs to relocate the recycling center (Initiative I, III, IV, & V)

CHIEF FINANCIAL OFFICER

ASSESSOR

- < resolve any 2004 through 2006 appeals to the Board of Assessment Appeals and the Administrative Law Judge Division (Initiative I)
- < complete assessment of new construction and measurement changes for tax year 2006 (Initiative I & III)
- < process and appraise new construction for tax year 2005 by July 1, 2005 (Initiative I & III)
- < produce assessment increase projections to the Auditor to set millage by August 2006 (Initiative III)

BUDGET

- < assist in development and formalization of County's financial policies (Initiative III)
- < assist in development of long-range budget to implement capital improvement plan and equipment replacement plan (Initiative III)
- < assist in development of revenue manual (Initiative III)
- < develop ability to submit budget transfers electronically (Initiative IV)
- < develop electronic submission of budget requests on Intranet (Initiative IV)
- < assist departments in full implementation of performance measures (Initiative V)

BUSINESS LICENSE/USER FEE

- < develop additional online bill payment processes (Initiative I)
- < develop online and in-house credit card payment system (Initiative I)
- < migrate all billing and collection software to operate on the newly approved Microsoft platform (Initiative I)
- < develop additional training videos for new employees (Initiative II)
- < successfully obtain two new Business License Officials Association certifications in department (Initiative II)
- < successfully obtain one new National Business License Official Association certification in department (Initiative II)
- < attract additional municipalities into our consolidated programs (Initiative III)

Strategic Goals - Departments

Charleston County

CONTROLLER

- < complete interfaces to third party accounts receivable and billing systems (Initiative I)
- < investigate the feasibility of document imaging as an alternative to paper files of original source documents (Initiative I)
- < evaluate various alternatives for offline storage of transaction detail for financial software on the Integrated Fund Accounting Software system (Initiative I)
- < publish the Comprehensive Annual Financial Report on the County's website (Initiative III)
- < publish a popular annual report which would be more easily understood by the citizens of the County (Initiative III)

DELINQUENT TAX

- < maintain a real property collection rate of at least 95% (Initiative IV)
- < attain a closure rate of 95% for all personal property types currently collected (Initiative IV)
- < complete Delinquent Tax phase of the County tax system (Initiative IV)
- < match departmental costs with income from levy fees and interest income to ensure tax dollars collected are not used to fund the department (Initiative IV)

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (DAODAS)

- < provide outreach and prevention services for Hispanic population (Initiative I)
- < reorganize prevention services to minimize reductions to services or secure new funding (Initiative I)
- < develop collaborative programs with Mental Health to assess and treat clients with co-occurring (Alcohol and Other Drugs and Mental Health) problems (Initiative I)
- < develop new cost-effective parking policies for clients and staff as Medical University of South Carolina (MUSC) takes over parking garage from the County (Initiative II)
- < consolidate transportation services from individual programs to an agency-wide service to take advantage of economies of scale and improved scheduling of van routes (Initiative II)
- < expand clinical supervision, develop measures, and show improvement in clinician adherence with best clinical practice (Initiative II)
- < improve billing and collection efforts to maximize self-pay revenue (Initiative III)
- < develop usable database in conjunction with Behavioral Health Services and DAODAS to track client outcomes (Initiative IV)
- < achieve three year Commission on Accreditation for Rehabilitation Facility recertification in September 2004 (Initiative V)
- < develop a consistent Continuous Quality Improvement program that is integrated with management analysis and decision-making (Initiative V)
- < improve client outcomes including high volume and high expense areas (Initiative V)

GRANTS ADMINISTRATION

- < update departmental web site to include applications for all programs (Initiative I)
- < increase affordable housing by building two houses and/or supporting existing building projects (Initiative I)
- < develop procedure to implement tenant based rental program with housing agency (Initiative I & III)

Strategic Goals - Departments

Charleston County

- < include partners to One Stop system which include Department of Social Services, Vocational Rehabilitation, and Libraries (Initiative I & III)
- < implement revenue generation procedure for One Stop system that supports 75% of current lease (Initiative I & III)
- < continue to develop and assist in the development of grant applications (Initiative III)
- < complete establishment of 501(c)3 (Initiative III)
- < develop procedures to institute rehabilitation loan program (Initiative III)
- < ensure compliance with grant terms and conditions (Initiative III & V)
- < provide programmatic and financial oversight as needed (Initiative V)

HUMAN RESOURCES

- < implement Team Interview training for supervisors, managers, and employees (Initiative II)
- < complete Diversity Training for supervisors, managers, and employees (Initiative II)

INTERNAL SERVICES

- < install video teleconferencing systems to support the Magistrate Courts (Initiative I)
- < increase parking revenue by seeking lease opportunities with downtown businesses (Initiative I & II)
- < begin construction of a new Automotive Maintenance Shop (Initiative I, II, & IV)
- < secure most cost effective long distance telephone service contract for the County (Initiative I & III)
- < replace two mail machines with one digital mail machine featuring bar code scanning to increase productivity for mail operations (Initiative I, III, IV, & V)
- < develop quantifiable procedures for charging departments for internal support services (Initiative I, III, & V)
- < submit application to Ford Motor Company to achieve Warranty Shop Certification (Initiative I & IV)
- < implement automated parking accounting system to improve collection (Initiative I & IV)
- < obtain optimal service and rates for cellular wireless communications (Initiative I & IV)
- < continue to expand outside mailing contract provider source to eliminate in-house printing of mailers (Initiative I, IV, & V)
- < expand Language Line translation services to County agencies requiring multi-lingual services (Initiative I, IV, & V)
- < implement the FASTER automated fleet management system replacement criteria (Initiative III & IV)
- < review the County Home Garaging Program to ensure compliance with IRS regulations and perform a Needs Assessment review with departments (Initiative III & IV)
- < review countywide vehicle utilization to ensure efficient and effective inventory utilization (Initiative III & IV)
- < explore alternate and supplemental funding for the preservation of permanently valuable records (Initiative III & IV)
- < assist facility construction planning to incorporate telecommunications requirements which includes climate controlled equipment rooms (Initiative IV)
- < implement Phase II of the Records Management Imaging project (Initiative IV & V)

Strategic Goals - Departments

Charleston County

MEDICALLY INDIGENT ASSISTANCE PROGRAM

- < reduce the turn around time for applicants' right to appeal and fair hearing for reconsideration requests (Initiative III)

PROCUREMENT

- < serve customer needs by procuring quality goods and services at the lowest possible costs (Initiative I)
- < provide continuous contract administration to ensure legal compliance and uninterrupted service of maintenance contracts (Initiative I)
- < reduce cost of goods and services by increasing the number of new sources for goods and services to maximize competition (Initiative III)
- < improve Procurement Card usage by reducing improper use of card (Initiative IV)
- < continue to actively pursue e-Procurement where practical (Initiative IV)
- < continue professional development opportunities that allow staff to stay attuned of leading edge technology (Initiative V)

Major Revenue Sources

Charleston County

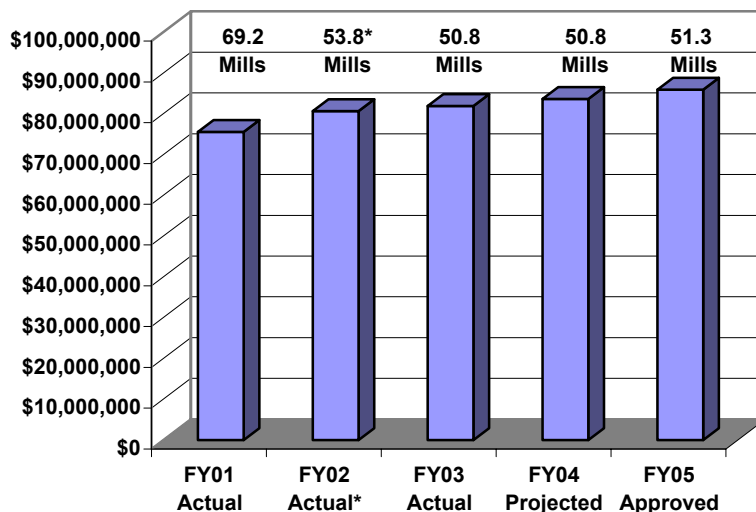
General Fund Ad Valorem Taxes

Description

The County Assessor, the County Auditor, and the State calculate the taxable value of the county's real property, personal property and motor vehicles. The County Auditor applies the appropriate millage rates for the various taxing entities in the county to determine the ad valorem taxes. The Treasurer collects the ad valorem taxes for all of the taxing entities in the county and remits these collections in the following month. The real and personal property are billed annually in September and are due the following January. The motor vehicles are billed annually during the month when the taxpayer's license registration is due for renewal.

Trend

The County's portion of ad valorem taxes for its General Fund has a general trend of increasing. This increase in revenue reflects a growth in the County's tax base.



FY 2001	\$75,519,697
FY 2002	80,665,712
FY 2003	81,918,574
FY 2004	83,600,000
FY 2005	85,900,000

*Reassessment

Revenue Estimate

The tax base for FY 2005 is estimated to grow at 3.0 percent over the current year's projections. The FY 2005 millage rate also reflects Council's decision to shift 0.5 mills and \$750,000 from the Debt Service Fund to the General Fund.

Major Revenue Sources

Charleston County

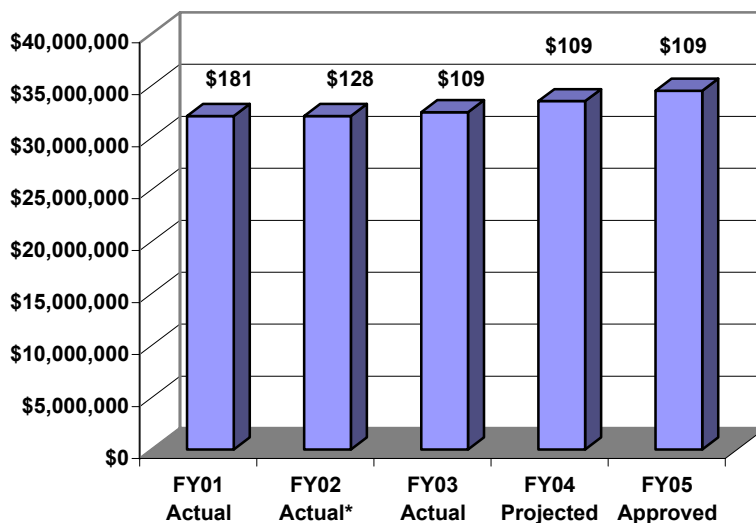
General Fund Local Option Sales Tax

Description

The citizens of Charleston County passed by referendum an additional one percent sales tax to take effect during FY 1991. According to state law, a portion of the sales tax revenues was designated to reduce local property taxes. Charleston County attempts to apply 100 percent of the local option sales tax revenues as credits against local property taxes. As the local option sales tax revenues increase, the credit applied increases.

Trend

The revenue from the local option sales tax showed a consistent trend of increasing through FY 2001. Due to the economic downturn in FY 2002 and FY 2003, the local option sales tax showed no significant growth. As a result of economic recovery, Charleston County anticipates increased local option sales tax for FY 2004 and FY 2005. The local option sales tax is tied directly to the level of consumer spending in Charleston County.



FY 2001	\$32,065,270
FY 2002	32,061,842
FY 2003	32,445,350
FY 2004	33,500,000
FY 2005	34,500,000

*Reassessment

Revenue Estimate

The budgeted revenues from local option sales tax reflect a 3.0 percent increase from the current year's projections. The revenue for FY 2005 equates to a credit of \$109 on \$100,000 of appraised value. This reflects no change in the local option sales tax credit.

Major Revenue Sources

Charleston County

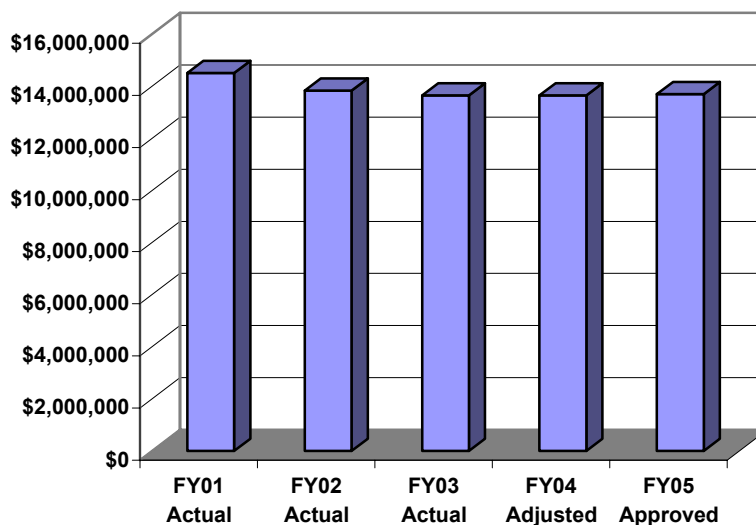
General Fund Aid to Local Subdivisions

Description

The County receives funds from the State of South Carolina to subsidize its operations. This funding was created to reduce the pressure on property taxes and to provide a predictable source of revenue for county and municipal budgeting. In FY 1992, the aid to local subdivisions replaced and consolidated many other taxes allocated by the state. These taxes included the alcohol beverage tax, the bank tax, the beer and wine tax, the brokers tax, the gasoline tax, the income tax and insurance license fees. The State determines the local government fund based on 4.5 percent of the State's General Fund revenues for the State's last completed fiscal year.

Trend

The revenue from the aid to local subdivisions decreased in FY 2002 due to adjustment for the 2000 Census. Since FY 2002, the revenues are relatively unchanged. The revenues reflect how the State's economy is performing.



FY 2001	\$14,515,662
FY 2002	13,839,678
FY 2003	13,654,987
FY 2004	13,650,000
FY 2005	13,700,000

Revenue Estimate

The FY 2005 budgeted aid to local subdivisions is relatively unchanged from the current year's projections. Improvements in the State's overall economy will not increase this revenue until two years after the improvement.

Major Revenue Sources

Charleston County

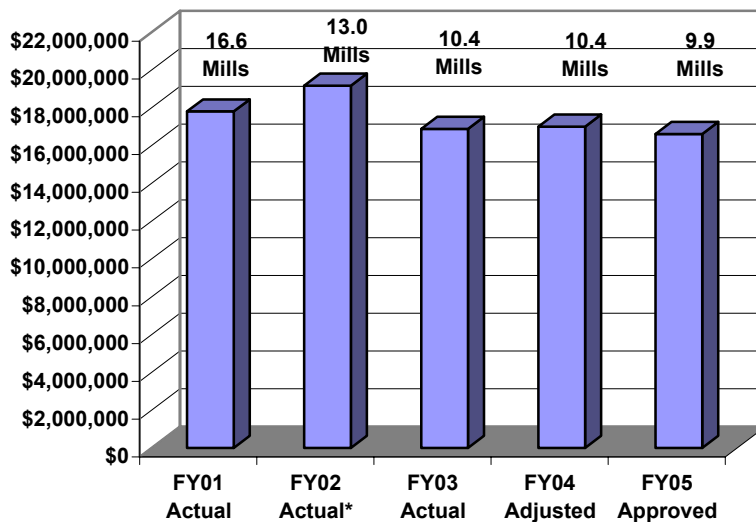
Debt Service Fund Ad Valorem Taxes

Description

The County Assessor, the County Auditor, and the State calculate the taxable value of the county's real property, personal property and motor vehicles. The County Auditor applies the appropriate millage rates for the various taxing entities in the county to determine the ad valorem taxes. The Treasurer collects the ad valorem taxes for all of the taxing entities in the county and remits these collections in the following month. The real and personal property are billed annually in September and are due the following January. The motor vehicles are billed annually during the month when the taxpayer's license registration is due for renewal.

Trend

The County's portion of ad valorem taxes for its Debt Service Fund has a general trend of increasing through FY 2002. Revenues decreased in FY 2003 and FY 2005 due to a reduction in the millage rate to reflect lower anticipated needs for debt repayment.



FY 2001	\$17,798,623
FY 2002	19,168,767
FY 2003	16,877,114
FY 2004	17,000,000
FY 2005	16,600,000

*Reassessment

Revenue Estimate

The FY 2005 millage rate reflects Council's decision to shift 0.5 mills and \$750,000 from the Debt Service Fund to the General Fund. The tax base for FY 2005 is expected to increase 3.0 percent over the current year's projections.

Major Revenue Sources

Charleston County

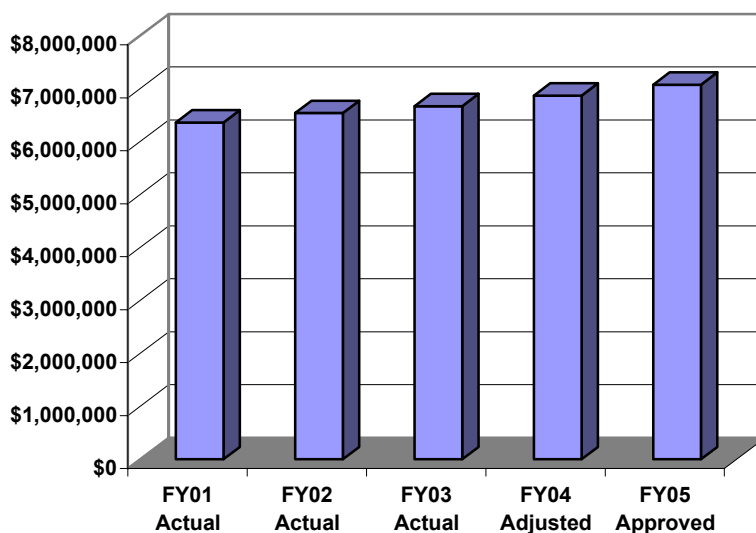
Special Revenue Fund Accommodations Fee

Description

County Council enacted the accommodations fee in FY 1994 to charge a two percent fee against transient room rentals throughout the county. The County began collections on April 1, 1994, but the fee was challenged in court. In November 1995, the State Supreme Court ruled in favor of the fee. The accommodation fee is collected on a monthly basis.

Trend

The revenues from accommodations fee have shown a steady increase, although the downturn in the economy has slowed growth in the past three years. The growth reflects the continued economic expansion and growth in tourism.



FY 2001	\$6,361,535
FY 2002	6,539,005
FY 2003	6,666,969
FY 2004	6,868,820
FY 2005	7,074,885

Revenue Estimate

The budgeted accommodations fee reflects an estimated 3.0 percent increase from FY 2004 projections.

Major Revenue Sources

Charleston County

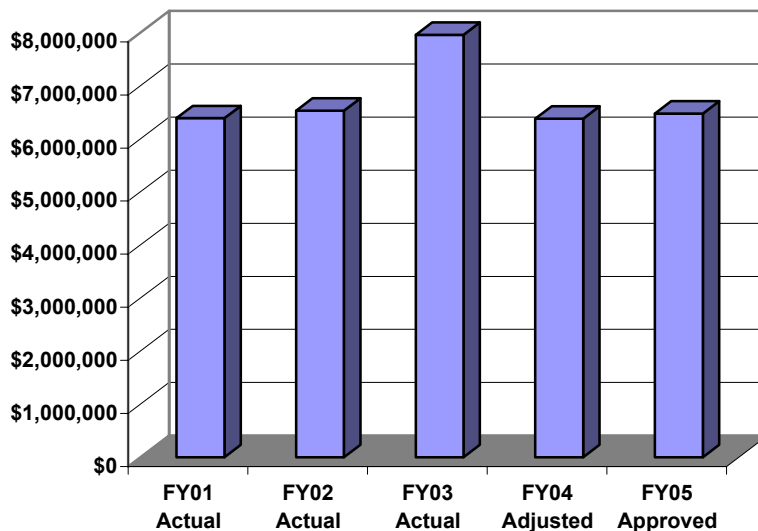
Special Revenue Fund Grants Administration-Grants

Description

The Grants Administration Department develops, administers and monitors grants related to community and workforce development. In addition, it supports the identification, development and compliance of County-wide grants. Significant accomplishments for this department and the County include obtaining the designation as an Urban Entitlement County under the Community Development Block Grant Program and creating the state's first One Stop Career Center. Funding for this program began in FY 1998.

Trend

This revenue reflects little change from FY 2001 through FY 2005 with the exception of FY 2003. The increase in FY 2003 reflects the completion of a larger volume of projects under the Urban Entitlement Program and the Workforce Investment Act.



FY 2001	\$6,386,706
FY 2002	6,527,763
FY 2003	7,958,904
FY 2004	6,376,673
FY 2005	6,475,632

Revenue Estimate

The budgeted revenues for grants under the Grants Administration Department reflect the anticipated awards for the various community and workforce development grants. The increase in FY 2005 reflects a higher allocation under the Urban Entitlement Program and the Workforce Investment Act.

Major Revenue Sources

Charleston County

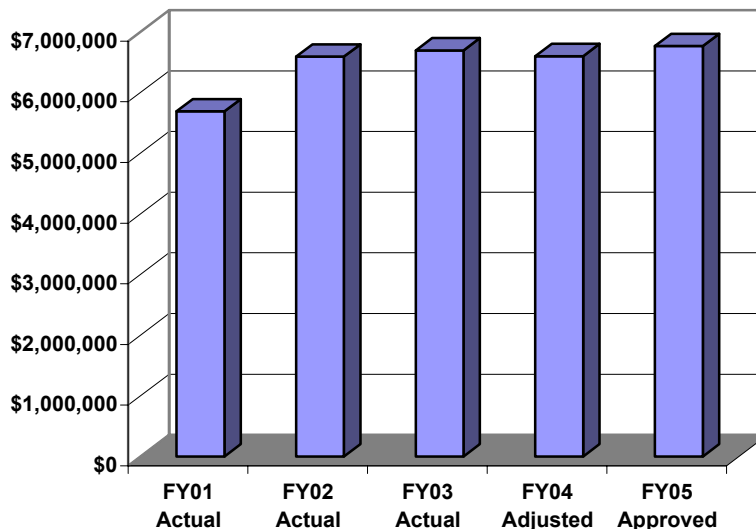
Enterprise Fund Steam & Energy Sales

Description

The Solid Waste Department contracts with Montenay Charleston Resource, Inc. to manage the incinerator. The incinerator began commercial operations on November 1, 1989. As the incinerator burns waste, the incinerator generates steam and electricity. The steam and electricity is then sold to offset the costs of the incinerator. The steam is sold to the United States Navy, and the electricity is sold primarily to Carolina Power and Light. Even though the Charleston Naval Shipyard is closed, the United States Navy has an existing contract to purchase a minimum amount of steam through January 1, 2010.

Trend

The revenue from steam and electrical sales shows a general trend of increasing. Sales are dependent upon an established rate for electricity. However, contract prices are set above market rate.



FY 2001	\$5,689,752
FY 2002	6,591,490
FY 2003	6,692,726
FY 2004	6,600,000
FY 2005	6,765,000

Revenue Estimate

The budgeted revenues from steam and energy sales reflect the guaranteed payment from the United States Navy and the long-term purchase contract with Carolina Power and Light. The revenues for FY 2005 reflect an increase in the price received for generating electricity.

Major Revenue Sources

Charleston County

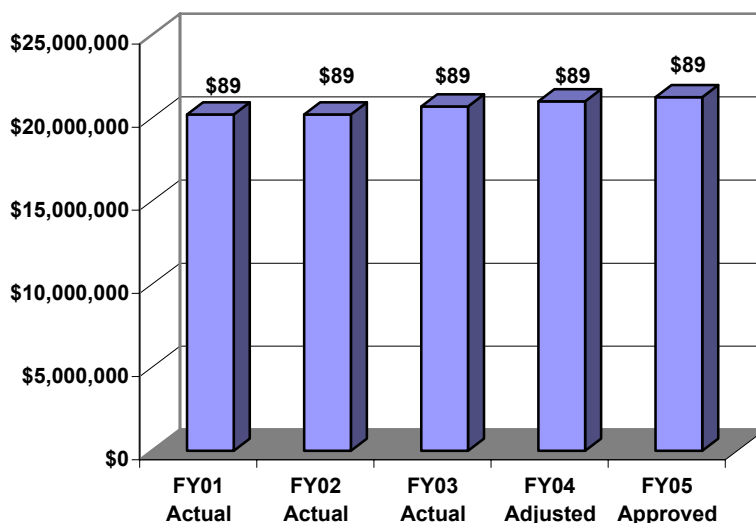
Enterprise Fund User Fee

Description

The County charges a user fee to real property owners and certain commercial and governmental entities to provide funding for the County's recycling solid waste and disposal efforts. The User Fee Division of the Business License/User Fee Department administers the billing and collection of this fee. The user fee for residential property owners is included in the County Auditor's annual tax bill. The User Fee Division calculates and bills the commercial entities on an annual basis.

Trend

The revenue from the User Fee has shown a consistent trend of increasing. This increase reflects an expanding number of residents and businesses in the county. The budget has tended to be conservative in relation to actual collections.



FY 2001	\$20,212,264
FY 2002	20,212,756
FY 2003	20,689,423
FY 2004	21,000,000
FY 2005	21,250,000

Revenue Estimate

Each \$1 of the user fee rate generates approximately \$235,000 in revenue. The user fee is anticipated to remain at \$89 dollars through FY 2005. The next user fee increase is estimated at \$99 in FY 2006.

Schedules

Charleston County

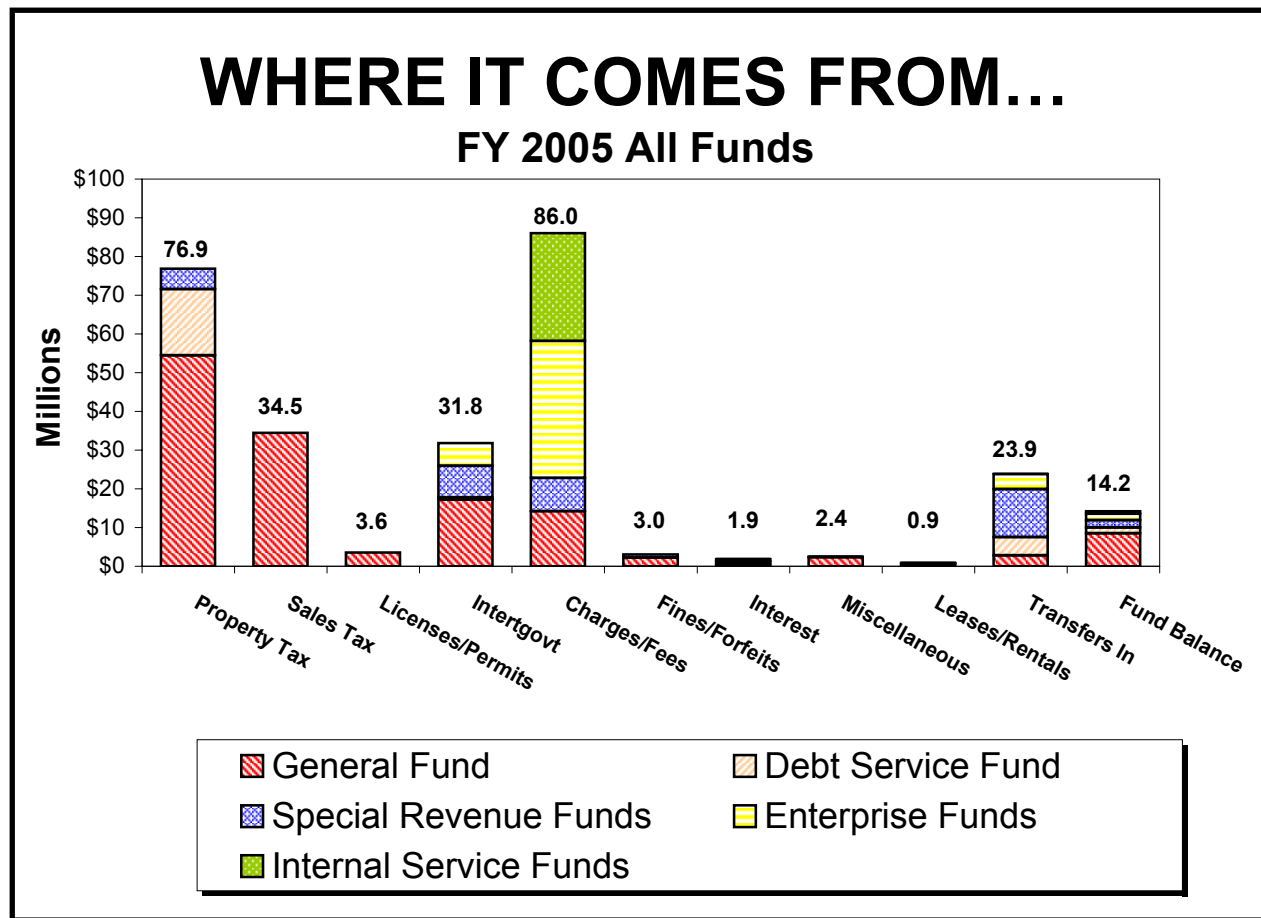
The schedules section illustrates the County's annual operating budgets. Charleston County budgets annually for Governmental Funds and Proprietary Funds. The Governmental Funds include the General Fund, the Debt Service Fund, and the Special Revenue Funds. The Proprietary Funds include the Enterprise Funds and the Internal Service Funds. Refer to the **Glossary** on pages 317-322 for definitions of Governmental Funds, Proprietary Funds, the General Fund, the Debt Service Fund, Special Revenue Funds, Enterprise Funds, and Internal Service Funds. Refer to the **Budget Process** on pages 299-302 for a description of the budgeting process.

The schedules section provides an overall summary of the County's annual operating budgets with the **Where It Comes From . . . FY 2005 All Funds** graph, the **Where It Goes To . . . FY 2005 All Funds** graph, and the **Budget Summary, All Funds** on pages 2-5. Note that these graphs and schedules do not eliminate interfund transfers, revenues or expenditures.

The next section of the schedules provides a detailed perspective of revenues, expenditures, and interfund transfers of all funds. The revenues are on pages 6-12. The expenditures are on pages 13-18. The interfund transfers are on page 19. This is followed by a summary of County authorized positions on pages 20-27.

The last section of the schedules (pages 28-72) displays graphical summaries for each of the fund types budgeted by the County as well as tabular representations for the individual funds making up these fund types. Page 28 shows a combined fund statement for all funds for fiscal years 2002, 2003, 2004, and 2005. Page 29 provides a summary by fund type of the County's fiscal year 2005 budget. Individual fund statements start on page 31 with the General Fund. Note that the FY 2005 Projected column on the fund statements includes the estimated amounts from the FY 2005 Adjusted column (i.e., the current budget) and the estimated amounts from encumbrances carried forward from previous years. Refer to the **Glossary** on pages 317-322 for definitions of Beginning Fund Balance (Fund Balance or Carry Forward), Revenues, Transfers In, Sources, Available, Expenditures or Expenses, Transfers Out, Disbursements, Uses, and Ending Fund Balance (Fund Balance) including Invested in Capital Assets, Reservations and Designations.

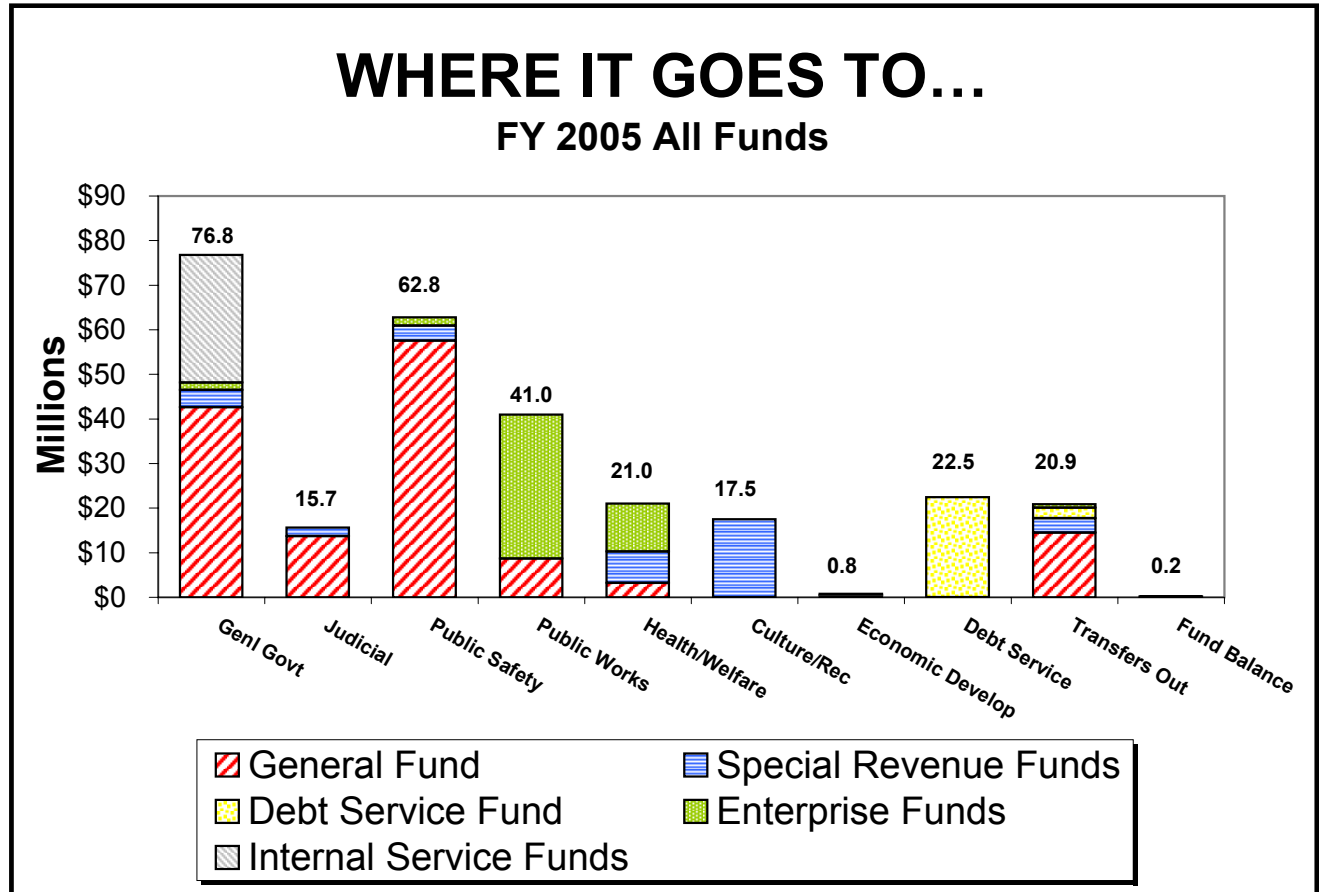
The County receives funding from several sources to accomplish its operating budget. The following graph and table summarize the total available budgeted by source and/or fund type for FY 2005.



Total Available Budgeted: \$279,122,563

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Change	Percent Change
Property Tax	\$ 76,114,989	\$ 76,060,403	\$ 75,614,059	\$ 76,893,011	\$ 1,278,952	1.7
Sales Tax	32,061,842	32,445,350	32,350,000	34,500,000	2,150,000	6.6
Licenses & Permits	3,242,173	3,426,837	3,579,800	3,566,500	(13,300)	(0.4)
Intergovernmental	33,615,595	34,322,327	31,731,158	31,850,830	119,672	0.4
Charges & Fees	79,375,431	81,687,015	82,415,858	86,005,076	3,589,218	4.4
Fines & Forfeitures	3,353,242	3,700,408	3,219,568	3,028,959	(190,609)	(5.9)
Interest	3,044,793	2,300,949	2,402,344	1,870,895	(531,449)	(22.1)
Miscellaneous	2,130,241	1,911,517	1,912,733	2,461,041	548,308	28.7
Leases & Rentals	999,634	1,093,310	1,048,405	869,709	(178,696)	(17.0)
Total Revenues	233,937,940	236,948,116	234,273,925	241,046,021	6,772,096	2.9
Transfers In	19,700,468	17,860,216	19,344,250	23,894,487	4,550,237	23.5
Use of Fund Balance	2,719,292	6,850,625	17,961,376	14,182,055	(3,779,321)	(21.0)
Total Avail. Budgeted	\$ 256,357,700	\$ 261,658,957	\$ 271,579,551	\$ 279,122,563	\$ 7,543,012	2.8

The County disburses funds according to functional areas. The following graph and table summarize the total uses by function and/or fund type for FY 2005.



Total Uses: \$279,122,563

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Change	Percent Change
General Govt.	\$ 70,843,400	\$ 73,226,041	\$ 73,911,861	\$ 76,780,145	\$2,868,284	3.9
Judicial	13,910,769	13,965,632	15,194,533	15,662,059	467,526	3.1
Public Safety	52,003,949	54,037,239	57,973,490	62,779,616	4,806,126	8.3
Public Works	34,436,304	34,342,783	40,166,691	40,958,776	792,085	2.0
Health/Welfare	19,453,642	20,175,298	20,295,940	21,002,314	706,374	3.5
Culture/Recreation	15,499,759	15,826,075	16,684,547	17,516,519	831,972	5.0
Economic Develop.	730,242	582,206	1,048,235	804,906	(243,329)	(23.2)
Debt Service	16,739,693	18,348,067	22,586,143	22,497,586	(88,557)	(0.4)
Total Expenditures	223,617,758	230,503,341	247,861,440	258,001,921	10,140,481	4.1
Transfers Out	22,012,295	20,781,495	23,126,289	20,894,487	(2,231,802)	(9.7)
Total Disbursements	245,630,053	251,284,836	270,987,729	278,896,408	7,908,679	2.9
Increase in Fund Bal.	10,727,647	10,374,121	591,822	226,155	(365,667)	(61.8)
Total Uses	\$256,357,700	\$261,658,957	\$271,579,551	\$279,122,563	7,543,012	2.8

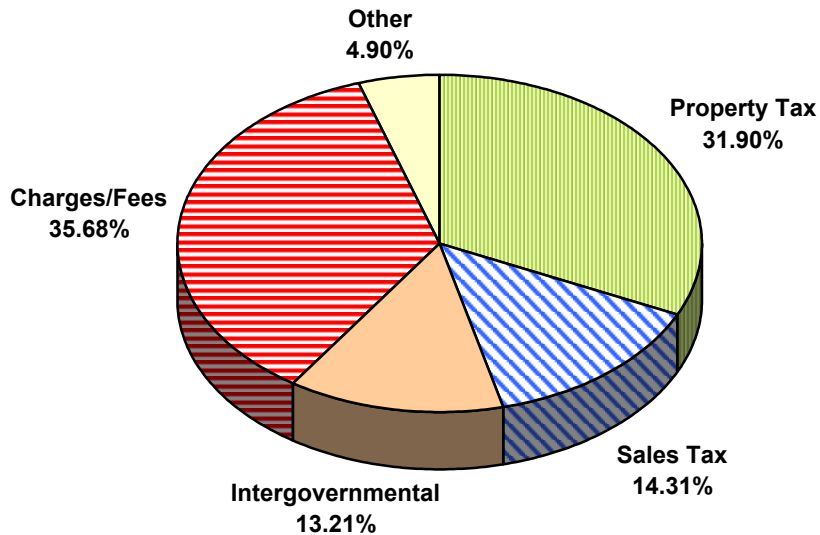
Charleston County, South Carolina
Budget Summary, All Funds
FY 2005

	Fund Statement Page Number	Revenues (Pages 6-12)	Transfers In (Page 19)	Sources
GENERAL FUND	31	<u>\$129,512,597</u>	<u>\$2,784,372</u>	<u>\$132,296,969</u>
DEBT SERVICE FUND	33	<u>18,534,454</u>	<u>4,750,000</u>	<u>23,284,454</u>
SPECIAL REVENUE FUNDS				
Accommodations Tax	35	18,000	-	18,000
Bus Lic/User Fee-Accommodations Fee	36	7,154,885	-	7,154,885
Clerk of Court-IV-D Child Support Enf	37	500,314	-	500,314
Coroner-Training	38	18,360	-	18,360
East Cooper Fire District	39	140,000	-	140,000
Economic Dev-Multi-County Parks	40	311,888	-	311,888
Emergency Mgmt-Awendaw Fire Department	41	1,132,399	-	1,132,399
Emergency Mgmt Grants	42	37,500	-	37,500
Emergency Mgmt-Hazard Materials Enforce	43	180,000	107,954	287,954
Emergency Mgmt-McClellanville Fire Contract	44	153,476	102,317	255,793
Emergency Medical Services State Grants	45	63,189	3,664	66,853
GIS Mapping and Development	46	22,500	-	22,500
Grants-Chas Area Reg Trans Authority	47	33,138	-	33,138
Grants-Local Law Enforce Block Grant	48	97,042	10,782	107,824
Grants-Urban Entitlement	49	3,728,825	175,000	3,903,825
Grants-Workforce Investment Act Title II-B	50	2,616,627	-	2,616,627
Library	51	765,388	11,799,000	12,564,388
Probate Courts-Adult Drug Court	52	30,000	122,500	152,500
Public Works-Mosquito Abatement	53	265,000	-	265,000
Sheriff-Asset Forfeiture	54	378,960	-	378,960
Sheriff-Grants and Programs	55	249,861	43,171	293,032
Sheriff-IV-D Child Support Enforcement	56	72,165	-	72,165
Solicitor-Pretrial Intervention	57	442,000	-	442,000
Solicitor-State Appropriation	58	364,371	-	364,371
Solicitor-Victim-Witness State Approp	59	43,794	-	43,794
Trident Technical College	60	3,850,000	-	3,850,000
Victim's Bill of Rights	61	505,000	-	505,000
West St. Andrew's Fire District	62	8,000	-	8,000
Subtotal		<u>23,182,682</u>	<u>12,364,388</u>	<u>35,547,070</u>
ENTERPRISE FUNDS				
DAODAS	64	7,850,615	2,845,032	10,695,647
Internal Services-Parking Garages	65	1,561,820	420,694	1,982,514
Planning-Emergency 911 Communications	66	1,450,000	-	1,450,000
Solid Waste	67	<u>31,006,000</u>	<u>650,000</u>	<u>31,656,000</u>
Subtotal		<u>41,868,435</u>	<u>3,915,726</u>	<u>45,784,161</u>
INTERNAL SERVICE FUNDS				
Employee Benefits Trust	69	15,042,000	-	15,042,000
Fleet Operations/Central Parts Warehouse	70	6,076,676	80,001	6,156,677
Internal Services-Office Support Services	71	3,257,061	-	3,257,061
Safety & Risk Mgt-Workers' Compensation	72	<u>3,572,116</u>	<u>-</u>	<u>3,572,116</u>
Subtotal		<u>27,947,853</u>	<u>80,001</u>	<u>28,027,854</u>
Total, All Funds		<u>\$241,046,021</u>	<u>\$23,894,487</u>	<u>\$264,940,508</u>

Expenditures/ Expenses (Pages 13-18)	Transfers Out (Page 19)	Disbursements	Net Increase (Decrease) in Fund Balance	Beginning Fund Balance	Ending Fund Balance
<u>\$126,320,791</u>	<u>\$14,476,178</u>	<u>\$140,796,969</u>	<u>(\$8,500,000)</u>	<u>\$23,321,681</u>	<u>\$14,821,681</u>
<u>22,497,586</u>	<u>2,303,937</u>	<u>24,801,523</u>	<u>(1,517,069)</u>	<u>7,026,025</u>	<u>5,508,956</u>
-	18,000	18,000	-	-	-
4,017,762	3,262,700	7,280,462	(125,577)	1,055,346	929,769
500,314	-	500,314	-	-	-
14,688	3,672	18,360	-	4,641	4,641
145,000	-	145,000	(5,000)	23,162	18,162
323,159	-	323,159	(11,271)	624,103	612,832
1,132,399	-	1,132,399	-	364,624	364,624
37,500	-	37,500	-	-	-
381,064	-	381,064	(93,110)	413,459	320,349
255,793	-	255,793	-	31,341	31,341
66,853	-	66,853	-	-	-
22,500	-	22,500	-	99,943	99,943
33,138	-	33,138	-	-	-
107,824	-	107,824	-	-	-
3,903,825	-	3,903,825	-	-	-
2,616,627	-	2,616,627	-	-	-
13,498,757	-	13,498,757	(934,369)	1,203,380	269,011
152,500	-	152,500	-	-	-
447,000	-	447,000	(182,000)	708,689	526,689
543,309	-	543,309	(164,349)	774,865	610,516
292,533	-	292,533	499	95,724	96,223
72,165	-	72,165	-	-	-
388,940	-	388,940	53,060	49,914	102,974
552,240	-	552,240	(187,869)	349,282	161,413
69,094	-	69,094	(25,300)	29,211	3,911
3,850,000	-	3,850,000	-	-	-
659,031	-	659,031	(154,031)	775,239	621,208
8,000	-	8,000	-	564	564
<u>34,092,015</u>	<u>3,284,372</u>	<u>37,376,387</u>	<u>(1,829,317)</u>	<u>6,603,487</u>	<u>4,774,170</u>
10,744,753	-	10,744,753	(49,106)	7,652,582	7,603,476
1,629,918	180,000	1,809,918	172,596	9,934,172	10,106,768
1,816,192	-	1,816,192	(366,192)	2,026,947	1,660,755
<u>32,258,184</u>	<u>650,000</u>	<u>32,908,184</u>	<u>(1,252,184)</u>	<u>39,864,227</u>	<u>38,612,043</u>
<u>46,449,047</u>	<u>830,000</u>	<u>47,279,047</u>	<u>(1,494,886)</u>	<u>59,477,928</u>	<u>57,983,042</u>
15,542,000	-	15,542,000	(500,000)	1,867,705	1,367,705
6,179,607	-	6,179,607	(22,930)	10,474,841	10,451,911
3,348,759	-	3,348,759	(91,698)	882,179	790,481
<u>3,572,116</u>	<u>-</u>	<u>3,572,116</u>	<u>-</u>	<u>500,000</u>	<u>500,000</u>
<u>28,642,482</u>	<u>-</u>	<u>28,642,482</u>	<u>(614,628)</u>	<u>13,724,725</u>	<u>13,110,097</u>
<u>\$258,001,921</u>	<u>\$20,894,487</u>	<u>\$278,896,408</u>	<u>(13,955,900)</u>	<u>\$110,153,846</u>	<u>\$96,197,946</u>
Total Increase in Ending Fund Balance			226,155		
Total Use of Beginning Fund Balance			(14,182,055)		

Throughout the budget document, the revenues are presented in several different ways: by Source; by Fund Type; and by Organization - governmental authority. Each format shows the \$241,046,021 in revenues, but each format organizes the revenues by different categories. The County's Revenues are presented below by Source. The County's Revenues are presented by Fund Type and Organization on pages 7-12.

Revenues by Source FY 2005 Charleston County All Funds



Total Revenues: \$241,046,021

Source	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Change	Percent Change
Property Tax	\$76,114,989	\$76,060,403	\$75,614,059	\$76,893,011	\$ 1,278,952	1.7
Sales Tax	32,061,842	32,445,350	32,350,000	34,500,000	2,150,000	6.6
Licenses & Permits	3,242,173	3,426,837	3,579,800	3,566,500	(13,300)	(0.4)
Intergovernmental	33,615,595	34,322,327	31,731,158	31,850,830	119,672	0.4
Charges & Fees	79,375,431	81,687,015	82,415,858	86,005,076	3,589,218	4.4
Fines & Forfeitures	3,353,242	3,700,408	3,219,568	3,028,959	(190,609)	(5.9)
Interest	3,044,793	2,300,949	2,402,344	1,870,895	(531,449)	(22.1)
Miscellaneous	2,130,241	1,911,517	1,912,733	2,461,041	548,308	28.7
Leases & Rentals	999,634	1,093,310	1,048,405	869,709	(178,696)	(17.0)
Total Revenues	\$233,937,940	\$236,948,116	\$234,273,925	\$241,046,021	\$6,772,096	2.9

Charleston County, South Carolina
All Funds Revenues by Fund Type and Organization

Page 1 of 6

	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Percent Change</u>
GENERAL FUND					
TAXES					
Ad Valorem Taxes:					
Current-Motor Vehicle Taxes	\$ 11,226,566	\$ 9,472,101	\$ 8,845,000	\$ 8,070,000	(8.8)
Current-Real Property Taxes	69,860,250	73,330,417	74,163,000	78,930,000	6.4
Current-Refunds	(92,619)	(1,146)	-	-	na
Current-TIF Refunds	<u>(328,485)</u>	<u>(882,798)</u>	<u>(350,000)</u>	<u>(1,100,000)</u>	214.3
Subtotal	80,665,712	81,918,574	82,658,000	85,900,000	3.9
Less: Sales Tax Credit	<u>(32,787,102)</u>	<u>(31,226,618)</u>	<u>(32,350,000)</u>	<u>(34,500,000)</u>	6.6
Net: Current-Real & Motor Veh	47,878,610	50,691,956	50,308,000	51,400,000	2.2
Delinquent-Real Property Taxes	1,996,304	1,736,477	1,600,000	1,700,000	6.3
Other-Adds to Adds	383,459	319,193	200,000	200,000	0.0
Other Taxes:					
FILOT Rebate	34,099	39,007	45,000	35,000	(22.2)
Homestead Paid Direct	-	8,558	-	-	na
Multi-County Parks	788,674	784,722	775,000	1,000,000	29.0
Payments in Lieu of Taxes	193,622	145,597	150,000	140,000	(6.7)
Sales Tax	<u>32,061,842</u>	<u>32,445,350</u>	<u>32,350,000</u>	<u>34,500,000</u>	6.6
Subtotal	<u>83,336,610</u>	<u>86,170,860</u>	<u>85,428,000</u>	<u>88,975,000</u>	4.2
LICENSES AND PERMITS					
Auditor-Temporary Vehicle License	-	1,005	2,000	1,000	(50.0)
Assessor-Mobile Home Decals	5,095	4,285	4,200	4,000	(4.8)
Bldg Serv-Building Permits	526,910	593,211	500,000	550,000	10.0
Bldg Serv-Contractor Decal Fee	9,341	9,308	9,000	9,000	0.0
Bldg Serv-Contractor Licensing Fee	169,100	177,475	170,000	170,000	0.0
Bldg Serv-Electrical Permits	81,409	88,495	80,000	80,000	0.0
Bldg Serv-Gas Permits	13,803	13,391	13,000	13,000	0.0
Bldg Serv-Mechanical Permits	50,204	52,700	50,000	50,000	0.0
Bldg Serv-Other Construct Permits	28,157	25,272	24,000	24,000	0.0
Bldg Serv-Non Licensed Bldg Permit	-	10	-	-	na
Bldg Serv-Plumbing Permits	62,376	64,701	65,000	65,000	0.0
Bldg Serv-Roofing Permits	9,444	13,522	12,000	13,500	12.5
BL/UF-Business Licenses	1,889,787	1,926,634	2,100,000	2,000,000	(4.8)
BL/UF-Retention Fees	223,928	228,156	250,000	325,000	30.0
Coroner-Cremation Permits	7,450	8,018	16,000	15,000	(6.3)
Planning-Septic Tank Permits	1,792	433	600	-	(100.0)
Planning-Zoning Permits	82,685	71,288	70,000	70,000	0.0
Probate Courts-Marriage Licenses	78,247	146,823	212,000	175,000	(17.5)
Sheriff-Chauffeur Licenses	2,345	2,060	2,000	2,000	0.0
Sheriff-Gold Permits	<u>100</u>	<u>50</u>	<u>-</u>	<u>-</u>	na
Subtotal	<u>3,242,173</u>	<u>3,426,837</u>	<u>3,579,800</u>	<u>3,566,500</u>	(0.4)

Charleston County, South Carolina
All Funds Revenues by Fund Type and Organization

Page 2 of 6

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Percent Change
INTERGOVERNMENTAL					
Auditor-State Operating Supplement	\$ 11,802	\$ 11,802	\$ 11,802	\$ 10,732	(9.1)
Aviation Authority Contribution	270,352	270,000	-	-	na
Clerk of Court-DSS Reimb	230,902	238,599	140,000	200,000	42.9
Clerk of Court-State Salary Supp	1,575	1,575	1,575	1,567	(0.5)
Coroner-State Salary Supplement	-	-	-	1,567	100.0
Detention Center-Federal Prisoners	1,585,073	1,814,200	1,660,000	1,660,000	0.0
Election/Voter Reg-St. Salary Supp	12,550	12,500	12,550	12,500	(0.4)
Election/Voter Reg-State Oper Supp	7,008	6,858	7,008	6,858	(2.1)
Emerg Mgmt-Disaster Oper Grant	49,969	34,998	39,000	-	(100.0)
Magistrates' Crts-Av. Auth. Rebate	-	(25,565)	-	-	na
Magistrates' Crts-Local Govt Reimb	7,447	5,789	6,000	2,000	(66.7)
Probate Courts-State Salary Supp	1,575	1,575	1,575	1,567	(0.5)
RMC-State Salary Supplement	1,575	1,575	1,575	1,567	(0.5)
Sheriff-DSS Reimbursement	13,090	12,206	-	-	na
Sheriff-State Salary Supplement	1,575	1,575	1,575	1,567	(0.5)
Solicitor-Victim/Witness Grant	16,606	13,980	13,000	12,535	(3.6)
State-Aid to Sub.-Local Govt Fund	13,839,678	13,654,987	13,650,000	13,700,000	0.4
State-Manufacturers Depreciation	328,995	400,802	320,000	325,000	1.6
State-Merchants Inventory Tax	1,101,298	1,101,298	1,101,298	1,101,298	0.0
State-Motor Carrier	134,748	104,801	90,000	85,000	(5.6)
State-Sunday Liquor Permits	73,050	66,700	30,000	30,000	0.0
Veterans Affairs-State Op Supp	19,215	16,685	15,500	14,960	(3.5)
Subtotal	17,708,083	17,746,940	17,102,458	17,168,718	0.4
CHARGES AND FEES					
Assessor-Sale of Maps & Publ	7,025	3,395	2,000	3,000	50.0
Auditor-Copy Charges	622	426	400	200	(50.0)
Bldg Serv-Contracted Bldg Svcs	27,805	34,200	28,000	35,000	25.0
Bldg Serv-Flood Plain Fees	14,955	12,465	11,000	12,000	9.1
Bldg Serv-Plan Review Fees	318,922	206,327	150,000	200,000	33.3
Bldg Serv-Sale of Code Books	5,458	-	-	-	na
Cable TV Franchise Fees	689,269	545,425	475,000	560,000	17.9
Clerk of Court-Family Court Fees	996,655	1,639,346	1,500,000	1,800,000	20.0
Clerk of Court-Fees	401,010	554,799	500,000	500,000	0.0
Clerk of Court-SC Rebate Fees	(657,337)	(1,013,027)	(940,000)	(1,200,000)	27.7
Clerk of Court-Drug Treatment Surch	-	-	-	7,000	100.0
Clerk of Court-Law Enforce Surch	-	-	-	10,000	100.0
Clerk of Court-SC Rebate Surcharges	-	-	-	(17,000)	100.0
Controller-Child Support Fee	5,729	5,553	5,500	5,500	0.0
Coroner-Copy Charges	1,057	1,245	1,000	15,000	1,400.0
Council-Industrial Bond Processing	-	1,500	-	-	na
Delinquent Tax-Levy Costs	612,660	699,780	600,000	850,000	41.7
Detention Ctr-Concealed Weapons	8,021	8,056	8,000	8,000	0.0
Detention Ctr-Pay Telephone Comm	387,046	384,052	325,000	325,000	0.0
EMS-Charges	3,530,370	3,850,319	3,850,000	3,650,000	(5.2)
EMS-Copy Charges	12,482	16,540	14,000	20,000	42.9
EMS-Debt Set Aside	288,430	354,972	300,000	300,000	0.0
Health Dept-Vital Statistics Fee	136,069	138,418	130,000	130,000	0.0
Magistrates' Courts-Civil Fees	980,960	929,751	945,000	950,000	0.5

Charleston County, South Carolina
All Funds Revenues by Fund Type and Organization

Page 3 of 6

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Percent Change
Magistrates' Courts-Copy Charges	\$ -	\$ 462	\$ -	\$ 1,500	100.0
Magistrates' Courts-Drug Treatment	-	-	-	10,000	100.0
Magistrates' Courts-Law Enforce	-	-	-	500,000	100.0
Magis Courts-SC Rebate Surch	-	-	-	(510,000)	100.0
Master-In-Equity -Advertising Disc	40,751	57,638	50,000	55,000	10.0
Master-In-Equity -Fees	160,135	251,986	175,000	200,000	14.3
Planning-Sale of Maps & Publ	3,783	2,106	2,000	1,000	(50.0)
Planning-Subdivision Fees	49,278	36,225	35,000	40,000	14.3
Planning-Zoning Fees	59,275	48,617	35,000	45,000	28.6
Probate Courts-Fees	649,684	823,909	650,000	700,000	7.7
Public Wrks-R-O-W Abandonment	250	250	-	-	na
RMC-Discount Doc Stamps	197,325	242,075	196,000	231,000	17.9
RMC-Documentary Stamps	2,783,194	3,415,783	2,800,000	3,300,000	17.9
RMC-Fees	1,350,968	1,696,883	1,300,000	1,375,000	5.8
Sheriff-Animal Shelter Fees	37,085	31,932	32,000	30,000	(6.3)
Sheriff-Civil Fees	62,132	69,888	60,000	62,000	3.3
Sheriff-Copy Charges	2,372	1,280	1,400	1,500	7.1
Sheriff-Family Court Fees	6,295	6,456	6,500	5,000	(23.1)
Sheriff-Records Check Fees	6,394	6,577	5,500	6,000	9.1
Subtotal	13,176,129	15,065,609	13,253,300	14,216,700	7.3
FINES AND FORFEITURES					
Clerk of Court-Family Court Costs	196,943	250,050	210,000	200,000	(4.8)
Clerk of Court-Family Court Fines	11,040	3,500	5,000	1,500	(70.0)
Clerk of Crt-Gen Sess Court Costs	93,596	83,971	100,000	50,000	(50.0)
Clerk of Court-Genl Sessions Fines	317,221	202,847	190,000	140,000	(26.3)
Clerk of Court-SC Rebate Fines	(192,040)	(139,149)	(127,000)	(105,000)	(17.3)
Magistrates' Courts-Fines	4,024,728	3,559,426	3,650,000	3,650,000	0.0
Magistrates' Crts-SC Rebate Fines	(1,889,327)	(1,727,243)	(1,715,500)	(1,770,000)	3.2
Pollution Control Fines	28,820	26,646	10,000	14,000	40.0
Sheriff-Sale of Confiscated Prop	6,992	6,773	5,000	5,000	0.0
Sheriff-Vice Squad	9,150	-	5,000	5,000	0.0
Subtotal	2,607,123	2,266,821	2,332,500	2,190,500	(6.1)
INTEREST					
BL/UF-Admin.-Interest Income	331	209	-	-	na
Clerk of Court-Interest Income	8,119	6,573	7,000	4,000	(42.9)
Delinquent Tax-Interest Income	70,655	81,575	40,000	70,000	75.0
Magistrates' Crts-Interest Income	2,040	1,266	2,000	1,000	(50.0)
Master-In-Equity-Interest Income	2,348	6,771	5,000	6,000	20.0
Misc-Interest Income	52,357	41,123	30,000	5,000	(83.3)
RMC-Interest Income	8,047	8,048	8,000	8,000	0.0
Treasurer-Interest Income	772,029	494,241	550,000	400,000	(27.3)
Subtotal	915,926	639,806	642,000	494,000	(23.1)

Charleston County, South Carolina
All Funds Revenues by Fund Type and Organization

Page 4 of 6

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Percent Change
MISCELLANEOUS					
Controller-Surplus Property Sales	\$ 44,699	\$ 24,645	\$ 15,000	\$ 20,000	33.3
Indirect Costs Reimbursement	1,133,974	1,223,331	1,655,053	2,195,776	32.7
Misc-Miscellaneous Revenue	(34,206)	70,142	19,180	70,403	267.1
Subtotal	1,144,467	1,318,118	1,689,233	2,286,179	35.3
LEASES AND RENTALS					
Facilities Management-Rents	892,303	867,389	850,000	615,000	(27.6)
Subtotal	892,303	867,389	850,000	615,000	(27.6)
Total GENERAL FUND	123,022,814	127,502,380	124,877,291	129,512,597	3.7
DEBT SERVICE FUND					
Debt Service Fund	20,974,647	18,500,739	18,213,400	18,534,454	1.8
Total DEBT SERVICE FUND	20,974,647	18,500,739	18,213,400	18,534,454	1.8
SPECIAL REVENUE FUNDS					
COUNCIL AGENCIES					
Accommodations Tax	22,843	17,023	22,000	18,000	(18.2)
Trident Technical College	3,549,382	3,592,279	3,737,000	3,850,000	3.0
Subtotal	3,572,225	3,609,302	3,759,000	3,868,000	2.9
ELECTED OFFICIALS					
Clerk of Ct-IV-D Child Support Enf	447,545	484,014	481,095	500,314	4.0
Clerk of Court-Victim Bill of Rights	293,075	231,445	220,000	195,000	(11.4)
Coroner-Training	6,460	15,825	18,360	18,360	0.0
Probate Courts-Adult Drug Court	115,831	43,136	20,000	30,000	50.0
Sheriff-Asset Forfeiture	427,868	1,128,553	326,830	378,960	16.0
Sheriff-Grants and Programs	371,061	332,659	303,449	249,861	(17.7)
Sheriff-IV-D Child Support Enf	64,093	63,644	77,106	72,165	(6.4)
Solicitor-Pretrial Intervention	253,650	237,689	289,500	442,000	52.7
Solicitor-State Appropriation	585,687	490,634	459,041	364,371	(20.6)
Solicitor-Victim-Witness State App	43,972	46,253	31,242	43,794	40.2
Subtotal	2,609,242	3,073,852	2,226,623	2,294,825	3.1
APPOINTED OFFICIALS					
Library	1,105,007	1,007,359	976,979	765,388	(21.7)
Subtotal	1,105,007	1,007,359	976,979	765,388	(21.7)

Charleston County, South Carolina
All Funds Revenues by Fund Type and Organization

Page 5 of 6

	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Percent Change</u>
ADMINISTRATOR					
Econ Develop- Multi-County Parks	\$ 360,299	\$ 278,403	\$ 297,208	\$ 311,888	4.9
ITS-GIS Mapping & Development	10,526	33,743	20,000	22,500	12.5
Subtotal	<u>370,825</u>	<u>312,146</u>	<u>317,208</u>	<u>334,388</u>	5.4
CHIEF DEPUTY ADMINISTRATOR					
East Cooper Fire District	144,287	131,620	135,000	140,000	3.7
EM-Awendaw Fire Department	841,746	943,821	1,063,688	1,132,399	6.5
EM-Emerg Management Grants	3,520	9,561	2,500	37,500	1,400.0
EM-Hazard Materials Enforcement	315,715	266,746	180,000	180,000	0.0
EM-McClellanville Fire Contract	108,738	118,905	137,882	153,476	11.3
EMS-EMS State Grants	64,728	63,481	63,360	63,189	(0.3)
Magistrates' Crts-Vict Bill of Rights	388,587	322,504	322,000	310,000	(3.7)
Public Works-Mosquito Abatement	355,831	470,424	265,000	265,000	0.0
West St. Andrew's Fire District	9,111	8,564	8,000	8,000	0.0
Subtotal	<u>2,232,263</u>	<u>2,335,626</u>	<u>2,177,430</u>	<u>2,289,564</u>	5.1
CHIEF FINANCIAL OFFICER					
BL/UF-Accommodations Fee	6,618,225	6,735,797	6,943,820	7,154,885	3.0
Grants Admin-APPI	133,337	-	-	-	na
Grants Admin-CARTA	32,410	40,472	33,138	33,138	0.0
Grants Admin-LLEBG	170,139	173,837	97,042	97,042	0.0
Grants Admin-Urban Entitlement	3,731,890	4,526,705	3,683,740	3,728,825	1.2
Grants Admin-WIA Title II-B	2,459,987	3,217,890	2,562,753	2,616,627	2.1
Subtotal	<u>13,145,988</u>	<u>14,694,701</u>	<u>13,320,493</u>	<u>13,630,517</u>	2.3
Total SPECIAL REV FUNDS	<u>23,035,550</u>	<u>25,032,986</u>	<u>22,777,733</u>	<u>23,182,682</u>	1.8
ENTERPRISE FUNDS					
CHIEF DEPUTY ADMINISTRATOR					
Planning-Emergency 911 Comm	1,148,171	1,120,348	1,150,990	1,450,000	26.0
Solid Waste	10,054,683	9,846,756	9,441,000	9,531,000	1.0
Subtotal	<u>11,202,854</u>	<u>10,967,104</u>	<u>10,591,990</u>	<u>10,981,000</u>	3.7
CHIEF FINANCIAL OFFICER					
BL/UF-User Fee Administration	20,533,860	21,081,292	21,280,000	21,475,000	0.9
DAODAS	8,805,847	7,555,261	8,002,531	7,850,615	(1.9)
Internal Services-Parking Garages	2,720,599	2,842,485	2,752,525	1,561,820	(43.3)
Subtotal	<u>32,060,306</u>	<u>31,479,038</u>	<u>32,035,056</u>	<u>30,887,435</u>	(3.6)
Total ENTERPRISE FUNDS	<u>43,263,160</u>	<u>42,446,142</u>	<u>42,627,046</u>	<u>41,868,435</u>	(1.8)

Charleston County, South Carolina
All Funds Revenues by Fund Type and Organization

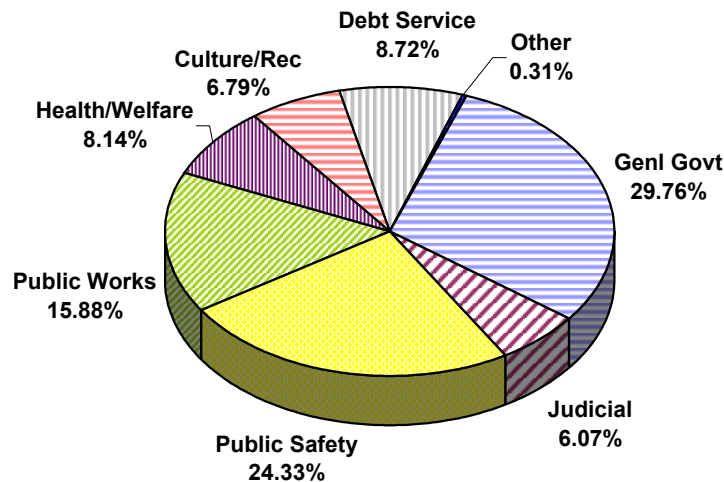
Page 6 of 6

	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Percent Change</u>
<u>INTERNAL SERVICE FUNDS</u>					
CHIEF DEPUTY ADMINISTRATOR					
Safety & Risk-Safe/Workers' Comp	<u>\$ 1,217,285</u>	<u>\$ 1,928,349</u>	<u>\$ 2,380,000</u>	<u>\$ 3,572,116</u>	50.1
Subtotal	<u>1,217,285</u>	<u>1,928,349</u>	<u>2,380,000</u>	<u>3,572,116</u>	50.1
CHIEF FINANCIAL OFFICER					
Human Resource-Emp Benefits	13,339,550	12,720,786	14,088,000	15,042,000	6.8
Int Srvs-Fleet Operations	4,624,875	4,634,081	4,696,240	4,846,676	3.2
Int Srvs-Office Services	1,098,176	1,127,969	1,171,789	1,135,856	(3.1)
Int Srvs-Records Mgmt	491,850	564,660	557,083	564,268	1.3
Int Srvs-Telecommunications	1,708,400	1,366,782	1,718,479	1,556,937	(9.4)
Procurement Srvs-Central Whse	<u>1,161,633</u>	<u>1,123,242</u>	<u>1,166,864</u>	<u>1,230,000</u>	5.4
Subtotal	<u>22,424,484</u>	<u>21,537,520</u>	<u>23,398,455</u>	<u>24,375,737</u>	4.2
Total INTERNAL SRVS FUNDS	<u>23,641,769</u>	<u>23,465,869</u>	<u>25,778,455</u>	<u>27,947,853</u>	8.4
Total GENERAL FUND	<u>123,022,814</u>	<u>127,502,380</u>	<u>124,877,291</u>	<u>129,512,597</u>	3.7
Total OTHER FUNDS	<u>110,915,126</u>	<u>109,445,736</u>	<u>109,396,634</u>	<u>111,533,424</u>	2.0
Total REVENUES	<u><u>\$ 233,937,940</u></u>	<u><u>\$ 236,948,116</u></u>	<u><u>\$ 234,273,925</u></u>	<u><u>\$ 241,046,021</u></u>	2.9

Note: The total revenues of \$241,046,021 do not eliminate interfund revenues. These include \$23,021,822 for Internal Service Funds and \$2,195,776 for indirect costs reimbursements in the General Fund.

Throughout this budget Book, the expenditures are presented in several different ways: by Function - programmatic area of government; by Organization - governmental authority; and by Object - type of expenditure. Each format shows the \$258,001,921 in expenditures, but each format organizes the expenditures by different categories. The County's Expenditures are presented below by Function. The expenditures are presented by Organization on pages 14-18 and by Major Expenditure Category on page 28.

Expenditures by Function FY 2005 Charleston County All Funds



Total Expenditures: \$258,001,921

Function	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Change	Percent Change
General Govt.	\$ 70,843,400	\$ 73,226,041	\$ 73,911,861	\$ 76,780,145	\$ 2,868,284	3.9
Judicial	13,910,769	13,965,632	15,194,533	15,662,059	467,526	3.1
Public Safety	52,003,949	54,037,239	57,973,490	62,779,616	4,806,126	8.3
Public Works	34,436,304	34,342,783	40,166,691	40,958,776	792,085	2.0
Health/Welfare	19,453,642	20,175,298	20,295,940	21,002,314	706,374	3.5
Culture/Recreation	15,499,759	15,826,075	16,684,547	17,516,519	831,972	5.0
Economic Develop.	730,242	582,206	1,048,235	804,906	(243,329)	(23.2)
Debt Service	16,739,693	18,348,067	22,586,143	22,497,586	(88,557)	(0.4)
Total Expenditures	\$ 223,617,758	\$ 230,503,341	\$ 247,861,440	\$ 258,001,921	\$ 10,140,481	4.1

Charleston County, South Carolina
All Funds Expenditures by Fund Type and Organization

Page 1 of 5

	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Percent Change</u>
GENERAL FUND					
COUNCIL AGENCIES					
County Council	\$ 557,579	\$ 598,799	\$ 1,771,582	\$ 2,549,309	43.9
Contributions	352,503	377,503	253,500	276,500	9.1
Internal Auditor	132,387	136,412	144,113	144,763	0.5
Legal	1,280,369	939,657	602,246	606,439	0.7
Salary Adjustment	-	-	430,401	1,750,000	306.6
State Agencies	1,641,688	1,661,069	1,921,582	2,009,071	4.6
Subtotal	<u>3,964,526</u>	<u>3,713,440</u>	<u>5,123,424</u>	<u>7,336,082</u>	43.2
ELECTED OFFICIALS					
Auditor	1,457,833	1,497,795	1,592,295	1,618,395	1.6
Clerk of Court	2,302,149	2,301,738	2,323,787	2,405,885	3.5
Coroner	417,922	425,454	450,724	477,681	6.0
Legislative Delegation	133,527	136,490	147,994	151,317	2.2
Probate Courts-Commitment	496,795	501,720	546,830	564,380	3.2
Probate Courts-Estate	497,288	538,777	549,510	566,409	3.1
Register Mesne Conveyance	1,525,278	1,588,545	1,656,844	1,741,031	5.1
Sheriff-Detention Center	17,564,377	19,588,039	20,662,269	22,828,980	10.5
Sheriff-Law Enforcement	19,125,467	19,170,283	19,938,660	21,082,012	5.7
Sheriff-School Crossing Guards	518,305	505,621	627,301	638,079	1.7
Solicitor	3,001,619	3,095,063	3,256,012	3,414,493	4.9
Treasurer	1,282,690	1,310,985	1,318,107	1,305,874	(0.9)
Subtotal	<u>48,323,250</u>	<u>50,660,510</u>	<u>53,070,333</u>	<u>56,794,536</u>	7.0
APPOINTED OFFICIALS					
Elections and Voter Registration	622,049	680,213	660,730	726,727	10.0
Master-In-Equity	375,599	402,963	380,339	389,169	2.3
Medical Examiner's Commission	262,572	249,011	287,000	285,000	(0.7)
Veterans Affairs	286,238	193,504	206,807	206,693	(0.1)
Subtotal	<u>1,546,458</u>	<u>1,525,691</u>	<u>1,534,876</u>	<u>1,607,589</u>	4.7
ADMINISTRATOR					
Administrator	555,385	640,192	778,324	754,583	(3.1)
Economic Development	649,754	580,206	589,848	481,747	(18.3)
ITS-Geo Info System Admin	441,500	411,197	307,377	291,331	(5.2)
ITS-Information Technology Serv	6,157,185	6,593,881	6,359,614	6,355,363	(0.1)
Subtotal	<u>7,803,824</u>	<u>8,225,476</u>	<u>8,035,163</u>	<u>7,883,024</u>	(1.9)

Charleston County, South Carolina
All Funds Expenditures by Fund Type and Organization

Page 2 of 5

	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Percent Change</u>
CHIEF DEPUTY ADMINISTRATOR					
Chief Deputy Administrator	\$ 452,145	\$ 605,945	\$ 411,431	\$ 402,841	(2.1)
Building Services	1,116,542	989,560	1,136,745	1,181,482	3.9
Capital Projects Administration	1,436,073	1,350,523	1,199,489	1,192,314	(0.6)
EM-Emergency Preparedness	311,158	251,320	273,488	255,602	(6.5)
EM-Volunteer Rescue Squad	231,828	170,266	265,296	247,624	(6.7)
EMS-Emergency Medical Service	9,265,931	9,543,493	10,270,009	11,305,027	10.1
Facilities Management	8,391,562	8,295,551	9,186,935	9,265,471	0.9
Magistrates' Courts	3,353,847	3,314,930	3,763,417	3,853,201	2.4
Planning	1,372,202	1,280,376	1,527,041	1,501,660	(1.7)
Public Works-Administration	657,847	798,201	957,806	978,571	2.2
Public Works-Civil Engineering	627,101	696,899	899,449	777,494	(13.6)
Public Works-Field Operations	5,462,748	5,405,167	5,992,938	6,456,014	7.7
Public Works-Mosquito Abatement	1,689,931	1,559,191	1,639,388	1,652,237	0.8
Public Works-Roads Management	423,731	386,107	484,133	488,513	0.9
Radio Communications	1,462,954	1,435,918	1,457,502	1,386,004	(4.9)
Safety & Risk Mgmt- Risk Mgmt	1,098,851	965,766	1,727,198	2,129,590	23.3
Subtotal	<u>37,354,451</u>	<u>37,049,213</u>	<u>41,192,265</u>	<u>43,073,645</u>	4.6
DEPUTY ADMINISTRATOR					
Deputy Administrator	<u>435,561</u>	<u>246,919</u>	<u>-</u>	<u>-</u>	na
Subtotal	<u>435,561</u>	<u>246,919</u>	<u>-</u>	<u>-</u>	na
CHIEF FINANCIAL OFFICER					
Chief Financial Officer	192,561	294,430	347,503	346,567	(0.3)
Assessor	2,212,893	2,244,245	2,547,886	2,564,896	0.7
Budget	402,400	316,829	454,798	458,565	0.8
BL/UF-Business License Admin	264,693	267,824	353,879	328,117	(7.3)
Controller	842,207	811,490	893,523	895,216	0.2
Delinquent Tax	823,968	905,485	898,786	977,894	8.8
Grants Administration	675,076	624,572	649,766	658,421	1.3
Human Resources	1,077,934	1,065,636	1,093,931	1,108,147	1.3
Internal Services-Administration	-	163,837	234,289	236,814	1.1
Internal Services-Election Whse	164,677	151,445	178,821	170,379	(4.7)
Med Indigent Assist Program	1,205,791	1,105,249	1,152,548	1,140,182	(1.1)
Procurement	681,044	616,935	655,502	740,717	13.0
Subtotal	<u>8,543,244</u>	<u>8,567,977</u>	<u>9,461,232</u>	<u>9,625,915</u>	1.7
Total GENERAL FUND	<u>107,971,314</u>	<u>109,989,226</u>	<u>118,417,293</u>	<u>126,320,791</u>	6.7
DEBT SERVICE FUNDS					
COUNCIL AGENCIES					
Capital Leases	8,886	253,073	463,571	750,000	61.8
Certificates of Participation	7,540,453	7,540,059	7,564,588	7,252,465	(4.1)
General Obligation Bonds	9,190,354	10,554,935	11,557,984	11,495,121	(0.5)
Loan Payable	-	-	3,000,000	3,000,000	0.0
Total DEBT SERVICE FUNDS	<u>16,739,693</u>	<u>18,348,067</u>	<u>22,586,143</u>	<u>22,497,586</u>	(0.4)

Charleston County, South Carolina
All Funds Expenditures by Fund Type and Organization

Page 3 of 5

	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Percent Change</u>
SPECIAL REVENUE FUNDS					
COUNCIL AGENCIES					
Trident Technical College	\$ 3,549,382	\$ 3,592,279	\$ 3,737,000	\$ 3,850,000	3.0
Subtotal	<u>3,549,382</u>	<u>3,592,279</u>	<u>3,737,000</u>	<u>3,850,000</u>	3.0
ELECTED OFFICIALS					
Clerk of Ct-IV-D Child Support Enf	458,836	476,919	481,095	500,314	4.0
Coroner-Training	4,872	8,315	14,688	14,688	0.0
Probate Courts-Adult Drug Court	140,297	102,612	159,000	152,500	(4.1)
Sheriff-Asset Forfeiture	429,587	474,466	895,413	543,309	(39.3)
Sheriff-Grants and Programs	466,269	303,505	351,974	292,533	(16.9)
Sheriff-IV-D Child Support Enf	68,403	63,644	77,106	72,165	(6.4)
Sheriff-Victim's Bill of Rights	376,249	335,164	384,880	367,490	(4.5)
Solicitor-Pretrial Intervention	226,690	255,119	293,578	388,940	32.5
Solicitor-State Appropriation	655,532	586,084	665,424	552,240	(17.0)
Solicitor-Victim's Bill of Rights	100,591	102,407	127,117	107,807	(15.2)
Solicitor-Victim-Witness State App	44,563	39,886	42,229	69,094	63.6
Subtotal	<u>2,971,889</u>	<u>2,748,121</u>	<u>3,492,504</u>	<u>3,061,080</u>	(12.4)
APPOINTED OFFICIALS					
Library	<u>11,717,669</u>	<u>11,782,342</u>	<u>12,331,052</u>	<u>13,498,757</u>	9.5
Subtotal	<u>11,717,669</u>	<u>11,782,342</u>	<u>12,331,052</u>	<u>13,498,757</u>	9.5
ADMINISTRATOR					
Econ Dev-Multi-County Parks	80,488	2,000	458,387	323,159	(29.5)
ITS-GIS Mapping & Development	<u>18,500</u>	<u>41,771</u>	<u>48,500</u>	<u>22,500</u>	(53.6)
Subtotal	<u>98,988</u>	<u>43,771</u>	<u>506,887</u>	<u>345,659</u>	(31.8)
CHIEF DEPUTY ADMINISTRATOR					
East Cooper Fire District	145,000	145,000	145,000	145,000	0.0
EM-Awendaw Fire Department	773,537	799,630	1,157,361	1,132,399	(2.2)
EM-Hazardous Materials	200,980	201,163	320,703	381,064	18.8
EM-McClellanville Fire Contract	181,230	196,993	287,660	255,793	(11.1)
EM-Emergency Mgmt Grants	3,952	9,561	2,500	37,500	1,400
EMS State Grants	70,419	71,518	66,853	66,853	0.0
Magistrates' Crts-Vict Bill of Rights	176,184	131,756	204,748	183,734	(10.3)
Public Works-Mosquito Abatemnt	227,766	629,876	371,000	447,000	20.5
West St. Andrew's Fire District	<u>9,111</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>	0.0
Subtotal	<u>1,788,179</u>	<u>2,193,497</u>	<u>2,563,825</u>	<u>2,657,343</u>	3.6
CHIEF FINANCIAL OFFICER					
BL/UF-Accommodations Fee	3,782,090	4,043,733	4,353,495	4,017,762	(7.7)
Grants Admin-APPI	133,337	-	-	-	na
Grants Admin-CARTA	26,861	31,521	58,265	33,138	(43.1)
Grants Admin-LLEBG	174,757	203,642	107,824	107,824	0.0
Grants Admin-Urban Entitlement	3,906,610	4,945,830	3,858,740	3,903,825	1.2
Grants Admin-WIA Title II-B	<u>2,459,987</u>	<u>3,226,132</u>	<u>2,562,753</u>	<u>2,616,627</u>	2.1
Subtotal	<u>10,483,642</u>	<u>12,450,858</u>	<u>10,941,077</u>	<u>10,679,176</u>	(2.4)
Total SPECIAL REV FUNDS	<u>30,609,749</u>	<u>32,810,868</u>	<u>33,572,345</u>	<u>34,092,015</u>	1.5

Charleston County, South Carolina
All Funds Expenditures by Fund Type and Organization

Page 4 of 5

	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Percent Change</u>
ENTERPRISE FUNDS					
CHIEF DEPUTY ADMINISTRATOR					
Planning-Emerg 911 Comm	\$ 965,975	\$ 998,056	\$ 979,760	\$ 1,816,192	85.4
SW-Administration	1,946,235	1,876,588	2,339,337	2,253,889	(3.7)
SW-Ash Disposal	1,496,076	1,357,908	1,550,000	1,500,000	(3.2)
SW-Compost and Mulch Ops	679,105	460,075	543,137	548,992	1.1
SW-Containerization	1,419,424	1,352,434	1,458,269	1,743,411	19.6
SW-Curbside Collection	870,542	923,596	1,065,576	871,206	(18.2)
SW-Debt Service	1,079,669	1,021,246	959,171	893,467	(6.9)
SW-Drop Site Collection	419,267	382,755	425,657	522,068	22.6
SW-Household Hazardous Waste	195,447	206,241	311,136	339,968	9.3
SW-Incinerator Operations	15,295,600	14,102,913	17,049,220	17,290,356	1.4
SW-Landfill Operations	1,452,026	2,444,712	3,367,378	3,539,962	5.1
SW-Lined Landfill	-	-	650,000	650,000	0.0
SW-Litter Control	98,985	102,762	128,367	154,883	20.7
SW-Materials Recovery Facility	1,103,612	1,435,997	1,074,205	1,090,824	1.5
Subtotal	<u>27,021,963</u>	<u>26,665,283</u>	<u>31,901,213</u>	<u>33,215,218</u>	4.1
CHIEF FINANCIAL OFFICER					
BL/UF-User Fee Administration	1,208,889	1,389,183	910,912	859,158	(5.7)
DAODAS-Administration	705,825	835,453	1,181,749	1,788,262	51.3
DAODAS-Bedded Services	1,352,865	1,279,553	1,614,755	1,543,826	(4.4)
DAODAS-Comm Prevention Serv	296,432	260,684	253,622	332,041	30.9
DAODAS-Community Services	543,135	-	-	-	na
DAODAS-Cornerstone Project Grt	-	-	32,576	32,576	0.0
DAODAS-Criminal Justice	-	-	801,607	635,632	(20.7)
DAODAS-Debt Service	405,526	394,326	552,483	553,242	0.1
DAODAS-Drug-Free Schools	88,857	118,180	78,931	85,447	8.3
DAODAS-Governor's Coop Agrmt	42,668	91,987	117,359	117,359	0.0
DAODAS-HUD Trans Housing	147,441	196,857	242,705	241,847	(0.4)
DAODAS-HUD Trans Housing II	-	-	-	172,144	100.0
DAODAS-Juvenile Drug Court	-	-	91,762	135,116	47.2
DAODAS-Medical Services	255,505	69,271	106,651	8,000	(92.5)
DAODAS-Needy Families (TANF)	118,773	-	-	-	na
DAODAS-New Life	388,523	688,149	1,091,705	941,236	(13.8)
DAODAS-Nicotine Dependence	-	475	-	-	na
DAODAS-NIDA Grants	116,682	160,725	198,751	214,373	7.9
DAODAS-Opioid Treatment Svcs	642,342	753,848	840,474	964,807	14.8
DAODAS-Outpatient Services	1,432,586	2,095,401	1,851,290	2,039,908	10.2
DAODAS-Outreach Services	1,374,181	90,497	174,189	-	(100.0)
DAODAS-PAIRS	455,339	552,001	545,127	502,998	(7.7)
DAODAS-Quality Assurance	76,366	-	-	-	na
DAODAS-Safe Haven Project	63,327	81,152	127,344	119,534	(6.1)
DAODAS-Step Ahead	769,344	351,983	-	-	na
DAODAS-Therapeutic Child Care	-	243,577	285,500	316,405	10.8
Internal Services-Parking Garages	2,674,281	2,685,918	3,038,098	1,629,918	(46.4)
Subtotal	<u>13,158,887</u>	<u>12,339,220</u>	<u>14,137,590</u>	<u>13,233,829</u>	(6.4)
Total ENTERPRISE FUNDS	<u>40,180,850</u>	<u>39,004,503</u>	<u>46,038,803</u>	<u>46,449,047</u>	0.9

Charleston County, South Carolina
All Funds Expenditures by Fund Type and Organization

Page 5 of 5

	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Percent Change</u>
<u>INTERNAL SERVICE FUNDS</u>					
CHIEF DEPUTY ADMINISTRATOR					
Safety & Risk-Safe/Wrkers' Comp	<u>\$ 2,465,389</u>	<u>\$ 3,807,818</u>	<u>\$ 2,880,000</u>	<u>\$ 3,572,116</u>	24.0
Subtotal	<u>2,465,389</u>	<u>3,807,818</u>	<u>2,880,000</u>	<u>3,572,116</u>	24.0
CHIEF FINANCIAL OFFICER					
Human Resources-Emp. Benefits	12,883,591	13,284,637	14,838,000	15,542,000	4.7
Internal Services-Fleet Operations	8,479,057	9,080,253	4,892,941	4,930,607	0.8
Internal Services-Office Services	1,090,681	1,156,120	1,171,789	1,141,149	(2.6)
Internal Services-Records Mgmt	478,217	545,026	557,083	650,673	16.8
Internal Services-Telecomm	1,573,410	1,353,837	1,740,179	1,556,937	(10.5)
Procure Srvs-Central Parts Whse	<u>1,145,806</u>	<u>1,122,986</u>	<u>1,166,864</u>	<u>1,249,000</u>	7.0
Subtotal	<u>25,650,762</u>	<u>26,542,859</u>	<u>24,366,856</u>	<u>25,070,366</u>	2.9
Total INTERNAL SRVS FUNDS	<u>28,116,151</u>	<u>30,350,677</u>	<u>27,246,856</u>	<u>28,642,482</u>	5.1
Total GENERAL FUND	107,971,314	109,989,226	118,417,293	126,320,791	6.7
Total OTHER FUNDS	<u>115,646,443</u>	<u>120,514,115</u>	<u>129,444,147</u>	<u>131,681,130</u>	1.7
Total EXPENDITURES	<u>\$ 223,617,757</u>	<u>\$ 230,503,341</u>	<u>\$ 247,861,440</u>	<u>\$ 258,001,921</u>	4.1

Note: The total expenditures of \$258,001,921 do not eliminate interfund expenditures. These include \$23,021,822 in charge backs for Internal Service Funds and \$2,195,776 for indirect cost allocations from the General Fund.

