



*Fiscal Year 2003
Narrative*

Approved Budget

COUNTY OF CHARLESTON SOUTH CAROLINA

APPROVED BUDGET FOR FISCAL YEAR 2003

BUDGET NARRATIVE

COUNTY COUNCIL

TIMOTHY E. SCOTT, CHAIRMAN

A. D. JORDAN, VICE CHAIRMAN

CURTIS E. BOSTIC

JOHN O. CONLON

TOI AHRENS ESTES

CINDY M. FLOYD

BARRETT S. LAWRIKORE

LEON E. STAVRINAKIS

CHARLES T. WALLACE, M.D.

COUNTY ADMINISTRATOR

ROLAND H. WINDHAM, JR.

Cover:

This year's front cover features Charleston County's new 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 new 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.

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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, 2001. 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 Statement

Charleston County government is dedicated to providing the highest standards of professional, efficient, innovative and cost-effective services to its citizens in an effort to enhance their quality of life and to promote and protect their health, safety and the natural resources of the county.



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Charleston County

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Honorable Chairman and Members of Charleston County Council:

This document represents the fiscal year 2003 Charleston County Operating Budget, as adopted by Charleston County Council on June 4, 2002. I believe the fiscal year 2003 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 \$228.20 (before adjustment for reassessment cap litigation) which is unchanged from the current year. Although the Local Option Sales Tax credit¹ decreases \$8, the decrease is entirely offset by a reduction of \$8 in the tax². The fee portion of the bill reflects an \$89 user fee for disposal of solid waste and remains unchanged.
- < **Maintain existing levels of basic services to the community.** The County will continue to maintain its level of basic services to the community even though the costs to provide these services continue to increase. To meet the objective of a no net increase in taxes and fees for the homeowner, funding was reduced for many departments. The reductions in funding may impact some services, but the County is committed to providing the basic services of emergency medical services, law enforcement, public safety and e-government.
- < **Maintain a compensation and benefits package sufficient for attracting and retaining a qualified and highly motivated work force.**
 - < **Compensation.** The budget includes \$2.1 million in funding to maintain the existing compensation plan. This plan includes pay for performance, a longevity program, and a 1.1 percent Cost of Living Adjustment.
 - < **Benefits.** The budget includes an additional \$0.7 million to maintain benefits including state retirement, health insurance, 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 health insurance coverage for employees based on the cost of the Blue Cross Standard Plan, and partial health insurance coverage for spouses and dependents of employees. The health insurance coverage includes rate increases for all insurance carriers for fiscal year 2003.

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

² For more information related to property taxes, please refer to p. xxxvii and p. xl in **Major Revenue Sources** and pp. viii-ix in **Budget Highlights**.

- < **Reduction in Work Force.** To achieve a no net increase in taxes or fees for the homeowner, 72 positions were eliminated at a savings of \$1.4 million. (The majority of these positions were vacant.) In addition, several temporary positions were eliminated at a savings of \$0.5 million. Other cost-cutting measures include continuing a hiring freeze and offering a one-time retirement incentive.
- < **Fund operating costs of new buildings.** The budget includes additional funding of \$1.2 million to support the occupancy and maintenance of the Judicial Complex (scheduled to open in September 2002).

THE BUDGET IN BRIEF

Current revenues and transfers in for all operating funds³ total \$244.0 million for fiscal year 2003, an increase of \$0.2 million over the current year. The majority of the increase relates to a net growth in taxes. Property taxes are up \$4.7 million reflecting an expanding tax base, although the Local Option Sales Tax (LOST) is down \$3.3 million reflecting a weakened economy. The revenues from taxes have significantly declined as a funding source for the General Fund from 55 percent in fiscal year 1991 to 40 percent in fiscal year 2003 as the result of the LOST credit. Other increases in revenue include an additional \$2.5 million in charges and fees. The charges and fees are up \$1.7 million in Solid Waste primarily for additional user fee collections⁴. Charges and fees are also increased by \$1.1 million for rising health insurance costs. These increases are offset by lower interest earnings of \$1.6 million, reduced transfers in for fleet capital of \$1.4 million, and anticipated reductions in State and Federal funding of \$1.2 million.

Expenditures and other uses for all operating funds total \$255.4 million for fiscal year 2003, a \$1.0 million decrease from the current year. The budget includes approximately \$2.8 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 an increase in funding of \$1.2 million for the staffing and maintenance of the Judicial Complex. A total of \$2.4 million was added to the General Fund budget during fiscal years 2002 and 2003 for the operation of this Complex. The budget includes several cost-cutting measures such as eliminating positions (\$1.9 million), reducing training (\$0.3 million), and evaluating spending patterns. In addition, the budget delayed or shifted expenditures by reducing the fleet capital appropriation (\$1.4 million) and eliminating the annual appropriation for roads (\$0.8 million).

Beginning fund balance for all funds for fiscal year 2003 is \$90.9 million. The General Fund's beginning fund balance is \$15.2 million which represents excess revenues and lapsed appropriations from fiscal year 2002 and unbudgeted surplus from fiscal year 2001. In addition, the County maintains a portion of fund balance in the General Fund 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 \$7.0 million at the end of fiscal year 2002 and is required to be maintained at no less than four percent of General Fund disbursements. Up to \$1.8 million of the "Rainy Day" reserve will be used for the retirement incentives which will leave at least \$5.2 million or four percent of General Fund disbursements.

³ The operating funds include all funds appropriated on an annual basis which excludes project-length budgets, e.g., Capital Projects Funds.

⁴ For more information related to the Solid Waste User Fee, please refer to p. xlv in **Major Revenue Sources**.

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 is experiencing the effects of the economic downturn. Over the past ten years, the County has relied on the growth in the economy to fund new programs and rising costs due to inflation. As the economy experienced less growth or negative growth, the County had to adjust its spending to fit the available funding.

State Actions

The South Carolina state legislature passed a bill during the 2000 legislative session that will have a significant impact on County revenues in the future. The act called for a statewide referendum in November 2000 to reduce the taxable portion of the appraised value of 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 2003 revenue by \$0.9 million, and it will have an estimated impact of \$7.0 million upon full implementation in fiscal year 2008.

For fiscal year 2003, the County is anticipating a reduction in funding from the local government fund that the State provides to local entities. This allocation was reduced by midyear cuts made by the State during fiscal year 2002. The State's budget for fiscal year 2003 includes funding for the local government fund per the allocation formula. The County anticipates another midyear budget cut during fiscal year 2003, and the budgeted revenues reflect this expectation. Due to a hold-harmless clause in the legislation, this midyear budget cut could not reduce the revenue below the fiscal year 2002 funding level.

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 outcome of this lawsuit may require the County to change the method of electing Council members from countywide to single member districts.

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 fifteen percent. The State Supreme Court ruled that the County's reassessment cap ordinance was invalid. Several cases are still outstanding related to refunds or recalculation of bills for fiscal year 2002. During July 2002, Council passed an ordinance that will cap the growth in assessed value for all properties effective for the 2003 tax bill (fiscal year 2004). The County anticipates a lawsuit by a local municipality challenging this ordinance. The effects of these lawsuits may result in potential operating changes as well as additional expenditures related to defending these lawsuits.

LOOKING AHEAD - CHALLENGES IN FISCAL YEAR 2004 AND BEYOND

Although the County faced many challenges in developing the fiscal year 2003 budget, the County has identified several challenges for fiscal year 2004 and beyond.

Operating Impact of Building Program

The John's Island branch library (scheduled to open in June 2004) will require partial-year funding during fiscal year 2004 and full-year funding during fiscal year 2005. The construction of a replacement Juvenile Detention facility and the renovation of the temporary judicial complex are currently in the preliminary design/planning stages, but will 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 million a year for 25 years beginning in fiscal year 2004. Although a specific source of funding has not been identified, a countywide half penny sales tax for transportation projects is being considered. The additional sales tax must be approved by voter referendum in November 2002 before it can be implemented. If the sales tax is not approved, alternative options are an increase in property taxes, a motor vehicle fee, or a combination of accommodations fee and property taxes.

The reduction in the taxable portion of the appraised value of motor vehicles will continue to be phased in from fiscal year 2004 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
2004	\$1.0 million	\$2.4 million
2005	\$1.1 million	\$3.5 million
2006	\$1.2 million	\$4.7 million
2007	\$1.4 million	\$6.1 million
2008	\$0.9 million	\$7.0 million

For fiscal year 2004, the State may also consider a reduction in funding for the Local Government Fund as the State continues to have difficulty in balancing its budget.

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, the annual appropriation for roads was removed from the fiscal year 2003 budget. To provide funding for these projects, Council is proceeding with a voter referendum in November 2002 for a half penny sales tax.

CONCLUSION

The fiscal year 2003 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 seven sections which correspond to the tabs. The first section includes summarized financial schedules comprising FY 2000 actual figures, FY 2001 actual figures, FY 2002 adjusted budget figures, and FY 2003 Council-approved budget figures. The County's operating budgets are divided into four major directorates: Council Agencies, Elected Officials, Appointed Officials, and Administrator. The Administrator directorate is further divided into Chief Deputy Administrator, Deputy Administrator, Chief Financial Officer, and Chief Information Officer. Note that individual departmental budgets are listed alphabetically within each section. The last two sections contain the County's capital budget, 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 2003 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 the County and its departments. 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 2003 and what are the sources?", and "What is the County's total FY 2003 expenditure budget?".

Budget User's Guide

Charleston County

Each budget narrative is generally divided into five sections: Mission, Department or Division Summary, Overview, Funding Adjustments for FY 2003, 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 2003 budget. The financial information is broken down by major categories of revenue and major objects of expenditure (i.e., personnel, operating, and capital expenditures). The **Overview** states the overall dollar and percentage change from the prior fiscal year. The **Funding Adjustments for FY 2003** section is broken down into several categories, including revenues, major objects of expenditure, and other relevant categories. For each category, the dollar and percentage change from FY 2002 is computed. Together, the changes in the categories explain the department's or division's overall dollar and percentage changes.

The narratives report **Performance Measures** enabling the reader to determine how a program is accomplished through the delivery of products, services, or processes. There are four types of performance measures recognized by the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA): input measures, output measures, efficiency measures, and outcome measures. Input measures may be either monetary or nonmonetary; they measure the dollar costs of services provided or the amount of work time expended during the period. Output measures detail the quantity or volume of products or services provided. Efficiency measures quantify the relationship between input and output measures. Finally, outcome measures provide program results in a numeric format (i.e., measures of timeliness and effectiveness of programs).

The County's Capital Improvement Program is presented in detail in the **Capital** section. A summary listing of all major appropriated projects, a current estimate of the total cost of the project, the sources of funding, and debt issues are disclosed. In addition, a brief description, including progress to date, of each project is included.

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 2003 Budget Ordinance, a glossary of terms and concepts used in this document, and the index.