Charleston County, South Carolina
Interfund Transfers
Fiscal Year Beginning July 1, 2004
(Thousands)

TRANSFER TO

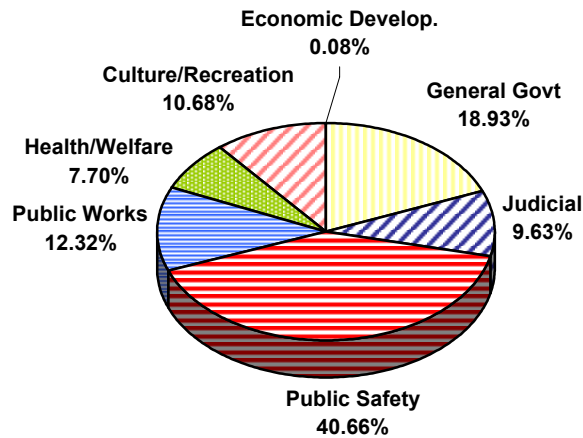
TRANSFER FROM	FUND	General	Debt Service	EMS State Grants	Grants-LLEBG	Grants-Urban Entitle.	Emerg. Manage.-Haz Mat	Emerg. Manage.-McClellan.	Library	Probate-Adult Drug Court	Sheriff-Grants & Programs	DAODAS	Internal Services-Parking Garage	Solid Waste-Lined Landfill	Internal Services-Fleet	Total Out
	General			4	11	175	108	102	11,799	122	43	2,112				14,476
	Debt Service	1,250										553	421		80	2,304
	Accom. Tax	18														18
	BL/UF - Accom. Fee	1,513	1,750													3,263
	Coroner Training	3														3
	Capital Projects		3,000													3,000
	Internal Serv - Parking											180				180
	Solid Waste - Landfill													650		650
	Total In	2,784	4,750	4	11	175	108	102	11,799	122	43	2,845	421	650	80	23,894

Note: The transfer out side for Capital Projects (\$3,000) is not reflected in the FY 2005 budget.

Reconciliation	(Total Out)	Total In	Net
Per Matrix	(23,894)	23,894	0
Unbudgeted Per Notes	3,000	0	3,000
FY 2005 Budgeted	(20,894)	23,894	3,000

Throughout the budget document, the authorized positions or full-time equivalents (FTEs) are presented in several different ways: by Function - programmatic area of government; by Fund Type; and by Organization governmental authority. Each format shows the 2,411.21 authorized positions, but each format organizes FTEs by different categories. The County's authorized positions are presented below by Function. The following pages present the authorized positions by Function and by Fund Type and Organization.

Authorized Positions (FTEs) By Function FY 2005 Charleston County All Funds



Total FTEs: 2,411.21

Source	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Change	Percent Change
General Govt	476.59	458.91	457.41	456.41	(1.00)	(0.2)
Judicial	230.19	230.19	230.19	232.19	2.00	0.9
Public Safety	899.31	916.31	940.31	980.31	40.00	4.3
Public Works	311.00	299.00	297.00	297.00	0.00	0.0
Health/Welfare	227.25	178.75	185.75	185.75	0.00	0.0
Culture/Recreation	235.75	235.75	240.75	257.55	16.80	7.0
Economic Develop.	1.00	1.00	2.00	2.00	0.00	0.0
Total FTEs	2,381.09	2,319.91	2,353.41	2,411.21	57.80	2.5

Charleston County, South Carolina
Summary of Authorized Positions or Full-time Equivalents (FTEs) by Function and Organization
Fiscal Year Beginning July 1, 2004

Organization	General Govt.	Judicial	Public Safety	Public Works	Health/ Welfare	Culture/ Rec.	Econ. Develop.	Total
County Council	11.00							11.00
Administrator	7.00							7.00
Assessor	47.00							47.00
Auditor	30.00							30.00
Budget	6.00							6.00
Building Services			21.00					21.00
Bus. Lic./User Fee	6.00			12.00		3.00		21.00
Cap. Projects Admin.	17.00							17.00
Chief Deputy Admin.	5.00							5.00
Chief Fin. Officer	4.00							4.00
Clerk of Court		53.00						53.00
Controller	14.00							14.00
Coroner		6.00						6.00
DAODAS					131.00			131.00
Delinquent Tax	12.00							12.00
Economic Develop.							2.00	2.00
Elections/Voter Regis.	10.00							10.00
Emergency Mangmt			20.00					20.00
Emergency Medical			161.00					161.00
Facilities Management	70.00				2.00			72.00
Grants Administration	11.25				25.75			37.00
Human Resources	14.00							14.00
Info. Tech. Services	8.00							8.00
Internal Auditor	2.00							2.00
Internal Services	76.60							76.60
Legal	5.56							5.56
Legislative Delegation	3.00							3.00
Library						254.55		254.55
Magistrates Courts		68.89						68.89
Master-In-Equity		6.00						6.00
Planning	25.00		1.00					26.00
Probate Courts		19.30						19.30
Procurement Services	15.00							15.00
Public Works				159.00	24.00			183.00
Radio Communications	3.00							3.00
Register Mesne Conv.	30.00							30.00
Safety & Risk Mgmt.	6.00							6.00
Sheriff			777.31					777.31
Solicitor		79.00						79.00
Solid Waste				126.00				126.00
Treasurer	18.00							18.00
Veterans Affairs					3.00			3.00
Total FTEs	<u>456.41</u>	<u>232.19</u>	<u>980.31</u>	<u>297.00</u>	<u>185.75</u>	<u>257.55</u>	<u>2.00</u>	<u>2,411.21</u>

Charleston County, South Carolina
Summary of Authorized Positions or Full-time Equivalents (FTEs) by Function and Organization
Fiscal Year Beginning July 1, 2004

Organization	General Fund	Special Revenue Funds	Enterprise Funds	Internal Service Funds	Total
County Council	11.00				11.00
Administrator	7.00				7.00
Assessor	47.00				47.00
Auditor	30.00				30.00
Budget	6.00				6.00
Building Services	21.00				21.00
Business License/User Fee	6.00	3.00	12.00		21.00
Capital Projects Administration	17.00				17.00
Chief Deputy Administrator	5.00				5.00
Chief Financial Officer	4.00				4.00
Clerk of Court	46.92	6.08			53.00
Controller	14.00				14.00
Coroner	6.00				6.00
DAODAS			131.00		131.00
Delinquent Tax	12.00				12.00
Economic Development	1.00	1.00			2.00
Elections/ Voter Registration	10.00				10.00
Emergency Management	3.00	17.00			20.00
Emergency Medical Service	161.00				161.00
Facilities Management	70.00		2.00		72.00
Grants Administration	11.25	25.75			37.00
Human Resources	14.00				14.00
Information Technology Services	8.00				8.00
Internal Auditor	2.00				2.00
Internal Services	6.00		19.60	51.00	76.60
Legal	5.56				5.56
Legislative Delegation	3.00				3.00
Library		254.55			254.55
Magistrates Courts	64.89	4.00			68.89
Master-In-Equity	6.00				6.00
Planning	25.00		1.00		26.00
Probate Courts	17.30	2.00			19.30
Procurement Services	11.00			4.00	15.00
Public Works	183.00				183.00
Radio Communications	3.00				3.00
Register Mesne Conveyance	30.00				30.00
Safety & Risk Management	3.00			3.00	6.00
Sheriff	761.31	16.00			777.31
Solicitor	55.35	23.65			79.00
Solid Waste			126.00		126.00
Treasurer	18.00				18.00
Veterans Affairs	3.00				3.00
Total FTEs	<u>1,708.58</u>	<u>353.03</u>	<u>291.60</u>	<u>58.00</u>	<u>2,411.21</u>

Charleston County, South Carolina
 Authorized Positions (Full-time Equivalents)
 By Fund Type and Organization

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Change
GENERAL FUND					
COUNCIL AGENCIES					
County Council	11.00	11.00	11.00	11.00	0.00
Internal Auditor	3.00	2.00	2.00	2.00	0.00
Legal	5.84	5.56	5.56	5.56	0.00
Subtotal	19.84	18.56	18.56	18.56	0.00
ELECTED OFFICIALS					
Auditor	31.00	30.00	30.00	30.00	0.00
Clerk of Court	46.92	46.92	46.92	46.92	0.00
Coroner	6.00	6.00	6.00	6.00	0.00
Legislative Delegation	3.00	3.00	3.00	3.00	0.00
Probate Courts-Commitment	8.30	8.30	8.30	8.30	0.00
Probate Courts-Estate	9.00	9.00	9.00	9.00	0.00
Register Mesne Conveyance	30.00	30.00	30.00	30.00	0.00
Sheriff-Detention Center	274.00	321.00	341.00	377.00	36.00
Sheriff-Law Enforcement	363.00	333.00	330.00	330.00	0.00
Sheriff-School Crossing Guards	54.31	54.31	54.31	54.31	0.00
Solicitor	56.35	55.35	55.35	55.35	0.00
Treasurer	19.00	18.00	18.00	18.00	0.00
Subtotal	900.88	914.88	931.88	967.88	36.00
APPOINTED OFFICIALS					
Elections and Voter Registration	8.50	8.50	10.00	10.00	0.00
Master-In-Equity	6.00	6.00	6.00	6.00	0.00
Veterans Affairs	4.00	3.00	3.00	3.00	0.00
Subtotal	18.50	17.50	19.00	19.00	0.00
ADMINISTRATOR					
Administrator	5.00	7.00	7.00	7.00	0.00
Economic Development	1.00	1.00	1.00	1.00	0.00
ITS-Geographic Information System	6.00	6.00	3.00	3.00	0.00
ITS-Information Technology Services	6.00	7.00	5.00	5.00	0.00
Subtotal	18.00	21.00	16.00	16.00	0.00

Charleston County, South Carolina
 Authorized Positions (Full-time Equivalents)
 By Fund Type and Organization

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Change
CHIEF DEPUTY ADMINISTRATOR					
Chief Deputy Administrator	5.00	5.00	5.00	5.00	0.00
Building Services	22.00	21.00	21.00	21.00	0.00
Capital Projects Administration	20.00	17.00	17.00	17.00	0.00
Emergency Mgmt-Emergency Prep	4.00	4.00	3.00	3.00	0.00
Emergency Medical Service	153.00	152.00	157.00	161.00	4.00
Facilities Management	75.00	70.00	70.00	70.00	0.00
Magistrates' Courts	63.89	63.89	63.89	64.89	1.00
Planning	26.00	25.00	25.00	25.00	0.00
Public Works-Administration	12.00	15.00	15.00	15.00	0.00
Public Works-Civil Engineering	15.00	12.00	12.00	12.00	0.00
Public Works-Field Operations	131.00	123.00	122.00	122.00	0.00
Public Works-Mosquito Abatement	29.00	24.00	25.00	25.00	0.00
Public Works-Roads Management	10.00	9.00	9.00	9.00	0.00
Radio Communications	3.00	3.00	3.00	3.00	0.00
Safety & Risk Management-Risk Mgmt	5.00	3.00	3.00	3.00	0.00
Subtotal	573.89	546.89	550.89	555.89	5.00
DEPUTY ADMINISTRATOR					
Deputy Administrator	5.00	0.00	0.00	0.00	0.00
Subtotal	5.00	0.00	0.00	0.00	0.00
CHIEF FINANCIAL OFFICER					
Chief Financial Officer	3.00	5.00	4.00	4.00	0.00
Assessor	45.00	44.00	47.00	47.00	0.00
Budget	6.00	6.00	6.00	6.00	0.00
BL/UF-Business License Admin	5.00	6.00	6.00	6.00	0.00
Controller	14.00	14.00	14.00	14.00	0.00
Delinquent Tax	12.00	12.00	12.00	12.00	0.00
Grants Admin-Administration	13.25	11.25	11.25	11.25	0.00
Human Resources	16.00	14.00	14.00	14.00	0.00
Internal Services-Administration	0.00	3.00	3.00	3.00	0.00
Internal Services-Elections Whse	3.00	3.00	3.00	3.00	0.00
Procurement Services-Procurement	12.00	11.00	11.00	11.00	0.00
Subtotal	129.25	129.25	131.25	131.25	0.00
Total GENERAL FUND	1,665.36	1,648.08	1,667.58	1,708.58	41.00

Charleston County, South Carolina
 Authorized Positions (Full-time Equivalents)
 By Fund Type and Organization

	<u>FY 2002</u> <u>Actual</u>	<u>FY 2003</u> <u>Actual</u>	<u>FY 2004</u> <u>Adjusted</u>	<u>FY 2005</u> <u>Approved</u>	<u>Change</u>
<u>SPECIAL REVENUE FUNDS</u>					
ELECTED OFFICIALS					
Clerk of Court-IV-D Child Support Enf	6.08	6.08	6.08	6.08	0.00
Juvenile Drug Court	1.00	0.00	0.00	0.00	0.00
Probate Courts-Adult Drug Court	1.00	1.00	1.00	1.00	0.00
Probate Courts-Mental Health Court	0.00	1.00	1.00	1.00	0.00
Sheriff-Grants and Programs	2.00	4.00	7.00	7.00	0.00
Sheriff-IV-D Child Support Enforcement	1.00	1.00	1.00	1.00	0.00
Sheriff-Victim's Bill of Rights	8.00	8.00	8.00	8.00	0.00
Solicitor-Child Abuse Investigator	1.00	1.00	1.00	1.00	0.00
Solicitor-Gun Violence	3.00	3.00	3.00	3.00	0.00
Solicitor-Local Law Enforcement	1.00	1.00	1.00	1.00	0.00
Solicitor-Pretrial Intervention	5.00	6.00	6.00	8.00	2.00
Solicitor-Project Sentry	0.00	1.00	1.00	1.00	0.00
Solicitor-State Appropriation	7.65	7.65	7.65	6.65	(1.00)
Solicitor-Victim's Bill of Rights	2.00	2.00	2.00	2.00	0.00
Solicitor-Victim-Witness State Approp	1.00	1.00	1.00	1.00	0.00
Subtotal	<u>39.73</u>	<u>43.73</u>	<u>46.73</u>	<u>47.73</u>	<u>1.00</u>
APPOINTED OFFICIALS					
Library	<u>232.75</u>	<u>232.75</u>	<u>237.75</u>	<u>254.55</u>	<u>16.80</u>
Subtotal	<u>232.75</u>	<u>232.75</u>	<u>237.75</u>	<u>254.55</u>	<u>16.80</u>
ADMINISTRATOR					
Econ Dev-Multi-County Parks	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
Subtotal	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
CHIEF DEPUTY ADMINISTRATOR					
Building Services-Project Impact	1.00	0.00	0.00	0.00	0.00
Emer Management-Awendaw Fire Dept	14.00	14.00	14.00	14.00	0.00
Emer Management-Hazardous Mat	2.00	2.00	3.00	3.00	0.00
Magistrates' Courts-Vict Bill of Rights	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>0.00</u>
Subtotal	<u>21.00</u>	<u>20.00</u>	<u>21.00</u>	<u>21.00</u>	<u>0.00</u>

Charleston County, South Carolina
Authorized Positions (Full-time Equivalents)
By Fund Type and Organization

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Change
CHIEF FINANCIAL OFFICER					
BL/UF-Accommodations Fee	3.00	3.00	3.00	3.00	0.00
Grants Admin-LLEBG	1.00	1.00	0.00	0.00	0.00
Grants Admin-Urban Entitlement Funds	5.00	6.00	6.00	6.00	0.00
Grants Admin-Welfare to Work	2.00	0.00	0.00	0.00	0.00
Grants Admin-WIA Title II-B	13.75	18.75	19.75	19.75	0.00
Subtotal	24.75	28.75	28.75	28.75	0.00
Total SPECIAL REVENUE FUNDS	318.23	325.23	335.23	353.03	17.80
ENTERPRISE FUNDS					
CHIEF DEPUTY ADMINISTRATOR					
Facilities Management-DAODAS	2.00	2.00	2.00	2.00	0.00
Planning-Emergency 911 Comm.	1.00	1.00	1.00	1.00	0.00
SW-Administration	10.00	10.00	9.00	9.00	0.00
SW-Compost and Mulch Operations	9.00	8.00	8.00	8.00	0.00
SW-Containerization	33.00	32.00	33.00	33.00	0.00
SW-Curbside Collection	14.00	13.00	12.00	12.00	0.00
SW-Drop Site Collection	8.00	8.00	8.00	8.00	0.00
SW-Household Hazardous Waste	3.00	3.00	3.00	3.00	0.00
SW-Incinerator Operations	2.00	2.00	2.00	2.00	0.00
SW-Landfill Operations	19.00	19.00	20.00	20.00	0.00
SW-Litter Control	2.00	2.00	2.00	2.00	0.00
SW-Materials Recovery Facility	31.00	29.00	29.00	29.00	0.00
Subtotal	134.00	129.00	129.00	129.00	0.00
CHIEF FINANCIAL OFFICER					
BL/UF-User Fee Administration	12.00	11.00	12.00	12.00	0.00
DAODAS-Administration	24.78	19.90	18.00	18.00	0.00
DAODAS-Adult Drug Court	4.00	0.00	0.00	0.00	0.00
DAODAS-Bedded Services	21.00	19.80	17.60	16.60	(1.00)
DAODAS-Bridge Project	2.00	0.00	0.00	0.00	0.00
DAODAS-Comm Prevention Services	7.07	4.25	3.80	4.75	0.95
DAODAS-Community Services	11.00	0.00	0.00	0.00	0.00
DAODAS-Cornerstone Project Grant	0.00	0.00	3.00	3.00	0.00
DAODAS-Criminal Justice	0.00	0.00	10.60	9.10	(1.50)
DAODAS-Drug-Free Schools	2.20	2.20	2.20	1.20	(1.00)
DAODAS-Governor Coop Agreement	1.40	1.30	1.30	1.30	0.00
DAODAS-HUD Transitional Housing	1.00	1.00	2.00	2.00	0.00
DAODAS-HUD Transitional Housing II	0.00	0.00	0.00	2.00	2.00
DAODAS-Juvenile Drug Court	2.00	1.00	1.00	1.50	0.50

Charleston County, South Carolina
 Authorized Positions (Full-time Equivalents)
 By Fund Type and Organization

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Change
DAODAS-LLEBG	0.92	0.00	0.00	0.00	0.00
DAODAS-Medical Services	3.40	3.60	3.40	3.40	0.00
DAODAS-New Life	9.80	21.00	21.95	19.95	(2.00)
DAODAS-NIDA Grants	2.22	2.10	2.60	2.60	0.00
DAODAS-Opioid Treatment Services	7.80	7.60	7.80	8.80	1.00
DAODAS-Outpatient Services	23.00	33.00	25.80	28.80	3.00
DAODAS-Outreach Services	27.50	2.00	2.00	0.00	(2.00)
DAODAS-PAIRS	2.23	2.25	1.00	1.00	0.00
DAODAS-Quality Assurance	4.00	0.00	0.00	0.00	0.00
DAODAS-Safe Haven Project	1.18	1.00	1.00	1.00	0.00
DAODAS-Step Ahead	13.00	0.00	0.00	0.00	0.00
DAODAS-Therapeutic Child Care	0.00	6.00	5.95	6.00	0.05
Internal Services-Parking Garages	23.00	19.60	19.60	19.60	0.00
Subtotal	206.50	158.60	162.60	162.60	0.00
Total ENTERPRISE FUNDS	340.50	287.60	291.60	291.60	0.00
<u>INTERNAL SERVICE FUNDS</u>					
CHIEF DEPUTY ADMINISTRATOR					
Safety & Risk-Safety/Workers' Comp	0.00	3.00	3.00	3.00	0.00
Subtotal	0.00	3.00	3.00	3.00	0.00
CHIEF FINANCIAL OFFICER					
Internal Svcs-Fleet Operations	30.00	29.00	29.00	28.00	(1.00)
Internal Svcs-Office Services	7.00	7.00	7.00	7.00	0.00
Internal Svcs-Records Management	12.00	12.00	12.00	12.00	0.00
Internal Svcs-Telecommunications	4.00	4.00	4.00	4.00	0.00
Procure Serv-Central Parts Warehouse	4.00	4.00	4.00	4.00	0.00
Subtotal	57.00	56.00	56.00	55.00	(1.00)
Total INTERNAL SERVICE FUNDS	57.00	59.00	59.00	58.00	(1.00)
Total Positions GENERAL FUND	1,665.36	1,648.08	1,667.58	1,708.58	41.00
Total Positions OTHER FUNDS	715.73	671.83	685.83	702.63	16.80
Total Positions ALL FUNDS	2,381.09	2,319.91	2,353.41	2,411.21	57.80

Charleston County, South Carolina
All Funds
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$108,954,743	\$116,963,098	\$120,486,594	\$120,486,594	\$110,153,846
Revenues:					
Property Taxes	76,114,989	76,060,403	75,614,059	76,978,979	76,893,011
Sales Tax	32,061,842	32,445,350	32,350,000	33,500,000	34,500,000
Licenses and Permits	3,242,173	3,426,837	3,579,800	3,624,610	3,566,500
Intergovernmental	33,615,595	34,322,327	31,731,158	32,375,279	31,850,830
Charges and Fees	79,375,431	81,687,015	82,415,858	86,148,191	86,005,076
Fines and Forfeitures	3,353,242	3,700,408	3,219,568	3,254,036	3,028,959
Interest	3,044,793	2,300,949	2,402,344	2,359,094	1,870,895
Miscellaneous	2,130,241	1,911,517	1,912,733	8,549,584	2,461,041
Leases and Rent	999,634	1,093,310	1,048,405	1,048,405	869,709
Subtotal	233,937,940	236,948,116	234,273,925	247,838,178	241,046,021
Interfund Transfer In	19,700,468	17,860,216	19,344,250	21,918,749	23,894,487
Total Available	362,593,151	371,771,430	374,104,769	390,243,521	375,094,354
Expenditures:					
Personnel	99,609,557	102,224,969	109,308,539	107,136,465	114,942,108
Operating	104,006,223	106,745,205	107,292,205	107,639,663	110,171,910
Capital	740,617	784,927	3,046,870	7,137,825	6,195,803
Debt Service	19,261,361	20,748,240	28,213,826	25,452,853	26,692,100
Subtotal	223,617,758	230,503,341	247,861,440	247,366,806	258,001,921
Interfund Transfer Out	22,012,295	20,781,495	23,126,289	32,722,869	20,894,487
Total Disbursements	245,630,053	251,284,836	270,987,729	280,089,675	278,896,408
Invested in Capital Assets	32,504,346	32,558,032	32,558,032	29,711,239	29,711,239
Reserved	15,217,559	14,979,085	12,104,085	7,330,923	5,813,854
Unreserved/Designated	30,178,969	29,832,190	29,832,190	23,735,761	23,735,761
Unreserved/Undesignated	39,062,224	43,117,286	28,622,733	49,375,923	36,937,092
Ending Balance, June 30	<u>\$116,963,098</u>	<u>\$120,486,594</u>	<u>\$103,117,040</u>	<u>\$110,153,846</u>	<u>\$ 96,197,946</u>

Charleston County, South Carolina
Fund Statement by Fund Type

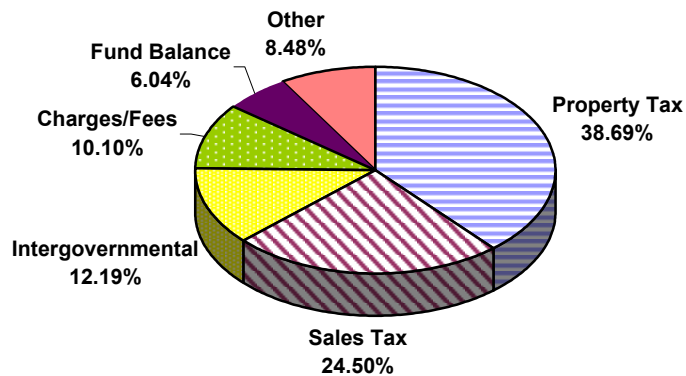
	General Fund	Debt Service Fund	Special Revenue Funds	Enterprise Funds	Internal Service Funds	Total
Beginning Balance, July 1	\$ 23,321,681	\$ 7,026,025	\$ 6,603,487	\$ 59,477,928	\$ 13,724,725	\$ 110,153,846
Revenues:						
Property Taxes	54,475,000	17,125,000	5,293,011	-	-	76,893,011
Sales Tax	34,500,000	-	-	-	-	34,500,000
Licenses and Permits	3,566,500	-	-	-	-	3,566,500
Intergovernmental	17,168,718	634,809	8,133,152	5,914,151	-	31,850,830
Charges and Fees	14,216,700	-	8,593,948	35,376,575	27,817,853	86,005,076
Fines and Forfeitures	2,190,500	-	838,459	-	-	3,028,959
Interest	494,000	774,645	87,250	450,000	65,000	1,870,895
Miscellaneous	2,286,179	-	174,862	-	-	2,461,041
Leases and Rent	615,000	-	62,000	127,709	65,000	869,709
Subtotal	129,512,597	18,534,454	23,182,682	41,868,435	27,947,853	241,046,021
Interfund Transfer In	2,784,372	4,750,000	12,364,388	3,915,726	80,001	23,894,487
Total Available	155,618,650	30,310,479	42,150,557	105,262,089	41,752,579	375,094,354
Expenditures:						
General Government	42,635,245	-	3,872,500	1,629,918	28,642,482	76,780,145
Judicial	13,707,430	-	1,954,629	-	-	15,662,059
Public Safety	57,538,806	-	3,424,618	1,816,192	-	62,779,616
Public Works	8,700,592	-	-	32,258,184	-	40,958,776
Health/Welfare	3,256,971	-	7,000,590	10,744,753	-	21,002,314
Culture/Recreation	-	-	17,516,519	-	-	17,516,519
Economic Development	481,747	-	323,159	-	-	804,906
Debt Service	-	22,497,586	-	-	-	22,497,586
Subtotal	126,320,791	22,497,586	34,092,015	46,449,047	28,642,482	258,001,921
Interfund Transfer Out	14,476,178	2,303,937	3,284,372	830,000	-	20,894,487
Total Disbursements	140,796,969	24,801,523	37,376,387	47,279,047	28,642,482	278,896,408
Invested in Capital Assets	-	-	-	19,498,941	10,212,298	29,711,239
Reserved	250,000	5,508,956	54,898	-	-	5,813,854
Unreserved/Designated	8,000,000	-	-	15,735,761	-	23,735,761
Unreserved/Undesignated	6,571,681	-	4,719,272	22,748,340	2,897,799	36,937,092
Ending Balance, June 30	\$ 14,821,681	\$ 5,508,956	\$ 4,774,170	\$ 57,983,042	\$ 13,110,097	\$ 96,197,946

General Fund

Charleston County

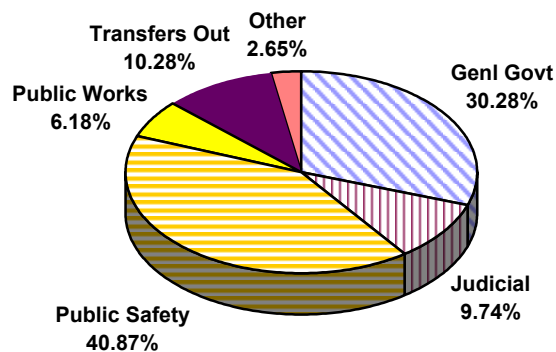
The General Fund is the general operating fund of the County and accounts for all financial resources except those required to be accounted for in other funds. The graphs below present an overall summary of the General Fund budget. The following page displays the fund statement for this fund.

WHERE IT COMES FROM... FY 2005 Charleston County General Fund



Total Available Budgeted: \$140,796,969

WHERE IT GOES TO... FY 2005 Charleston County General Fund



Total Uses: \$140,796,969

Charleston County, South Carolina
General Fund
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 22,775,683	\$ 22,411,803	\$ 24,899,576	\$ 24,899,576	\$ 23,321,681
Revenues:					
Property Tax	51,274,768	53,725,510	53,078,000	54,325,000	54,475,000
Sales Tax	32,061,842	32,445,350	32,350,000	33,500,000	34,500,000
Licenses and Permits	3,242,173	3,426,837	3,579,800	3,624,610	3,566,500
Intergovernmental	17,708,083	17,746,940	17,102,458	17,259,522	17,168,718
Charges and Fees	13,176,129	15,065,609	13,253,300	15,217,800	14,216,700
Fines and Forfeitures	2,607,123	2,266,821	2,332,500	2,085,500	2,190,500
Interest	915,926	639,806	642,000	493,500	494,000
Miscellaneous	1,144,467	1,318,118	1,689,233	1,805,053	2,286,179
Leases and Rentals	892,303	867,389	850,000	850,000	615,000
Subtotal	123,022,814	127,502,380	124,877,291	129,160,985	129,512,597
Interfund Transfer In	934,368	965,188	1,445,672	1,445,672	2,784,372
Total Available	146,732,865	150,879,371	151,222,539	155,506,233	155,618,650
Expenditures:					
Personnel	75,036,032	78,033,807	82,109,287	80,523,727	85,992,945
Operating	32,668,758	31,713,115	36,060,894	35,554,711	37,072,065
Capital	266,524	242,304	208,043	261,375	2,912,780
Debt Service	-	-	39,069	39,069	343,001
Subtotal	107,971,314	109,989,226	118,417,293	116,378,882	126,320,791
Interfund Transfer Out	16,349,748	15,990,569	16,405,670	15,805,670	14,476,178
Total Disbursements	124,321,062	125,979,795	134,822,963	132,184,552	140,796,969
Reserved	2,640,074	2,327,895	2,327,895	250,000	250,000
Unreserved/Designated	7,000,000	7,500,000	7,500,000	8,000,000	8,000,000
Unreserved/Undesignated	12,771,729	15,071,681	6,571,681	15,071,681	6,571,681
Ending Balance, June 30	\$ 22,411,803	\$ 24,899,576	\$ 16,399,576	\$ 23,321,681	\$ 14,821,681

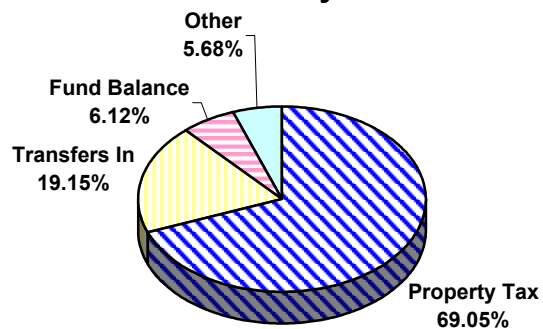
Debt Service Fund

Charleston County

The Debt Service Fund collects resources to service the County's General Obligation Bonds, Certificates of Participation, notes payable, and capital leases. The graphs below present an overall summary of the Debt Service Fund budget. The following page displays the fund statement for this fund.

WHERE IT COMES FROM...

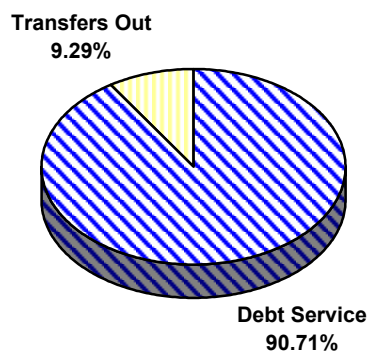
FY 2005 Charleston County Debt Service Fund



Total Available Budgeted: \$24,801,523

WHERE IT GOES TO...

FY 2005 Charleston County Debt Service Fund



Total Uses: \$24,801,523

Charleston County, South Carolina
Debt Service Fund
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 7,515,689	\$ 10,095,161	\$ 9,212,186	\$ 9,212,186	\$ 7,026,025
Revenues:					
Taxes	20,157,182	17,532,499	17,432,080	17,550,000	17,125,000
Intergovernmental	139,548	132,011	130,976	615,485	634,809
Interest	<u>677,917</u>	<u>836,229</u>	<u>650,344</u>	<u>800,344</u>	<u>774,645</u>
Subtotal	<u>20,974,647</u>	<u>18,500,739</u>	<u>18,213,400</u>	<u>18,965,829</u>	<u>18,534,454</u>
Interfund Transfer In	<u>1,000,000</u>	<u>1,048,482</u>	<u>2,800,000</u>	<u>2,800,000</u>	<u>4,750,000</u>
Total Available	<u>29,490,336</u>	<u>29,644,382</u>	<u>30,225,586</u>	<u>30,978,015</u>	<u>30,310,479</u>
Expenditures:					
Debt Service	<u>16,739,693</u>	<u>18,348,067</u>	<u>22,586,143</u>	<u>22,649,733</u>	<u>22,497,586</u>
Subtotal	<u>16,739,693</u>	<u>18,348,067</u>	<u>22,586,143</u>	<u>22,649,733</u>	<u>22,497,586</u>
Interfund Transfer Out	<u>2,655,482</u>	<u>2,084,129</u>	<u>1,302,257</u>	<u>1,302,257</u>	<u>2,303,937</u>
Total Disbursements	<u>19,395,175</u>	<u>20,432,196</u>	<u>23,888,400</u>	<u>23,951,990</u>	<u>24,801,523</u>
Reserved	<u>10,095,161</u>	<u>9,212,186</u>	<u>6,337,186</u>	<u>7,026,025</u>	<u>5,508,956</u>
Ending Balance, June 30	<u>\$ 10,095,161</u>	<u>\$ 9,212,186</u>	<u>\$ 6,337,186</u>	<u>\$ 7,026,025</u>	<u>\$ 5,508,956</u>

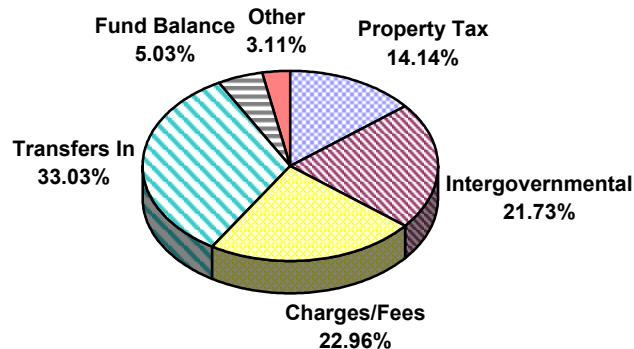
Special Revenue Funds

Charleston County

The Special Revenue Funds account for revenue sources that are legally restricted to expenditure for specific purposes. The County's annual budget includes 28 Special Revenue Funds. The graphs below present an overall summary of the Special Revenue Funds budgets. The following pages display fund statements for these funds.

WHERE IT COMES FROM...

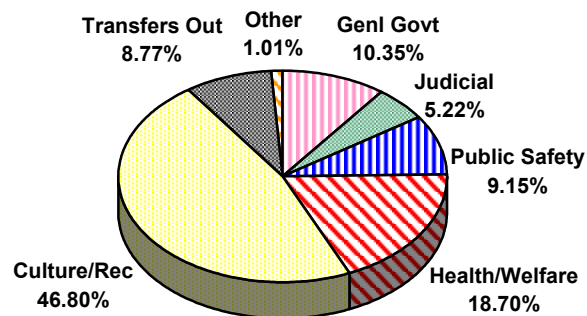
FY 2005 Charleston County Special Revenue Fund



Total Available Budgeted: \$37,429,946

WHERE IT GOES TO...

FY 2005 Charleston County Special Revenue Fund



Total Uses: \$37,429,946*

*Includes \$53,559 in budgeted increases in ending balances.

Charleston County, South Carolina
Special Revenue Fund
Accommodations Tax
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues:					
Intergovernmental	22,843	17,023	22,000	22,000	18,000
Subtotal	22,843	17,023	22,000	22,000	18,000
Total Available	22,843	17,023	22,000	22,000	18,000
Expenditures:					
Personnel	-	-	-	-	-
Operating	-	-	-	-	-
Capital	-	-	-	-	-
Subtotal	-	-	-	-	-
Interfund Transfer Out	22,843	17,023	22,000	22,000	18,000
Total Disbursements	22,843	17,023	22,000	22,000	18,000
Ending Balance, June 30	\$ -	\$ -	\$ -	\$ -	\$ -

Note: Refer to page 75 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Business License/ User Fee - Accommodations Fee
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 1,447,307	\$ 2,347,526	\$ 3,082,039	\$ 3,082,039	\$ 1,055,346
Revenues:					
Charges and Fees	6,539,005	6,666,969	6,868,820	6,868,820	7,074,885
Interest	79,220	68,828	75,000	75,000	80,000
Subtotal	6,618,225	6,735,796	6,943,820	6,943,820	7,154,885
Total Available	8,065,532	9,083,322	10,025,859	10,025,859	8,210,231
Expenditures:					
Personnel	125,504	134,633	149,194	149,194	158,266
Operating	3,656,586	3,909,099	4,204,301	4,229,319	3,859,496
Capital	-	-	-	-	-
Subtotal	3,782,090	4,043,732	4,353,495	4,378,513	4,017,762
Interfund Transfer Out	1,935,916	1,957,551	4,482,000	4,592,000	3,262,700
Total Disbursements	5,718,006	6,001,283	8,835,495	8,970,513	7,280,462
Reserved	25,371	135,018	135,018	-	-
Unreserved/Undesignated	2,322,155	2,947,020	1,055,346	1,055,346	929,769
Ending Balance, June 30	\$ 2,347,526	\$ 3,082,039	\$ 1,190,364	\$ 1,055,346	\$ 929,769

Note: Refer to page 214 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Clerk of Court - IV-D Child Support Enforcement
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 19,013	\$ 7,722	\$ 537	\$ 537	\$ -
Revenues:					
Intergovernmental	447,545	484,014	481,095	481,095	500,314
Subtotal	447,545	484,014	481,095	481,095	500,314
Total Available	466,558	491,736	481,632	481,632	500,314
Expenditures:					
Personnel	278,487	269,159	281,026	281,026	290,093
Operating	180,349	200,128	200,069	200,606	210,221
Capital	-	7,632	-	-	-
Subtotal	458,836	476,919	481,095	481,632	500,314
Interfund Transfer Out	-	14,280	-	-	-
Total Disbursements	458,836	491,199	481,095	481,632	500,314
Reserved	7,722	537	537	-	-
Ending Balance, June 30	\$ 7,722	\$ 537	\$ 537	\$ -	\$ -

Note: Refer to page 86 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Coroner - Training
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ -	\$ 296	\$ 4,641	\$ 4,641	\$ 4,641
Revenues:					
Charges and Fees	6,460	15,825	18,360	18,360	18,360
Subtotal	6,460	15,825	18,360	18,360	18,360
Total Available	6,460	16,121	23,001	23,001	23,001
Expenditures:					
Personnel	4,172	7,650	13,138	13,138	13,234
Operating	700	665	1,550	1,550	1,454
Capital	-	-	-	-	-
Subtotal	4,872	8,315	14,688	14,688	14,688
Interfund Transfer Out	1,292	3,165	3,672	3,672	3,672
Total Disbursements	6,164	11,480	18,360	18,360	18,360
Unreserved/Undesignated	296	4,641	4,641	4,641	4,641
Ending Balance, June 30	\$ 296	\$ 4,641	\$ 4,641	\$ 4,641	\$ 4,641

Note: Refer to page 91 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
East Cooper Fire District
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 47,255	\$ 46,542	\$ 33,162	\$ 33,162	\$ 23,162
Revenues:					
Taxes	144,074	131,374	134,900	134,900	139,900
Intergovernmental	213	246	100	100	100
Subtotal	144,287	131,620	135,000	135,000	140,000
Total Available	191,542	178,162	168,162	168,162	163,162
Expenditures:					
Personnel	-	-	-	-	-
Operating	145,000	145,000	145,000	145,000	145,000
Capital	-	-	-	-	-
Subtotal	145,000	145,000	145,000	145,000	145,000
Total Disbursements	145,000	145,000	145,000	145,000	145,000
Unreserved/Undesignated	46,542	33,162	23,162	23,162	18,162
Ending Balance, June 30	\$ 46,542	\$ 33,162	\$ 23,162	\$ 23,162	\$ 18,162

Charleston County, South Carolina
Special Revenue Fund
Economic Development - Multi-County Parks
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 223,668	\$ 503,479	\$ 785,282	\$ 785,282	\$ 624,103
Revenues:					
Taxes	275,299	278,403	297,208	297,208	311,888
Intergovernmental	85,000	-	-	-	-
Subtotal	360,299	278,403	297,208	297,208	311,888
Total Available	583,967	787,282	1,082,490	1,082,490	935,991
Expenditures:					
Personnel	-	-	67,500	67,500	75,531
Operating	80,488	2,000	390,887	390,887	247,628
Capital	-	-	-	-	-
Subtotal	80,488	2,000	458,387	458,387	323,159
Total Disbursements	80,488	2,000	458,387	458,387	323,159
Unreserved/Undesignated	503,479	785,282	624,103	624,103	612,832
Ending Balance, June 30	<u>\$ 503,479</u>	<u>\$ 785,282</u>	<u>\$ 624,103</u>	<u>\$ 624,103</u>	<u>\$ 612,832</u>

Note: Refer to page 133 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Emergency Management - Awendaw Fire Department
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 287,586	\$ 350,784	\$ 494,876	\$ 494,876	\$ 364,624
Revenues:					
Taxes	778,362	866,324	994,000	994,000	1,055,352
Intergovernmental	57,269	73,752	69,688	69,688	77,047
Miscellaneous	6,115	3,745	-	-	-
Subtotal	841,746	943,821	1,063,688	1,063,688	1,132,399
Total Available	1,129,332	1,294,605	1,558,564	1,558,564	1,497,023
Expenditures:					
Personnel	639,276	635,791	747,131	747,131	814,799
Operating	134,261	103,094	146,087	146,087	219,350
Capital	-	60,745	212,143	300,722	98,250
Debt Service	-	-	52,000	-	-
Subtotal	773,537	799,630	1,157,361	1,193,940	1,132,399
Interfund Transfer Out	5,011	99	-	-	-
Total Disbursements	778,548	799,729	1,157,361	1,193,940	1,132,399
Reserved	63,156	218,500	218,500	-	-
Unreserved/Undesignated	287,628	276,376	182,703	364,624	364,624
Ending Balance, June 30	\$ 350,784	\$ 494,876	\$ 401,203	\$ 364,624	\$ 364,624

Note: Refer to page 149 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Emergency Management Grants
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues:					
Intergovernmental	3,520	9,561	2,500	2,500	37,500
Subtotal	3,520	9,561	2,500	2,500	37,500
Interfund Transfer In	432	-	-	-	-
Total Available	3,952	9,561	2,500	2,500	37,500
Expenditures:					
Personnel	-	-	-	-	35,000
Operating	3,952	9,561	2,500	2,500	2,500
Capital	-	-	-	-	-
Subtotal	3,952	9,561	2,500	2,500	37,500
Total Disbursements	3,952	9,561	2,500	2,500	37,500
Ending Balance, June 30	\$ -	\$ -	\$ -	\$ -	\$ -

Note: Refer to page 151 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Emergency Management - Hazardous Materials Enforcement
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 364,210	\$ 478,821	\$ 533,154	\$ 533,154	\$ 413,459
Revenues:					
Charges and Fees	285,895	240,100	170,000	170,000	160,000
Fines and Forfeitures	28,820	26,646	10,000	10,000	20,000
Miscellaneous	1,000	-	-	-	-
Subtotal	315,715	266,746	180,000	180,000	180,000
Interfund Transfer In	-	10,000	102,481	102,481	107,954
Total Available	679,925	755,567	815,635	815,635	701,413
Expenditures:					
Personnel	100,192	106,470	216,723	216,723	251,580
Operating	99,573	83,443	93,980	94,096	129,484
Capital	1,215	11,250	10,000	91,357	-
Subtotal	200,980	201,163	320,703	402,176	381,064
Interfund Transfer Out	124	21,250	-	-	-
Total Disbursements	201,104	222,413	320,703	402,176	381,064
Reserved	13,271	81,473	81,473	-	-
Unreserved/Undesignated	465,550	451,681	413,459	413,459	320,349
Ending Balance, June 30	\$ 478,821	\$ 533,154	\$ 494,932	\$ 413,459	\$ 320,349

Note: Refer to pages 154-155 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Emergency Management - McClellanville Fire Contract
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 56,230	\$ 45,983	\$ 47,165	\$ 47,165	\$ 31,341
Revenues:					
Intergovernmental	108,738	118,905	137,882	137,882	153,476
Subtotal	108,738	118,905	137,882	137,882	153,476
Interfund Transfer In	62,245	79,270	129,778	129,778	102,317
Total Available	227,213	244,158	314,825	314,825	287,134
Expenditures:					
Personnel	144,613	154,692	175,779	175,779	186,744
Operating	36,617	42,301	54,024	54,054	42,299
Capital	-	-	57,857	53,651	26,750
Subtotal	181,230	196,993	287,660	283,484	255,793
Total Disbursements	181,230	196,993	287,660	283,484	255,793
Unreserved/Undesignated	45,983	47,165	27,165	31,341	31,341
Ending Balance, June 30	\$ 45,983	\$ 47,165	\$ 27,165	\$ 31,341	\$ 31,341

Note: Refer to page 156 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Emergency Medical Services - Emergency Medical Services State Grants
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues:					
Intergovernmental	64,728	63,481	63,360	63,360	63,189
Subtotal	64,728	63,481	63,360	63,360	63,189
Interfund Transfer In	5,691	8,037	3,493	3,493	3,664
Total Available	70,419	71,518	66,853	66,853	66,853
Expenditures:					
Personnel	-	-	-	-	-
Operating	5,501	22,307	66,853	66,853	66,853
Capital	64,918	49,211	-	-	-
Subtotal	70,419	71,518	66,853	66,853	66,853
Total Disbursements	70,419	71,518	66,853	66,853	66,853
Ending Balance, June 30	\$ -	\$ -	\$ -	\$ -	\$ -

Note: Refer to page 161 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Geographic Information System - GIS Mapping and Development
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 402,072	\$ 394,098	\$ 386,070	\$ 386,070	\$ 99,943
Revenues:					
Intergovernmental	-	24,000	15,000	17,000	15,000
Charges and Fees	10,526	9,743	5,000	31,240	7,500
Subtotal	10,526	33,743	20,000	48,240	22,500
Total Available	412,598	427,841	406,070	434,310	122,443
Expenditures:					
Personnel	-	-	-	-	-
Operating	18,500	33,105	48,500	334,367	22,500
Capital	-	8,666	-	-	-
Subtotal	18,500	41,771	48,500	334,367	22,500
Total Disbursements	18,500	41,771	48,500	334,367	22,500
Reserved	197,000	285,867	285,867	-	-
Unreserved/Undesignated	197,098	100,203	71,703	99,943	99,943
Ending Balance, June 30	\$ 394,098	\$ 386,070	\$ 357,570	\$ 99,943	\$ 99,943

Note: Refer to page 138 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Grants Administration - Charleston Area Regional Transportation Authority (CARTA)
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 10,627	\$ 16,176	\$ 25,127	\$ 25,127	\$ -
Revenues:					
Charges and Fees	32,410	40,472	33,138	33,138	33,138
Subtotal	32,410	40,472	33,138	33,138	33,138
Total Available	43,037	56,648	58,265	58,265	33,138
Expenditures:					
Personnel	21,255	19,004	25,025	25,025	25,355
Operating	5,606	12,517	33,240	33,240	7,783
Capital	-	-	-	-	-
Subtotal	26,861	31,521	58,265	58,265	33,138
Total Disbursements	26,861	31,521	58,265	58,265	33,138
Unreserved/Undesignated	16,176	25,127	-	-	-
Ending Balance, June 30	<u>\$ 16,176</u>	<u>\$ 25,127</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Note: Refer to page 248 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Grants Administration - Local Law Enforcement Block Grant (LLEBG)
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 33,344	\$ 35,397	\$ 19,662	\$ 19,662	\$ -
Revenues:					
Intergovernmental	164,374	171,137	97,042	97,042	97,042
Interest	5,765	2,700	-	-	-
Subtotal	170,139	173,837	97,042	97,042	97,042
Interfund Transfer In	17,701	14,070	10,782	10,782	10,782
Total Available	221,184	223,304	127,486	127,486	107,824
Expenditures:					
Personnel	132,628	-	-	-	-
Operating	42,129	203,642	107,824	127,486	107,824
Capital	-	-	-	-	-
Subtotal	174,757	203,642	107,824	127,486	107,824
Interfund Transfer Out	11,030	-	-	-	-
Total Disbursements	185,787	203,642	107,824	127,486	107,824
Unreserved/Undesignated	35,397	19,662	19,662	-	-
Ending Balance, June 30	\$ 35,397	\$ 19,662	\$ 19,662	\$ -	\$ -

Note: Refer to page 249 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Grants Administration - Urban Entitlement
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 427,851	\$ 478,131	\$ 234,006	\$ 234,006	\$ -
Revenues:					
Intergovernmental	3,731,890	4,516,755	3,683,740	3,683,740	3,728,825
Charges and Fees	-	1,350	-	-	-
Miscellaneous	-	8,600	-	-	-
Subtotal	<u>3,731,890</u>	<u>4,526,705</u>	<u>3,683,740</u>	<u>3,683,740</u>	<u>3,728,825</u>
Interfund Transfer In	<u>419,071</u>	<u>175,000</u>	<u>175,000</u>	<u>175,000</u>	<u>175,000</u>
Total Available	<u>4,578,812</u>	<u>5,179,836</u>	<u>4,092,746</u>	<u>4,092,746</u>	<u>3,903,825</u>
Expenditures:					
Personnel	130,445	226,239	207,672	207,672	204,299
Operating	3,776,165	4,719,591	3,651,068	3,885,074	3,699,526
Capital	-	-	-	-	-
Subtotal	<u>3,906,610</u>	<u>4,945,830</u>	<u>3,858,740</u>	<u>4,092,746</u>	<u>3,903,825</u>
Interfund Transfer Out	<u>194,071</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Disbursements	<u>4,100,681</u>	<u>4,945,830</u>	<u>3,858,740</u>	<u>4,092,746</u>	<u>3,903,825</u>
Reserved	33	230,313	230,313	-	-
Unreserved/Undesignated	<u>478,098</u>	<u>3,693</u>	<u>3,693</u>	<u>-</u>	<u>-</u>
Ending Balance, June 30	<u>\$ 478,131</u>	<u>\$ 234,006</u>	<u>\$ 234,006</u>	<u>\$ -</u>	<u>\$ -</u>

Note: Refer to pages 250-251 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Grants Administration - Workforce Investment Act (WIA) Title II-B
Fund Statement

	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2004 Projected</u>	<u>FY 2005 Approved</u>
Beginning Balance, July 1	\$ 8,242	\$ 8,242	\$ -	\$ -	\$ -
Revenues:					
Intergovernmental	2,355,983	3,099,622	2,496,753	2,496,753	2,533,627
Charges and Fees	14,716	39,723	14,000	14,000	20,000
Miscellaneous	8,574	8,288	500	500	1,000
Leases and Rentals	<u>80,714</u>	<u>70,257</u>	<u>51,500</u>	<u>51,500</u>	<u>62,000</u>
Subtotal	<u>2,459,987</u>	<u>3,217,890</u>	<u>2,562,753</u>	<u>2,562,753</u>	<u>2,616,627</u>
Interfund Transfer In	<u>-</u>	<u>8,242</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Available	<u>2,468,229</u>	<u>3,234,374</u>	<u>2,562,753</u>	<u>2,562,753</u>	<u>2,616,627</u>
Expenditures:					
Personnel	696,922	829,204	882,403	882,403	932,589
Operating	1,751,514	2,396,928	1,680,350	1,680,350	1,684,038
Capital	<u>11,551</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Subtotal	<u>2,459,987</u>	<u>3,226,132</u>	<u>2,562,753</u>	<u>2,562,753</u>	<u>2,616,627</u>
Interfund Transfer Out	<u>-</u>	<u>8,242</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Disbursements	<u>2,459,987</u>	<u>3,234,374</u>	<u>2,562,753</u>	<u>2,562,753</u>	<u>2,616,627</u>
Unreserved/Undesignated	<u>8,242</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance, June 30	<u><u>\$ 8,242</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

Note: Refer to pages 252-253 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Library
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 2,932,033	\$ 2,339,961	\$ 1,581,810	\$ 1,581,810	\$ 1,203,380
Revenues:					
Intergovernmental	500,188	488,500	313,979	310,839	248,073
Charges and Fees	49,747	47,599	50,000	44,060	43,065
Fines and Forfeitures	320,191	345,818	570,000	421,670	446,000
Interest	51,175	14,056	25,000	250	250
Miscellaneous	183,706	111,386	18,000	97,744	28,000
Subtotal	1,105,007	1,007,359	976,979	874,563	765,388
Interfund Transfer In	10,020,590	10,016,832	10,768,033	10,768,032	11,799,000
Total Available	14,057,630	13,364,152	13,326,822	13,224,405	13,767,768
Expenditures:					
Personnel	7,122,762	7,173,992	7,919,942	7,349,682	8,874,162
Operating	4,559,457	4,365,270	4,411,110	4,210,503	4,575,595
Capital	35,450	243,080	-	460,840	49,000
Subtotal	11,717,669	11,782,342	12,331,052	12,021,025	13,498,757
Total Disbursements	11,717,669	11,782,342	12,331,052	12,021,025	13,498,757
Reserved	54,079	54,898	54,898	54,898	54,898
Unreserved/Designated	1,640,743	460,840	460,840	-	-
Unreserved/Undesignated	645,139	1,066,072	480,032	1,148,482	214,113
Ending Balance, June 30	<u>\$ 2,339,961</u>	<u>\$ 1,581,810</u>	<u>\$ 995,770</u>	<u>\$ 1,203,380</u>	<u>\$ 269,011</u>

Note: Refer to pages 122-123 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Probate Courts - Adult Drug Court
Fund Statement

	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2004 Projected</u>	<u>FY 2005 Approved</u>
Beginning Balance, July 1	\$ 34,359	\$ 9,893	\$ -	\$ -	\$ -
Revenues:					
Intergovernmental	100,592	37,861	-	-	-
Charges and Fees	<u>15,239</u>	<u>5,275</u>	<u>20,000</u>	<u>20,000</u>	<u>30,000</u>
Subtotal	<u>115,831</u>	<u>43,136</u>	<u>20,000</u>	<u>20,000</u>	<u>30,000</u>
Interfund Transfer In	<u>-</u>	<u>49,583</u>	<u>139,000</u>	<u>139,000</u>	<u>122,500</u>
Total Available	<u>150,190</u>	<u>102,612</u>	<u>159,000</u>	<u>159,000</u>	<u>152,500</u>
Expenditures:					
Personnel	124,107	59,764	48,883	48,883	51,487
Operating	16,190	42,848	110,117	110,117	101,013
Capital	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Subtotal	<u>140,297</u>	<u>102,612</u>	<u>159,000</u>	<u>159,000</u>	<u>152,500</u>
Total Disbursements	<u>140,297</u>	<u>102,612</u>	<u>159,000</u>	<u>159,000</u>	<u>152,500</u>
Unreserved/Undesignated	<u>9,893</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Balance, June 30	<u><u>\$ 9,893</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

Note: Refer to page 96 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Public Works - Mosquito Abatement
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 951,437	\$ 1,079,502	\$ 920,050	\$ 920,050	\$ 708,689
Revenues:					
Charges and Fees	275,332	470,424	265,000	265,000	265,000
Miscellaneous	80,499	-	-	-	-
Subtotal	355,831	470,424	265,000	265,000	265,000
Total Available	1,307,268	1,549,926	1,185,050	1,185,050	973,689
Expenditures:					
Personnel	-	-	-	-	-
Operating	120,787	603,899	200,000	286,654	250,000
Capital	106,979	25,977	106,000	124,707	132,000
Debt Service	-	-	65,000	65,000	65,000
Subtotal	227,766	629,876	371,000	476,361	447,000
Total Disbursements	227,766	629,876	371,000	476,361	447,000
Reserved	-	19,000	19,000	-	-
Unreserved/Undesignated	1,079,502	901,050	795,050	708,689	526,689
Ending Balance, June 30	\$ 1,079,502	\$ 920,050	\$ 814,050	\$ 708,689	\$ 526,689

Note: Refer to page 180 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Sheriff - Asset Forfeiture
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 272,844	\$ 332,389	\$ 986,476	\$ 986,476	\$ 774,865
Revenues:					
Fines and Forfeitures	395,633	1,062,198	306,830	736,367	371,960
Interest	5,410	11,148	20,000	-	7,000
Miscellaneous	26,825	55,207	-	-	-
Subtotal	427,868	1,128,553	326,830	736,367	378,960
Interfund Transfer In	61,264	-	-	-	-
Total Available	761,976	1,460,942	1,313,306	1,722,843	1,153,825
Expenditures:					
Personnel	-	-	-	-	-
Operating	343,412	411,979	895,413	710,893	533,509
Capital	86,175	62,487	-	-	9,800
Subtotal	429,587	474,466	895,413	710,893	543,309
Interfund Transfer Out	-	-	237,085	237,085	-
Total Disbursements	429,587	474,466	1,132,498	947,978	543,309
Reserved	45,733	4,778	4,778	-	-
Unreserved/Undesignated	286,656	981,698	176,030	774,865	610,516
Ending Balance, June 30	\$ 332,389	\$ 986,476	\$ 180,808	\$ 774,865	\$ 610,516

Note: Refer to page 104 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Sheriff - Grants and Programs
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 247,849	\$ 172,784	\$ 213,066	\$ 213,066	\$ 95,724
Revenues:					
Intergovernmental	115,045	135,370	103,211	103,211	103,500
Fines and Forfeitures	1,475	(1,075)	238	499	499
Interest	1,315	17	-	-	-
Miscellaneous	253,226	198,347	200,000	132,500	145,862
Subtotal	371,061	332,659	303,449	236,210	249,861
Interfund Transfer In	20,143	11,128	45,796	45,796	43,171
Total Available	639,053	516,571	562,311	495,072	388,756
Expenditures:					
Personnel	154,696	145,671	175,878	175,201	173,529
Operating	164,356	84,259	146,096	212,863	119,004
Capital	147,217	73,575	30,000	11,284	-
Subtotal	466,269	303,505	351,974	399,348	292,533
Total Disbursements	466,269	303,505	351,974	399,348	292,533
Reserved	-	61,634	61,634	-	-
Unreserved/Undesignated	172,784	151,432	148,703	95,724	96,223
Ending Balance, June 30	\$ 172,784	\$ 213,066	\$ 210,337	\$ 95,724	\$ 96,223

Note: Refer to page 106 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Sheriff - IV-D Child Support Enforcement
Fund Statement

	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2004 Projected</u>	<u>FY 2005 Approved</u>
Beginning Balance, July 1	\$ 4,310	\$ -	\$ -	\$ -	\$ -
Revenues:					
Intergovernmental	<u>64,093</u>	<u>63,644</u>	<u>77,106</u>	<u>77,106</u>	<u>72,165</u>
Subtotal	<u>64,093</u>	<u>63,644</u>	<u>77,106</u>	<u>77,106</u>	<u>72,165</u>
Total Available	<u>68,403</u>	<u>63,644</u>	<u>77,106</u>	<u>77,106</u>	<u>72,165</u>
Expenditures:					
Personnel	51,197	49,458	51,502	51,502	52,721
Operating	17,206	14,186	25,604	25,604	19,444
Capital	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Subtotal	<u>68,403</u>	<u>63,644</u>	<u>77,106</u>	<u>77,106</u>	<u>72,165</u>
Total Disbursements	<u>68,403</u>	<u>63,644</u>	<u>77,106</u>	<u>77,106</u>	<u>72,165</u>
Ending Balance, June 30	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Note: Refer to page 107 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Solicitor - Pretrial Intervention
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 68,445	\$ 95,405	\$ 77,975	\$ 77,975	\$ 49,914
Revenues:					
Intergovernmental	-	-	-	-	45,000
Charges and Fees	253,650	237,689	289,500	265,000	397,000
Subtotal	253,650	237,689	289,500	265,000	442,000
Total Available	322,095	333,094	367,475	342,975	491,914
Expenditures:					
Personnel	202,668	225,604	259,401	259,401	359,166
Operating	24,022	29,515	34,177	33,660	29,774
Capital	-	-	-	-	-
Subtotal	226,690	255,119	293,578	293,061	388,940
Total Disbursements	226,690	255,119	293,578	293,061	388,940
Reserved	4,505	42	42	-	-
Unreserved/Undesignated	90,900	77,933	73,855	49,914	102,974
Ending Balance, June 30	\$ 95,405	\$ 77,975	\$ 73,897	\$ 49,914	\$ 102,974

Note: Refer to page 113 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Solicitor - State Appropriation
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 720,930	\$ 637,558	\$ 517,171	\$ 517,171	\$ 349,282
Revenues:					
Intergovernmental	566,901	439,518	419,041	410,177	324,371
Charges and Fees	18,786	51,116	40,000	40,000	40,000
Subtotal	585,687	490,634	459,041	450,177	364,371
Interfund Transfer In	101	-	-	-	-
Total Available	1,306,718	1,128,192	976,212	967,348	713,653
Expenditures:					
Personnel	648,914	562,609	651,754	592,230	525,666
Operating	6,618	23,475	13,670	13,670	10,574
Capital	-	-	-	-	16,000
Subtotal	655,532	586,084	665,424	605,900	552,240
Interfund Transfer Out	13,628	24,937	12,166	12,166	-
Total Disbursements	669,160	611,021	677,590	618,066	552,240
Reserved	115	-	-	-	-
Unreserved/Undesignated	637,443	517,171	298,622	349,282	161,413
Ending Balance, June 30	\$ 637,558	\$ 517,171	\$ 298,622	\$ 349,282	\$ 161,413

Note: Refer to page 115 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Solicitor - Victim-Witness State Appropriation
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 24,400	\$ 23,809	\$ 30,176	\$ 30,176	\$ 29,211
Revenues:					
Intergovernmental	43,972	46,253	31,242	43,794	43,794
Subtotal	43,972	46,253	31,242	43,794	43,794
Total Available	68,372	70,062	61,418	73,970	73,005
Expenditures:					
Personnel	44,563	39,886	42,229	44,759	69,094
Operating	-	-	-	-	-
Capital	-	-	-	-	-
Subtotal	44,563	39,886	42,229	44,759	69,094
Total Disbursements	44,563	39,886	42,229	44,759	69,094
Unreserved/Undesignated	23,809	30,176	19,189	29,211	3,911
Ending Balance, June 30	<u>\$ 23,809</u>	<u>\$ 30,176</u>	<u>\$ 19,189</u>	<u>\$ 29,211</u>	<u>\$ 3,911</u>

Note: Refer to page 117 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Trident Technical College
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues:					
Taxes	3,476,108	3,517,380	3,669,871	3,669,871	3,777,871
Intergovernmental	<u>73,274</u>	<u>74,899</u>	<u>67,129</u>	<u>67,129</u>	<u>72,129</u>
Subtotal	<u>3,549,382</u>	<u>3,592,279</u>	<u>3,737,000</u>	<u>3,737,000</u>	<u>3,850,000</u>
Total Available	<u>3,549,382</u>	<u>3,592,279</u>	<u>3,737,000</u>	<u>3,737,000</u>	<u>3,850,000</u>
Expenditures:					
Personnel	-	-	-	-	-
Operating	3,549,382	3,592,279	3,737,000	3,737,000	3,850,000
Capital	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Subtotal	<u>3,549,382</u>	<u>3,592,279</u>	<u>3,737,000</u>	<u>3,737,000</u>	<u>3,850,000</u>
Total Disbursements	<u>3,549,382</u>	<u>3,592,279</u>	<u>3,737,000</u>	<u>3,737,000</u>	<u>3,850,000</u>
Ending Balance, June 30	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>

Charleston County, South Carolina
Special Revenue Fund
Victim's Bill of Rights
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 912,626	\$ 941,264	\$ 925,886	\$ 925,886	\$ 775,239
Revenues:					
Intergovernmental	2,395	2,337	-	-	-
Charges and Fees	679,267	551,612	542,000	505,000	505,000
Subtotal	681,662	553,949	542,000	505,000	505,000
Total Available	1,594,288	1,495,213	1,467,886	1,430,886	1,280,239
Expenditures:					
Personnel	537,709	497,969	600,122	526,893	569,049
Operating	94,727	71,358	116,623	117,315	89,982
Capital	20,588	-	-	-	-
Subtotal	653,024	569,327	716,745	644,208	659,031
Interfund Transfer Out	-	-	11,439	11,439	-
Total Disbursements	653,024	569,327	728,184	655,647	659,031
Reserved	2,007	16,432	16,432	-	-
Unreserved/Undesignated	939,257	909,454	723,270	775,239	621,208
Ending Balance, June 30	\$ 941,264	\$ 925,886	\$ 739,702	\$ 775,239	\$ 621,208

Note: This fund consists of three separate divisions: Sheriff Victim's Bill of Rights, Solicitor Victim's Bill of Rights and Magistrates' Courts Victim's Bill of Rights.

Note: Refer to pages 110, 116 and 167 for budget narratives related to this fund.

Charleston County, South Carolina
Special Revenue Fund
West St. Andrew's Fire District
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ -	\$ -	\$ 564	\$ 564	\$ 564
Revenues:					
Taxes	9,098	8,554	8,000	8,000	8,000
Intergovernmental	13	10	-	-	-
Subtotal	9,111	8,564	8,000	8,000	8,000
Total Available	9,111	8,564	8,564	8,564	8,564
Expenditures:					
Personnel	-	-	-	-	-
Operating	9,111	8,000	8,000	8,000	8,000
Capital	-	-	-	-	-
Subtotal	9,111	8,000	8,000	8,000	8,000
Total Disbursements	9,111	8,000	8,000	8,000	8,000
Unreserved/Undesignated	-	564	564	564	564
Ending Balance, June 30	\$ -	\$ 564	\$ 564	\$ 564	\$ 564

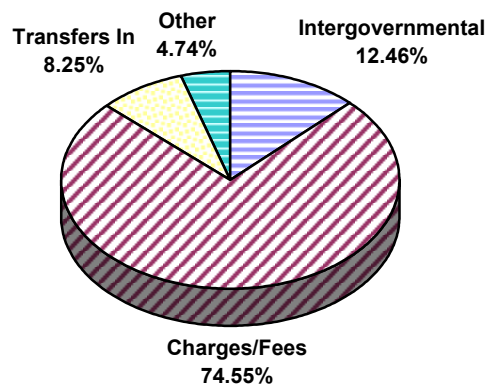
Enterprise Funds

Charleston County

The Enterprise Funds account for those operations that are financed and operated in a manner similar to private business or where the County has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability. The County operates four Enterprise Funds. The graphs below present an overall summary of the Enterprise Funds budgets. The following pages display fund statements for these funds.

WHERE IT COMES FROM...

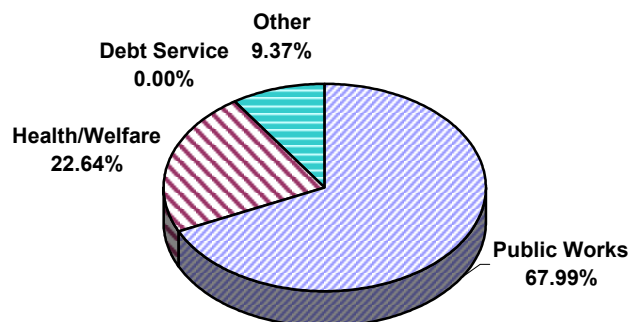
FY 2005 Charleston County Enterprise Fund



Total Available Budgeted: \$47,451,643

WHERE IT GOES TO...

FY 2005 Charleston County Enterprise Fund



Total Uses: \$47,451,643*

*Includes \$172,596 in budgeted increases in ending balances.

Charleston County, South Carolina
Enterprise Fund
Department of Alcohol and Other Drug Abuse Services
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 4,914,973	\$ 6,292,867	\$ 7,427,963	\$ 7,427,963	\$ 7,652,582
Revenues:					
Taxes	98	359	-	-	-
Intergovernmental	6,892,174	6,200,942	6,291,856	6,291,856	5,789,151
Charges and Fees	1,791,356	1,343,515	1,710,675	1,710,675	2,018,120
Miscellaneous	122,219	269	-	-	-
Leases and Rentals	-	10,176	-	-	43,344
Subtotal	8,805,847	7,555,261	8,002,531	8,002,531	7,850,615
Interfund Transfer In	1,847,765	1,843,954	2,222,441	2,222,441	2,845,032
Total Available	15,568,585	15,692,082	17,652,935	17,652,935	18,348,229
Expenditures:					
Personnel	5,315,695	4,753,959	5,346,984	5,346,984	5,661,014
Operating	3,554,497	3,115,834	4,034,113	3,845,886	4,487,497
Capital	-	-	255,000	255,000	43,000
Debt Service	405,526	394,326	552,483	552,483	553,242
Subtotal	9,275,718	8,264,119	10,188,580	10,000,353	10,744,753
Total Disbursements	9,275,718	8,264,119	10,188,580	10,000,353	10,744,753
Invested in capital assets	3,348,546	3,208,518	3,208,518	3,208,518	3,208,518
Reserved	126,974	81,215	81,215	-	-
Unreserved/Undesignated	2,817,347	4,138,230	4,174,622	4,444,064	4,394,958
Ending Balance, June 30	<u>\$ 6,292,867</u>	<u>\$ 7,427,963</u>	<u>\$ 7,464,355</u>	<u>\$ 7,652,582</u>	<u>\$ 7,603,476</u>

Note: Refer to pages 223-243 for budget narratives related to this fund.

Charleston County, South Carolina
Enterprise Fund
Internal Services - Parking Garages
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 10,754,666	\$ 11,769,564	\$ 12,595,789	\$ 12,595,789	\$ 9,934,172
Revenues:					
Charges and Fees	2,693,982	2,752,600	2,670,620	2,670,620	1,477,455
Miscellaneous	-	9,397	-	6,508,787	-
Leases and Rentals	26,617	80,488	81,905	81,905	84,365
Subtotal	2,720,599	2,842,485	2,752,525	9,261,312	1,561,820
Interfund Transfer In	968,580	669,658	669,773	669,773	420,694
Total Available	14,443,845	15,281,707	16,018,087	22,526,874	11,916,686
Expenditures:					
Personnel	592,874	570,320	666,338	666,338	558,997
Operating	1,086,530	1,176,805	1,198,968	660,042	370,227
Capital	-	-	26,327	33,277	30,000
Debt Service	994,877	938,793	1,146,465	1,146,465	670,694
Subtotal	2,674,281	2,685,918	3,038,098	2,506,122	1,629,918
Interfund Transfer Out	-	-	-	10,086,580	180,000
Total Disbursements	2,674,281	2,685,918	3,038,098	12,592,702	1,809,918
Invested in capital assets	8,787,351	8,863,303	8,863,303	6,016,510	6,016,510
Reserved	33,002	26,996	26,996	-	-
Unreserved/Undesignated	2,949,211	3,705,490	4,089,690	3,917,662	4,090,258
Ending Balance, June 30	\$ 11,769,564	\$ 12,595,789	\$ 12,979,989	\$ 9,934,172	\$ 10,106,768

Note: Refer to pages 264-265 for budget narratives related to this fund.