Charleston County, South Carolina Organizational Chart

County Departments

EFFECTIVE:

Feb. 13, 1989

AMENDED:

03/30/89

01/29/90

05/24/90

01/11/91

09/23/91

12/19/91

07/01/93

11/03/93

01/07/94

03/09/94

08/15/94

09/05/95

10/27/95

04/25/97

07/07/97

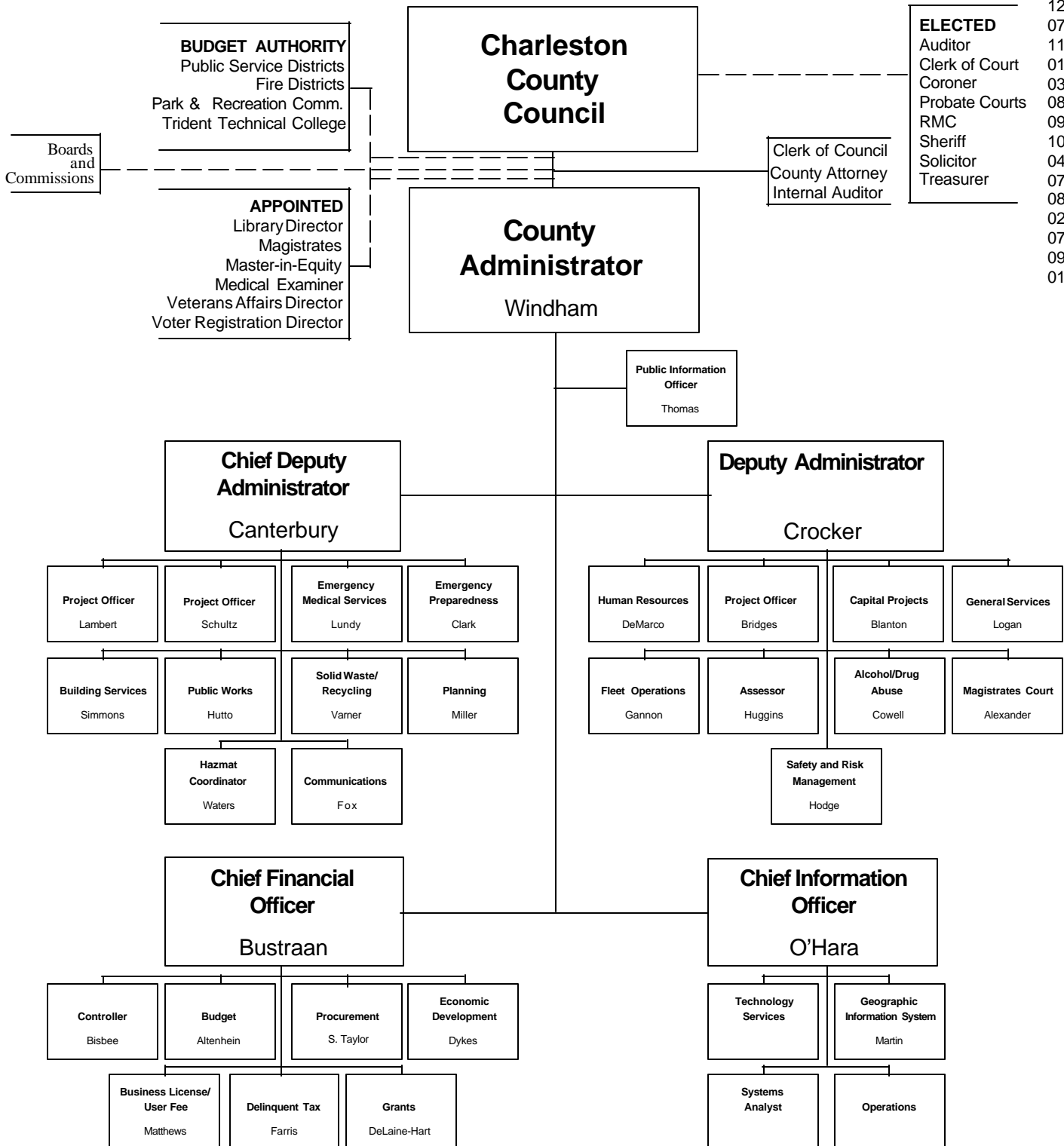
08/03/98

02/17/99

07/26/00

09/01/00

01/02/01



Budget Highlights

Charleston County

Overview:

The General Fund operating budget is \$128.8 million - down \$1.6 million or 1.3 percent. Revenues and other sources are down \$1.6 million or 1.3 percent, and the millage rate is unchanged (before adjustment for reassessment cap litigation).

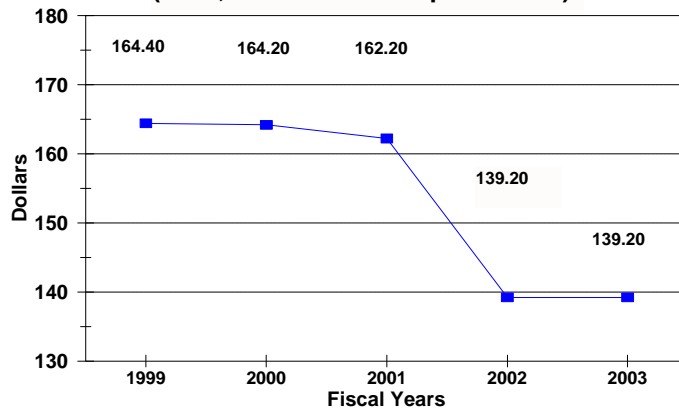
Debt service millage is down 2.0 mills (before adjustment for reassessment cap litigation).

Local Option Sales Tax credit is down \$8.00 to \$120.00 (before adjustment for reassessment cap litigation).

Net taxes on a \$100,000 owner-occupied home are unchanged (before adjustment for reassessment cap litigation).

Solid Waste, Recycling & Disposal Fee is unchanged.

County Taxes, Fiscal Years 1999-2003
(\$100,000 Owner-Occupied Home)



	FY 2002	FY 2003*
Taxes with L.O.S.T.	\$ 139.20	\$ 139.20
Recycling/Disposal Fee	89.00	89.00
Total Tax Bill**	<u>\$ 228.20</u>	<u>\$ 228.20</u>

*Before adjustment for reassessment cap litigation.

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

Initiatives/Projects During Fiscal Year 2003

- Complete construction of Judicial Center Complex
- Continue information technology services upgrades
- Start construction on John's Island Branch Library
- Start construction on three EMS Medic Stations

Budget Highlights

Charleston County

The Assessor supervises 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

WITH HOMESTEAD

\$100,000	Appraised Property Value		<u>WITHOUT HOMESTEAD</u>	
(50,000)	Less Homestead Exemption		\$100,000	
50,000	Adjusted Appraised Property Value			
.04	Multiplied by the Legal Residence Assessment Ratio			.04
2,000	Total Assessment			4,000
0.0648	Multiplied by the combined millage, for example, using the FY 2003 adopted County millage rate (before adjustment for reassessment cap litigation)*			0.0648
129.60	Total Property Tax Due for Charleston County			259.20
(120.00)	Less County Government Sales Tax Credit (before adjustment for reassessment cap litigation) x Appraised Value (.00120 x 100,000)			(120.00)
9.60	Tax Due			139.20
89.00	Solid Waste Recycling and Disposal Fee			89.00
\$ 98.60	Total Amount Due			\$ 228.20

**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.*

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Description of Funds

Charleston County

ALL FUND TYPES - \$255,411,860¹

GOVERNMENTAL FUND TYPES - \$182,780,954²

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

GENERAL FUND - \$128,755,744

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 - \$20,086,244

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

SPECIAL REVENUE FUNDS - \$33,938,966²

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 budget due to their project-length budgeting basis.

PROPRIETARY FUND TYPES - \$72,630,906³

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

ENTERPRISE FUNDS - \$45,154,606³

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 - \$27,476,300

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 \$1,273,959 in budgeted increase in ending fund balance.

² Does not reflect \$969,961 in budgeted increase in ending fund balance.

³ Does not reflect \$303,998 in budgeted increase in ending fund balance.

Description of Funds

Charleston County

GOVERNMENTAL FUND TYPES

SPECIAL REVENUE FUNDS - \$33,938,966⁴

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

Accommodations Tax - \$10,000

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 - \$5,760,764⁵

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

Chief Deputy Administrator - Hazardous Materials Enforcement - \$349,735

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.

Clerk of Court - IV-D Child Support Enforcement - \$458,783

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

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 - \$411,603

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 Preparedness Grants - \$6,000

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

Emergency Services - Awendaw Fire Department - \$1,052,756

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

⁴ Does not reflect \$969,961 in budgeted increase in ending fund balance.

⁵ Does not reflect \$952,236 in budgeted increase in ending fund balance.

Description of Funds

Charleston County

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 Services - Emergency Medical Service State Grants - \$69,710

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

Emergency Services - McClellanville Fire Contract - \$198,175

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.

Geographic Information System - GIS Mapping and Development - \$20,000

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) - \$37,000

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) - \$183,006

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

Grants Administration - Urban Entitlement - \$4,306,000

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

Grants Administration - Workforce Investment Act (WIA) Title I - \$2,470,047

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.

Juvenile Drug Court - \$62,500

This fund accumulates funding from the General Fund and other sources to provide juveniles an intensive rehabilitation treatment program.

Library - \$12,079,306

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

Public Works - Mosquito Abatement - \$320,000

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

Description of Funds

Charleston County

Sheriff - Asset Forfeiture - \$343,392⁶

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 - \$484,249

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 - \$71,618

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

Solicitor - Pretrial Intervention - \$249,733⁷

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 - \$671,201

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

Solicitor - Victim-Witness State Appropriation - \$40,138

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

Trident Technical College - \$3,455,000

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 - Assessments - \$313,383

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.

Victim's Bill of Rights - Conviction Surcharge - \$361,867

This fund accumulates surcharges on fines for convictions in 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.

⁶ Does not reflect \$4,958 in budgeted increase in ending fund balance.

⁷ Does not reflect \$12,767 in budgeted increase in ending fund balance.

Description of Funds

Charleston County

PROPRIETARY FUND TYPES

ENTERPRISE FUNDS - \$45,154,606⁸

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) - \$9,835,805⁸

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.

General Services - Parking Garages - \$3,174,023

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

Planning - Emergency 911 Communications - \$1,066,762

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

Solid Waste - \$31,078,016

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 county-wide user fee, tipping fees, sales of recyclables, sales of steam and electricity, grants and other revenues.

INTERNAL SERVICE FUNDS - \$27,476,300

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 - \$13,984,000

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 - \$8,027,030

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

⁸ Does not reflect \$303,998 in budgeted increase in ending fund balance.

Description of Funds

Charleston County

General Services - Office Support Services - \$3,693,742

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

Safety & Risk Management - Safety/Workers' Compensation - \$1,771,528

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) 2003 budget, the County Administrator directed the budget staff to assemble a General Fund or operational budget that included sufficient funding to allow for the following:

- no net increase in taxes and fees for the homeowner
- 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
- full-year operating and maintenance costs for the new Charleston County Judicial Center
- maintain staffing at or below current levels with the only exception being additional staffing required for the Judicial Center

The budget presented to County Council met these directives. However, during budget deliberations, the Administrator's proposed budget was adjusted by Council to provide grant-replacement funding for the County's Juvenile Drug Court.

The FY 2003 Council Approved budgeted available funds and disbursements (including budgeted increases in fund balance) for all operating funds reflect a \$1.5 million or 0.6 percent decrease from the FY 2002 budget. The FY 2003 operating budget is summarized in Figure 1. Additionally, graphs are presented on pages 2 and 3 that represent the total available budgeted 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 2003 Operating Budget

(Expressed in Millions)

<u>Description</u>	
Available Funds (Including Beginning Fund)	\$ 335.0
Less Budgeted Disbursements	<u>255.4</u>
Reserved (Obligated) For External Parties	17.9
Designated Internally For Specific Purpose	7.5
Unreserved and Undesignated	<u>54.2</u>
Ending Fund Balance	<u>\$ 79.6</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 remains unchanged from FY 2002 at 53.8 mills (before adjustment for reassessment cap litigation). However the debt service levy, used to pay interest and principal on funds borrowed for capital projects, is decreased 2.0 mills to 11.0 mills (before adjustment for reassessment cap litigation). The combined operating and debt service levy is

Budget Analysis

Charleston County

therefore 64.8 mills. 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 64.8 mills equate to a tax of \$259.20. 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 2002 has decreased \$8.00 over the prior year to \$120.00 for the \$100,000 homeowner. After applying the Sales Tax credit, the net tax is \$139.20 representing no change from FY 2002 for the \$100,000 homeowner. Compared to FY 1991, the last year before the Sales Tax credit, real property taxes are down 47.0 percent.

Figure 2. County Millage Rates

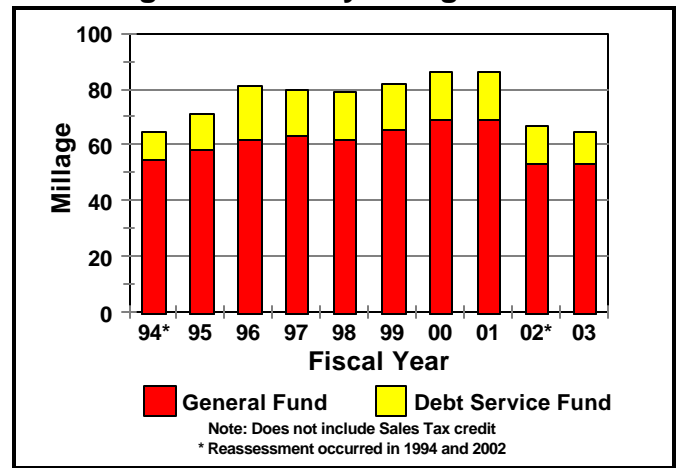
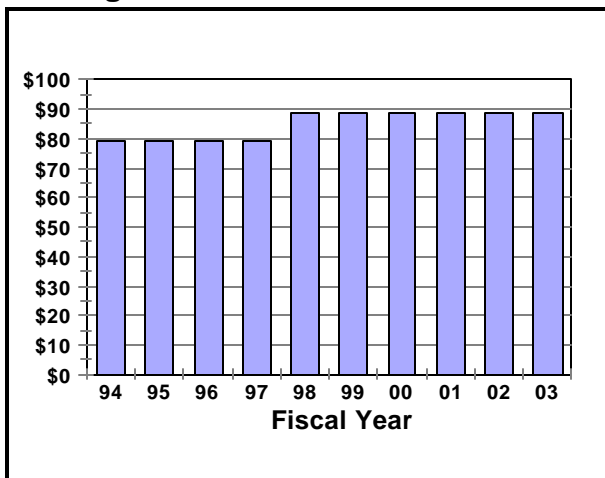


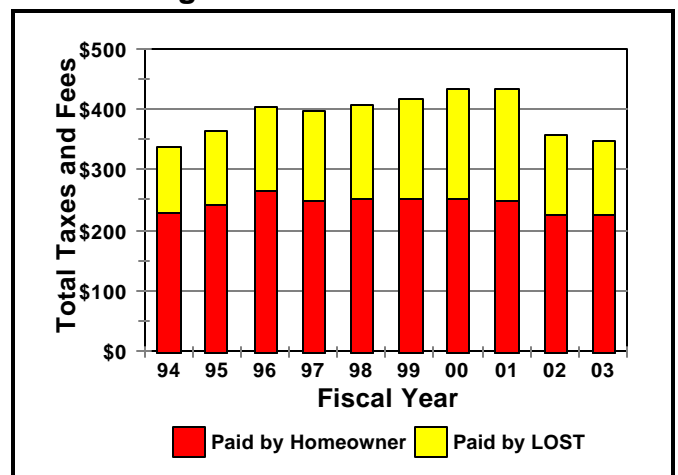
Figure 3. Solid Waste User Fee



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.

While the overall tax and fee bill is decreased due to a lowering of the combined millage rate, the amount paid by the homeowner is not decreased a corresponding amount. This is because of the decline in the LOST credit. However, the net effect to the overall tax and fee bill for the homeowner (four percent assessed property) will not change from the prior year's amount of \$228.20. 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 72 Full-Time Equivalents (FTEs) eliminated from the FY 2003 budget, leaving a remaining total of 2,310 FTEs employed by Charleston County. The majority of positions eliminated were vacant positions for which funding was not appropriated. Of the positions eliminated, 47 were in the Department of Alcohol and Other Drugs (DAODAS), nine were in Public Works, four were in Solid Waste, three were in the Grants Administration Department, and another three were in the Parking Garages. Procurement, Internal Auditor, Solicitor, Planning, Building Services, and Fleet Operations each saw the elimination of one FTE.

GENERAL FUND

SUMMARY

The FY 2003 Council Approved budgeted disbursements for the General Fund total \$128.8 million, a \$1.6 million or 1.2 percent decrease from the FY 2002 budget. Budgeted funds available for the FY 2003 budget also total \$128.8 million. The General Fund millage (before adjustment for reassessment cap litigation) is 53.8 mills representing no change from the prior year.

Page 34 shows a graphical representation of the County's General Fund budget. Page 35 shows a fund statement which depicts the numerical summary of the General Fund budget.

BEGINNING BALANCE

The General Fund beginning fund balance for FY 2003 is \$15.2 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	\$ 7,000
Unanticipated FY 2002 Revenues	274
Unexpended FY 2002 Budget	4,271
Undesignated FY 2001 Ending Fund Balance	<u>3,655</u>
Total	<u>\$ 15,200</u>

The funds designated for Rainy Day will be increased by \$0.5 million to a balance of \$7.0 million, pending completion of the FY 2002 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. However, up to \$1.8 million of the Rainy Day reserve is anticipated to be used to partially fund an early retirement incentive program. Nevertheless, this will leave at least \$5.2 million which is within the required four percent of General Fund disbursements.

Budget Analysis

Charleston County

REVENUES

General Fund budgeted revenues reflect a combined increase of \$1.0 million or 0.9 percent. Figure 6 shows the significant budget changes in revenues.

Figure 6. Changes In Revenues

(Expressed in Thousands)

<u>Department/Division</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>Change</u>	<u>Percent Change</u>
Non-depart. - Ad Valorem Taxes	\$ 43,365	\$ 49,303	\$ 5,938	13.7
Non-depart. - Local Option Sales Tax	34,450	31,200	(3,250)	(9.4)
Treasurer - Interest Income	2,200	700	(1,500)	(68.2)

The County's largest single revenue source, Ad Valorem Taxes, reflects an increase of \$5.9 million due to a growing tax base, currently estimated to be expanding at a rate of 2.5 percent over current-year valuations. This growth rate is based upon estimated growth per the Assessor. Offsetting this growth, however, is a projected decrease of \$3.2 million in the County's second largest revenue source, Local Option Sales Tax. This decrease reflects a general downturn in the economy as evidenced through lower sales revenue throughout the county. Further indications of a general economic downturn are the projections for interest income. Revenue from this source is expected to be lower by \$1.5 million based on prevailing interest rates trends.

EXPENDITURES

The FY 2003 Council Approved budgeted expenditures for the General Fund total \$115.2 million, representing \$0.4 million or 0.3 percent increase over the FY 2002 budget. Figure 7 shows the significant budget changes in expenditures for FY 2003.

Figure 7. Changes In Expenditures

(Expressed in Thousands)

<u>Department/Division</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>Change</u>	<u>Percent Change</u>
County Council	\$ 1,527	\$ 2,174	\$ 647	42.4
Budget Freeze	1,700	0	(1,700)	(100.0)
Salary Adjustment	69	1,300	1,231	1,784.1
Sheriff - Detention Center	16,640	17,370	730	4.4
Sheriff - Law Enforcement	19,513	20,408	895	4.6

The largest increase in General Fund expenditures is the salary adjustment. The salary adjustment represents a full-year 1.1 percent cost of living adjustment (COLA) for full-time County employees. The size of the COLA was based on the Southeastern Consumer Price Index for December 2001. The FY 2002 figure in the table represents the remaining portion of the prior year's salary adjustment after initial allocation to the departments, while the FY 2003 amount is unallocated.

Another significant impact to the General Fund relates to the line item entitled, "Budget Freeze". With the events of September 11 serving as a catalyst, the national, state, and local economies began to experience a sudden and dramatic decline in early FY 2002. This gave rise to concerns that revenue

Budget Analysis

Charleston County

projections, especially from the Local Options Sales Tax, would not be met. State-shared revenues were also expected to experience a large reduction as a result of the State's cost cutting measures.

In a pre-emptive effort to maintain expenditures in proportion to suddenly lower than anticipated revenue streams, a total \$1.7 million was removed from the FY 2002 budgets of departments within the General Fund and held in the Budget Freeze line item. While this line item is not rebudgeted as an expenditure for FY 2003, the reduction has been maintained as part of the baseline budgets for the General Fund departments.

The Sheriff's Department budgeted expenditures reflect significant increases in each of its two largest General Fund divisions. The Detention Center Division's increase is due primarily to a larger provision for overtime compensation. Full-year funding of the medical services contract is also a contributing factor. The Law Enforcement Division's increase stems mainly from full-year funding for new positions added during FY 2002 to provide security at the new Charleston County Judicial Center.

County Council's increased budget for contingency expenditures accounts for the significant change to their budget, however, most of this increase is ear-marked for legal costs related to ongoing lawsuits to which the County is a party.

INTERFUND TRANSFERS OUT

Approximately \$13.6 million is transferred from the General Fund to various other funds. The transfers are decreased \$2.0 million or 13.0 percent from the FY 2002 budget.

The decrease is principally due to a reduction in funds transferred to Fleet Operations. As part of overall cost reduction efforts, capital purchases were minimized for FY 2003 and these efforts are primarily reflected in reduced capital requirements for Fleet Operations. Also reflected is the elimination of a transfer to Public Works for roads and drainage projects. Sufficient funds exist within the Public Works Field Operations Capital Fund to provide for projects begun in prior years and no new projects are planned to begin in FY 2003.

ENDING BALANCE

Although the estimated General Fund's ending balance for FY 2003 does not include any unreserved/undesignated amounts, the actual ending balance for FY 2003 is expected to include some unreserved and undesignated funds. This expectation is the result of conservative budgets for revenues and anticipated savings on expenditures. If the ending balance is not replenished during FY 2003, the County will need to find additional revenue sources (e.g., taxes) or reduce services for FY 2004 to balance the budget.

Budget Analysis

Charleston County

DEBT SERVICE FUND

SUMMARY

The FY 2003 Council approved budgeted disbursements for the Debt Service Fund total \$20.1 million which is a \$0.4 million or 2.2 percent decrease from the FY 2002 budget. Budgeted funds available for FY 2003 also total \$20.1 million. The Debt Service Fund millage is 11.0 mills (before adjustment for reassessment cap litigation) representing a 2.0 mill decrease from FY 2002.

Page 36 displays a graphical representation of the County's Debt Service Fund budget. Page 37 contains a fund statement which is a numerical summary of the Debt Service Fund.

REVENUES

Debt Service Fund revenues total \$18.0 million and reflect a \$1.3 million or 6.6 percent decrease from the prior year due to the lower millage rate.

EXPENDITURES

The FY 2003 budgeted expenditures for the Debt Service Fund total \$18.8 million. This amount reflects a \$0.4 million or 2.3 percent decrease from FY 2002 and is attributable to unrealized capital lease obligations. The budgeted expenditures will continue to service the County's outstanding debt obligations.

SPECIAL REVENUE FUNDS

SUMMARY

The FY 2003 Council Approved budgeted disbursements for the Special Revenue Funds total \$34.9 million (including budgeted increases in fund balance), a \$1.0 million or 2.8 percent decrease from the FY 2002 budget. Budgeted funds available for FY 2003 also total \$34.9 million.

Page 38 shows a graphical representation of the County's Special Revenue Fund budgets, while pages 39-67 contain fund statements reflecting numerical summaries of the budgets.

Budget Analysis

Charleston County

REVENUES

Special Revenue Funds revenues total \$22.8 million and represent a \$0.5 million or 2.2 percent increase over the FY 2002 budget. Figure 8 shows the significant budget changes for FY 2003.