Charleston County, South Carolina
Enterprise Fund
Planning - Emergency 911 Communications
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 1,487,310	\$ 1,669,506	\$ 1,791,798	\$ 1,791,798	\$ 2,026,947
Revenues:					
Charges and Fees	1,148,171	1,120,348	1,150,990	1,410,000	1,450,000
Subtotal	1,148,171	1,120,348	1,150,990	1,410,000	1,450,000
Total Available	2,635,481	2,789,854	2,942,788	3,201,798	3,476,947
Expenditures:					
Personnel	46,151	46,346	58,977	58,977	72,397
Operating	919,824	951,710	830,783	825,874	843,795
Capital	-	-	90,000	290,000	900,000
Subtotal	965,975	998,056	979,760	1,174,851	1,816,192
Total Disbursements	965,975	998,056	979,760	1,174,851	1,816,192
Invested in capital assets	696,635	532,311	532,311	532,311	532,311
Reserved	-	207,438	207,438	-	-
Unreserved/Undesignated	972,871	1,052,049	1,223,279	1,494,636	1,128,444
Ending Balance, June 30	\$ 1,669,506	\$ 1,791,798	\$ 1,963,028	\$ 2,026,947	\$ 1,660,755

Note: Refer to page 170 for budget narratives related to this fund.

Charleston County, South Carolina
Enterprise Fund
Solid Waste
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 31,407,737	\$ 34,731,403	\$ 38,599,191	\$ 38,599,191	\$ 39,864,227
Revenues:					
Intergovernmental	233,877	375,546	125,000	125,000	125,000
Charges and Fees	29,155,796	29,912,477	29,666,000	30,625,171	30,431,000
Interest	1,155,270	640,026	925,000	925,000	450,000
Miscellaneous	43,600	-	5,000	5,000	-
Subtotal	30,588,543	30,928,048	30,721,000	31,680,171	31,006,000
Interfund Transfer In	650,000	650,000	650,000	650,000	650,000
Total Available	62,646,280	66,309,451	69,970,191	70,929,362	71,520,227
Expenditures:					
Personnel	4,966,503	4,920,117	5,627,314	5,741,961	5,937,217
Operating	21,218,705	21,115,047	23,406,880	22,014,382	23,650,500
Capital	-	-	1,839,000	1,699,621	1,777,000
Debt Service	1,079,669	1,021,246	959,171	959,171	893,467
Subtotal	27,264,877	27,056,410	31,832,365	30,415,135	32,258,184
Interfund Transfer Out	650,000	653,850	650,000	650,000	650,000
Total Disbursements	27,914,877	27,710,260	32,482,365	31,065,135	32,908,184
Invested in capital assets	7,643,607	9,741,602	-	-	-
Reserved	966,806	1,064,209	1,064,209	-	-
Unreserved/Designated	21,538,226	21,871,350	21,871,350	15,735,761	15,735,761
Unreserved/Undesignated	4,582,764	5,922,030	14,552,267	24,128,466	22,876,282
Ending Balance, June 30	\$ 34,731,403	\$ 38,599,191	\$ 37,487,826	\$ 39,864,227	\$ 38,612,043

Note: This fund is comprised of the Solid Waste Department and the User Fee Administration Division of the Business License/User Fee Department.

Note: Refer to pages 191-205 and 216-217 for budget narratives related to this fund.

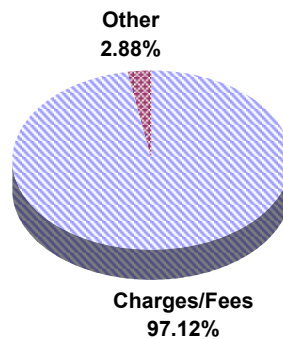
Internal Service Funds

Charleston County

The Internal Service Funds account for operations that provide services to other departments or agencies of the County, or to other governments, on a cost reimbursement basis. The County operates four Internal Service Funds. The graphs below present an overall summary of the Internal Service Funds budgets. The following pages display fund statements for these funds.

WHERE IT COMES FROM...

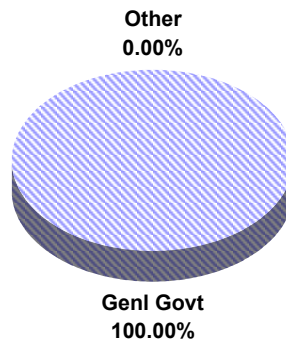
FY 2005 Charleston County Internal Service Funds



Total Available Budgeted: \$28,642,482

WHERE IT GOES TO...

FY 2005 Charleston County Internal Service Funds



Total Uses: \$28,642,482

Charleston County, South Carolina
Internal Service Fund
Employee Benefits Trust
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 2,725,597	\$ 3,181,556	\$ 2,617,705	\$ 2,617,705	\$ 1,867,705
Revenues:					
Charges and Fees	13,295,339	12,683,131	14,053,000	13,465,000	15,007,000
Interest	44,211	37,655	35,000	35,000	35,000
Subtotal	13,339,550	12,720,786	14,088,000	13,500,000	15,042,000
Total Available	16,065,147	15,902,342	16,705,705	16,117,705	16,909,705
Expenditures:					
Personnel	-	-	-	-	-
Operating	12,883,591	13,284,637	14,838,000	14,250,000	15,542,000
Capital	-	-	-	-	-
Subtotal	12,883,591	13,284,637	14,838,000	14,250,000	15,542,000
Total Disbursements	12,883,591	13,284,637	14,838,000	14,250,000	15,542,000
Reserved	-	127	127	-	-
Unreserved/Undesignated	3,181,556	2,617,578	1,867,578	1,867,705	1,367,705
Ending Balance, June 30	\$ 3,181,556	\$ 2,617,705	\$ 1,867,705	\$ 1,867,705	\$ 1,367,705

Charleston County, South Carolina
Internal Service Fund
Internal Services - Fleet Operations / Procurement Services - Central Parts Warehouse
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 13,699,211	\$ 13,402,004	\$ 11,255,060	\$ 11,255,060	\$ 10,474,841
Revenues:					
Charges and Fees	5,529,471	5,498,327	5,798,104	5,798,104	6,011,676
Leases and Rentals	-	65,000	65,000	65,000	65,000
Miscellaneous	257,037	193,996	-	-	-
Subtotal	5,786,508	5,757,323	5,863,104	5,863,104	6,076,676
Interfund Transfer In	3,664,298	2,305,372	182,001	2,756,501	80,001
Total Available	23,150,017	21,464,699	17,300,165	19,874,665	16,631,518
Expenditures:					
Personnel	1,510,090	1,518,051	1,666,181	1,666,181	1,702,983
Operating	8,073,178	8,645,964	4,146,623	4,198,903	4,308,693
Capital	-	-	167,000	3,454,739	87,930
Debt Service	41,595	39,224	80,001	80,001	80,001
Subtotal	9,624,863	10,203,239	6,059,805	9,399,824	6,179,607
Interfund Transfer Out	123,150	6,400	-	-	-
Total Disbursements	9,748,013	10,209,639	6,059,805	9,399,824	6,179,607
Invested in capital assets	11,511,502	9,708,527	9,708,527	9,708,527	9,708,527
Reserved	777,145	765,519	765,519	-	-
Unreserved/Undesignated	1,113,357	781,014	766,314	766,314	743,384
Ending Balance, June 30	<u>\$ 13,402,004</u>	<u>\$ 11,255,060</u>	<u>\$ 11,240,360</u>	<u>\$ 10,474,841</u>	<u>\$ 10,451,911</u>

Note: This fund is comprised of the Fleet Operations Division of the Internal Services Department and the Central Parts Warehouse Division of the Procurement Department.

Note: Refer to pages 260-261 and 273 for budget narratives related to this fund.

Charleston County, South Carolina
Internal Service Fund
Internal Services - Office Support Services
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 742,048	\$ 876,385	\$ 880,813	\$ 880,813	\$ 882,179
Revenues:					
Charges and Fees	3,298,426	3,059,411	3,447,351	3,476,203	3,257,061
Subtotal	3,298,426	3,059,411	3,447,351	3,476,203	3,257,061
Interfund Transfer In	28,219	-	-	-	-
Total Available	4,068,693	3,935,796	4,328,164	4,357,016	4,139,240
Expenditures:					
Personnel	868,833	886,014	965,461	965,460	989,707
Operating	2,273,475	2,168,969	2,458,090	2,408,125	2,272,759
Capital	-	-	45,500	101,252	86,293
Subtotal	3,142,308	3,054,983	3,469,051	3,474,837	3,348,759
Interfund Transfer Out	50,000	-	-	-	-
Total Disbursements	3,192,308	3,054,983	3,469,051	3,474,837	3,348,759
Invested in capital assets	516,705	503,771	503,771	503,771	503,771
Reserved	165,405	185,008	185,008	-	-
Unreserved/Undesignated	194,275	192,034	170,334	378,408	286,710
Ending Balance, June 30	<u>\$ 876,385</u>	<u>\$ 880,813</u>	<u>\$ 859,113</u>	<u>\$ 882,179</u>	<u>\$ 790,481</u>

Note: Refer to pages 262-263 and 266-269 for budget narratives related to this fund.

Charleston County, South Carolina
Internal Service Fund
Safety & Risk Management - Safety/Workers' Compensation
Fund Statement

	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2004 Projected	FY 2005 Approved
Beginning Balance, July 1	\$ 3,435,191	\$ 2,187,087	\$ 307,618	\$ 307,618	\$ 500,000
Revenues:					
Charges and Fees	1,105,728	1,873,701	2,350,000	3,500,000	3,542,116
Interest	108,584	50,484	30,000	30,000	30,000
Miscellaneous	2,973	4,164	-	-	-
Subtotal	1,217,285	1,928,349	2,380,000	3,530,000	3,572,116
Total Available	4,652,476	4,115,436	2,687,618	3,837,618	4,072,116
Expenditures:					
Personnel	113,268	358,560	352,695	352,695	364,484
Operating	2,352,121	3,449,258	2,527,305	2,984,923	3,180,632
Capital	-	-	-	-	27,000
Subtotal	2,465,389	3,807,818	2,880,000	3,337,618	3,572,116
Total Disbursements	2,465,389	3,807,818	2,880,000	3,337,618	3,572,116
Unreserved/Undesignated	2,187,087	307,618	(192,382)	500,000	500,000
Ending Balance, June 30	\$ 2,187,087	\$ 307,618	\$ (192,382)	\$ 500,000	\$ 500,000

COUNTY COUNCIL

GENERAL FUND

GENERAL GOVERNMENT

Mission: County Council makes policy decisions for Charleston County as established by state law, sets primary policies establishing the community vision, states the organizational mission, and defines any area of the County Administrator's authority not specifically addressed by state law.

DEPARTMENTAL SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	11.00	11.00	11.00	11.00	0.00	0.0
Charges and Fees	\$ 0	\$ 1,500	\$ 0	\$ 0	\$ 0	0.0
TOTAL REVENUES	<u>\$ 0</u>	<u>\$ 1,500</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	0.0
Personnel	\$ 255,734	\$ 260,588	\$ 278,497	\$ 280,977	\$ 2,480	0.9
Operating	301,845	338,211	367,407	349,332	(18,075)	(4.9)
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	<u>557,579</u>	<u>598,799</u>	<u>645,904</u>	<u>630,309</u>	<u>(15,595)</u>	(2.4)
Contingency	1,713,105	1,563,678	1,781,303	1,919,000	137,697	7.7
Less: Appropriations to Depts.	(1,489,081)	(632,116)	(655,625)	0	655,625	(100.0)
Less: Lapsed at Fiscal Year-end	<u>(224,024)</u>	<u>(931,562)</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
Contingency Balance	<u>0</u>	<u>0</u>	<u>1,125,678</u>	<u>1,919,000</u>	<u>793,322</u>	70.5
Interfund Transfer Out	<u>0</u>	<u>6,673</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 557,579</u>	<u>\$ 605,472</u>	<u>\$ 1,771,582</u>	<u>\$ 2,549,309</u>	<u>\$ 777,727</u>	43.9

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs.
- Operating expenditures represent reduced funding for the Senior Citizen Center according to schedule.
- Council's contingency contains \$1,919,000 to fund requests during FY 2005. During budget deliberations, Council increased the contingency account by \$919,000.

Objectives:

1. Ensure 100% of Council agenda packages are available to Council by deadline.
2. Ensure 100% accuracy of the preparation of agenda packets for distribution, agenda items for consideration, and resolutions and ordinances for vote.
3. Provide policy recommendations by presenting committee meetings, Council meetings, and workshops/retreats annually.

COUNTY COUNCIL (continued)

GENERAL FUND

GENERAL GOVERNMENT

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Agenda packages prepared and available	1	15,750	15,750	15,750
Agenda available for mailing/faxing to citizens	1	11,232	11,232	11,232
Agenda items submitted for consideration	2	525	525	525
Resolutions processed for vote	2	18	18	18
Ordinances processed for vote	2	108	108	108
Committee meetings presented	3	67	67	67
Council meetings presented	3	22	22	22
Public hearings presented	3	50	50	50
Workshops/retreats presented	3	1	1	1
Outcome:				
Percent of agenda packages available by deadline	1	100%	100%	100%
Percent of agenda packages error free	2	100%	100%	100%

ACCOMMODATIONS TAX

SPECIAL REVENUE FUND

CULTURE AND RECREATION

Mission: The Accommodations Tax, as mandated by State law, requires a two percent tax on transient accommodations to encourage and support tourism.

PROGRAM SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	-	-	-	-	-	-
Intergovernmental	\$ 22,843	\$ 17,023	\$ 22,000	\$ 18,000	\$ (4,000)	(18.2)
TOTAL REVENUES	<u>\$ 22,843</u>	<u>\$ 17,023</u>	<u>\$ 22,000</u>	<u>\$ 18,000</u>	<u>\$ (4,000)</u>	(18.2)
Personnel	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0.0
Operating	0	0	0	0	0	0.0
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	0	0	0	0	0	0.0
Interfund Transfer Out	<u>22,843</u>	<u>17,023</u>	<u>22,000</u>	<u>18,000</u>	<u>(4,000)</u>	(18.2)
TOTAL DISBURSEMENTS	<u>\$ 22,843</u>	<u>\$ 17,023</u>	<u>\$ 22,000</u>	<u>\$ 18,000</u>	<u>\$ (4,000)</u>	(18.2)

Funding Adjustments for FY 2005 Include:

- Revenues reflect a decrease based on historical trends.
- Interfund transfer out represents the amount transferred to the General Fund as determined by State law.

CONTRIBUTIONS

GENERAL FUND

GENERAL GOVERNMENT

Mission: County Council appropriates contributions on an annual basis to some of the worthwhile organizations requesting funds.

PROGRAM SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	-	-	-	-	-	-
Personnel	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0.0
Operating	352,503	377,503	253,500	276,500	23,000	9.1
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 352,503</u>	<u>\$ 377,503</u>	<u>\$ 253,500</u>	<u>\$ 276,500</u>	<u>\$ 23,000</u>	9.1

Funding Adjustments for FY 2005 Include:

- Council received requests from twenty-eight agencies totaling \$979,297. During budget deliberations, Council increased funding for contributions by \$23,000. In addition, Council reallocated funds to existing agencies which included three additional agencies, East Cooper Habitat for Humanity, Rural Missions, and Trident Literacy Association.

INTERNAL AUDITOR

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Internal Audit Department provides County Council and Administration with information and recommendations to improve the accounting and safeguarding of County resources and the efficiency and effectiveness of County operations.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	3.00	2.00	2.00	2.00	0.00	0.0
Personnel	\$ 122,973	\$ 128,413	\$ 136,570	\$ 138,052	\$ 1,482	1.1
Operating	9,414	7,999	7,543	6,711	(832)	(11.0)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 132,387</u>	<u>\$ 136,412</u>	<u>\$ 144,113</u>	<u>\$ 144,763</u>	<u>\$ 650</u>	0.5

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs.
- Operating expenditures reflect reduced telecommunications costs due to lower rates.

Objectives:

1. Based on an Annual Audit Plan approved by County Council, 100% of scheduled audits and activities will be completed.
2. Cost per audit hour will not exceed the outside rate of \$85 per hour.
3. Survey departments regarding the value received from the audit with an average score of 75 on a scale of 1-100.
4. Based on completed audits, 75% of audit recommendations will be accepted and implemented within 12 months of audit report date.

Performance Measures:

MEASURE:	<u>Objective</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Actual</u>	FY 2005 <u>Projected</u>
Output:				
Council audit reports	1	13	13	13
Periodic monitoring reports	1	8	7	7
Recommendations in audit reports ¹	4	28	25	25
Efficiency:				
Cost per audit hour	2	\$55.04	\$59.76	\$60.00
Outcome:				
Completion percent of Annual Audit Plan	1	100%	100%	100%
Surveys returned	3	64.0%	75.0%	75.0%
Average evaluation score	3	92	93	90
Recommendations accepted and implemented	4	21	18	19
Percent of recommendations accepted and implemented	4	75.0%	72.0%	76.0%

¹ This total does not include recommendations in Memorandums of Minor Exceptions or Periodic Monitoring Reports.

LEGAL

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Legal Department advises, represents, and defends the Charleston County Council, its members, and all County employees before all courts and administrative bodies; drafts and enforces ordinances; and collects existing claims in favor of Charleston County.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	5.84	5.56	5.56	5.56	0.00	0.0
Personnel	\$ 378,929	\$ 323,072	\$ 385,444	\$ 391,958	\$ 6,514	1.7
Operating	901,440	616,585	216,802	214,481	(2,321)	(1.1)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 1,280,369</u>	<u>\$ 939,657</u>	<u>\$ 602,246</u>	<u>\$ 606,439</u>	<u>\$ 4,193</u>	0.7

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs.
- Operating expenditures reflect a decrease due to reduced mileage and office expenses based on current operating conditions.

STATE AGENCIES

GENERAL FUND

JUDICIAL/HEALTH AND WELFARE

Mission: County Council makes contributions to five state agencies including the Public Defender, the State Probation and Parole, the Mental Health Center, the Department of Social Services (DSS), and the Health Department. Listed respectively, agencies represent the indigent accused of criminal acts; supervise those people who are placed on parole or probation by General Sessions Court; provide services which include therapy, counseling, assessment, and classes; provide services to the indigent; and administer community-focused programs, including those designed to prevent the spread of disease and waste disposal improvement.

PROGRAM SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	-	-	-	-	-	-
Charges and Fees	\$ 136,069	\$ 138,418	\$ 130,000	\$ 130,000	\$ 0	0.0
TOTAL REVENUES	\$ 136,069	\$ 138,418	\$ 130,000	\$ 130,000	\$ 0	0.0
Public Defender	\$ 1,194,527	\$ 1,235,200	\$ 1,457,629	\$ 1,622,375	\$ 164,746	11.3
State Probation and Parole	514	749	850	850	0	0.0
Mental Health Center	52,987	52,987	52,987	52,987	0	0.0
Department of Social Services	152,257	152,257	152,257	75,000	(77,257)	(50.7)
Health Department	241,403	219,876	257,859	257,859	0	0.0
TOTAL EXPENDITURES	\$ 1,641,688	\$ 1,661,069	\$ 1,921,582	\$ 2,009,071	\$ 87,489	4.6

Funding Adjustments for FY 2005 Include:

Contributions to State Agencies reflect an increase in the Public Defender's budget which includes, a Cost of Living Adjustment (COLA), a longevity, and an increase in health insurance costs. During budget deliberations, Council added \$64,000 for two full-time clerical positions to assist in work overflow. The Department of Social Services' budget has decreased to match a revised estimate of the County's mandated allocation of office space and facilities services expenditures. All other budgets remain unchanged.

Objectives:

1. Participation in court sponsored initiatives towards swifter case management.
2. Reduce percent of cases in which Public Defender staff attorneys make motions for continuance on the day of trial which are based on grounds that should have been foreseeable during discovery by defense counsel.
3. Reduce the number of repeat offenders by making recommendations for treatment or counseling to clients or tailored sentence recommendations for the court.
4. Address jail/Juvenile Detention Center overcrowding by monitoring number of jail/Juvenile Detention Center case dispositions handled by public defenders.
5. Increase the Public Defenders' role in the community and assist in discouraging indigent involvement with criminal activity by having a greater presence in the schools and greater participation in community projects.

STATE AGENCIES (continued)

GENERAL FUND

JUDICIAL/HEALTH AND WELFARE

Performance Measures:

MEASURE:		FY 2003	FY 2004	FY 2005
	<u>Objective</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>
Output:				
Case law meetings and In-house training per attorney	1,2,3,4	n/a	6	6
In-house training sessions for paralegals	1,2,4	n/a	2	2
Jail cases pending per attorney per month	1,4	n/a	40	40
Community and schools activities attended	5	n/a	15	15
Efficiency:				
Hours spent per case law meeting per attorney	1,2,3,4	n/a	10	10
Hours spent per in-house training session per paralegal	1,2,4	n/a	2	2
Average number of cases per attorney	1,4	n/a	307	307
Hours spent per community/school activities per staff	5	n/a	8.2	8
Outcome:				
Cases disposed of annually by:	1,2,3,4			
<u>General Sessions (jail only)¹</u>				
Trials		n/a	11	11
Guilty Pleas		n/a	862	862
Probation Violations		n/a	340	340
Other		n/a	303	303
<u>Family Court/Juveniles (jail & non-jail)¹</u>				
Trials		n/a	3	3
Total petitions disposed		n/a	1298	1298

¹ Totals are subject to change when periodic audits of cases are conducted.

AUDITOR

GENERAL FUND

GENERAL GOVERNMENT

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:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	31.00	30.00	30.00	30.00	0.00	0.0
Licenses and Permits	\$ 0	\$ 1,005	\$ 2,000	\$ 1,000	\$ (1,000)	(50.0)
Intergovernmental	11,802	11,802	11,802	10,732	(1,070)	(9.1)
Charges and Fees	622	426	400	200	(200)	(50.0)
TOTAL REVENUES	\$ 12,424	\$ 13,233	\$ 14,202	\$ 11,932	\$ (2,270)	(16.0)
Personnel	\$ 1,269,400	\$ 1,300,731	\$ 1,372,927	\$ 1,397,784	\$ 24,857	1.8
Operating	188,433	197,064	219,368	220,611	1,243	0.6
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	\$ 1,457,833	\$ 1,497,795	\$ 1,592,295	\$ 1,618,395	\$ 26,100	1.6

Funding Adjustments for FY 2005 Include:

- Revenues reflect projections based on historical trends.
- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs. Personnel costs also reflect lower temporary costs and overtime based on historical usage.
- Operating expenditures reflect a decrease in printing costs based on historical usage. This decrease is offset by an increase in publications for the acquisition of a Cross Reference Directory to automate the tax district table.

Objectives:

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

Performance Measures:

MEASURE:	Objective	FY 2003 <u>Actual</u>	FY 2004 <u>Actual</u>	FY 2005 <u>Projected</u>
Output:				
Tax notices processed	1	530,520	520,000	530,000
Deed transfers processed	2	18,000	19,100	18,500
Measurement changes processed	2	4,200	3,945	3,900
Homestead Exemptions/Property Tax Relief processed	3	17,000	17,255	17,500
Refunds processed	2,5	2,500	2,210	2,000
Property record cards accessed	5	42,000	35,800	10,000
Set millage/projected revenue for taxing authorities	6	32	32	32

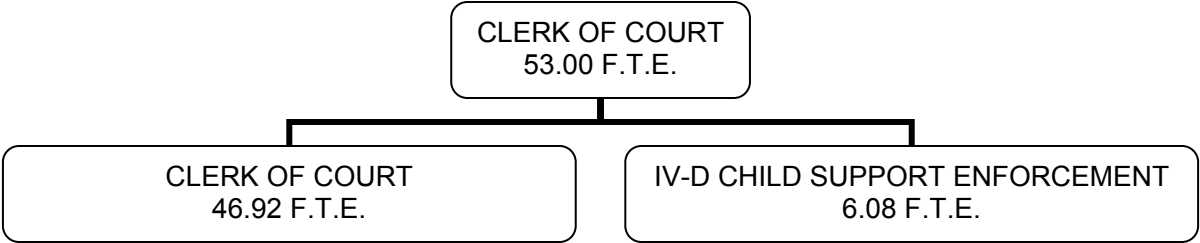
AUDITOR (continued)

GENERAL FUND

GENERAL GOVERNMENT

Efficiency:				
Average time in minutes per deed transfer to process	2	4	4	4
Outcome:				
Percent of returned mail	1	5.0%	3.5%	3.0%
Deed transfer accuracy rate	2,5	99.0%	99.0%	100%
Measurement change accuracy rate	2	99.0%	99.0%	100%
Homestead Exemptions/Property Tax Relief accuracy rate	3	100%	100%	100%
Fair Market Value accuracy rate	4	100%	100%	100%
Set millage accuracy rate	6	100%	100%	100%

CLERK OF COURT



CLERK OF COURT

Mission: The Clerk of Court provides administrative support for the Ninth Judicial Circuit Court and Family Court, maintains dockets of the courts, maintains court records, and handles reporting requirements.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	53.00	53.00	53.00	53.00	0.00	0.0
General Fund	\$ 1,407,684	\$ 1,829,084	\$ 1,586,575	\$ 1,592,067	\$ 5,492	0.3
Special Revenue Fund	<u>740,620</u>	<u>715,459</u>	<u>701,095</u>	<u>695,314</u>	<u>(5,781)</u>	(0.8)
TOTAL SOURCES	<u>\$ 2,148,304</u>	<u>\$ 2,544,543</u>	<u>\$ 2,287,670</u>	<u>\$ 2,287,381</u>	<u>\$ (289)</u>	0.0
General Fund	\$ 2,302,149	\$ 2,301,738	\$ 2,323,787	\$ 2,405,885	\$ 82,098	3.5
Special Revenue Fund	<u>458,836</u>	<u>491,199</u>	<u>481,095</u>	<u>500,314</u>	<u>19,219</u>	4.0
TOTAL DISBURSEMENTS	<u>\$ 2,760,985</u>	<u>\$ 2,792,937</u>	<u>\$ 2,804,882</u>	<u>\$ 2,906,199</u>	<u>\$ 101,317</u>	3.6

Sources: Total sources represent anticipated growth in DSS reimbursements and family court fees. These increases are offset by a decrease in general sessions court costs based on collections in FY 2004.

Disbursements: Total disbursements reflect higher personnel expenses due to increased fringe benefit costs and funding of a previously frozen position. In addition, higher security and records management costs contribute to this increase. During budget deliberations, Council restored budgeted overtime.

CLERK OF COURT (continued)

GENERAL FUND

JUDICIAL

DEPARTMENT - Clerk of Court

Mission: The Clerk of Court provides administrative support for the Ninth Judicial Circuit Court and Family Court, maintains dockets of the courts, maintains court records, and handles reporting requirements.

DEPARTMENT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Proposed</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	46.92	46.92	46.92	46.92	0.00	0.0
Intergovernmental	\$ 232,477	\$ 240,174	\$ 141,575	\$ 201,567	\$ 59,992	42.4
Charges and Fees	740,328	1,181,118	1,060,000	1,100,000	40,000	3.8
Fines and Forfeitures	426,760	401,219	378,000	286,500	(91,500)	(24.2)
Interest	<u>8,119</u>	<u>6,573</u>	<u>7,000</u>	<u>4,000</u>	<u>(3,000)</u>	(42.9)
TOTAL REVENUES	<u>\$ 1,407,684</u>	<u>\$ 1,829,084</u>	<u>\$ 1,586,575</u>	<u>\$ 1,592,067</u>	<u>\$ 5,492</u>	0.3
Personnel	\$ 1,823,715	\$ 1,841,431	\$ 1,882,030	\$ 1,964,252	\$ 82,222	4.4
Operating	458,510	441,568	441,757	441,633	(124)	0.0
Capital	<u>19,924</u>	<u>18,739</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 2,302,149</u>	<u>\$ 2,301,738</u>	<u>\$ 2,323,787</u>	<u>\$ 2,405,885</u>	<u>\$ 82,098</u>	3.5

Funding Adjustments for FY 2005 Include:

- Revenues reflect an increase in DSS reimbursements and family court fees based on FY 2004 collections. These increases are offset by a decrease in general sessions court costs based on collections in FY 2004.
- Personnel expenditures reflect an increase due to higher fringe benefit costs and the funding of a position frozen for two years to recoup the costs of the early retirement program. During budget deliberations, Council restored budgeted overtime.
- Operating expenditures reflect decreased telecommunication costs based on lower rates. This decrease is offset by increases in records and copier costs based on anticipated usage.

CLERK OF COURT (continued)

SPECIAL REVENUE FUND

JUDICIAL

GRANT - IV-D Child Support Enforcement

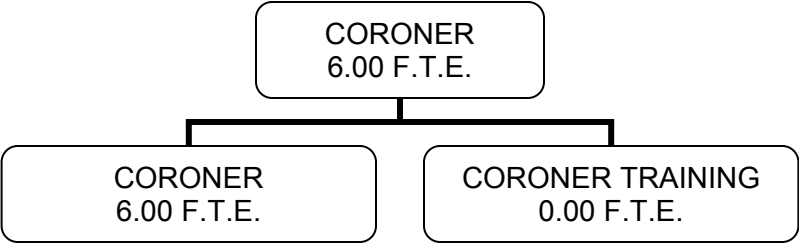
Mission: The Family Court Section collects and disperses the court ordered support obligations owed by non-custodial parents to their children.

GRANT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	6.08	6.08	6.08	6.08	0.00	0.0
Intergovernmental	\$ 447,545	\$ 484,014	\$ 481,095	\$ 500,314	\$ 19,219	4.0
TOTAL REVENUES	<u>\$ 447,545</u>	<u>\$ 484,014</u>	<u>\$ 481,095</u>	<u>\$ 500,314</u>	<u>\$ 19,219</u>	4.0
Personnel	\$ 278,487	\$ 269,159	\$ 281,026	\$ 290,093	\$ 9,067	3.2
Operating	180,349	200,128	200,069	210,221	10,152	5.1
Capital	<u>0</u>	<u>7,632</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	458,836	476,919	481,095	500,314	19,219	4.0
Interfund Transfer Out	<u>0</u>	<u>14,280</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 458,836</u>	<u>\$ 491,199</u>	<u>\$ 481,095</u>	<u>\$ 500,314</u>	<u>\$ 19,219</u>	4.0
Increase (Use) of Fund Balance	\$ (11,291)	\$ (7,185)	\$ 0	\$ 0	\$ 0	0.0
Beginning Fund Balance	<u>19,013</u>	<u>7,722</u>	<u>537</u>	<u>0</u>	<u>(537)</u>	(100.0)
Ending Fund Balance	<u>\$ 7,722</u>	<u>\$ 537</u>	<u>\$ 537</u>	<u>\$ 0</u>	<u>\$ (537)</u>	(100.0)

Funding Adjustments for FY 2005 Include:

- Revenues reflect anticipated growth in family court fees.
- Personnel expenditures reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA).
- Operating expenditures reflect higher costs for records management and security patrol services.

CORONER



CORONER

Mission: The Coroner is responsible for the coordination of independent death investigations and administers the Coroner Training program for Registered Nurse internships.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	6.00	6.00	6.00	6.00	0.00	0.0
General Fund	\$ 9,799	\$ 12,428	\$ 20,672	\$ 35,239	\$ 14,567	70.5
Special Revenue Fund	<u>6,460</u>	<u>15,825</u>	<u>18,360</u>	<u>18,360</u>	<u>0</u>	0.0
TOTAL SOURCES	<u>\$ 16,259</u>	<u>\$ 28,253</u>	<u>\$ 39,032</u>	<u>\$ 53,599</u>	<u>\$ 14,567</u>	37.3
General Fund	\$ 417,922	\$ 425,454	\$ 450,724	\$ 477,681	\$ 26,957	6.0
Special Revenue Fund	<u>6,164</u>	<u>11,480</u>	<u>18,360</u>	<u>18,360</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 424,086</u>	<u>\$ 436,934</u>	<u>\$ 469,084</u>	<u>\$ 496,041</u>	<u>\$ 26,957</u>	5.7

Sources: The sources for the Coroner Department's FY 2005 budget represents an increase in the autopsy report fee from \$5 to \$100 for attorneys and insurance companies.

Disbursements: The Coroner Department's FY 2005 budget reflects an increase in capital to replace a pursuit sedan.

CORONER (continued)

GENERAL FUND

JUDICIAL

DEPARTMENT - Coroner

Mission: The Coroner is elected by the citizens of Charleston County and conducts independent investigations of deaths in the county, serving as a representative of the decedents and survivors. The investigation's purpose is to determine the manner of death and ensure that the circumstances surrounding it are thoroughly understood.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	6.00	6.00	6.00	6.00	0.00	0.0
Licenses and Permits	\$ 7,450	\$ 8,018	\$ 16,000	\$ 15,000	\$ (1,000)	(6.3)
Intergovernmental	0	0	0	1,567	1,567	100.0
Charges and Fees	<u>1,057</u>	<u>1,245</u>	<u>1,000</u>	<u>15,000</u>	<u>14,000</u>	1,400.0
TOTAL REVENUES	8,507	9,263	17,000	31,567	14,567	85.7
Interfund Transfer In	<u>1,292</u>	<u>3,165</u>	<u>3,672</u>	<u>3,672</u>	0	0.0
TOTAL AVAILABLE	<u>\$ 9,799</u>	<u>\$ 12,428</u>	<u>\$ 20,672</u>	<u>\$ 35,239</u>	<u>\$ 14,567</u>	70.5
Personnel	\$ 353,689	\$ 363,197	\$ 377,300	\$ 391,411	\$ 14,111	3.7
Operating	64,233	62,257	73,424	67,270	(6,154)	(8.4)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>19,000</u>	<u>19,000</u>	100.0
TOTAL EXPENDITURES	<u>\$ 417,922</u>	<u>\$ 425,454</u>	<u>\$ 450,724</u>	<u>\$ 477,681</u>	<u>\$ 26,957</u>	6.0

Funding Adjustments for FY 2005 Include:

- Revenues reflect an increase in the autopsy report fee from \$5 to \$100 for attorneys and insurance companies.
- Interfund transfer in remains unchanged.
- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs.
- Operating expenditures reflect a decrease in telecommunications costs due to lower rates.
- Capital includes the replacement of a pursuit sedan.

Objectives:

1. Initiate an independent investigation into each death reported to the Coroner's Office to determine the cause and manner of death as provided for by the Code of Laws of SC.
2. Obtain and review medical records, police reports, etc. and interview appropriate individuals as indicated within 7 to 10 business days following notification of death.¹
3. Complete the Coroner's Report within 7 to 10 business days of reviewing all necessary documentation and information.¹
4. Provide available information, as appropriate, to next of kin within 5 business days of the request.¹
5. Provide available information, as appropriate, within 5 business days of receipt of a written request or subpoena.¹
6. Complete a minimum of 16 hours of approved continuing education as required by the Code of Laws of SC.
7. Arrange for the disposition of bodies within 6 months of death.
8. Participate in emergency response efforts launched by the Charleston County Disaster Preparedness and Emergency Response Teams.

CORONER (continued)

GENERAL FUND

JUDICIAL

9. Promote health and reduce the number of preventable deaths in the County through educational and outreach programs.

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual²</u>	<u>FY 2005 Projected</u>
Output:				
Number of educational and outreach programs provided ²	9	n/a	n/a	n/a
Deaths investigated	1	1,225	n/a	1,225
Child fatality reviews held	1	10	n/a	10
Burial removal transit permits issued	7	665	n/a	665
Cremation permits issued	7	870	n/a	870
Training hours completed ²	6	n/a	n/a	n/a
Outcome:				
Percent of staff participating in disaster planning	8	100%	n/a	100%

¹ This department will begin measuring performance against this objective during FY 2005.

² Data unavailable at time of publication.

CORONER (continued)

SPECIAL REVENUE FUND

GENERAL GOVERNMENT

PROGRAM - Coroner Training

Mission: The Coroner Training Program offers internships for Registered Nurses to gain hands on clinical experience under the direction of experienced forensic nurse death investigators to ensure nurses are able to thoroughly investigate deaths.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	-	-	-	-	-	-
Charges and Fees	\$ 6,460	\$ 15,825	\$ 18,360	\$ 18,360	\$ 0	0.0
TOTAL REVENUES	<u>\$ 6,460</u>	<u>\$ 15,825</u>	<u>\$ 18,360</u>	<u>\$ 18,360</u>	<u>\$ 0</u>	0.0
Personnel	\$ 4,172	\$ 7,650	\$ 13,138	\$ 13,234	\$ 96	0.7
Operating	700	665	1,550	1,454	(96)	(6.2)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENSES	4,872	8,315	14,688	14,688	0	0.0
Interfund Transfer Out	<u>1,292</u>	<u>3,165</u>	<u>3,672</u>	<u>3,672</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 6,164</u>	<u>\$ 11,480</u>	<u>\$ 18,360</u>	<u>\$ 18,360</u>	<u>\$ 0</u>	0.0
Increase (Use) of Fund Balance	\$ 296	\$ 4,345	\$ 0	\$ 0	\$ 0	0.0
Beginning Fund Balance	<u>0</u>	<u>296</u>	<u>4,641</u>	<u>4,641</u>	<u>0</u>	0.0
Ending Fund Balance	<u>\$ 296</u>	<u>\$ 4,641</u>	<u>\$ 4,641</u>	<u>\$ 4,641</u>	<u>\$ 0</u>	0.0

Funding Adjustments for FY 2005 Include:

- Revenues represent no change in participation volume or tuition fees.
- Personnel expenditures reflect increased fringe benefit costs.
- Operating expenditures reflect a slight decrease to offset the increase in personnel expenditures.
- Interfund transfer out remains unchanged.

LEGISLATIVE DELEGATION

GENERAL FUND

GENERAL GOVERNMENT

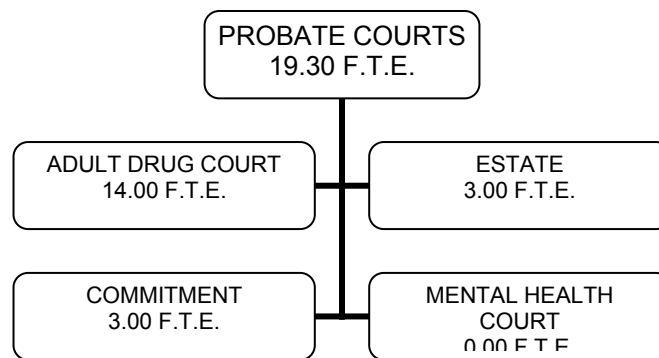
Mission: The Legislative Delegation serves as a liaison between the public, governmental agencies and the elected state legislators that represent Charleston County.

DEPARTMENTAL SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	3.00	3.00	3.00	3.00	0.00	0.0
Personnel	\$ 118,395	\$ 122,945	\$ 128,303	\$ 130,406	\$ 2,103	1.6
Operating	15,132	13,545	19,691	20,911	1,220	6.2
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 133,527</u>	<u>\$ 136,490</u>	<u>\$ 147,994</u>	<u>\$ 151,317</u>	<u>\$ 3,323</u>	2.2

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs.
- Operating expenditures reflect an increase in office services and telecommunications costs based on anticipated needs.

PROBATE COURTS



PROBATE COURTS

Mission: The Probate Courts provide assistance to the citizens of Charleston County through the Estate Division, the Marriage License Division, and the Commitment Division.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	18.30	19.30*	19.30*	19.30*	0.00	0.0
General Fund	\$ 729,506	\$ 972,307	\$ 863,575	\$ 876,567	\$ 12,992	1.5
Special Revenue Fund	<u>115,831</u>	<u>92,719</u>	<u>159,000</u>	<u>152,500</u>	<u>(6,500)</u>	(4.1)
TOTAL SOURCES	<u>\$ 845,337</u>	<u>\$ 1,065,026</u>	<u>\$ 1,022,575</u>	<u>\$ 1,029,067</u>	<u>\$ 6,492</u>	0.6
General Fund	\$ 994,750	\$ 1,090,670	\$ 1,235,340	\$ 1,253,289	\$ 17,949	1.5
Special Revenue Fund	<u>140,297</u>	<u>102,612</u>	<u>159,000</u>	<u>152,500</u>	<u>(6,500)</u>	(4.1)
TOTAL DISBURSEMENTS	<u>\$ 1,135,047</u>	<u>\$ 1,193,282</u>	<u>\$ 1,394,340</u>	<u>\$ 1,405,789</u>	<u>\$ 11,449</u>	0.8

*One of the positions is in the Mental Health Court Grant which was not rebudgeted in FY 2003 through FY 2005.

Sources: The sources for the Probate Court Department's FY 2005 budget represent an increase in Probate Court Fees. This increase is offset by a reduction in marriage licenses.

Disbursements: The Probate Court Department's FY 2004 budget reflects higher personnel costs for fringe benefit costs.

PROBATE COURTS (continued)

Objectives:

1. Assist the general public in establishing conservatorships and guardianships.
2. Monitor annual accountings and guardianship reports in active files to keep delinquencies below 3%.
3. Provide a forum for the handling of involuntary commitments of alcohol and drug abuse and mental illness cases.
4. Ensure annual compliance with South Carolina Law in the sale of marriage licenses.
5. Reply to certified marriage license requests within 24 hours
6. Ensure completion of mandatory probate forms in statutory time periods for probating estates.
7. Provide a forum for the resolution of disputes in estates consisting of creditors' claims, elective share cases, and will contests.
8. Provide information and education to the general public through speeches and seminars to service organizations and educational groups.
9. Lower the estate age for estates open by 5%.

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Number of conservatorships and guardianships	1	215	140	160
Number of accountings and guardianship reports	2	735	775	850
Court cases filed	3	1,546	1,871	1,900
Marriage licences issued	4	3,884	3,621	3,700
Certified copies issued	5	2,275	2,429	2,400
Mandatory probate forms completed	6	2,200	2,500	2,500
Cases scheduled for litigation	3,7	680	822	800
Estates opened ¹	7	1,815	1,890	1,850
Speaking engagements	8,9	25	30	30
Efficiency:				
Average cases per clerk	3,7	500	500	500
Outcome:				
Percentage of delinquent accountings and guardianships ²	2	2.6%	17.0%	3.0%
South Carolina Law compliance	4	100%	100%	100%
Certified marriage license compliance	4	100%	100%	100%
Mandatory probate form compliance	6	100%	100%	100%
Estates Open:	8,9			
366 days to 455 days		160	291	250
456 days to 540 days		80	180	150
541 days to 720 days		100	165	125
721 days or more		350	826	300

¹ FY 2004 is annualized based on a calendar year.

² FY 2004 reflects a calendar year.

PROBATE COURTS (continued)

SPECIAL REVENUE FUND

JUDICIAL

PROGRAM - Adult Drug Court

Mission: The Adult Drug Court promotes referral, treatment, and follow-up of adults involved in non-violent criminal behavior and substance abuse which with successful prevention and intervention efforts can have a significant impact on incarceration rates in Charleston County.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	1.00	1.00	1.00	1.00	0.00	0.0
Intergovernmental	\$ 100,592	\$ 37,861	\$ 0	\$ 0	\$ 0	0.0
Charges and Fees	<u>15,239</u>	<u>5,275</u>	<u>20,000</u>	<u>30,000</u>	<u>10,000</u>	50.0
TOTAL REVENUES	115,831	43,136	20,000	30,000	10,000	50.0
Interfund Transfer In	<u>0</u>	<u>49,583</u>	<u>139,000</u>	<u>122,500</u>	<u>(16,500)</u>	(11.9)
TOTAL SOURCES	<u>\$ 115,831</u>	<u>\$ 92,719</u>	<u>\$ 159,000</u>	<u>\$ 152,500</u>	<u>\$ (6,500)</u>	(4.1)
Personnel	\$ 124,107	\$ 59,764	\$ 48,883	\$ 51,487	\$ 2,604	5.3
Operating	16,190	42,848	110,117	101,013	(9,104)	(8.3)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 140,297</u>	<u>\$ 102,612</u>	<u>\$ 159,000</u>	<u>\$ 152,500</u>	<u>\$ (6,500)</u>	(4.1)
Increase (Use) of Fund Balance	\$ (24,466)	\$ (9,893)	\$ 0	\$ 0	\$ 0	0.0
Beginning Fund Balance	<u>34,359</u>	<u>9,893</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
Ending Fund Balance	<u>\$ 9,893</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	0.0

Funding Adjustments for FY 2005 Include:

- Revenues represent a higher volume of participant fees for the program.
- Interfund transfer in reflects funds appropriated from the Probate Courts - Estate Division from marriage license fees and represents a proportional decrease in these fees.
- Personnel expenditures reflect the actual grade and step of the incumbent, increased fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA).
- Operating expenditures reflect a decrease in toxicology services based on projected usage.

PROBATE COURTS (continued)

GENERAL FUND

JUDICIAL

DIVISION - Commitment

Mission: The Commitment Division of the Probate Court assists the citizens of Charleston County in handling involuntary commitments for drug/alcohol abuse and mental illness, and appointing and supervising guardians and conservators for the protection of themselves and others.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	8.30	8.30	8.30	8.30	0.00	0.0
Intergovernmental	\$ 0	\$ 0	\$ 0	\$ 1,567	\$ 1,567	100.0
TOTAL REVENUES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 1,567</u>	<u>\$ 1,567</u>	100.0
Personnel	\$ 423,144	\$ 428,898	\$ 459,573	\$ 474,533	\$ 14,960	3.3
Operating	73,651	72,822	87,257	89,847	2,590	3.0
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	<u>\$ 496,795</u>	<u>\$ 501,720</u>	<u>\$ 546,830</u>	<u>\$ 564,380</u>	<u>\$ 17,550</u>	3.2

Funding Adjustments for FY 2005 Include:

- Revenues are based on anticipated state appropriations.
- Personnel expenditures reflect the actual grades and steps of incumbents and higher fringe benefit costs.
- Operating expenditures reflect higher telecommunications and postage costs based on historical and projected usage. This increase is offset by reduced records management costs.

PROBATE COURTS (continued)

GENERAL FUND

JUDICIAL

DIVISION: Estate

Mission: The Estate Division of the Probate Court assists the citizens of Charleston County in probating estates, resolving disputes in estates and trusts, and obtaining marriage licenses in accordance with South Carolina law.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	9.00	9.00	9.00	9.00	0.00	0.0
Licenses and Permits	\$ 78,247	\$ 146,823	\$ 212,000	\$ 175,000	\$ (37,000)	(17.5)
Intergovernmental	1,575	1,575	1,575	0	(1,575)	(100.0)
Charges and Fees	649,684	823,909	650,000	700,000	50,000	7.7
TOTAL REVENUES	\$ 729,506	\$ 972,307	\$ 863,575	\$ 875,000	\$ 11,425	1.3
Personnel	\$ 406,275	\$ 414,698	\$ 434,440	\$ 445,034	\$ 10,594	2.4
Operating	91,013	124,079	115,070	121,375	6,305	5.5
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	497,288	538,777	549,510	566,409	16,899	3.1
Interfund Transfer Out	667	50,173	139,000	122,500	(16,500)	(11.9)
TOTAL DISBURSEMENTS	\$ 497,955	\$ 588,950	\$ 688,510	\$ 688,909	\$ 399	0.1

Funding Adjustments for FY 2005 Include:

- Revenues are reflective of anticipated growth in Probate Court Fees based on current and prior year's collections. Revenues also represent a reduction in marriage licenses based on historical collections.
- Personnel expenditures reflect the actual grades and steps of incumbents and higher fringe benefit costs.
- Operating expenditures reflect higher costs in advertising and records management based on historical and projected usage. This increase is offset by lower telecommunications costs and additional reimbursements for advertising.
- Interfund transfer out represents funds appropriated to the Adult Drug Court Program from marriage license fees and reflects a proportional decrease in these fees.

REGISTER MESNE CONVEYANCE

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Register Mesne Conveyance records land titles, liens and other documents related to property transactions in Charleston County ensuring that all recorded documents comply with the requirements of federal and state recording statutes and are available for public review.

DEPARTMENT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	30.00	30.00	30.00	30.00	0.00	0.0
Intergovernmental	\$ 1,575	\$ 1,575	\$ 1,575	\$ 1,567	\$ (8)	(0.5)
Charges and Fees	4,331,487	5,354,741	4,296,000	4,906,000	610,000	14.2
Interest Revenue	<u>8,047</u>	<u>8,048</u>	<u>8,000</u>	<u>8,000</u>	<u>0</u>	0.0
TOTAL REVENUES	<u>\$ 4,341,109</u>	<u>\$ 5,364,364</u>	<u>\$ 4,305,575</u>	<u>\$ 4,915,567</u>	<u>\$ 609,992</u>	14.2
Personnel	\$ 1,283,294	\$ 1,384,964	\$ 1,407,203	\$ 1,469,758	\$ 62,555	4.4
Operating	208,914	203,581	235,654	271,273	35,619	15.1
Capital	<u>33,070</u>	<u>0</u>	<u>13,987</u>	<u>0</u>	<u>(13,987)</u>	(100.0)
TOTAL EXPENDITURES	1,525,278	1,588,545	1,656,844	1,741,031	84,187	5.1
Interfund Transfer Out	<u>11,100</u>	<u>30,457</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 1,536,378</u>	<u>\$ 1,619,002</u>	<u>\$ 1,656,844</u>	<u>\$ 1,741,031</u>	<u>\$ 84,187</u>	5.1

Funding Adjustments for FY 2005 Include:

- Revenues represent an increase in fee collections based primarily on a higher volume and value of mortgages.
- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs. Also, temporary and overtime pay have increased to support the current volume of work.
- Operating expenditures reflect an increase in copy supplies from higher usage of public reader printers and a new Xerox printer. In addition, the higher cost of maintenance contracts can be attributed to a new Xerox printer, a new computerized time recorder, and a new contract for a MS3000 Scanner. Also, records costs are increased in anticipation of converting microfilm to imaging.

Objectives:

1. Maintain office computerization for public use at 10 percent each year.
2. Implement electronic signatures for official usage by 20% annually until completed to increase electronic communications between offices by 20%.
3. Reduce document turn around time by 50 percent from three weeks to one and a half weeks.¹
4. Implement 20% of Point of Sales software and hardware annually until completed to improve recorder efficiency by 20%.

REGISTER MESNE CONVEYANCE (continued)

GENERAL FUND

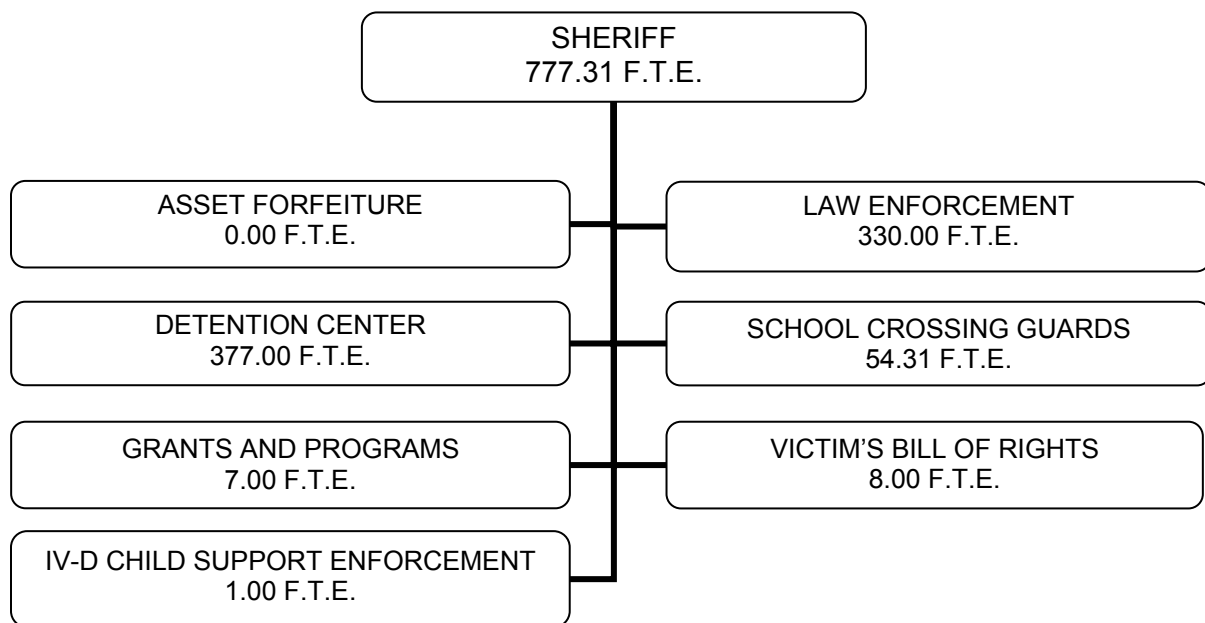
GENERAL GOVERNMENT

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Documents recorded	3	143,674	142,244	143,500
Percent of office computerization for public use	1	10.0%	100%	100%
Percent of electronic signatures implementation	2	20.0%	0.0%	0.0%
Percent of Point of Sales software and hardware implementation	4	20.0%	100%	100%
Efficiency:				
Average number of documents processed per staff	3	5,526	5,471	5,519
Outcome:				
Percent of increased electronic communications	2	20.0%	0.0%	0.0%
Revenue above budget	3	\$1,262,788	\$1,628,704	\$1,751,555
Document turn around time	3	5 weeks	5 weeks	5 weeks
Percent decrease in turn around time	3	0.0%	0.0%	0.0%
Percent of improved recorder efficiency	4	20.0%	100%	100%

¹ Increase in FY 2003 is due to a higher volume of recordings. Many Charleston County residents have taken advantage of lower interest rates by re-financing their higher interest mortgages. In addition, satisfying the original mortgage and recording the new mortgage has increased the turn around time.

SHERIFF



SHERIFF

Mission: The Sheriff's Department protects individuals and property through the fair and impartial enforcement of the laws of South Carolina and the ordinances of Charleston County.

DEPARTMENTAL SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	702.31	721.31	741.31	777.31	36.00	4.9
General Fund	\$ 2,130,070	\$ 2,346,466	\$ 2,311,975	\$ 2,111,067	\$ (200,908)	(8.7)
Special Revenue Fund	<u>944,429</u>	<u>1,535,984</u>	<u>753,181</u>	<u>744,157</u>	<u>(9,024)</u>	(1.2)
TOTAL SOURCES	<u>\$ 3,074,499</u>	<u>\$ 3,882,450</u>	<u>\$ 3,065,156</u>	<u>\$ 2,855,224</u>	<u>\$ (209,932)</u>	(6.8)
General Fund	\$ 37,286,741	\$ 39,333,071	\$ 41,332,026	\$ 44,650,242	\$ 3,318,216	8.0
Special Revenue Fund	<u>1,340,508</u>	<u>1,176,779</u>	<u>1,957,897</u>	<u>1,275,497</u>	<u>(682,400)</u>	(34.9)
TOTAL DISBURSEMENTS	<u>\$ 38,627,249</u>	<u>\$ 40,509,850</u>	<u>\$ 43,289,923</u>	<u>\$ 45,925,739</u>	<u>\$ 2,635,816</u>	6.1

Sources: The sources of funds for the Sheriff's Department's budget reflect a decrease in funding from the Sheriff's Asset Forfeiture Special Revenue Fund for additional General Fund FTEs added during FY 2004. Also reflected is a decrease in commissary commissions in the Detention Center and a projected increase in seized asset forfeitures.

Disbursements: Total disbursements reflect the addition of 36 Detention Officers by County Council during budget deliberations. Disbursements also reflect vehicle replacement purchases being budgeted in the Sheriff's Department for FY 2005 that were previously budgeted in Fleet Operations' budget. Higher personnel costs, primarily due to increased fringe benefit costs, are also reflected. Offsetting these increases is a reduction in the Sheriff - Metro Division due to a one-time weapons purchase in FY 2004 and the elimination of the transfer to the Sheriff - Detention Division for personnel costs. A reduction in budgeted overtime for the Sheriff - Law Enforcement Division is also reflected.

SHERIFF (continued)

Objectives:

1. Maintain a Federal Prisoner per diem revenue amount which equals 20% of total operating expenditures.
2. Maintain the same ratio of Asset Forfeiture cases handled to the number of officers within 10%.
3. Reduce the backlog of bad check warrants by serving a minimum of 66% of all bad check warrants received.
4. Increase the Sheriff's Civil Fees revenue by 3%.

Performance Measures:

MEASURE:		<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:					
Detention operating expenditures	1		\$4,127,813	\$4,252,679	\$4,676,363
Federal prisoner per diem revenues	1		\$181,420	\$1,322,801	\$1,660,000
Assess Forfeiture cases handled by the unit	2		493	387	400
Bad check warrants received	3		4,980	7,727	6,000
Bad check warrants served	3		2,632	2,432	2,000
Total Civil fees received	4		\$69,888	\$62,214	\$62,000
Burglary incident rate	2		\$864	\$742	\$800
Value of property lost due to crime	2		\$6,035,278	\$5,179,738	\$5,179,738
Efficiency:					
Daily cost per prisoner	1		\$33	\$40	\$40
Ratio of cases handled to the number of officers assigned to unit	2		56.0/1	56.0/1	56.0/1
Percent of bad check warrants served	3		52.9%	31.5%	33.0%
Outcome:					
Percent of federal prisoner per diem revenues to expenditures	1		44.0%	31.0%	35.5%
Total assets seized in dollars	2		\$1,113,585	\$720,526	\$350,000
Value of property recovered as a percent of property reported stolen	2		54.3%	48.8%	48.8%

SHERIFF (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

DIVISION - Asset Forfeiture

Mission: The Sheriff's Asset Forfeiture Division utilizes seized assets to investigate, suppress, and prosecute all forms of illicit narcotic trafficking and illegal vice activities.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	-	-	-	-	-	-
Fines and Forfeitures	\$ 395,633	\$ 1,062,198	\$ 306,830	\$ 371,960	\$ 65,130	21.2
Interest	5,410	11,148	20,000	7,000	(13,000)	(65.0)
Miscellaneous	<u>26,825</u>	<u>55,207</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL REVENUES	427,868	1,128,553	326,830	378,960	52,130	16.0
Interfund Transfer In	<u>61,264</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL SOURCES	<u>\$ 489,132</u>	<u>\$ 1,128,553</u>	<u>\$ 326,830</u>	<u>\$ 378,960</u>	<u>\$ 52,130</u>	16.0
Personnel	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0.0
Operating	343,412	411,979	895,413	533,509	(361,904)	(40.4)
Capital	<u>86,175</u>	<u>62,487</u>	<u>0</u>	<u>9,800</u>	<u>9,800</u>	100.0
TOTAL EXPENDITURES	429,587	474,466	895,413	543,309	(352,104)	(39.3)
Interfund Transfer Out	<u>0</u>	<u>0</u>	<u>237,085</u>	<u>0</u>	<u>(237,085)</u>	(100.0)
TOTAL DISBURSEMENTS	<u>\$ 429,587</u>	<u>\$ 474,466</u>	<u>\$ 1,132,498</u>	<u>\$ 543,309</u>	<u>\$ (589,189)</u>	(52.0)
Increase (Use) of Fund Balance	\$ 59,545	\$ 654,087	\$ (805,668)	\$ (164,349)	\$ 641,319	(79.6)
Beginning Fund Balance	<u>272,844</u>	<u>332,389</u>	<u>986,476</u>	<u>774,865</u>	<u>(211,611)</u>	(21.5)
Ending Fund Balance	<u>\$ 332,389</u>	<u>\$ 986,476</u>	<u>\$ 180,808</u>	<u>\$ 610,516</u>	<u>\$ 429,708</u>	237.7

Funding Adjustments for FY 2005 Include:

- Revenues reflect projections based on the current rate of seized asset forfeitures.
- Operating expenditures reflect the elimination of one-time costs in FY 2004 for the purchase of non-lethal taser weapons. Also reflected is a reduction of contingency in the Sheriff - Legal Division.
- Capital expenditures are to fund the installation of privacy screening to the existing fence at the Metro compound.
- Interfund transfer out reflects one-time funding in FY 2004 for additional FTEs added to the Sheriff - Detention Division by County Council during budget deliberations.

SHERIFF (continued)

GENERAL FUND

PUBLIC SAFETY

DIVISION - Detention Center

Mission: The Detention Center is responsible for the custody and control of individuals lawfully incarcerated by local, state and federal law enforcement agencies. The Detention Center provides food, clothing, shelter, limited exercise, recreation, and medical care, and also provides victim services in accordance with the South Carolina Victim's Bill of Rights.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	274.00	321.00	341.00	377.00	36.00	10.6
Intergovernmental	\$ 1,585,073	\$ 1,814,200	\$ 1,660,000	\$ 1,660,000	\$ 0	0.0
Charges and Fees	395,067	392,108	333,000	333,000	0	0.0
Miscellaneous	<u>2,400</u>	<u>1,361</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL REVENUES	1,982,540	2,207,669	1,993,000	1,993,000	0	0.0
Interfund Transfer In	<u>0</u>	<u>0</u>	<u>200,000</u>	<u>0</u>	<u>(200,000)</u>	<u>(100.0)</u>
TOTAL SOURCES	<u>\$ 1,982,540</u>	<u>\$ 2,207,669</u>	<u>\$ 2,193,000</u>	<u>\$ 1,993,000</u>	<u>\$ (200,000)</u>	<u>(9.1)</u>
Personnel	\$ 13,252,371	\$ 15,430,493	\$ 16,208,020	\$ 18,000,617	\$ 1,792,597	11.1
Operating	4,237,968	4,127,813	4,454,249	4,676,363	222,114	5.0
Capital	<u>74,038</u>	<u>29,733</u>	<u>0</u>	<u>152,000</u>	<u>152,000</u>	0.0
TOTAL EXPENDITURES	17,564,377	19,588,039	20,662,269	22,828,980	2,166,711	10.5
Interfund Transfer Out	<u>58,450</u>	<u>58,000</u>	<u>58,000</u>	<u>58,000</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 17,622,827</u>	<u>\$ 19,646,039</u>	<u>\$ 20,720,269</u>	<u>\$ 22,886,980</u>	<u>\$ 2,166,711</u>	10.5

Funding Adjustments for FY 2005 Include:

- Revenues reflect no change from the prior year.
- Interfund transfer in reflects one-time funding in FY 2004 from the Sheriff's Asset Forfeiture fund for additional FTEs added by County Council during budget deliberations.
- Personnel expenditures reflect the addition of 36 Detention Officers by County Council during budget deliberations. Expenditures also reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and higher overtime costs.
- Operating expenditures reflect increases to the CPI-indexed medical services contract and the inmate food and supplies contract. Expenditures also reflect costs for uniforms and 800 MHz radios for the 36 new Detention Officers added by Council during budget deliberations.
- Capital expenditures are for the replacement of four prisoner transport vans.
- Interfund transfer out represents funding for indigent participants in the Criminal Justice Program administered by DAODAS. The amount remains unchanged from the prior year.

SHERIFF (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

Program - Grants and Programs

Mission: The Sheriff's Office Grants and Programs utilize funds from various outside sources to provide social programs, special events and to improve facilities and services for the citizens of Charleston County.

PROGRAM SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual*</u>	FY 2004 <u>Adjusted*</u>	FY 2005 <u>Approved*</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	2.00	4.00	7.00	7.00	0.00	0.0
Bulletproof Vests Grant	\$ 1,296	\$ 0	\$ 0	\$ 0	\$ 0	0.0
Citadel Day Camp	2,937	4,238	2,000	2,000	0	0.0
DUI/DUS Funds	1,475	(1,075)	238	499	261	109.7
Foster Wheeler Day Camp	3,170	3,765	3,000	3,000	0	0.0
Inmate Welfare Fund	248,434	190,361	195,000	140,862	(54,138)	(27.8)
Police Corps Grant	50,000	0	0	0	0	0.0
School Resource Officer Program	63,749	135,370	103,211	103,500	289	0.3
TOTAL REVENUES	371,061	332,659	303,449	249,861	(53,588)	(17.7)
Interfund Transfer In	20,143	11,128	45,796	43,171	(2,625)	(5.7)
TOTAL SOURCES	<u>\$ 391,204</u>	<u>\$ 343,787</u>	<u>\$ 349,245</u>	<u>\$ 293,032</u>	<u>\$ (56,213)</u>	(16.1)
Personnel	\$ 154,696	\$ 145,671	\$ 175,878	\$ 173,529	\$ (2,349)	(1.3)
Operating	164,356	84,259	146,096	119,004	(27,092)	(18.5)
Capital	147,217	73,575	30,000	0	(30,000)	(100.0)
TOTAL EXPENDITURES	<u>\$ 466,269</u>	<u>\$ 303,505</u>	<u>\$ 351,974</u>	<u>\$ 292,533</u>	<u>\$ (59,441)</u>	(16.9)
Increase (Use) of Fund Balance	\$ (75,065)	\$ 40,282	\$ (2,729)	\$ 499	\$ 3,228	(118.3)
Beginning Fund Balance	247,849	172,784	213,066	95,724	(117,342)	(55.1)
Ending Fund Balance	<u>\$ 172,784</u>	<u>\$ 213,066</u>	<u>\$ 210,337</u>	<u>\$ 96,223</u>	<u>\$ (114,114)</u>	(54.3)

*For FY 2003, FY 2004 and FY 2005, one FTE in the Cops in Schools Grant is included that has not been rebudgeted for FY 2004 or FY2005. For FY 2004 and FY 2005, two FTEs in the Project Seahawk Grant and one FTE in the Violence Against Women Grant are included that are not rebudgeted for FY 2004 or FY 2005.

Funding Adjustments for FY 2005 Include:

- Revenues reflect decreased projections for commissary commissions in the Detention Center based on current sales volume.
- Interfund transfer in reflects Charleston County's portion of the cost to support the School Resource Officer program.
- Personnel expenditures reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA).
- Operating expenditures represent the elimination of one-time costs in FY 2004 to purchase security cameras for the Detention Center. Also reflected is a reduction in the number of indigent meal packs based on current usage. These decreases are partially offset by a provision for bus ticket purchases for indigent inmates released from the Detention Center.

SHERIFF (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

GRANT - IV-D Child Support Enforcement

Mission: The Sheriff's IV-D Child Support Enforcement Grant provides special funding assistance for the receipt and computerized logging and tracking of IV-D cases separate from other civil process cases as determined by South Carolina law.

GRANT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	1.00	1.00	1.00	1.00	0.00	0.0
Intergovernmental	\$ 64,093	\$ 63,644	\$ 77,106	\$ 72,165	\$ (4,941)	(6.4)
TOTAL REVENUES	<u>\$ 64,093</u>	<u>\$ 63,644</u>	<u>\$ 77,106</u>	<u>\$ 72,165</u>	<u>\$ (4,941)</u>	(6.4)
Personnel	\$ 51,197	\$ 49,458	\$ 51,502	\$ 52,721	\$ 1,219	2.4
Operating	17,206	14,186	25,604	19,444	(6,160)	(24.1)
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	<u>\$ 68,403</u>	<u>\$ 63,644</u>	<u>\$ 77,106</u>	<u>\$ 72,165</u>	<u>\$ (4,941)</u>	(6.4)
Increase (Use) of Fund Balance	\$ (4,310)	\$ 0	\$ 0	\$ 0	\$ 0	0.0
Beginning Fund Balance	4,310	0	0	0	0	0.0
Ending Fund Balance	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	0.0

Funding Adjustments for FY 2005 Include:

- Revenues reflect a decrease in the estimate for Department of Social Services (DSS) reimbursement funds.
- Personnel expenditures reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA).
- Operating expenditures represent lower printing and binding costs based on current usage, decreased telecommunications charges based on lower rates, and decreased machine maintenance costs based on a lower contracted amount.

SHERIFF (continued)

GENERAL FUND

PUBLIC SAFETY

DIVISION - Law Enforcement

Mission: The Sheriff is elected to provide law enforcement services to the citizens of Charleston County consisting of patrol operation, investigative follow-up, traffic enforcement, aerial surveillance, emergency 911 response, special community functions, narcotics enforcement, underwater recovery, special weapons and tactics response, service of civil and criminal process, and animal control.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	363.00	333.00	330.00	330.00	0.00	0.0
Licenses and Permits	\$ 2,445	\$ 2,110	\$ 2,000	\$ 2,000	\$ 0	0.0
Intergovernmental	14,665	13,781	1,575	1,567	(8)	(0.5)
Charges and Fees	114,278	116,133	105,400	104,500	(900)	(0.9)
Fines and Forfeitures	<u>16,142</u>	<u>6,773</u>	<u>10,000</u>	<u>10,000</u>	<u>0</u>	0.0
TOTAL REVENUES	<u>\$ 147,530</u>	<u>\$ 138,797</u>	<u>\$ 118,975</u>	<u>\$ 118,067</u>	<u>\$ (908)</u>	(0.8)
Personnel	\$ 16,590,475	\$ 16,707,602	\$ 17,184,578	\$ 17,072,029	\$ (112,549)	(0.7)
Operating	2,529,421	2,462,681	2,754,082	2,863,483	109,401	4.0
Capital	<u>5,571</u>	<u>0</u>	<u>0</u>	<u>1,146,500</u>	<u>1,146,500</u>	100.0
TOTAL EXPENDITURES	19,125,467	19,170,283	19,938,660	21,082,012	1,143,352	5.7
Interfund Transfer Out	<u>20,142</u>	<u>11,128</u>	<u>45,796</u>	<u>43,171</u>	<u>(2,625)</u>	(5.7)
TOTAL DISBURSEMENTS	<u>\$ 19,145,609</u>	<u>\$ 19,181,411</u>	<u>\$ 19,984,456</u>	<u>\$ 21,125,183</u>	<u>\$ 1,140,727</u>	5.7

Funding Adjustments for FY 2005 Include:

- Revenues represent a slight decrease in charges and fees based on projections from current collections.
- Personnel expenditures represent a decrease in budgeted overtime. This decrease is partially offset by the amount required to fund the current grades and steps of the incumbents and higher fringe benefit costs.
- Operating expenditures reflect increased fleet charges due to higher fuel costs. This increase is partially offset by decreased telecommunications charges based on lower rates for telephone services. Also reflected is an increase in the cost reimbursement to the Society for the Prevention of Cruelty to Animals' (SPCA) shelter based on the current volume of Charleston County animals handled.
- Capital expenditures represent the replacement purchases of 46 pursuit sedans, two undercover vehicles, two utility vehicles, two motorcycles, and one pickup truck.
- Interfund transfer out represents a small decrease in the County's portion of the cost to support the School Resource Officer (SRO) program. This amount primarily represents personnel costs which are reflective of the actual grades and steps of the incumbents.

SHERIFF (continued)

GENERAL FUND

PUBLIC SAFETY

DIVISION - School Crossing Guards

Mission: The Sheriff's School Crossing Guards Division provides for the safety of school children walking to and from school while in the vicinity of major intersections and other areas of dangerous traffic flow.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	54.31	54.31	54.31	54.31	0.00	0.0
Personnel	\$ 505,941	\$ 498,547	\$ 613,601	\$ 624,379	\$ 10,778	1.8
Operating	12,364	7,074	13,700	13,700	0	0.0
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 518,305</u>	<u>\$ 505,621</u>	<u>\$ 627,301</u>	<u>\$ 638,079</u>	<u>\$ 10,778</u>	1.7

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect projections based on current and historical trends for hours worked by the School Guards. Also reflected is a provision for a Cost of Living Adjustment (COLA).
- Operating expenditures represent no change from the prior year.

SHERIFF (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

PROGRAM - Victim's Bill of Rights

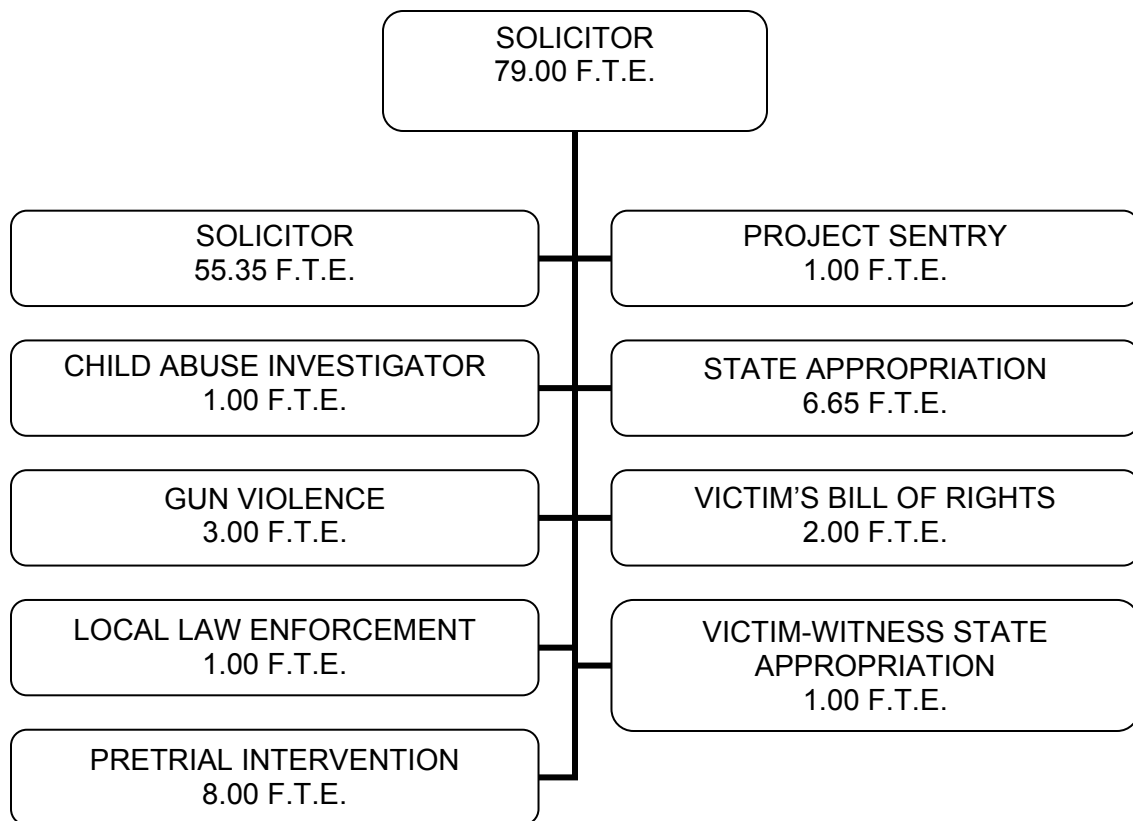
Mission: The Victim's Bill of Rights Program provides information to victims regarding current case status and recommends follow-up services available to them and their families.

PROGRAM SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	8.00	8.00	8.00	8.00	0.00	0.0
Personnel	\$ 289,556	\$ 283,374	\$ 310,490	\$ 312,018	\$ 1,528	0.5
Operating	66,105	51,790	74,390	55,472	(18,918)	(25.4)
Capital	<u>20,588</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	376,249	335,164	384,880	367,490	(17,390)	(4.5)
Interfund Transfer Out	<u>0</u>	<u>0</u>	<u>11,439</u>	<u>0</u>	<u>(11,439)</u>	(100.0)
TOTAL DISBURSEMENTS	<u>\$ 376,249</u>	<u>\$ 335,164</u>	<u>\$ 396,319</u>	<u>\$ 367,490</u>	<u>\$ (28,829)</u>	(7.3)

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA).
- Operating expenditures reflect a reduction in discretionary spending line items due to shrinking revenues in the Victim's Bill of Rights Fund.
- Interfund transfer out represents the elimination of a one-time local grant match.

SOLICITOR



SOLICITOR

Mission: The Solicitor's Office provides prosecution services to the Court of General Sessions (Criminal Court), Ninth Judicial Circuit and Family Court (Juvenile), Ninth Judicial Circuit in addition to administering the State-mandated Pretrial Intervention and Victim-Witness Assistance Programs.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u> *	FY 2003 <u>Actual</u> *	FY 2004 <u>Adjusted</u> *	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	77.00	78.00	78.00	79.00	1.00	1.3
General Fund	\$ 16,606	\$ 13,980	\$ 13,000	\$ 12,535	\$ (465)	(3.6)
Special Revenue Fund	<u>883,410</u>	<u>774,576</u>	<u>779,783</u>	<u>850,165</u>	<u>70,382</u>	9.0
TOTAL SOURCES	<u>\$ 900,016</u>	<u>\$ 788,556</u>	<u>\$ 792,783</u>	<u>\$ 862,700</u>	<u>\$ 69,917</u>	8.8
General Fund	\$ 3,038,719	\$ 3,138,045	\$ 3,302,801	\$ 3,414,493	\$ 111,692	3.4
Special Revenue Fund	<u>1,041,004</u>	<u>1,008,433</u>	<u>1,140,514</u>	<u>1,118,081</u>	<u>(22,433)</u>	(2.0)
TOTAL DISBURSEMENTS	<u>\$ 4,079,723</u>	<u>\$ 4,146,478</u>	<u>\$ 4,443,315</u>	<u>\$ 4,532,574</u>	<u>\$ 89,259</u>	2.0

* For FY 2002 through FY 2004, one FTE is in the Local Law Enforcement Grant, one FTE is in the Child Abuse Investigator Grant, and three FTEs are in the Gun Violence Grant which are not rebudgeted in FY 2004 and FY 2005. For FY 2003 and FY 2004, one FTE is in the Project Sentry Grant which is not rebudgeted in FY 2004 and FY 2005.

Sources: The sources for the Solicitor's FY 2005 budget represent the addition of an Expungement Fee and a Restitution Fee for participation in juvenile arbitration in the Pretrial Intervention Program.

Disbursements: The Solicitor's FY 2005 disbursements reflect the addition of a new FTE in the Pretrial Intervention Division. Also included is the replacement of two vehicles. During budget deliberations, Council shifted the cost of two positions from the State Appropriations Special Revenue Fund to the General Fund.

SOLICITOR (continued)

SPECIAL REVENUE FUND

JUDICIAL

PROGRAM - Pretrial Intervention

Mission: The Pretrial Intervention Division complies with a state-mandated program to divert first-time offenders of nonviolent crimes by intervening prior to their case being heard in court.