Figure 8. Changes In Revenue

(Expressed in Thousands)

<u>Department/Division</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>Change</u>	<u>Percent Change</u>
BL/UF - Accommodations Fee	6,490	6,713	223	3.4
EMS - Awendaw Fire Department	720	1,053	333	46.3
Trident Technical College	3,164	3,455	291	9.2

The largest change in revenues is an increase in the Awendaw Fire Department budget. This is due to a number of different factors, with the main item being capital lease proceeds which will be used to purchase a replacement pumper fire truck. Revenues also include federal forestry funds, payments from municipalities for annexed properties as well as a tax millage increase.

The increase in Accommodations Fee revenue is due to an expected re-bound in tourism in FY 2003, and the increase in Trident Technical College revenues are due to normal growth and expansion of the tax base.

EXPENDITURES

The FY 2003 budgeted expenditures for the Special Revenue Funds total \$32.0 million which is a \$1.0 million or 3.4 percent increase over FY 2002. Figure 9 shows the significant budget changes in expenditures.

Figure 9. Changes In Expenditures

(Expressed in Thousands)

<u>Department/Division</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>Change</u>	<u>Percent Change</u>
Econ Development - Multi-County Parks	106	412	306	288.7
EMS - Awendaw Fire Department	788	1,053	265	33.6
Library	11,538	12,079	541	4.7
Trident Technical College	3,164	3,455	291	9.2

The Charleston County Library and its branches accounted for the largest increase in Special Revenue Fund budgeted expenditures for FY 2003. A larger amount is being budgeted this year for library materials and minor equipment.

Economic Development's Multi-County Parks program accounts for the next largest increase and reflects a portion of fund balance being budgeted in contingency for projects that may require funding in FY 2003.

Budget Analysis

Charleston County

Another major expenditure change is an increase to the Awendaw Fire Department budget. This increase is attributable to personnel costs and the planned purchase of a replacement pumper fire truck. Capital lease proceeds will be used to purchase the truck. Trident Technical College also contributed to the overall budgeted expenditures increase, primarily reflecting corresponding revenue growth.

FUND BALANCE

Council authorized, in total, the use of \$0.8 million from the Special Revenue Funds' fund balance. The FY 2003 ending fund balance is projected to be \$8.2 million.

ENTERPRISE FUNDS

SUMMARY

The FY 2003 Council Approved budgeted disbursements for the Enterprise Funds total \$45.5 million (including budgeted increases in fund balance), a \$0.8 million or 1.6 percent decrease from the FY 2002 budget. Funds available for FY 2003 also total \$45.5 million.

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

REVENUES

Revenues for the Enterprise Funds total \$42.0 million and reflect an increase of \$0.2 million or 0.5 percent over FY 2002. Figure 10 illustrates the significant budgeted revenue changes.

Figure 10. Changes In Revenue

(Expressed in Thousands)

<u>Department/Division</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>Change</u>	<u>Percent Change</u>
BL/UF - User Fee Administration	18,840	20,800	1,960	10.4
DAODAS	8,954	8,296	(658)	(7.3)
Parking Garages	3,008	2,475	(533)	(17.7)

Revenue from the Solid Waste user fee is projected to increase in FY 2003. In spite of a downturn in some sectors of the local economy, continued growth is expected in user fee revenue due to an expanding collection base. Offsetting this increase is a decrease in the Department of Alcohol and Other Drug Abuse Services (DAODAS) revenues due to lower anticipated Medicaid and self-pay client reimbursements. A decrease is also expected in Parking Garage revenue due to non-fee parking requirements of the new Judicial Center.

Budget Analysis

Charleston County

EXPENSES

The FY 2003 budgeted expenses for the Enterprise Funds total \$44.5 million, a \$0.3 million or 0.7 percent decrease from the FY 2002 budget. Figure 11 illustrates the significant budget changes for FY 2003.

Figure 11. Changes In Expenses

(Expressed in Thousands)

<u>Department/Division</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>Change</u>	<u>Percent Change</u>
DAODAS	10,792	9,836	(956)	(8.9)
Solid Waste	28,883	29,493	610	2.1

The majority of the decrease is due to savings expected to be realized in DAODAS from a departmental reorganization. The reorganization includes the elimination of 47 FTEs and the combining of programs in an effort to eliminate duplicate services. Partially offsetting these savings is an increase in Solid Waste expenses due to a scheduled increase in debt service reserve funding.

FUND BALANCE

There is no significant net change to fund balance for FY 2003. The Enterprise Funds ending fund balance is projected to be \$42.2 million.

INTERNAL SERVICE FUNDS

SUMMARY

The FY 2003 Council Approved budgeted disbursements for the Internal Service Funds total \$27.5 million, a \$0.3 million or 1.2 percent increase over the FY 2002 budget. Funds available for FY 2003 also total \$27.5 million.

Page 74 shows a graphical representation of the County's Internal Service Funds budgets, while pages 75-78 contain fund statements reflecting numerical summaries of the budgets.

REVENUES

Internal Service Funds revenues total \$24.2 million and reflect an overall increase of \$1.2 million or 5.0 percent. Figure 12 shows the significant budget changes for FY 2002.

Figure 12. Changes In Revenue

(Expressed in Thousands)

<u>Department/Division</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>Change</u>	<u>Percent Change</u>
Human Resources - Employee Benefits	12,384	13,484	1,100	8.9
Safety & Risk - Safety/Workers' Comp	1,200	1,300	100	8.3

The Internal Service Funds revenues reflect increases in charges to County departments and external agencies. The two primary areas increased for FY 2003 are Employee Benefits and Workers'

Budget Analysis

Charleston County

Compensation. The revenues have been increased to capture funds for the rising costs in these areas.

INTERFUND TRANSFERS IN

A combined amount of approximately \$1.9 million is transferred into the Internal Service Funds from the General Fund and Debt Service Fund. These transfers are decreased \$1.4 million or 41.8 percent from the FY 2002 budget. The primary reason for this decrease is due to a smaller amount being transferred into Fleet Operations reflecting reduced capital requirements.

EXPENSES

The FY 2003 budgeted expenses for the Internal Service Funds total \$27.5 million which is a \$0.3 million or 1.2 percent increase over the FY 2002 budget. Figure 13 shows the significant budget changes for FY 2003.

Figure 13. Changes In Expenses

(Expressed in Thousands)

<u>Department/Division</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>Change</u>	<u>Percent Change</u>
Fleet Operations	8,036	6,850	(1,186)	(14.8)
Human Resources - Employee Benefits	12,884	13,984	1,100	8.5
Safety & Risk - Safety/Workers' Comp	1,205	1,772	567	47.1

The majority of the increase reflects the additional cost of health insurance and workers' compensation insurance. Also reflected in the increase is the consolidation of the County's Safety Program into the Workers' Compensation fund. This increase is offset somewhat by reduced capital purchase requirements in Fleet Operations.

FUND BALANCE

Council authorized, in total, the use of \$1.3 million from fund balance. The FY 2003 ending fund balance is projected to be \$13.6 million.

CAPITAL IMPROVEMENT PROGRAM

The County's capital improvement program is continuous. Infrastructure repair and replacement remain high on the list of goals and prioritized service to the community.

The Judicial Center located at 100 Broad Street will open in September 2002 and will be occupied by the Clerk of Court, Family Court, Probate Courts, the Master-In-Equity and the State Probation and Parole. This new \$48.3 million, 175,000 square foot facility provides the County with 14 courtrooms for four existing family court judges and three circuit court judges. The renovation of the O.T. Wallace County Office Building (COB) and Blake Tenement buildings continue with a scheduled completion date of June 2004. The replacement of EMS Medic Stations for James' Island, John's Island and McClellanville have been funded with from the 2001 General Obligation Bond. This project is

Budget Analysis

Charleston County

currently in the design phase. Construction of the new John's Island Branch Library continues with a proposed completion date in June 2004.

The County's Roadwork program is ongoing. With a budget of \$18.0 million for paving, resurfacing, rocking, construction of bikepaths, and sidewalks, the County's Roadwork program is aggressive. The state appropriates funding using a formula based on volume of gasoline sold by jurisdictions. These "C" funds must be used for low priority state roads and local roads. The selection of projects is done based on citizen requests and findings from scheduled inspections of existing infrastructure.

DISTINGUISHED BUDGET AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the County of Charleston, South Carolina for its annual budget for the fiscal year beginning July 1, 2001. 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.

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Goals and Projects

Charleston County

COUNTYWIDE GOALS

The County is currently developing a performance measurement system to be driven by countywide and departmental goals. Ongoing countywide plans include consolidating services with area governments and advancing progress on its capital projects.

The individual directorates have established long-range goals, which include initiating or completing long-term projects, most of which are expected to be completed in the year 2003.

COUNCIL AGENCIES

INTERNAL AUDITOR

- < increase the number of operational and performance audits
- < expand services to include assistance with consulting, control self-assessment, and training
- < develop early warning indicators to quickly identify problem areas
- < install and implement computer software to assist with audits
- < perform electronic data processing audits
- < research the needs of various levels of management for audit assistance
- < develop an annual summary report based on audits completed during the year
- < revise and update departmental audit manual

STATE AGENCIES - PUBLIC DEFENDER

- < pursue an enhanced telephone communications system between attorneys and clients at the Detention Center to expedite cases and prevent unnecessary trips to the Detention Center
- < continue to actively serve on the statewide docketing study group, created by the South Carolina Supreme Court, to advocate for the creation of a criminal justice coordinating committee for Charleston County
- < continue to support the Charleston County Bench-Bar Committee which develops ideas that use the resources available to the system and enhances the efficiency of the administration of justice.

ELECTED OFFICIALS

PROBATE COURT

- < start a grant funded Mental Health Court Program in the fall of 2002
- < secure permanent funding to continue and expand the Adult Drug Court Program
- < improve the internet web site by including forms, instructions, and a pleadings manual and by researching the potential for electronic filing
- < develop a genealogy guide along with providing an activity book for children to learn about the judicial system
- < educate the public on the probate process and the benefits of proper estate planning by expanding workshops and seminars

REGISTER MESNE CONVEYANCE

- < implement Phase I of an electronic filing system to provide access to records using the most up-to-date technology

Goals and Projects

Charleston County

SHERIFF

- < relocate judicial services/security to the new Judicial Center
- < prepare for the construction of a new regional Juvenile Detention facility
- < focus on the development and implementation of a plan to achieve accreditation of the Detention Center
- < identify programs/procedures that would impact jail overcrowding
- < prepare a staffing study of the Detention Center and pursue additional positions to satisfy minimum staffing requirements.
- < develop an internal staff inspection/audit function
- < develop a law enforcement mobile computing system
- < continue participation in the tri-county Information Technology Improvement Project
- < continue participation in homeland security initiatives

TREASURER

- < maintain a 95% collection rate
- < expand the acceptance of on-line payments using the Internet to additional County departments to create an e-commerce system for the taxpayers of Charleston County

APPOINTED OFFICIALS

LIBRARY

- < consider ways to implement the recommendations of the "Five Year Plan For Library Services"
- < monitor the construction process for the John's Island Branch Library to determine the appropriate dates to obtain collection materials and to recruit branch staff

MASTER-IN-EQUITY

- < increase customer satisfaction through a comprehensive survey of users
- < acquire a computer software system to obtain advanced statistical data

VETERANS AFFAIRS

- < identify and retire inactive files with the goal of reducing required storage space

VOTER REGISTRATION

- < finalize adjustment of all voter records following reapportionment to fit the new lines for all districts as redrawn by the State Legislature
- < combine all categories of files into one for immediate access
- < implement absentee voting at satellite locations throughout the county

ADMINISTRATOR

CHIEF DEPUTY ADMINISTRATOR

800 MHZ

- < continue to replace obsolete radios
- < upgrade public safety radio system infrastructure

Goals and Projects

Charleston County

- < complete the implementation of the fire interoperability plan for Charleston County departments
- < develop a statewide 800 MHZ interoperability plan for public safety