PROGRAM SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	5.00	6.00	6.00	8.00	2.00	33.3
Intergovernmental	\$ 0	\$ 0	\$ 0	\$ 45,000	\$ 45,000	100.0
Charges and Fees	<u>253,650</u>	<u>237,689</u>	<u>289,500</u>	<u>397,000</u>	<u>107,500</u>	37.1
TOTAL REVENUES	<u>\$ 253,650</u>	<u>\$ 237,689</u>	<u>\$ 289,500</u>	<u>\$ 442,000</u>	<u>\$ 152,500</u>	52.7
Personnel	\$ 202,668	\$ 225,604	\$ 259,401	\$ 359,166	\$ 99,765	38.5
Operating	24,022	29,515	34,177	29,774	(4,403)	(12.9)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 226,690</u>	<u>\$ 255,119</u>	<u>\$ 293,578</u>	<u>\$ 388,940</u>	<u>\$ 95,362</u>	32.5
Increase (Use) of Fund Balance	\$ 26,960	\$ (17,430)	\$ (4,078)	\$ 53,060	\$ 57,138	(1,401.1)
Beginning Fund Balance	<u>68,445</u>	<u>95,405</u>	<u>77,975</u>	<u>49,914</u>	<u>(28,061)</u>	(36.0)
Ending Fund Balance	<u>\$ 95,405</u>	<u>\$ 77,975</u>	<u>\$ 73,897</u>	<u>\$ 102,974</u>	<u>\$ 29,077</u>	39.3

Funding Adjustments for FY 2005 Include:

- Revenues reflect the transfer of non-grant revenues from State Appropriations to support the transfer in of a position from State Appropriations. Also, fees reflect the addition of an Expungement Fee and a Restitution Fee for participation in juvenile arbitration.
- Personnel expenditures reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA). Personnel costs also include the addition of an Administrative Assistant I position and the transfer in of a Juvenile Arbitration Coordinator position from State Appropriations.
- Operating expenditures reflect lower printing and training costs based on historical and projected usage.

SOLICITOR (continued)

GENERAL FUND

JUDICIAL

DIVISION - Solicitor

Mission: The Solicitor's Office ensures prosecutions are processed by organizing an orderly, efficient flow of cases, assigning cases to attorneys, advising attorneys on cases assigned, monitoring status of pending cases and supervising personnel.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	56.35	55.35	55.35	55.35	0.00	0.0
Intergovernmental	\$ 16,606	\$ 13,980	\$ 13,000	\$ 12,535	\$ (465)	(3.6)
TOTAL REVENUES	\$ 16,606	\$ 13,980	\$ 13,000	\$ 12,535	\$ (465)	(3.6)
Personnel	\$ 2,727,506	\$ 2,830,716	\$ 2,955,931	\$ 3,098,638	\$ 142,707	4.8
Operating	274,113	264,347	300,081	296,855	(3,226)	(1.1)
Capital	0	0	0	19,000	19,000	100.0
TOTAL EXPENDITURES	3,001,619	3,095,063	3,256,012	3,414,493	158,481	4.9
Interfund Transfer Out	37,100	42,982	46,789	0	(46,789)	(100.0)
TOTAL DISBURSEMENTS	\$ 3,038,719	\$ 3,138,045	\$ 3,302,801	\$ 3,414,493	\$ 111,692	3.4

Funding Adjustments for FY 2005 Include:

- Revenues represent anticipated reductions in State funding.
- Personnel expenditures reflect the actual grades and steps of the incumbents and higher fringe benefits costs. During budget deliberations, Council eliminated the reimbursement from State Appropriations for two positions that were added to the General Fund in FY 2001.
- Operating expenditures reflect a reduction in telecommunications costs due to lower rates. This decrease is offset by the additional costs of travel and housing for witness expenses, court reporter fees, and a higher demand for DNA testing through court investigative fees. Also, expenses represent higher copier and postage costs based on projected usage. In addition, the increased cost of publications and subscriptions can be attributed to a change to LEXIS, a legal research support tool.
- Capital expenditures include the replacement of a full-size sedan.

Objectives:

Court Of General Sessions:

1. Reduce cases over 180 days to less than 40% of cases pending.¹
2. Increase conviction rate to more than 50% of cases completed.¹
3. Reduce new cases added per attorney to less than 400.¹
4. Increase completion rate to 100% of cases added.¹

Family Court:

1. Reduce cases over 180 days to less than 5% of cases pending.¹
2. Increase conviction rate to more than 50% of cases completed.¹
3. Reduce new cases added per attorney to less than 1,000.¹
4. Increase completion rate to 100% of cases added.¹

¹ This department will begin measuring performance against this objective during FY 2005.

SOLICITOR (continued)

SPECIAL REVENUE FUND

JUDICIAL

GRANT - State Appropriation

Mission: The State Appropriation consists of discretionary funds which supplement Charleston and Berkeley County appropriations for the Solicitor's Office.

GRANT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	7.65	7.65	7.65	6.65	(1.00)	(13.1)
Intergovernmental	\$ 566,901	\$ 439,518	\$ 419,041	\$ 324,371	\$ (94,670)	(22.6)
Charges and Fees	<u>18,786</u>	<u>51,116</u>	<u>40,000</u>	<u>40,000</u>	<u>0</u>	0.0
TOTAL REVENUES	585,687	490,634	459,041	364,371	(94,670)	(20.6)
Interfund Transfer In	<u>101</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL SOURCES	<u>\$ 585,788</u>	<u>\$ 490,634</u>	<u>\$ 459,041</u>	<u>\$ 364,371</u>	<u>\$ (94,670)</u>	(20.6)
Personnel	\$ 648,914	\$ 562,609	\$ 651,754	\$ 525,666	\$ (126,088)	(19.3)
Operating	6,618	23,475	13,670	10,574	(3,096)	(22.6)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>16,000</u>	<u>16,000</u>	100.0
TOTAL EXPENDITURES	655,532	586,084	665,424	552,240	(113,184)	(17.0)
Interfund Transfer Out	<u>13,628</u>	<u>24,937</u>	<u>12,166</u>	<u>0</u>	<u>(12,166)</u>	(100.0)
TOTAL DISBURSEMENTS	<u>\$ 669,160</u>	<u>\$ 611,021</u>	<u>\$ 677,590</u>	<u>\$ 552,240</u>	<u>\$ (125,350)</u>	(18.5)
Increase (Use) of Fund Balance	\$ (83,372)	\$ (120,387)	\$ (218,549)	\$ (187,869)	\$ 30,680	(14.0)
Beginning Fund Balance	<u>720,930</u>	<u>637,558</u>	<u>517,171</u>	<u>349,282</u>	<u>(167,889)</u>	(32.5)
Ending Fund Balance	<u>\$ 637,558</u>	<u>\$ 517,171</u>	<u>\$ 298,622</u>	<u>\$ 161,413</u>	<u>\$ (137,209)</u>	(45.9)

Funding Adjustments for FY 2005 Include:

- Revenues reflect the transfer of \$45,000 to the Pretrial Intervention Program to fund the transfer of a position. Revenues also reflect a continued reduction in the State Appropriation, although the State has provided some funding for assistance with drug courts.
- Personnel expenditures reflect the transfer of a Juvenile Arbitration Coordinator position to the Pretrial Intervention Division. Personnel costs also reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA). During budget deliberations, Council eliminated the reimbursement to the General Fund for two positions that were added to the General Fund in FY 2001.
- Operating expenditures reflect lower costs for office expenses and training based on historical and projected usage.
- Capital expenditures will fund the replacement of a mid-size sedan.

SOLICITOR (continued)

SPECIAL REVENUE FUND

JUDICIAL

PROGRAM: Victim's Bill of Rights

Mission: The Victim's Bill of Rights Program provides services to victims of crime, including those required by law, under the State's enacted Victim's Bill of Rights.

PROGRAM SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Adjusted</u>	FY 2004 <u>Approved</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	2.00	2.00	2.00	2.00	0.00	0.0
Personnel	\$ 85,639	\$ 86,528	\$ 102,179	\$ 84,953	\$ (17,226)	(16.9)
Operating	14,952	15,879	24,938	22,854	(2,084)	(8.4)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 100,591</u>	<u>\$ 102,407</u>	<u>\$ 127,117</u>	<u>\$ 107,807</u>	<u>\$ (19,310)</u>	(15.2)

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect a reimbursement in from the Victim Witness State Appropriation Grant to support a temporary position. This decrease is offset by the actual grades and steps of the incumbents, increased fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA).
- Operating expenditures reflect lower printing costs based on historical and projected usage.

SOLICITOR (continued)

SPECIAL REVENUE FUND

JUDICIAL

GRANT - Victim-Witness State Appropriation

Mission: The Victim-Witness State Appropriation Grant assists victims and witnesses by providing case information; supporting their rights to protection from intimidation; making referrals to medical, social, counseling, and compensation services; and assisting in preparation for court.

GRANT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	1.00	1.00	1.00	1.00	0.00	0.0
Intergovernmental	\$ 43,972	\$ 46,253	\$ 31,242	\$ 43,794	\$ 12,552	40.2
TOTAL REVENUES	<u>\$ 43,972</u>	<u>\$ 46,253</u>	<u>\$ 31,242</u>	<u>\$ 43,794</u>	<u>\$ 12,552</u>	40.2
Personnel	\$ 44,563	\$ 39,886	\$ 42,229	\$ 69,094	\$ 26,865	63.6
Operating	0	0	0	0	0	0.0
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	<u>\$ 44,563</u>	<u>\$ 39,886</u>	<u>\$ 42,229</u>	<u>\$ 69,094</u>	<u>\$ 26,865</u>	63.6
Increase (Use) of Fund Balance	\$ (591)	\$ 6,367	\$ (10,987)	\$ (25,300)	\$ (14,313)	130.3
Beginning Fund Balance	<u>24,400</u>	<u>23,809</u>	<u>30,176</u>	<u>29,211</u>	<u>3,911</u>	13.0
Ending Fund Balance	<u>\$ 23,809</u>	<u>\$ 30,176</u>	<u>\$ 19,189</u>	<u>\$ 3,911</u>	<u>\$ (10,402)</u>	(54.2)

Funding Adjustments for FY 2005 Include:

- Revenues are based on anticipated State funding.
- Personnel expenditures reflect a reimbursement to the Victim's Bill of Rights Fund for full-year funding of a temporary position. This increase also reflects the actual grade and step of the incumbent, increased fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA).
- Fund balance will provide funding for a reimbursement to the Victim's Bill of Rights Fund for a temporary position.

TREASURER

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Treasurer's Office collects real, personal, motor vehicle and other taxes; acts as a banking agent for County departments; disburses funds to taxing entities within Charleston County; maintains records of revenues collected by these agencies and invests any funds not immediately needed for disbursement to maximize efficient use of taxpayer money.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Adjusted</u>	FY 2004 <u>Approved</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	19.00	18.00	18.00	18.00	0.00	0.0
Interest	\$ 772,029	\$ 494,241	\$ 550,000	\$ 400,000	\$ (150,000)	(27.3)
Miscellaneous	25	0	0	0	0	0.0
TOTAL REVENUES	<u>\$ 772,054</u>	<u>\$ 494,241</u>	<u>\$ 550,000</u>	<u>\$ 400,000</u>	<u>\$ (150,000)</u>	(27.3)
Personnel	\$ 955,992	\$ 991,387	\$ 984,961	\$ 1,001,319	\$ 16,358	1.7
Operating	326,698	319,598	333,146	304,555	(28,591)	(8.6)
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	1,282,690	1,310,985	1,318,107	1,305,874	(12,233)	(0.9)
Interfund Transfer Out	0	2,800	0	0	0	0.0
TOTAL DISBURSEMENTS	<u>\$ 1,282,690</u>	<u>\$ 1,313,785</u>	<u>\$ 1,318,107</u>	<u>\$ 1,305,874</u>	<u>\$ (12,233)</u>	(0.9)

Funding Adjustments for FY 2005 Include:

- Revenues reflect a decrease in interest income based upon historical analysis and current trends.
- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs. During budget deliberations, Council restored budgeted overtime.
- Operating expenditures reflect a decrease in the printing and postage costs of mailers based on projected usage.

TREASURER (continued)

GENERAL FUND

GENERAL GOVERNMENT

Objectives:

1. Maximize return on investments by 0.5%.
2. Maintain a 95% collection rate.
3. Increase Internet payments by 2%.

Performance Measures:

MEASURE:		<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:					
Interest revenue	1		\$494,421	\$516,545	\$400,000
Total real and other taxes billed	2		\$365,849,770	\$390,016,837	\$390,100,000
Internet payments	3		\$10,449,786	\$18,801,200	\$19,200,000
Efficiency:					
Average monthly interest rate	1		2.00%	2.00%	2.00%
Average collections per month	2		\$30,487,480	\$32,501,403	\$32,500,000
Average Internet payments per month	3		\$870,815	\$1,566,766	\$1,600,000
Outcome:					
Increase in interest revenue	1		-79.10%	4.47%	4.40%
Total real and other taxes collected	2		\$309,141,572	\$334,631,744	\$335,000,000
Collection rate of real and other taxes	2		95.57%	95.95%	95.50%
Rate of increase in Internet payments	3		n/a	8.00%	2.00%



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ELECTIONS & VOTER REGISTRATION

GENERAL FUND

GENERAL GOVERNMENT

Mission: Elections & Voter Registration conducts local, state, and federal elections and ensures every eligible citizen in Charleston County has the opportunity to register and vote in an efficient and equitable manner as mandated by federal and state law.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	8.50	8.50	10.00	10.00	0	0.0
Intergovernmental	\$ 19,558	\$ 19,358	\$ 19,558	\$ 19,358	\$ (200)	(1.0)
TOTAL REVENUES	<u>\$ 19,558</u>	<u>\$ 19,358</u>	<u>\$ 19,558</u>	<u>\$ 19,358</u>	<u>\$ (200)</u>	<u>(1.0)</u>
Personnel	\$ 443,496	\$ 474,061	\$ 503,342	\$ 546,178	\$ 42,836	8.5
Operating	169,308	206,152	157,388	180,549	23,161	14.7
Capital	9,245	0	0	0	0	0.0
TOTAL EXPENDITURES	<u>\$ 622,049</u>	<u>\$ 680,213</u>	<u>\$ 660,730</u>	<u>\$ 726,727</u>	<u>\$ 65,997</u>	<u>10.0</u>

Funding Adjustments for FY 2005 Include:

- Revenues reflect an anticipated reduction in State appropriations.
- Personnel expenditures reflect the actual grades and steps of the incumbents and higher fringe benefit costs.
- Operating expenditures reflect higher costs for postage and for election expenses associated with the general elections in November 2004. This increase is offset by a reduction in advertising costs based on historical spending.

Objectives:

1. Maintain the number of error-free data entry transactions initially completed for all voter registration documents processed, including all registrations, address changes, name changes and district updates at a minimum of 99.5%.

Performance Measures:

MEASURE:	<u>Objective</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Actual</u> ¹	FY 2005 <u>Projected</u>
Output:				
Registrations, address/name changes processed, district numbers updated	1	56,387	n/a	56,387
Efficiency:				
Cost per update	1	\$4.32	n/a	\$4.32
Outcome:				
Error rate	1	0.2%	n/a	0.2%
Percent of updates completed without error	1	99.8%	n/a	99.8%

¹ Data unavailable at time of publication.

LIBRARY

SPECIAL REVENUE FUND

CULTURE AND RECREATION

Mission: The purpose of the Charleston County Library is to continually identify, evaluate, and respond to the informational, educational, cultural, and recreational needs of all the residents of Charleston County to enrich the quality of life in the community and promote life long learning.

DEPARTMENTAL SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	232.75	232.75	237.75	254.55	16.80	7.1
Intergovernmental	\$ 500,188	\$ 488,500	\$ 313,979	\$ 248,073	\$ (65,906)	(21.0)
Charges and Fees	49,747	47,599	50,000	43,065	(6,935)	(13.9)
Fines and Forfeitures	320,191	345,818	570,000	446,000	(124,000)	(21.8)
Interest	51,175	14,056	25,000	250	(24,750)	(99.0)
Miscellaneous	183,706	111,386	18,000	28,000	10,000	55.6
TOTAL REVENUES	1,105,007	1,007,359	976,979	765,388	(211,591)	(21.7)
Interfund Transfer In	10,020,590	10,016,832	10,768,033	11,799,000	1,030,967	9.6
TOTAL SOURCES	\$ 11,125,597	\$ 11,024,191	\$ 11,745,012	\$ 12,564,388	\$ 819,376	7.0
Personnel	\$ 7,122,762	\$ 7,173,992	\$ 7,919,942	\$ 8,874,162	\$ 954,220	12.0
Operating	4,559,457	4,365,270	4,411,110	4,575,595	164,485	3.7
Capital	35,450	243,080	0	49,000	49,000	0.0
TOTAL EXPENDITURES	\$ 11,717,669	\$ 11,782,342	\$ 12,331,052	\$ 13,498,757	\$ 1,167,705	9.5
Increase (Use) of Fund Balance	\$ (592,072)	\$ (758,151)	\$ (586,040)	\$ (934,369)	\$ (348,329)	59.4
Beginning Fund Balance	2,932,033	2,339,961	1,581,810	1,203,380	(378,430)	(23.9)
Ending Fund Balance	\$ 2,339,961	\$ 1,581,810	\$ 995,770	\$ 269,011	\$ (726,759)	(73.0)

Funding Adjustments for FY 2005 Include:

- Revenues reflect the anticipated decline of fines, interest income and State aid based on current receipts.
- Interfund transfer in from the General Fund will support the higher costs of Library operations. During budget deliberations, Council increased funding to support additional staffing and library materials for the new John's Island Branch Library.
- Personnel costs reflect the actual grades and steps of the incumbents, higher fringe benefit costs and a Cost of Living Adjustment (COLA). In addition, personnel costs include the full-year funding of five FTEs added in FY 2004 and 16.8 FTEs added in FY 2005 for the John's Island Library. During budget deliberations, Council funded 10.8 of the 16.8 FTEs to fully staff the new John's Island Branch Library.
- Operating expenditures are increased to support utility, maintenance and security costs required for the new John's Island Branch Library. During budget deliberations, Council added \$100,000 for library materials at the John's Island Branch Library.
- Capital expenditures will replace a cargo van and upgrade a cargo van to a box truck.
- Beginning fund balance will be used to balance the budget.

LIBRARY (continued)

SPECIAL REVENUE FUND

CULTURE AND RECREATION

Objectives:

1. Increase the use of the Library by Charleston County residents in FY 2005 by increasing the number of registered users by 1% by June 30, 2005.
2. Answer Library users' information and reference questions in a timely and accurate manner by answering an additional 1% of reference questions in FY 2005.
3. Increase circulation of all materials by 1% and increase the items circulated per capita from 8.37 items to 8.46 items toward a target of 9 items borrowed per registered borrower per year.

Performance Measures:

MEASURE:		<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:					
Library visits	1		1,629,469	1,704,524	1,721,569
Registered cardholders ¹	1		309,033	247,821	250,299
Hours open	1		36,094	36,094	36,094
Programs held	1		2,559	2,339	2,363
Program attendees	1		59,915	62,446	63,070
Electronic use	1		1,174,660	1,209,899	1,294,592
Reference questions answered	2		1,422,757	1,560,104	1,575,705
Materials in collection	3		1,283,503	1,162,334	1,292,334
Efficiency:					
Library visits per capita	1		5.26	5.5	5.55
Cost per library visit	1		\$6.15	\$6.31	\$6.85
Cost per registered cardholder	1		\$33.39	\$43.45	\$47.14
Reference questions answered per hour of service	2		39.42	43.22	43.66
Reference questions answered per capita	2		4.59	5.03	5.08
Percent change in circulation per capita	3		0.70%	0.48%	0.51%
Items catalogued per capita	3		0.29	0.35	0.37
Circulation of all materials per year	3		2,537,024	2,688,270	2,715,153
Outcome:					
New registrations added annually	1		28,408	28,885	29,174
Registered users as percentage of population ¹	1		99.70%	79.95%	80.75%
Percent change in registrations as percent of population	1		9.16%	8	8
Customer user satisfaction ²	1,2,3		98.71	n/a	n/a
Peer review overall rating based on S.C. State Library Annual Statistical Survey ^{3&4}	1,2,3		#2	n/a	#2
Percentage increase of questions answered	2		1.14%	11.35%	1.00%
Circulation per capita	3		8.18	8.67	8.76

¹ System was purged of old accounts.

² Survey conducted every three years.

³ FY 2004 data unavailable at time of publication.

⁴ #2 of 41 counties Statewide.

MASTER-IN-EQUITY

GENERAL FUND

JUDICIAL

Mission: The Master-In-Equity's Office provides administrative support for the Master-In-Equity who facilitates relatively quick and inexpensive means of litigation for non-jury matters and hears most foreclosure cases and a substantial number of civil, non-jury matters as referred by Order of Reference of Circuit Judge or the Clerk of Court.

DEPARTMENTAL SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	6.00	6.00	6.00	6.00	0.00	0.0
Charges and Fees	\$ 200,886	\$ 309,624	\$ 225,000	\$ 255,000	\$ 30,000	13.3
Interest	2,348	6,771	5,000	6,000	1,000	20.0
TOTAL REVENUES	<u>\$ 203,234</u>	<u>\$ 316,395</u>	<u>\$ 230,000</u>	<u>\$ 261,000</u>	<u>\$ 31,000</u>	13.5
Personnel	\$ 353,407	\$ 388,109	\$ 362,406	\$ 371,972	\$ 9,566	2.6
Operating	22,192	14,854	17,933	17,197	(736)	(4.1)
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	<u>\$ 375,599</u>	<u>\$ 402,963</u>	<u>\$ 380,339</u>	<u>\$ 389,169</u>	<u>\$ 8,830</u>	2.3

Funding Adjustments for FY 2005 Include:

- Revenues reflect an increase in fees based on anticipated growth in workload.
- Personnel expenditures reflect the actual grades and steps of the incumbents and the increased fringe benefit costs.
- Operating expenditures reflect reduced telecommunication cost based on lower rates.

Objectives:

1. Reduce the number of days in the average case length by increasing the number of disposed cases.

Performance Measures:

MEASURE:	Objective	FY 2003 Actual	FY 2004 Actual	FY 2005 Projected
Output:				
Cases referred	1	844	1,351	1,400
Disposed cases	1	833	1,323	1,350
Percent of disposed cases	1	98.69%	97.85%	96.43%
Efficiency:				
Cost per case	1	\$330.92	\$268.25	\$265.69
Outcome:				
Average case length in days	1	214	225	220

MEDICAL EXAMINER'S COMMISSION

GENERAL FUND

PUBLIC SAFETY

Mission: The Medical Examiner's Commission provides Charleston County with expertise in the medical/legal investigation of deaths that occur within the limits of the county.

DEPARTMENTAL SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	-	-	-	-	-	-
Personnel	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0.0
Operating	262,572	249,011	287,000	285,000	(2,000)	(0.7)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 262,572</u>	<u>\$ 249,011</u>	<u>\$ 287,000</u>	<u>\$ 285,000</u>	<u>\$ (2,000)</u>	(0.7)

Funding Adjustments for FY 2005 Include:

- Operating expenditures reflect a decrease in toxicology services based on historical usage.

VETERANS AFFAIRS

GENERAL FUND

HEALTH AND WELFARE

Mission: The Veterans Affairs Office serves as a local contact to assist veterans and their dependents in applying for VA benefits from the state and federal governments. These benefits include but are not limited to VA compensation, pension, insurance, burial, hospitalization and education benefits, discharge review, military and civil service widows' annuities, state dependents educational benefits and disabled veterans state tax exemption. The office also assists veterans in need of employment, refers indigent veterans to those agencies funded to address the problem, and intercedes on behalf of veterans experiencing problems at the Veterans Administration Medical Center Charleston and in residential or nursing homes within the Trident area (Charleston, Berkeley, and Dorchester Counties).

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	4.00	3.00	3.00	3.00	0.00	0.0
Intergovernmental	\$ 19,215	\$ 16,685	\$ 15,500	\$ 14,960	\$ (540)	(3.5)
TOTAL REVENUE	<u>\$ 19,215</u>	<u>\$ 16,685</u>	<u>\$ 15,500</u>	<u>\$ 14,960</u>	<u>\$ (540)</u>	(3.5)
Personnel	\$ 270,081	\$ 182,432	\$ 190,547	\$ 191,742	\$ 1,195	0.6
Operating	16,157	11,072	16,260	14,951	(1,309)	(8.1)
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	<u>\$ 286,238</u>	<u>\$ 193,504</u>	<u>\$ 206,807</u>	<u>\$ 206,693</u>	<u>\$ (114)</u>	(0.1)

Funding Adjustments for FY 2005 Include:

- Revenue reflect a decrease based on anticipated reductions from State appropriations.
- Personnel expenditures reflect the actual grades and steps of incumbents and higher fringe benefit costs.
- Operating expenditures are decreased due to lower rates for long distance and local telephone services.

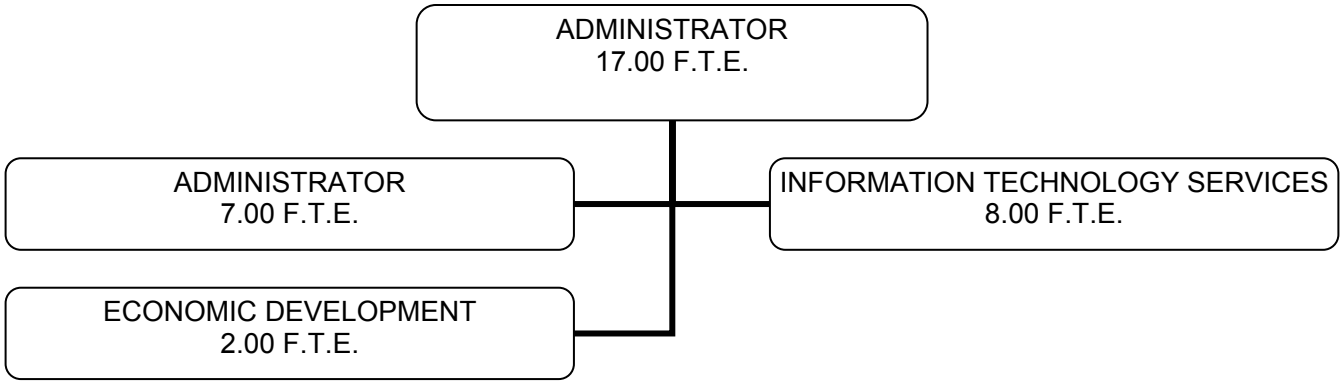
Objectives:

1. Counsel veterans as to their eligibility for Federal and State veterans benefits and ascertain the nature of walk-in client's inquiries within five minutes.
2. Assist veterans and their families in the preparation, filing, prosecution, and appeal of claims with the U.S. Department of Veterans Affairs and submit completed claims to the VA Regional Office within two business days.

Performance Measures:

MEASURE:		FY 2003 <u>Actual</u>	FY 2004 <u>Actual</u>	FY 2005 <u>Projected</u>
Output:	<u>Objective</u>			
Office contacts	1	19,525	20,615	20,500
Claims filed	2	7,318	7,438	7,400
Outcome:				
Percent of walk-ins served in five minutes	1	99.0%	99.0%	99.0%
Percent of claims submitted within two business days	2	99.0%	99.0%	99.0%

ADMINISTRATOR



ADMINISTRATOR

GENERAL FUND

GENERAL GOVERNMENT

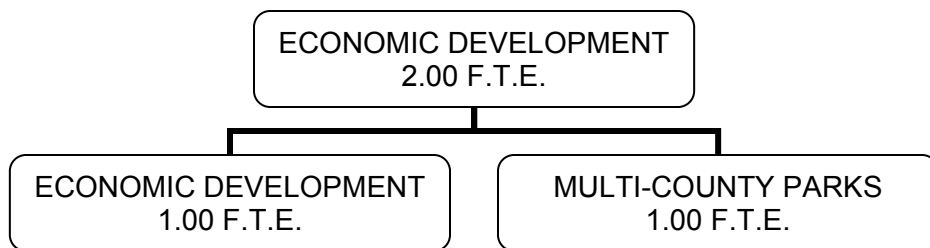
Mission: The County Administrator provides full disclosure of all significant issues to County Council and ensures that all legislative actions, policy statements and other directives of Council are enacted.

DEPARTMENTAL SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	5.00	7.00	7.00	7.00	0.00	0.0
Personnel	\$ 387,204	\$ 533,352	\$ 618,943	\$ 629,933	\$ 10,990	1.8
Operating	168,181	106,840	159,381	124,650	(34,731)	(21.8)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 555,385</u>	<u>\$ 640,192</u>	<u>\$ 778,324</u>	<u>\$ 754,583</u>	<u>\$ (23,741)</u>	(3.1)

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs.
- Operating expenditures reflect a decrease in contingency grant matches.

ECONOMIC DEVELOPMENT



ECONOMIC DEVELOPMENT

Mission: Economic Development consists of the Economic Development Department and the Multi-County Parks Program serving as a liaison between the County and governmental entities, nonprofit and private sector development interests, and the general public to promote economic growth in the Charleston region.

DEPARTMENTAL SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	1.00	1.00	2.00	2.00	0.00	0.0
Special Revenue Fund	\$ 360,299	\$ 283,803	\$ 297,208	\$ 311,888	\$ 14,680	4.9
TOTAL SOURCES	<u>\$ 360,299</u>	<u>\$ 283,803</u>	<u>\$ 297,208</u>	<u>\$ 311,888</u>	<u>\$ 14,680</u>	4.9
General Fund	\$ 649,754	\$ 580,206	\$ 589,848	\$ 481,747	\$ (108,101)	(18.3)
Special Revenue Fund	<u>80,488</u>	<u>2,000</u>	<u>458,387</u>	<u>323,159</u>	<u>(135,228)</u>	(29.5)
TOTAL DISBURSEMENTS	<u>\$ 730,242</u>	<u>\$ 582,206</u>	<u>\$ 1,048,235</u>	<u>\$ 804,906</u>	<u>\$ (243,329)</u>	(23.2)

Sources: Sources for the Economic Development Department reflect additional revenues from the expanding number of multi-county parks.

Disbursements: The Economic Development Department's budget is decreased reflecting one-time payments for a governmental study and for development of a web site. In addition, the reductions are due to reduced appropriations to the Charleston Regional Development Alliance. During budget deliberations, Council continued funding to the Council of Governments for base realignment efforts.

ECONOMIC DEVELOPMENT (continued)

GENERAL FUND

ECONOMIC DEVELOPMENT

DEPARTMENT - Economic Development

Mission: The Economic Development Department recruits new businesses, improves the business climate, and helps existing companies stay healthy and grow in order to continuously improve an ever-expanding number of high-paying jobs for county residents.

DEPARTMENT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	1.00	1.00	1.00	1.00	0.00	0.0
Personnel	\$ 114,144	\$ 98,551	\$ 103,053	\$ 103,691	\$ 638	0.6
Operating	535,610	481,655	486,795	378,056	(108,739)	(22.3)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 649,754</u>	<u>\$ 580,206</u>	<u>\$ 589,848</u>	<u>\$ 481,747</u>	<u>\$ (108,101)</u>	(18.3)

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grade and step of the incumbent and increased fringe benefit costs.
- Operating expenditures reflect a decrease due to reduced appropriations to the Charleston Regional Development Alliance. Per agreement, Charleston County will decrease its share of funding to the Alliance until the funding level reaches parity with Berkeley and Dorchester County.

ECONOMIC DEVELOPMENT (continued)

GENERAL FUND

ECONOMIC DEVELOPMENT

Objectives:

1. Improve rapport with existing Charleston businesses through direct County government ombudsmanship on business climate issues and referrals of companies to other public sector, private sector, and non-profit business support service providers.
2. Grow Charleston area private sector payroll and job opportunities and base of county tax revenues through recruitment of primary businesses seeking to relocate to Charleston from elsewhere.
3. Grow Charleston area private sector payroll and job opportunities and base of county tax revenues through business start-ups and expansions by existing Charleston businesses.
4. Provide new job opportunities for area citizens at wage levels that exceed current Charleston averages.
5. Advise County Council on business topics allowing them opportunities to utilize pro-business public policy to positively affect the Charleston Area business climate.

Performance Measures:

MEASURE:	Objective	FY 2003 Actual	FY 2004 Actual	FY 2005 Projected
Output:				
Number of contacts/visits with Charleston area businesses ¹	1,3,4	n/a	30	75.0%
Number of new companies relocating to Charleston ²	2,4	2	5	7.0%
Number of expansions by existing Charleston companies ²	3,4	3	3	3
Capital investment realized by relocating & expanding firms ²	2,3	\$102.58M	\$18.81M	\$23M
New annual recurring revenues projected from relocating & expanding firms ³	2,3	\$15.7M	\$323,344	\$95,000
Number of new jobs created by relocating & expanding firms ²	2,3,4	1,016	223	1,200
Estimated new annual payroll resulting from relocating & expanding firms ²	2,3	\$29.42M	\$8.42M	\$29M
Number of relocations or expansions by knowledge-based firms ²	2,3	8	3	3
Number of new knowledge-based jobs added ²	4	166	82	8
Estimated average wage of all new jobs being created ²	4	\$14.48/hr	\$18.88/hr	\$14.50/hr
Number of pro-business initiatives assisted by County Council ⁴	5	4	6	6
Efficiency:				
Percent of all new jobs with wages above current Charleston averages ²	4	<1%	29.0%	n/a
Return on investment ratio of department budget to new annual recurring revenues ⁵	2,3	27:1	.55:1	n/a
Outcome:				
Percent increase in annual recurring revenues	2,3	n/a	(98%.0)	n/a
Percent increase in number of new jobs added	2,3,4	n/a	(78.0%)	n/a
Percent increase in average wage of new jobs added	4	n/a	30.0%	n/a
Percent increase in new annual private sector payroll added	2,3	n/a	(71.0%)	n/a
Growth in percentage of jobs exceeding average wages	4	n/a	97.0%	n/a
Percent increase in return on investment ratio to department budget/new annual recurring revenues	2,3	n/a	(98.0%)	n/a

¹ Source: Charleston County Economic Development Department

² Source: Charleston Regional Development Alliance. Relocations and expansions directly assisted by the Alliance and Economic Development exclusively.

³ Source: New assessed value multiplied by the "average" (Charleston/N. Charleston) FY 2004 municipal millage of 286.5. New assessed value is calculated using announced capital investment figures and appropriate commercial or industrial assessment ratios.

⁴ FY 2004 reflects Council support of Charleston Regional Development Alliance, BCDCOG, SC World Trade Center, and Metro Chamber ThinkTEC initiative. Included are involvement in Metro Chamber BRAC effort and recruitment of low cost air carrier to Charleston.

⁵ Ratio is calculated by dividing the new annual recurring revenues by the Economic Department budget.

ECONOMIC DEVELOPMENT (continued)

SPECIAL REVENUE FUND

ECONOMIC DEVELOPMENT

PROGRAM - Multi-County Parks

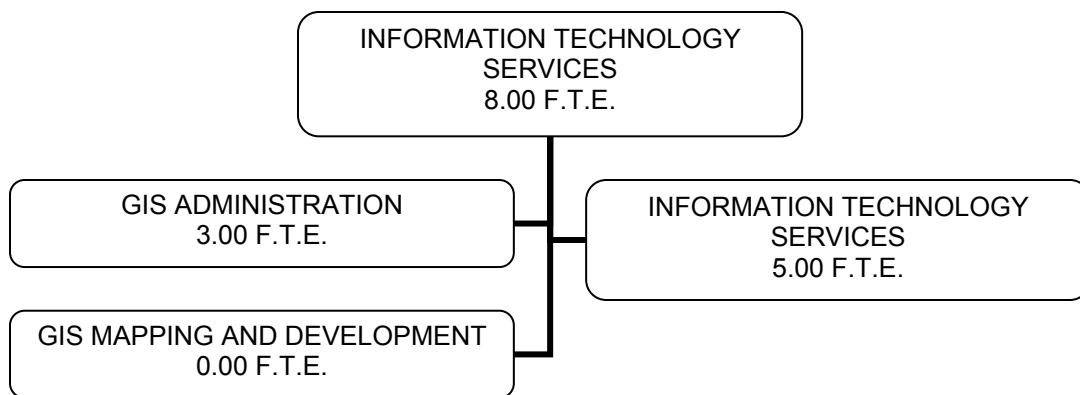
Mission: The Multi-County Parks Program attracts companies to the area by establishing multi-county industrial parks.

PROGRAM SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	-	-	1.00	1.00	0.00	0.0
Taxes	\$ 275,299	\$ 278,403	\$ 297,208	\$ 311,888	\$ 14,680	4.9
Intergovernmental	<u>85,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL REVENUES	360,299	278,403	297,208	311,888	14,680	4.9
Interfund Transfer In	<u>0</u>	<u>5,400</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL SOURCES	<u>\$ 360,299</u>	<u>\$ 283,803</u>	<u>\$ 297,208</u>	<u>\$ 311,888</u>	<u>\$ 14,680</u>	4.9
Personnel	\$ 0	\$ 0	\$ 67,500	\$ 75,531	\$ 8,031	11.9
Operating	80,488	2,000	390,887	247,628	(143,259)	(36.7)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 80,488</u>	<u>\$ 2,000</u>	<u>\$ 458,387</u>	<u>\$ 323,159</u>	<u>\$ (135,228)</u>	(29.5)
Increase (Use) of Fund Balance	\$ 279,811	\$ 281,803	\$ (161,179)	\$ (11,271)	\$ 149,908	(93.0)
Beginning Fund Balance	<u>223,668</u>	<u>503,479</u>	<u>785,282</u>	<u>624,103</u>	<u>(161,179)</u>	(20.5)
Ending Fund Balance	<u>\$ 503,479</u>	<u>\$ 785,282</u>	<u>\$ 624,103</u>	<u>\$ 612,832</u>	<u>\$ (11,271)</u>	(1.8)

Funding Adjustments for FY 2005 Include:

- Revenues reflect the expanding number of multi-county parks.
- Personnel expenditures reflect the actual grade and step of the incumbent and increased fringe benefit costs.
- Operating expenditures are decreased due to the elimination of one-time payments to the Council of Governments for a governmental study and to consultants for creation of a Multi-County Parks web site. These decreases are partially offset by funding for the creation of a private-public financing strategy for landscape maintenance of the Palmetto Commerce Parkway public road corridor and for a CEO Summit to enhance market exposure. In addition, partial funding for the Charleston Regional Development Alliance was shifted from the General Fund. During budget deliberations, Council continued funding to the Council of Governments for base realignment efforts.

INFORMATION TECHNOLOGY SERVICES



INFORMATION TECHNOLOGY SERVICES

Mission: The Information and Technology Services (ITS) Department provides strategic vision and guidance to Charleston County departments and its citizens for information technology and Geographic Information System (GIS) solutions.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	12.00	13.00	8.00	8.00	0.00	0.0
Special Revenue Fund	\$ 10,526	\$ 33,743	\$ 20,000	\$ 22,500	\$ 2,500	12.5
TOTAL SOURCES	<u>\$ 10,526</u>	<u>\$ 33,743</u>	<u>\$ 20,000</u>	<u>\$ 22,500</u>	<u>\$ 2,500</u>	12.5
General Fund	\$ 6,728,945	\$ 7,222,194	\$ 6,666,991	\$ 6,646,694	\$ (20,297)	(0.3)
Special Revenue Fund	<u>18,500</u>	<u>41,771</u>	<u>48,500</u>	<u>22,500</u>	<u>(26,000)</u>	(53.6)
TOTAL DISBURSEMENTS	<u>\$ 6,747,445</u>	<u>\$ 7,263,965</u>	<u>\$ 6,715,491</u>	<u>\$ 6,669,194</u>	<u>\$ (46,297)</u>	(0.7)

Sources: The sources of funds for the Information Technology Services department's FY 2005 budget reflect an increase based on volume for fees for services provided in the Geographic Information System (GIS) Mapping and Development Division.

Disbursements: Disbursements reflect the elimination of the allocation for information technology purchases for General Fund departments, in-house training costs, and certain consultant costs. Also reflected is a scheduled decrease in the Information Technology management contract.

INFORMATION TECHNOLOGY SERVICES (continued)

GENERAL FUND

GENERAL GOVERNMENT

DEPARTMENT - Geographic Information System Administration

Mission: The Geographic Information System (GIS) Administration is responsible for managing, developing, maintaining, and disseminating spatial data for the County; promoting strong relationships with the public and private sectors which includes a cooperative effort of application development and shared databases; and performing quality assurance for all digital geographic data considered for inclusion in the County's database including, but not limited to, aerial photography, real estate parcels, buildings, roads, bodies of water, points of interest, transportation, and utilities.

DEPARTMENT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	6.00	6.00	3.00	3.00	0.00	0.0
Personnel	\$ 319,290	\$ 319,444	\$ 245,852	\$ 246,339	\$ 487	0.2
Operating	97,149	80,753	61,525	44,992	(16,533)	(26.9)
Capital	<u>25,061</u>	<u>11,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	441,500	411,197	307,377	291,331	(16,046)	(5.2)
Interfund Transfer Out	<u>3,560</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 445,060</u>	<u>\$ 411,197</u>	<u>\$ 307,377</u>	<u>\$ 291,331</u>	<u>\$ (16,046)</u>	(5.2)

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and an increase in fringe benefit costs.
- Operating expenditures reflect a decrease due to a one-time in house training session in FY 2004. The decrease is offset by an increase in GIS licenses for Emergency Medical Services.

Objectives:

1. Complete migration of spatial data to a new software platform by 20% annually until completed to improve department efficiency.
2. Perform a quality assurance review of address ranges within the database and correct data to match county records.
3. Complete 100% of work order requests within 30 days .

INFORMATION TECHNOLOGY SERVICES (continued)

GENERAL FUND

GENERAL GOVERNMENT

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Percent migration of spatial data to new software platform	1	n/a	20.0%	20.0%
Number of address ranges reviewed	2	n/a		
Number of work order requests	3	n/a		
Efficiency:				
Average days of turn around time per work order request	3	n/a	30	30
Outcome:				
Percent of improved department efficiency	1	n/a	30.0%	50.0%
Percent of address ranges corrected	2	n/a	10.0%	10.0%
Percent of work order requests completed within 30 days	3	n/a	100%	100%

INFORMATION TECHNOLOGY SERVICES (continued)

SPECIAL REVENUE FUND

GENERAL GOVERNMENT

PROGRAM - Geographic Information System (GIS) Mapping and Development

Mission: The GIS Mapping and Development Program creates and maintains tax maps for the purpose of disseminating tax map data to the public and other governmental agencies. In addition, the program provides mapping-related input into the computer-assisted mass appraisal system (CAMA) in accordance with state laws and regulations.

PROGRAM SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	-	-	-	-	-	-
Intergovernmental	\$ 0	\$ 24,000	\$ 15,000	\$ 15,000	\$ 0	0.0
Charges and Fees	<u>10,526</u>	<u>9,743</u>	<u>5,000</u>	<u>7,500</u>	<u>2,500</u>	50.0
TOTAL REVENUES	<u>\$ 10,526</u>	<u>\$ 33,743</u>	<u>\$ 20,000</u>	<u>\$ 22,500</u>	<u>\$ 2,500</u>	12.5
Personnel	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0.0
Operating	18,500	33,105	48,500	22,500	(26,000)	(53.6)
Capital	<u>0</u>	<u>8,666</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 18,500</u>	<u>\$ 41,771</u>	<u>\$ 48,500</u>	<u>\$ 22,500</u>	<u>\$ (26,000)</u>	(53.6)
Increase (Use) of Fund Balance	\$ (7,974)	\$ (8,028)	\$ (28,500)	\$ 0	\$ 28,500	(100.0)
Beginning Fund Balance	<u>402,072</u>	<u>394,098</u>	<u>386,070</u>	<u>99,943</u>	<u>0</u>	0.0
Ending Fund Balance	<u>\$ 394,098</u>	<u>\$ 386,070</u>	<u>\$ 357,570</u>	<u>\$ 99,943</u>	<u>\$ 28,500</u>	8.0

Funding Adjustments for FY 2005 Include:

- Revenues represent an increase in the volume of orthophoto sales.
- Operating expenditures reflect a decrease in consultant costs due to the completion of an addressing database for the Planning Department.

INFORMATION TECHNOLOGY SERVICES (continued)

GENERAL FUND

GENERAL GOVERNMENT

DEPARTMENT - Information Technology Services

Mission: The Information Technology Services department provides value-added technical services and solutions to Charleston County that enhance or enable better service to our citizens.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	6.00	7.00	5.00	5.00	0.00	0.0
Personnel	\$ 450,457	\$ 454,092	\$ 419,857	\$ 432,307	\$ 12,450	3.0
Operating	5,706,728	6,000,170	5,875,701	5,923,056	47,355	0.8
Capital	0	139,619	64,056	0	(64,056)	(100.0)
TOTAL EXPENDITURES	6,157,185	6,593,881	6,359,614	6,355,363	(4,251)	(0.1)
Interfund Transfer Out	126,700	217,116	0	0	0	0.0
TOTAL EXPENDITURES	<u>\$ 6,283,885</u>	<u>\$ 6,810,997</u>	<u>\$ 6,359,614</u>	<u>\$ 6,355,363</u>	<u>\$ (4,251)</u>	<u>(0.1)</u>

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs.
- Operating expenditures reflect an increase for hardware and software maintenance contracts primarily due to the expiration of warranty coverage. These costs are partially offset by the elimination of the allocation for General Fund departments for information technology purchases. Also reflected is a scheduled decrease in the management contract.

Objectives:

1. Resolve 90% of hardware and software problems within 2 day and 80% within 1 days.
2. Maintain 98% or better availability of implemented computer systems.
3. Complete all work orders within 10% of schedule and budget.
4. Maintain all hardware and software at currently supported and commercially available release levels.
5. Maintain an acceptable rating on an annual Customer Service Satisfaction Survey.

Performance Measures:

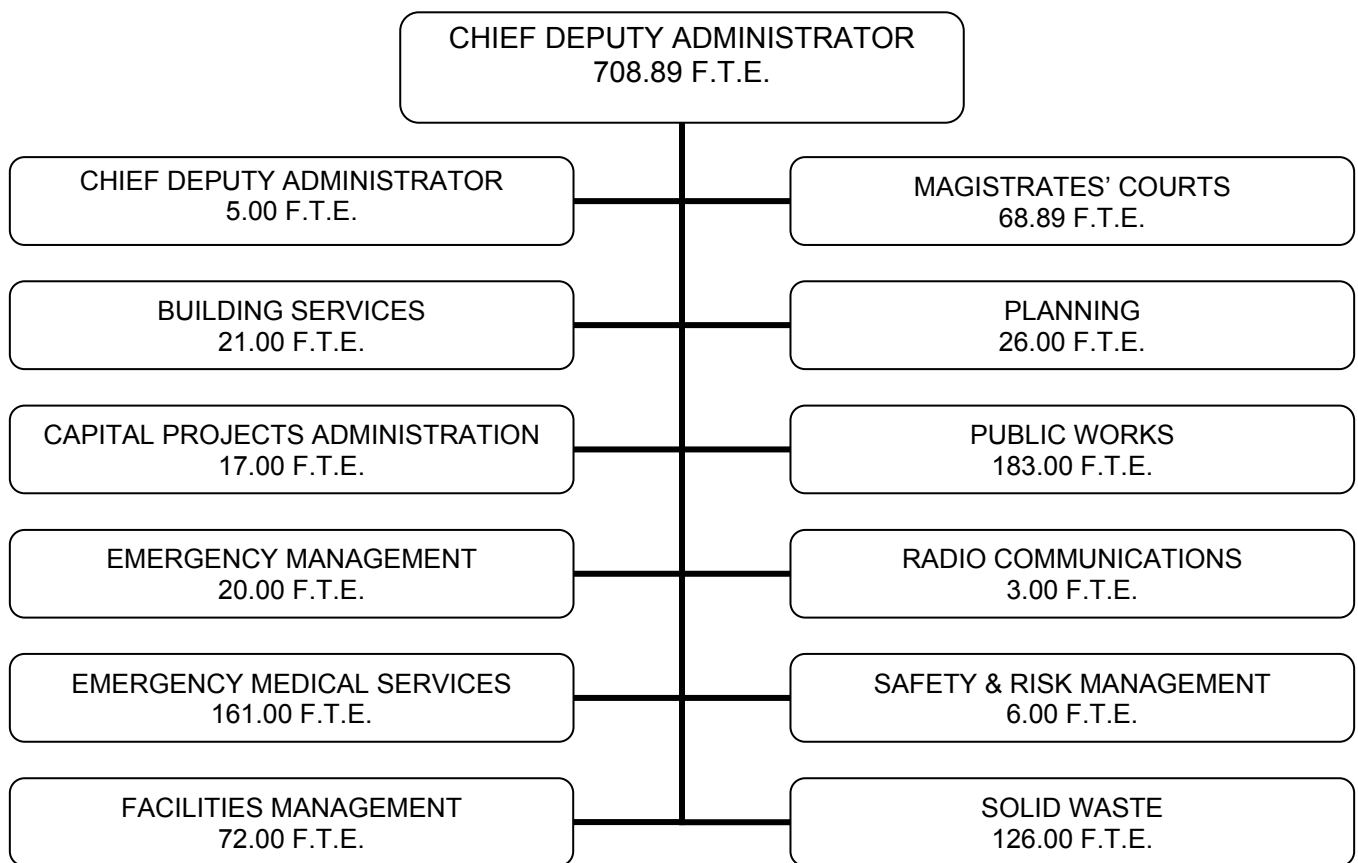
MEASURE:	Objective	FY 2003 <u>Actual</u>	FY 2004 <u>Actual</u>	FY 2005 <u>Projected</u>
Output:				
Number of computer system hardware/software problems	1,2	7,916	10,160	11,000
Number of service requests	1,2,4	1,203	2,228	2,500
Number of approved work orders	3	334	190	200
Efficiency:				
Ratio of Help Desk calls to number of desktops	1	n/a	8:1	8:1
Service requests handled in satisfactory manner	1,2,4	99.0%	99.0%	97.0%
Work orders completed within 10% of schedule and budget ¹	3	100%	100%	98.0%
Outcome:				
Percent of Help Desk Calls resolved within 1 day	1	80.0%	81.0%	80.0%
Percent of Help Desk Calls resolved within 2 days	1	88.0%	89.0%	90.0%
Percent of system platform availability >98%	2	99.6%	99.0%	98.0%
Customer Service Satisfaction survey acceptable or better	5	n/a	3.0	3.0

¹ Scope changes and customer wait time considered.



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CHIEF DEPUTY ADMINISTRATOR



CHIEF DEPUTY ADMINISTRATOR (continued)

GENERAL FUND

GENERAL GOVERNMENT

DEPARTMENT - Chief Deputy Administrator

Mission: The Chief Deputy Administrator provides administrative oversight and project direction to eleven line-service departments which include Building Services, Capital Projects, Emergency Management, Emergency Services, Facilities Management, Magistrates' Courts, Planning, Public Works, Radio Communications, Safety and Risk Management, and Solid Waste. Also provided are research and development of community based programs to enhance public safety.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	5.00	5.00	5.00	5.00	0.00	0.0
Personnel	\$ 403,777	\$ 573,835	\$ 372,800	\$ 376,939	\$ 4,139	1.1
Operating	48,368	32,110	38,631	25,902	(12,729)	(33.0)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	452,145	605,945	411,431	402,841	(8,590)	(2.1)
Interfund Transfer Out	<u>353</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 452,498</u>	<u>\$ 605,945</u>	<u>\$ 411,431</u>	<u>\$ 402,841</u>	<u>\$ (8,590)</u>	(2.1)

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs.
- Operating expenditures reflect a reduction in office services, telecommunications, and vehicle fleet usage due to a shift of the Hazardous Materials Enforcement Program to the Emergency Management Department. In addition, the amount for governmental studies was eliminated based on anticipated needs.

BUILDING SERVICES

GENERAL FUND

PUBLIC SAFETY

Mission: Building Services assures compliance with the International Building Codes to assure the safety, health, public welfare, and quality of property for residents. This Department also administers the County's Project Impact program which promotes hazard resistance in the Charleston area through the Federal Management Agency's community rating system (CRS).

DEPARTMENT SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	22.00	21.00	21.00	21.00	0.00	0.0
Licenses and Permits	\$ 950,744	\$ 1,038,085	\$ 923,000	\$ 974,500	\$ 51,500	5.6
Charges and Fees	<u>367,140</u>	<u>252,992</u>	<u>189,000</u>	<u>247,000</u>	<u>58,000</u>	30.7
TOTAL REVENUES	<u>\$ 1,317,884</u>	<u>\$ 1,291,077</u>	<u>\$ 1,112,000</u>	<u>\$ 1,221,500</u>	<u>\$ 109,500</u>	9.8
Personnel	\$ 1,023,948	\$ 913,809	\$ 1,035,868	\$ 1,051,800	\$ 15,932	1.5
Operating	92,594	75,751	100,877	97,682	(3,195)	(3.2)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>32,000</u>	<u>32,000</u>	100.0
TOTAL EXPENDITURES	1,116,542	989,560	1,136,745	1,181,482	44,737	3.9
Interfund Transfer Out	<u>141,461</u>	<u>32,384</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 1,258,003</u>	<u>\$ 1,021,944</u>	<u>\$ 1,136,745</u>	<u>\$ 1,181,482</u>	<u>\$ 44,737</u>	3.9

Funding Adjustments for FY 2005 Include:

- Revenues are reflective of increased construction activity based on current trends.
- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs. Personnel costs also reflect the elimination of budgeted temporary services.
- Operating expenditures reflect reduced printing and telecommunication costs based on historical and projected usage.
- Capital expenditures will replace two extended cab pickups.

Objectives:

1. Maintain Class 6 rating with FEMA resulting in a 20% reduction in flood insurance premiums for our citizens and work towards an additional 5% reduction.
2. Maintain Class 3 rating with the private insurance industry which results in selective rate reductions in property insurance.
3. Implement computerized permitting system, which will increase efficiency in operations and improve service delivery.
4. Establish educational program to encourage utilization of web-based departmental operating system.

BUILDING SERVICES (continued)

GENERAL FUND

PUBLIC SAFETY

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Permit Revenue	3	\$1,104,283	\$1,393,705	\$1,261,430
Permits Issued	3	4,873	5,500	5,000
Inspections Performed	3	15,965	18,323	16,500
Plans Reviewed	3	929	1,282	1,300
Commercial Plans Reviewed	3	n/a	201	195
Residential Plans Reviewed	3	n/a	1,134	1,100
Number Contractor's licenses issued	3	4,426	4,857	4,600
Hours of Training	4	600	530	540
Hours of Community Education	4	157	285	300
Number Certificates of Occupancy Issued	3	n/a	479	460
Number People Served by E-Commerce System ¹	3	n/a	1,540	16,600
Efficiency:				
Average Number Days per Commercial Plan Review	3	n/a	11	9
Average Number Days per Residential Plan Review	3	n/a	15	11
Outcome:				
Community Rating System rating	1	Class 6	Class 6	Class 6
Insurance Services Office rating	2	Class 3	Class 3	Class 3
Web-based requests satisfied ¹	3	n/a	100%	100%
Percent of training completed	4	100%	100%	100%

¹ FY 2005 Projected contingent upon approval/installation of automated permitting system.

CAPITAL PROJECTS ADMINISTRATION

GENERAL FUND

GENERAL GOVERNMENT

Mission: Capital Projects Administration executes the Charleston County Facility Construction program including planning and engineering studies, design review, construction management, design and construction contract administration; and provides damage assessment, design and emergency construction contracting support for natural disasters and other contingencies affecting Charleston County.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	20.00	17.00	17.00	17.00	0.00	0.0
Personnel	\$ 1,389,176	\$ 1,313,204	\$ 1,145,992	\$ 1,147,843	\$ 1,851	0.2
Operating	46,897	37,319	53,497	44,471	(9,026)	(16.9)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	1,436,073	1,350,523	1,199,489	1,192,314	(7,175)	(0.6)
Interfund Transfer Out	<u>0</u>	<u>120,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 1,436,073</u>	<u>\$ 1,470,523</u>	<u>\$ 1,199,489</u>	<u>\$ 1,192,314</u>	<u>\$ (7,175)</u>	(0.6)

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and higher fringe benefit costs.
- Operating expenditures reflect a reduction in telecommunications costs due to lower rates for long distance and local telephone services. In addition, operating costs are decreased due to the elimination of a one-time information technology purchase in FY 2004.

Objectives:

1. Provide accurate construction estimates by monitoring bids/proposals as compared to design estimates.
2. Reduce architectural, engineering, and construction support service costs compared to the dollar value of professional fees to the construction costs.
3. Monitor the design effort by measuring the value of construction designed per year.
4. Improve the effectiveness of construction management.
5. Ensure projects are constructed within budgeted resources.

CAPITAL PROJECTS ADMINISTRATION (continued)

GENERAL FUND

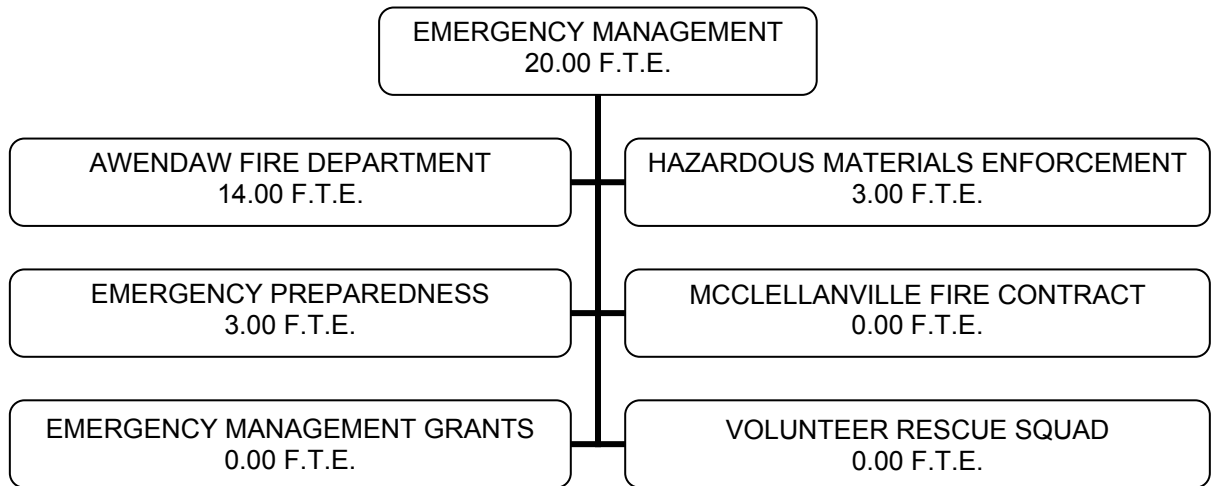
GENERAL GOVERNMENT

Performance Measures:

MEASURE:		<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:					
Number of contracts awarded	1	9	11	17	
Dollar value of contracts awarded	1	\$5,459,979	\$3,316,925	n/a ¹	
Design estimate for awarded contracts	1	\$6,161,454	\$3,806,576	4,735,000	
Number of closed out contracts designed by A&E	4	1	0	3	
Value of completed construction contracts designed by A&E	3	\$36,677,000	\$4,645,511	\$15,170,000	
Total value of A&E design, engineering, and support costs for completed construction	3	\$4,284,883	\$80,650	\$1,701,807	
Percent A&E fees of completed construction	3	11.7%	10.8%	11.3%	
Total active architectural design contracts	1	1	5	3	
Value of construction designed	3	\$17,058	\$496,602	\$376,733	
Total number of active construction contracts	1	58	24	44	
Total value of active contracts	3	\$54,295,337	\$18,479,630	\$23,551,638	
Number of change orders negotiated	1	54	26	n/a ¹	
Dollar value of negotiated change orders	1	\$810,987	\$470,427	n/a ¹	
Total number of claims and lawsuits initiated	2	0	0	0	
Total resources approved at construction award	1	\$57,744,494	\$22,123,090	\$25,990,000	
Efficiency:					
Percent of awarded value to estimate	1	-11.4%	-7.91%	n/a ¹	
Average number of days from “substantial completion” to completion of “punch list”	4	32	47	30	
Outcome:					
Number of contracts within 15% design estimate	1	5	6	n/a ¹	
Total number of construction contracts closed out	4	49	25	41	
Number of completed projects in which design, engineering, and support costs are within 12% goal	2	1	2	10	
Number of contracts completed	2,4	49	22	26	
Dollar value of construction completed (WIP)	2,4	\$8,751,734	\$6,308,474	\$4,030,147	
Total amount saved through negotiations	2	\$252,088	\$37,227	\$24,942	
Total number of projects completed	5	6	2	16	
Total final cost of projects completed	5	\$56,242,297	\$448,974	\$27,055,090	
Number of projects completed within approved resources	5	6	2	n/a ¹	

¹ To be determined.

EMERGENCY MANAGEMENT



EMERGENCY MANAGEMENT

Mission: The Emergency Management Department consists of six divisions which include Awendaw Fire Department, Emergency Management Grants, Emergency Preparedness, Hazardous Materials Enforcement, McClellanville Fire Contract and the Volunteer Rescue Squad.

DEPARTMENTAL SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	20.00	20.00	20.00	20.00	0.00	0.0
General Fund	\$ 49,969	\$ 34,998	\$ 39,000	\$ 0	\$ (39,000)	(100.0)
Special Revenue Fund	<u>1,485,794</u>	<u>1,568,487</u>	<u>1,759,329</u>	<u>1,861,646</u>	<u>102,317</u>	5.8
TOTAL SOURCES	<u>\$ 1,535,763</u>	<u>\$ 1,603,485</u>	<u>\$ 1,798,329</u>	<u>\$ 1,861,646</u>	<u>\$ 63,317</u>	3.5
General Fund	\$ 547,333	\$ 421,586	\$ 538,784	\$ 503,226	\$ (35,558)	(6.6)
Special Revenue Fund	<u>1,318,945</u>	<u>1,381,696</u>	<u>1,921,224</u>	<u>1,959,756</u>	<u>38,532</u>	2.0
TOTAL DISBURSEMENTS	<u>\$ 1,866,278</u>	<u>\$ 1,803,282</u>	<u>\$ 2,460,008</u>	<u>\$ 2,462,982</u>	<u>\$ 2,974</u>	0.1

Sources: The sources for the Emergency Management Department's FY 2005 budget reflect growth in the Awendaw Fire Department's property tax base and collection of delinquent taxes. General Fund revenue has been eliminated and is budgeted as a personnel reimbursement to Emergency Preparedness from the Emergency Management Grants.

Disbursements: The Emergency Management Department's FY 2005 budget reflects increased personnel costs due to expanded temporaries, higher fringe benefit costs, and a Cost of Living Adjustment (COLA) for the non-General Fund divisions. Operating expenditures will support higher support costs and vehicle insurance costs. Funding will also support the establishment of a capital replacement fund for the Awendaw Fire Department. Capital expenditures are decreased due to a lower number of replacement vehicles.

EMERGENCY MANAGEMENT (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

DIVISION - Awendaw Fire Department

Mission: The Awendaw Fire Department provides fire protection, educational services, auto extrication, and medical first response to the citizens of the Awendaw Fire District, the Boone Hall Fire District, the McClellanville Area Fire District, and the Town of McClellanville to mitigate loss of life and property.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	14.00	14.00	14.00	14.00	0.00	0.0
Taxes	\$ 778,362	\$ 866,324	\$ 994,000	\$ 1,055,352	\$ 61,352	6.2
Intergovernmental	57,269	73,752	69,688	77,047	7,359	10.6
Miscellaneous	6,115	3,745	0	0	0	0.0
TOTAL REVENUES	<u>\$ 841,746</u>	<u>\$ 943,821</u>	<u>\$ 1,063,688</u>	<u>\$ 1,132,399</u>	<u>\$ 68,711</u>	6.5
Personnel	\$ 639,276	\$ 635,791	\$ 747,131	\$ 814,799	\$ 67,668	9.1
Operating	134,261	103,094	146,087	219,350	73,263	50.2
Capital	0	60,745	212,143	98,250	(113,893)	(53.7)
Debt Service	0	0	52,000	0	(52,000)	(100.0)
TOTAL EXPENDITURES	773,537	799,630	1,157,361	1,132,399	(24,962)	(2.2)
Interfund Transfer Out	5,011	99	0	0	0	0.0
TOTAL DISBURSEMENTS	<u>\$ 778,548</u>	<u>\$ 799,729</u>	<u>\$ 1,157,361</u>	<u>\$ 1,132,399</u>	<u>\$ (24,962)</u>	(2.2)
Increase (Use) of Fund Balance	\$ 63,198	\$ 144,092	\$ (93,673)	\$ 0	\$ 93,673	(100.0)
Beginning Fund Balance	287,586	350,784	494,876	364,624	(93,673)	(18.9)
Ending Fund Balance	<u>\$ 350,784</u>	<u>\$ 494,876</u>	<u>\$ 401,203</u>	<u>\$ 364,624</u>	<u>\$ 0</u>	0.0

Funding Adjustments for FY 2005 Include:

- Revenues reflect growth in the property tax base and in the collection of delinquent taxes.
- Personnel expenditures reflect the actual grades and steps of the incumbents, higher fringe benefit costs and a Cost of Living Adjustment (COLA). Funding will also support volunteer points and the expansion of temporary employees.
- Operating expenditures reflect higher vehicle insurance costs. This increase also reflects the establishment of a capital replacement fund.
- Debt service payments are eliminated since financing was not necessary to fund capital expenditures in FY 2004.
- Capital expenditures will replace a tanker truck.

EMERGENCY MANAGEMENT (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

Objectives:

1. Certify 100% of paid staff as Firefighter I and Firefighter II and 100% of career firefighters/engineers as Emergency Medical Technicians.
2. Comply 100% with Federal OSHA regulations of 2 in 2 out at structure fires within 15 minutes of initial alarm.¹
3. Respond to 100% of emergency incidents in East Cooper unincorporated areas within 7 minutes of notification.
4. Increase public awareness through fire prevention programs and appearances by attending 6 Awendaw Town meetings and 6 McClellanville Town meetings.
5. Maintain fire loss at .05% or less of appraised property value.
6. Maintain emergency fire suppression apparatus that meets National Fire Protection Association (NFPA) standards of less than 10 years old for first out response.
7. Provide 100% of school staff consisting of teachers, administration, custodial, and cafeteria workers with fire extinguisher training.

Performance Measures:

MEASURE:	Objective	FY 2003 Actual	FY 2004 Actual	FY 2005 Projected
Output:				
Awendaw Town meeting attendances	4	7	7	8
McClellanville Town meeting attendances	4	4	4	6
Public education contacts	7	1,800	1,947	2,000
Appraised property value	5	\$420,110,458	\$420,110,458	\$432,710,000
Dollars of fire loss ²	5	\$1,445,600	\$422,542	n/a
Number of emergency fire suppression apparatus	6	11	10	10
Percent that meets NFPA standards	6	18.0%	50.0%	60.0%
Percent of less than 10 years old	6	19.0%	50.0%	40.0%
Efficiency:				
Average cost per fire incident ³	3	n/a	n/a	\$350 per hr
Average cost per medical incident ³	3	n/a	n/a	\$200 per hr
Outcome:				
Paid staff certified as Firefighter I	1	18.5%	18.5%	25.0%
Paid staff certified as Firefighter II	1	18.5%	18.5%	25.0%
Career firefighters/engineers as Emergency Medical Technicians	1	37.0%	10.0%	25.0%
Federal OSHA regulations complied	2	100%	100%	100%
<u>Unincorporated</u> <u>Minutes:Seconds</u>				
Acceptable <6:59		70.5%	77.4%	80.0%
Marginal 7:00-14:00		22.0%	17.9%	16.0%
Unacceptable >15:00		7.5%	4.7%	4.0%
Fire death rate of children under the age of eight	3	0	0	0
Percent of fire loss of appraised property value	5	3.4%	0.01%	0.05%
Percent of emergency fire suppression apparatus in need of replacement	6	82.0%	50.0%	40.0%

¹ 2 inside a burning structure and 2 outside a burning structure to enable a rescue operation.

² FY 2003 includes a plane crash with a total loss of \$303,000. Beginning in FY 2003, data will include South Santee/Germantown in the St. James Santee Tax District.

² This department will begin measuring performance against this objective during FY 2005.

EMERGENCY MANAGEMENT (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

GRANT - Emergency Management Grants

Mission: The Emergency Management Grants assist states in developing, improving, and implementing emergency response plans under the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA).

GRANT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	-	-	-	-	-	-
Intergovernmental	\$ 3,520	\$ 9,561	\$ 2,500	\$ 37,500	\$ 35,000	1,400.0
TOTAL REVENUES	<u>\$ 3,520</u>	<u>\$ 9,561</u>	<u>\$ 2,500</u>	<u>\$ 37,500</u>	<u>\$ 35,000</u>	1,400.0
Personnel	\$ 0	\$ 0	\$ 0	\$ 35,000	\$ 35,000	100.0
Operating	3,952	9,561	2,500	2,500	0	0.0
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 3,952</u>	<u>\$ 9,561</u>	<u>\$ 2,500</u>	<u>\$ 37,500</u>	<u>\$ 35,000</u>	1,400.0

Funding Adjustments for FY 2005 Include:

- Revenues reflect anticipated funding for the Local Emergency Management grant which was previously budgeted in the General Fund.
- Personnel expenditures will support a reimbursement out to the General Fund for salary costs incurred by the Emergency Preparedness Division.
- Operating expenditures remain unchanged.

EMERGENCY MANAGEMENT (continued)

GENERAL FUND

PUBLIC SAFETY

DIVISION - Emergency Preparedness

Mission: The Emergency Preparedness Division provides leadership and assistance to reduce the loss of life and property in Charleston County from various hazards through an effective emergency management program.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	4.00	4.00	3.00	3.00	0.00	0.0
Intergovernmental	\$ 49,969	\$ 34,998	\$ 39,000	\$ 0	\$ (39,000)	(100.0)
TOTAL REVENUES	<u>\$ 49,969</u>	<u>\$ 34,998</u>	<u>\$ 39,000</u>	<u>\$ 0</u>	<u>\$ (39,000)</u>	(100.0)
Personnel	\$ 261,020	\$ 213,536	\$ 231,696	\$ 198,967	\$ (32,729)	(14.1)
Operating	50,138	37,784	41,792	39,635	(2,157)	(5.2)
Capital	0	0	0	17,000	17,000	100.0
TOTAL EXPENDITURES	311,158	251,320	273,488	255,602	(17,886)	(6.5)
Interfund Transfer Out	<u>1,822</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 312,980</u>	<u>\$ 251,320</u>	<u>\$ 273,488</u>	<u>\$ 255,602</u>	<u>\$ (17,886)</u>	(6.5)

Funding Adjustments for FY 2005 Include:

- Revenues are eliminated due to budgeting the State grant in Emergency Management Grants.
- Personnel expenditures are decreased due to a personnel reimbursement from Emergency Management Grants.
- Operating expenditures reflect lower costs based on historical trends.
- Capital expenditures will replace a pickup truck.

EMERGENCY MANAGEMENT (continued)

GENERAL FUND

PUBLIC SAFETY

Objectives:

1. Conduct annual training and/or exercises of Emergency Operations Center (EOC) staff.¹
2. Develop and implement incident tracking and messaging system.¹
3. Configure Emergency Support Function's (ESF) related plans in conjunction with South Carolina Emergency Management Division and Federal Emergency Management Administration designations.¹
4. Complete EPD staff National Interagency Incident Management System (NIIMS) training courses.¹
5. Develop alternate EOC facilities to support operations.¹
6. Develop alternate EOC activation procedures.¹
7. Conduct bi-annual Red Book training for telecommunicators in the community.¹
8. Review and up-date, as required, Alert Notification and Warning systems and procedures.¹
9. Exercise Alert Notification and Warning systems.¹
10. Participate in operational checks of communication equipment.¹
11. Develop Recruitment/Awareness Committee Team.¹
12. Recruit Instructors from emergency services and community.¹
13. Conduct a minimum of 2 classes per year.¹
14. Increase trained Citizens Emergency Response Team (CERT) members by 35 persons per year.¹
15. Update Animal Services ESF plan to comply with County Agricultural Response Team program and participate in State coordinated local committee.¹
16. Develop and conduct Large Animal Rescue Team training program.¹
17. Conduct bi-annual training for Rural Search and Rescue team members.¹
18. Maintain readiness of responder notification through an annual Call-Out drill.¹
19. Participate in community education and awareness programs.¹
20. Provide brochures on EOC wall and Public Safety Building lobby.¹

Performance Measures:

MEASURE:	Objective	FY 2003 Actual	FY 2004 Actual	FY 2005 Projected
Output:				
Number of exercises conducted	1,7,18	n/a	n/a	3
Number of training classes conducted	1,9,13,16,17	n/a	n/a	10
Number of people trained	7,14	n/a	n/a	60
Number of CERT trainers recruited	12	n/a	n/a	2
Efficiency:				
Average hours spent per exercise	9	n/a	n/a	.5/hr per test
Average hours spent up-dating plans and procedures	3,6,8,15	n/a	n/a	40
Average hours spent testing communications systems	10	n/a	n/a	1/hr per test
Average hours spent in community education	11,19,20	n/a	n/a	6 per event
Outcome:				
Percent of tracking and messaging system in place	2	n/a	n/a	100%
Percent of staff and volunteers trained in NIIMS	4	n/a	n/a	100%
Percent of alternate EOC readiness	5	n/a	n/a	80.0%

¹ This department will begin measuring performance against this objective during FY 2005.

EMERGENCY MANAGEMENT (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

DIVISION - Hazardous Materials Enforcement

Mission: The Hazardous Materials Enforcement Division serves as a liaison between the private sector and local emergency agencies to provide an accurate inventory and record of hazardous materials in the community.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	2.00	2.00	3.00	3.00	0.00	0.0
Charges and Fees	\$ 285,895	\$ 240,100	\$ 170,000	\$ 160,000	\$ (10,000)	(5.9)
Fines and Forfeitures	28,820	26,646	10,000	20,000	10,000	100.0
Miscellaneous	1,000	0	0	0	0	0.0
TOTAL REVENUES	315,715	266,746	180,000	180,000	0	0.0
Interfund Transfer In	0	10,000	102,481	107,954	5,473	5.3
TOTAL SOURCES	\$ 315,715	\$ 276,746	\$ 282,481	\$ 287,954	\$ 5,473	1.9
Personnel	\$ 100,192	\$ 106,470	\$ 216,723	\$ 251,580	\$ 34,857	16.1
Operating	99,573	83,443	93,980	129,484	35,504	37.8
Capital	1,215	11,250	10,000	0	(10,000)	(100.0)
TOTAL EXPENDITURES	200,980	201,163	320,703	381,064	60,361	18.8
Interfund Transfer Out	124	21,250	0	0	0	0.0
TOTAL DISBURSEMENTS	\$ 201,104	\$ 222,413	\$ 320,703	\$ 381,064	\$ 60,361	18.8
Increase (Use) of Fund Balance	\$ 114,611	\$ 54,333	\$ (38,222)	\$ (93,110)	\$ (54,888)	143.6
Beginning Fund Balance	364,210	478,821	533,154	413,459	(140,703)	(26.4)
Ending Fund Balance	<u>\$ 478,821</u>	<u>\$ 533,154</u>	<u>\$ 494,932</u>	<u>\$ 320,349</u>	<u>\$ (195,591)</u>	<u>(39.5)</u>

Funding Adjustments for FY 2005 Include:

- Revenues are anticipated to remain unchanged reflecting offsetting changes in Fees and Fines.
- Interfund transfer in reflects the General Fund reimbursement to support personnel costs for the Emergency Management Director.
- Personnel expenditures reflect the full-year impact of the reorganization which created the Emergency Management Department. Funding includes a Cost of Living Adjustment (COLA) and higher fringe benefit costs.
- Operating expenditures are increased to support telecommunications, vehicle and office services costs previously funded in the Chief Deputy Administrator's budget. Funding of \$20,000 is included for the purchase combustible gas indicators. This increase also reflects \$8,000 for a consultant study on Hazardous Materials response teams countywide.

EMERGENCY MANAGEMENT (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

Objectives:

1. Provide advanced training to at least 24 hazardous materials response team members each year to decrease the need for hazardous materials responses.
2. Provide guidance and instruction to organizations and individuals outside of Charleston County and generate \$10,000 per year in revenue.
3. Produce hazardous materials incidents cost recovery invoices for emergency response agencies in the county with a 100% cost recovery rate.

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Team members attending advanced training	1	116	154	100
Reported Haz Mat incidents	1	16	11	12
Requests for out of town guidance and instruction	2	14	2	0
Students trained	2	340	404	300
Haz Mat incidents invoiced	3	2	2	2
Efficiency:				
Average cost of clean up per incident ¹	1	n/a	\$0	\$0
Outcome:				
Office staff responses to Haz Mat incidents	1	8	6	6
Anti-terrorism training revenue generated ²	2	\$75,000	\$0	\$0
Percent of Haz Mat billed invoices recovered	3	100%	100%	100%

¹ FY 2004 and FY 2005 reflect requests from Fire Departments for reimbursement of spill cleanup costs.

² FY 2004 and FY 2005 reflect no external requests for anti-terrorism training.

EMERGENCY MANAGEMENT (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

PROGRAM - McClellanville Fire Contract

Mission: The McClellanville Fire Contract between the Town of McClellanville and Charleston County provides reimbursement funding to the Awendaw Fire Department to provide fire protection, educational services, auto extrication, and medical first response to the Town of McClellanville to mitigate loss of life and property.

PROGRAM SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	-	-	-	-	-	-
Intergovernmental	\$ 108,738	\$ 118,905	\$ 137,882	\$ 153,476	\$ 15,594	11.3
TOTAL REVENUES	108,738	118,905	137,882	153,476	15,594	11.3
Interfund Transfer In	62,245	79,270	129,778	102,317	(27,461)	(21.2)
TOTAL SOURCES	<u>\$ 170,983</u>	<u>\$ 198,175</u>	<u>\$ 267,660</u>	<u>\$ 255,793</u>	<u>\$ (11,867)</u>	(4.4)
Personnel	\$ 144,613	\$ 154,692	\$ 175,779	\$ 186,744	\$ 10,965	6.2
Operating	36,617	42,301	54,024	42,299	(11,725)	(21.7)
Capital	0	0	57,857	26,750	(31,107)	(53.8)
TOTAL EXPENDITURES	<u>\$ 181,230</u>	<u>\$ 196,993</u>	<u>\$ 287,660</u>	<u>\$ 255,793</u>	<u>\$ (31,867)</u>	(11.1)
Increase (Use) of Fund Balance	\$ (10,247)	\$ 1,182	\$ (20,000)	\$ 0	\$ 20,000	100.0
Beginning Fund Balance	56,230	45,983	47,165	31,341	(15,824)	(33.6)
Ending Fund Balance	<u>\$ 45,983</u>	<u>\$ 47,165</u>	<u>\$ 27,165</u>	<u>\$ 31,341</u>	<u>\$ 4,176</u>	15.4

Funding Adjustments for FY 2005 Include:

- Revenues reflect the Town of McClellanville's share of funding per the contract with the Awendaw Fire Department.
- Interfund transfer in reflects support required from the General Fund for the South Santee/Germantown community.
- Personnel expenditures reflect an increase in the reimbursement to the Awendaw Fire Department. Higher fringe benefit costs and a Cost of Living Adjustment (COLA) also contributes to this increase.
- Operating expenditures reflect a decrease in the reimbursement to the Awendaw Fire Department per the contract.
- Capital expenditures reflect McClellanville's share to replace a tanker truck.