BUILDING SERVICES

- < acquire and implement a web-based permitting software system with Internet service access

EMERGENCY PREPAREDNESS

- < establish a Cable-Over-Ride Warning System for the Public Services Building
- < pursue Transportation Data Access to SC DOT Fain Street hub
- < implement a Reverse 911 telephone warning system in coordination with the Sheriff's Office, Telecommunications, and GIS
- < establish Emergency Managers' Weather Information Network (EMWIN) weather radar on-line within Public Services Building's CATV
- < implement Administration directed recommendations from the Emergency Services organizational study
- < pursue in-house GIS map display capability for integration into emergency plans
- < facilitate the Lowcountry Coroners' reestablishment of the Mass Fatality Plan working group
- < increase Earthquake Hazard awareness throughout the county
- < reestablish Continuity of Government data base including Municipal Emergency Operations Centers
- < update Terrorism Plans in coordination with the State's Terrorism Task Force initiative

EMERGENCY SERVICES

- < implement twelve lead Electrical Cardiogram (EKG) technology and field thrombolytic therapy
- < implement station level data collection and bedside data collection
- < implement billing software system with electronic billing to Medicare
- < increase collection rate for ambulance billing
- < establish a back-up Emergency Communications Center
- < relocate EMS stations in James Island, McClellanville, and Johns Island
- < develop a plan to achieve accreditation of the EMS Communications Center
- < increase utilization of Quick Response Vehicles through scheduling and deployment adjustments
- < institute Emergency Fire Dispatch training

HAZARDOUS MATERIALS

- < obtain an additional trailer for dividing terrorism and marine firefighting equipment into three local staging areas
- < conduct marine firefighting live burn refresher exercise annually
- < exercise the Low Country Terrorism Task Force (TTS) communications and call-out procedures and participate in a statewide TTF exercise
- < expand training for the Terrorism Task Force and members of the Marine Assistance Pact (MAP)

Goals and Projects

Charleston County

PLANNING

- < initiate 911/GIS Addressing Project
- < facilitate the Planning Commission and County Council in the five year review of the Comprehensive Plan due 2004
- < coordinate with Building Services an updated permit tracking system

PUBLIC WORKS

- < implement a centralized inventory control system to address all aspects of materials inventory management
- < comply with the Environmental Protection Agency mandated Phase II permit requirements
- < continue to develop the department's GIS program with primary focus on the drainage easement inventory and the new aerial photography and topographical information
- < continue to develop with the Legal Department a Right-of-Way Management Ordinance that will formalize the encroachment permit process
- < construct the East Cooper Maintenance Facility, Phase I of the James Island Yorktown drainage system, and continue the James Island Riverland South drainage basin project
- < participate in a County roads and drainage benchmarking study with Greenville and Richland counties
- < implement and manage a traffic calming program
- < complete an environmental impact study with the U.S. Forest Service on the effects of mosquito control activities in the Francis Marion National Forest
- < perform resistance studies of adult mosquitoes to control products currently used
- < participate with the SCDHEC virology laboratory in testing live mosquitoes for the presence of mosquito borne viruses
- < add the geographical information systems (GIS) component to the Vector Control Management System computer program used by the Mosquito Abatement Division

SOLID WASTE

- < implement new scale software to account for volumes of waste and assist our customers with related information
- < complete the Long-Range Planning Study and provide County Council with the necessary information to make long-term policy decisions
- < initiate a cathode ray tube (CRT) separation and disposal program to be coordinated with public and private haulers
- < participate and assist in the transition of a new operator for the Resource Recovery Facility
- < complete a County ordinance allowing code enforcement officers to perform enforcement in situations of absentee ownership

DEPUTY ADMINISTRATOR

ASSESSOR

- < resolve issues of assessment of properties that received the fifteen percent Cap and resume the annual non-implementation year procedures for tax year 2002
- < complete assessment of new construction for tax year 2002

Goals and Projects

Charleston County

- < dispose of any 2002 appeals to the Board of Assessment Appeals and the Administrative Law Judge Division as quickly and efficiently as possible
- < process and appraise new construction for tax year 2003 by July 2003

CAPITAL PROJECTS

- < complete the following projects: Judicial Center construction, Phase I and Phase II of the O. T. Wallace Building renovations, and Blake Tenement renovation in FY 2003
- < complete design and award contracts for Johns Island Branch Library construction, Museum glass walls and roof repairs, Edisto Island Fire Station, James Island Medic 4, and McClellanville Medic 6 in FY 2003

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (DAODAS)

- < increase range of funding sources and improve payer mix through more aggressive marketing of business and industry and grant development
- < lease space on first floor to Department of Mental Health for Crisis Stabilization Unit and develop collaborative procedures and programs to facilitate access of dual diagnosis patients
- < implement new HIPAA regulations of privacy and confidentiality throughout all programs and operations of Charleston Center
- < take a “back to basics” approach with customer service, increasing communication with all stakeholders through personal contact, newsletters, e-mails, and feedback events
- < improve procedures and results of post-outcome studies for clients
- < begin long range development of services for special populations such as Spanish speaking client

FLEET

- < implement a fleet management system and a countywide Motor Pool Program
- < establish a Fleet Advisory Group
- < perform follow-up Fleet Utilization Review
- < add a new automotive shop to the heavy equipment shop
- < develop the following: Fleet Operations Policies & Procedures manual, Fleet Replacement Program, Automotive In-House Warranty Repair Program, and countywide motor pool program

GENERAL SERVICES

- < develop a fully integrated Facility Information Management System that accesses and manipulates facility, real estate, work order and special project information for improved decision making and maintenance operations
- < implement the Records Center imaging/microfilming technology improvement program
- < emphasize preventive and predictive facility maintenance schedules in all County owned and leased facilities designed to preclude occupational hazards and untimely breakdowns
- < achieve centralized parking controls through management connectivity software
- < adopt alternative parking payment methods affording greater controls in cash management while improving customer service and convenience
- < connect centralized energy management cost control software to each large County facility and capture utility cost savings
- < exploit postal cost savings and bulk mail incentive rates for County postage requirements

Goals and Projects

Charleston County

- < implement predictive and preventive maintenance schedules for election machine maintenance to preclude machine downtime during elections
- < install trouble alarms on all major telecommunication systems with remote paging capability to minimize equipment downtime and interruption of user service
- < install high speed fiber optic technology as the backbone for telecommunication highways for new construction and upgrading service for existing facilities
- < follow Personal Digital Assistant (PDA) technology advancements towards our vision of remote work order notification, completion, and close-out

HUMAN RESOURCES

- < expand implementation of the Pay for Performance Project
- < assess impact of the Leadership Development Program
- < develop remote access capability for the Human Resources Information System including migration to kiosk and other customer-centered technology
- < implement process analysis initiatives to improve customer service and productivity
- < develop document imaging/management program in conjunction with other Charleston County government entities
- < update the Personnel Policies and Procedures Manual
- < expand the "Career Center" model for training delivery as part of a broader career development initiative
- < research and develop a plan to incorporate "e-learning" as part of Charleston County's training tools

MAGISTRATES' COURTS

- < develop and implement a method to transmit data electronically between the Magistrates' Courts and the South Carolina Highway Department and to allow access to each other's records
- < update the South Carolina Driver's License Records files
- < implement procedure allowing the Courts to accept fines and fees through debit and credit cards
- < research acceptance of payment of fines and fees using the Internet
- < research acceptance of South Carolina Highway Department fees to expedite the reinstatement of driving privileges

SAFETY & RISK MANAGEMENT

- < improve existing vehicular accident programs and implement hands-on programs
- < increase worker knowledge and general safety awareness through training
- < expand the Facility Emergency Response Guide to the major county facilities
- < improve industrial hygiene efforts in-house and continue to pursue reducing indoor air quality issues in county facilities
- < establish benchmarks for tracking ergonomic injuries and vehicle accidents

CHIEF FINANCIAL OFFICER

BUDGET

- < full implementation of performance measures for the FY 2003 budget document

Goals and Projects

Charleston County

- < implement Government Accounting Standards Board Statement No. 34 for Charleston County and the Special Purpose District for the FY 2002 audit
- < develop countywide capital requirements plan in conjunction with a three-year General Fund budget projection

BUSINESS LICENSE/USER FEE

- < consolidate similar functions with local municipalities to reduce high cost of countywide governmental services
- < provide Internet access for payments and license renewals
- < attract two additional municipalities into our consolidated programs
- < increase total revenue collections for this department above \$50,000,000 for FY 2003
- < share delinquent collection service with other county departments

CONTROLLER

- < implement phase one of the new reporting model for the State and Local Governments required by the Governmental Accounting Standards Board (GASB) with the issuance of GASB Statement No. 34
- < publish the Comprehensive Annual Financial Report on the County's website
- < publish a popular annual report which would be more easily understood by the citizens of the County
- < complete interfaces to third party accounts receivable and billing systems
- < investigate the feasibility of document imaging as an alternative to paper files of original source documents
- < evaluate various alternatives for offline storage of transaction detail for financial software on the Integrated Fund Accounting Software system

DELINQUENT TAX

- < increase the collection rate on delinquent personal property accounts without adversely affecting the collection rate on real property accounts
- < continue to partner with mortgage companies to accelerate tax payments and enhance compliance
- < adjust levy amounts to achieve 100 percent cost recovery of collection costs from delinquent taxpayers

GRANTS ADMINISTRATION

- < continue to develop and assist in the development of grant applications
- < provide programmatic and financial oversight as needed
- < ensure compliance with grant terms and conditions
- < administer the Urban County Entitlement program awarded throughout the United States Department of Housing and Urban Development
 - < address infrastructure, emphasize improving sewer and water systems, increase affordable housing for low-moderate income families and completing existing projects

Goals and Projects

Charleston County

- < initiate the development of a comprehensive database to ensure adequate tracking and reporting of services
- < expand and maintain the comprehensive workforce development system to service local employers and job seekers under the Workforce Investment Act
- < assess the operating structure of the Trident One Stop Career Center, and develop new centers, satellites and affiliate sites in order to enhance services and expand partnerships
- < initiate the development of a new comprehensive One Stop Career Center system devoted to services to youth
- < formalize advisory board procedures in the Community Development Division
 - < include formal rating criteria in project evaluation process
 - < develop a comprehensive database to improve tracking and reporting
 - < provide quarterly activity reports to participating jurisdictions

MEDICALLY INDIGENT ASSISTANCE PROGRAM

- < reduce the turn around time for applicants' right to appeal and fair hearing for reconsideration request
- < produce a public brochure of information about the MIAP program
- < initiate possible collaborative efforts with Project C.A.R.E. that meet the needs of the uninsured population

PROCUREMENT

- < increase the overall efficiency of the procurement process
- < reduce the number of Sole Source and Emergency Procurement Requests by increasing the number of new sources for goods and services
- < increase current vendor database
- < improve Procurement Card usage by reducing improper use of card and educating cardholders on proper procedures
- < improve minority participation in procurement process

CHIEF INFORMATION OFFICER

- < develop and initiate pilot of enterprise imaging and document management solution
- < develop scope and requirements for judicial software package
- < research and implement initial phases of a new tax software package
- < develop and implement Refresh Phase II

GEOGRAPHIC INFORMATION SYSTEMS

- < successfully complete the County's digital orthophotography project
- < enhance the capabilities of the Internet Web Site
- < develop an Intranet Web Service for County departments
- < develop new spatial applications consistent with the established priorities of the County

Major Revenue Sources

Charleston County

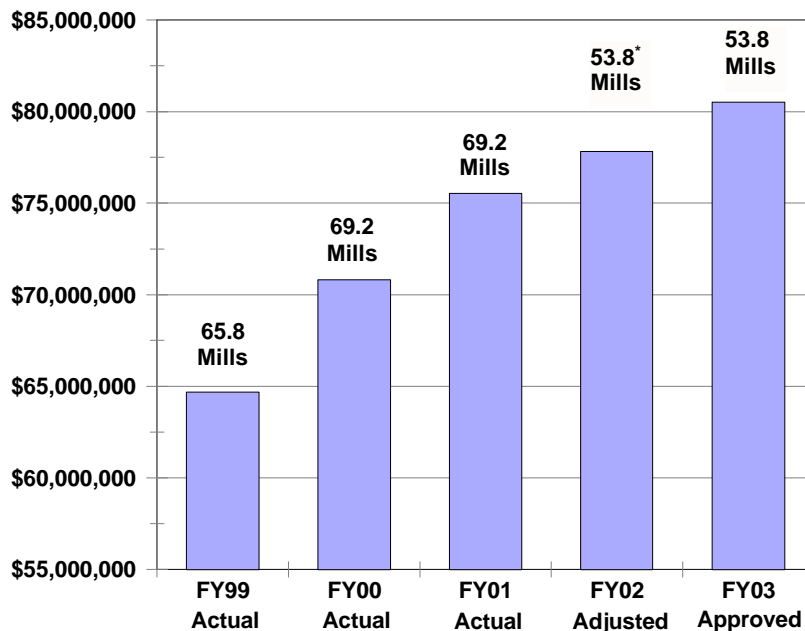
General Fund Ad Valorem Taxes

Description

The County Assessor calculates 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 tax base of the county. The increase in millage rate from FY 1999 to FY 2000 reflects the County's 100 percent rollback of the Local Option Sales Tax (LOST).



FY 1999	\$	64,684,119
FY 2000		70,803,446
FY 2001		75,519,697
FY 2002		77,815,000
FY 2003		80,503,000

*Reassessment

Revenue Estimate

The tax base for FY 2003 is estimated to grow at 2.5 percent over the current year's projections.

Major Revenue Sources

Charleston County

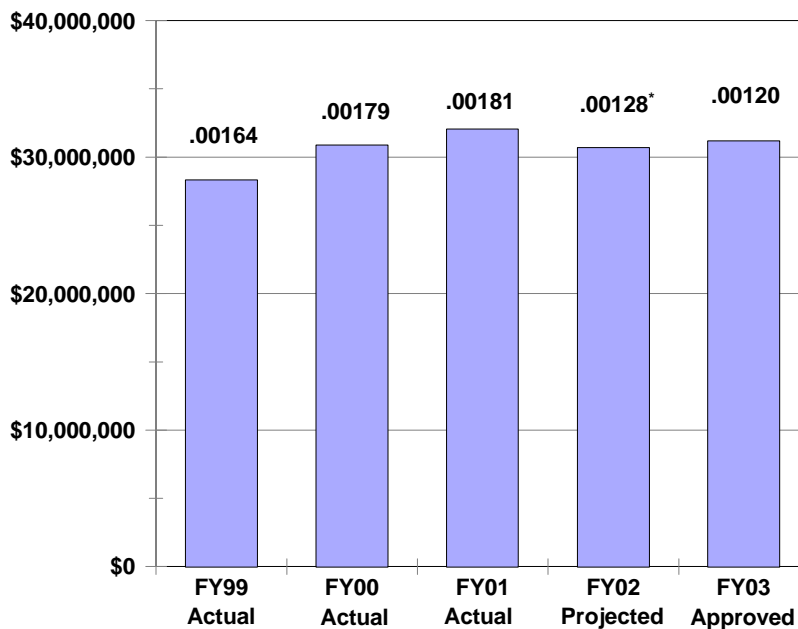
General Fund Local Option Sales Tax

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 applies 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 has shown a consistent trend of increasing through the middle of FY 2001. Due to the economic downturn, the local option sales tax showed no increase in the last half of FY 2001. In addition, the local option sales tax showed a significant decrease during FY 2002. The local option sales tax is tied directly to the level of consumer spending in Charleston County.



FY 1999	\$	28,307,931
FY 2000		30,894,479
FY 2001		32,065,270
FY 2002		30,700,000
FY 2003		31,200,000

*Reassessment

Revenue Estimate

The budgeted revenues from local option sales tax reflect a \$500,000 or 1.6 percent increase from the current year's projections. The revenue for FY 2003 makes the credit \$120 on \$100,000 of appraised value (.00120). This reflects an \$8 decrease from FY 2002 which was based on a higher revenue amount than the current year projection.

Major Revenue Sources

Charleston County

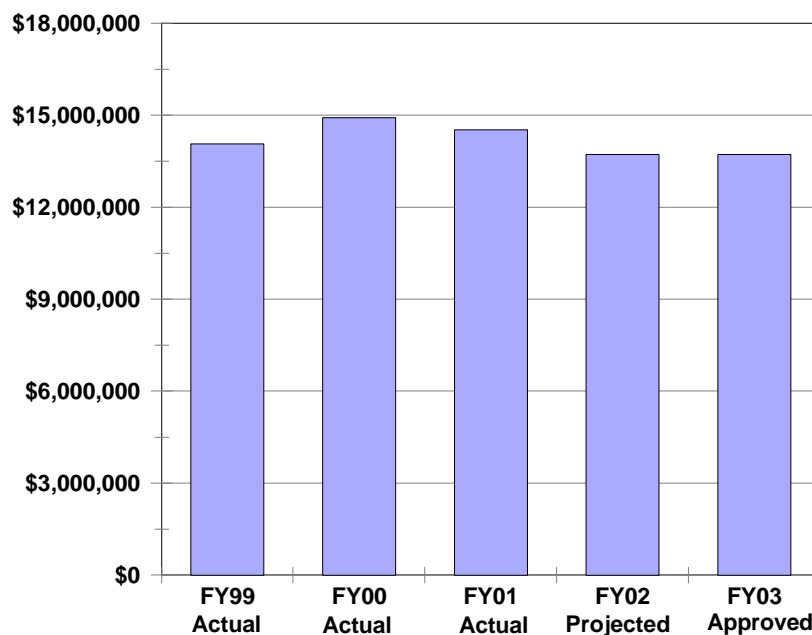
General Fund Aid to Local Subdivisions

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 revenues from aid to local subdivisions reflect an increase through FY 2000 with a general trend of decreasing from FY 2000 forward. The revenues reflect how the State's economy is performing.



FY 1999	\$ 14,061,348
FY 2000	14,919,915
FY 2001	14,515,662
FY 2002	13,712,000
FY 2003	13,712,000

Revenue Estimate

The FY 2003 budget for aid to local subdivisions reflects the same funding amount as the current year projection.

Major Revenue Sources

Charleston County

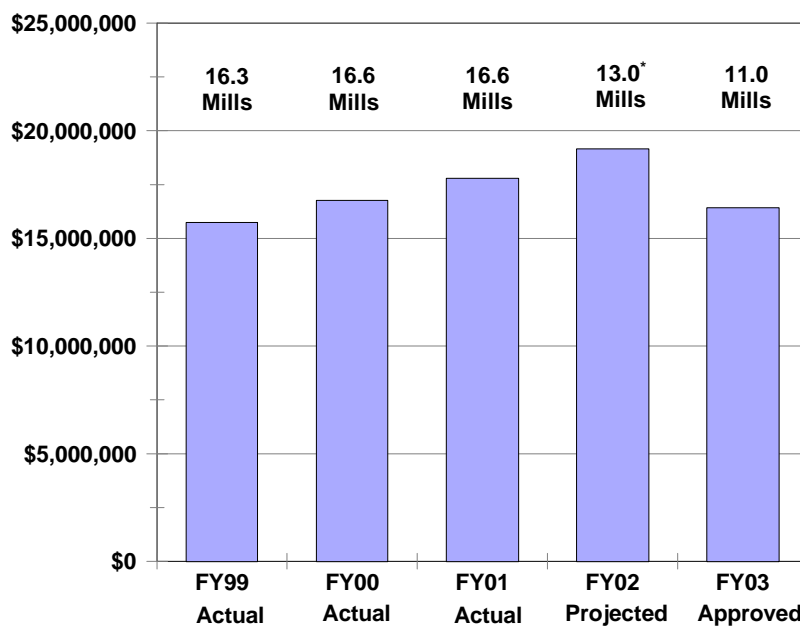
Debt Service Fund Ad Valorem Taxes

Description

The County Assessor calculates 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. This increase in revenue reflects a growth in the County's tax base.



FY 1999	\$	15,735,087
FY 2000		16,767,794
FY 2001		17,798,623
FY 2002		19,160,000
FY 2003		16,420,000

*Reassessment

Revenue Estimate

The tax base for FY 2003 is estimated to grow at 2.5 percent over the current year's projections. However, for FY 2003 the millage rate was reduced 2.0 mills which reflects lower anticipated needs for the capital lease program.

Major Revenue Sources

Charleston County

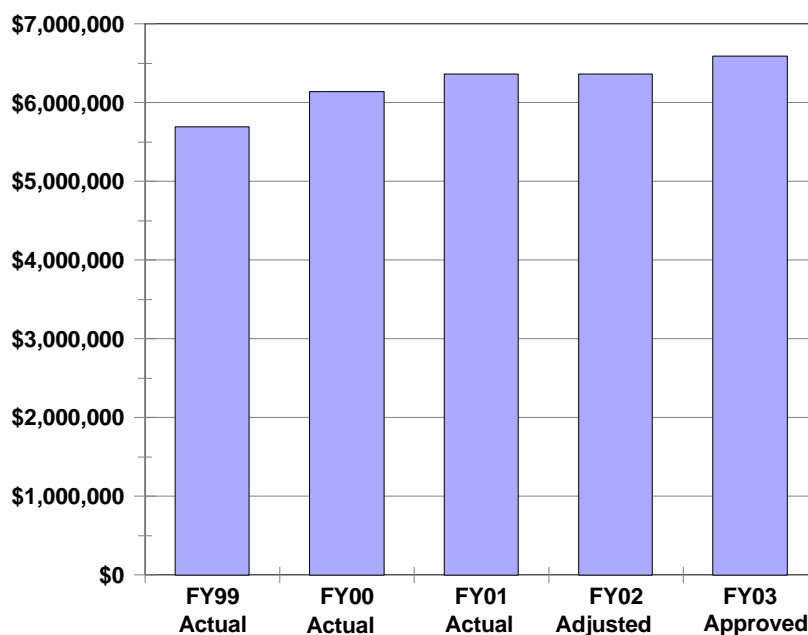
Special Revenue Fund Accommodations Fee

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 two years. The growth reflects the continued economic expansion and growth in tourism.



FY 1999 \$	5,694,758
FY 2000	6,136,774
FY 2001	6,361,535
FY 2002	6,365,000
FY 2003	6,588,000

Revenue Estimate

The budgeted accommodations fee reflects an estimated 3.5 percent increase from FY 2002 projections.

Major Revenue Sources

Charleston County

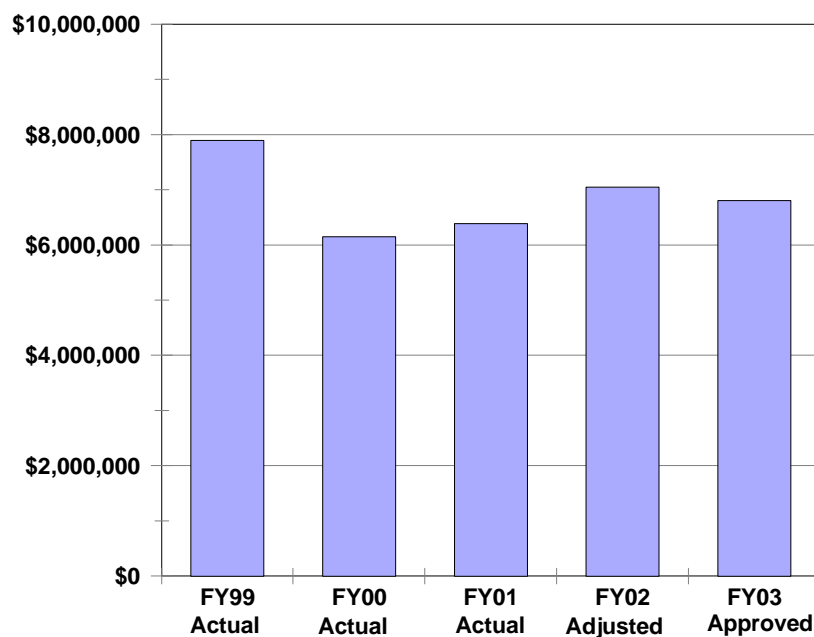
Special Revenue Fund Grants Administration Grants

Description

The Grants Administration Department obtains, administers and monitors grants related to community and workforce development. A significant accomplishment for this department and the County is obtaining the designation as an Urban Entitlement County under the Community Development Block Grant Program. Funding for this program began in FY 1998.