EMERGENCY MANAGEMENT (continued)

GENERAL FUND

PUBLIC SAFETY

DIVISION - Volunteer Rescue Squad

Mission: The Charleston County Volunteer Rescue Squad provides land and water search and rescue operations, emergency extrications, and recovery operations through public-minded citizens who contribute their money and volunteer their time to mitigate loss of life.

DIVISION SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	-	-	-	-	-	-
Personnel	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0.0
Operating	231,828	170,266	171,296	192,624	21,328	12.5
Capital	0	0	94,000	55,000	(39,000)	(41.5)
TOTAL EXPENDITURES	231,828	170,266	265,296	247,624	(17,672)	(6.7)
Interfund Transfer Out	2,525	0	0	0	0	0.0
TOTAL DISBURSEMENTS	<u>\$ 234,353</u>	<u>\$ 170,266</u>	<u>\$ 265,296</u>	<u>\$ 247,624</u>	<u>\$ (17,672)</u>	<u>(6.7)</u>

Funding Adjustments for FY 2005 Include:

- Operating expenditures are increased to support anticipated growth in vehicle fleet costs. In addition, accounting fees are added to perform an annual audit for inclusion in the County's audit.
- Capital expenditures will fund a replacement utility truck.

EMERGENCY MEDICAL SERVICES

Mission: Emergency Medical Services consists of the Emergency Medical Service Department and State Grants.

DEPARTMENTAL SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	153.00	152.00	157.00	161.00	4.00	2.5
General Fund	\$ 3,831,515	\$ 4,221,831	\$ 4,164,000	\$ 3,970,000	\$ (194,000)	(4.7)
Special Revenue Fund	<u>70,419</u>	<u>71,518</u>	<u>66,853</u>	<u>66,853</u>	<u>0</u>	0.0
TOTAL SOURCES	<u>\$ 3,901,934</u>	<u>\$ 4,293,349</u>	<u>\$ 4,230,853</u>	<u>\$ 4,036,853</u>	<u>\$ (194,000)</u>	(4.6)
General Fund	\$ 9,436,140	\$ 9,684,756	\$ 10,273,502	\$ 11,308,691	\$ 1,035,189	10.1
Special Revenue Fund	<u>70,419</u>	<u>71,518</u>	<u>66,853</u>	<u>66,853</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 9,506,559</u>	<u>\$ 9,756,274</u>	<u>\$ 10,340,355</u>	<u>\$ 11,375,544</u>	<u>\$ 1,035,189</u>	10.0

Sources: The sources for the Emergency Services Department's FY 2005 budget reflect an anticipated decline in charges based on current trends.

Disbursements: The FY 2005 budget for the Emergency Services Department reflect the addition of four additional District Supervisors, along with the related operating costs and utility vehicle. In addition expenditures include the replacement of six ambulances and three utility vehicles. These increases are partially offset by a reduction in overtime and made possible by a new scheduling software implemented in FY 2004.

EMERGENCY MEDICAL SERVICES (continued)

GENERAL FUND

PUBLIC SAFETY

DEPARTMENT - Emergency Medical Services

Mission: Emergency Medical Services provides prompt, efficient, and effective emergency medical care and transportation to the citizens of and visitors to the County of Charleston.

DEPARTMENT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	153.00	152.00	157.00	161.00	4.00	2.5
Charges and Fees	\$ 3,831,282	\$ 4,221,831	\$ 4,164,000	\$ 3,970,000	\$ (194,000)	(4.7)
TOTAL REVENUES	3,831,282	4,221,831	4,164,000	3,970,000	(194,000)	(4.7)
Interfund Transfer In	233	0	0	0	0	0.0
TOTAL SOURCES	<u>\$ 3,831,515</u>	<u>\$ 4,221,831</u>	<u>\$ 4,164,000</u>	<u>\$ 3,970,000</u>	<u>\$ (194,000)</u>	(4.7)
Personnel	\$ 8,150,975	\$ 8,442,305	\$ 8,967,959	\$ 8,989,335	\$ 21,376	0.2
Operating	1,109,287	1,088,523	1,266,050	1,328,412	62,362	4.9
Capital	5,669	12,665	36,000	987,280	951,280	2,642.4
TOTAL EXPENDITURES	9,265,931	9,543,493	10,270,009	11,305,027	1,035,018	10.1
Interfund Transfer Out	170,209	141,263	3,493	3,664	171	4.9
TOTAL DISBURSEMENTS	<u>\$ 9,436,140</u>	<u>\$ 9,684,756</u>	<u>\$ 10,273,502</u>	<u>\$ 11,308,691</u>	<u>\$ 1,035,189</u>	10.1

Funding Adjustments for FY 2005 Include:

- Revenues reflect an anticipated decline in charges based on current trends.
- Personnel expenditures reflect the addition of four FTEs (District Supervisors) to implement the second of four phases of the consultants' recommendation to maintain quality assurance throughout the system. Higher fringe benefit costs also contribute to this increase. These increases are offset by a reduction in overtime made possible by a new scheduling software implemented in FY 2004.
- Operating expenditures reflect the higher costs of drug and supplies. Operating costs also include radios for the new District Supervisors.
- Capital expenditures reflect the replacement of six ambulances and three utility vehicles. In addition, capital includes one new utility vehicle for the four new District Supervisors.
- Interfund transfer out reflects anticipated grant matches for the DUI and State Grants.

EMERGENCY MEDICAL SERVICES (continued)

GENERAL FUND

PUBLIC SAFETY

Objectives:

1. Increase annual revenue collections to meet or exceed 60% of total billed.
2. Medicare and Medicaid will be billed 70% electronically with a rejection rate of .35% which will result in a 30% increase in revenue.
3. Provide public information, education, and relations (PIER) for 4,500 participants.
4. Certify 100% of the EMS Communications personnel as Emergency Medical Dispatchers.
5. Response time goals for all 911 calls will be monitored for all time-critical emergency responses; 80% of Dispatch Priority Code 1 and 2 calls will be answered within 8 minutes in urban areas, 12 minutes in suburban areas, and within 15 minutes in rural areas.
6. Manpower utilization will be 30% or less to provide adequate availability of response to time critical emergencies.

Performance Measures:

MEASURE:	Objective	FY 2003 Actual	FY 2004 Actual ¹	FY 2005 Projected
Output:				
Total billed	1	\$4,888,579	n/a	\$4,888,579
Percentage billed electronically	2	50.0%	N/a	50.0%
EMS Communications personnel	3	22	n/a	22
Incidents responded to	4	49,615	n/a	49,615
Patients transported	5	35,435	n/a	35,435
Number of manpower	6	152	n/a	152
Efficiency:				
Total received	1,2	\$4,221,831	n/a	\$4,221,831
Cost per incident	4,5,6	\$166.34	n/a	\$166.34
Outcome:				
Collection	1	60.0%	n/a	60.0%
Collections less refunds and adjustments	1	\$3,281,609	n/a	\$3,281,609
Percentage of rejection rate	1,2	21.0%	n/a	21.0%
Percentage of revenue increased	1,2	30.0%	n/a	30.0%
Percentage certified as Emergency Medical Dispatchers	4	100%	n/a	100%
<u>Rural Response Time</u>	<u>Minutes:Seconds</u>			
Acceptable	<14:59	78.9%	n/a	78.9%
Marginal	15:00-29:59	20.3%	n/a	20.3%
Unacceptable	>30:00	0.8%	n/a	0.8%
<u>Suburban Response Time</u>	<u>Minutes:Seconds</u>			
Acceptable	<11:59	79.9%	n/a	79.9%
Marginal	12:00-19:59	18.0%	n/a	18.0%
Unacceptable	>20:00	2.1%	n/a	2.1%
<u>Urban</u>	<u>Minutes:Seconds</u>			
Acceptable	<07:59	54.1%	n/a	54.1%
Marginal	08:00-14:59	39.7%	n/a	39.7%
Unacceptable	>15:00	6.2%	n/a	6.2%
Call Volume (Priority Code 1, 2, and 3)		47,837	n/a	47,837
<u>Manpower utilization</u>				
Countywide		24.9%	n/a	24.9%
Metro units		27.2%	n/a	27.2%
Rural units		10.4%	n/a	10.4%

¹ Data unavailable at time of publication.

EMERGENCY MEDICAL SERVICES (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

GRANT - Emergency Medical Services State Grants

Mission: Each year the state provides grant funds for discretionary needs of local emergency medical services.

GRANT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	-	-	-	-	-	-
Intergovernmental	\$ 64,728	\$ 63,481	\$ 63,360	\$ 63,189	\$ (171)	(0.3)
TOTAL REVENUES	64,728	63,481	63,360	63,189	(171)	(0.3)
Interfund Transfer In	5,691	8,037	3,493	3,664	171	4.9
TOTAL SOURCES	<u>\$ 70,419</u>	<u>\$ 71,518</u>	<u>\$ 66,853</u>	<u>\$ 66,853</u>	<u>\$ 0</u>	0.0
Personnel	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0.0
Operating	5,501	22,307	66,853	66,853	0	0.0
Capital	64,918	49,211	0	0	0	0.0
TOTAL EXPENDITURES	<u>\$ 70,419</u>	<u>\$ 71,518</u>	<u>\$ 66,853</u>	<u>\$ 66,853</u>	<u>\$ 0</u>	0.0

Funding Adjustments for FY 2005 Include:

- Revenues reflect an anticipated reduction in State appropriations.
- Interfund transfer in reflects the 5.5 percent match from the General Fund.
- Operating expenditures remain unchanged.

FACILITIES MANAGEMENT

GENERAL FUND

GENERAL GOVERNMENT

DEPARTMENT - Facilities Management

Mission: Facilities Management provides repair, maintenance, renovations, and minor construction of County facilities ensuring that County government agencies have an effective working environment to carry out their responsibilities in meeting the needs of County citizens.

DEPARTMENT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	75.00	70.00	70.00	70.00	0.00	0.0
Leases and Rentals	\$ 892,303	\$ 867,389	\$ 850,000	\$ 615,000	\$ (235,000)	(27.6)
TOTAL REVENUES	<u>\$ 892,303</u>	<u>\$ 867,389</u>	<u>\$ 850,000</u>	<u>\$ 615,000</u>	<u>\$ (235,000)</u>	(27.6)
Personnel	\$ 2,828,452	\$ 2,948,953	\$ 2,888,589	\$ 2,904,723	\$ 16,134	0.6
Operating	5,484,251	5,339,708	6,298,346	6,318,748	20,402	0.3
Capital	<u>78,859</u>	<u>6,890</u>	<u>0</u>	<u>42,000</u>	<u>42,000</u>	0.0
TOTAL EXPENDITURES	8,391,562	8,295,551	9,186,935	9,265,471	78,536	0.9
Interfund Transfer Out	<u>12,500</u>	<u>730,747</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 8,404,062</u>	<u>\$ 9,026,298</u>	<u>\$ 9,186,935</u>	<u>\$ 9,265,471</u>	<u>\$ 78,536</u>	0.9

Funding Adjustments for FY 2005 Include:

- Revenues are reduced to reflect lower lease proceeds primarily due to certain state agencies no longer sub-leasing office space from the County.
- Personnel expenditures reflect the actual grades and steps of the incumbents and higher fringe benefit costs.
- Operating expenditures reflect an increase to building maintenance contract costs for custodial services and grounds maintenance. This increase is largely offset by a reduction in lease expense, since the County is no longer leasing office space for certain state agencies.
- Capital expenditures are for the replacement of two one-ton cargo vans.

Objectives:

1. Maintain 95% documented completion rate of total work orders received versus work orders completed.
2. Maintain 100% documented completion rate of total programmed maintenance required versus programmed maintenance completed.
3. Inventory variance shall not exceed a tolerance range of 10% in warehouse stock inventory.
4. Complete 95% of budgeted projects scheduled.
5. Budgeted special project cost estimates shall not exceed 15% of the actual expended costs.¹
6. Maintain contracted services expenditures not to exceed budgeted amount.
7. Actual utility expenditures shall not exceed budgeted estimates.²
8. Maintain 85% total department operating budget effectiveness.
9. Document formal safety training and utilize formal training aids.

FACILITIES MANAGEMENT (continued)

GENERAL FUND

GENERAL GOVERNMENT

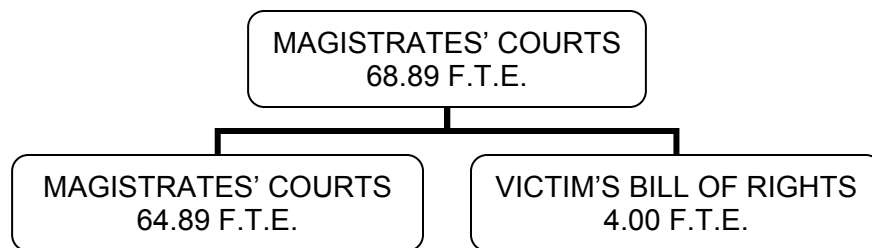
Performance Measures:

MEASURE:		<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:					
Work orders issued	1		7,632	11,312	11,500
Programmed maintenance work orders issued	2		1,407	2,887	3,000
Projects scheduled	4		33	64	105
Budgeted amount	5		\$151,500	\$552,361	\$633,804
Total contracted services budgeted	6		\$2,253,196	\$2,468,473	\$2,614,404
Utilities budgeted	7		\$2,560,364	\$2,469,994	\$2,648,202
Department operating budget	8		n/a	n/a	\$6,623,668
Required OSHA courses	9		11	12	12
Efficiency:					
Percent of work orders completed	1		96.27%	99.77%	95.00%
Programmed maintenance compliance	2		98.65%	98.75%	100%
Percent of projects completed	4		90.00%	83.00%	95.00%
Percent of budgeted special project cost estimate	5		95.00%	63.00%	85.00%
Budgeting effectiveness percent	6		80.10%	87.28%	97.00%
Department operating budget effectiveness percent	8		n/a	n/a	85.00%
Percent of OSHA recommended	9		91.00%	100%	100%
Outcome:					
Work orders completed	1		7,347	11,286	10,925
Programmed maintenance work orders completed	2		1,462	2,851	3,000
December inventory variance	3		3.00%	1.04%	5.00%
June inventory variance	3		2.00%	0.978%	5.00%
Average variance	3		3.00%	1.009%	5.00%
Projects completed	4		30	53	98
Actual expended costs of special projects	5		\$144,607	\$331,423	\$538,733
Total contracted services actual expenses	6		\$2,044,555	\$2,154,588	\$2,535,972
Utilities actual expenditures	7		\$2,050,329	\$2,355,263	\$2,595,238
Department operating budget effectiveness	8		n/a	n/a	\$5,630,117
Training courses administered	9		12	12	12

¹ No special projects were funded for FY 2003 due to budget constraints.

² FY 2003 projections include full-year funding for the Judicial Center and O.T. Wallace Office Building.

MAGISTRATES' COURTS



MAGISTRATES' COURTS

Mission: The Magistrates' Courts consists of sixteen Summary Courts, twelve Traffic Courts, two Small Claims Courts, one Preliminary Hearing Court, and one Bond Hearing Court.

DEPARTMENTAL SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	67.89	67.89	67.89	68.89	1.00	1.5
General Fund	\$ 3,125,848	\$ 2,743,886	\$ 2,887,500	\$ 2,834,500	\$ (53,000)	(1.8)
Special Revenue Fund	<u>388,587</u>	<u>322,504</u>	<u>322,000</u>	<u>310,000</u>	<u>(12,000)</u>	(3.7)
TOTAL SOURCES	<u>\$ 3,514,435</u>	<u>\$ 3,066,390</u>	<u>\$ 3,209,500</u>	<u>\$ 3,144,500</u>	<u>\$ (65,000)</u>	(2.0)
General Fund	\$ 3,354,947	\$ 3,318,930	\$ 3,763,417	\$ 3,853,201	\$ 89,784	2.4
Special Revenue Fund	<u>176,184</u>	<u>131,756</u>	<u>204,748</u>	<u>183,734</u>	<u>(21,014)</u>	(10.3)
TOTAL DISBURSEMENTS	<u>\$ 3,531,131</u>	<u>\$ 3,450,686</u>	<u>\$ 3,968,165</u>	<u>\$ 4,036,935</u>	<u>\$ 68,770</u>	1.7

Sources: Sources represent projected reductions in fees, fines, and Victim's Bill of Rights revenues based on historical analysis and trends.

Disbursements: Disbursements represent the funding of a new Assistant Summary Court Division position. During budget deliberations, Council restored budgeted overtime. This increase is partially offset by the elimination of temporary staff in Victim's Bill of Rights.

MAGISTRATES' COURTS (continued)

GENERAL FUND

JUDICIAL

DEPARTMENT - Magistrates' Courts

Mission: The Magistrates' Courts handle various issues, including restraining orders, traffic violations and criminal cases with punishments of a fine not exceeding \$500 plus assessments or imprisonment not exceeding 30 days or both as mandated by State Statute.

DEPARTMENT SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	63.89	63.89	63.89	64.89	0.00	0.0
Intergovernmental	\$ 7,447	\$ 5,789	\$ 6,000	\$ 2,000	\$ (4,000)	(66.7)
Charges and Fees	980,960	930,213	945,000	951,500	6,500	0.7
Fines and Forfeiture	2,135,401	1,806,618	1,934,500	1,880,000	(54,500)	(2.8)
Interest Revenue	2,040	1,266	2,000	1,000	(1,000)	(50.0)
TOTAL REVENUES	\$ 3,125,848	\$ 2,743,886	\$ 2,887,500	\$ 2,834,500	\$ (53,000)	(1.8)
Personnel	\$ 2,994,771	\$ 2,960,371	\$ 3,343,664	\$ 3,429,709	\$ 86,045	2.6
Operating	359,076	354,559	419,753	423,492	3,739	0.9
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	3,353,847	3,314,930	3,763,417	3,853,201	89,784	2.4
Interfund Transfer Out	1,100	4,000	0	0	0	0.0
TOTAL DISBURSEMENTS	\$ 3,354,947	\$ 3,318,930	\$ 3,763,417	\$ 3,853,201	\$ 89,784	2.4

Funding Adjustments for FY 2005 Include:

- Revenues represent a decrease in fine collections based on current trends. In addition, surcharges for law enforcement and drug treatment were implemented during FY 2004 with 100 percent of the proceeds returned to the State.
- Personnel expenditures include the addition of an Assistant Summary Court Director. Also, expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs. During budget deliberations, Council restored budgeted overtime.
- Operating expenditures reflect higher copier and postage costs based on anticipated usage. These increases are partially offset by reduced telecommunication costs due to lower rates.

Objectives:

1. Reduce the average age of Small Claims Court cases by increasing the number of disposed cases.

Performance Measures:

MEASURE:	Objective	FY 2003 Actual	FY 2004 Actual	FY 2005 Projected
Output:				
Cases filed	1	6,200	5,500	5,700
Efficiency:				
Average case age in days	1	90	90	90
Cost per case	1	\$80.00	\$80.00	\$105.00
Outcome:				
Disposed cases	1	5,580	6,028	5,800
Percent of cases disposed	1	90.0%	109%	98.0%

MAGISTRATES' COURTS (continued)

SPECIAL REVENUE FUND

JUDICIAL

PROGRAM - Victim's Bill of Rights

Mission: The Victim's Bill of Rights program provides responsive services to meet the critical needs of crime victims as mandated by federal and state law.

PROGRAM SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	4.00	4.00	4.00	4.00	0.00	0.0
Intergovernmental Charges and Fees	\$ 2,395 <u>386,192</u>	\$ 2,337 <u>320,167</u>	\$ 0 <u>322,000</u>	\$ 0 <u>310,000</u>	\$ 0 <u>(12,000)</u>	0.0 (3.7)
TOTAL REVENUES	<u>\$ 388,587</u>	<u>\$ 322,504</u>	<u>\$ 322,000</u>	<u>\$ 310,000</u>	<u>\$ (12,000)</u>	(3.7)
Personnel	\$ 162,514	\$ 128,067	\$ 187,453	\$ 172,078	\$ (15,375)	(8.2)
Operating	13,670	3,689	17,295	11,656	(5,639)	(32.6)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 176,184</u>	<u>\$ 131,756</u>	<u>\$ 204,748</u>	<u>\$ 183,734</u>	<u>\$ (21,014)</u>	(10.3)

Funding Adjustments for FY 2005 Include:

- Revenues are reduced based upon historical analysis and current trends.
- Personnel expenditures reflect reduced overtime and the elimination of temporary staff. Personnel costs also reflect the actual grades and steps of the incumbents and increased fringe benefits.
- Operating expenditures reflect reduced office expenses, mileage, and printing costs based on historical and projected usage.

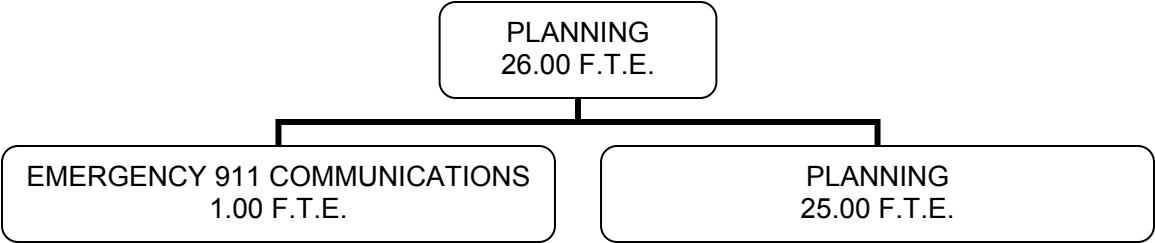
Objectives:

1. Increase service to all eligible victims as mandated by State statutes.
2. Ensure that 80% of the victims are satisfied with the court system.

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Percent of victims requesting and receiving service in accordance with Victim's Bill of Rights	1,2	95.0%	98.0%	98.0%
Percent of victims who appear before the court without undue hardship or inconvenience	1,2	90.0%	96.0%	96.0%
Efficiency:				
Average hours per service	1	n/a	3.0	3.0
Outcome:				
Percent of victims who perceive that the judges and court personnel were courteous and responsive to them	2	95.0%	95.0%	95.0%

PLANNING



PLANNING

Mission: The Planning Department, which includes the Planning and Emergency 911 Communications (E911) Divisions, provides planning and administrative advice to the County, citizen review boards, municipalities, the public and private sector, and real estate interests. In addition, the E911 Division maintains the 911 data base and provides other supporting services.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	27.00	26.00	26.00	26.00	0.00	0.0
General Fund	\$ 196,813	\$ 158,669	\$ 142,600	\$ 156,000	\$ 13,400	9.4
Enterprise Fund	<u>1,148,171</u>	<u>1,120,348</u>	<u>1,150,990</u>	<u>1,450,000</u>	<u>299,010</u>	26.0
TOTAL SOURCES	<u>\$ 1,344,984</u>	<u>\$ 1,279,017</u>	<u>\$ 1,293,590</u>	<u>\$ 1,606,000</u>	<u>\$ 312,410</u>	24.2
General Fund	\$ 1,372,202	\$ 1,280,376	\$ 1,527,041	\$ 1,501,660	\$ (25,381)	(1.7)
Enterprise Fund	<u>965,975</u>	<u>998,056</u>	<u>979,760</u>	<u>1,816,192</u>	<u>836,432</u>	85.4
TOTAL DISBURSEMENTS	<u>\$ 2,338,177</u>	<u>\$ 2,278,432</u>	<u>\$ 2,506,801</u>	<u>\$ 3,317,852</u>	<u>\$ 811,051</u>	32.4

Sources: The sources of funds for the Planning Department's FY 2005 budget represent an increase in quarterly payments from the State based on the number of wireless 911 calls received.

Disbursements: Total disbursements reflect an increase in capital expenditures to fund the purchase of upgraded E911 equipment. During budget deliberations, Council restored budgeted overtime to the General Fund.

PLANNING (continued)

ENTERPRISE FUND

PUBLIC SAFETY

DIVISION - Emergency 911 Communications

Mission: The Emergency 911 Communications (E911) Division maintains the 911 database, acts as a liaison between local police and fire departments, provides public education and 911 awareness programs, ensures that the disaster recovery plan is current and tested periodically, and activates the alternate Public Safety Answering Point located at the emergency operations center.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	1.00	1.00	1.00	1.00	0.00	0.0
Charges and Fees	\$ 1,148,171	\$ 1,120,348	\$ 1,150,990	\$ 1,450,000	\$ 299,010	26.0
TOTAL REVENUES	<u>\$ 1,148,171</u>	<u>\$ 1,120,348</u>	<u>\$ 1,150,990</u>	<u>\$ 1,450,000</u>	<u>\$ 299,010</u>	26.0
Personnel	\$ 46,151	\$ 46,346	\$ 58,977	\$ 72,397	\$ 13,420	22.8
Operating	919,824	951,710	830,783	843,795	13,012	1.6
Capital	<u>0</u>	<u>0</u>	<u>90,000</u>	<u>900,000</u>	<u>810,000</u>	900.0
TOTAL EXPENSES	<u>\$ 965,975</u>	<u>\$ 998,056</u>	<u>\$ 979,760</u>	<u>\$ 1,816,192</u>	<u>\$ 836,432</u>	85.4
Increase (Use) of Fund Balance	\$ 182,196	\$ 122,292	\$ 171,230	\$ (366,192)	\$ (537,422)	(313.9)
Beginning Fund Balance	<u>1,487,310</u>	<u>1,669,506</u>	<u>1,791,798</u>	<u>2,026,947</u>	<u>235,149</u>	13.1
Ending Fund Balance	<u>\$ 1,669,506</u>	<u>\$ 1,791,798</u>	<u>\$ 1,963,028</u>	<u>\$ 1,660,755</u>	<u>\$ (302,273)</u>	(15.4)

Funding Adjustments for FY 2005 Include:

- Revenue projections reflect an increase in quarterly payments from the State based on the number of wireless 911 calls received.
- Personnel expenses are increased to support additional temporary staff. Personnel costs also reflect higher fringe benefit costs and a Cost of Living Adjustment (COLA).
- Operating expenses are increased to reflect the payment of higher indirect costs to the General Fund for the use of facilities and support services. This increase is offset by a reduction in maintenance contracts based on current service call volume.
- Capital expenses will fund an upgrade to 911 answering equipment.

PLANNING (continued)

GENERAL FUND

GENERAL GOVERNMENT

DIVISION - Planning

Mission: The Planning Division administers the County's Zoning and Land Development Regulations and prepares various studies and plans related to the current and future use of land in Charleston County with planning and zoning jurisdiction over all unincorporated areas within Charleston County and within the Towns of Kiawah, Meggett, James Island, and Rockville.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	26.00	25.00	25.00	25.00	0.00	0.0
Licenses and Permits	\$ 84,477	\$ 71,721	\$ 70,600	\$ 70,000	\$ (600)	(0.9)
Charges and Fees	<u>112,336</u>	<u>86,948</u>	<u>72,000</u>	<u>86,000</u>	<u>14,000</u>	19.4
TOTAL REVENUES	<u>\$ 196,813</u>	<u>\$ 158,669</u>	<u>\$ 142,600</u>	<u>\$ 156,000</u>	<u>\$ 13,400</u>	9.4
Personnel	\$ 1,204,154	\$ 1,171,954	\$ 1,370,658	\$ 1,335,656	\$ (35,002)	(2.6)
Operating	168,048	108,422	156,383	149,004	(7,379)	(4.7)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>17,000</u>	<u>17,000</u>	100.0
TOTAL EXPENDITURES	<u>\$ 1,372,202</u>	<u>\$ 1,280,376</u>	<u>\$ 1,527,041</u>	<u>\$ 1,501,660</u>	<u>\$ (25,381)</u>	(1.7)

Funding Adjustments for FY 2005 Include:

- Revenues reflect an increase based on historical trends.
- Personnel expenditures reflect a decrease in temporary staff due to the completion of the County's Comprehensive Plan. They also reflect the actual grades and steps of the incumbents with an increase in fringe benefit costs. During budget deliberations, Council restored budgeted overtime.
- Operating expenditures reflect a decrease in printing costs due to printing the County's Comprehensive Plan in FY 2004.
- Capital expenditures will fund an extended cab pickup truck instead of replacing a utility vehicle.

Objectives:

1. Reduce staff errors regarding zoning applications to <5%.
2. Process 95% of site plan review applications within 30 days.
3. Review 100% of subdivision applications within 10 days.
4. Complete 100% of graphic zoning requests within 30 days.
5. Resolve 100% of street numbering/naming inquiries and distribution of new streets within 3 days.

PLANNING (continued)

GENERAL FUND

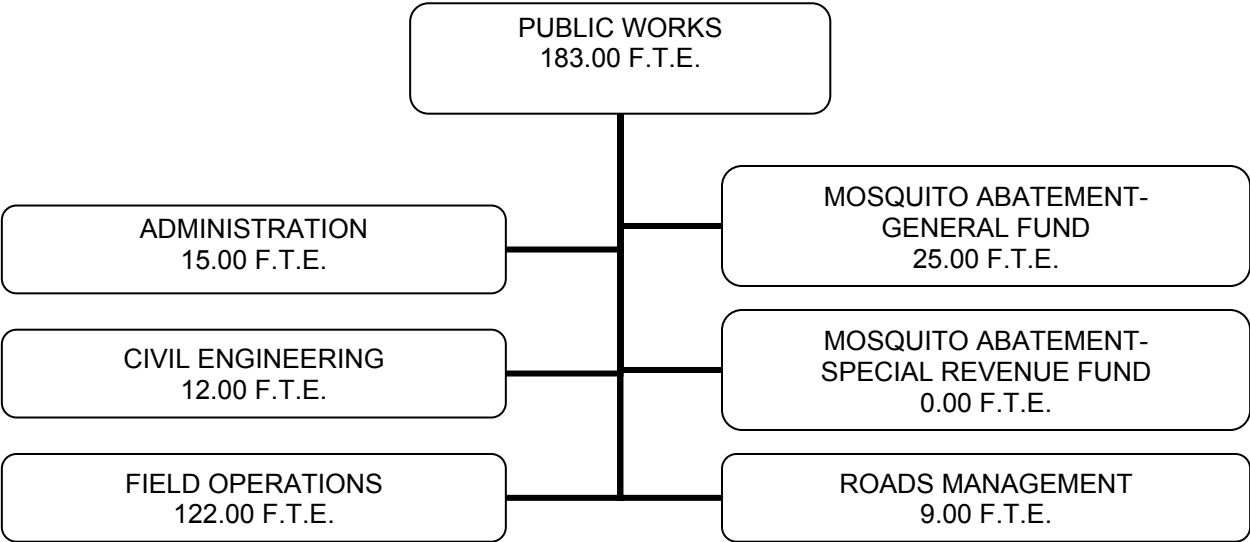
GENERAL GOVERNMENT

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Zoning applications processed ¹	1	2,761	3,340	3,400
Site plans reviewed	2	80	88	90
Subdivision applications submitted	3	443	440	375
Percent of subdivision applications reviewed within 10 days	3	95.0%	95.0%	95.0%
Graphic zoning requests received	4	154	174	200
Number of new streets	5	180	149	160
Outcome:				
Percent of zoning applications processed error free	1	80.0%	80.0%	82.0%
Percent of site plan review applications processed within 30 days	2	90.0%	90.0%	90.0%
Percent of graphic zoning requests completed within 30 days	4	98.0%	99.0%	99.0%
Percent of street inquiries resolved within 3 days	5	100%	100%	100%
Percent of new streets distributed to emergency services	5	98.0%	100%	100%
Percent of subdivision applications review within 10 days	3	95.0%	95.0%	95.0%

¹ Excludes zoning change applications.

PUBLIC WORKS



PUBLIC WORKS

Mission: Public Works is responsible for setting up measures that protect the public from hazards, providing safe passage to and from destinations within the county, improving public services in order to improve the quality of life for county citizens, and providing upkeep and maintenance of County property.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	197.00	183.00	183.00	183.00	0.00	0.0
General Fund	\$ 1,000	\$ 250	\$ 0	\$ 0	\$ 0	0.0
Special Revenue Fund	<u>355,831</u>	<u>470,424</u>	<u>265,000</u>	<u>265,000</u>	<u>0</u>	0.0
TOTAL SOURCES	<u>\$ 356,831</u>	<u>\$ 470,674</u>	<u>\$ 265,000</u>	<u>\$ 265,000</u>	<u>\$ 0</u>	0.0
General Fund	\$ 9,531,050	\$ 9,268,459	\$ 9,973,714	\$ 10,352,829	\$ 379,115	3.8
Special Revenue Fund	<u>227,766</u>	<u>629,876</u>	<u>371,000</u>	<u>447,000</u>	<u>76,000</u>	20.5
TOTAL DISBURSEMENTS	<u>\$ 9,758,816</u>	<u>\$ 9,898,335</u>	<u>\$ 10,344,714</u>	<u>\$ 10,799,829</u>	<u>\$ 455,115</u>	4.4

Sources: The sources of funds for the Public Works Department's FY 2005 budget represent no change in rates charged for mosquito abatement services to local, state, and federal agencies.

Disbursements: Total disbursements represent increased capital requirements in the Public Works - Field Operations Division to replace heavy equipment for road and associated drainage system construction work. Also reflected is an increase in personnel expenditures due to rising fringe benefit costs. These increases are partially offset by a reduction in consulting fees. During budget deliberations, Council restored budgeted overtime.

PUBLIC WORKS (continued)

GENERAL FUND

PUBLIC WORKS

DIVISION - Administration

Mission: The Administration Division of Public Works manages and coordinates the activities of Public Works' five other operating divisions to ensure efficient and consistent delivery of the department's service activities to the citizens of Charleston County.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	12.00	15.00	15.00	15.00	0.00	0.0
Miscellaneous	\$ 750	\$ 0	\$ 0	\$ 0	\$ 0	0.0
TOTAL REVENUES	<u>\$ 750</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	0.0
Personnel	\$ 604,462	\$ 712,202	\$ 836,274	\$ 855,540	\$ 19,266	2.3
Operating	53,385	85,999	121,532	123,031	1,499	1.2
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	657,847	798,201	957,806	978,571	20,765	2.2
Interfund Transfer Out	12	25,000	0	0	0	0.0
TOTAL DISBURSEMENTS	<u>\$ 657,859</u>	<u>\$ 823,201</u>	<u>\$ 957,806</u>	<u>\$ 978,571</u>	<u>\$ 20,765</u>	2.2

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs. The increase is offset by a reduction in funding for contracted temporary services due to budget constraints.
- Operating expenditures reflect increased spending on safety supplies for OSHA requirements. In addition, the increase is due to the centralization of Internal Service Fund charges for the Public Works Department. These increases are offset by savings resulting from improved inventory control measures implemented in FY 2004.

Objectives:

1. Process 90% of the requisitions/claims for payments within three working days of receipt.
2. Process 90% of work orders for services within two working days of receipt and process no more than 10% of work orders for services within five working days of receipt.
3. Process 100% of the requests received for Public Works sign/construction services within ten working days of receipt.

Performance Measures:

MEASURE:	Objective	FY 2003 <u>Actual</u>	FY 2004 <u>Actual</u>	FY 2005 <u>Projected</u>
Output:				
Requisitions/claims for payment received	1	575	369	400
Work orders received	2	1,556	1,343	1,350
Service requests received ¹	3	70	n/a	n/a
Outcome:				
Percent of requisitions/claims processed within 3 working days	1	95.0%	95.0%	95.0%
Percent of work orders processed within 2 working days of receipt	2	100%	100%	100%
Percent of work orders processed within 5 working days of receipt	2	100%	100%	100%
Percent of service requests completed within 10 working days ¹	3	100%	n/a	n/a

¹ Data unavailable at time of publication.

PUBLIC WORKS (continued)

GENERAL FUND

PUBLIC WORKS

DIVISION - Civil Engineering

Mission: The Civil Engineering Division is charged with designing and providing field engineering assistance for the construction of road and drainage system projects, aiding subdivision development review, and facilitating the county's compliance with National Pollutant Discharge Elimination System (NPDES) Phase II regulations.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	15.00	12.00	12.00	12.00	0.00	0.0
Charges and Fees	\$ 250	\$ 250	\$ 0	\$ 0	\$ 0	0.0
TOTAL REVENUES	\$ 250	\$ 250	\$ 0	\$ 0	\$ 0	0.0
Personnel	\$ 570,128	\$ 594,917	\$ 662,647	\$ 674,789	\$ 12,142	1.8
Operating	56,973	101,982	236,802	102,705	(134,097)	(56.6)
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	627,101	696,899	899,449	777,494	(121,955)	(13.6)
Interfund Transfer Out	0	80,000	0	0	0	0.0
TOTAL DISBURSEMENTS	\$ 627,101	\$ 776,899	\$ 899,449	\$ 777,494	\$ (121,955)	(13.6)

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs.
- Operating expenditures represent a reduction of consultant fees to meet federal permitting requirements in anticipation of a new funding source for these costs.

Objectives:

1. Process 95% of utility encroachment permit applications within two weeks of receipt of the completed permit application.

Performance Measures:

MEASURE:	Objective	FY 2003 Actual	FY 2004 Actual	FY 2005 Projected
Output:				
Completed permit applications received	1	13	8	15
Efficiency:				
Cost per permit processed ¹	1	n/a	n/a	n/a
Outcome:				
Percent of permit applications processed within 2 weeks of receipt	1	100%	100%	100%

¹ This department will begin measuring performance against this objective during FY 2005.

PUBLIC WORKS (continued)

GENERAL FUND

PUBLIC WORKS

DIVISION - Field Operations

Mission: The Field Operations Division provides for the operation and transportation of all Public Work's heavy equipment; canal cleaning and clearing; bridge maintenance and replacement; pavement maintenance; rocking and paving of roads, streets, driveways, and parking areas; traffic-control sign installation and maintenance; road and drainage construction/maintenance; and special construction projects to ensure that the citizens of Charleston County are provided a safe and effective locally maintained road and drainage system.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	131.00	123.00	122.00	122.00	0.00	0.0
Personnel	\$ 4,150,273	\$ 4,400,934	\$ 4,603,598	\$ 4,656,043	\$ 52,445	1.1
Operating	1,309,348	986,145	1,389,340	1,379,971	(9,369)	(0.7)
Capital	<u>3,127</u>	<u>18,088</u>	<u>0</u>	<u>420,000</u>	<u>420,000</u>	0.0
TOTAL EXPENDITURES	5,462,748	5,405,167	5,992,938	6,456,014	463,076	7.7
Interfund Transfer Out	<u>659,772</u>	<u>317,894</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 6,122,520</u>	<u>\$ 5,723,061</u>	<u>\$ 5,992,938</u>	<u>\$ 6,456,014</u>	<u>\$ 463,076</u>	7.7

The construction and maintenance of drainage systems performed by this division are partially funded through the revenue from Sunday liquor permits.

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and fringe benefit costs. During budget deliberations, Council restored budgeted overtime.
- Operating expenditures represent an increase in the cost of uniforms due to a new leasing contract signed in FY 2004. Operating costs also reflect an increase in vehicle maintenance charges due to higher fuel prices. These increases are offset by a reduction in project work for General Fund departments. Also included is a reduction in contracted tree removal services based on anticipated needs and historical expenditures.
- Capital expenses include the replacement of a tractor truck, a dump truck and a hydraulic excavator.

Objectives:

1. Resolve 100% of reported stop sign problems within four hours of notification.
2. Complete routine canal cleaning maintenance on 30% of the 128 miles of canals in the unincorporated area of the county.
3. Clear and grade 100% of approximately 280 miles of drainage ditches and minor canals by hand at least one time per year.
4. Complete 100% of routine requests for new signs within one month of receipt of work order and materials.

PUBLIC WORKS (continued)

GENERAL FUND

PUBLIC WORKS

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Stop sign problems reported	1	72	73	70
Miles of canal cleaned	2	86	34	35
Miles of drainage clearing and grading completed by hand ¹	3	280	181	232
Requests for new signs received	4	170	513	500
Efficiency:				
Cost per mile of maintained canals ²	2	n/a	n/a	n/a
Outcome:				
Percent of stop sign problems completed within 4 hours of notice	1	100%	100%	100%
Percent of total inventory of canals in the unincorporated area	2	70.0%	81.0%	100%
Percent of total inventory of drainage ditches and minor canals	3	100%	78.0%	100%
Percent of new sign requests completed within one month of receipt of work order and materials	4	100%	100%	100%

¹ Cleaning of drainageways within municipal limits was reduced from twice per year to once per year beginning in FY 2004.

² This department will begin measuring performance against this objective during FY 2005.

PUBLIC WORKS (continued)

GENERAL FUND

HEALTH AND WELFARE

DIVISION - Mosquito Abatement

Mission: The Mosquito Abatement Division protects the health and well-being of the citizens of Charleston County through an integrated program consisting of suppression of mosquitoes with safe, effective and economical control products; source elimination; and public education.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	29.00	24.00	25.00	25.00	0.00	0.0
Personnel	\$ 1,047,433	\$ 1,011,848	\$ 995,192	\$ 1,056,119	\$ 60,927	6.1
Operating	636,906	547,343	644,196	596,118	(48,078)	(7.5)
Capital	<u>5,592</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	1,689,931	1,559,191	1,639,388	1,652,237	12,849	0.8
Interfund Transfer Out	<u>9,908</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 1,699,839</u>	<u>\$ 1,559,191</u>	<u>\$ 1,639,388</u>	<u>\$ 1,652,237</u>	<u>\$ 12,849</u>	0.8

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents. During budget deliberations, Council restored budgeted overtime.
- Operating expenditures reflect a reduction in funding for pesticides due to more reliance on the Special Revenue Fund for funding. Operating costs reductions are also reflective of reduced vehicle charges due to the replacement of an amphibious tractor in FY 2003.

Objectives:

1. Complete 95% of responses to requests for service within one working day of receiving request.
2. Maintain an acceptable level of mosquito control.¹

Performance Measures:

MEASURE:	<u>Objective</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Actual</u>	FY 2005 <u>Projected</u>
Output:				
Service requests received	1	3,002	1,145	1,300
Acres treated by aircraft	2	155,392	84,563	100,000
Acres of ground spraying	2	552,678	432,185	500,000
Linear feet excavated	2	367,800	24,340	250,000
Efficiency:				
Cost per treated acre ²	2	n/a	n/a	n/a
Outcome:				
Percent of service requests completed within one day of receipt	1	90.0%	89.0%	95.0%
Level of mosquito control (adult density index) ³	2	5.79	2.62	2.90

¹ FY 2003 reflects increased inclement weather and public concern to the presence of West Nile Virus.

² This department will begin measuring performance against this objective during FY 2005.

³ FY 2004 reflects a very dry half year and major down time for ditcher equipment.

PUBLIC WORKS (continued)

SPECIAL REVENUE FUND

HEALTH AND WELFARE

DIVISION - Mosquito Abatement

Mission: The Mosquito Abatement - Special Revenue Fund Division receives reimbursements from State and Federal government contracts to regulate and maintain the mosquito population on State and Federally managed dredge disposal sites.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	-	-	-	-	-	-
Charges and Fees	\$ 275,332	\$ 470,424	\$ 265,000	\$ 265,000	\$ 0	0.0
Miscellaneous	80,499	0	0	0	0	0.0
TOTAL REVENUES	\$ 355,831	\$ 470,424	\$ 265,000	\$ 265,000	\$ 0	0.0
Personnel	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0.0
Operating	120,787	603,899	200,000	250,000	50,000	25.0
Capital	106,979	25,977	106,000	132,000	26,000	24.5
Debt Service	0	0	65,000	65,000	0	0.0
TOTAL EXPENDITURES	\$ 227,766	\$ 629,876	\$ 371,000	\$ 447,000	\$ 76,000	20.5
Increase (Use) of Fund Balance	\$ 128,065	\$ (159,452)	\$ (106,000)	\$ (182,000)	\$ (76,000)	0.0
Beginning Fund Balance	951,437	1,079,502	920,050	708,689	(211,361)	(23.0)
Ending Fund Balance	<u>\$ 1,079,502</u>	<u>\$ 920,050</u>	<u>\$ 814,050</u>	<u>\$ 526,689</u>	<u>\$ (287,361)</u>	<u>(35.3)</u>

Funding Adjustments for FY 2005 Include:

- Revenues represent no change from the FY 2004 budget.
- Operating expenditures represent an increase due to a shift of a portion of pesticide costs from the Mosquito Abatement's General Fund.
- Capital expenditures will be used to replace three pickup trucks and two mosquito spray units. In addition, capital will fund painting the mixing plant and adding new doors to the plant.
- Fund balance will be used to fund capital and \$50,000 of pesticide costs.

PUBLIC WORKS (continued)

GENERAL FUND

PUBLIC WORKS

DIVISION - Roads Management

Mission: The Roads Management Division provides consolidated services for construction management, quality control, design, and materials testing on multi-jurisdictional infrastructure projects that include Federal, State, County, and Municipal roads, streets, bridges, sidewalks, and other transportation-related projects to ensure that funding is spent in an economical and efficient manner.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	10.00	9.00	9.00	9.00	0.00	0.0
Personnel	\$ 382,715	\$ 354,673	\$ 439,713	\$ 448,704	\$ 8,991	2.0
Operating	41,016	31,434	44,420	39,809	(4,611)	(10.4)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 423,731</u>	<u>\$ 386,107</u>	<u>\$ 484,133</u>	<u>\$ 488,513</u>	<u>\$ 4,380</u>	0.9

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and higher fringe benefit costs. During budget deliberations, Council restored budgeted overtime.
- Operating expenditures reflect a shift of Internal Service Fund charges to Public Works - Administration.

Objectives:

1. Monitor consulting engineering contracts (designs completed) within 10% of original County-cost estimates.
2. Ensure that County Transportation Committee (CTC) projects approved for funding and publicly awarded projects are completed within 10% of approved project funding.
3. Monitor the construction effort by measuring the dollar value of construction completed per year.
4. Perform 100% of the annual inspections on 25 County owned bridges.

Performance Measures:

MEASURE:	<u>Objective</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Actual</u>	FY 2005 <u>Projected</u>
Output:				
Consulting engineering contracts monitored	1	26	31	25
CTC and publicly awarded projects ¹	2	16	15	15
Bridge inspections (County owned)	4	n/a	25	25
Efficiency:				
Contract administration as a percent of construction expenditure ²	3	n/a	n/a	n/a
Outcome:				
Percent of engineering contracts (designs completed) within 10% of original County-cost estimate	1	100%	100%	100%
Percent of CTC and publicly awarded projects completed within 10% of approved project funding	2	100%	100%	100%
Total dollar value of construction completed	3	\$9,710,000	\$5,650,000	\$6,000,000
Percent of required bridge inspections completed	4	100%	100%	100%

¹ Excludes Road Management projects completed by force account construction.

² This department will begin measuring performance against this objective during FY 2005.

RADIO COMMUNICATIONS

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Radio Communications Department provides comprehensive communications support to Charleston County agencies and neighboring external public safety agencies, including management of the 800 MHz Public Safety Radio System, operation of the Communications Electronics Maintenance Facility, and management of the command post's emergency equipment and vehicles for response to emergencies and natural disasters.

DEPARTMENT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	3.00	3.00	3.00	3.00	0.00	0.0
Personnel	\$ 163,208	\$ 157,723	\$ 181,484	\$ 188,669	\$ 7,185	4.0
Operating	1,293,378	1,272,625	1,276,018	1,197,335	(78,683)	(6.2)
Capital	<u>6,368</u>	<u>5,570</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 1,462,954</u>	<u>\$ 1,435,918</u>	<u>\$ 1,457,502</u>	<u>\$ 1,386,004</u>	<u>\$ (71,498)</u>	(4.9)

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and higher fringe benefit costs.
- Operating expenditures reflect decreased radio communications equipment purchases and lower telecommunications costs due to lower rates. These decreases are partially offset by a CPI-indexed increase in the radio equipment maintenance contract.

Objectives:

1. Repair of defective radio equipment tracked through service reports with 95% of the communications/electronic equipment turned around of 2 days or less.
2. Optimize radio resource usage by reducing system downtime to less than 10 minutes each year, an average busy signal not to exceed 3 seconds, and less than 10 busy signals for talk groups each day.
3. Decrease Mobile Communications vehicle downtime to not more than 5 days per year and 800 MHz departmental response time to less than 60 minutes per mission for emergencies and disasters through plan review and update, simulations, tests, and drills.

RADIO COMMUNICATIONS (continued)

GENERAL FUND

GENERAL GOVERNMENT

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual¹</u>	<u>FY 2005 Projected</u>
Output:				
Total number of work tickets	1	792	n/a	1,500
Efficiency:				
Average hours of work tickets per month	1	750	n/a	825
Outcome:				
<u>Repair of Defective Radio Equipment</u>	1			
Acceptable <2 days		255/33.0%	n/a	40.0%
Marginal 2-5 days		229/29.0%	n/a	27.0%
Unacceptable >5 days		308/38.0%	n/a	33.0%
<u>Radio Resource Usage</u>	2,3			
System downtime (unplanned)		12 sec	n/a	3 min
Average busy signal		0.03 sec	n/a	0.1 sec
Average talk group busy signals		0.15 day	n/a	4.0 day
COMM-1 downtime		15 days ²	n/a	20 days ²
Average departmental response		25 min	n/a	30 min

¹ Data unavailable at time of publication.

² FY 2003 data includes COMM-1 due to the sale of the Command Post. Downtime due to ongoing repairs of aging vehicles. Replacement recommended.

SAFETY & RISK MANAGEMENT



SAFETY & RISK MANAGEMENT

Mission: Safety & Risk Management establishes a safe working environment for Charleston County employees and keeps premises free of hazards for the general public while ensuring that adequate insurance is obtained to cover the County's assets, liabilities, and employees.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	5.00	6.00	6.00	6.00	0.00	0.0
Internal Service Fund	\$ 1,217,285	\$ 1,928,349	\$ 2,380,000	\$ 3,572,116	\$ 1,192,116	50.1
TOTAL SOURCES	<u>\$ 1,217,285</u>	<u>\$ 1,928,349</u>	<u>\$ 2,380,000</u>	<u>\$ 3,572,116</u>	<u>\$ 1,192,116</u>	50.1
General Fund	\$ 1,630,227	\$ 1,855,372	\$ 1,727,198	\$ 2,129,590	\$ 402,392	23.3
Internal Service Fund	2,465,389	3,807,818	2,880,000	3,572,116	692,116	24.0
TOTAL DISBURSEMENTS	<u>\$ 4,095,616</u>	<u>\$ 5,663,190</u>	<u>\$ 4,607,198</u>	<u>\$ 5,701,706</u>	<u>\$ 1,094,508</u>	23.8

Sources: Total sources reflect growth in worker's compensation premiums based on historical analysis and trends.

Disbursements: Total disbursements reflect higher insurance premiums for policies underwritten by the State's Insurance Reserve Fund. In addition, worker's compensation premiums and claims are increased due to higher rates and claims.

SAFETY & RISK MANAGEMENT (continued)

GENERAL FUND

GENERAL GOVERNMENT

DIVISION: Risk Management

Mission: Risk Management ensures that adequate insurance is obtained to cover the County's assets, liabilities, and employees.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	5.00	3.00	3.00	3.00	0.00	0.0
Personnel	\$ 262,756	\$ 69,833	\$ 80,778	\$ 76,751	\$ (4,027)	(5.0)
Operating	836,095	895,933	1,646,420	2,052,839	406,419	24.7
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	1,098,851	965,766	1,727,198	2,129,590	402,392	23.3
Interfund Transfer Out	<u>531,376</u>	<u>889,606</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 1,630,227</u>	<u>\$ 1,855,372</u>	<u>\$ 1,727,198</u>	<u>\$ 2,129,590</u>	<u>\$ 402,392</u>	23.3

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and higher fringe benefit costs.
- Operating expenditures reflect an anticipated 45 percent increase in insurance premiums for policies underwritten by the State's Insurance Reserve Fund. Fire Insurance reflects the additional costs for buildings completed during FY 2004 (O.T. Wallace) and anticipated to be completed during FY 2005 (John's Island Branch Library and the new McClellanville EMS Medic station).

Objectives:

1. Review and approve insurance certificates required of contractors performing work for the County, with a turnaround of 100%, within two business days.
2. Submit insurance renewal applications to insurance carriers 30 days prior to renewal date.
3. Develop files documenting orientation training completed of all new hires within 10 working days of orientation.
4. Administer and maintain all property, liability, vehicle, equipment, bonds, and aviation insurance policies and claim files for the County, with 100% of the claims being reported within two business days. Claims will be submitted by the prescribed deadlines to avoid all fines.

SAFETY & RISK MANAGEMENT (continued)

GENERAL FUND

GENERAL GOVERNMENT

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Training completed (Defensive Driver - DDC-4)	3	225	184	250
County vehicle accidents	3	248	243	231
Tort and property claims	4	139	136	133
Efficiency:				
Average staff trained per month (drivers)	3	19	15	21
Outcome:				
Two business days turnaround on approving insurance certificates for contractors	1	100%	100%	100%
Percent of vehicle accidents (down)	3	n/a	2.0%	5.0%
Submitting insurance renewal applications to insurance carriers 30 days prior to renewal date	2	95.0%	90.0%	95.0%
Percent of orientation training filed within 10 working days	3	95.0%	96.0%	96.0%
Two business days turnaround on reporting insurance claims to carriers	4	96.0%	96.0%	96.0%

SAFETY & RISK MANAGEMENT (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

DIVISION: Safety/Workers' Compensation

Mission: The Safety/Workers' Compensation Division reduces the impact of worker related accidents through specialized training to minimize the cost of injury to the County's total workforce.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	-	3.00	3.00	3.00	0.00	0.0
Charges and Fees	\$ 1,105,728	\$ 1,873,701	\$ 2,350,000	\$ 3,542,116	\$ 1,192,116	50.7
Interest	108,584	50,484	30,000	30,000	0	0.0
Miscellaneous	<u>2,973</u>	<u>4,164</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL REVENUES	<u>\$ 1,217,285</u>	<u>\$ 1,928,349</u>	<u>\$ 2,380,000</u>	<u>\$ 3,572,116</u>	<u>\$ 1,192,116</u>	50.1
Personnel	\$ 113,268	\$ 358,560	\$ 352,695	\$ 364,484	\$ 11,789	3.3
Operating	2,352,121	3,449,258	2,527,305	3,180,632	653,327	25.9
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>27,000</u>	<u>27,000</u>	100.0
TOTAL EXPENSES	<u>\$ 2,465,389</u>	<u>\$ 3,807,818</u>	<u>\$ 2,880,000</u>	<u>\$ 3,572,116</u>	<u>\$ 692,116</u>	24.0
Increase (Use) of Fund Balance	\$ (1,248,104)	\$ (1,879,469)	\$ (500,000)	\$ 0	\$ 500,000	(100.0)
Beginning Fund Balance	<u>3,435,191</u>	<u>2,187,087</u>	<u>307,618</u>	<u>500,000</u>	<u>192,382</u>	62.5
Ending Fund Balance	<u>\$ 2,187,087</u>	<u>\$ 307,618</u>	<u>\$ (192,382)</u>	<u>\$ 500,000</u>	<u>\$ 692,382</u>	(359.9)

Funding Adjustments for FY 2005 Include:

- Revenues reflect the anticipated growth in worker's compensation premiums and claims due to higher rates and a rising experience factor.
- Personnel expenses reflect the actual grades and steps of the incumbents, higher fringe benefit costs and a Cost of Living Adjustment (COLA).
- Operating expenses reflect an anticipated growth of \$585,000 in worker's compensation premiums and claims due to higher rates and a rising experience factor. In addition, operating expenses are increased to support post accident drug testing and safety training with the goal of mitigating claim levels over time. Funding will also support annual maintenance of X-ray security devices countywide.
- Capital expenses will fund a replacement utility vehicle.

SAFETY & RISK MANAGEMENT (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

Objectives:

1. Immediate completion of the Occupational Safety and Health (OSHA) record keeping logs, with a turnaround of 100%, within two business days. Reports will be submitted to OSHA by the prescribed deadlines.
2. Administer and maintain all workers' compensation policies and claim files for the County, with 100% of the claims being reported within two business days. Claims will be submitted by the prescribed deadlines to avoid all fines.
3. Work with Department of Health and Environmental Control (DHEC) to ensure annual compliance with environmental laws and regulations with regard to the County's underground storage tanks.
4. Investigate all on-the-job injuries within 10 working days to determine cause and corrective measures for future prevention of similar injuries.
5. Respond to employee complaints for safety hazards and IAQ¹ problems within 2 working days.
6. Offer the DDC-4² classes (VCRB³ directed) to all new drivers two months after the hire date.

Performance Measures:

MEASURE:		FY 2003 Actual	FY 2004 Actual	FY 2005 Projected
	<u>Objective</u>			
Output:				
Workers' compensation claims/on-the-job injuries	2,4	300	311	311
Number of strain injuries	4	69	33	42
Number of fall injuries ⁴	4	23	47	23
Employee safety hazard complaints received	5	52	26	26
New drivers trained in DDC-4	6	225	184	200
Percent of new drivers trained in DDC-4	6	92.0%	95.0%	96.0%
Efficiency:				
Lost work days	4	1,862	1,077	918
Lost work days due to falls ⁴	4	247	318	159
Outcome:				
Two business day completion of OSHA log	1	100%	100%	100%
Submission of OSHA reports by the prescribed deadline	1	100%	100%	100%
Two business days turnaround on reporting insurance claims to carriers	1,2	96.0%	98.0%	98.0%
Workers' compensation fines assessed and paid	2,4	None	None	None
Environmental liabilities incurred per the audited financial statements	3	0	0	0
Percent of strain injury reduction	4	12.7%	52.0%	39.0%
Percent of fall injury reduction ⁴	4	n/a	n/a	n/a
Percent of safety hazard complaints responded to within 2 working days	5	95.0%	100%	100%

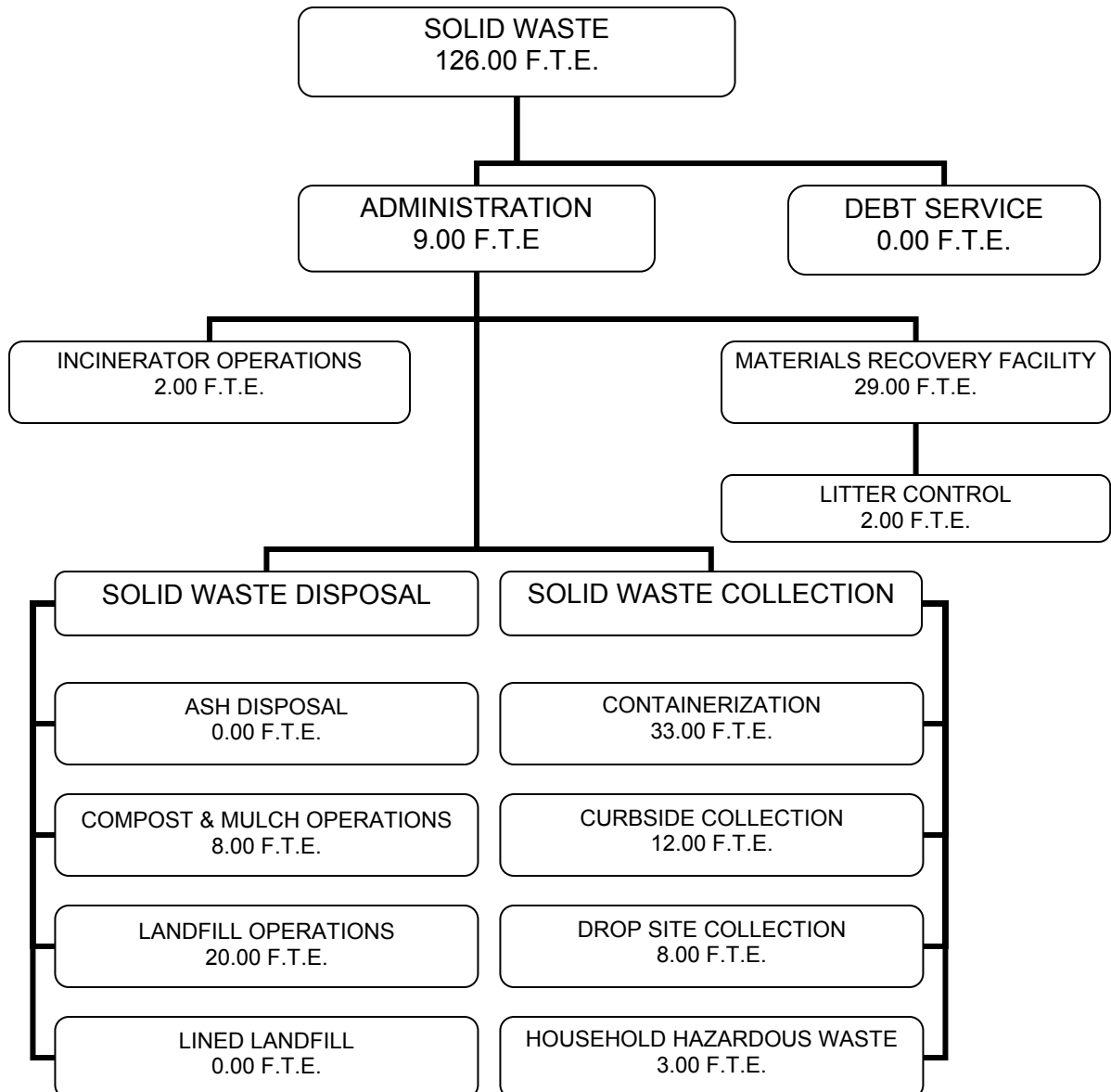
¹ Indoor Air Quality

² Defensive Driving Course

³ Vehicle Collision Review Board

⁴ This department will begin measuring performance against this objective during FY 2005.

SOLID WASTE



SOLID WASTE

Mission: Responsibilities of this department encompass solid waste collection, processing, disposal and recycling. Divisions/Programs include Administration, Ash Disposal, Compost and Mulch Operations, Containerization, Curbside Collection, Debt Service, Drop Site Collection, Household Hazardous Waste, Incinerator Operations, Landfill Operations, Lined Landfill, Litter Control, and the Materials Recovery Facility (Recycling Center).

DEPARTMENTAL SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	131.00	126.00	126.00	126.00	0.00	0.0
Enterprise Fund	<u>\$ 10,704,683</u>	<u>\$ 10,496,756</u>	<u>\$ 10,091,000</u>	<u>\$ 10,181,000</u>	<u>\$ 90,000</u>	0.9
TOTAL SOURCES	<u>\$ 10,704,683</u>	<u>\$ 10,496,756</u>	<u>\$ 10,091,000</u>	<u>\$ 10,181,000</u>	<u>\$ 90,000</u>	0.9
Enterprise Fund	<u>\$ 26,705,988</u>	<u>\$ 26,318,527</u>	<u>\$ 31,571,453</u>	<u>\$ 32,049,026</u>	<u>\$ 477,573</u>	1.5
TOTAL DISBURSEMENTS	<u>\$ 26,705,988</u>	<u>\$ 26,318,527</u>	<u>\$ 31,571,453</u>	<u>\$ 32,049,026</u>	<u>\$ 477,573</u>	1.5

Sources: Total sources represent higher revenues from landfill tipping fees and from sales of electricity. These increases are offset by lower interest earnings due to a decline in interest rates.

Disbursements: Total disbursements represent an increase in debt service pass-through costs for the incinerator although the reserve for future debt service payments is decreased by a similar amount. Disbursements also reflect higher consulting fees for engineering services related to the closure of the Bees Ferry Landfill. These increases are partially offset by the elimination of the budgeted depreciation and budgeted landfill closure costs.

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

DIVISION - Administration

Mission: The Solid Waste Administration Division maintains support for the Solid Waste Department and provides community education to encourage participation in the department's various programs and activities.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	10.00	10.00	9.00	9.00	0.00	0.0
Personnel	\$ 624,666	\$ 625,957	\$ 682,724	\$ 689,364	\$ 6,640	1.0
Operating	1,321,569	1,250,631	1,656,613	1,550,025	(106,588)	(6.4)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>14,500</u>	<u>14,500</u>	100.0
TOTAL EXPENSES	1,946,235	1,876,588	2,339,337	2,253,889	(85,448)	(3.7)
Interfund Transfer Out	<u>0</u>	<u>1,300</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 1,946,235</u>	<u>\$ 1,877,888</u>	<u>\$ 2,339,337</u>	<u>\$ 2,253,889</u>	<u>\$ (85,448)</u>	(3.7)

Funding Adjustments for FY 2005 Include:

- Personnel expenses reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and a Cost of Living Adjustment (COLA).
- Operating expenses are decreased primarily due to the elimination of budgeted depreciation expense. This decrease is offset by an increase in the reimbursement to the General Fund for indirect administrative costs and for insurance and facility maintenance costs.
- Capital expenses reflect the purchase of a color laser printer and construction of a ramp for the lunch room trailer at the Landfill.

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

Objectives:

1. Process or dispose of all solid waste received by Charleston County solid waste facilities.
2. Recycle 20% of the waste received at Charleston County Facilities.
3. Achieve a 35% or greater participation rate in the curbside recycling program.
4. Achieve a 95% or better satisfactory DHEC monthly inspection rating at the Bee's Ferry landfill.

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Total tonnage of waste received by Charleston County facilities	1	437,176	456,781	477,264
Total tonnage of solid waste recycled	2	37,609	40,990	44,676
Total number of eligible households	3	91,236	91,537	91,839
Total tons of waste landfilled ¹	4	196,862	186,971	200,000
Efficiency:				
Total budget dollars expended	1	\$26,318,527	\$31,571,453	\$32,049,026
Total cost of recycling programs ²	2	\$3,408,664	\$3,419,711	\$3,373,058
Total cost of curbside recycling program	3	\$923,596	\$1,065,576	\$871,206
Total cost of landfill operations	4	\$3,094,712	\$4,017,373	\$4,189,962
Outcome:				
Percent of waste received by Charleston County facilities processed or disposed	1	100%	100%	100%
Percent of waste received by Charleston County facilities recycled	2	16.25%	16.94%	17.66%
Percent of households participating in curbside recycling	3	33.76%	32.80%	35.00%
Percent of satisfactory DHEC ratings	4	93.00%	99.00%	95.00%

¹ Municipal Solid Waste and Construction & Demolition.

² Includes Compost, Materials Recovery Facility, Curbside, Dropsites, and Household Hazardous Waste.

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

DIVISION - Ash Disposal

Mission: The Solid Waste Ash Disposal Division provides for the annual disposal of approximately 59,000 tons of ash produced by the County's Resource Recovery incinerator while remaining in compliance with existing laws and regulations.

DIVISION SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	-	-	-	-	-	-
Personnel	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0.0
Operating	1,496,076	1,357,908	1,550,000	1,500,000	(50,000)	(3.2)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENSES	<u>\$ 1,496,076</u>	<u>\$ 1,357,908</u>	<u>\$ 1,550,000</u>	<u>\$ 1,500,000</u>	<u>\$ (50,000)</u>	(3.2)

Funding Adjustments for FY 2005 Include:

- Operating expenses are decreased reflecting the contract price of ash disposal based on current volume.

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

DIVISION - Compost and Mulch Operations

Mission: The Solid Waste Compost and Mulch Operations Division provides for the processing of natural wood waste in volumes delivered by municipalities, public service districts, and private haulers which includes the production of mulch and screened compost for sale to the public or wholesale operations.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	9.00	8.00	8.00	8.00	0.00	0.0
Charges and Fees	\$ 66,845	\$ 29,338	\$ 40,000	\$ 60,000	\$ 20,000	50.0
TOTAL REVENUES	<u>\$ 66,845</u>	<u>\$ 29,338</u>	<u>\$ 40,000</u>	<u>\$ 60,000</u>	<u>\$ 20,000</u>	50.0
Personnel	\$ 252,560	\$ 204,849	\$ 270,837	\$ 350,455	\$ 79,618	29.4
Operating	426,545	255,226	192,300	198,537	6,237	3.2
Capital	0	0	80,000	0	(80,000)	(100.0)
TOTAL EXPENSES	<u>\$ 679,105</u>	<u>\$ 460,075</u>	<u>\$ 543,137</u>	<u>\$ 548,992</u>	<u>\$ 5,855</u>	1.1

Funding Adjustments for FY 2005 Include:

- Revenues reflect an increase in compost production and sales.
- Personnel expenses reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA). In addition, the costs represent funding of two previously frozen positions.
- Operating expenses represent an increase in provisions for leased heavy equipment due to increased usage in FY 2005. The increase is partially offset by a reduction in the requirement for supplies due to a change in how the County sells compost.

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

DIVISION - Containerization

Mission: The Solid Waste Containerization Division collects and segregates trash, garbage, and recyclables from strategically located County-maintained convenience centers throughout the rural areas of the County for incineration, recycling, and composting.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	33.00	32.00	33.00	33.00	0.00	0.0
Personnel	\$ 879,585	\$ 870,853	\$ 989,031	\$ 1,076,138	\$ 87,107	8.8
Operating	539,839	481,581	319,238	344,773	25,535	8.0
Capital	<u>0</u>	<u>0</u>	<u>150,000</u>	<u>322,500</u>	<u>172,500</u>	115.0
TOTAL EXPENSES	<u>\$ 1,419,424</u>	<u>\$ 1,352,434</u>	<u>\$ 1,458,269</u>	<u>\$ 1,743,411</u>	<u>\$ 285,142</u>	19.6

Funding Adjustments for FY 2005 Include:

- Personnel expenses reflect an interdepartmental transfer in FY04, the actual grades and steps of the incumbents, increased fringe benefit costs, and a Cost of Living Adjustment (COLA).
- Operating expenses represent an increase due to the planned replacement of five containers and an increase in fleet charges based on projected levels of utilization.
- Capital expenses reflect the replacement of two loader trucks and a scow body truck.

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

DIVISION - Curbside Collection

Mission: The Solid Waste Curbside Collection Division provides curbside collection of recyclables to all urban areas of Charleston County and to urban schools.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	14.00	13.00	12.00	12.00	0.00	0.0
Personnel	\$ 522,706	\$ 427,533	\$ 556,138	\$ 541,577	\$ (14,561)	(2.6)
Operating	347,836	496,063	334,438	329,629	(4,809)	(1.4)
Capital	<u>0</u>	<u>0</u>	<u>175,000</u>	<u>0</u>	<u>(175,000)</u>	(100.0)
TOTAL EXPENSES	<u>\$ 870,542</u>	<u>\$ 923,596</u>	<u>\$ 1,065,576</u>	<u>\$ 871,206</u>	<u>\$ (194,370)</u>	(18.2)

Funding Adjustments for FY 2005 Include:

- Personnel expenses reflect an interdepartmental transfer during FY 2004, the actual grades and steps of the incumbents, increased fringe benefit costs, and a Cost of Living Adjustment (COLA).
- Operating expenses reflect a decrease to supplies based on anticipated needs and historical trends. The decrease is partially offset by increased vehicle fleet costs due to a higher level of utilization.

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

PROGRAM - Debt Service

Mission: The Debt Service Program accounts for the servicing of the 1994 Solid Waste Revenue Bonds. This program records the interest expense and other costs related to the repayment of the borrowing.

PROGRAM SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	-	-	-	-	-	-
Personnel	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0.0
Operating	0	0	0	0	0	0.0
Capital	0	0	0	0	0	0.0
Debt Service	<u>1,079,669</u>	<u>1,021,246</u>	<u>959,171</u>	<u>893,467</u>	<u>(65,704)</u>	<u>(6.9)</u>
TOTAL EXPENSES	<u>\$ 1,079,669</u>	<u>\$ 1,021,246</u>	<u>\$ 959,171</u>	<u>\$ 893,467</u>	<u>\$ (65,704)</u>	<u>(6.9)</u>

Funding Adjustments for FY 2005 Include:

- Debt service expense represents decreased interest costs on the Solid Waste Revenue Bond.

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

DIVISION - Drop Site Collection

Mission: The Solid Waste Drop Site Collection Division provides drop site containers located throughout the county to collect commingled materials and paper products to remove litter and overflow waste.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	8.00	8.00	8.00	8.00	0.00	0.0
Personnel	\$ 300,195	\$ 292,532	\$ 346,107	\$ 350,880	\$ 4,773	1.4
Operating	119,072	90,223	79,550	96,188	16,638	20.9
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>75,000</u>	<u>75,000</u>	100.0
TOTAL EXPENSES	<u>\$ 419,267</u>	<u>\$ 382,755</u>	<u>\$ 425,657</u>	<u>\$ 522,068</u>	<u>\$ 96,411</u>	22.7

Funding Adjustments for FY 2005 Include:

- Personnel expenses reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and a Cost of Living Adjustment (COLA).
- Operating expenses represent an increase due to the planned replacement of four drop site containers.
- Capital will fund the replacement of a roll-off container truck.

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

DIVISION - Household Hazardous Waste

Mission: The Solid Waste Household Hazardous Waste Division provides for proper disposal of residential household hazardous wastes such as paint, gasoline, pool chemicals, and insecticides for receiving at the Bees Ferry Landfill.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	3.00	3.00	3.00	3.00	0.00	0.0
Charges and Fees	\$ 8,890	\$ 7,667	\$ 6,000	\$ 7,000	\$ 1,000	16.7
TOTAL REVENUES	<u>\$ 8,890</u>	<u>\$ 7,667</u>	<u>\$ 6,000</u>	<u>\$ 7,000</u>	<u>\$ 1,000</u>	16.7
Personnel	\$ 171,708	\$ 173,457	\$ 185,261	\$ 195,245	\$ 9,984	5.4
Operating	23,739	32,784	125,875	144,723	18,848	15.0
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENSES	<u>\$ 195,447</u>	<u>\$ 206,241</u>	<u>\$ 311,136</u>	<u>\$ 339,968</u>	<u>\$ 28,832</u>	9.3

Funding Adjustments for FY 2005 Include:

- Revenues represent an increase in the market for recycled paint.
- Personnel expenses reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA).
- Operating expenses reflect an increase in contracted costs for the disposal of electronic waste materials.

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

DIVISION - Incinerator Operations

Mission: The Solid Waste Incinerator Operations Division provides for the disposal of garbage at the Montenay Charleston Resource Recovery Facility.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	2.00	2.00	2.00	2.00	0.00	0.0
Charges and Fees	\$ 6,591,490	\$ 6,692,726	\$ 6,600,000	\$ 6,765,000	\$ 165,000	2.5
Interest	<u>1,130,714</u>	<u>572,807</u>	<u>900,000</u>	<u>425,000</u>	<u>(475,000)</u>	(52.8)
TOTAL REVENUES	<u>\$ 7,722,204</u>	<u>\$ 7,265,533</u>	<u>\$ 7,500,000</u>	<u>\$ 7,190,000</u>	<u>\$ (310,000)</u>	(4.1)
Personnel	\$ 64,193	\$ 46,717	\$ 71,653	\$ 65,845	\$ (5,808)	(8.1)
Operating	15,231,407	14,056,196	14,297,128	16,098,760	1,801,632	12.6
Capital	0	0	0	0	0	0.0
Debt Service	<u>0</u>	<u>0</u>	<u>2,680,439</u>	<u>1,125,751</u>	<u>(1,554,688)</u>	(58.0)
TOTAL EXPENSES	<u>\$ 15,295,600</u>	<u>\$ 14,102,913</u>	<u>\$ 17,049,220</u>	<u>\$ 17,290,356</u>	<u>\$ 241,136</u>	1.4

Funding Adjustments for FY 2005 Include:

- Revenues reflect the annual increase in the price per kilowatt hour of electricity generated and sold at the facility. This increase is partially offset by lower interest earnings due to a decline in interest rates.
- Personnel expenses reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and a Cost of Living Adjustment (COLA).
- Operating expenses represent an increase in debt service pass-through cost and the operating and maintenance contract cost.
- Debt service represents funds that are reserved for future debt service payments on the 1997 refunding of the Montenay Charleston bond. The increase reflects adjustments to the reserve's balance in order to level the fiscal impact of future funding requirements.

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

DIVISION - Landfill Operations

Mission: The Solid Waste Landfill Operations Division provides a disposal site for municipal solid waste and construction debris to Charleston County customers including residents, municipalities, public service districts, other government contractors, and private haulers.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	19.00	19.00	20.00	20.00	0.00	0.0
Intergovernmental	\$ 127,188	\$ 127,365	\$ 125,000	\$ 125,000	\$ 0	0.0
Charges and Fees	974,856	790,786	690,000	950,000	260,000	37.7
Miscellaneous	35,657	0	0	0	0	0.0
TOTAL REVENUES	<u>\$ 1,137,701</u>	<u>\$ 918,151</u>	<u>\$ 815,000</u>	<u>\$ 1,075,000</u>	<u>\$ 260,000</u>	31.9
Personnel	\$ 732,898	\$ 870,138	\$ 869,577	\$ 977,157	\$ 107,580	12.4
Operating	719,128	1,574,574	1,756,801	1,867,805	111,004	6.3
Capital	0	0	741,000	695,000	(46,000)	(6.2)
TOTAL EXPENSES	1,452,026	2,444,712	3,367,378	3,539,962	172,584	5.1
Interfund Transfer Out	650,000	650,000	650,000	650,000	0	0.0
TOTAL DISBURSEMENTS	<u>\$ 2,102,026</u>	<u>\$ 3,094,712</u>	<u>\$ 4,017,378</u>	<u>\$ 4,189,962</u>	<u>\$ 172,584</u>	4.3

Funding Adjustments for FY 2005 Include:

- Revenues represent increased tipping fees based on current volume and increased recycling revenues based on current market prices.
- Personnel expenses reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA). Also reflected is an increase in overtime to allow continued operation of the landfill on holidays and Saturdays for the public.
- Operating expenses are increased due to consulting fees for engineering services related to the closure of the Bees Ferry Landfill. These decreases are offset by the elimination of the budgeted accrual costs for the landfill closure and reduced fleet vehicle costs based on utilization.
- Capital expenses represent the replacement of a pickup truck, a compactor and a dozer.
- Interfund transfer out is used to fund the annual appropriation for lined landfill construction as mandated by the South Carolina Department of Health and Environmental Control.

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

PROGRAM - Lined Landfill

Mission: Through a consent order negotiated with the South Carolina Department of Health and Environmental Control, the Lined Landfill Program accumulates funding for the construction of a lined landfill to be in operation by January 1, 2006. This program remains in compliance with Subtitle "D" regulations as required by Federal and State agencies.

PROGRAM SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	-	-	-	-	-	-
Interfund Transfer In	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 0	0.0
TOTAL SOURCES	<u>\$ 650,000</u>	<u>\$ 650,000</u>	<u>\$ 650,000</u>	<u>\$ 650,000</u>	<u>\$ 0</u>	0.0
Personnel	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0.0
Operating	0	0	0	0	0	0.0
Capital	<u>0</u>	<u>0</u>	<u>650,000</u>	<u>650,000</u>	<u>0</u>	0.0
TOTAL EXPENSES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 650,000</u>	<u>\$ 650,000</u>	<u>\$ 0</u>	0.0

Funding Adjustments for FY 2005 Include:

- Interfund transfer in represents the annual appropriations from the Solid Waste Fund for the lined landfill construction project.
- Capital expenses represent continued funding for the future lined landfill construction as mandated by the South Carolina Department of Health and Environmental Control.