Trend

This revenue reflects a general trend of increases from FY 2000 through FY 2002. These increases show a rising allocation under the Urban Entitlement program and the Workforce Investment Act.



FY 1999	\$	7,892,768
FY 2000		6,143,601
FY 2001		6,386,706
FY 2002		7,045,232
FY 2003		6,803,352

Revenue Estimate

The budgeted revenues for grants under the Grants Administration Department reflect the anticipated awards for the various community and workforce development grants. FY 2003 estimates reflect the elimination of funding for the Adolescent Pregnancy Prevention Initiatives (APPI).

Major Revenue Sources

Charleston County

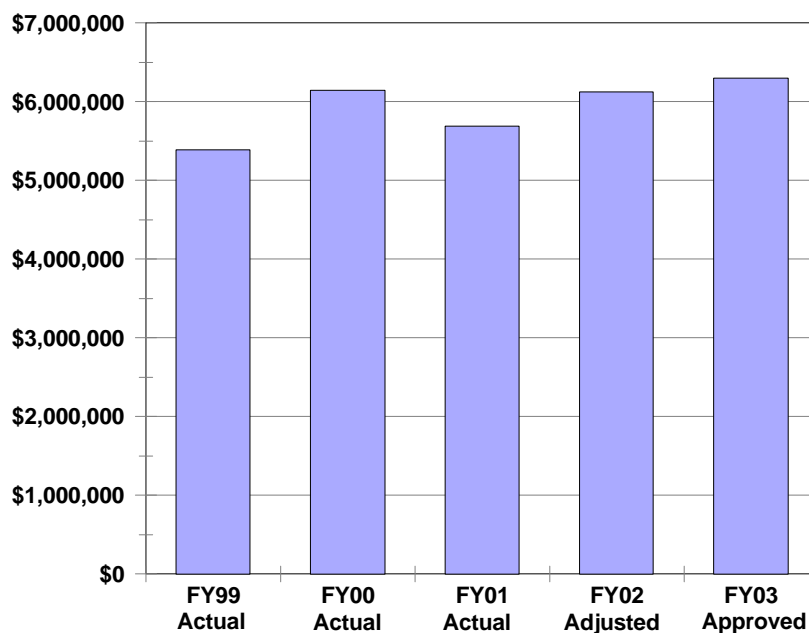
Enterprise Fund Steam & Energy Sales

Description

The Solid Waste Department contracts with Foster Wheeler Charleston, Inc. to manage the County's incinerator. The incinerator began commercial operations on November 1, 1989. As the incinerator burns waste, the incinerator generates steam and electricity. The County then sells the steam and electricity to offset the costs of the incinerator. The steam is sold to the United States Navy located at the Charleston Naval Shipyard, 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 energy sales shows a general trend of increasing. The energy sales are dependent upon the market rate for electricity.



FY 1999	\$	5,385,105
FY 2000		6,142,723
FY 2001		5,689,752
FY 2002		6,120,000
FY 2003		6,300,000

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 2003 reflect an increase in the price received for generating electricity.

Major Revenue Sources

Charleston County

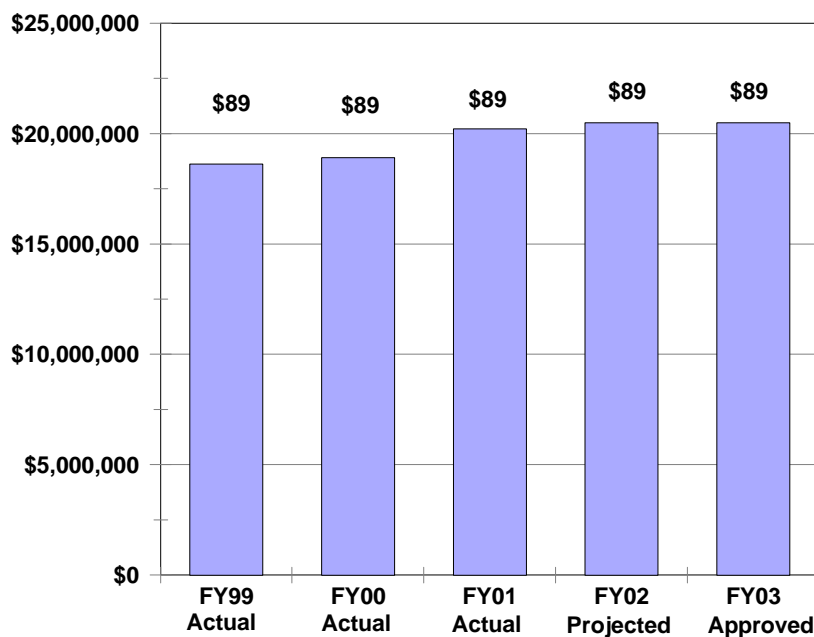
Enterprise Fund User Fee

Description

The County charges a user fee to real property owners and certain commercial and governmental entities to provide funding for the County's solid waste collection and disposal effort. 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 added to the annual tax bill for ad valorem taxes by the County Auditor. The User Fee Division calculates and bills the commercial and governmental entities on an annual basis.

Trend

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



FY 1999	\$	18,615,860
FY 2000		18,913,544
FY 2001		20,212,264
FY 2002		20,500,000
FY 2003		20,500,000

Revenue Estimate

The budgeted user fee revenues are unchanged from the FY 2002 budget. 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 2004. The next user fee increases are estimated at \$99 in FY 2005 and \$108 in FY 2008.

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 365-370 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 343-346 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 2003 All Funds** graph, the **Where It Goes To . . . FY 2003 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.

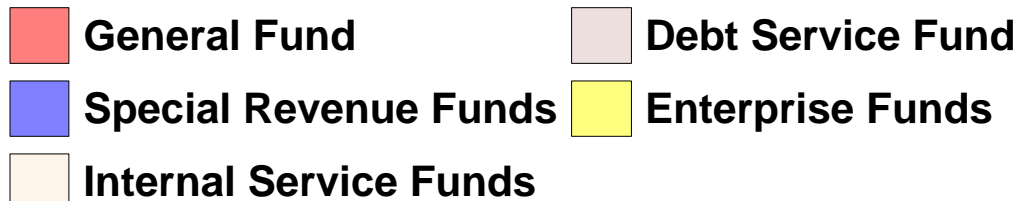
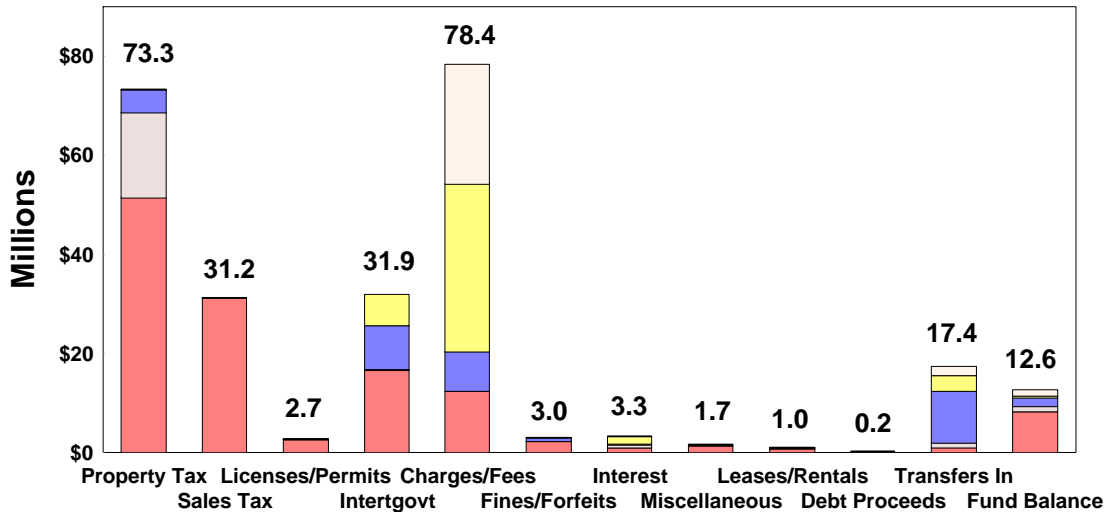
The next section of the schedules provides a detailed perspective of revenues, expenditures, and interfund transfers of all funds. The revenues are on pages 6-13. The expenditures are on pages 14-21. The interfund transfers are on page 22. This is followed by a summary of County authorized positions on pages 23-31.

The last section of the schedules (pages 32-78) 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 32 shows a combined fund statement for all funds for fiscal years 2000, 2001, 2002, and 2003. Page 33 provides a summary by fund type of the County's fiscal year 2003 budget. Individual fund statements start on page 35 with the General Fund. Note that the FY 2002 Projected column on the fund statements includes the estimated amounts from the FY 2002 Adjusted column (i.e., the current budget) and the estimated amounts from encumbrances carried forward from previous years. Refer to the **Glossary** on pages 371-378 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 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 2003.

WHERE IT COMES FROM...