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

DIVISION - Litter Control

Mission: The Solid Waste Litter Control Division provides education and enforcement of the various litter codes and ordinances of Charleston County in order to provide its citizens with a clean and healthy environment in which to live.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	2.00	2.00	2.00	2.00	0.00	0.0
Personnel	\$ 91,520	\$ 92,689	\$ 95,023	\$ 99,308	\$ 4,285	4.5
Operating	7,465	10,073	33,344	35,575	2,231	6.7
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>20,000</u>	<u>20,000</u>	100.0
TOTAL EXPENSES	<u>\$ 98,985</u>	<u>\$ 102,762</u>	<u>\$ 128,367</u>	<u>\$ 154,883</u>	<u>\$ 26,516</u>	20.7

Funding Adjustments for FY 2005 Include:

- Personnel expenses reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA).
- Operating expenses reflect increased training costs and higher fleet vehicle costs based on historical trends and the projected level of utilization.

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

DIVISION - Materials Recovery Facility

Mission: The Solid Waste Materials Recovery Facility provides for the processing and marketing of recyclable material as collected in Charleston County, Berkeley, and Dorchester counties.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	31.00	29.00	29.00	29.00	0.00	0.0
Intergovernmental	\$ 106,689	\$ 248,181	\$ 0	\$ 0	\$ 0	0.0
Charges and Fees	1,012,354	1,337,459	1,080,000	1,199,000	119,000	11.0
Interest	0	40,427	0	0	0	0.0
TOTAL REVENUES	<u>\$ 1,119,043</u>	<u>\$ 1,626,067</u>	<u>\$ 1,080,000</u>	<u>\$ 1,199,000</u>	<u>\$ 119,000</u>	11.0
Personnel	\$ 751,814	\$ 775,949	\$ 902,593	\$ 931,192	\$ 28,599	3.2
Operating	351,798	660,048	160,612	159,632	(980)	(0.6)
Capital	0	0	11,000	0	(11,000)	(100.0)
TOTAL EXPENSES	<u>\$ 1,103,612</u>	<u>\$ 1,435,997</u>	<u>\$ 1,074,205</u>	<u>\$ 1,090,824</u>	<u>\$ 16,619</u>	1.5

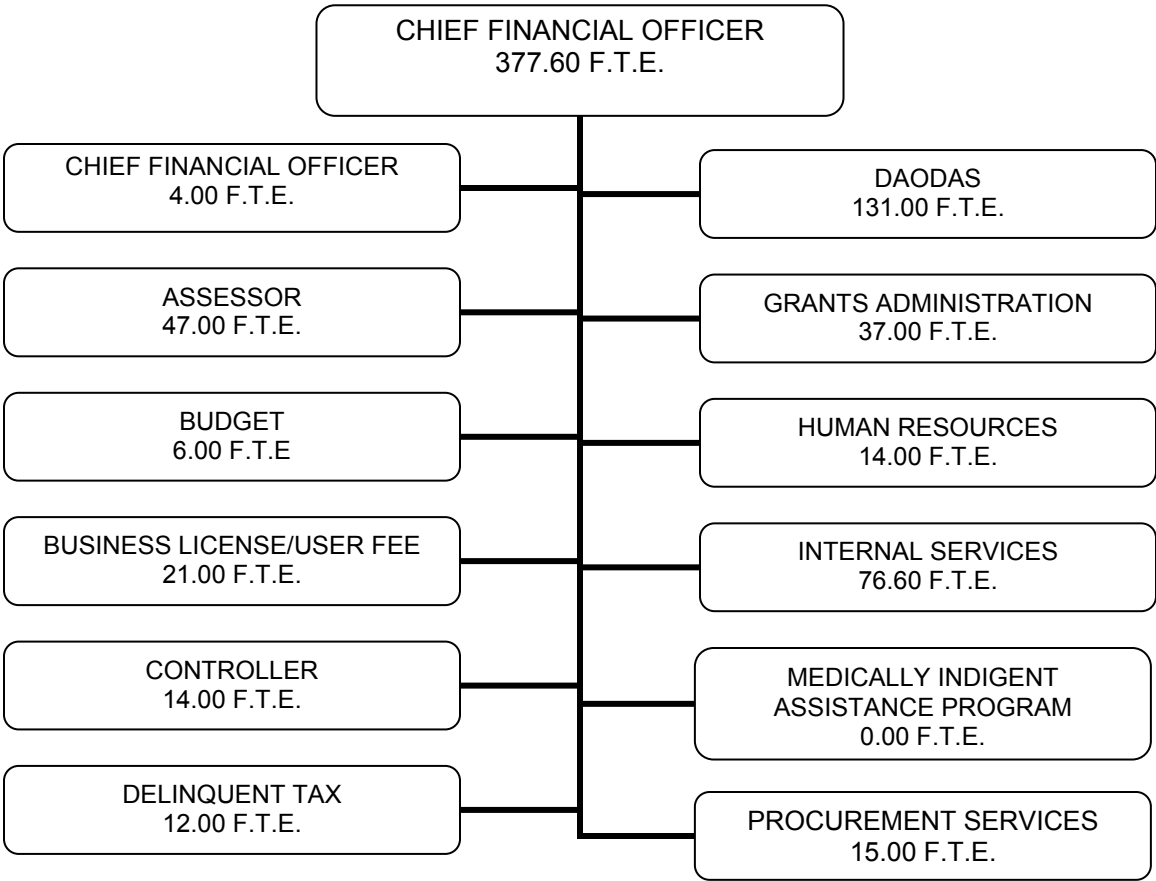
Funding Adjustments for FY 2005 Include:

- Revenues reflect an increase in current volume and market prices.
- Personnel expenses represent full funding in FY 2005 of two previously frozen positions. Also reflected are the actual grades and steps of the incumbents, increased fringe benefit costs, and a Cost of Living Adjustment (COLA). These increases are partially offset by the elimination of contracted temporary services.
- Operating expenses include an increase in fleet maintenance based on projected usage. This increase is offset by the elimination of noncapital equipment purchases.



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CHIEF FINANCIAL OFFICER



CHIEF FINANCIAL OFFICER

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Chief Financial Officer is responsible for the coordination and management of ten departments which include Assessor, Budget, Business License/User Fee, Controller, Delinquent Tax, Department of Alcohol and Other Drug Abuse Services, Grants Administration, Human Resources, Internal Services, and Procurement Services.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	3.00	5.00	4.00	4.00	0.00	0.0
Personnel	\$ 178,305	\$ 279,160	\$ 328,104	\$ 331,533	\$ 3,429	1.0
Operating	14,256	15,270	19,399	15,034	(4,365)	(22.5)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	192,561	294,430	347,503	346,567	(936)	(0.3)
Interfund Transfer Out	<u>0</u>	<u>4,950</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 192,561</u>	<u>\$ 299,380</u>	<u>\$ 347,503</u>	<u>\$ 346,567</u>	<u>\$ (936)</u>	(0.3)

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs.
- Operating expenditures reflect reductions in telecommunications and copy charges based on anticipated needs.

ASSESSOR

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Assessor's Office appraises and assesses all real estate and mobile homes within the County Assessor's jurisdiction distributing the property tax for real estate and mobile home owners in accordance with State law in a manner that is the most cost effective.

DEPARTMENT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	45.00	44.00	47.00	47.00	0.00	0.0
Licenses and Permits	\$ 5,095	\$ 4,285	\$ 4,200	\$ 4,000	\$ (200)	(4.8)
Charges and Fees	<u>7,025</u>	<u>3,395</u>	<u>2,000</u>	<u>3,000</u>	<u>1,000</u>	50.0
TOTAL REVENUES	<u>\$ 12,120</u>	<u>\$ 7,680</u>	<u>\$ 6,200</u>	<u>\$ 7,000</u>	<u>\$ 800</u>	12.9
Personnel	\$ 2,075,363	\$ 2,082,152	\$ 2,372,045	\$ 2,413,814	\$ 41,769	1.8
Operating	137,530	162,093	175,841	151,082	(24,759)	(14.1)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	2,212,893	2,244,245	2,547,886	2,564,896	17,010	0.7
Interfund Transfer Out	<u>0</u>	<u>19,200</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 2,212,893</u>	<u>\$ 2,263,445</u>	<u>\$ 2,547,886</u>	<u>\$ 2,564,896</u>	<u>\$ 17,010</u>	0.7

Funding Adjustments for FY 2005 Include:

- Revenues represent growth of fees for public reports.
- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs. During budget deliberations, Council restored budgeted overtime.
- Operating expenditures reflect reduced funding for consultant fees, printing, training, and telecommunications costs based on anticipated usage.

Objectives:

1. Decrease cost per appraisal by 1% in constant dollars adjusted for increases in the Southeastern average Consumer Price Index (CPI).
2. Decrease cost per legal residence transaction by 1% in constant dollars adjusted for increases in the Southeastern average CPI.
3. Decrease cost per mobile home transaction by 1% in constant dollars adjusted for increases in the Southeastern average CPI.

ASSESSOR (continued)

GENERAL FUND

GENERAL GOVERNMENT

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Percent of time spent on new construction, reviews, and appeals	1	61.8%	64.6%	64.6%
Number of appraisals	1	12,176	11,050	12,155
Percent of time spent on Legal Residence (LR) classification	2	50.0%	50.0%	50.0%
Number of transactions	2	8,675	10,464	11,150
Percent of time spent on mobile home transactions	3	50.0%	50.0%	50.0%
Number of mobile home transactions	3	5,396	8,390	8,500
Efficiency:				
Cost per appraisal	1	\$99.41	\$127.74	\$155.48
Cost for completing appraisals	1	\$1,210,331	\$1,411,606	\$1,403,757
Cost per legal residence application/class change	2	\$8.91	\$8.53	\$7.93
Cost for processing LR changes	2	\$77,350	\$89,347	\$91,200
Cost per mobile home transaction	3	\$16.16	\$10.01	\$11.50
Cost for processing mobile homes	3	\$87,233	\$84,015	\$97,748
Outcome:				
Reduction in appraisal cost	1	(\$35.90)	(\$28.33)	(\$12.26)
Reduction in LR transaction cost	2	\$0.07	\$0.38	\$0.60
Reduction in mobile home transaction cost	3	\$6.30	\$6.15	(\$1.49)

BUDGET

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Budget Department provides fiscal services for the County of Charleston in order to maintain the County's fiscal integrity and accountability and to support effective decision-making.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	6.00	6.00	6.00	6.00	0.00	0.0
Personnel	\$ 375,591	\$ 297,891	\$ 425,556	\$ 435,098	\$ 9,542	2.2
Operating	26,809	18,938	29,242	23,467	(5,775)	(19.7)
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	402,400	316,829	454,798	458,565	3,767	0.8
Interfund Transfer Out	0	7,500	0	0	0	0.0
TOTAL DISBURSEMENTS	<u>\$ 402,400</u>	<u>\$ 324,329</u>	<u>\$ 454,798</u>	<u>\$ 458,565</u>	<u>\$ 3,767</u>	0.8

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and higher fringe benefit costs.
- Operating expenditures reflect decreased office supplies usage and lower printing and binding costs. Publishing the County's Budget Document online enables the County to reduce the number of hard copies that are printed.

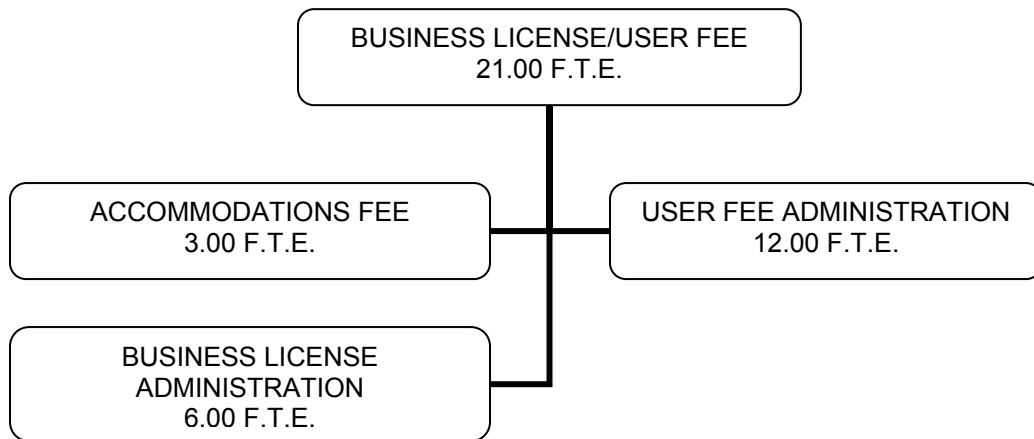
Objectives:

1. Submit the annual Council Approved budget document to the Government Finance Officers Association (GFOA) to be considered for the Distinguished Budget Presentation Award and receive an outstanding rating in the communication category.
2. Process budget transfers with an average turnaround of 2.5 days and with an average error rate of . 2.0%.
3. Process personnel actions with a turnaround of 1.5 days.
4. Maintain a rating of 4.5 on a scale of 1-5 for accuracy, responsiveness, and communication among 90% of departments, elected and appointed officials, and administrative management served.

Performance Measures:

MEASURE:		FY 2003 <u>Actual</u>	FY 2004 <u>Actual</u>	FY 2005 <u>Projected</u>
Output:				
Number of years GFOA Distinguished Budget Award received since 1989	1	14	15	16
Number of transfers	2	4,535	3,601	3,000
Percent of departments responding to survey	4	60.0%	56.8%	60.0%
Efficiency:				
Average error rate on processing transfers	2	2.5%	2.4%	2.0%
Outcome:				
The budget document rated as a communication device	4	proficient	proficient	outstanding
Average turnaround days on processing transfers	2	3.0	3.6	2.5
Turnaround days on processing personnel actions	3	2.3	2.3	1.5
Rating average for survey	4	4.6	4.5	4.5
Percent of departments rating ~ 4.5 to survey	4	70.4%	72.0%	90.0%

BUSINESS LICENSE/USER FEE



BUSINESS LICENSE/USER FEE

Mission: The Business License/User Fee Department administers the provisions of the County's Business License Ordinance, the Solid Waste Disposal/User Fee Ordinance, and the Accommodations Fee Ordinance.

DEPARTMENTAL SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	20.00	20.00	21.00	21.00	0.00	0.0
General Fund	\$ 2,114,295	\$ 2,157,160	\$ 2,350,000	\$ 2,325,000	\$ (25,000)	(1.1)
Special Revenue Fund	6,618,225	6,735,797	6,943,820	7,154,885	211,065	3.0
Enterprise Fund	<u>20,533,860</u>	<u>21,081,292</u>	<u>21,280,000</u>	<u>21,475,000</u>	<u>195,000</u>	0.9
TOTAL SOURCES	<u>\$ 29,266,380</u>	<u>\$ 29,974,249</u>	<u>\$ 30,573,820</u>	<u>\$ 30,954,885</u>	<u>\$ 381,065</u>	1.2
General Fund	\$ 264,693	\$ 267,824	\$ 353,879	\$ 328,117	\$ (25,762)	(7.3)
Special Revenue Fund	5,718,006	6,001,284	8,835,495	7,280,462	(1,555,033)	(17.6)
Enterprise Fund	<u>1,208,889</u>	<u>1,394,263</u>	<u>916,515</u>	<u>859,158</u>	<u>(57,357)</u>	(6.3)
TOTAL DISBURSEMENTS	<u>\$ 7,191,588</u>	<u>\$ 7,663,371</u>	<u>\$ 10,105,889</u>	<u>\$ 8,467,737</u>	<u>\$ (1,638,152)</u>	(16.2)

Sources: The sources of funds for Business License/User Fee's FY 2005 budget represent projections for continued growth in tourism in the Charleston area and continued growth in User Fee collections based on historical trends. Also reflected is a small decline in business license collections due to annexations by municipalities.

Disbursements: Disbursements reflect a reduction in the transfer to the Debt Service Fund for the County's annual contribution for the construction of the Arthur Ravenel, Jr. Bridge. During budget deliberations, County Council elected not to use funds from the Accommodations Fee Fund for the FY 2005 payment. In addition, Council funded additional tourist-related operating costs in the General Fund and tourist-related debt in the Debt Service Fund through transfers. Also reflected is a reduction in the transfer to the Capital Projects Fund for the County's portion of repairs to the Charleston Museum. Disbursements also reflect a reduction for a loan from Accommodations Fee granted to the Charleston County Visitor's Bureau in FY 2004.

BUSINESS LICENSE/USER FEE (continued)**SPECIAL REVENUE FUND****CULTURE AND RECREATION**

DIVISION - Accommodations Fee

Mission: The Accommodations Fee Division assesses and collects revenues, performs field inspections and audits of gross income, and files legal actions against delinquent accounts.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Proposed	Dollar Change	Percent Change
Positions/FTE	3.00	3.00	3.00	3.00	0.00	0.0
Charges and Fees	\$ 6,539,005	\$ 6,666,969	\$ 6,868,820	\$ 7,074,885	\$ 206,065	3.0
Interest	79,220	68,828	75,000	80,000	5,000	6.7
TOTAL REVENUES	\$ 6,618,225	\$ 6,735,797	\$ 6,943,820	\$ 7,154,885	\$ 211,065	3.0
Personnel	\$ 125,504	\$ 134,633	\$ 149,194	\$ 158,266	\$ 9,072	6.1
Operating	3,656,586	3,909,100	4,204,301	3,859,496	(344,805)	(8.2)
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	3,782,090	4,043,733	4,353,495	4,017,762	(335,733)	(7.7)
Interfund Transfer Out	1,935,916	1,957,551	4,482,000	3,262,700	(1,219,300)	(27.2)
TOTAL DISBURSEMENTS	\$ 5,718,006	\$ 6,001,284	\$ 8,835,495	\$ 7,280,462	\$ (1,555,033)	(17.6)
Increase (Use) of Fund Balance	\$ 900,219	\$ 734,513	\$ (1,891,675)	\$ (125,577)	\$ 1,766,098	(93.4)
Beginning Fund Balance	1,447,307	2,347,526	3,082,039	1,055,346	(2,026,693)	(65.8)
Ending Fund Balance	\$ 2,347,526	\$ 3,082,039	\$ 1,190,364	\$ 929,769	\$ (260,595)	(21.9)

Funding Adjustments for FY 2005 Include:

- Revenues represent projections for continued growth in tourism in the Charleston area.
- Personnel expenditures represent the actual grades and steps of the incumbents, increased fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA).
- Operating expenditures reflect a reduction for a loan granted to the Charleston County Visitor's Center in FY 2004. During budget deliberations, County Council reallocated the funding provided to tourist-related agencies to include four organizations that had not previously received funding.
- Interfund transfer out represents funds used to reimburse the General Fund for expenditures incurred from providing services to tourists visiting the area and to reimburse the Debt Service Fund for payments on tourist-related facilities. During budget deliberations, Council funded the Arthur Ravenel, Jr. Bridge with a transfer from the Capital Projects Fund. This action eliminated the need for a \$1,000,000 transfer to the Debt Service Fund for the bridge. As a result, \$250,000 in tourist-related costs was funded in the General Fund, and \$750,000 in tourist-related debt was funded in the Debt Service Fund.

BUSINESS LICENSE/USER FEE (continued)**GENERAL FUND****GENERAL GOVERNMENT**

DIVISION - Business License Administration

Mission: Business License Administration, in accordance with the County Business License Ordinance, collects revenues in the form of business licenses. This Division also files legal actions against delinquent accounts and maintains bankruptcy files.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Proposed	Dollar Change	Percent Change
Positions/FTE	5.00	6.00	6.00	6.00	0.00	0.0
Licenses and Permits	\$ 2,113,715	\$ 2,154,790	\$ 2,350,000	\$ 2,325,000	\$ (25,000)	(1.1)
Interest Revenues	331	209	0	0	0	0.0
Miscellaneous	249	2,161	0	0	0	0.0
TOTAL REVENUES	\$ 2,114,295	\$ 2,157,160	\$ 2,350,000	\$ 2,325,000	\$ (25,000)	(1.1)
Personnel	\$ 226,079	\$ 232,605	\$ 288,989	\$ 284,932	\$ (4,057)	(1.4)
Operating	38,614	35,219	64,890	43,185	(21,705)	(33.4)
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	\$ 264,693	\$ 267,824	\$ 353,879	\$ 328,117	\$ (25,762)	(7.3)

Funding Adjustments for FY 2005 Include:

- Revenues reflect a decline in business licenses due to annexations by municipalities. Also reflected is an increase in retention fees based on additional collection contracts.
- Personnel expenditures reflect the actual grades and steps of the incumbents and higher fringe benefit costs.
- Operating expenditures reflect the elimination of one-time costs in FY 2004 to print new business license code books.

Objectives:

1. Increase business license field inspections by 2%.
2. Locate 2% more businesses operating illegally.
3. Increase audits conducted by 2%.

Performance Measures:

MEASURE:	Objective	FY 2003 Actual	FY 2004 Actual	FY 2005 Projected
Output:				
Field inspections	1	16,505	20,451	20,800
Illegal business located	2	982	998	1,020
Audits conducted	3	1,004	815	830
Efficiency:				
Average chargeback per audit	3	\$613.18	\$924.38	\$940.00
Outcome:				
Percent increase of business license inspections	1	2.0%	24.0%	2.0%
Percent increase of locating businesses operating illegally	2	2.0%	2.0%	2.0%
Percent increase of audits conducted	3	2.0%	(19.0%)	2.0%
Collections from audit chargebacks	3	\$615,636	\$753,369	\$765,000

BUSINESS LICENSE/USER FEE (continued)**ENTERPRISE FUND****PUBLIC WORKS**

DIVISION - User Fee Administration

Mission: The User Fee Administration Division administers the provisions of the County's Solid Waste Disposal/User Fee Ordinance and the Solid Waste/User Fee Rate Ordinance to collect funds to offset the bond payments to finance the Foster Wheeler facility, additional landfill sites and recycling programs.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Proposed</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	12.00	11.00	12.00	12.00	0.00	0.0
Charges and Fees	\$ 20,501,361	\$ 21,054,501	\$ 21,250,000	\$ 21,450,000	\$ 200,000	0.9
Interest	24,556	26,791	25,000	25,000	0	0.0
Miscellaneous	<u>7,943</u>	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>(5,000)</u>	(100.0)
TOTAL REVENUES	<u>\$ 20,533,860</u>	<u>\$ 21,081,292</u>	<u>\$ 21,280,000</u>	<u>\$ 21,475,000</u>	<u>\$ 195,000</u>	0.9
Personnel	\$ 574,658	\$ 539,443	\$ 658,370	\$ 660,056	\$ 1,686	0.3
Operating	634,231	849,740	220,542	199,102	(21,440)	(9.7)
Capital	<u>0</u>	<u>0</u>	<u>32,000</u>	<u>0</u>	<u>(32,000)</u>	(100.0)
TOTAL EXPENSES	1,208,889	1,389,183	910,912	859,158	(51,754)	(5.7)
Interfund Transfer Out	<u>0</u>	<u>2,550</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 1,208,889</u>	<u>\$ 1,391,733</u>	<u>\$ 910,912</u>	<u>\$ 859,158</u>	<u>\$ (51,754)</u>	(5.7)

Funding Adjustments for FY 2005 Include:

- Revenues are increased based on historical trends reflecting continued growth in user fee collections.
- Personnel expenses reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA).
- Operating expenses reflect a decrease in court costs. A process initiated through the County's Legal Department has increased the collection rate from past due accounts which has reduced the number of court case filings.

BUSINESS LICENSE/USER FEE (continued)**ENTERPRISE FUND****PUBLIC WORKS**

Objectives:

1. Increase User Fee field inspections by 2%.
2. Increase hauler updates by 2%.
3. Increase court actions by 2%.
4. Increase collection letters by 2%.

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Field inspections	1	4,276	4,412	4,500
Hauler accounts examined	2	4,195	4,604	4,700
Court cases prepared	3	1,993	1,289	1,315
Collection letters prepared	4	3,368	2,109	2,150
Efficiency:				
Collections per case filed	4	\$512.91	\$846.82	\$860.00
Outcome:				
Percent increase of User Fee field inspections	1	2.0%	1.0%	2.0%
Percent increase of hauler updates	2	2.0%	10.0%	2.0%
Percent increase of court actions	3	2.0%	(35.0%)	2.0%
Percent increase of collection letters	4	2.0%	(37.0%)	2.0%
Court cases resolved	3	1,269	1,434	1,460
Collections from court filings	4	\$1,051,470	\$1,091,554	\$1,113,380

CONTROLLER

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Controller is responsible for maintaining accurate records of the County's financial transactions and reporting the results through the Comprehensive Annual Financial Report (CAFR) to all interested parties including taxpayers, other governmental entities, creditors, and management.

DEPARTMENTAL SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	14.00	14.00	14.00	14.00	0.00	0.0
Charges and Fees	\$ 5,729	\$ 5,553	\$ 5,500	\$ 5,500	\$ 0	0.0
Miscellaneous	<u>44,699</u>	<u>24,645</u>	<u>15,000</u>	<u>20,000</u>	<u>5,000</u>	33.3
TOTAL REVENUES	<u>\$ 50,428</u>	<u>\$ 30,198</u>	<u>\$ 20,500</u>	<u>\$ 25,500</u>	<u>\$ 5,000</u>	24.4
Personnel	\$ 744,529	\$ 715,331	\$ 792,562	\$ 791,074	\$ (1,488)	(0.2)
Operating	97,678	96,159	100,961	104,142	3,181	3.2
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	842,207	811,490	893,523	895,216	1,693	0.2
Interfund Transfer Out	<u>6,900</u>	<u>7,500</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 849,107</u>	<u>\$ 818,990</u>	<u>\$ 893,523</u>	<u>\$ 895,216</u>	<u>\$ 1,693</u>	0.2

Funding Adjustments for FY 2005 Include:

- Revenues reflect an increase based on current trends for the sale of personal property.
- Personnel expenditures reflect a reduction in funding for temporary positions. Personnel costs also reflect the actual grades and steps of the incumbents. During budget deliberations, Council restored budgeted overtime.
- Operating expenditures reflect an increase in records management charges to start-up a three year program to microfiche financial records.

Objectives:

1. Maintain or improve the County's bond rating from the major rating agencies.
2. Submit Comprehensive Annual Financial Report (CAFR) to the Governmental Finance Officers Association (GFOA) for the Certificate of Achievement for Excellence in Financial Reporting program and receive a rating of Acceptable in each category.
3. Submit 100% of regulatory filings by the prescribed deadline to avoid penalties and receive maximum benefits allowed.
4. Prepare the Comprehensive Annual Financial Report (CAFR) within 180 days after fiscal year end.

CONTROLLER (continued)

GENERAL FUND

GENERAL GOVERNMENT

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Number of years GFOA Certificate of Achievement Award received since 1988	2	16	17	18
Number of deadlines missed	3	1	0	0
Number of days to prepare the CAFR	4	210	167	160
Outcome:				
<u>General Obligation Bond</u>	1			
Standard & Poor's		AA+	AA+	AA+
Moody's Investors Service		Aa1	Aa1	Aa1
Fitch IBCA, Duff & Phelps		AA	AA	AA
Regulatory filing deadlines missed	3	1	3	3
<u>CAFR Preparation</u>	4			
External auditor proposed adjustments		0	0	0
Days to close fiscal year end		45	45	45
Journal entries required after year end		100	98	100
Management letter comments/material weaknesses		0	0	0

DELINQUENT TAX

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Delinquent Tax Department investigates and collects delinquent real and personal ad valorem property taxes, user fees, penalties and levy costs; locates and notifies delinquent taxpayers of taxes owed; and maintains accurate, up-to-date records of monies collected to ensure the collection of funds to keep tax rates low and improve the overall quality of life for county citizens.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	12.00	12.00	12.00	12.00	0.00	0.0
Charges and Fees	\$ 612,660	\$ 699,780	\$ 600,000	\$ 850,000	\$ 250,000	41.7
Interest	70,655	81,575	40,000	70,000	30,000	75.0
Miscellaneous	<u>1,817</u>	<u>9,979</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL REVENUES	<u>\$ 685,132</u>	<u>\$ 791,334</u>	<u>\$ 640,000</u>	<u>\$ 920,000</u>	<u>\$ 280,000</u>	43.8
Personnel	\$ 675,887	\$ 628,928	\$ 677,604	\$ 740,930	\$ 63,326	9.3
Operating	148,081	276,557	221,182	236,964	15,782	7.1
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	<u>\$ 823,968</u>	<u>\$ 905,485</u>	<u>\$ 898,786</u>	<u>\$ 977,894</u>	<u>\$ 79,108</u>	8.8

Funding Adjustments for FY 2005 Include:

- Revenues represent an increase in delinquent tax levy costs due to projected increases in the number of accounts becoming delinquent.
- Personnel expenditures reflect an increase in paralegal costs due to the number of parcels requiring extensive title searches prior to a delinquent property tax sale. The budget also reflects the actual grades and steps of the incumbents and the increased cost of fringe benefits. During budget deliberations, Council restored budgeted overtime.
- Operating expenditures represent a six percent increase in advertising rates.

Objectives:

1. Attain collection rates of 95% for valid delinquent real property taxes.
2. Decrease the number of erroneous/uncollectible Business Personal Property receipts by at least 50% between April 1 and March 31.¹
3. Decrease the number of erroneous/uncollectible Department of Revenue Business Personal Property receipts by at least 50% between April 1 and March 31.

DELINQUENT TAX (continued)

GENERAL FUND

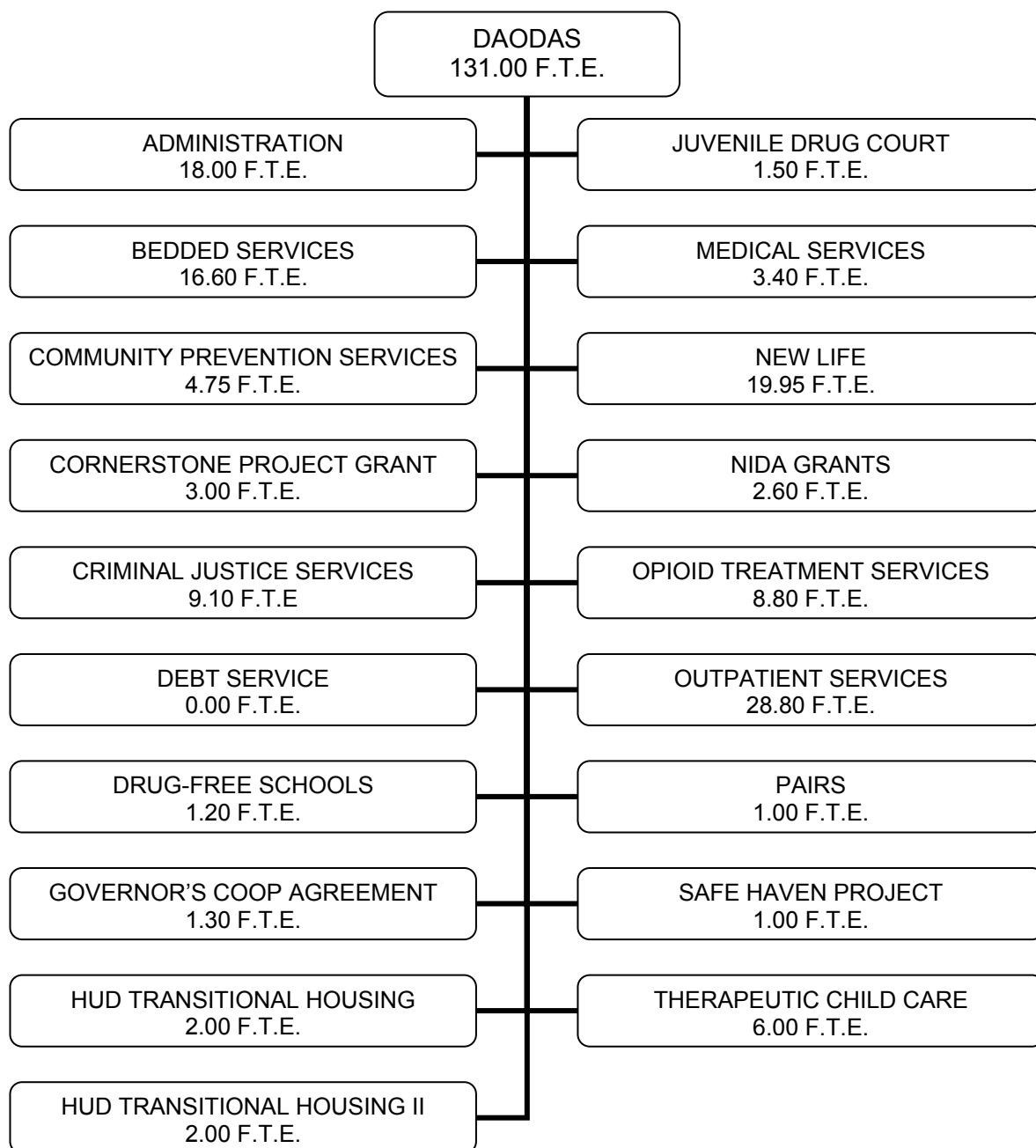
GENERAL GOVERNMENT

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Total real property tax dollars collected	1	\$8,565,299	\$9,869,518	\$9,650,000
Total reduction in Business Personal Property receivables	2	\$434,140	\$262,025	\$440,000
Total reduction in Department of Revenue Business Personal Property receivables	3	\$4,837,241	\$4,711,040	\$5,320,000
Efficiency:				
Cost per collection	1,2,3	\$32.12	\$27.53	\$31.00
Outcome:				
Real property execution	1	95.5%	95.0%	96.0%
Closure rate for business personal property	2	68.2%	45.0%	80.0%
Closure rate for Department of Revenue Business Personal Property	3	44.4%	41.0%	50.0%

¹ Execution notices are received from the Treasurer on all unpaid items on March 17 for the previous tax year.

DEPARTMENT OF ALCOHOL & OTHER DRUG ABUSE SERVICES



DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES

Mission: The Department of Alcohol and Other Drug Abuse Services (DAODAS), formerly known as the Substance Abuse Commission, was merged with the County in fiscal year 1994. The department operates under the name, "Charleston Center." The purpose of the department is to reduce the negative impact of alcohol and other drugs on residents by planning and implementing comprehensive and effective programs of professional services in a cost efficient manner. The department currently operates 18 programs which are supported with grants, client fees, and a transfer from the General Fund.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual*</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	171.50	128.00	131.00	131.00	0.00	0.0
Enterprise Fund	<u>\$ 10,653,612</u>	<u>\$ 9,399,215</u>	<u>\$ 10,224,972</u>	<u>\$ 10,695,647</u>	<u>\$ 470,675</u>	4.6
TOTAL SOURCES	<u>\$ 10,653,612</u>	<u>\$ 9,399,215</u>	<u>\$ 10,224,972</u>	<u>\$ 10,695,647</u>	<u>\$ 470,675</u>	4.6
Enterprise Fund	<u>\$ 9,275,718</u>	<u>\$ 8,264,119</u>	<u>\$ 10,188,580</u>	<u>\$ 10,744,753</u>	<u>\$ 556,173</u>	5.5
TOTAL DISBURSEMENTS	<u>\$ 9,275,718</u>	<u>\$ 8,264,119</u>	<u>\$ 10,188,580</u>	<u>\$ 10,744,753</u>	<u>\$ 556,173</u>	5.5

*FY 2002 Positions/FTE and Actual include grants which are not rebudgeted in FY 2003, FY 2004 or FY 2005.

Sources: Total sources reflect the net of reduced medicaid eligible reimbursements and growth in debt-set aside and client self-pay billings. This increase also reflects additional transfer in from the General Fund for County support services and for parking fees at the Health Complex Garage.

Disbursements: Total disbursements reflect higher personnel costs for temporaries, higher fringe benefit costs, and a Cost of Living Adjustment (COLA). Operating expenses are also increased to support growth in facility costs, County support services and parking fees at the Health Complex Garage, now owned by the Medical University. These increases are partially offset by the elimination of budgeted depreciation and by a reduction in capital due to the completion of the Crisis Stabilization Unit during FY 2004.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES

(continued)

ENTERPRISE FUND

HEALTH AND WELFARE

Objectives:

1. Improve the collection rate of accounts receivable by 10% and reduce the percentage of tax dollars that make up our total budget.
2. Decrease cost for successful completion of treatment.¹
3. Improve the post-discharge outcome evaluation of residents attending treatment.¹
4. Reduce the availability of tobacco to minors by conducting the annual tobacco buy from 200 vendors and maintaining the percentage of successful tobacco buys to minors at 15%.¹
5. Maintain a 90% satisfaction rating of persons served.

Performance Measures:

MEASURE:		<u>FY 2003</u>	<u>FY 2004</u>	<u>FY 2005</u>
	<u>Objective</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>
Output:				
Collections	1	\$1,645,190	\$1,269,226	\$1,400,000
Vendors selling tobacco to minors	4	n/a	37	33
Efficiency:				
Cost of successful completion of treatment by cost center	2	n/a	\$2,980	\$2,750
Outcome:				
Percentage increase of collection rate	1	10.0%	1.0%	5.0%
Ratio comparison of successful to unsuccessful completions of treatment	2	n/a	1.15	2.00
Employment increase	3	n/a	17.0%	20.0%
Reductions in emergency room visits	3	n/a	65.0%	65.0%
Reductions in arrests	3	n/a	8.0%	10.0%
Decreased use of illegal drugs	3	n/a	91.0%	90.0%
Decreased drinking to intoxication	3	n/a	76.0%	76.0%
Increase in drug-free births	3	n/a	13	15
Percentage of successful tobacco buys to minors	4	n/a	12.0%	9.0%
Client satisfaction rating for all applicable programs combined	5	95.0%	93.0%	95.0%

¹ This department is re-evaluating the definition of "successful completion." A client may attend a succession of programs (i.e., detoxification, inpatient, outpatient) and leave outpatient services early. Prior to FY 2004, this has been defined as an unsuccessful completion although the clients' life may have significantly improved. Conversely, a client may successfully complete a program but have a poor outcome after leaving. Success of treatment is measured by outcome results and overall cost of putting a person through treatment. FY 2004 and FY 2005 are based on total discharges.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - Administration

Mission: DAODAS operates a comprehensive array of inpatient, outpatient, and education and prevention programs to help the residents of Charleston County live productive lives free from the impact of alcohol, other drugs, and addictive behaviors and to promote active recovery for people whose lives have been impacted by addiction.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	24.78	19.90	18.00	18.00	0.00	0.0
Taxes	\$ 98	\$ 359	\$ 0	\$ 0	\$ 0	0.0
Intergovernmental	142,933	62,116	50,000	100,000	50,000	100.0
Charges and Fees	35,201	130,407	110,000	300,000	190,000	172.7
Rents and Leases	0	10,176	0	43,344	43,344	100.0
Miscellaneous	5,105	269	0	0	0	0.0
TOTAL REVENUES	183,337	203,327	160,000	443,344	283,344	177.1
Interfund Transfer In	633,407	476,576	818,175	1,508,466	690,291	84.4
TOTAL SOURCES	<u>\$ 816,744</u>	<u>\$ 679,903</u>	<u>\$ 978,175</u>	<u>\$ 1,951,810</u>	<u>\$ 973,635</u>	99.5
Personnel	\$ 825,175	\$ 878,263	\$ 893,726	\$ 946,171	\$ 52,445	5.9
Operating	(119,350)	(45,340)	27,420	842,091	814,671	2,971.1
Capital	0	0	255,000	0	(255,000)	(100.0)
TOTAL EXPENSES	<u>\$ 705,825</u>	<u>\$ 832,923</u>	<u>\$ 1,176,146</u>	<u>\$ 1,788,262</u>	<u>\$ 612,116</u>	52.0

Funding Adjustments for FY 2005 Include:

- Revenues reflect anticipated increases in medicaid billings, outstanding fees forwarded through debt set-aside, and rental income from the Department of Social Services for space leased for operation of the Crisis Stabilization Center.
- Interfund transfer in is increased to support growth in county support services and the addition of parking fees for employees and clients due to change in the Health Complex Garage ownership.
- Personnel expenses reflect the actual grades and steps of the incumbents, higher fringe benefit costs and a Cost of Living Adjustment (COLA). Personnel costs also include additional temporary staff.
- Operating expenses are increased to support higher county support costs, higher utility costs, a 45 percent rate increase for malpractice insurance, and scheduled computer replacements. Also included is \$240,000 to support employee and client parking fees at the Health Complex Garage now owned by the Medical University. This increase also reflects reduced reimbursements in from user divisions for administrative support. These increases are partially offset by the elimination of budgeted depreciation.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - Bedded Services

Mission: The Bedded Services Division, which includes Detoxification Services, the Family Care Unit, and Nursing Services, provides healthcare through cost-effective methods for the benefit of the patient and community.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	21.00	19.80	17.60	16.60	(1.00)	(5.7)
Intergovernmental	\$ 1,057,625	\$ 1,611,393	\$ 1,534,914	\$ 1,412,620	\$ (122,294)	(8.0)
Charges and Fees	<u>381,805</u>	<u>129,924</u>	<u>217,413</u>	<u>218,064</u>	<u>651</u>	0.3
TOTAL REVENUES	1,439,430	1,741,317	1,752,327	1,630,684	(121,643)	(7.7)
Interfund Transfer In	<u>175,138</u>	<u>325,138</u>	<u>325,138</u>	<u>0</u>	<u>(325,138)</u>	(100.0)
TOTAL SOURCES	<u>\$ 1,614,568</u>	<u>\$ 2,066,455</u>	<u>\$ 2,077,465</u>	<u>\$ 1,630,684</u>	<u>\$ (446,781)</u>	(21.5)
Personnel	\$ 632,323	\$ 664,337	\$ 834,988	\$ 867,324	\$ 32,336	3.9
Operating	720,542	615,216	779,767	676,502	(103,265)	(13.2)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENSES	1,352,865	1,279,553	1,614,755	1,543,826	(70,929)	(4.4)
Interfund Transfer Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 1,352,865</u>	<u>\$ 1,279,553</u>	<u>\$ 1,614,755</u>	<u>\$ 1,543,826</u>	<u>\$ (70,929)</u>	(4.4)

Funding Adjustments for FY 2005 Include:

- Revenues reflect anticipated reductions in medicaid receipts.
- Interfund transfer in reflects a reduction in the allocation from the General Fund for operations.
- Personnel expenses reflect the actual grades and steps of the incumbents, higher fringe benefit costs, and a Cost Of Living Adjustment (COLA). Personnel costs also reflect additional temporary staff and intradepartmental staffing changes to efficiently utilize resources.
- Operating expenses are decreased due to lower administrative costs and a reduced provision for bad debt expense. These decreases are partially offset by an increase in professional medical services.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - Community Prevention Services

Mission: The Community Prevention Services Division reduces the harmful effects of alcohol, tobacco, other drug abuse, violence and other high-risk behavior through the identification of factors which place individuals at increased risk, and the implementation of prevention, education and referral services for the residents of Charleston County.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	7.07	4.25	3.80	4.75	0.95	25.0
Intergovernmental	\$ 277,160	\$ 277,160	\$ 279,160	\$ 277,160	\$ (2,000)	(0.7)
Miscellaneous	6,626	0	0	0	0	0.0
TOTAL REVENUES	\$ 283,786	\$ 277,160	\$ 279,160	\$ 277,160	\$ (2,000)	(0.7)
Personnel	\$ 168,658	\$ 181,672	\$ 168,727	\$ 237,615	\$ 68,888	40.8
Operating	127,774	79,012	84,895	94,426	9,531	11.2
Capital	0	0	0	0	0	0.0
TOTAL EXPENSES	\$ 296,432	\$ 260,684	\$ 253,622	\$ 332,041	\$ 78,419	30.9

Funding Adjustments for FY 2005 Include:

- Revenues reflect the elimination of the Youth Initiative Mini Grant.
- Personnel expenses reflect the actual grades and steps of the incumbents, higher fringe benefit costs and a Cost of Living Adjustment (COLA). Personnel costs also include additional temporary staff and reflect intradepartmental staffing changes required to support anticipated client census.
- Operating expenses reflect higher utility and maintenance costs.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES
(continued)

ENTERPRISE FUND

HEALTH AND WELFARE

GRANT - Cornerstone Project Grant

Mission: The Cornerstone Project is part of the Safe School Healthy Students grant awarded to the Charleston County School District. The project goals are to assist the school district in implementing evidence-based prevention and intervention curricula, and to assist students returning to school from treatment.

GRANT SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	-	-	3.00	3.00	0.00	0.0
Intergovernmental	\$ 0	\$ 0	\$ 32,576	\$ 32,576	\$ 0	0.0
TOTAL REVENUES	\$ 0	\$ 0	\$ 32,576	\$ 32,576	\$ 0	0.0
Personnel	\$ 0	\$ 0	\$ 15,876	\$ 15,876	\$ 0	0.0
Operating	0	0	16,700	16,700	0	0.0
Capital	0	0	0	0	0	0.0
TOTAL EXPENSES	\$ 0	\$ 0	\$ 32,576	\$ 32,576	\$ 0	0.0

Funding Adjustments for FY 2005 Include:

- Revenues remain unchanged.
- Personnel expenses remain unchanged and will support reimbursements to other divisions for billable hours. Authorized FTEs remain vacant and unfunded based on program census.
- Operating expenses remain unchanged and will fund required training for intervention specialists.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES

(continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - Criminal Justice Services

Mission: The Criminal Justice Services division provides a wide range of specialized, community-based substance abuse and addiction services to adolescent and adult offenders involved in the criminal justice system. Services include treatment and coordination services to local drug courts, conducting alcohol and drug awareness classes and jail based treatment services for the inmates of the Charleston County Detention Center.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	-	-	10.60	9.10	(1.50)	(14.2)
Intergovernmental	\$ 0	\$ 0	\$ 110,000	\$ 0	\$ (110,000)	(100.0)
Charges and Fees	0	0	375,000	453,063	78,063	20.8
TOTAL REVENUES	0	0	485,000	453,063	(31,937)	(6.6)
Interfund Transfer In	0	0	58,000	138,000	80,000	137.9
TOTAL SOURCES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 543,000</u>	<u>\$ 591,063</u>	<u>\$ 48,063</u>	8.9
Personnel	\$ 0	\$ 0	\$ 524,411	\$ 449,211	\$ (75,200)	(14.3)
Operating	0	0	277,196	186,421	(90,775)	(32.7)
Capital	0	0	0	0	0	0.0
TOTAL EXPENSES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 801,607</u>	<u>\$ 635,632</u>	<u>\$ (165,975)</u>	(20.7)

Funding Adjustments for FY 2005 Include:

- Revenues reflect the elimination of medicaid billings due to changes in eligibility requirements. Charges and fees reflect anticipated increases in self-pay clients.
- Interfund transfer in reflects funding of \$58,000 from the Sheriff - Detention Division to provide service to indigent inmates ordered by the courts into treatment. The increase reflects an allocation from General Fund for operations to offset lost medicaid reimbursements.
- Personnel expenses reflect the actual grades and steps of the incumbents, higher fringe benefit costs and a Cost of Living Adjustment (COLA). This decrease also reflects the intradepartmental staffing changes required to efficiently utilize resources.
- Operating expenses reflect reduced utility, telecommunications, and professional medical costs based on projected program census. Administrative support costs are reduced based on projected program costs.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES
(continued)

ENTERPRISE FUND

HEALTH AND WELFARE

PROGRAM - Debt Service

Mission: The Debt Service Program budgets and records the annual interest and principal payments on the outstanding Certificates of Participation (COPS) issued in 1994.

PROGRAM SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	-	-	-	-	-	-
Interfund Transfer In	\$ 551,506	\$ 552,709	\$ 552,483	\$ 553,242	\$ 759	0.1
TOTAL SOURCES	<u>\$ 551,506</u>	<u>\$ 552,709</u>	<u>\$ 552,483</u>	<u>\$ 553,242</u>	<u>\$ 759</u>	0.1
Personnel	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0.0
Operating	0	0	0	0	0	0.0
Capital	0	0	0	0	0	0.0
Debt Service	<u>405,526</u>	<u>394,326</u>	<u>552,483</u>	<u>553,242</u>	<u>759</u>	0.1
TOTAL EXPENSES	<u>\$ 405,526</u>	<u>\$ 394,326</u>	<u>\$ 552,483</u>	<u>\$ 553,242</u>	<u>\$ 759</u>	0.1

Funding Adjustments for FY 2005 Include:

- Interfund transfer in reflects funding from the Debt Service Fund equal to the debt expense.
- Debt service is increased per the debt repayment schedule.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES
(continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - Drug-Free Schools

Mission: The Drug-Free Schools Division reduces the harmful effects of alcohol, tobacco, other drug abuse, violence and other high-risk behavior through the identification of factors which place individuals at increased risk; and implements prevention, education and referral services for the residents of Charleston County.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	2.20	2.20	2.20	1.20	(1.00)	(45.5)
Intergovernmental	\$ 87,657	\$ 116,327	\$ 57,532	\$ 57,532	\$ 0	0.0
TOTAL REVENUES	\$ 87,657	\$ 116,327	\$ 57,532	\$ 57,532	\$ 0	0.0
Personnel	\$ 82,612	\$ 78,333	\$ 55,401	\$ 57,668	\$ 2,267	4.1
Operating	6,245	39,847	23,530	27,779	4,249	18.1
Capital	0	0	0	0	0	0.0
TOTAL EXPENSES	\$ 88,857	\$ 118,180	\$ 78,931	\$ 85,447	\$ 6,516	8.3

Funding Adjustments for FY 2005 Include:

- Revenues are unchanged.
- Personnel expenses reflect the actual grades and steps of the incumbents, higher fringe benefit costs and a Cost of Living Adjustment (COLA). Funding also reflects intra-departmental staffing changes required to efficiently manage workload.
- Operating expenses are increased due to higher facility costs and additional funding for office expenses required to support program activities.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES
(continued)

ENTERPRISE FUND

HEALTH AND WELFARE

GRANT - Governor's Cooperative Agreement for Prevention

Mission: The Governor's Cooperative Agreement for Prevention (G-CAP), of which Charleston Center is the lead agency, is designed to reduce substance abuse among young people ages 12 through 17 by utilizing evidence-based prevention programming.

GRANT SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	1.40	1.30	1.30	1.30	0.00	0.0
Intergovernmental	\$ 42,669	\$ 90,141	\$ 117,359	\$ 117,359	\$ 0	0.0
TOTAL REVENUES	\$ 42,669	\$ 90,141	\$ 117,359	\$ 117,359	\$ 0	0.0
Personnel	\$ 28,619	\$ 55,326	\$ 62,487	\$ 61,631	\$ (856)	(1.4)
Operating	14,049	36,661	54,872	55,728	856	1.6
Capital	0	0	0	0	0	0.0
TOTAL EXPENSES	\$ 42,668	\$ 91,987	\$ 117,359	\$ 117,359	\$ 0	0.0

Funding Adjustments for FY 2005 Include:

- Revenues are unchanged.
- Personnel expenses reflect the actual grades and steps of the incumbents, higher fringe benefit costs and a Cost of Living Adjustment (COLA).
- Operating expenses are increased due to higher utility and telecommunications costs based on projected usage.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES
(continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - Housing and Urban Development Transitional Housing Program

Mission: The Housing and Urban Development (HUD) Transitional Housing Program provides comprehensive services which include home based case management, intensive case management, intensive addictions treatment, and transportation to women and children who are homeless or are potentially homeless.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	1.00	1.00	2.00	2.00	0.00	0.0
Intergovernmental	\$ 163,506	\$ 193,868	\$ 232,086	\$ 241,352	\$ 9,266	4.0
Charges and Fees	0	817	0	0	0	0.0
TOTAL REVENUES	\$ 163,506	\$ 194,685	\$ 232,086	\$ 241,352	\$ 9,266	4.0
Personnel	\$ 32,708	\$ 90,448	\$ 86,133	\$ 87,576	\$ 1,443	1.7
Operating	114,733	106,409	156,572	154,271	(2,301)	(1.5)
Capital	0	0	0	0	0	0.0
TOTAL EXPENSES	\$ 147,441	\$ 196,857	\$ 242,705	\$ 241,847	\$ (858)	(0.4)

Funding Adjustments for FY 2005 Include:

- Revenues reflect anticipated growth in medicaid billings.
- Personnel expenses reflect the actual grades and steps of the incumbents and higher fringe benefit costs. A Cost of Living Adjustment (COLA) is also included.
- Operating expenses reflect reduced administrative support costs.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES
(continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - Housing and Urban Development Transitional Housing Program II

Mission: The Housing and Urban Development (HUD) Transitional Housing Program II provides temporary housing in a drug free environment and transportation to counseling sessions for women and their children who are homeless or are potentially homeless.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	0.00	0.00	0.00	2.00	2.00	100.0
Intergovernmental	\$ 0	\$ 0	\$ 0	\$ 125,895	\$ 125,895	100.0
TOTAL REVENUES	0	0	0	125,895	125,895	100.0
Interfund Transfer In	0	0	0	45,971	45,971	100.0
TOTAL SOURCES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 171,866</u>	<u>\$ 171,866</u>	100.0
Personnel	\$ 0	\$ 0	\$ 0	\$ 88,840	\$ 88,840	100.0
Operating	0	0	0	83,304	83,304	100.0
Capital	0	0	0	0	0	0.0
TOTAL EXPENSES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 172,144</u>	<u>\$ 172,144</u>	100.0

Funding Adjustments for FY 2005 Include:

- Revenues reflect a new supplemental grant from HUD which will provide seven housing units for women in recovery programs.
- Interfund transfer in from the General Fund for operations reflects the required grant cash match.
- Personnel expenses reflect the transfer in of two Transportation Aides from the New Life Program, and the addition of two temporary Recovery Assistants to manage the anticipated workload. A Cost of Living Adjustment (COLA) is also included.
- Operating expenses reflect funds required to support the utilities and rental of seven temporary housing units for eligible women and their children while in recovery. Funding will also provide required administrative support costs.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

SPECIAL REVENUE FUND

HEALTH AND WELFARE

PROGRAM - Juvenile Drug Court

Mission: The Juvenile Drug Court provides an intensive rehabilitation treatment program that creates an environment with definite rules and consequences for violations based on performance of juveniles in an effort to address their substance abuse problem.

PROGRAM SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	2.00	1.00	1.00	1.50	0.50	50.0
Intergovernmental	\$ 0	\$ 0	\$ 9,824	\$ 30,000	\$ 20,176	205.4
Charges and Fees	0	0	5,000	0	(5,000)	(100.0)
TOTAL REVENUES	0	0	14,824	30,000	15,176	102.4
Interfund Transfer In	0	0	76,938	105,116	28,178	36.6
TOTAL SOURCES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 91,762</u>	<u>\$ 135,116</u>	<u>\$ 43,354</u>	47.2
Personnel	\$ 0	\$ 0	\$ 60,900	\$ 93,855	\$ 32,955	54.1
Operating	0	0	30,862	41,261	10,399	33.7
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 91,762</u>	<u>\$ 135,116</u>	<u>\$ 43,354</u>	47.2

DAODAS had 2 FTEs assigned to the Juvenile Drug Court when the grant was administered by the Clerk of Court.

Funding Adjustments for FY 2005 Include:

- Revenues reflect a contribution from the State to support program costs. The Solicitor has allowed 75 percent of the State contribution for drug courts to fund the Juvenile Drug Court.
- Interfund transfer in from the General Fund is increased to support additional program costs.
- Personnel expenditures reflect the actual grades and steps of the incumbents, higher fringe benefit costs, and a Cost of Living Adjustment (COLA). This increase also reflects intradepartmental staffing changes required to efficiently manage resources.
- Operating expenditures reflect higher utility and administrative support costs.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - Medical Services

Mission: The Medical Services Division provides inpatient services (Detoxification Services, Family Care, and New Life) and provides care services to the women and children of the Sojourner Center for Women.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	3.40	3.60	3.40	3.40	0.00	0.0
Intergovernmental	\$ 24,358	\$ 22,528	\$ 39,399	\$ 15,637	\$ (23,762)	(60.3)
Charges and Fees	<u>37,357</u>	<u>46,744</u>	<u>56,974</u>	<u>67,894</u>	<u>10,920</u>	19.2
TOTAL REVENUES	<u>\$ 61,715</u>	<u>\$ 69,272</u>	<u>\$ 96,373</u>	<u>\$ 83,531</u>	<u>\$ (12,842)</u>	(13.3)
Personnel	\$ 70,816	\$ 45,190	\$ 77,020	\$ 0	\$ (77,020)	(100.0)
Operating	184,689	24,081	29,631	8,000	(21,631)	(73.0)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENSES	<u>\$ 255,505</u>	<u>\$ 69,271</u>	<u>\$ 106,651</u>	<u>\$ 8,000</u>	<u>\$ (98,651)</u>	(92.5)

Funding Adjustments for FY 2005 Include:

- Revenues reflect an anticipated decline in medicaid reimbursements and self-pay clients. This decrease offsets projected growth in the volume of insurance billings.
- Personnel expenses reflect full reimbursement by user departments for services. Funding includes higher fringe benefit costs and a Cost of Living Adjustment (COLA).
- Operating expenses reflect reimbursement by user departments for costs except for a provision for bad debt expense.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - New Life

Mission: The New Life Division reduces the harmful effects of alcohol and drug dependency on pregnant and parenting age women and their children.

DIVISION SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	9.80	21.00	21.95	19.95	(2.00)	(9.1)
Intergovernmental	\$ 1,072,569	\$ 1,021,061	\$ 945,136	\$ 706,722	\$ (238,414)	(25.2)
Charges and Fees	62	10,151	0	0	0	0.0
TOTAL REVENUES	<u>\$ 1,072,631</u>	<u>\$ 1,031,212</u>	<u>\$ 945,136</u>	<u>\$ 706,722</u>	<u>\$ (238,414)</u>	(25.2)
Personnel	\$ 83,538	\$ 359,122	\$ 596,137	\$ 495,847	\$ (100,290)	(16.8)
Operating	304,985	329,027	495,568	445,389	(50,179)	(10.1)
Capital	0	0	0	0	0	0.0
TOTAL EXPENSES	<u>\$ 388,523</u>	<u>\$ 688,149</u>	<u>\$ 1,091,705</u>	<u>\$ 941,236</u>	<u>\$ (150,469)</u>	(13.8)

Funding Adjustments for FY 2005 Include:

- Revenues reflect reduced medicaid reimbursements based on current program census.
- Personnel expenses reflect the actual grades and steps of the incumbents, higher fringe benefit costs and a Cost of Living Adjustment (COLA). Personnel costs reflect the transfer out of two Transportation Aides to the HUD Transitional Housing II Grant. Higher reimbursements in from user divisions contribute to an overall decrease in personnel costs.
- Operating expenses reflect lower administrative support costs.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES
(continued)

ENTERPRISE FUND

HEALTH AND WELFARE

GRANT - NIDA Grants

Mission: The National Institute on Drug Abuse (NIDA) grants will support the research of alcohol and drug problems, and facilitate communication between research outcome and pragmatic use in the treatment arena.

GRANT SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	2.22	2.10	2.60	2.60	0.00	0.0
Intergovernmental	\$ 117,052	\$ 133,170	\$ 172,156	\$ 172,156	\$ 0	0.0
TOTAL REVENUES	<u>\$ 117,052</u>	<u>\$ 133,170</u>	<u>\$ 172,156</u>	<u>\$ 172,156</u>	<u>\$ 0</u>	0.0
Personnel	\$ 75,574	\$ 95,233	\$ 122,927	\$ 135,833	\$ 12,906	10.5
Operating	41,108	65,492	75,824	78,540	2,716	3.6
Capital	0	0	0	0	0	0.0
TOTAL EXPENSES	<u>\$ 116,682</u>	<u>\$ 160,725</u>	<u>\$ 198,751</u>	<u>\$ 214,373</u>	<u>\$ 15,622</u>	7.9

Funding Adjustments for FY 2005 Include:

- Revenues are unchanged.
- Personnel expenses reflect the actual grades and steps of the incumbents, higher fringe benefit costs, and a Cost of Living Adjustment (COLA).
- Operating expenses are increased to support higher utility costs.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - Opioid Treatment Services

Mission: The Opioid Treatment Services Division through intake, assessment, counseling, nursing services, medical services and extensive case management reduces the impact that opiate based drug use has on the individual and the community.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	7.80	7.60	7.80	8.80	1.00	12.8
Intergovernmental	\$ 83,373	\$ 75,680	\$ 75,600	\$ 75,600	\$ 0	0.0
Charges and Fees	<u>562,189</u>	<u>673,521</u>	<u>682,500</u>	<u>800,368</u>	<u>117,868</u>	17.3
TOTAL REVENUES	<u>\$ 645,562</u>	<u>\$ 749,201</u>	<u>\$ 758,100</u>	<u>\$ 875,968</u>	<u>\$ 117,868</u>	15.5
Personnel	\$ 355,198	\$ 370,031	\$ 413,691	\$ 476,229	\$ 62,538	15.1
Operating	287,144	383,817	426,783	488,578	61,795	14.5
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENSES	<u>\$ 642,342</u>	<u>\$ 753,848</u>	<u>\$ 840,474</u>	<u>\$ 964,807</u>	<u>\$ 124,333</u>	14.8

Funding Adjustments for FY 2005 Include:

- Revenues reflect anticipated growth in self-pay clients based on current program census.
- Personnel expenses reflect the actual grades and steps of the incumbents and higher fringe benefit costs. This increase also reflects intradepartmental staffing changes required to manage the anticipated growth in client census. Funding for a Cost of Living Adjustment (COLA) is also included.
- Operating expenses reflect increased funding for drugs and medical supplies, professional medical services, and facilities costs required to support the anticipated growth in client census.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - Outpatient Services

Mission: The Outpatient Services Division provides healthcare through cost-effective methods for the benefit of the patient, community, and staff.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	23.00	33.00	25.80	28.80	3.00	11.6
Intergovernmental	\$ 639,075	\$ 1,476,962	\$ 1,739,342	\$ 1,557,944	\$ (181,398)	(10.4)
Charges and Fees	<u>501,363</u>	<u>359,780</u>	<u>263,788</u>	<u>178,731</u>	<u>(85,057)</u>	(32.2)
TOTAL REVENUES	1,140,438	1,836,742	2,003,130	1,736,675	(266,455)	(13.3)
Interfund Transfer In	<u>200,311</u>	<u>364,531</u>	<u>266,707</u>	<u>377,020</u>	<u>110,313</u>	41.4
TOTAL SOURCES	<u>\$ 1,340,749</u>	<u>\$ 2,201,273</u>	<u>\$ 2,269,837</u>	<u>\$ 2,113,695</u>	<u>\$ (156,142)</u>	(6.9)
Personnel	\$ 990,420	\$ 1,430,191	\$ 1,011,496	\$ 1,339,550	\$ 328,054	32.4
Operating	442,166	665,210	839,794	684,358	(155,436)	(18.5)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>16,000</u>	<u>16,000</u>	100.0
TOTAL EXPENSES	<u>\$ 1,432,586</u>	<u>\$ 2,095,401</u>	<u>\$ 1,851,290</u>	<u>\$ 2,039,908</u>	<u>\$ 188,618</u>	10.2

Funding Adjustments for FY 2005 Include:

- Revenues reflect reduced medicaid, self-pay and insurance billings based on declining census due to lack of public transportation and anticipated reduced appropriations from the State.
- Interfund transfer in from the General Fund for operations is increased to maintain program service levels.
- Personnel expenses reflect the actual grades and steps of the incumbents, higher fringe benefit costs and a Cost of Living Adjustment (COLA). This increase also reflects intra-departmental staffing changes for better utilization of resources.
- Operating expenses reflect reduced administrative support costs and a lower provision for bad debt. Lease payments are reduced, as State funding will only support half (five) of the number of units previously rented.
- Capital expenses will fund a replacement mid-size sedan.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES
(continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - PAIRS

Mission: The **Partners in Achieving Independence through Recovery and Self-Sufficiency** program is a collaboration between DAODAS and the Department of Social Services to provide intensive case management to clients who have addiction problems and are eligible for participation.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	2.23	2.25	1.00	1.00	0.00	0.0
Intergovernmental	\$ 445,899	\$ 538,053	\$ 545,127	\$ 545,127	\$ 0	0.0
TOTAL REVENUES	\$ 445,899	\$ 538,053	\$ 545,127	\$ 545,127	\$ 0	0.0
Personnel	\$ 64,587	\$ 74,386	\$ 43,252	\$ 41,267	\$ (1,985)	(4.6)
Operating	390,752	477,615	501,875	461,731	(40,144)	(8.0)
Capital	0	0	0	0	0	0.0
TOTAL EXPENSES	\$ 455,339	\$ 552,001	\$ 545,127	\$ 502,998	\$ (42,129)	(7.7)

Funding Adjustments for FY 2005 Include:

- Revenues are unchanged.
- Personnel expenses reflect the actual grade and step of the incumbent, higher fringe benefit costs and a Cost of Living Adjustment (COLA).
- Operating expenses are decreased due to reduced administrative support and facilities costs.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES
(continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - Safe Haven Project

Mission: The Safe Haven Project offers comprehensive preventive methods to high-risk youth to reduce the harmful effects of alcohol, tobacco, drug abuse, violence and other high-risk behavior through identification of factors which place these individuals at risk.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	1.18	1.00	1.00	1.00	0.00	0.0
Intergovernmental	\$ 100,692	\$ 106,169	\$ 90,000	\$ 70,000	\$ (20,000)	(22.2)
Miscellaneous	4,000	0	0	0	0	0.0
TOTAL REVENUES	\$ 104,692	\$ 106,169	\$ 90,000	\$ 70,000	\$ (20,000)	(22.2)
Personnel	\$ 27,274	\$ 31,619	\$ 66,936	\$ 72,634	\$ 5,698	8.5
Operating	36,053	49,533	60,408	46,900	(13,508)	(22.4)
Capital	0	0	0	0	0	0.0
TOTAL EXPENSES	\$ 63,327	\$ 81,152	\$ 127,344	\$ 119,534	\$ (7,810)	(6.1)

Funding Adjustments for FY 2005 Include:

- Revenues reflect the elimination of funding from the State Health and Human Services for community based outreach programs.
- Personnel expenses reflect the actual grade and step of the incumbent, higher fringe benefit costs, and a Cost of Living Adjustment (COLA).
- Operating expenses reflect decreased facility and administrative support costs.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES
(continued)

ENTERPRISE FUND

HEALTH AND WELFARE

GRANT - Therapeutic Child Care

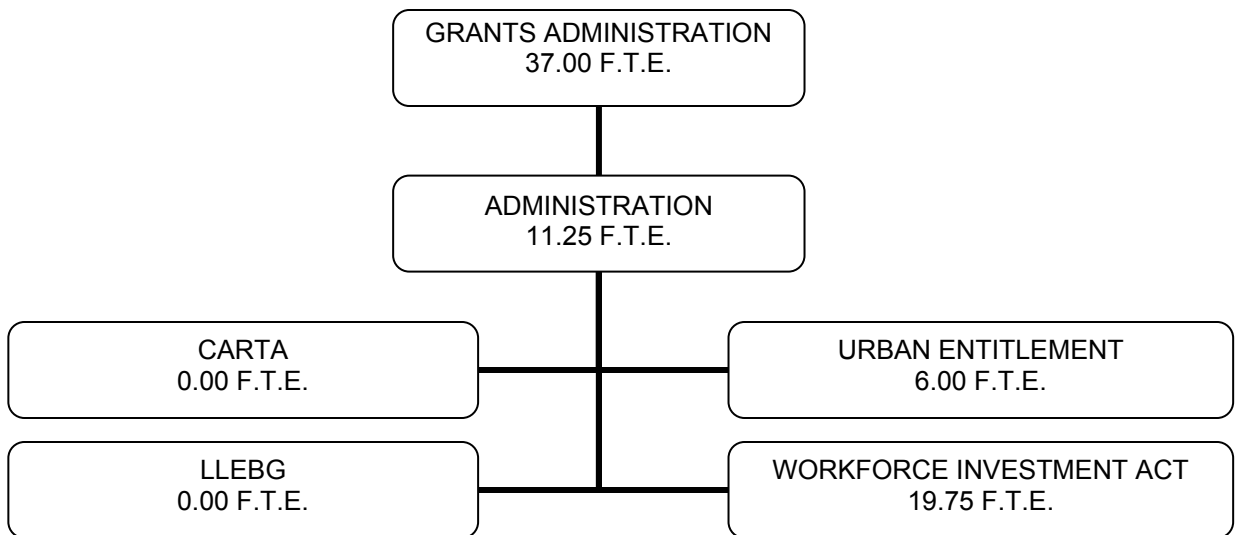
Mission: Charleston Center will provide safe, developmentally appropriate, and reasonably priced child care for our client's children in order to assist in the client's recovery, the child's developmental growth, and the reintegration into the community for clients and their children.

GRANT SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	-	6.00	5.95	6.00	0.05	0.8
Intergovernmental	\$ 0	\$ 163,540	\$ 169,037	\$ 251,471	\$ 82,434	48.8
Charges and Fees	0	(2,559)	0	0	0	0.0
TOTAL REVENUES	0	160,981	169,037	251,471	82,434	48.8
Interfund Transfer In	0	125,000	125,000	75,000	(50,000)	(40.0)
TOTAL SOURCES	<u>\$ 0</u>	<u>\$ 285,981</u>	<u>\$ 294,037</u>	<u>\$ 326,471</u>	<u>\$ 32,434</u>	11.0
Personnel	\$ 0	\$ 170,229	\$ 188,874	\$ 193,887	\$ 5,013	2.7
Operating	0	73,348	96,626	95,518	(1,108)	(1.1)
Capital	0	0	0	27,000	27,000	100.0
TOTAL EXPENSES	<u>\$ 0</u>	<u>\$ 243,577</u>	<u>\$ 285,500</u>	<u>\$ 316,405</u>	<u>\$ 30,905</u>	10.8

Funding Adjustments for FY 2005 Include:

- Revenues reflect increased medicaid billings and allocation of mini-bottle taxes to support program costs.
- Interfund transfer in from the General Fund for operations is decreased reflective of additional program income to support costs.
- Personnel expenses reflect the actual grades and steps of the incumbents, higher fringe benefit costs and a Cost of Living Adjustment (COLA). This increase also reflects intradepartmental staffing changes required to efficiently utilize resources.
- Operating expenses reflect reduced administrative costs.
- Capital expenses will fund an upgrade of a 15 passenger van to a miniature school bus. The school bus is required for liability purposes.

GRANTS



GRANTS ADMINISTRATION

Mission: The Grants Administration Department is responsible for actively seeking available grant funding, as well as coordinating and providing administrative and financial oversight for all County grant activities.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual*</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	35.00	37.00	37.00	37.00	0.00	0.0
Special Revenue Fund	\$ 6,964,535	\$ 8,156,216	\$ 6,562,455	\$ 6,661,414	\$ 98,959	1.5
TOTAL SOURCES	<u>\$ 6,964,535</u>	<u>\$ 8,156,216</u>	<u>\$ 6,562,455</u>	<u>\$ 6,661,414</u>	<u>\$ 98,959</u>	1.5
General Fund	\$ 917,777	\$ 813,842	\$ 835,548	\$ 844,203	\$ 8,655	1.0
Special Revenue Fund	<u>6,906,653</u>	<u>8,415,367</u>	<u>6,587,582</u>	<u>6,661,414</u>	<u>73,832</u>	1.1
TOTAL DISBURSEMENTS	<u>\$ 7,824,430</u>	<u>\$ 9,229,209</u>	<u>\$ 7,423,130</u>	<u>\$ 7,505,617</u>	<u>\$ 82,487</u>	1.1

* For FY 2002, two FTEs are in the Welfare to Work Grant; these FTEs were transferred to other grants in FY 2003.

Sources: Total sources reflect anticipated growth in Federal and State funding to support services provided through the Urban Entitlement Grant and the Workforce Investment Act.

Disbursements: Total disbursements reflect higher appropriations in the Urban Entitlement Grant for the American Dream Down Payment Home Initiative.

GRANTS ADMINISTRATION (continued)

GENERAL FUND

GENERAL GOVERNMENT

DIVISION - Administration

Mission: The Grants Administration Division actively seeks available grant funding, provides administrative and financial oversight for County grant activities, and administers Community Development Block Grants (CDBG).

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	13.25	11.25	11.25	11.25	0.00	0.0
Personnel	\$ 634,396	\$ 596,956	\$ 616,310	\$ 625,218	\$ 8,908	1.4
Operating	40,680	27,616	33,456	27,203	(6,253)	(18.7)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>6,000</u>	<u>6,000</u>	0.0
TOTAL EXPENDITURES	675,076	624,572	649,766	658,421	8,655	1.3
Interfund Transfer Out	<u>242,701</u>	<u>189,270</u>	<u>185,782</u>	<u>185,782</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 917,777</u>	<u>\$ 813,842</u>	<u>\$ 835,548</u>	<u>\$ 844,203</u>	<u>\$ 8,655</u>	1.0

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and higher fringe benefit costs.
- Operating expenditures reflect the elimination of grant match contingencies, and reduced telecommunications and office service costs based on anticipated usage.
- Capital expenditures will fund the purchase of a used vehicle from Solid Waste.
- Interfund transfer out remains unchanged and will fund grant matches to the Community Development Block Grant (\$125,000), the County's Emergency Housing Grant (\$50,000), and the Local Law Enforcement Block Grant (\$10,782).

Objectives:

1. Identify six new funding sources to support/enhance county services pending the establishment of a 501(c)3.
2. Continue to provide notice of grant opportunities to each eligible department within Charleston County from the date of publication of the Request for Proposal (RFP) within 3 working days.
3. Conduct 2 grant development workshops for County Departments in the preparation of new applications.
4. Ensure 100% reimbursement of county funds used for grant operations within fiscal year.
5. Utilize Risk Management model for countywide grant reviews.
6. Maintain the WIA in-service training sessions at projected FY 2004 level to reduce internal monitoring contractual findings.

GRANTS ADMINISTRATION (continued)

GENERAL FUND

GENERAL GOVERNMENT

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Competitive grants awarded	1	3	8	6
Competitive grants submitted	1	5	16	15
Average days to notify	2	3	3	3
Grant workshops conducted	3	2	4	4
In-service training sessions	6	18	18	19
Efficiency:				
Average cost of in-service training per session	6	n/a	250	175
Outcome:				
Percent increase of competitive awards	1	0.0%	166.7%	(25.0%)
Percent increase of competitive grants submitted	1	0.0%	220%	(6.25%)
Percent of funds reimbursed within the fiscal year	4,5	100%	100%	100%
Percent increase of in-service training sessions	6	125%	0.0%	5.5%

GRANTS ADMINISTRATION (continued)

SPECIAL REVENUE FUND

HEALTH AND WELFARE

PROGRAM - Charleston Area Regional Transportation Authority (CARTA)

Mission: CARTA funding is received from the Charleston Area Regional Transportation Authority to administer the issuance of discount cards to the economically disadvantaged in Charleston County.

PROGRAM SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	-	-	-	-	-	-
Charges and Fees	\$ 32,410	\$ 40,472	\$ 33,138	\$ 33,138	\$ 0	0.0
TOTAL REVENUES	<u>\$ 32,410</u>	<u>\$ 40,472</u>	<u>\$ 33,138</u>	<u>\$ 33,138</u>	<u>\$ 0</u>	0.0
Personnel	\$ 21,255	\$ 19,004	\$ 25,025	\$ 25,355	\$ 330	1.3
Operating	5,606	12,517	33,240	7,783	(25,457)	(76.6)
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	<u>\$ 26,861</u>	<u>\$ 31,521</u>	<u>\$ 58,265</u>	<u>\$ 33,138</u>	<u>\$ (25,127)</u>	(43.1)
Increase (Use) of Fund Balance	\$ 5,549	\$ 8,951	\$ (25,127)	\$ 0	\$ 25,127	(100.0)
Beginning Fund Balance	10,627	16,176	25,127	0	(25,127)	(100.0)
Ending Fund Balance	<u>\$ 16,176</u>	<u>\$ 25,127</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	0.0

Funding Adjustments for FY 2005 Include:

- Revenues are anticipated to remain unchanged from the prior year.
- Personnel expenditures are increased due to higher fringe benefit costs this fiscal year.
- Operating expenditures are decreased to reflect the utilization of discretionary funds in FY 2004.

GRANTS ADMINISTRATION (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

GRANT - Local Law Enforcement Block Grant (LLEBG)

Mission: The Local Law Enforcement Block Grant is awarded by the Justice Department to provide funds to units of local government to underwrite projects to reduce crime and improve safety.

GRANT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	1.00	1.00	0.00	0.00	0.00	0.0
Intergovernmental	\$ 164,374	\$ 171,137	\$ 97,042	\$ 97,042	\$ 0	0.0
Interest	<u>5,765</u>	<u>2,700</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL REVENUES	170,139	173,837	97,042	97,042	0	0.0
Interfund Transfer In	<u>17,701</u>	<u>14,070</u>	<u>10,782</u>	<u>10,782</u>	<u>0</u>	0.0
TOTAL SOURCES	<u>\$ 187,840</u>	<u>\$ 187,907</u>	<u>\$ 107,824</u>	<u>\$ 107,824</u>	<u>\$ 0</u>	0.0
Personnel	\$ 132,628	\$ 0	\$ 0	\$ 0	\$ 0	0.0
Operating	42,129	203,642	107,824	107,824	0	0.0
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	174,757	203,642	107,824	107,824	0	0.0
Interfund Transfer Out	<u>11,030</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 185,787</u>	<u>\$ 203,642</u>	<u>\$ 107,824</u>	<u>\$ 107,824</u>	<u>\$ 0</u>	0.0
Increase (Use) of Fund Balance	\$ 2,053	\$ (15,735)	\$ 0	\$ 0	\$ 0	0.0
Beginning Fund Balance	<u>33,344</u>	<u>35,397</u>	<u>19,662</u>	<u>0</u>	<u>0</u>	0.0
Ending Fund Balance	<u>\$ 35,397</u>	<u>\$ 19,662</u>	<u>\$ 19,662</u>	<u>\$ 0</u>	<u>\$ 0</u>	0.0

Funding Adjustments for FY 2005 Include:

- Revenues remain unchanged from the prior year.
- Interfund transfer in reflects the required 10 percent grant match from the General Fund.
- Operating expenditures are unchanged from FY 2004. Funds will be allocated to requesting agencies to support law enforcement related activities.

GRANTS ADMINISTRATION (continued)

SPECIAL REVENUE FUND

HEALTH AND WELFARE

GRANT - Urban Entitlement

Mission: The Urban Entitlement Grant is designed to develop viable urban communities by providing decent housing, a suitable living environment and expanding economic opportunities principally for persons of low-to-moderate income.

GRANT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	5.00	6.00	6.00	6.00	0.00	0.0
Intergovernmental	\$ 3,731,890	\$ 4,516,755	\$ 3,683,740	\$ 3,728,825	\$ 45,085	1.2
Charges and Fees	0	1,350	0	0	0	0.0
Miscellaneous	0	8,600	0	0	0	0.0
TOTAL REVENUES	3,731,890	4,526,705	3,683,740	3,728,825	45,085	1.2
Interfund Transfer In	419,071	175,000	175,000	175,000	0	0.0
TOTAL SOURCES	<u>\$ 4,150,961</u>	<u>\$ 4,701,705</u>	<u>\$ 3,858,740</u>	<u>\$ 3,903,825</u>	<u>\$ 45,085</u>	1.2
Personnel	\$ 130,445	\$ 226,239	\$ 207,672	\$ 204,299	\$ (3,373)	(1.6)
Operating	3,776,165	4,719,591	3,651,068	3,699,526	48,458	1.3
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	3,906,610	4,945,830	3,858,740	3,903,825	45,085	1.2
Interfund Transfer Out	194,071	0	0	0	0	0.0
TOTAL DISBURSEMENTS	<u>\$ 4,100,681</u>	<u>\$ 4,945,830</u>	<u>\$ 3,858,740</u>	<u>\$ 3,903,825</u>	<u>\$ 45,085</u>	1.2
Increase (Use) of Fund Balance	\$ 50,280	\$ (244,125)	\$ 0	\$ 0	\$ 0	0.0
Beginning Fund Balance	427,851	478,131	234,006	0	0	0.0
Ending Fund Balance	<u>\$ 478,131</u>	<u>\$ 234,006</u>	<u>\$ 234,006</u>	<u>\$ 0</u>	<u>\$ 0</u>	0.0

Funding Adjustments for FY 2005 Include:

- Revenues reflect new appropriations to support the American Dream Down Payment Initiative.
- Interfund transfer in remains unchanged. Funds are transferred in from the General Fund for matches for the HOME Administration Grant (\$125,000) and the County's Emergency Housing program (\$50,000).
- Personnel expenditures reflect the actual grades and steps of the incumbents and higher fringe benefit costs. Funding also includes a Cost of Living Adjustment (COLA).
- Operating expenditures are increased due to additional funding for the American Dream Down Payment Home Initiative, which provides down payment assistance to qualified citizens.

GRANTS ADMINISTRATION (continued)

SPECIAL REVENUE FUND

HEALTH AND WELFARE

Objectives:

1. Maintain a minimum of 55% of the FY 2004 level for housing assistance service to low-to-moderate income (LMI) individuals.
2. Maintain a minimum of 100% of the FY 2004 level for first time home ownership for LMI individuals.
3. Maintain a minimum of 90% of the FY 2004 level for substantial rehabilitation to owner occupied homes.
4. Maintain a minimum of 85% of the FY 2004 level for functioning wells and septic tanks in rural Charleston County at projected FY 2002 level.

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
LMI families assisted ¹	1	112	119	65
First time homeowners assisted ¹	2	18	28	29
Homes provided substantial rehabilitation ¹	3	31	37	33
Wells and septic tanks installed ¹	4	46	33	28
Efficiency:				
Average cost of rehabilitation to owner occupied homes per owner	3	\$29,748	\$26,749	\$29,434
Outcome:				
Percent increase of emergency housing assistance service ¹	1	273.3%	6.25%	(45.0%)
Percent increase of first time home ownership ¹	2	(51.4%)	36.0%	3.0%
Percent increase of rehabilitation to owner occupied homes ¹	3	19.2%	17.0%	(10.8%)
Percent increase of wells and septic tanks installed ¹	4	142.1%	(29.0%)	(15.2%)

¹ Reflects 55% decrease from FY 2003 due to reduction of funds and limited focus of homelessness prevention.

GRANTS ADMINISTRATION (continued)

SPECIAL REVENUE FUND

HEALTH AND WELFARE

GRANT - Workforce Investment Act (WIA) Title II-B

Mission: The Workforce Investment Act (WIA) Title II-B provides the citizens of Berkeley, Charleston, and Dorchester counties access to employment and training opportunities, and provides services to high-risk youth.

GRANT SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	13.75	18.75	19.75	19.75	0.00	0.0
Intergovernmental	\$ 2,355,983	\$ 3,099,622	\$ 2,496,753	\$ 2,533,627	\$ 36,874	1.5
Charges and Fees	14,716	39,723	14,000	20,000	6,000	42.9
Leases and Rentals	80,714	70,257	51,500	62,000	10,500	20.4
Miscellaneous	8,574	8,288	500	1,000	500	100.0
TOTAL REVENUES	\$ 2,459,987	\$ 3,217,890	\$ 2,562,753	\$ 2,616,627	\$ 53,874	2.1
Personnel	\$ 696,922	\$ 829,204	\$ 882,403	\$ 932,589	\$ 50,186	5.7
Operating	1,751,514	2,396,928	1,680,350	1,684,038	3,688	0.2
Capital	11,551	0	0	0	0	0.0
TOTAL EXPENDITURES	2,459,987	3,226,132	2,562,753	2,616,627	53,874	2.1
Interfund Transfer Out	0	8,242	0	0	0	0.0
TOTAL DISBURSEMENTS	\$ 2,459,987	\$ 3,234,374	\$ 2,562,753	\$ 2,616,627	\$ 53,874	2.1
Increase (Use) of Fund Balance	\$ 0	\$ (8,242)	\$ 0	\$ 0	\$ 0	0.0
Beginning Fund Balance	8,242	8,242	0	0	0	0.0
Ending Fund Balance	<u>\$ 8,242</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0.0</u>

Funding Adjustments for FY 2005 Include:

- Revenues are increased due to anticipated growth in funding for job training.
- Personnel expenditures reflect the actual grades and steps of the incumbents, higher fringe benefit costs, and funding for a Cost of Living Adjustment (COLA). Appropriations are also increased to support a reimbursement to the General Fund for administrative support costs.
- Operating expenditures reflect the anticipated increase in revenues.

GRANTS ADMINISTRATION (continued)

SPECIAL REVENUE FUND

HEALTH AND WELFARE

Objectives:

1. Increase job seeker customers served through universal access to the Trident One Stop Career Center (TOSCC) System by 2%.
2. Maintain the number of job seeking and underemployed workers receiving WIA funded training at the FY 2004 level.
3. Increase the number of youth served by a maximum of 49%.
4. Increase financial support for the TOSCC on a fee-for-service basis by 5%.
5. Survey a minimum of 250 customers and average a minimum score of 70% (1-5 scale) on each of the internal Trident One Stop Career Center customer satisfaction questions referencing programs, services, and facilities.
6. Increase the number of employers utilizing the TOSCC by 25%.

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Job Seeker/Customer visits	1	112,200	156,500	160,000
Workers receiving training	2	231	218	218
Youth served	3	365	386	575
Fee-for-service TOSCC income	4	\$104,835	\$110,076	\$115,579
Employer utilization	5	16	20	25
Efficiency:				
Average cost of training per worker	2	\$2,200	\$1,533	\$1,400
Outcome:				
Percent increase of job seeker customer visits	1	10.0%	30.0%	2.0%
Percent increase of workers receiving training	2	10.0%	(5.6%)	0.0%
Percent increase of youth served	3	261%	5.8%	49.0%
Percent increase of fee-for-service TOSCC income	4	10.0%	5.25%	5.0%
Percent increase of employer utilization	6	n/a	25.0%	25.0%
<u>TOSCC Survey</u>	5			
Average satisfied with services		83.0%	86.0%	86.0%
Average meeting expectations		82.0%	87.0%	87.0%
Average ideal meeting of needs		83.0%	85.0%	86.0%
Average satisfaction with employees		84.0%	85.0%	86.0%
Average would use TOSCC again		86.0%	91.0%	91.0%

HUMAN RESOURCES

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Human Resources Department recruits, trains, and supports the staff necessary for the basic operation of County government. They support the management staff of Charleston County toward its goal of effectively utilizing our most valuable resource—our employees. This includes administering benefit and compensation programs, providing training, facilitating employee relations and interventions, providing performance counseling, conducting wellness programs and benefits education programs, and coordinating awards and recognition programs.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	16.00	14.00	14.00	14.00	0.00	0.0
Personnel	\$ 765,584	\$ 827,575	\$ 832,927	\$ 840,898	\$ 7,971	1.0
Operating	312,350	238,061	261,004	267,249	6,245	2.4
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	1,077,934	1,065,636	1,093,931	1,108,147	14,216	1.3
Interfund Transfer Out	<u>7,500</u>	<u>7,958</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 1,085,434</u>	<u>\$ 1,073,594</u>	<u>\$ 1,093,931</u>	<u>\$ 1,108,147</u>	<u>\$ 14,216</u>	1.3

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs. During budget deliberations, Council restored budgeted overtime.
- Operating expenditures reflect an increase in additional amounts for in-house training due to the implementation of a new diversity training program.

Objectives:

1. Forward applications to departments with a turnaround of 90% within 5 business days with 66% of the applications forwarded within 3 business days of closing the position.
2. Reduce error rate due to improper keying of employee data to 1 out of every 150 transactions.¹
3. Resolve 95% of benefit questions or problems within 2 business days with at least a 95% customer satisfaction rating.
4. Achieve “good” to “excellent” ratings in overall customer satisfaction from 95% of respondents based upon completion of Countywide Training Program evaluations.

HUMAN RESOURCES (continued)

GENERAL FUND

GENERAL GOVERNMENT

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Applications processed	1	7,860	5,106	6,000
Number of transactions	2	n/a	n/a	n/a
Benefits' consults	3	9,500	9,500	9,500
Personnel actions	1,3	20,000	20,000	20,000
Employees attending training sessions	4	3,435	3,365	5,000
Efficiency:				
Average error rate of processing transactions	2	n/a	n/a	n/a
Average cost of training per person per hour ²	4	n/a	\$0.21	\$0.20
Outcome:				
Turnaround of applications within 5 business days ³	1	100%	100%	90.0%
Turnaround of applications within 3 business days ⁴	1	79.0%	67.0%	66.0%
Percent reduction of transaction errors	2	n/a	n/a	n/a
Percent of benefit questions/problems resolved	3	95.0%	93.0%	95.0%
Benefit customer satisfaction rating	3	95.0%	93.0%	95.0%
Overall Countywide Training Program evaluations	4	98.0%	96.0%	98.0%

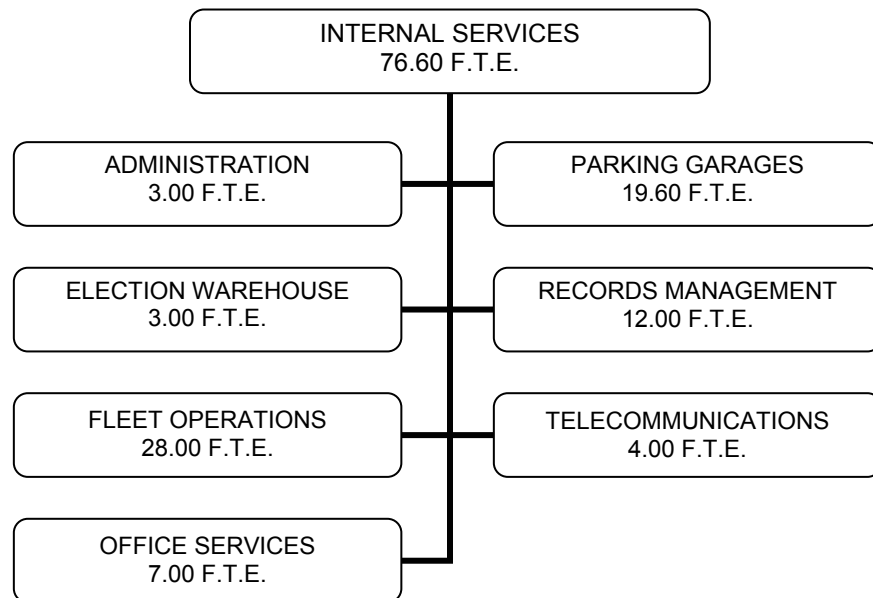
¹ This department will begin measuring performance against the objective during FY 2005.

² Data does not include the salaries of Charleston County training staff.

³ FY 2003 and FY 2004 reflect 100% within 10 business days.

⁴ FY 2003 and FY 2004 reflect 66% within 5 business days.

INTERNAL SERVICES



INTERNAL SERVICES

Mission: The Internal Services department provides administration to Election Warehouse, Fleet Operations, Office Services, Parking Garages, Records Management, and Telecommunications divisions in support to other departments and agencies within County Government.

DEPARTMENTAL SUMMARY:	<u>FY 2002 Actual</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Adjusted</u>	<u>FY 2005 Approved</u>	<u>Dollar Change</u>	<u>Percent Change</u>
Positions/FTE	79.00	77.60	77.60	76.60	(1.00)	(1.3)
Enterprise Fund	\$ 3,689,179	\$ 3,512,143	\$ 3,422,298	\$ 1,982,514	\$ (1,439,784)	(42.1)
Internal Service Fund	<u>11,611,613</u>	<u>9,998,864</u>	<u>8,325,592</u>	<u>8,183,738</u>	<u>(141,854)</u>	<u>(1.7)</u>
TOTAL SOURCES	<u>\$ 15,300,792</u>	<u>\$ 13,511,007</u>	<u>\$ 11,747,890</u>	<u>\$ 10,166,252</u>	<u>\$ (1,581,638)</u>	<u>(13.5)</u>
General Fund	\$ 164,677	\$ 315,282	\$ 413,110	\$ 407,193	\$ (5,917)	(1.4)
Enterprise Fund	2,674,281	2,685,918	3,038,098	1,809,918	(1,228,180)	(40.4)
Internal Service Fund	<u>11,794,515</u>	<u>12,141,636</u>	<u>8,361,992</u>	<u>8,279,366</u>	<u>(82,626)</u>	<u>(1.0)</u>
TOTAL DISBURSEMENTS	<u>\$ 14,633,473</u>	<u>\$ 15,142,836</u>	<u>\$ 11,813,200</u>	<u>\$ 10,496,477</u>	<u>\$ (1,316,723)</u>	<u>(11.1)</u>

Sources: The sources for the Internal Services Department's FY 2005 budget reflect lower parking garage fees due to the sale of the Health Complex Parking Garage. Also represented is a decrease in charges to user departments for telephones due to lower rates. Sources are also reduced in postage charges as large user departments have outsourced monthly mailings through external vendors. These decreases are partially offset by rising fleet charges.

Disbursements: The Internal Services FY 2005 budget reflects the elimination of budgeted depreciation and the Health Complex Parking Garage debt service. These decreases are partially offset by the higher cost of fuel and a provision for DAODAS parking due to the sale of the Health Complex Parking Garage.

INTERNAL SERVICES (continued)

GENERAL FUND

GENERAL GOVERNMENT

DIVISION - Administration

Mission: The Internal Services department provides administration to Election Warehouse, Fleet Operations, Office Services, Parking Garages, Records Management, and Telecommunications divisions.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Adjusted</u>	FY 2004 <u>Approved</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	-	3.00	3.00	3.00	0.00	0.0
Personnel	\$ 0	\$ 157,905	\$ 227,728	\$ 226,223	\$ (1,505)	(0.7)
Operating	0	5,932	6,561	10,591	4,030	61.4
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 0</u>	<u>\$ 163,837</u>	<u>\$ 234,289</u>	<u>\$ 236,814</u>	<u>\$ 2,525</u>	1.1

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs.
- Operating expenditures reflect an increase in motor pool costs based on anticipated usage. Additional funding for training is included for implementation of new State voting machines and for evaluation of other department functions.

INTERNAL SERVICES (continued)

GENERAL FUND

GENERAL GOVERNMENT

DIVISION - Election Warehouse

Mission: The Election Warehouse maintains, stores, programs, and distributes voting machines and polling boxes used for County, municipal and special elections to ensure voting devices are available for County citizens exercising their right to vote.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Adjusted	FY 2004 Approved	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	3.00	3.00	3.00	3.00	0.00	0.0
Personnel	\$ 114,482	\$ 110,559	\$ 121,786	\$ 123,364	\$ 1,578	1.3
Operating	50,195	40,886	57,035	47,015	(10,020)	(17.6)
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	<u>\$ 164,677</u>	<u>\$ 151,445</u>	<u>\$ 178,821</u>	<u>\$ 170,379</u>	<u>\$ (8,442)</u>	(4.7)

Funding Adjustments for FY 2005 Include:

- Personnel expenditures reflect the actual grades and steps of the incumbents and increased fringe benefit costs.
- Operating expenditures reflect a decrease in maintenance supplies based on the acquisition of a new voting system which includes a one year manufacturer's warranty. Also, additional training costs for the implementation of the new State election voting machines contribute to this increase.

Objectives:

1. Maintain each voting machine for election purposes.
2. Reduce number of voting machine maintenance defects per election.
3. Achieve optimal voting machine availability by performing efficient and timely repairs.

Performance Measures:

MEASURE:	Objective	FY 2003 Actual	FY 2004 Actual	FY 2005 Projected
Output:				
Voting machines provided to the public for election purposes	1	1,100	1,124	1,100
Voting machine maintenance defects recorded per election	2	11	3	3
Efficiency:				
Monthly maintenance cost per machine	1,2	\$6.83	\$5.80	\$5.25
Outcome:				
Voting machine availability of ~ 90% ¹	3	n/a	100%	100%

¹ This department began measuring performance against this objective during FY 2004.

INTERNAL SERVICES (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

DIVISION - Fleet Operations

Mission: Fleet Operations establishes efficient and effective delivery of the Charleston County fleet service by providing customer agencies with safe, reliable, economical and environmentally-sound transportation, and by performing related support services that are responsive to the needs of customer departments and that conserve vehicle value and equipment investment.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	30.00	29.00	29.00	28.00	(1.00)	(3.4)
Charges and Fees	\$ 4,367,838	\$ 4,375,085	\$ 4,631,240	\$ 4,781,676	\$ 150,436	3.2
Rents and Leases	0	65,000	65,000	65,000	0	0.0
Miscellaneous	<u>257,037</u>	<u>193,996</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL REVENUES	4,624,875	4,634,081	4,696,240	4,846,676	150,436	3.2
Interfund Transfer In	<u>3,660,093</u>	<u>2,305,372</u>	<u>182,001</u>	<u>80,001</u>	<u>(102,000)</u>	(56.0)
TOTAL SOURCES	<u>\$ 8,284,968</u>	<u>\$ 6,939,453</u>	<u>\$ 4,878,241</u>	<u>\$ 4,926,677</u>	<u>\$ 48,436</u>	1.0
Personnel	\$ 1,356,247	\$ 1,361,060	\$ 1,490,648	\$ 1,521,106	\$ 30,458	2.0
Operating	7,081,215	7,679,969	3,155,292	3,260,570	105,278	3.3
Capital	0	0	167,000	68,930	(98,070)	(58.7)
Debt Service	<u>41,595</u>	<u>39,224</u>	<u>80,001</u>	<u>80,001</u>	<u>0</u>	0.0
TOTAL EXPENSES	8,479,057	9,080,253	4,892,941	4,930,607	37,666	0.8
Interfund Transfer Out	<u>123,150</u>	<u>6,400</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 8,602,207</u>	<u>\$ 9,086,653</u>	<u>\$ 4,892,941</u>	<u>\$ 4,930,607</u>	<u>\$ 37,666</u>	0.8

Funding Adjustments for FY 2005 Include:

- Revenues represent growth in charges to County departments and external agencies for repairs, maintenance and fuel consumption.
- Interfund transfer in funds debt service payments for the Heavy Equipment Garage.
- Personnel expenses represent the actual grades and steps of the incumbents and increased fringe benefit costs. The elimination of an Equipment Mechanic position due to consolidation of work duties and responsibilities is also reflected.
- Operating expenses reflect increases in the cost of fuel due to the economy and supplies resulting from increased workload for the department.
- Capital expenses include the replacement of a mid-size sedan and a pickup truck. Also included is funding to replace a technical diagnostic tool, a vehicle lift and a filter crusher. In addition, capital expenditures include funding to purchase a new technical diagnostic work station and to build an overhead storage platform in the toolroom located in Fleet's Heavy Equipment Shop.

INTERNAL SERVICES (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

Objectives:

1. Minimize breakdown repairs through an effective Preventative Maintenance (PM) Program.
2. Achieve optimal fleet availability through an effective PM Program and by performing efficient and timely repairs.
3. Monitor cost per mile to operate support vehicles.
4. Establish optimal size of fleet.

Performance Measures:

MEASURE:	Objective	FY 2003 Actual	FY 2004 Actual	FY 2005 Projected
Output:				
Total number of work orders	1	10,769	8,736	9,000
Availability of fleet units ¹	2	n/a	92.0%	94.0%
Actual total expenses versus budgeted total expenses	3	94.3%	126%	100%
Number of support vehicles	4	638	643	635
Efficiency:				
Average cost per work order	1	\$246	\$431	\$362
Average units out of service per day ¹	2	n/a	37	30
Average cost per mile to operate a support vehicle ²	3,4	n/a	n/a	0.14
Outcome:				
Percent of "repair" work order to total work orders of ~ 45% ¹	1	n/a	48.0%	45.0%
Percent of scheduled maintenance to unscheduled repairs of ~ 60% ¹	2	n/a	62.0%	65.0%
Fleet availability of ~ 90% ¹	2	n/a	92.0%	94.0%
Percent of actual total expenses to budgeted total expenses of ~ 100% ¹	1,2,3	n/a	126%	100%
Number of vehicles added to departments from surplus	4	n/a	5	0.0%
Number of vehicles turned in	4	n/a	5	14.0%
Savings per reduction of support vehicles ³	4	n/a	3,000	8,400

¹ Based on automated FASTER Fleet Management System information retrieval beginning in FY 2004.

² FY 2004 Data unavailable at time of publication.

³ Data includes capital savings and excludes operating costs.

INTERNAL SERVICES (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

DIVISION - Office Services

Mission: Office Services provides photocopy, postal services, and specialized printing applications for County government agencies delivering services to county citizens.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	7.00	7.00	7.00	7.00	0.00	0.0
Charges and Fees	\$ 1,098,176	\$ 1,127,969	\$ 1,171,789	\$ 1,135,856	\$ (35,933)	(3.1)
TOTAL REVENUES	1,098,176	1,127,969	1,171,789	1,135,856	(35,933)	(3.1)
Interfund Transfer In	8,831	0	0	0	0	0.0
TOTAL SOURCES	<u>\$ 1,107,007</u>	<u>\$ 1,127,969</u>	<u>\$ 1,171,789</u>	<u>\$ 1,135,856</u>	<u>\$ (35,933)</u>	(3.1)
Personnel	\$ 238,519	\$ 229,635	\$ 259,174	\$ 266,776	\$ 7,602	2.9
Operating	852,162	926,485	896,615	869,080	(27,535)	(3.1)
Capital	0	0	16,000	5,293	(10,707)	(66.9)
TOTAL EXPENSES	<u>\$ 1,090,681</u>	<u>\$ 1,156,120</u>	<u>\$ 1,171,789</u>	<u>\$ 1,141,149</u>	<u>\$ (30,640)</u>	(2.6)

Funding Adjustments for FY 2005 Include:

- Revenues reflect the decline in postage charges as large user departments have outsourced monthly mailings through external vendors, netting savings overall to the County.
- Personnel expenses reflect the actual grades and steps of incumbents and higher fringe benefit costs. This increase also includes a Cost of Living Adjustment (COLA).
- Operating expenses reflect annual savings derived from the outsourcing of postage and printing of monthly bulk mailings through external vendors. This decrease is offset by higher copy costs per the copy contract negotiated in FY 2004.
- Capital expenses will fund the purchase of bulk mailer software to update incorrect addresses and thereby reduce the level of returned mail countywide.

INTERNAL SERVICES (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

Objectives:

1. Increase mail that meets automation criteria for all outgoing U.S. Mail.
2. Reduce mailing expenditures by sending all applicable mailers to outside print contractor and in-house metered mail to presort vendor.
3. Reduce man-hours to prepare mail by promoting the use of mail preparation equipment.
4. Track copy machine usage and promote the use of networked copiers.
5. Reduce printing expenditures by promoting the use of county standardized stationery.
6. Maintain monthly postage, copier, color printing, and stationery charge-backs and compare with budgeted amount.
7. Track and promote color copier usage.

Performance Measures:

MEASURE:		FY 2003	FY 2004	FY 2005
	<u>Objective</u>	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>
Output:				
Mail pieces processed in-house	1,2	1,294,000	681,857	606,851
Mail pieces sent to outside contractor	2	n/a	522,333	597,339
Number of copiers maintained	4	170	173	175
Copies produced	4	10,734,001	10,868,004	11,003,680
Budgeted for postage ¹	6	\$640,413	\$409,797	\$350,000
Budgeted for copying	6	\$387,790	\$469,146	\$527,173
Budgeted for color copies	6	\$7,878	\$4,816	\$13,053
Budgeted for standardized stationery	6	\$2,547	\$1,610	\$5,641
Color copies produced	7	18,831	12,454	28,114
Efficiency:				
Percent of mail that meets automation criteria ²	1	43.0%	65.0%	85.0%
Man hours saved using mail preparation equipment	3	n/a	572	600
Number of copiers networked	4	0	8	12
Outcome:				
Amount saved due to postal discounts	1,2	\$29,259	\$30,725	\$35,000
Amount saved due to reduction in cost for form printing	2	n/a	\$31,862	\$37,000
Amount saved by using county standardized stationery	5	\$3,909	\$3,970	\$8,571
Ratio of actual postal expenses to budgeted postal expenses	6	98.0%	61.0%	85.0%
Ratio of actual copier expenses to budgeted copier expenses	6	89.0%	94.0%	95.0%
Ratio of actual color copier expenses to budgeted color copier expenses	6	78.0%	75.0%	80.0%
Ratio of actual stationery expenses to budgeted stationery expenses	6	26.0%	23.0%	80.0%

¹ FY 2005 reflects postal savings and the reallocation of postal expense for mailers to individual department budgets.

² Due to various types of mail (special services, packages, flats), not all mail pieces meet the automation criteria and quality for postal discounts. If compared against first class mail only, the percent of mail meeting the automation criteria would be higher.

INTERNAL SERVICES (continued)

ENTERPRISE FUND

GENERAL GOVERNMENT

DIVISION - Parking Garages

Mission: The Cumberland Street Parking Garage provides parking spaces for County employees, the general public, and contracted parking for agencies in the downtown Charleston peninsula. The Health Complex Parking Garage at 21 Courtenay Drive provides parking spaces for the County Health Department, Charleston Center, the Charleston Memorial Hospital, Roper Hospital, Medical University of South Carolina, and the general public. The Parking Garage at King and Queen Streets provides parking spaces for various governmental agencies, hotel guests, County employees, and the general public.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	23.00	19.60	19.60	19.60	0.00	0.0
Charges and Fees	\$ 2,693,982	\$ 2,752,600	\$ 2,670,620	\$ 1,477,455	\$ (1,193,165)	(44.7)
Leases and Rentals	26,617	80,488	81,905	84,365	2,460	3.0
Miscellaneous	0	9,397	0	0	0	0.0
TOTAL REVENUES	2,720,599	2,842,485	2,752,525	1,561,820	(1,190,705)	(43.3)
Interfund Transfer In	968,580	669,658	669,773	420,694	(249,079)	(37.2)
TOTAL SOURCES	\$ 3,689,179	\$ 3,512,143	\$ 3,422,298	\$ 1,982,514	\$ (1,439,784)	(42.1)
Personnel	\$ 592,874	\$ 570,320	\$ 666,338	\$ 558,997	\$ (107,341)	(16.1)
Operating	1,086,530	1,176,805	1,198,968	370,227	(828,741)	(69.1)
Capital	0	0	26,327	30,000	3,673	14.0
Debt Service	994,877	938,793	1,146,465	670,694	(475,771)	(41.5)
TOTAL EXPENSES	2,674,281	2,685,918	3,038,098	1,629,918	(1,408,180)	(46.4)
Interfund Transfer Out	0	0	0	180,000	180,000	100.0
TOTAL DISBURSEMENTS	\$ 2,674,281	\$ 2,685,918	\$ 3,038,098	\$ 1,809,918	\$ (1,228,180)	(40.4)
Increase (Use) of Fund Balance	\$ 1,014,898	\$ 826,225	\$ 384,200	\$ 172,596	\$ (211,604)	(55.1)
Beginning Fund Balance	10,754,666	11,769,564	12,595,789	9,934,172	(2,661,617)	(21.1)
Ending Fund Balance	<u>\$ 11,769,564</u>	<u>\$ 12,595,789</u>	<u>\$ 12,979,989</u>	<u>\$ 10,106,768</u>	<u>\$ (2,873,221)</u>	<u>(22.1)</u>

Funding Adjustments for FY 2005 Include:

- Revenues are decreased due to the sale of the Health Complex Parking Garage. This decrease is partially offset by anticipated growth in transient and independent customer leasing requirements at the two remaining parking garages.
- Interfund transfer in reflects the amount provided by the Debt Service Fund for debt repayment. The interfund transfer in is reduced approximately \$250,000 to reflect the Cumberland Garage's ability to pay a portion of the debt service.
- Personnel expenses reflect the sale of the Health Complex Parking Garage and a reduced provision for holiday pay. Personnel costs also reflect the actual grades and steps of the incumbents, increase fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA).
- Operating expenses reflect the sale of the Health Complex Parking Garage and the elimination of budgeted depreciation expense in FY 2005.
- Capital expenses represent two automated Kiosk and Point of Sale Systems.

INTERNAL SERVICES (continued)

ENTERPRISE FUND

GENERAL GOVERNMENT

- Debt service reflects the debt repayment schedule for the Cumberland Parking Garage. Debt service is decreased due to the sale of the Health Complex Parking Garage.
- Transfer out represents payment for free access parking for DAODAS due to the sale of the Health Complex Parking Garage.

Objectives:

1. Maintain annual itemized parking revenues for accurate budgeting.
2. Maintain statistics on annual vehicle utilization.
3. Determine annual revenue per space.
4. Determine annual operating expenses per space.
5. Record number of formal safety training initiatives and audits for conducting training initiatives.
6. Record number of reportable safety related incidents to Risk Management.
7. Record number of formal customer service surveys.

Performance Measures:

MEASURE:	Objective	FY 2003 Actual	FY 2004 Actual	FY 2005 Projected
Output:				
Cumberland Parking Garage:				
<u>Parking Revenue</u>	1			
Cash		\$240,044	\$547,482	\$475,696
Stamps		\$40,000	\$36,300	\$39,400
City reimbursement		\$139,107	\$142,487	\$143,304
Contracts		\$68,400	\$134,400	\$141,600
Commercial space leases (shops)		\$80,300	\$84,694	\$84,365
<u>Vehicle Utilization</u>	2			
Cash		115,000	262,200	225,492
Stamps		27,500	24,750	26,730
City/County employee cardholders		196,132	206,704	221,203
Annual number of safety training initiatives conducted	5	12	12	12
Annual number of audits for conducting training initiatives	5	n/a	12	12
Recordable incidents	6	n/a	57	45
Annual number of formal customer service surveys	7	n/a	2	4
King and Queen Parking Garage:				
<u>Parking Revenue</u>	1			
Cash		\$578,175	\$556,364	\$532,035
Stamps		\$25,700	\$27,300	\$28,300
Contracts		\$148,000	\$142,700	\$117,120
<u>Vehicle Utilization</u>	2			
Cash		155,000	148,800	141,360
Stamps		4,150	4,399	4,531
Cardholders		47,500	53,800	55,200
Contracts		78,000	74,880	61,401
Annual number of safety training initiatives conducted	5	12	12	12
Annual number of audits for conducting training initiatives	5	n/a	12	12
Recordable incidents	6	n/a	51	36
Annual number of formal customer service surveys	7	n/a	2	4
Efficiency:				
Annual operating expenses per space¹ :	4			
Cumberland Parking Garage		\$1,292	\$620	\$890
King and Queen Parking Garage		\$1,085	\$922	\$1,172
Outcome:				
Revenue per space:	3			
Cumberland Parking Garage		\$600	\$987	\$923
King and Queen Parking Garage		\$1,769	\$1,709	\$1,594

¹ Excludes capital and debt service.

INTERNAL SERVICES (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

DIVISION - Records Management

Mission: Records Management provides County departments, elected officials, and several external organizations with storage, retrieval, imaging, and disposition of government records while maintaining the historical and archival significance of vital records for the citizens of the county.

DIVISION SUMMARY:	FY 2002 Actual	FY 2003 Actual	FY 2004 Adjusted	FY 2005 Approved	Dollar Change	Percent Change
Positions/FTE	12.00	12.00	12.00	12.00	0.00	0.0
Charges and Fees	\$ 491,850	\$ 564,660	\$ 557,083	\$ 564,268	\$ 7,185	1.3
TOTAL REVENUES	491,850	564,660	557,083	564,268	7,185	1.3
Interfund Transfer In	11,937	0	0	0	0	0.0
TOTAL SOURCES	<u>\$ 503,787</u>	<u>\$ 564,660</u>	<u>\$ 557,083</u>	<u>\$ 564,268</u>	<u>\$ 7,185</u>	1.3
Personnel	\$ 354,936	\$ 383,464	\$ 410,896	\$ 420,931	\$ 10,035	2.4
Operating	123,281	161,562	146,187	148,742	2,555	1.7
Capital	0	0	0	81,000	81,000	100.0
TOTAL EXPENSES	478,217	545,026	557,083	650,673	93,590	16.8
Interfund Transfer Out	50,000	0	0	0	0	0.0
TOTAL DISBURSEMENTS	<u>\$ 528,217</u>	<u>\$ 545,026</u>	<u>\$ 557,083</u>	<u>\$ 650,673</u>	<u>\$ 93,590</u>	16.8

Funding Adjustments for FY 2005 Include:

- Revenues reflect anticipated growth in the volume of records stored and microfilmed. Also, represented is the loss of revenue from the removal of Charleston Memorial Hospital records.
- Personnel expenses reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and a provision for a Cost of Living Adjustment (COLA).
- Operating expenses represent higher electricity costs, higher maintenance contract costs, and training for the new imaging system. The replacement of carpet and a sign also contribute to the higher expenses. This increase is offset by the elimination of budgeted depreciation expense in FY 2005.
- Capital expenses represent the replacement of three HVAC systems and the purchase of an imaging conversion system.

INTERNAL SERVICES (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

Objectives:

1. Increase the quantity of service units while lowering or maintaining costs to County departments.

Performance Measures:

MEASURE:	Objective	FY 2003 Actual	FY 2004 Actual	FY 2005 Projected
Output:				
Warehouse service units provided ¹	1	n/a	233,910	n/a
Microfilm service units provided ²	1	n/a	1,175,415	n/a
Laboratory service units provided ³	1	n/a	5,024	n/a
Digital imaging service units provided ⁴	1	n/a	n/a	n/a
Efficiency:				
Services Provided per Dollar Expended by County Depts:	1			
Warehouse service units per dollar ¹		n/a	1.0216	n/a
Microfilm service units per dollar ²		n/a	0.1062	n/a
Laboratory service units per dollar ³		n/a	3.4385	n/a
Digital imaging service units per dollar ⁴		n/a	n/a	n/a
Outcome:				
Cost of Services Provided to County Depts:	1			
<u>Warehouse Services</u>				
Monthly box storage		n/a	\$0.95	n/a
Document in-transfers		n/a	\$4.25	n/a
File destructions		n/a	\$4.25	n/a
File retrievals		n/a	\$4.25	n/a
<u>Microfilm Services</u>				
Planetary photography per frame		n/a	\$0.10	n/a
Rotary photography per frame		n/a	\$0.08	n/a
Jacketing per fiche jacket		n/a	\$1.25	n/a
Fiche titling		n/a	\$1.00	n/a
<u>Laboratory Services</u>				
Standard processing per 100 ft roll		n/a	\$5.00	n/a
Silver processing per 1000 ft roll		n/a	\$20.00	n/a
Diazo duplication per 100 ft roll		n/a	\$2.00	n/a
Silver duplication per 100 ft roll		n/a	\$2.00	n/a
Quality inspection per roll		n/a	\$5.00	n/a
<u>Digital Imaging Services</u>				
Document scan		n/a	n/a	n/a
Convert microfilm to image per frame		n/a	n/a	n/a
Convert image to microfilm per frame		n/a	n/a	n/a
Indexing per image		n/a	n/a	n/a
Media production (CD/DVD)		n/a	n/a	n/a

¹ Warehouse services include monthly box storage units, document in-transfers, file destructions, and file retrievals.

² Microfilm services include planetary frames shot, rotary frames shot, fiche jacketed, and fiche titled.

³ Laboratory services include rolls processed, silver duplicated and processed, diazo duplicated, and quality inspected.

⁴ Data unavailable at time of publication. Digital imaging services will be implemented the second quarter of FY 2005.

INTERNAL SERVICES (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

DIVISION - Telecommunications

Mission: Telecommunications provides maintenance and service for telephone systems of departments and agencies within Charleston County facilities, as well as administration of all pagers and cellular phone accounts for departments of Charleston County government.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	4.00	4.00	4.00	4.00	0.00	0.0
Charges and Fees	\$ 1,708,400	\$ 1,366,782	\$ 1,718,479	\$ 1,556,937	\$ (161,542)	(9.4)
TOTAL REVENUES	1,708,400	1,366,782	1,718,479	1,556,937	(161,542)	(9.4)
Interfund Transfer In	<u>7,451</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL SOURCES	<u>\$ 1,715,851</u>	<u>\$ 1,366,782</u>	<u>\$ 1,718,479</u>	<u>\$ 1,556,937</u>	<u>\$ (161,542)</u>	(9.4)
Personnel	\$ 275,378	\$ 272,915	\$ 295,391	\$ 302,000	\$ 6,609	2.2
Operating	1,298,032	1,080,922	1,415,288	1,254,937	(160,351)	(11.3)
Capital	<u>0</u>	<u>0</u>	<u>29,500</u>	<u>0</u>	<u>(29,500)</u>	(100.0)
TOTAL EXPENSES	<u>\$ 1,573,410</u>	<u>\$ 1,353,837</u>	<u>\$ 1,740,179</u>	<u>\$ 1,556,937</u>	<u>\$ (183,242)</u>	(10.5)

Funding Adjustments for FY 2005 Include:

- Revenues reflect a decline in the amounts charged to user departments for service based on lower rates for telephone service.
- Personnel expenses reflect the actual grades and steps of the incumbents, a Cost of Living Adjustment (COLA), and an increase in fringe benefit costs.
- Operating expenses reflect lower rates for long distance and local telephone service and the elimination of budgeting for depreciation expense.

INTERNAL SERVICES (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

Objectives:

1. Maintain monthly and cumulative charge-back dollar amounts on telephones.
2. Maintain monthly and cumulative charge-back amounts on pagers.
3. Secure the best rate for long distance, cellular air-time, and pager usage.

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Number of telephones	1	2,800	2,800	2,800
Average monthly telephone charges	1	\$ 63,910	\$ 63,750	\$ 62,500
Average monthly long distance charges	1	\$ 7,500	\$ 4,600	\$ 3,600
Number of cellular phones	1	430	475	500
Average monthly cellular charges	1	\$ 14,160	\$ 15,800	\$ 16,500
Number of pagers	2	839	799	775
Average monthly pager charges	2	\$ 7,600	\$ 7,200	\$ 7,000
Average monthly maintenance/work orders	3	80	85	90
Efficiency:				
Cost per minute of long distance	3	0.11	0.08	0.06
Cost per minute of cellular air-time	3	0.12	0.12	0.12
Outcome:				
Savings percent of long distance rate	3	n/a	25.0%	25.0%
Savings percent of cellular air-time rate	3	15.0%	15.0%	15.0%

MEDICALLY INDIGENT ASSISTANCE PROGRAM

GENERAL FUND

HEALTH AND WELFARE

Mission: The Medically Indigent Assistance Program (MIAP) administers the eligibility determinations for inpatient hospital services for residents that meet the financial requirement of federal poverty to ensure that medical care is available to these citizens.

PROGRAM SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	-	-	-	-	-	-
Personnel	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	0.0
Operating	1,205,791	1,105,249	1,152,548	1,140,182	(12,366)	(1.1)
Capital	0	0	0	0	0	0.0
TOTAL EXPENDITURES	<u>\$ 1,205,791</u>	<u>\$ 1,105,249</u>	<u>\$ 1,152,548</u>	<u>\$ 1,140,182</u>	<u>\$ (12,366)</u>	<u>(1.1)</u>

Funding Adjustments for FY 2005 Include:

- Operating expenditures reflect contribution funding requirements to the South Carolina Department of Health and Human Services based on the formula set by the State.

Objectives:

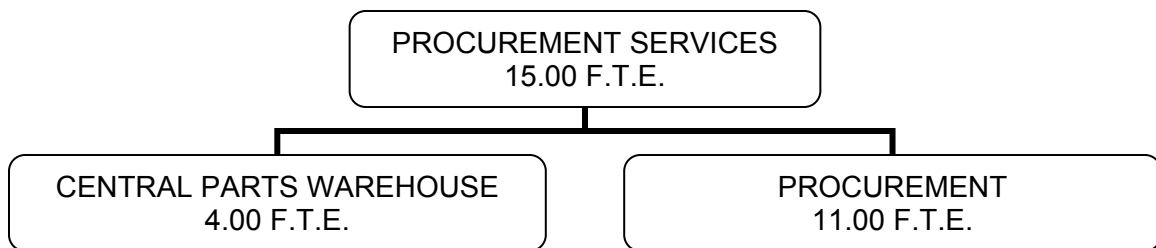
1. Return on investment of County Assessment to MIAP Discharge Value not less than \$1 for \$1 dollar ratio.
2. Maintain administrative expenses shared at 50% with Charleston Memorial Hospital not to exceed \$20,000 per year.
3. Reconsideration decisions not to exceed 30 days from receiving request for reconsideration.

Performance Measures:

MEASURE:		FY 2003 <u>Actual</u>	FY 2004 <u>Actual</u>	FY 2005 <u>Projected</u>
Output:				
MIAP assessment	1	\$1,092,544	\$1,139,901	\$1,127,586
MIAP discharge value ¹	1	\$1,644,351	n/a	\$2,000,000
Administrative charges reimbursed	2	\$11,935	\$12,950	\$13,500
Denial notices requesting reconsideration for eligibility	3	57	63	70
Average days required for reconsideration decision	3	12	12	15
Efficiency:				
Cost per approved reconsideration requests	3	n/a	\$370	\$346
Outcome:				
Dollar ratio of return on investment	1	\$1.51	\$1/\$2	\$1/\$2
Percent of annual administrative charges	2	99.0%	110%	99.0%
Percent of approval reconsideration requests approved for MIAP inpatient services	3	60.0%	56.0%	55.0%

¹ FY 2004 data unavailable at time of publication.

PROCUREMENT



PROCUREMENT SERVICES

Mission: Procurement Services is responsible for the coordination and management of two divisions which include Procurement and Central Parts Warehouse.

DEPARTMENTAL SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	16.00	15.00	15.00	15.00	0.00	0.0
Internal Service Fund	\$ 1,165,838	\$ 1,123,242	\$ 1,166,864	\$ 1,230,000	\$ 63,136	5.4
TOTAL SOURCES	<u>\$ 1,165,838</u>	<u>\$ 1,123,242</u>	<u>\$ 1,166,864</u>	<u>\$ 1,230,000</u>	<u>\$ 63,136</u>	5.4
General Fund	\$ 681,044	\$ 624,435	\$ 655,502	\$ 740,717	\$ 85,215	13.0
Internal Service Fund	<u>1,145,806</u>	<u>1,122,986</u>	<u>1,166,864</u>	<u>1,249,000</u>	<u>82,136</u>	7.0
TOTAL DISBURSEMENTS	<u>\$ 1,826,850</u>	<u>\$ 1,747,421</u>	<u>\$ 1,822,366</u>	<u>\$ 1,989,717</u>	<u>\$ 167,351</u>	9.2

Sources: Sources for the Procurement Services Department's represent increased charges to Fleet Operations for parts requested from the Central Parts Warehouse.

Disbursements: The Procurement Department's FY 2005 budget does not reflect a reimbursement payment from CARTA for procurement services provided. In previous years, the CARTA reimbursement offset personnel and operating expenditures. Operating costs also include additional funding for parts due to the increased workload in the Fleet Operations repair program.

PROCUREMENT SERVICES (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

DIVISION - Central Parts Warehouse

Mission: The Central Parts Warehouse is responsible for purchasing vehicle parts, tires, and accessories for the entire County fleet, ensuring that the procured products are of high quality and the best value for the tax dollar.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	4.00	4.00	4.00	4.00	0.00	0.0
Charges and Fees	\$ 1,161,633	\$ 1,123,242	\$ 1,166,864	\$ 1,230,000	\$ 63,136	5.4
TOTAL REVENUES	1,161,633	1,123,242	1,166,864	1,230,000	63,136	5.4
Interfund Transfer In	4,205	0	0	0	0	0.0
TOTAL SOURCES	\$ 1,165,838	\$ 1,123,242	\$ 1,166,864	\$ 1,230,000	\$ 63,136	5.4
Personnel	\$ 153,843	\$ 156,991	\$ 175,533	\$ 181,877	\$ 6,344	3.6
Operating	991,963	965,995	991,331	1,048,123	56,792	5.7
Capital	0	0	0	19,000	19,000	0.0
TOTAL EXPENSES	\$ 1,145,806	\$ 1,122,986	\$ 1,166,864	\$ 1,249,000	\$ 82,136	7.0

Funding Adjustments for FY 2005 Include:

- Revenues reflect increased inventory required for Fleet Operations and an increase in the cost of parts for heavy equipment.
- Personnel expenses reflect the actual grades and steps of the incumbents, increased fringe benefit costs, and a Cost of Living Adjustment (COLA).
- Operating expenses reflect an increase in parts warehouse inventory due to higher anticipated Fleet Operations request.
- Capital expenses represent the replacement of a one-half ton pickup truck.

Objectives:

1. Establish base-line data for the on-line stocking and inventory control program for Fleet Operations.
2. Process 90% of items received and stored within 2 hours of receipt.
3. Maintain stock turnover with a quarterly ratio of 4 to 1 to comply with national standard.

Performance Measures:

MEASURE:	Objective	FY 2003 <u>Actual</u>	FY 2004 <u>Actual</u>	FY 2005 <u>Projected</u>
Output:				
Inventory line items	1	1,990	2,219	2,450
Supplies issued monthly	2	5,025	3,012	4,100
Received and stored items processed monthly	2	4,093	3,167	3,300
Efficiency:				
Average error rate on issuing supplies	3	<1.0%	<1.0%	<1.0%
Outcome:				
Percent of stored items processed within 2 hours of receipt	2	94.0%	95.0%	95.0%
Annual ratio of stock turnover	3	8:1	8:1	6:1

PROCUREMENT SERVICES (continued)

GENERAL FUND

GENERAL GOVERNMENT

DIVISION - Procurement

Mission: The Procurement Division purchases goods and equipment or contracts for services for all departments within Charleston County Government, ensuring that the methods of procurement are fair and equitable and that the procured products are of high quality and the best value for the dollar.

DIVISION SUMMARY:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Adjusted</u>	FY 2005 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	12.00	11.00	11.00	11.00	0.00	0.0
Personnel	\$ 600,376	\$ 542,772	\$ 582,453	\$ 632,433	\$ 49,980	8.6
Operating	80,668	74,163	73,049	108,284	35,235	48.2
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	681,044	616,935	655,502	740,717	85,215	13.0
Interfund Transfer Out	<u>0</u>	<u>7,500</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 681,044</u>	<u>\$ 624,435</u>	<u>\$ 655,502</u>	<u>\$ 740,717</u>	<u>\$ 85,215</u>	13.0

Funding Adjustments for FY 2005 Include:

- Personnel expenditures do not reflect a CARTA reimbursement due to the uncertainty of receiving it. Personnel costs also reflect the actual grades and steps of the incumbents and increased fringe costs.
- Operating expenditures do not reflect a CARTA reimbursement due to the uncertainty of receiving it.

Objectives:

1. Process 85% of informal purchase orders within 3 business days.
2. Implement 100% of the Purchased Card Program and eliminate 90% of the blanket purchase orders upon 100% completion.
3. Issue 65% of formal solicitations within 14 business days.
4. Provide procurement process update to all departments.
5. Participate in 15 yearly minority outreach events.
6. Process 95% of 235 County utility bills via procurement card processes.
7. Award 99% of purchases without written protest.
8. Maintain a satisfactory rating of 90% of customer service survey from user departments.
9. Increase overall efficiency of the procurement process.

PROCUREMENT SERVICES (continued)

GENERAL FUND

GENERAL GOVERNMENT

Performance Measures:

MEASURE:	<u>Objective</u>	<u>FY 2003 Actual</u>	<u>FY 2004 Actual</u>	<u>FY 2005 Projected</u>
Output:				
Informal purchase orders processed ¹	1	4,122	4,218	4,200
Solicitations processed ¹	3	169	190	195
Formal purchases awarded ²	7	103	112	120
Departments/divisions receiving procurement process update ³	4	n/a	0	5
Departments with Procurement Card Program implemented	2	40	44	46
Minority outreach events attended ¹	5	n/a	12	14
Utility bills processed via procurement card processes ¹	6	n/a	0	0
Percent of user departments responding to responsive survey	8,9	50.0%	53.0%	53.0%
Efficiency:				
Cost per purchase order processed ¹	1	n/a	\$85	\$85
Outcome:				
Percent of informal purchase orders processed within 3 business days	1	70.0%	90.0%	90.0%
Percent of Purchase Card Program implemented	2	67.0%	78.0%	80.0%
Percent of blanket purchase orders eliminated	2	65.0%	63.0%	67.0%
Percent of formal solicitations processed within 14 business days	3	65.0%	90.0%	90.0%
Percent of purchases awarded without protest	7	99.0%	99.0%	99.0%
Percent of departments updated on procurement process	4	n/a	0.0%	10.0%
Percent of minority outreach events attended	5	73.0%	80.0%	90.0%
Percent of utility bills processed via procurement card	6	n/a	0.0%	0.0%
Percent of departments rating satisfactory or higher on customer service survey	8,9	75.0%	100%	100%

¹ Determined by user departments and/or Controller's Office..

² Reflects results of 190 total solicitations submitted. Several solicitations were canceled, rejected, or not yet awarded.

³ This department will begin measuring performance against this objective during FY 2005.



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Capital Projects

Charleston County

The County defines a capital expenditure as a single item that costs \$5,000 or more and lasts longer than one year. Some capital expenditures are included within the operating budget since they are reoccurring or affordable on a pay-as-you-go basis. Examples of capital expenditures included in the operating budget are vehicles and equipment purchases. Following is a table summarizing capital in the operating budget.

Capital Expenditure	
General Fund	\$ 2,912,780
Special Revenue Fund	331,800
Enterprise Funds	2,750,000
Internal Service Funds	201,223
Grand Total	\$ 6,195,803

Capital expenditures that are not included in the operating budget are considered in the capital improvement plan (CIP). Charleston County's CIP is a financial management tool that assists in facility maintenance and capital development.

Implementing a multi-year CIP promotes better use of the County's limited financial resources and assists in the coordination of public and private development. As a financial tool, a multi-year CIP provides early indications of major outlays and assures timely facility maintenance or replacement. In addition, five-year capital improvement plans are an integral part of long-range planning and consequently are viewed positively by bond rating agencies.

Facility Planning Committee

Early in 2003, the County Administrator established the Facility Planning Committee. The committee is composed of representatives from Building Services, Capital Projects, and Facilities Management department. The purpose of the committee was to develop a five-year plan to address future and existing facility and capital needs.

The initial phase of development was to evaluate existing County-owned and rented facilities and land. The Committee found that the County's facilities were generally in good condition with 76 percent of the square footage having an effective age of ten years or less. The effective age was determined from original construction date or the date of major renovations. The committee did determine that the County owned some unused buildings and land and leased some facilities.

The committee sent a survey to all department heads and elected officials requesting information about current and future service delivery and space needs. In addition, the Committee looked at demographic trends. From its research, the Committee noticed that the population is becoming older, more affluent, and better educated. In addition, the population growth is slowing.

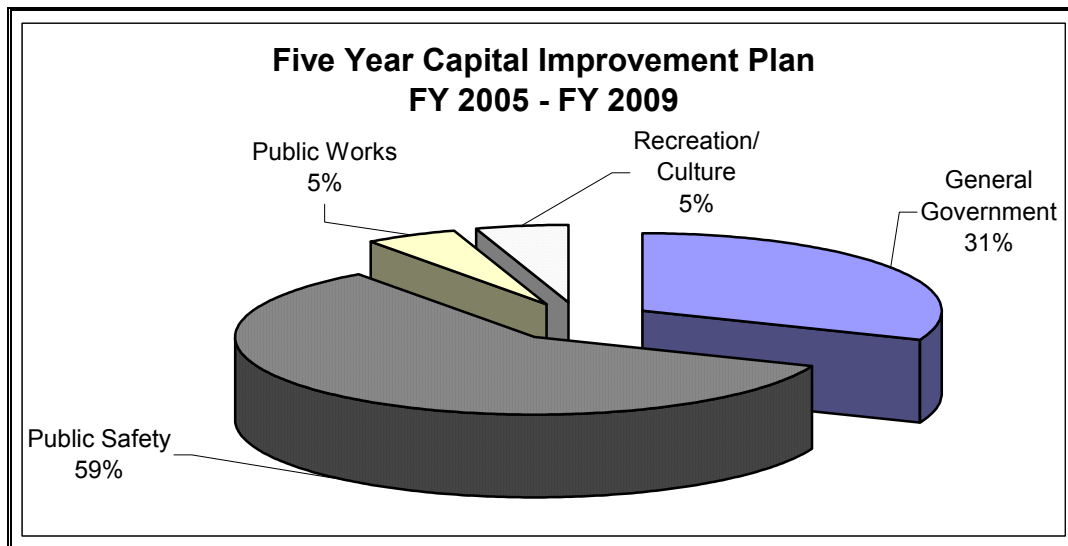
Five Year Capital Improvement Plan

Based on the facilities evaluations, the departments anticipated needs, and the demographic information, the committee prioritized projects. The main goals of the CIP was to more effectively utilize County facilities and invest in technology to better serve the County's citizens.

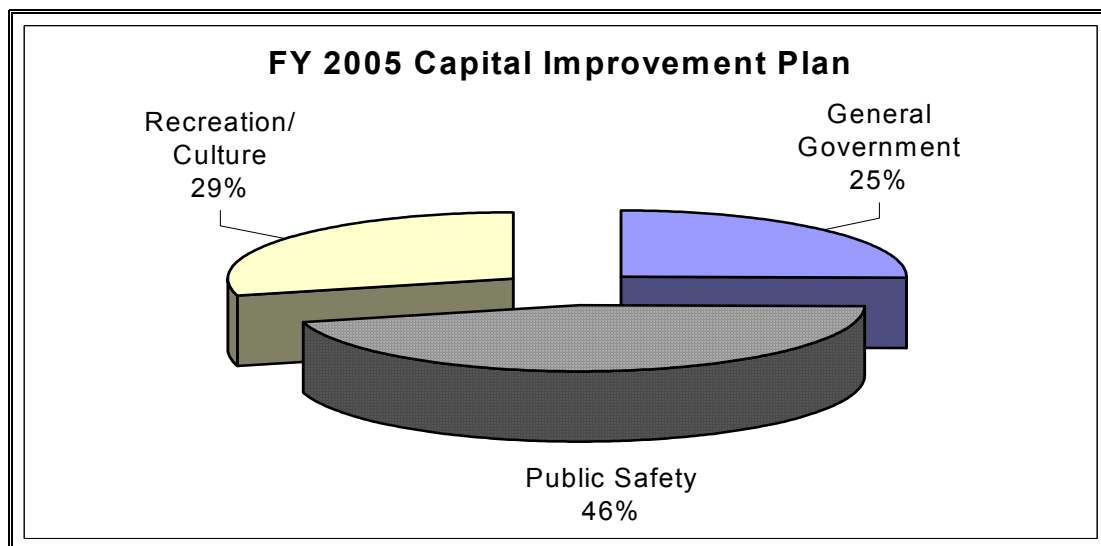
Capital Projects

Charleston County

With assistance from the Controller and Budget Office, the committee balanced the identified projects with current and future financing capabilities. After identifying the projects, the committee developed the five-year plan by identifying the total cost of each selected project, and the associated operating and maintenance costs. The projects were then scheduled and budgeted over the five year period.



The new projects appropriated for FY 2005 include the Automotive Shop at the Azalea Compound and Information Technology equipment. Charleston County will incorporate the Solid Waste capital program into the five-year capital plan in FY 2006. The following graph shows the proposed projects that will be worked on during FY 2005. See the Project Summary on page 281 for details.



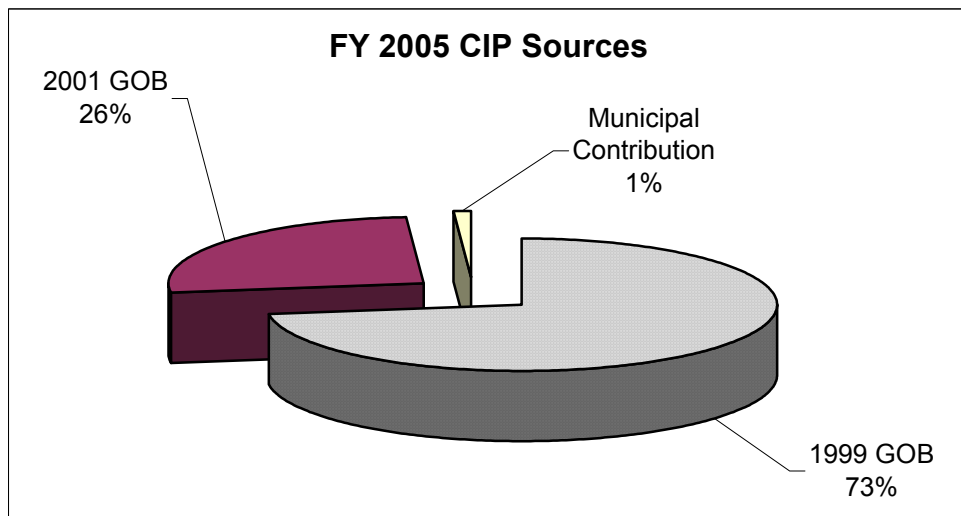
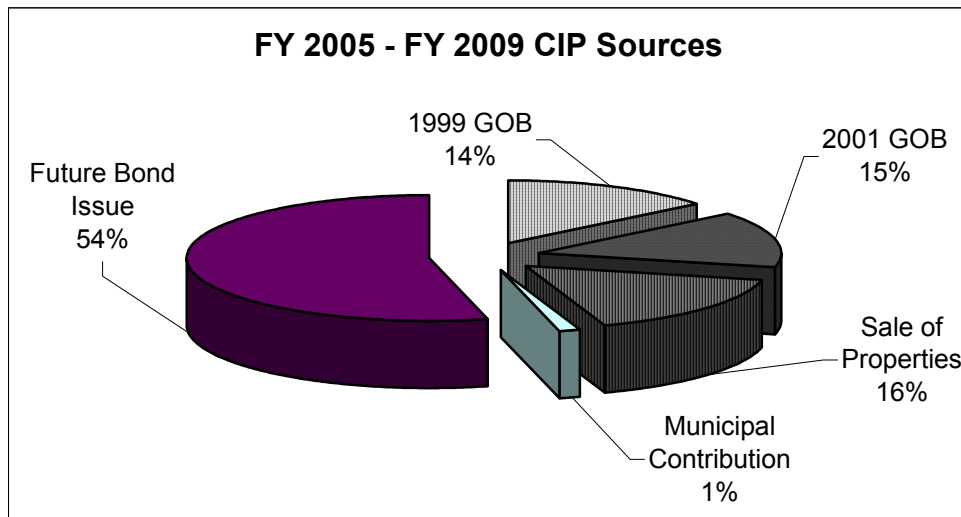
Council and staff will annually review the program, its direction, progress, and financing requirements.

Capital Projects

Charleston County

Financing the CIP

The funding for this plan will come from the sale of existing County-owned facilities and land, the reprogramming of existing funds, contributions from other agencies, and the issuance of additional debt in the form of General Obligation Bonds (GOBs). Per the County Budget Ordinance, all revenues from the sale of real estate must be used for capital projects.



Capital Projects

Charleston County

Impact on the Operating Budget

The capital program directly impacts current and future operating budgets. Charleston County has identified costs required to operate and maintain completed capital projects. In some cases, the operating costs of the project are either insignificant or are offset by cost savings.

The operating cost is calculated on each individual project. The Facilities Department estimates the increased cost for administrative costs, building maintenance, utilities and security. The Safety and Risk Management Department calculates the increased insurance costs. In addition, personnel costs are calculated based on current salary plus fringe benefits.

Total operating and maintenance costs of approximately \$1,008,000 are included in the County's 2005 operating budget to support projects anticipated to be completed during FY 2005.

Capital Projects

Charleston County

Project Summary

Project Title	Prior	2005	2006	2007	2008	2009	Beyond	Project Total
GENERAL GOVERNMENT								
Automotive Shop	\$ -	\$ 220	\$ 2,480	\$ 750	\$ -	\$ -	\$ -	\$ 3,450
Azalea Complex Site Preparation	-	-	700	360	1,090	-	-	2,150
Election Warehouse Addition	-	-	380	-	-	-	-	380
Information Technology-Equipment	800	1,500	1,500	1,500	1,500	1,500	-	8,300
Radio Communication-Equipment	-	-	-	14,000	-	-	-	14,000
General Government Total	800	1,720	5,060	16,610	2,590	1,500	-	28,280
PUBLIC SAFETY								
Adult Detention Facility	-	-	760	2,000	5,000	17,000	13,240	38,000
Juvenile Detention Facility	400	-	-	460	3,620	3,620	-	8,100
Medic Station 2-North Charleston	30	650	620	-	-	-	-	1,300
Medic Station 6-McClellanville	780	840	-	-	-	-	-	1,620
Medic Station 7-John's Island	380	940	-	-	-	-	-	1,320
Medic Station 15-Ladson	20	680	200	-	-	-	-	900
Sheriff Law Enforcement Center	-	-	-	600	3,720	7,980	-	12,300
Sheriff Warehouse	-	-	210	1,250	1,740	-	-	3,200
Public Safety Total	1,610	3,110	1,790	4,310	14,080	28,600	13,240	66,740
PUBLIC WORKS								
Mosquito Abatement/Public Works Headquarters	-	-	460	2,500	1,390	-	-	4,350
Public Works Total	-	-	460	2,500	1,390	-	-	4,350
RECREATION/CULTURE								
Folly Beach Branch Library	-	160	1,940	300	-	-	-	2,400
John's Island Regional Library	2,520	1,830	-	-	-	-	-	4,350
Mt. Pleasant Regional Library	-	-	-	-	-	230	5,370	5,600
Recreation/Culture Total	2,520	1,990	1,940	300	-	230	5,370	12,350
GRAND TOTAL	\$ 4,930	\$ 6,820	\$ 9,250	\$ 23,720	\$ 18,060	\$ 30,330	\$ 18,610	\$ 111,720

Fund Source Summary

Funding Source	Prior	2005	2006	2007	2008	2009	Beyond	Total
1999 GOB	\$ 2,970	\$ 4,960	\$ 6,570	\$ 900	\$ -	\$ -	\$ -	\$ 15,400
2001 GOB	1,160	1,780	700	2,320	4,490	3,620	-	14,070
Sale of Properties/Other	800	-	250	4,350	7,070	2,480	-	14,950
Municipal Contribution	-	80	970	150	-	-	-	1,200
Developer Contribution	-	-	-	-	-	-	2,250	2,250
Future Bond Issue	-	-	760	16,000	6,500	24,230	16,360	63,850
GRAND TOTAL	\$ 4,930	\$ 6,820	\$ 9,250	\$ 23,720	\$ 18,060	\$ 30,330	\$ 18,610	\$ 111,720

Amounts in thousands of dollars

Capital Projects

Charleston County

PROJECT DETAIL

The CIP includes a description of the projects, the year in which it will be started and completed, budgeted capital expenditure, the method of financing the expenditure, and the estimated impact on operating and maintenance budgets. Capital expenditure in the CIP funds the acquisition, construction, furniture, fixtures and equipment, renovation, rehabilitation, and replacement of facilities costs for infrastructure with a life expectancy of more than one year. Also included in the capital expenditure are any related costs for land acquisition, land improvements, design, feasibility studies, engineering studies and engineering.

ADULT DETENTION FACILITY

This project reduces overcrowding in the Adult Detention Facility by constructing a new building. The rated capacity of this facility has been regularly exceeded by 150 to 190 percent over the last 10 years. A study is currently being conducted for specific space needs and building design. The capital cost includes funds to move the SPCA Animal Shelter from its current location to make way for the detention facility.

Function:	Public Safety		Start Date:	2006		End Date:	2010	
I. Expenditures:	Prior	2005	2006	2007	2008	2009	Beyond	Total
	-	-	760	2,000	5,000	17,000	13,240	38,000
II. Fund Source:	Prior	2005	2006	2007	2008	2009	Beyond	Total
Future Bond Issue	-	-	760	2,000	5,000	17,000	13,240	38,000
III. O&M Costs (Savings):		2005	2006	2007	2008	2009		
Personnel		-	-	-	-	-		
Operating		-	-	-	-	-		
IV. O&M Impacts:	Operating and maintenance costs have not been calculated and depend upon the final scope of the project.							

AUTOMOTIVE SHOP

This multi-phase project optimizes the Azalea Avenue site by constructing an expanded 22,200 square foot facility, relocating the automotive shop, the parts warehouse, and the Radio Communication Shop to the adjoining heavy equipment building.

Function:	General Government		Start Date:	2005		End Date:	2007	
I. Expenditures:	Prior	2005	2006	2007	2008	2009	Beyond	Total
	-	220	2,480	750	-	-	-	3,450
II. Fund Source:	Prior	2005	2006	2007	2008	2009	Beyond	Total
1999 GOB	-	220	2,480	750	-	-	-	3,450
III. O&M Costs (Savings):		2005	2006	2007	2008	2009		
Personnel		-	-	-	-	-		
Operating		-	-	11	11	11		
IV. O&M Impacts:	Estimated additional operating cost are minimal as this is a replacement facility.							

Capital Projects

Charleston County

Project Detail

AZALEA COMPLEX SITE PREPARATION

This project provides space for the Law Enforcement Center by demolition the Fleet central parts warehouse, automotive shop, light truck workshop, Mosquito Control headquarters, chemical building, parking shed, old helicopter shed, Public Works lumber shed, sign shop, EMS repair shop, and Radio Communications shop. The project includes environmental remediation, where necessary, and relocation of the fuel station and utilities (telephone switch, storm drainage system, and power, water and sewer lines).

Function: General Government **Start Date:** 2006 **End Date:** 2008

I. Expenditures:	Prior	2005	2006	2007	2008	2009	Beyond	Total
	-	-	700	360	1,090	-	-	2,150
II. Fund Source:	Prior	2005	2006	2007	2008	2009	Beyond	Total
2001 GOB	-	-	700	360	870	-	-	1,930
Sale of Properties	-	-	-	-	220	-	-	200
III. O&M Costs (Savings):		2005	2006	2007	2008	2009		
Personnel		-	-	-	-	-		
Operating		-	-	-	-	-		
IV. O&M Impacts:	The site preparation is not anticipated to impact operations and maintenance costs.							

ELECTION WAREHOUSE ADDITION

This project provides storage space for the EMS supply system and Quick Response Vehicles by adding additional space to the rear of the Election Warehouse. The 3,000 square foot centrally-located facility will replace the current supply room on the first floor of the Health Complex Parking Garage that is pending sale to the Medical University of South Carolina. In addition, the location will replace the inadequate EMS equipment repair shop at the Azalea Complex.

Function: General Government **Start Date:** 2006 **End Date:** 2006

I. Expenditures:	Prior	2005	2006	2007	2008	2009	Beyond	Total
	-	-	380	-	-	-	-	380
II. Fund Source:	Prior	2005	2006	2007	2008	2009	Beyond	Total
1999 GOB	-	-	380	-	-	-	-	380
III. O&M Costs (Savings):		2005	2006	2007	2008	2009		
Personnel		-	-	-	-	-		
Operating		-	-	-	-	-		
IV. O&M Impacts:	Estimated additional operating cost are minimal as this is a replacement facility.							

Capital Projects

Charleston County

Project Detail

FOLLY BEACH BRANCH LIBRARY

This project provides for an expanded library by constructing a 10,000 square foot shared library (including library materials) and fine arts center. In this proposed \$2.4 million 50/50 partnership with the City of Folly Beach, the City has already approved an advisory referendum to borrow \$700,000 of \$1.2 million in matching funds.

Function:		Recreation/Culture		Start Date:		2005		End Date:		2007	
I. Expenditures:		Prior	2005	2006	2007	2008	2009	Beyond	Total		
		-	160	1,940	300	-	-	-	2,400		
II. Fund Source:		Prior	2005	2006	2007	2008	2009	Beyond	Total		
1999 GOB		-	80	970	150	-	-	-	1,200		
Municipal Contribution		-	80	970	150	-	-	-	1,200		
III. O&M Costs (Savings):			2005	2006	2007	2008	2009				
Personnel			-	-	75	75	75				
Operating			-	-	-	-	-				
IV. O&M Impacts:		All utility expenses are borne by the City of Folly Beach. Additional cost estimates include \$75,000 for one new FTE.									

INFORMATION TECHNOLOGY EQUIPMENT

This project improves system reliability and security by upgrading and/or replacing equipment every 3-5 years. The computer infrastructure will address security and virus threats, develop the ability to integrate and share information between departments, and enhance citizen service (e.g., permitting, online payments, etc).

Function:		General Government		Start Date:	On-going		End Date:	On-going	
I. Expenditures:		Prior	2005	2006	2007	2008	2009	Beyond	Total
		800	1,500	1,500	1,500	1,500	1,500	-	8,300
II. Fund Source:		Prior	2005	2006	2007	2008	2009	Beyond	Total
1999 GOB		-	1,500	1,500	-	-	-	-	3,000
2001 GOB		-	-	-	1,500	-	-	-	1,500
Sale of Properties/Other		800	-	-	-	-	-	-	800
Future Bond Issue		-	-	-	-	1,500	1,500	-	3,000
III. O&M Costs (Savings):			2005	2006	2007	2008	2009		
Personnel			-	-	-	-	-		
Operating			122	347	572	797	1,022		
IV. O&M Impacts:		Additional operating expenses vary from year-to-year based on the pace of implementation, but generally increase operating and maintenance costs by 15 percent of the capital investment.							

Capital Projects

Charleston County

Project Detail

JOHN'S ISLAND REGIONAL LIBRARY

This project provides access to a public library by constructing a 16,000 square foot shared library (including library materials) to serve John's Island area residents on property donated by the Charleston County School District.

Function: Recreation/Culture **Start Date:** 2003 **End Date:** 2004

I. Expenditures:	Prior	2005	2006	2007	2008	2009	Beyond	Total
	2,520	1,830	-	-	-	-	-	4,350
II. Fund Source:	Prior	2005	2006	2007	2008	2009	Beyond	Total
1999 GOB	2,520	1,830	-	-	-	-	-	4,350
III. O&M Costs (Savings):		2005	2006	2007	2008	2009		
Personnel		637	637	637	637	637		
Operating		229	229	229	229	229		
IV. O&M Impacts:	Additional costs include \$229,000 for operating and \$637,000 for 21.8 new FTEs.							

JUVENILE DETENTION FACILITY

This project reduces overcrowding in the Juvenile Detention Facility by constructing a new 36 dormitory beds facility to replace a 37 year-old deteriorating facility. Currently there are routinely at least 30 juveniles housed in this facility and 16-18 juveniles in the Adult Detention Center. If an additional size of 72 dormitory beds or an alternate site is chosen, additional funding will be needed.

Function: Public Safety **Start Date:** 2004 **End Date:** 2009

I. Expenditures:	Prior	2005	2006	2007	2008	2009	Beyond	Total
	400	-	-	460	3,620	3,620	-	8,100
II. Fund Source:	Prior	2005	2006	2007	2008	2009	Beyond	Total
1999 GOB	400	-	-	-	-	-	-	400
2001 GOB	-	-	-	460	3,620	3,620	-	7,700
III. O&M Costs (Savings):		2005	2006	2007	2008	2009		
Personnel		-	-	-	-	800		
Operating		-	-	-	-	700		
IV. O&M Impacts:	Additional costs include \$700,000 for operating and \$800,000 for 12 new FTEs.							

Capital Projects

Charleston County

Project Detail

MEDIC 2-NORTH CHARLESTON

This project ensures a quality workspace for Charleston County employees by constructing a 7,000 square foot facility with adequate parking for EMS and Magistrates Court-North Charleston. The new facility will replace rented space on Rivers Avenue and an aging facility on Helm Avenue. The facility is being built on County Property on Melbourne Avenue.

Function: Public Safety **Start Date:** 2004 **End Date:** 2006

I. Expenditures:	Prior	2005	2006	2007	2008	2009	Beyond	Total
	30	650	620	-	-	-	-	1,300
II. Fund Source:	Prior	2005	2006	2007	2008	2009	Beyond	Total
1999 GOB	30	650	620	-	-	-	-	1,300
III. O&M Costs (Savings):		2005	2006	2007	2008	2009		
Personnel		-	-	-	-	-		
Operating		-	54	54	54	54		
IV. O&M Impacts:	Operating and maintenance costs will increase by \$54,000.							

MEDIC 6-MCCLELLANVILLE

This project ensures a quality workspace for Charleston County employees by constructing a 8,406 square foot replacement facility for EMS and Magistrates Court in McClellanville.

Function: Public Safety **Start Date:** 2003 **End Date:** 2005

I. Expenditures:	Prior	2005	2006	2007	2008	2009	Beyond	Total
	780	840	-	-	-	-	-	1,620
II. Fund Source:	Prior	2005	2006	2007	2008	2009	Beyond	Total
2001 GOB	780	840	-	-	-	-	-	1,620
III. O&M Costs (Savings):		2005	2006	2007	2008	2009		
Personnel		-	-	-	-	-		
Operating		15	15	15	15	15		
IV. O&M Impacts:	Operating and maintenance costs will increase by \$15,000.							

Capital Projects

Charleston County

Project Detail

MEDIC 7-JOHN'S ISLAND

This project ensures a quality workspace for Charleston County employees by constructing a 7,368 square foot replacement facility for EMS and Magistrates Court in John's Island.

Function:		Public Safety		Start Date:		2003		End Date:		2005	
I. Expenditures:		Prior	2005	2006	2007	2008	2009	Beyond	Total		
		380	940	-	-	-	-	-	1,320		
II. Fund Source:		Prior	2005	2006	2007	2008	2009	Beyond	Total		
2001 GOB		380	940	-	-	-	-	-	1,320		
III. O&M Costs (Savings):			2005	2006	2007	2008	2009				
Personnel			-	-	-	-	-				
Operating			5	5	5	5	5				
IV. O&M Impacts:		Operating and maintenance costs will increase by \$5,000.									

MEDIC 15-LADSON

This project improves EMS response time in the Ladson-Lincolnvile areas by building a new 4,000 square foot two-bay station and living quarters. The station is being built on County property on Ladson Road (Highway 78). The cost of construction, the ambulance and its equipment, and furniture/fixture/equipment are included in the project.

Function:		Public Safety		Start Date:		2004		End Date:		2006	
I. Expenditures:		Prior	2005	2006	2007	2008	2009	Beyond	Total		
		20	680	200	-	-	-	-	900		
II. Fund Source:		Prior	2005	2006	2007	2008	2009	Beyond	Total		
1999 GOB		20	680	200	-	-	-	-	900		
III. O&M Costs (Savings):			2005	2006	2007	2008	2009				
Personnel			-	230	230	230	230				
Operating			-	10	10	10	10				
IV. O&M Impacts:		Additional costs include \$10,000 for operating and \$230,000 for 4.0 new FTEs.									

Capital Projects

Charleston County

Project Detail

MOSQUITO ABATEMENT/PUBLIC WORKS HEADQUARTERS

This project provides 15,300 square feet of consolidated warehouse and chemical storage space and 13,500 square feet of administrative space for Public Works' Field Operations and Mosquito Control divisions by expanding the 40-year old former Public Works headquarters building.

Function: Public Works **Start Date:** 2006 **End Date:** 2008

I. Expenditures:	Prior	2005	2006	2007	2008	2009	Beyond	Total
	-	-	460	2,500	1,390	-	-	4,350
II. Fund Source:	Prior	2005	2006	2007	2008	2009	Beyond	Total
1999 GOB	-	-	420	-	-	-	-	420
Sale of Properties/Other	-	-	40	2,500	1,390	-	-	3,930
III. O&M Costs (Savings):		2005	2006	2007	2008	2009		
Personnel		-	-	-	-	-		
Operating		-	-	-	38	38		
IV. O&M Impacts:	Operating and maintenance costs will increase by \$38,000.							

MT. PLEASANT REGIONAL LIBRARY

This project provides access to a public library by establishing a second regional library in the East Cooper area. The Carolina Park developer has contributed six acres of land and \$2.25 million towards completion of the project as part of the Planned Development Agreement process. The cost of construction and furniture/fixture/equipment are included in the projection.

Function: Recreation/Culture **Start Date:** 2009 **End Date:** 201X

I. Expenditures:	Prior	2005	2006	2007	2008	2009	Beyond	Total
	-	-	-	-	-	230	5,370	5,600
II. Fund Source:	Prior	2005	2006	2007	2008	2009	Beyond	Total
Future Bond Issue	-	-	-	-	-	230	3,120	3,350
Developer Contribution	-	-	-	-	-	-	2,250	2,250
III. O&M Costs (Savings):		2005	2006	2007	2008	2009		
Personnel		-	-	-	-	-		
Operating		-	-	-	-	-		
IV. O&M Impacts:	Operating and maintenance costs have not been calculated and depend upon the final scope of the project.							

Capital Projects

Charleston County

Project Detail

RADIO COMMUNICATION EQUIPMENT

This project rehabilitates a 13 year-old 800 MHz radio communication system by investing in radio infrastructure (system software, tower equipment, etc.).

Function: General Government **Start Date:** 2007 **End Date:** 2007

I. Expenditures:	Prior	2005	2006	2007	2008	2009	Beyond	Total
	-	-	-	14,000	-	-	-	14,000
II. Fund Source:	Prior	2005	2006	2007	2008	2009	Beyond	Total
Future Bond Issue	-	-	-	14,000	-	-	-	14,000
III. O&M Costs (Savings):		2005	2006	2007	2008	2009		
Personnel		-	-	-	-	-		
Operating		-	-	-	2,128	2,128		
IV. O&M Impacts:	Operating and maintenance costs will increase by \$2,128,000 to support radio operating leases.							

SHERIFF LAW ENFORCEMENT CENTER

This project replaces the 41 year-old 7,720 square foot building on Pinehaven Avenue in North Charleston by constructing a 60,000 square foot administrative headquarters. The County will consolidate other activities currently in various inadequate facilities, e.g., evidence storage, criminal records, logistics, computer systems, warrants, internal affairs, etc.

Function: Public Safety **Start Date:** 2007 **End Date:** 2009

I. Expenditures:	Prior	2005	2006	2007	2008	2009	Beyond	Total
	-	-	-	600	3,720	7,980	-	12,300
II. Fund Source:	Prior	2005	2006	2007	2008	2009	Beyond	Total
Sale of Properties	-	-	-	600	3,720	2,480	-	6,800
Future Bond Issue	-	-	-	-	-	5,500	-	5,500
III. O&M Costs (Savings):		2005	2006	2007	2008	2009		
Personnel		-	-	-	-	-		
Operating		-	-	-	-	48		
IV. O&M Impacts:	Operating and maintenance costs will increase by \$48,000.							

Capital Projects

Charleston County

Project Detail

SHERIFF WAREHOUSE

This project begins the development of a Law Enforcement Center by constructing a 21,000 square foot consolidated warehouse on the site of the Mosquito Control helicopter landing area.

Function: Public Safety **Start Date:** 2006 **End Date:** 2008

I. Expenditures:	Prior	2005	2006	2007	2008	2009	Beyond	Total
	-	-	210	1,250	1,740	-	-	3,200

II. Fund Source:	Prior	2005	2006	2007	2008	2009	Beyond	Total
Sale of Properties	-	-	210	1,250	1,740	-	-	3,200

III. O&M Costs (Savings):	2005	2006	2007	2008	2009
Personnel	-	-	-	-	-
Operating	-	-	-	-	315

IV. O&M Impacts: Operating and maintenance costs will increase by \$315,000.

Debt Service

Charleston County

General Overview

Charleston County issues debt to accomplish large capital projects that are not affordable on a pay-as-you-go basis. The three main types of debt used are General Obligation Bonds (GOBs), Certificates of Participation (COPs), and Revenue Bonds. Such bonds are authorized by resolution indicating the amount and purpose of the bonds, interest rate, and repayment terms. These bonds are secured by full faith and credit of the County, which means there is a pledge of the County's general taxing power for the repayment of the debt.

Another source of funding recently utilized is a Capital Lease. Capital leases provide the ability to fund relatively smaller capital needs without issuing General Obligation bonds. During FY 2002, the County entered into a lease agreement to fund replacement computer equipment over a three year period.

Debt Service is the repayment of the borrowed amounts.

Debt Policy

The Debt Policy, endorsed by County Council, is designed to allow for the most efficient use of resources to accomplish capital improvements. The Debt Policy, in its entirety, is in the Appendix of this document.

LEGAL DEBT SERVICE LIMIT

The South Carolina State Constitution limits the debt capacity of all governmental entities seeking capital through securities exchanges to eight percent of the assessed value of the property base. Revenue Bonds, GOBs approved by voter referendum, and COPs issued prior to January 1, 1996 are not currently subject to this limitation. However, the South Carolina legislature, during its 1995 session passed legislation which makes COPs issued after January 1, 1996 subject to the eight percent limit.

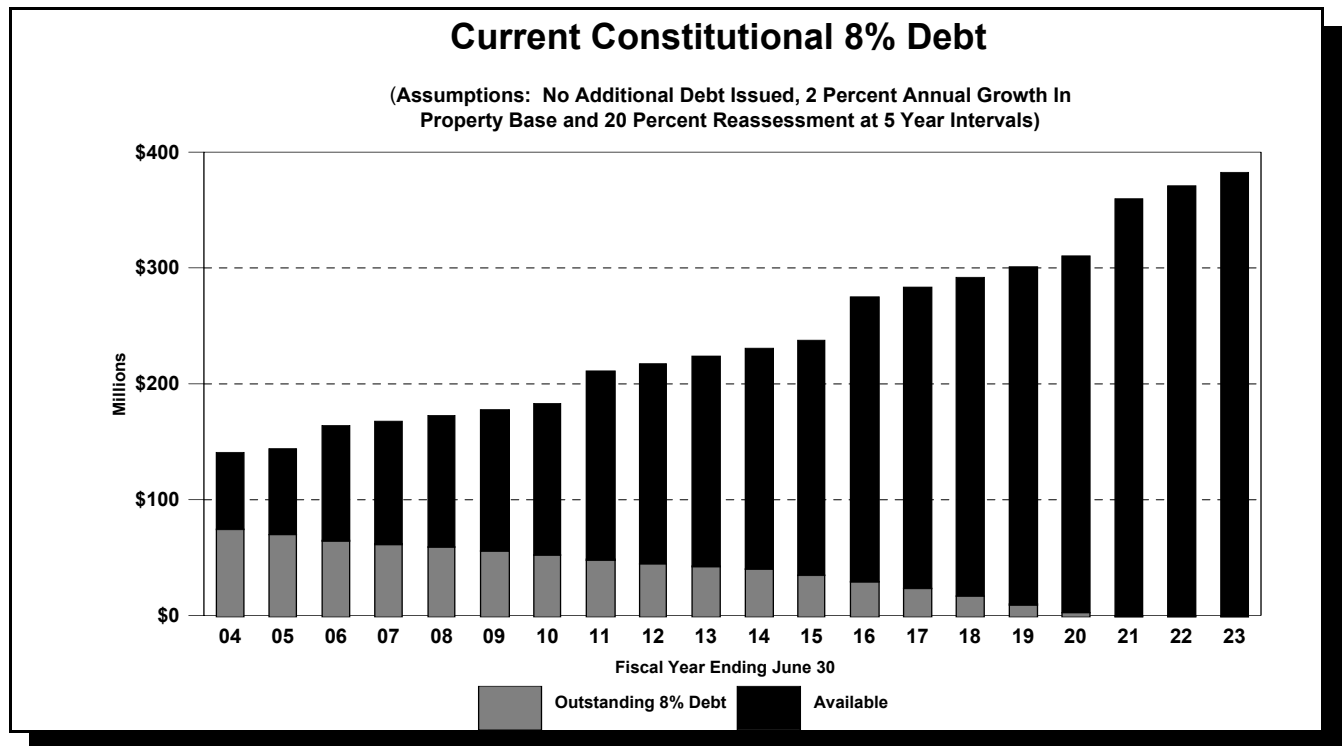
The County's outstanding debt subject to the eight percent limit is \$74.6 million at June 30, 2004 and its capacity to issue new debt is approximately \$66.2 million. The County's last issue of debt was during FY 2001 when the County issued \$30 million in GOBs to fund completion of existing projects and the construction of three replacement Emergency Medical Service Stations. The following table and graph show the County's eight percent debt limit.

Current Constitutional 8% Debt

Total Assessment at June 30, 2004	\$1,760,880,036
Constitutional Debt Limit (8% of Assessment)	\$140,870,403
Outstanding 8% Debt	\$74,645,000
Available Capacity	\$66,225,403

Debt Service

Charleston County



MAINTAIN HIGH RATINGS WITH BOND RATING AGENCIES

Municipal bond rating agencies have rated Charleston County's General Obligation debt "AA+" (Standard & Poor's Corporation), "Aa1" (Moody's Investors Service) and "AA" (Fitch, IBCA, Duffy & Phelps). The County's general strategy for maintaining these high ratings is to maintain good communications with the agencies and provide full disclosure on every financial report and bond prospectus.

FEE SUPPORTED DEBT

Where advantageous, the County issues debt which can be paid by sources other than taxes. The County will use special assessment, revenue, or other self-supporting bonds instead of general obligation bonds. Most Enterprise Fund debt whether it is GOBs, COPs or Revenue Bonds is funded through the revenue generated by that fund.

OTHER LIMITATIONS

In addition, the County confines long-term borrowing to capital improvements or projects that cannot be financed from current revenues. The County will not use long-term debt for current operations.

Debt Service

Charleston County

SCHEDULE OF DEBT SERVICE

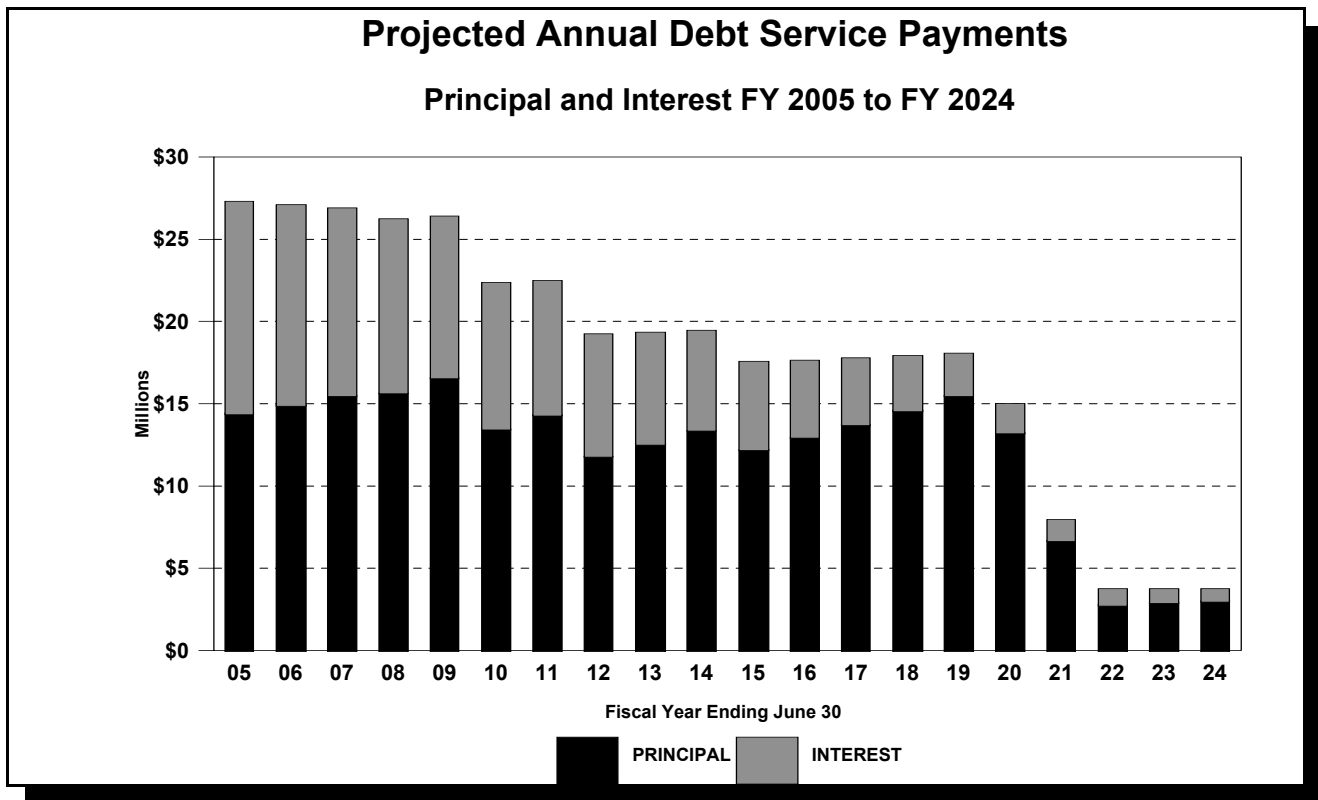
The County's annual debt service consists of principal and interest payments on tax and fee supported debt. The graphs and table depict the total outstanding debt for the next 25 years. As of July 1, 2005, total outstanding debt is \$375.2 million (principal payments of \$253.8 million and interest payments of \$121.4 million). The table below and the graphs on the following page show the level of debt funded by taxes or revenues/fees

Charleston County Schedule of Debt Service (in Millions)

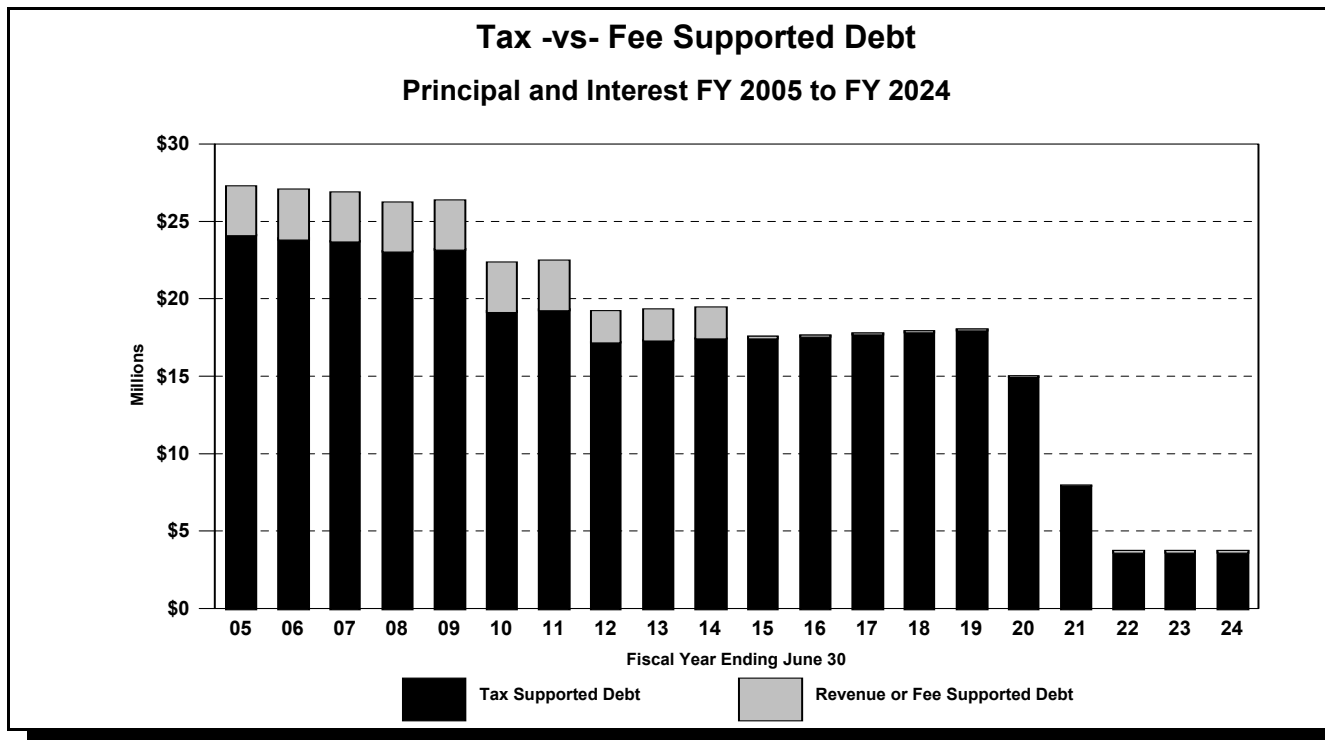
Fiscal Year										
	05	06	07	08	09	10-14	15 -19	20-24	25-29	TOTAL
Tax Supported										
Principal	\$ 12.6	\$ 12.9	\$ 13.4	\$ 13.4	\$ 14.2	\$ 55.1	\$ 68.9	\$ 28.6	\$ 13.5	\$ 232.6
Interest	11.6	11.0	10.3	9.7	9.0	35.7	20.0	5.7	1.6	114.6
Subtotal	24.2	23.9	23.7	23.1	23.2	90.8	88.9	34.3	15.1	347.2
Revenue/Fee Supported										
Principal	1.9	2.0	2.1	2.2	2.4	10.6	0.0	0.0	0.0	21.2
Interest	1.3	1.1	1.0	0.9	0.8	1.7	0.0	0.0	0.0	6.8
Subtotal	3.2	3.1	3.1	3.1	3.2	12.3	0.0	0.0	0.0	28.0
Total										
Principal	14.5	14.9	15.5	15.6	16.6	65.7	68.9	28.6	13.5	253.8
Interest	12.9	12.1	11.3	10.6	9.8	37.4	20.0	5.7	1.6	121.4
TOTAL ANNUAL DEBT	\$ 27.4	\$ 27.0	\$ 26.8	\$ 26.2	\$ 26.4	\$ 103.1	\$ 88.9	\$ 34.3	\$ 15.1	\$ 375.2

Debt Service

Charleston County



Future Debt Service



Debt Service

Charleston County

In the Spring of 2004, Charleston County took advantage of the favorable change in interest rates by reducing future debt obligations. Refinancing a portion of the County's GOBs and COPs saved the County's Debt Service Fund approximately \$500,000. In addition, the County saved additional amounts in the Enterprise funds by refinancing COPs and the Solid Waste Revenue Bond. The County also reduced the Enterprise Fund by retiring the Health Complex Garage debt. This is in anticipation of the Health Complex Garage's sale to the Medical University of South Carolina in FY 2005. Charleston County anticipates borrowing funds in FY 2007 to implement the Five-year Capital Improvement Plan.



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Community Profile

Charleston County

Charleston County is located along the southeastern coast of South Carolina. It has a land area of 919 square miles and a 97-mile coastline along the Atlantic Ocean. The county, with a 2000 Census population of 309,969, is the center of the Trident metropolitan region with a combined population of more than 500,000. The county has 16 municipalities within its borders, including its three largest cities, Charleston (96,650), North Charleston (79,641) and Mt. Pleasant (47,609). In the decade from 1990-2000, the county experienced a growth rate of 4.8 percent, per the census figures (which Charleston County believes are understated). A recent study by the Strom Thurmond Institute of Clemson University conjectured that the region could attract an additional 250,000 people during the next 30 years.

Key among the region's advantages are its geographic location, its natural beauty, moderate climate, and a coveted quality of life which has been deliberately and carefully protected. Charleston's coastal location along the Atlantic Seaboard at the confluence of two rivers assures its near tropical climate and creates natural advantages for a seaport. The flat topography which is accented by numerous rivers, tidal creeks, vast expanses of pristine salt marshes, and hallmark live oaks, provides a lush, picturesque backdrop for the priceless eighteenth and nineteenth-century architecture of Old Charleston. Beyond the old city lie vibrant growing urban and suburban communities hosting businesses, industries, and residences alike. "Livability" and "good quality of life" are multifaceted terms which are difficult to adequately define or measure, but easy to observe intuitively. The most telling evidence of the region's livability may lie in the fact that, despite its growth of the past two decades, Charleston has retained the "slow, friendly pace" which visitors most often cite as their favorite impression. Perhaps they gain this impression by visiting area hotels, restaurants, shops, parks, resorts, golf courses, and beaches, or one of the numerous cultural festivals the region hosts throughout the year.

Numerous other advantages accrue to the region due to its diverse economic base, its infrastructure, and its educational network. The region's economic base includes the Port of Charleston which is fourth in container volume in the United States and second only to the Port of New York and New Jersey in container volume along the East Coast and Gulf. Tourism has long been an economic mainstay in this historic eighteenth century setting and continues to grow in importance. The region's visitor industry has expanded rapidly over the past few years, today experiencing four million visitors in year 2000, contributing more than \$3.7 billion annually to the area's economy, and providing an estimated 69,700 jobs. The region's growing international operations, stable businesses and industrial bases also contribute to its diverse economic base and have helped to mitigate the downsizing of the military establishment. In addition to the existing port, modern airport and good rail access, the region is committed to the constant upgrading of its already excellent highway access. Road improvements persist, including the completion of the I-526 Beltway linking the region and the replacement of the Cooper River Bridges with higher spans linking Charleston with the area east of the Cooper River which is currently under construction. Water and waste water system expansions, as well as utility and telecommunications network upgrades are presently under way to meet the demands of growth and maintain the region's competitive edge. The region's educational institutions comprise a strong backbone for industry, with a variety of liberal arts graduate and undergraduate programs at three colleges and universities, advanced medical degrees at the state's largest medical complex and teaching hospital, and the diverse industrial training programs of the Trident Technical College, the largest campus of one of the nation's "cutting

Community Profile

Charleston County

edge" state technical college systems. In 1998, Charleston County spearheaded a successful effort to create the Trident One-Stop Career Center. This multi-jurisdictional center, lauded by the U.S. Department of Labor, combines a variety of resources including career counseling, job search, training programs, and labor market information under one roof.

Despite the 1993 Base Realignment and Closure Commission's (BRAC) decision to close much of the Charleston Naval Complex, the military remains viable and significant in the Charleston region. The Charleston Air Force Base is undergoing constant expansion and has been designated as home to the first operational squadron of the new C-17 transport plane. Through the dedicated efforts of its U.S. Senators and Congressmen, as well as State and local officials, and the Charleston Chamber of Commerce, the region has also gained significant new Army and Navy facilities.

As the Charleston region enters the 21st century, the future appears bright. Despite the national economic downturn, tourism is still strong and the region continues to capitalize on its many assets; its harbor and port; its industrial sites; its climate, environment, and quality of life; its labor force and work ethic; its colleges and technical training programs; its many business incentives and cost advantages; and its "can-do" spirit. In an age of international linkages and entrepreneurial opportunity, Charleston County, South Carolina is literally the preeminent Southeastern "Gateway to the World."

Budget Process

Charleston County

Charleston County's Budget Process is divided into five phases: Planning, Development, Approval, Compliance Monitoring, and External Audit. See page 302 for a chart of the budget process.

PLANNING

The budget process begins in October of each year with budget calls for departments that provide services to other departments. These budget calls are due in November. In November, the Budget Office develops a Budget Preparation Manual that is distributed to every department in the County and provides specific guidelines such as inflation projections and recommended computation and projection methodologies. The manual also includes the Administrator's letter of directive for the preparation of the budget. Workshops are held in early December to give detailed instructions and guidance to budget preparers.

DEVELOPMENT

The departments then prepare their requests and submit them to the Budget Office starting in late January for analysis and review. Acting on preliminary recommendations resulting from the Budget Office's review, final proposals are made by the County Administrator in April.

APPROVAL

The Finance Committee, which includes all members of County Council, reviews the proposed budget through a series of meetings in April and May; County Council makes adjustments as deemed necessary. The Approved Budget for the coming fiscal year is adopted in early June. South Carolina law requires three separate readings (votes) of the budget ordinance. South Carolina law also requires a public hearing and a special meeting to approve any increases in the millage rate that exceed the Consumer Price Index (CPI) as determined by the State.

Citizen involvement is provided through two public hearings to solicit constituent input. Public notices of these hearings are given in the local newspaper.

COMPLIANCE MONITORING

During the fiscal year, the Budget and Controller's Offices perform periodic reviews of revenues, expenditures, and transfers.

FIRST QUARTER REVIEW

After the first quarter of the year, the Budget and Controller's Offices conduct a review of revenues, expenditures, and transfers.

MID-YEAR REVIEW

During February of each year, a mid-year review is conducted by the Budget and Controller's Offices and presented to the Finance Committee. Adjustments to the budget may be made at this time, as Council deems necessary.

Budget Process

Charleston County

THIRD QUARTER REVIEW

In April, the Budget Office and the Controller perform a third quarter review. This review is the basis for the projection of ending fund balance. This projection is incorporated into the available funding for the following budget year.

EXTERNAL AUDIT

During July through December, the County's financial records for the year ended in June are audited by an external auditor. This audit allows for independent confirmation of the activity presented by the County in the audit.

BUDGET AMENDMENTS

If budget transfers are necessary, the department director may transfer funds within the "Personnel," "Operating," or "Capital" categories that are less than \$5,000. In addition, the County Administrator or his Management Team may approve budget transfers that exceed \$5,000, that are between the categories in an organizational unit, and that are between organizational units that are under his budgetary authority. The elected and appointed officials' budget transfers over \$5,000, between categories, or between organizational units are approved by the County Administrator or his designated representative. If revisions require a change to the total disbursements in the General Fund, Council may consider supplemental appropriations, which require a public hearing and three separate readings. By resolution Council may also generate transfers from Council's contingency to organizational units. These budget transfer guidelines are specified in Section 16 of the County Budget Ordinance.

In some instances, grant funds are applied for or received after the beginning of the budget year and are not included in the Council Approved budget. To provide for this situation, Section 18 of the County Budget Ordinance authorizes the necessary Special Revenue Funds, Capital Projects Funds, and Proprietary Funds to be created to provide a mechanism for the expenditures of these monies. Grant funds must be approved by Council, generally at the time of application, before any monies can be expended.

BUDGET BASIS

Except as noted below, the basis of budgeting is the same as the basis of accounting. The County budgets for Governmental Funds using the flow of current financial resource measurement focus and the modified accrual basis of accounting. The flow of current financial resource measurement focus includes only current assets and liabilities; long-term assets and liabilities are reported separately. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are "measurable" and "available"). "Measurable" means that the amount of the transaction can be determined, and "available" means that the amount is collectible within the current period or soon enough thereafter to pay liabilities of the current period. The County considers property tax revenues to be available if collected within 60 days after year end; the County considers other revenues to be available if collected within one year after year end. Expenditures are recorded when the liability is

Budget Process

Charleston County

incurred except for certain compensated absences, claims, and judgments that are recorded when the obligations are expected to be liquidated with current financial resources.

The County budgets for Proprietary Funds using the flow of economic resources measurement focus and the accrual basis of accounting. The economic resources measurement focus includes current and long-term assets and liabilities. Under the accrual basis of accounting, revenues are recorded when earned, and expenses are recorded when liabilities are incurred. The County departs from the above basis of accounting for budgeting capital expenses and depreciation. To better manage spending, capital items are budgeted as expenses. Depreciation expense is not budgeted, since it affects the Invested in Capital Asset portion of fund balance rather than spendable fund balance.

BALANCED BUDGET

The County's budgets are balanced budgets. A balanced budget means that disbursements (expenditures and transfers out) are not planned unless there are available resources from revenue, transfers in or fund balance. The operating budgets are not balanced by borrowing funds and obligating future resources. (See the Glossary on pages 317-322 for definitions of disbursements, expenditures, transfers in/out, revenues, and beginning fund balance.)

LONG RANGE CAPITAL PLANNING

The Facilities Planning Committee consists of members from the Building Services, Capital Projects, Facilities Management, Controller, and Budget departments, along with the Chief Deputy County Administrator and the Chief Financial Officer. This committee annually prepares and updates the five-year Capital Improvements Program (CIP). The CIP specifies those capital improvements and construction projects which are scheduled for development over the next five years in order to maintain or enhance the County's capital assets and delivery of services.

The Capital Improvements Program also identifies the facility operating and maintenance costs and the staffing costs. Funding for the staffing, operating and maintenance requirements is included in the operating budgets where applicable. In addition, the CIP describes financing mechanisms for those projects.

The primary type of operating expenditure included in the budget relating to the CIP is funding to cover debt service payments for general obligation bonds or other types of debt required to fund specific CIP projects. The Capital section provides detailed information on debt management.

The County Administrator reviews the Facilities Planning Committee's prioritized list of proposed capital improvement projects, operational impacts of those projects, and funding sources during the review of the operating budget. The final five-year CIP is presented to Council during budget deliberations. County Council adopts the five-year CIP along with the operating budgets in June.

Budget Process

Charleston County

Budget Calendar

Nov - Dec
Planning

Departments Submit Requests to Program Managers for Employee, Vehicle, Data Processing, Facility and Other Internal Service Needs

Budget Department Conducts Budget Workshop/Departments Submit Information for the Capital Improvement Plan

January - June
Development

Administrator Develops Proposed Budget

Departments submit budgets to the Budget Office

Budget Office compiles and reviews requests for recommendations to the Administrator.

Administrator finalizes budget

May - June
Approval

Council Reviews and Adopts Budget

Two hearings for citizen participation.

- Council budget hearings
- Three readings of the budget ordinance

Council adopts budget with 3rd reading of ordinance

July

Fiscal Year Begins July 1st

Ongoing
Compliance Monitoring

Budget Monitoring

Quarterly Reviews

Mid-year and 3rd quarter projections of ending fund balance

Budget Transfers

Budget Amendments

following **July - Dec**
External Audit

Independent Audit for Compliance with Council's Approved Budget

Financial Systems

Charleston County

The Chief Financial Officer is responsible for providing many County financial services including financial accounting and reporting, payroll, accounts payable disbursement, budgeting, procurement, and special financial policy analyses for County management. These functions are performed by the Controller, Budget, and Procurement departments. The Treasurer, an elected position, is responsible for cash receipts, debt management, and cash and investment management.

The County utilizes a computerized financial accounting system (IFAS - Integrated Fund Accounting System) which incorporates a system of internal accounting controls. The system has been designed to safeguard assets against loss from unauthorized use and to provide reliable financial records for preparing financial statements. The system was implemented during FY 1998 and FY 1999. During FY 2004, the county completed the upgrade of IFAS version 7.3. A contract for new Tax System hardware and software was let during June 2003. Along with other short-term goals, the maintenance and continual upgrade of computer systems is a high priority of the County's Facilities Upgrade Plan.

Financial records are maintained according to generally accepted accounting principles (GAAP). Accounting records for governmental fund types and similar trust funds are maintained on a modified accrual basis, with revenues being recorded when available and measurable, and expenditures being recorded when services or goods are received and the liabilities are incurred. Accounting records for proprietary fund types and similar trust funds are maintained on the accrual basis. The accrual basis recognizes revenues when they are earned and expenses when they are incurred.

Beginning in FY 2002, the County began preparing its audited financial statements in accordance with the new financial reporting model [as required by the Government Accounting Standards Board (GASB) Statement Number 34]. This model provides a government-wide perspective which presents the County as a whole. The main new features of this model are the inclusion of infrastructure assets, the depreciation of all assets, and the elimination of interfund transactions to avoid doubling of revenues and expenditures. This model more closely follows corporate accounting to allow the reader to more easily understand the financial position and the financial activity of the County.

Financial Policies

Charleston County

County Council has endorsed the concept of developing a series of Financial Policies for Charleston County. Having a formal set of financial policy statements enhances the credibility of and confidence in the government, contributes to continuity in the handling of the County's financial affairs, and helps Council and staff develop similar expectations regarding financial decision-making.

Thus far, the County has adopted three policies: debt, budget, and building utilization. The Treasurer, an elected official, has developed a comprehensive investments policy. Council is committed to establishing additional financial policies for the County.

DEBT POLICY

- A. Total general obligation debt will not exceed ten percent of the assessed value of all taxable property in the County, and total general obligation debt without a referendum will not exceed eight percent of the assessed value of all taxable property in the County.
- B. The County will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues.
- C. The County will not use long-term debt for current operations.
- D. Where advantageous, the County will use special assessment, revenue, or other self-supporting bonds instead of general obligation bonds.
- E. Good communications with bond rating agencies will be maintained, and a policy of full disclosure on every financial report and bond prospectus will be followed.

BUDGET POLICY

- A. The County will pay for all current expenditures with current revenues. The County will avoid budgetary practices that balance current expenditures at the expense of meeting future years' expenditures.
- B. The County will provide for the adequate maintenance of capital plant and equipment. An orderly replacement schedule for vehicle fleet equipment will be maintained and funded.
- C. The County will prepare regular reports during the course of the year comparing actual revenues and expenditures to budget amounts.
- D. The County will maintain a budgetary control system to ensure compliance with the budget.
- E. Each year the County will develop and review operating expenditures and revenue projections for the next three years.

Financial Policies

Charleston County

F. The County will maintain funds for a Rainy Day reserve to provide emergency funds for use in the event of a major calamity. This funding will be maintained at no less than four percent of General Fund disbursements. Expenditures out of this funding will be authorized by amending the Budget Ordinance.

BUILDING UTILIZATION POLICY

A. All requests for space by Non-County agencies will be submitted to the Facilities Management Department.

B. Facilities Management will obtain legal opinions, a fiscal impact statement, prepare a space analysis study, and submit these to the County Administrator.

C. The County Administrator will submit a recommendation to Council for approval.

D. Council authorized leases for Non-County agencies may be extended in one year increments by the County Administrator, provided the space allocation is not modified.

E. Short-term leases of less than one year may be executed by the County Administrator.

F. All leases in excess of one year will be submitted to Council for review and approval.

INVESTMENTS POLICY

A. The County's investment portfolio will be managed in a manner to attain a market rate of return throughout budgetary and economic cycles while preserving and protecting capital in the overall portfolio. Funds held for future capital projects will be invested to produce enough income to offset increases in construction costs due to inflation.

B. The "prudent investor" rule will be applied in managing the overall portfolio. The "prudent investor" rule states "Investments will be made with judgement and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

C. The Treasurer will not be held personally responsible for a specific security's credit risk or market price change, provided that these deviations are reported immediately and that appropriate action is taken to control adverse developments.

D. All funds will be considered short term except those reserved for capital projects and special assessment prepayments being held for debt retirements.

E. The County will diversify both long and short term investments by instrument, financial institution, and maturity. Specific diversification schedules for all three categories have been developed, and are periodically reviewed.

Financial Policies

Charleston County

F. The County will require the competitive selection of investment instruments. The County will accept the bid which provides the highest rate of return with the maturity required. The County will maintain a listing of "Qualified Institutions" and will conduct, at a minimum, an annual evaluation of each institution's credit worthiness.

G. All investment securities purchased by the County will be held in third-party safekeeping by an institution designated as a primary agent. Deposit type securities will be collateralized for any amount exceeding Federal Deposit Insurance Corporation (FDIC) coverage. Other investments will be collateralized by the actual security held in safekeeping by the primary agent.

H. The Treasurer will generate daily and monthly reports for management purposes.

Statistics

Charleston County

Appraised Property Values

<u>FISCAL YEAR</u>	<u>PERSONAL</u>	<u>REAL</u>	<u>TOTAL</u>
2003	\$4,188,199,212	\$26,663,006,339	\$30,851,205,551
2002	3,965,685,997	25,701,303,209	29,666,989,206
2001	3,968,880,547	24,626,437,036	28,595,317,583
2000	3,407,215,085	15,002,926,800	18,410,141,885
1999	3,031,291,464	14,287,572,307	17,318,863,771
1998	3,170,103,002	13,801,861,076	16,971,964,078
1997	2,722,975,278	13,346,796,674	16,069,771,952
1996	2,897,196,520	12,767,823,223	15,665,019,743
1995	2,404,358,414	13,035,720,200	15,440,078,614
1994	2,269,204,724	13,175,333,892	15,444,538,616

NOTE: This information was provided by the Charleston County Assessor's and Auditor's Offices.

Construction

<u>FISCAL YEAR</u>	<u>NUMBER OF PERMITS</u>	<u>COMMERCIAL VALUE</u>	<u>RESIDENTIAL VALUE</u>
2003	4,873	\$67,783,866	\$118,014,137
2002	5,645	18,564,007	179,773,595
2001	5,474	31,330,023	124,903,732
2000	5,682	56,104,750	154,253,928
1999	5,388	51,394,450	138,593,278
1998	5,300	15,165,078	210,500,983
1997	4,709	18,449,322	86,837,252
1996	4,106	23,650,171	67,062,178
1995	6,883	25,240,384	67,823,447
1994	7,470	7,402,397	67,174,119

NOTE: This information was provided by the Charleston County's Building Services Department.

Statistics

Charleston County

Demographics

<u>CALENDAR YEAR</u>	<u>COUNTY POPULATION</u>	<u>PER CAPITA INCOME</u>	<u>MEDIAN AGE</u>	<u>UNEMPLOYMENT RATE</u>
2003	314,200	N/A	34.5	3.8%
2002	312,007	\$30,361	33.9	3.8%
2001	309,969	29,346	31.9	3.2%
2000	319,921	28,725	31.8	3.0%
1999	316,482	26,085	31.6	3.3%
1998	313,478	24,490	31.4	3.0%
1997	307,945	22,839	31.1	4.1%
1996	303,789	21,923	30.1	6.0%
1995	298,813	20,618	30.1	5.4%
1994	293,550	20,275	30.1	6.4%

NOTE: This information was obtained from the Charleston Metro Chamber of Commerce.

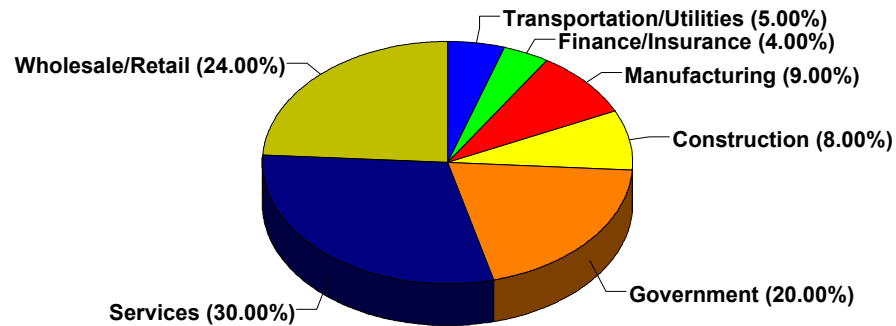
Principal Taxpayers

<u>NAME</u>	<u>ASSESSED VALUE</u>	<u>BUSINESS</u>
S.C. Electric & Gas	\$33,381,300	Electric and Gas Utility
Bellsouth	19,217,160	Telephone Company
Westvaco	18,088,680	Paper Products and Chemicals
Charleston Center	5,651,820	Hotel and Convention Center
Kiawah Resort Associates	5,409,640	Real Estate
Berkeley Electric	4,300,640	Electric and Gas Utility
Knology of Charleston	3,860,020	Telecommunications
Comcast	3,405,560	Cable Company
Rhodia	3,298,860	Manufacturer - chemicals
Celico	2,868,030	Telecommunications

NOTE: This information was provided by the Charleston County Auditor's and Treasurer's Offices.

Employment by Sector

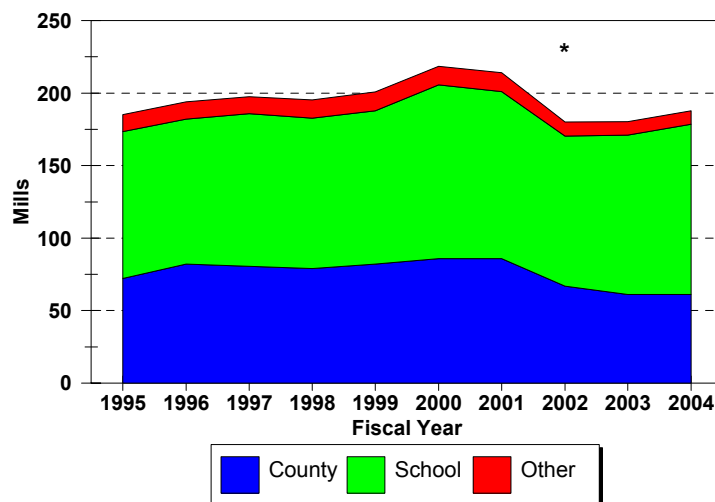
Charleston County, South Carolina



Source: Charleston Trident Chamber of Commerce

Countywide Millage Rates

(Excludes impact of Local Option Sales Tax Credit)



Fiscal Year	County	School	Other	Total
1995	72.2	101.2	11.7	185.1
1996	82.1	99.9	11.8	193.8
1997	80.6	105.2	11.5	197.3
1998	79.1	103.7	12.3	195.1
1999	82.1	105.6	13.0	200.7
2000	85.8	119.8	12.9	218.5
2001	85.8	115.2	12.9	213.9
2002	66.8	103.4	9.8	180.0 *
2003	61.2	109.7	9.3	180.2
2004	61.2	117.2	9.3	187.7

* Reassessment

Other includes the Charleston County Park and Recreation Commission and Trident Technical College.

TO PROVIDE FOR THE LEVY OF TAXES FOR CORPORATE PURPOSES OF CHARLESTON COUNTY FOR THE FISCAL YEAR BEGINNING JULY 1, 2004 AND ENDING JUNE 30, 2005, HEREINAFTER REFERRED TO AS FISCAL YEAR 2005; TO MAKE APPROPRIATIONS FROM THE GENERAL FUND AND OTHER FUNDS OF SAID COUNTY FOR SUCH PURPOSES; AND TO FURTHER PROVIDE FOR THE LEVY OF TAXES FOR CORPORATE PURPOSES OF CHARLESTON COUNTY INCLUDING THE AWENDAW SPECIAL TAX DISTRICT, BOONE HALL FIRE DISTRICT, EAST COOPER FIRE DISTRICT, MCCLELLANVILLE AREA FIRE DISTRICT, WEST ST. ANDREW'S FIRE DISTRICT, AND TRIDENT TECHNICAL COLLEGE FOR FISCAL YEAR 2005; TO PROVIDE FOR APPROPRIATIONS FROM SUCH SPECIAL FUNDS CREATED FOR THE PURPOSES OF THE AWENDAW SPECIAL TAX DISTRICT, BOONE HALL FIRE DISTRICT, EAST COOPER FIRE DISTRICT, MCCLELLANVILLE AREA FIRE DISTRICT, WEST ST. ANDREW'S FIRE DISTRICT, AND TRIDENT TECHNICAL COLLEGE IN ORDER TO SUPPLY THE NECESSARY FUNCTIONS OF SAID UNITS; TO PROVIDE FOR BUDGET CONTROL OF SAID APPROPRIATIONS BY THE COUNTY COUNCIL AND THE COUNTY ADMINISTRATOR; TO MAKE PROVISIONS FOR THE FISCAL AFFAIRS OF SAID COUNTY; AND TO PROVIDE FOR THE ISSUANCE OF TAX ANTICIPATION NOTES IN AN AMOUNT UP TO \$25,000,000 FOR CHARLESTON COUNTY AND UP TO \$200,000 FOR AWENDAW SPECIAL TAX DISTRICT.

BE IT ORDAINED by the County Council of Charleston County:

SECTION 1: As set by County Council, the Auditor of Charleston County shall levy in the year 2004 and the Treasurer of Charleston County shall collect 51.3 mills for General Fund Purposes and 9.9 mills for the Debt Service Fund.

Proceeds of the levy upon all taxable property in Charleston County shall be collected by the County Treasurer of Charleston County as provided by law for the collection of county ad valorem taxes, the proceeds thereof to be placed in the appropriate funds of the said County together with all revenues and income accruing to the County of Charleston during the fiscal year 2005, and regardless of sources, shall be paid out from time to time by the said County Treasurer in accordance with the provisions of this ordinance and other appropriation ordinances hereafter passed by the County Council of Charleston, except as follows: 1. welfare funds received by the Charleston County Department of Social Services from the State of South Carolina or the United States; and, 2. Proprietary and Special Revenue Funds shall accrue to the benefit of those funds and shall not be deposited in the General Fund of the County of Charleston, except as provided for in SECTION 13 of this ordinance.

SECTION 2: There is hereby appropriated from the General, Proprietary, Special Revenue, and Capital Projects Funds referred to in SECTION 1 hereof the following amounts of money for the following respective corporate purposes of Charleston County for and during the period beginning July 1, 2004, and ending June 30, 2005, to wit:

<u>Organization Units:</u>	<u>General Fund</u>	<u>Proprietary Funds</u>	<u>Special Revenue Funds</u>	<u>Capital Projects Fund</u>
COUNCIL AGENCIES				
County Council	\$ 2,549,309	\$ -	\$ -	\$ -
Contributions	276,500	-	-	-
Internal Auditor	144,763	-	-	-
Legal	606,439	-	-	-
Salary Adjustment	1,750,000	-	-	-
State Agencies	2,009,071	-	-	-
ELECTED OFFICIALS				
Auditor	1,618,395	-	-	-
Clerk of Court	2,405,885	-	500,314	-
Coroner	477,681	-	14,688	-
Legislative Delegation	151,317	-	-	-
Probate Courts	1,130,789	-	152,500	-
Register Mesne Conveyance	1,741,031	-	-	-
Sheriff	44,549,071	-	1,275,497	-
Solicitor	3,414,493	-	1,118,081	-
Treasurer	1,305,874	-	-	-
APPOINTED OFFICIALS				
Elections and Voter Registration	726,727	-	-	-
Library	-	-	13,498,757	-
Master-In-Equity	389,169	-	-	-
Medical Examiner's Commission	285,000	-	-	-
Veterans Affairs	206,693	-	-	-
ADMINISTRATOR				
Administrator	754,583	-	-	-
Economic Development	481,747	-	323,159	-
Information Technology Services	6,646,694	-	22,500	1,500,000
CHIEF DEPUTY ADMINISTRATOR				
Chief Deputy Administrator	402,841	-	-	-
Building Services	1,181,482	-	-	-
Capital Projects Administration	1,192,314	-	-	3,450,000
Emergency Management Administration	503,226	-	674,357	-
Emergency Medical Services	11,305,027	-	66,853	-
Facilities Management	9,265,471	-	-	-
Magistrates' Courts	3,853,201	-	183,734	-
Planning	1,501,660	1,816,192	-	-
Public Works	10,352,829	-	447,000	-
Radio Communications	1,386,004	-	-	-
Solid Waste	-	31,399,026	-	-
Safety & Risk Management	2,129,590	3,572,116	-	-

CHIEF FINANCIAL OFFICER

Chief Financial Officer	\$ 346,567	\$ -	\$ -	\$ -
Assessor	2,564,896	-	-	-
Budget	458,565	-	-	-
Business License/User Fee	328,117	859,158	4,017,762	-
Controller	895,216	-	-	-
Delinquent Tax	977,894	-	-	-
Department of Alcohol and Other Drug Abuse Services	-	10,744,753	-	-
Grants Administration	658,421	-	6,661,414	-
Human Resources	1,108,147	15,542,000	-	-
Internal Services	407,193	9,909,284	-	-
Medically Indigent Assistance Program	1,140,182	-	-	-
Procurement Services	740,717	1,249,000	-	-
INTERFUND TRANSFERS OUT	<u>14,476,178</u>	<u>830,000</u>	<u>3,284,372</u>	<u>-</u>
TOTAL	<u>\$140,796,969</u>	<u>\$75,921,529</u>	<u>\$32,240,988</u>	<u>\$4,950,000</u>

SECTION 3: Unless covered by SECTION 13 of this ordinance, all of the foregoing appropriations are maximum and conditional, and are subject to reduction by action of County Council in the event that the County's revenues accruing to its General, Proprietary, Special Revenue, and Capital Projects Funds, as provided in SECTION 1 hereof, shall fail to be sufficient to pay the same, to the end that the cost of operation of the county government shall remain at all times within its income.

SECTION 4: The Charleston County Auditor shall levy in the year 2004 on all of the taxable property in the area located within Charleston County known as:

Awendaw Special Tax District	40.0 mills
Boone Hall Fire District.....	40.0 mills
McClellanville Area Fire District	40.0 mills

Proceeds of the levy upon all taxable property located within the Awendaw Special Tax District, the Boone Hall Fire District, and the McClellanville Area Fire District shall be collected by the County Treasurer of Charleston County as provided by the law for the collection of County ad valorem taxes, the proceeds thereof to be placed in separate funds to be held and administered by the County Treasurer, including all monies collected, earned, donated, proceeds of the tax anticipation borrowing or otherwise accruing from the operation of the Awendaw Special Tax District, the Boone Hall Fire District, and the McClellanville Area Fire District. Such funds shall be paid out from time to time by the County Treasurer in accordance with the provisions of this ordinance and other ordinances hereafter passed by the County Council of Charleston County.

SECTION 5: There is hereby appropriated from the funds referred to in SECTION 4 hereof and from such other funds as may be generated by the Awendaw Special Tax District, the Boone Hall Fire District, and the McClellanville Area Fire District the following amounts of money for the following respective corporate purposes of Charleston County for and during the period beginning July 1, 2004, and ending June 30, 2005, to wit:

Awendaw Special Tax District\$ 1,013,799
Boone Hall Fire District37,000
McClellanville Area Fire District81,600

The foregoing appropriations are for the operation of a Special Revenue Fund and are subject to the expenditure limitations embodied in SECTION 13 of this ordinance.

SECTION 6: The Charleston County Auditor shall levy sufficient mills in the year 2004 on all of the taxable property in the area located within Charleston County known as the East Cooper Fire District to generate ad valorem taxes in the amount of \$130,400 to be deposited in the East Cooper Fire District Special Revenue Fund. Proceeds of the levy upon all taxable property in the area located within Charleston County known as the East Cooper Fire District shall be collected by the County Treasurer of Charleston County as provided by law for the collection of County ad valorem taxes, the proceeds thereof to be placed in a separate fund to be held and administered by the County Treasurer, including all monies collected, earned, donated, or otherwise accruing from the operation of the East Cooper Fire District. Such funds shall be paid out from time to time by the County Treasurer in accordance with the provisions of this ordinance and other ordinances hereafter passed by the County Council of Charleston County.

SECTION 7: There is hereby appropriated from the funds referred to in SECTION 6 hereof and from such other funds as may be generated by the East Cooper Fire District the following amount of money for the following corporate purpose of Charleston County for and during the period beginning July 1, 2004, and ending June 30, 2005, to wit:

East Cooper Fire District.....\$145,000

The foregoing appropriation is for the operation of a Special Revenue Fund and is subject to the expenditure limitations embodied in Section 13 of this ordinance.

SECTION 8: The Charleston County Auditor shall levy sufficient mills in the year 2004 on all of the taxable property in the area located within Charleston County known as the West St. Andrew's Fire District to generate ad valorem taxes in the amount of \$7,700 to be deposited in the West St. Andrew's Fire District Special Revenue Fund. Proceeds of the levy upon all taxable property in the area located within Charleston County known as the West St. Andrew's Fire District shall be collected by the County Treasurer of Charleston County as provided by law for the collection of County ad valorem taxes, the proceeds thereof to be placed in a separate fund to be held and administered by the County Treasurer, including all monies collected, earned, donated, or otherwise accruing from the operation of the West St. Andrew's Fire District. Such funds shall be paid out from time to time by the County Treasurer in accordance with the provisions of this ordinance and other ordinances hereafter passed by the County Council of Charleston County.

SECTION 9: There is hereby appropriated from the funds referred to in SECTION 8 hereof and from such other funds as may be generated by the West St. Andrew's Fire District the following amount of money for the following corporate purpose of Charleston County for and during the period beginning July 1, 2004, and ending June 30, 2005, to wit:

West St. Andrew's Fire District \$ 8,000

The foregoing appropriation is for the operation of a Special Revenue Fund and is subject to the expenditure limitations embodied in SECTION 13 of this ordinance.

SECTION 10: The Charleston County Auditor is hereby authorized and directed to levy 2.1 mills in the year 2004 on all taxable property in Charleston County to be deposited in the Trident Technical College Special Revenue Fund. Proceeds of the levy upon all taxable property shall be collected by the County Treasurer of Charleston County as provided by law for the collection of County ad valorem taxes, the proceeds thereof to be placed in a separate fund to be held and administered by the County Treasurer. Such funds shall be paid out from time to time by the County Treasurer in accordance with the provisions of this ordinance and other ordinances hereafter passed by the County Council of Charleston County.

SECTION 11: There is hereby appropriated from the funds referred to in SECTION 10 hereof and from such other funds as may be generated by the Trident Technical College the following amount of money for the following corporate purpose of Charleston County for and during the period beginning July 1, 2004, and ending June 30, 2005, to wit:

Trident Technical College Total funds collected in SECTION 10

The foregoing appropriation is for the operation of a Special Revenue Fund and is subject to the expenditure limitations embodied in SECTION 13 of this ordinance.

SECTION 12: The salaries or compensation shall be paid bi-weekly in accordance with the provisions of the Personnel Policies and Practices adopted by County Council. Under the above rules, the County Administrator has the sole authority to make pay adjustments. The County Administrator shall be notified and his permission obtained before any changes, reclassifications, or additions in personnel are made. Travel and expense allowances shall be paid only upon proper documentation as prescribed by the County Administrator and the rates adopted by the State of South Carolina shall apply for per diem and mileage reimbursement.

SECTION 13: Anticipated revenues accruing to all Proprietary and Special Revenue Funds are stated in this Budget Ordinance. Should actual funding sources for any such fund be less than projected, the Administrator shall reduce budgeted expenditures attributable to said fund. Should actual funding sources be greater than projected in this Ordinance, the Administrator may a) revise budgeted expenditures, b) direct the increase to be held for future years' expenditures, or c) direct receipts to be transferred to other funds.

SECTION 14: All monies properly encumbered as of June 30, 2004, shall be added to the applicable organizational unit's budget for fiscal year 2005. These encumbered monies may be expended only as set forth in their encumbrance except as authorized by the Administrator. Unencumbered appropriations shall remain in the respective funds as unrestricted reserves whose subsequent appropriation shall be determined by Ordinance.

SECTION 15: For the purpose of paying in cash for the foregoing and all other general ordinary county expenses for fiscal year 2005 as authorized by this ordinance or by any other appropriation ordinance hereafter passed in and for said fiscal year, the County Treasurer for the said County of Charleston is hereby authorized and directed to use such cash as may from time to time be on hand or in the process of collection, and to borrow from time to time as may be necessary on his official note or notes, or other evidence or evidences of indebtedness in anticipation of the collection of the taxes herein levied, provided that all loans made from private persons, firms, or corporations shall be made only after three days' notice by advertising once in some newspaper in the County of Charleston and on the best terms possible, a sum or sums not exceeding in the aggregate Twenty-Five Million Dollars (\$25,000,000), for the use of the County of Charleston and a sum not exceeding in the aggregate Two Hundred Thousand Dollars (\$200,000) for the use of the Awendaw Special Tax District and the sum or sums so borrowed for the operation of the County of Charleston shall constitute a valid and prior claim against the said taxes herein levied and against the County of Charleston and the sum or sums so borrowed for the operation of the Awendaw Special Tax District shall constitute a valid and prior claim only against the said taxes herein levied for the use of the Awendaw Special Tax District; provided further that if the net interest cost is less than eight (8) percent, the Chairman is authorized to award the loan to the bidder or bidders offering to purchase the notes at the lowest net interest cost to the County (calculated by computing the total dollar interest cost from the date of issuance to the date of maturity and deducting therefrom the amount of the premium offered if any, over and above the premium amount); and provided further that the said County Treasurer shall be authorized in his discretion to make any such loans from special fund or funds, including sinking funds, in his hands as County Treasurer, repayment of which shall be secured in the same manner as if made from private persons, firms, or corporations as aforesaid.

SECTION 16: Organization units are bound to the appropriated expenditures as defined in SECTION 2 by major expenditure category as delineated in the "Departmental (or Division) Summary" i.e., (1) personnel; (2) operating; and (3) capital for each organizational unit as contained in the Charleston County Approved Operating Budget.

For "State Agencies" and "Contributions" the organizational budgets are bound by subaccount.

The County Administrator, or his designated representative, is hereby authorized to effect transfers between major expenditure categories within an organizational unit. The County Administrator is authorized to transfer funds between organizational units for purposes of funding Internal Service Funds. Further, the County Administrator is authorized to transfer other funds between organizational units provided that these transfers are reported to County Council on a quarterly basis. The County Administrator is also authorized to further restrict budget transfers within major expenditure categories.

By resolution Council may affect transfers from Council's contingency to organizational units.

By amendment to this ordinance, Council may adjust appropriation transactions affecting fund totals, other than those authorized elsewhere within this ordinance.

SECTION 17: In order that Council may be assured that monies appropriated to the agencies funded in "Contributions," "County Council," and "Business License/User Fee" in SECTION 2 of this Ordinance are properly expended for a public purpose, the above agencies receiving monies shall supply to the County Administrator a statement of the particular purpose for which the money is intended to be spent together with a signed Agreement in a form to be approved by the County Attorney. The agency shall simultaneously supply to the County Administrator a detailed annual fiscal report.

SECTION 18:

(a) Monies received from governmental grants shall accrue only to Special Revenue, Capital Projects, and Proprietary Funds as set forth in this Budget Ordinance. Should grant funds be applied for or received after the beginning of the budget year and thereby not be stated in this Budget Ordinance, then, by passage of Council's resolution authorizing the grant application and expenditures, the necessary Special Revenue, Capital Projects, and Proprietary Funds shall be created to provide a mechanism for the expenditures of these monies.

(b) Funds derived from the sale of real property shall be placed in the Capital Proceeds Capital Projects Fund, and these funds shall be expended only for capital outlays after specific resolution of Council.

(c) Monies received from Accommodations Tax shall accrue only to the Special Revenue Fund as set forth in this Budget Ordinance. Payments to the General Fund and to Tourism Advertising and Promotion, shall be made quarterly as funds are received from the State in amounts equal to five (5) percent, and ninety-five (95) percent, respectively, of the amount received, after subtracting the first twenty-five thousand (\$25,000), which is exempt from any tourism-related expenditure requirements and is paid directly to the General Fund.

SECTION 19: A Rainy Day Fund is established to provide emergency funds for use in the event of a major calamity. This fund, when fully funded, will be maintained at no less than four percent of General Fund disbursements. Expenditures from this fund shall be authorized by amending this Budget Ordinance.

At June 30, 2005, if the total revenue for General Fund purposes generated by current and delinquent ad valorem taxes and Local Option Sales Tax revenue is greater than Eighty-Eight Million Two Hundred Twenty-Five Thousand Dollars (\$88,225,000), then the first Five Hundred Thousand Dollars (\$500,000) of excess shall be placed in Charleston County's Rainy Day Fund.

SECTION 20: Contracts necessary to expend monies appropriated in this budget when not specifically permitted by the Charleston County Procurement Code are hereby authorized and said contracts shall be approved by a Resolution of County Council. Awards of bids on capital items, when less than the amount specified in the Charleston County Approved Operating Budget, are hereby authorized and shall be purchased in accordance with the provisions of the Charleston County Procurement Code.

SECTION 21: The Charleston County Approved Operating Budget as approved by County Council is hereby adopted as the detailed Budget for Charleston County.

SECTION 22: The classification and grades of all positions shown in the Charleston County Approved Operating Budget are only provisional and are subject to audit by the Human Resources Department to determine the appropriate grade and classification. All salary changes shall take effect on the first day of the first full payroll of fiscal year 2005, July 9, 2004.

SECTION 23: If any provision of this ordinance or its applications to any circumstance is held by a court of competent jurisdiction to be invalid for any reason, this holding shall not affect other provisions or applications of this ordinance which can be given effect without the invalid provision or application, and to this end, the provisions of this ordinance are declared by Council to be severable.

SECTION 24: This ordinance shall take effect on the 1st day of July 2004.

Glossary

Charleston County

Accrual Basis of Accounting - Method of accounting where revenues are recorded when earned (regardless of when cash is received), and expenses are recorded when liabilities are incurred (regardless of when payment is made). This method is used for the County's Proprietary Funds.

Ad Valorem Tax - A property tax computed as a percentage of the property's assessed value.

Appraised Value - A property's appraised value is an approximation of fair market value as determined by the Assessor's Office (real property) or the Auditor's Office (motor vehicle and personal property).

Appropriation - An authorization by County Council to expend and obligate County funds for approved purposes.

Assessed Value - A property's assessed value is the taxable value of a property based on a percentage of appraised value. The percentage for owner-occupied residences is four percent; for commercial property is six percent; for commercial motor vehicle is 10.5 percent; and for personal motor vehicles is 9.00 percent in 2003, 8.25 percent in 2004, and 7.50 percent in 2005.

Available - In the context of this budget book, the total of the beginning balance, transfers in, and revenues available to support disbursements.

Beginning Fund Balance - Unexpended funds from the previous fiscal year. A use of beginning fund balance reflects the amount budgeted from unreserved fund balance to finance expenditures during the current fiscal year.

Bond - A written promise to pay a specified borrowed sum of money (principal) at a specified date or dates in the future, together with periodic interest at a specified rate. See also General Obligation Bond and Revenue Bond.

Bond Anticipation Note (BAN) - A financial instrument used to provide cash flow until bond proceeds are received. A BAN is usually payable within twelve months of issue.

Budget - A financial plan of operation which includes estimates of expenditures and revenues for a given period. It provides a basis for planning, controlling, and evaluating the County's activities. The County adopts its operating budget on an annual basis through an ordinance.

Budget Transfer - A budgetary transaction which increases or decreases the adopted line item appropriations within a budget.

"C" Funds - State-shared revenue driven by a formula based upon the consumption of gasoline in the county. Revenues are earmarked for the improvement of state and local roads.

Capital Expenditures (Expenses) - A major object of expenditure which covers purchases such as vehicles and equipment with a per unit cost of more than \$5,000 and a useful life of more than one year.

Glossary

Charleston County

Capital Project - A major improvement or acquisition of equipment or property.

Capital Projects Funds - Funds established to account for the acquisition of fixed assets or construction of major capital projects not financed by Enterprise or Internal Service funds.

Certificate of Participation (COP) - A contractual arrangement that permits a government to acquire a capital asset by yearly lease payments appropriated in the government's annual budget. Failure to appropriate money for payment of the lease in any year terminates the contract.

Community Development Block Grants (CDBG) - These grants originate with the U.S. Department of Housing and Urban Development and are passed through the State to the County. These grants focus on improving housing and neighborhoods of lower-income individuals and communities.

Contingency - An appropriation of funds held in reserve to cover unbudgeted events that occur during the fiscal year, such as state or federal mandates, shortfalls in revenues, and unanticipated expenditures.

Cost of Living Adjustment (COLA) - A pay increase which adjusts the salary schedule for most employee classes based upon increases in the Consumer Price Index.

Debt Service Fund - Fund established to account for the payment of general long-term debt not financed by Enterprise Funds.

Department (Dept.) - The primary organizational breakdown within the County. Each department serves a specific function.

Department of Alcohol and Drug Abuse Services (DAODAS) - One of the County's Enterprise Funds operating under the name "Charleston Center."

Depreciation - The periodic expiration of an asset's useful life. Depreciation is a requirement in proprietary type funds (such as Enterprise and Internal Service Funds).

Designated - The portions of fund balance established by County ordinance for specific purposes (i.e., Rainy Day or equipment reserve).

Disbursements - In the context of this budget book, the total of expenses/expenditures and transfers out.

Division - A subdivision of a department, a division is a unit or organization in the County with a more specific set of work responsibilities.

E-Government - A means of conducting government transactions electronically.

Efficiency Measures - Performance measures that quantify the relationship between input and output measures.

Glossary

Charleston County

Emergency 911 (E911) - This division is funded with fees charged to countywide telephone subscribers for the availability of the Emergency 911 system. It is one of the County's Enterprise Funds.

Encumbrances - Commitments made to vendors which involve goods that have not been received or services that have not been completed at year end. Encumbrances are a reservation of fund balance since they are legally obligated.

Ending Fund Balance - Unexpended funds at the end of the fiscal year. The ending fund balance increases when sources exceed disbursements or decreases when disbursements exceed sources.

Enterprise Funds - Funds established to account for those operations that are financed and operated in a manner similar to private business or where the County has decided that the determination of revenues earned, costs incurred, and/or net income is necessary for management accountability.

Expenditures - Reductions in financial resources or an increase in claims (liabilities) at the end of the period that will be paid using current financial resources. The General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Funds recognize expenditures rather than expenses because these funds utilize the modified accrual basis of accounting.

Expenses - Outflows or other using up of assets or incurring of liabilities during a period resulting from carrying out the County's ongoing operations. The Enterprise Funds and Internal Service Funds recognize expenses because these funds utilize the accrual basis of accounting.

Fiscal Year (FY) - The twelve-month period to which the annual budget applies. The County's fiscal year begins July 1 and ends June 30. The year is represented by the date on which it ends (e.g., July 1, 2004 to June 30, 2005 would be fiscal year 2005).

Fringe Benefits - Terminology for benefits paid or matched by the County on behalf of the employees. These benefits include mandatory payroll taxes (FICA, Unemployment, and Worker's Compensation), South Carolina Retirement System contributions, and contributions for health, dental, and life insurance.

Full-time Equivalent (FTE) - A value expressing a percentage of time and of funds related to a permanent position authorized by County Council through annual appropriations. For example: 1.00 FTE would represent a position that works the department's declared full-time work schedule; 0.50 FTE would represent a position that works half of the department's full-time work schedule.

Glossary

Charleston County

Fund - An independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The County maintains the minimum number of funds consistent with legal and managerial requirements.

General Fund - The primary operating fund of the County government. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

General Obligation Bond (GOB) - A written promise to repay a stated sum of money (principal) at a specified date or dates in the future, together with periodic interest at a specified rate. This type of bond is backed by the full faith and credit of the County.

Generally Accepted Accounting Principles (GAAP) - The common set of authoritative standards and procedures adopted by the accounting profession. GAAP requires the use of accrual accounting, where revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.

Goals - Goals are statements of outcomes for departments or divisions that directly link to the County's strategic goals.

Governmental Accounting Standards Board (GASB) - Established to set standards of financial accounting and reporting for state and local governmental entities.

Government Finance Officers' Association (GFOA) - The professional association for public finance professionals. The GFOA develops the criteria for professional management of governmental financial resources.

Governmental Funds - The governmental funds account for general governmental activities. The governmental funds include the General Fund, the Debt Service Fund, the Special Revenue Funds and the Capital Projects Funds.

Grants - Projects subsidized either partially or wholly through the Federal government, State government or other outside funding source with specific guidelines and reporting requirements.

Homestead Exemption - The first \$50,000 of the value of an owner-occupied residence is tax exempt for all legal residents of South Carolina that have resided in the state for at least one year on or before December 31 of the year prior to exemption and are 65 years old, disabled, blind or have an eligible spouse.

Infrastructure - Basic public investments such as streets, storm drainage, water and sewer lines, streetlights, and sidewalks.

Interfund Transfer - A financial transaction in which money is moved from one fund (transfer out) to another (transfer in). This results in the recording of a source and a disbursement.

Glossary

Charleston County

Intergovernmental - Existing or occurring between two or more governments or levels of government.

Internal Service Funds - Funds established to account for operations that provide services to other departments or agencies within the County, or to other governments, on a cost reimbursement basis.

Invested in Capital Assets - The portion of fund balance in Proprietary Funds that accumulates capital expenses less the related depreciation.

Line Item - A specific expenditure category such as office supplies within a departmental budget. Line items are further grouped into major objects of expenditure (i.e., personnel, operating, or capital).

Local Option Sales Tax (LOST) - An additional one percent sales tax levied in Charleston County on top of the state's five percent sales tax. By state law, approximately three-fourths of the receipts must be used to reduce property taxes.

Millage - One one-thousandth of a dollar. In terms of the millage rate, one mill is equal to \$1 per \$1,000 of assessed valuation.

Modified Accrual Basis of Accounting - Basis of accounting that recognizes revenues when they are available and measurable, and that records expenditures when the related fund liability is incurred.

Objectives - Objectives are measurable targets that describe the end results that a service or program is expected to accomplish in a given time period.

Operating Expenditures (Expenses) - A major object of expenditure other than personnel and capital costs. For example, expenditures necessary to maintain facilities, collect revenues, provide services and otherwise carry out the department's goals.

Ordinance (Budget) - Legal document adopted annually by County Council, which appropriates funding for the operating budgets and which establishes the millage rates for these operating budgets.

Outcome Measures - Performance measures that measure the extent to which a service has achieved its goals or objectives, and as defined, met the needs of its clientele, or met commonly accepted professional standards.

Output Measures - Performance measures that measure the number of units produced, services provided, or people served by an agency or its programs.

Performance Measures - Performance measures are quantitative or qualitative indicators of the extent to which objectives are being achieved. Four types of performance measures are input measures, output measures, efficiency measures, and outcome measures.

Personnel Expenditures (Expenses) - A major object of expenditure which includes salaries,

Glossary

Charleston County

overtime payments made to County employees, and fringe benefit costs.

Proprietary Funds - The proprietary funds account for activities that operate as a business. The proprietary funds include the Enterprise Funds and the Internal Service Funds.

“Rainy Day Fund” - This fund is a designation of General Fund fund balance set aside per County Ordinance. This fund is intended to provide emergency funds in the event of a calamity and to be maintained at no less than four percent of the current General Fund budget.

Reimbursement - Repayment of actual expenditures/expenses by another department or entity.

Reservations - The portions of fund balance set aside for specific purposes according to generally accepted accounting principles. These monies are obligated by sources outside the County.

Revenues - Amount received from taxes, fees, permits, licenses, fines, interest, and other governmental entities during the fiscal year.

Revenue Bond - A written promise to pay a specified sum of money (principal) at a specified date or dates in the future, together with periodic interest at a specified rate. This type of bond is backed by the revenue earned from a specific project or source.

Sources - In the context of this budget book, the total of revenues and transfers in.

Special Revenue Funds - Funds established to account for revenue sources that are legally restricted to expenditure for specific purposes (not including expendable trusts or major capital projects).

Tax Anticipation Note (TAN) - A financial instrument used to provide cash flow until current property taxes are received.

Transfer In/Transfer Out - See interfund transfer.

Uses - In the context of this budget book, the total of expenditures/expenses, transfers out, and the increase in ending fund balance.

Acronyms

Charleston County

BCDCOG - Berkeley, Charleston, Dorchester Council of Government
BRAC - Base Realignment and Closure Commission
CAMA - Computer Assisted Mass Appraisal System
CAFR - Comprehensive Annual Financial Report
CARTA - Charleston Area Regional Transportation Authority
CCEMS - Charleston County Emergency Medical Services
CDBG - Community Development Block Grants
COLA - Cost of Living Adjustment
COP - Certificate of Participation
CRS - Community Rating System
DAODAS - Department of Alcohol and Other Drug Abuse Services
DDC - Defensive Driving Class
DHEC - Department of Health and Environmental Control
DSS - Department of Social Services
DUI - Driving Under the Influence (of Alcohol or Drugs)
DUS - Driving Under Suspension
E911 - Emergency 911 Division
EMS - Emergency Medical Services Department
EOC - Emergency Operations Center
EPCRA - Emergency Planning and Community Right-to-Know Act
ETA - Employment Training Administration
FEMA - Federal Emergency Management Administration
FTE - Full-Time Equivalent
FY - Fiscal Year
GASB - Governmental Accounting Standards Board
GFOA - Government Finance Officers Association
GIS - Geographic Information System Administration
GOB - General Obligation Bond
Haz Mat - Hazardous Materials Enforcement Division
HMEP - Hazardous Materials Emergency Preparedness
HUD - The U.S. Department of Housing and Urban Development
IAQ - Indoor Air Quality
IFAS - Integrated Fund Accounting System
ISO - Insurance Services Office
LLEBG - Local Law Enforcement Block Grant
LMI - Low to Moderate Income
LOST - Local Option Sales Tax
MIAP - Medically Indigent Assistance Program
MRF - Materials Recovery Facility
MUSC - Medical University of South Carolina
NIDA - National Institute on Drug Abuse
NFPA - National Fire Protection Association
PAIRS - Partners in Achieving Independence through Self-Sufficiency
PTI - Pretrial Intervention
RMC - Register Mesne Conveyance
SPCA - Society for the Prevention of Cruelty to Animals
TOSCC - Trident One Stop Career Center
WIA - Welfare Investment Act
WIP - Work In Progress
WtW - Welfare to Work

Index

Charleston County

BUDGET NARRATIVE

A

Accommodations Fee	xli, 36, 214
Accommodations Tax	35, 75
Ad Valorem	xxxvii, xl, 7
Administrator	127
Adult Drug Court – Probate Court	52, 96
Aid to Local Subdivisions	xxxix
All Funds Fund Statement	28
Appraising	209
Animal Control	108
Ash Disposal	194
Assessor	209
Asset Forfeiture Unit	54, 104
Auditor	81
Authorized Positions – All Funds	20-27
Awendaw Fire Department	41, 149, 156

B

Bedded Services	226
Bond Hearing Court	165
Boone Hall Fire District	149
Budget	211
Budget Analysis	xvi-xxv
Budget Highlights	viii-ix
Budget Process	298-301
Budget User's Guide	v-vi
Building Services	143
Business License Administration	215
Business License/User Fee	212

C

Canals and Ditches	177-178
Capital Projects	277-290
Capital Projects Administration	145
Cellular phones	268-269
Central Parts Warehouse	70, 273
Charleston Area Regional Transportation Authority (CARTA)	47, 248
Charleston Center (DAODAS)	223
Charleston County Library	51, 122-123

Index

Charleston County

Charleston County Organization Chart.....	vii
Chief Deputy Administrator.....	141
Chief Financial Officer	207
Child Support.....	37, 56, 86, 107
Civil Engineering.....	176
Clerk of Court	83
Clerk of Court IV-D Child Support Enforcement	37, 86
Commitment – Probate Court	97
Community Development Block Grants (CDBG)	246
Community Prevention Services.....	227
Community Profile	296-297
Compensation	255
Compost and Mulch Operations	195
Comprehensive Annual Fiscal Report (CAFR)	218-219
Containerization.....	196
Contributions	76
Controller	218
Cornerstone Project Grant.....	228
Coroner.....	87
Coroner – Training.....	38, 91
County Council	73
County Goals.....	xxvi-xxxvi
County Health Department	79-80
County Hospital (Charleston Memorial Hospital)	264
County Jail (Detention Center)	105, 229
Criminal Court (General Sessions)	112
Criminal Justice Services.....	229
Cumberland – Parking Garage	See Parking Garages
Curbside Collection	197

D

DAODAS Administration.....	225
Debt Service – DAODAS	230
Debt Service – Solid Waste	198
Debt Service Fund	32-33
Delinquent Tax	220
Department of Alcohol and Other Drug Abuse Services (DAODAS)	64, 222-243
Department of Health and Environmental Control (DHEC).....	189, 203
Department of Social Services (DSS).....	79
Description of Funds.....	x-xv
Detention Center (County Jail)	105, 229
Detoxification Services	226, 236
Drop Site Collection	199
Drug-Free Schools	231

Index

Charleston County

E

East Cooper Fire District.....	39
Economic Development.....	129
Elections and Voter Registration	121
Elections Warehouse.....	259
Emergency 911 Communications (E911)	66, 170
Emergency Management.....	147-157
Emergency Management Grants.....	42, 151
Emergency Medical Services (EMS)	158
Emergency Medical Services State Grant	45, 161
Emergency Preparedness	152
Employee Benefits Trust Fund	69
Enterprise Funds	63-67
Equity Court.....	124
Estates – Probate Court	98
Expenditures, All Funds.....	13-18

F

Facilities Management.....	162
Family Care Unit.....	226, 236
Financial Policies.....	303-305
Financial Systems	302
First-time Offenders.....	113
Fleet Operations	70, 260-261
Foster Wheeler Resource Recovery, Facility.....	216
Fund Statements	28-72

G

General Fund.....	30-31
Geographic Information System (GIS).....	136
Geographic Information System Mapping and Development.....	46, 138
Governor’s Cooperative Agreement for Prevention (G-CAP)	232
Grants and Programs – Sheriff	55, 106
Grants – Administration	xlii, 244-252

H

Hazardous Materials Enforcement	43, 154-155
Health Complex – Parking Garage	See Parking Garages
Health Department	79-80
Homestead Exemption	ix
Household Hazardous Waste	200

Index

Charleston County

Housing and Urban Development Transitional Housing Program (HUD)	233
Housing and Urban Development Transitional Housing Program II (HUD)	234
Human Resources	254

I

Incinerator Operations	201
Indigent Care	270
Industrial Recruitment.....	131
Information Technology Services	134, 139
Inmates.....	105
Inpatient Services	236
Insurance	186
Interfund Transfers	19
Internal Auditor	77
Internal Service Funds.....	256-269
Internal Services – Administration	258
IV-D Civil Process.....	107
IV-D Child Support Enforcement (Clerk of Court)	37, 86
IV-D Child Support Enforcement (Sheriff).....	56, 107

J

Juvenile Court (Family Court)	80, 84-86, 112
Juvenile Drug Court.....	235

K

King & Queen - Parking Garage	See Parking Garages
-------------------------------------	---------------------

L

Landfill Operations.....	202
Law Enforcement.....	108
Legal.....	78
Legislative Delegation	92
Letter of Transmittal.....	i-iv
Library.....	See Charleston County Library
Lined Landfill	203
Litter Control	204
Local Law Enforcement Block Grant (LLEBG).....	48, 249
Local Option Sales Tax (LOST).....	xxxviii

Index

Charleston County

M

Magistrates' Courts.....	164
Major Revenue Sources	xxxvii-xliv
Marriage Licenses	94
Master-In-Equity	124
Materials Recovery Facility (MRF).....	205
McClellanville Fire Contract.....	44, 149, 156
Medicaid	225, 240, 243
Medical Examiner's Commission.....	125
Medical Services	236
Medical University of South Carolina (MUSC)	264
Medically Indigent Assistance Program (MIAP).....	270
Mental Health Center.....	79
Millage Rate.....	xvi-xviii, 316, 318, 320
Mosquito Abatement.....	53, 179-180
Multi-County Parks	40, 133

N

National Pollutant Discharge Elimination System (NPDES)	176
New Life.....	236, 237
NIDA Grants	238
Ninth Judicial Circuit	112
Nursing Services	226

O

Office Services	71, 262-263
Opioid Treatment Services	239
Ordinance	309-315
Outpatient Services	240

P

Pagers	268
PAIRS.....	241
Parking Garages.....	65, 264-265
Planning.....	168
Pretrial Intervention (PTI).....	57, 113
Probate Courts	93-98
Procurement Services	271-275
Public Defender	79-80
Public Works.....	173-181
Public Works Administration	175

Index

Charleston County

R

Radio Communications.....	182
Records Management	71, 266-267
Recycling	196, 205
Recycling Center (Materials Recovery Facility)	205
Register Mesne Conveyance (RMC)	99
Register To Vote.....	121
Registration	121
Resource Recovery	201
Revenues, All Funds	6-12
Risk Management.....	186
Roads Management	181
Roper Hospital.....	264

S

Safe Haven Project.....	242
Safety/Workers' Compensation	184
School Crossing Guards.....	109
Sheriff	101-110
Small Claims Court.....	165
Society for the Prevention of Cruelty to Animals (SPCA).....	108
Solicitor.....	111-117
Solid Waste	67, 191-205
Solid Waste Administration.....	192
Solid Waste Disposal/User Fee Rate Ordinance	216
Special Revenue Funds.....	34-62
Special Weapons.....	108
State Agencies	79
State Appropriation	58, 115
State Probation and Parole.....	79
Statistics	306-308
Steam and Energy Sales	xliii
Subdivision	176
Substance Abuse Commission.....	223
Summary Courts.....	165

T

Tax Exemptions.....	81-82
Telecommunications.....	71, 268-269
Therapeutic Child Care.....	243
Titles	99
Tourism.....	75

Index

Charleston County

Traffic.....	108
Traffic Court.....	165
Transportation	260
Treasurer	118
Trident Technical College	60

U

Underwater Recovery	108
Urban Entitlement Funds	49, 250-251
User Fee.....	xliv
User Fee Administration	216
Uses, Total	3

V

Veterans Affairs	126
Victim Bill of Rights – Magistrates’ Court	61, 167
Victim Bill of Rights – Sheriff.....	61, 110
Victim Bill of Rights – Solicitor	61, 116
Victim Witness Assistance Program	112
Victim Witness State Appropriation – Solicitor	59, 117
Volunteer Rescue Squad	157
Voter Registration	See Elections & Voter Registration
Voting Machines	259

W

West St. Andrews Fire District	62
Workers’ Compensation	188
Workforce Investment Act Title II-B	50, 252-253

Z

Zoning Permits	168
Zoning and Land Development Regulations.....	171