FY 2003 All Funds



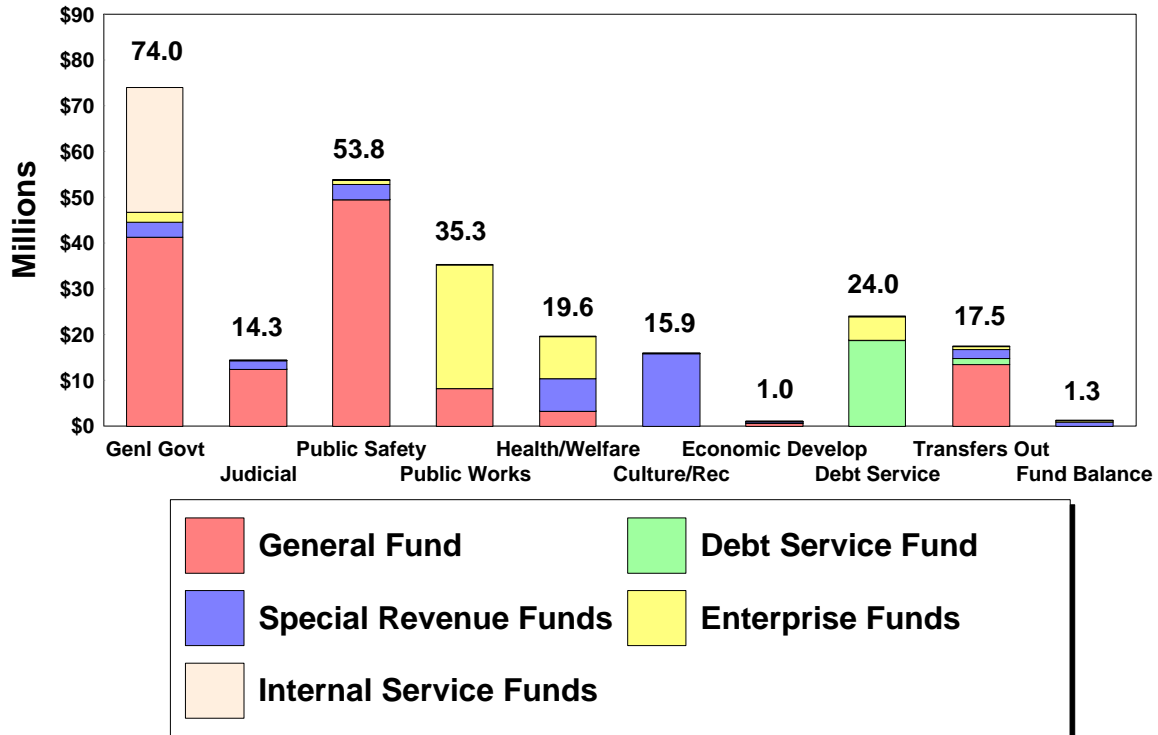
Total Available Budgeted: \$256,685,819

	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved	Change	Percent Change
Property Tax	\$63,469,925	\$68,749,735	\$68,594,090	\$73,287,707	\$4,693,617	6.8
Sales Tax	30,894,479	32,065,270	34,450,000	31,200,000	(3,250,000)	(9.4)
Licenses & Permits	2,759,473	3,006,420	2,759,100	2,730,700	(28,400)	(1.0)
Intergovernmental	33,184,201	33,466,828	33,013,350	31,861,394	(1,151,956)	(3.5)
Charges & Fees	73,063,186	76,040,381	75,884,877	78,423,411	2,538,534	3.3
Fines & Forfeitures	3,131,201	3,197,833	2,935,695	2,978,889	43,194	1.5
Interest	5,970,550	6,304,439	4,918,428	3,271,767	(1,646,661)	(33.5)
Miscellaneous	1,754,158	1,744,122	1,542,452	1,656,806	114,354	7.4
Leases & Rentals	2,337,814	1,725,608	906,317	998,826	92,509	10.2
Debt Proceeds	0	0	0	220,000	220,000	100.0
Total Revenues	216,564,987	226,300,636	225,004,309	226,629,500	1,625,191	0.7
Transfers In	19,716,661	24,760,334	18,813,046	17,419,824	(1,393,222)	(7.4)
Use of Fund Balance	1,160,195	962,998	14,334,303	12,636,495	(1,697,808)	(11.8)
Total Avail. Budgeted	\$237,441,843	\$252,023,968	\$258,151,658	\$256,685,819	(\$1,465,839)	(0.6)

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 2003.

WHERE IT GOES TO...

FY 2003 All Funds



Total Uses: \$256,685,819

	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved	Change	Percent Change
General Govt.	\$59,091,553	\$64,652,314	\$74,266,927	\$74,047,819	(\$219,108)	(0.3)
Judicial	12,458,066	13,451,552	14,195,386	14,287,459	92,073	0.6
Public Safety	45,126,596	47,732,103	52,071,080	53,832,095	1,761,015	3.4
Public Works	28,795,868	33,123,511	35,802,229	35,272,365	(529,864)	(1.5)
Health/Welfare	18,499,753	19,037,894	21,095,853	19,619,146	(1,476,707)	(7.0)
Culture/Recreation	14,406,907	14,570,814	15,296,191	15,895,070	598,879	3.9
Economic Develop.	632,264	658,495	750,048	997,228	247,180	33.0
Debt Service	18,713,973	25,941,483	23,442,391	23,992,772	550,381	2.3
Total Expenditures	197,724,980	219,168,166	236,920,105	237,943,954	1,023,849	0.4
Transfers Out	25,337,192	22,563,344	19,460,629	17,467,906	(1,992,723)	(10.2)
Total Disbursements	223,062,172	241,731,510	256,380,734	255,411,860	(968,874)	(0.4)
Increase in Fund Bal.	14,379,671	10,292,458	1,770,924	1,273,959	(496,965)	(28.1)
Total Uses	\$237,441,843	\$252,023,968	\$258,151,658	\$256,685,819	(\$1,465,839)	(0.6)

Charleston County, South Carolina
Budget Summary, All Funds
FY 2003

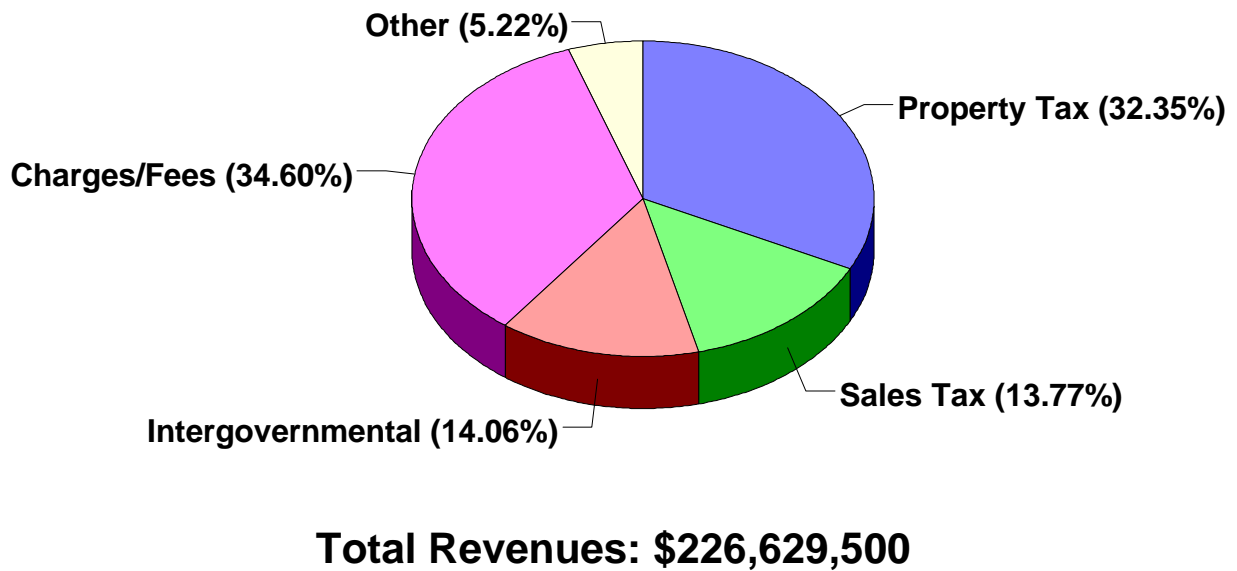
	Fund Statement Page Number	Revenues (Pages 6-13)	Transfers In (Page 22)	Sources
GENERAL FUND	35	\$119,600,744	\$955,000	\$120,555,744
DEBT SERVICE FUND	37	17,986,244	1,000,000	18,986,244
SPECIAL REVENUE FUNDS				
Accommodations Tax	39	10,000	0	10,000
Bus Lic/User Fee-Accommodations Fee	40	6,713,000	0	6,713,000
Chief Dep Admin-Hazard Materials Enforce	41	207,000	0	207,000
Clerk of Court-IV-D Child Support Enf	42	458,783	0	458,783
East Cooper Fire District	43	135,000	0	135,000
Economic Dev-Multi-County Parks	44	274,165	0	274,165
Emergency Preparedness Grants	45	6,000	0	6,000
EMS-Awendaw Fire Department	46	1,052,756	0	1,052,756
EMS-EMS State Grants	47	65,876	3,834	69,710
EMS-McClellanville Fire Contract	48	118,905	79,270	198,175
GIS Mapping and Development	49	20,000	0	20,000
Grants-Chas Area Reg Trans Authority	50	37,000	0	37,000
Grants-Local Law Enforce Block Grant	51	165,305	17,701	183,006
Grants-Urban Entitlement Funds	52	4,131,000	175,000	4,306,000
Grants-Workforce Investment Act Title I	53	2,470,047	0	2,470,047
Juvenile Drug Court	54	4,500	58,000	62,500
Library	55	910,292	10,015,207	10,925,499
Public Works-Mosquito Abatement	56	240,000	0	240,000
Sheriff-Asset Forfeiture	57	348,350	0	348,350
Sheriff-Grants and Programs	58	462,039	19,199	481,238
Sheriff-IV-D Child Support Enforcement	59	71,618	0	71,618
Solicitor-Pretrial Intervention	60	262,500	0	262,500
Solicitor-State Appropriation	61	545,750	0	545,750
Solicitor-Victim-Witness State Approp	62	29,515	0	29,515
Trident Technical College	63	3,455,000	0	3,455,000
Victim's Bill of Rights-Assessments	64	285,000	0	285,000
Victim's Bill of Rights-Conviction Surcharge	65	310,000	0	310,000
West St. Andrew's Fire District	66	8,000	0	8,000
Subtotal		22,797,401	10,368,211	33,165,612
ENTERPRISE FUNDS				
DAODAS	69	8,295,849	1,843,954	10,139,803
General Services-Parking Garages	70	2,474,907	669,658	3,144,565
Planning-Emergency 911 Communications	71	950,000	0	950,000
Solid Waste	72	30,290,700	650,000	30,940,700
Subtotal		42,011,456	3,163,612	45,175,068
INTERNAL SERVICE FUNDS				
Employee Benefits Trust	75	13,484,000	0	13,484,000
Fleet Operations/Central Parts Warehouse	76	5,834,029	1,933,001	7,767,030
General Services-Office Support Services	77	3,615,626	0	3,615,626
Safety & Risk Mgt-Workers' Compensation	78	1,300,000	0	1,300,000
Subtotal		24,233,655	1,933,001	26,166,656
Total, All Funds		\$226,629,500	\$17,419,824	\$244,049,324

Expenditures/ Expenses (Pages 14-21)	Transfers Out (Page 22)	Disbursements	Net Increase (Decrease) in Fund Balance	Beginning Fund Balance	Ending Fund Balance
<u>\$115,201,288</u>	<u>\$13,554,456</u>	<u>\$128,755,744</u>	<u>(\$8,200,000)</u>	<u>\$15,200,000</u>	<u>\$7,000,000</u>
<u>18,783,876</u>	<u>1,302,368</u>	<u>20,086,244</u>	<u>(1,100,000)</u>	<u>9,681,143</u>	<u>8,581,143</u>
0	10,000	10,000	0	0	0
3,815,764	1,945,000	5,760,764	952,236	2,244,232	3,196,468
349,735	0	349,735	(142,735)	392,404	249,669
458,783	0	458,783	0	0	0
145,000	0	145,000	(10,000)	42,755	32,755
411,603	0	411,603	(137,438)	401,603	264,165
6,000	0	6,000	0	0	0
1,052,756	0	1,052,756	0	276,783	276,783
69,710	0	69,710	0	0	0
198,175	0	198,175	0	23,945	23,945
20,000	0	20,000	0	392,072	392,072
37,000	0	37,000	0	10,627	10,627
183,006	0	183,006	0	0	0
4,306,000	0	4,306,000	0	427,851	427,851
2,470,047	0	2,470,047	0	8,242	8,242
62,500	0	62,500	0	0	0
12,079,306	0	12,079,306	(1,153,807)	2,255,812	1,102,005
320,000	0	320,000	(80,000)	531,772	451,772
343,392	0	343,392	4,958	191,345	196,303
484,249	0	484,249	(3,011)	271,242	268,231
71,618	0	71,618	0	0	0
249,733	0	249,733	12,767	85,908	98,675
665,119	6,082	671,201	(125,451)	663,878	538,427
40,138	0	40,138	(10,623)	16,251	5,628
3,455,000	0	3,455,000	0	0	0
313,383	0	313,383	(28,383)	508,322	479,939
361,867	0	361,867	(51,867)	215,353	163,486
8,000	0	8,000	0	0	0
<u>31,977,884</u>	<u>1,961,082</u>	<u>33,938,966</u>	<u>(773,354)</u>	<u>8,960,397</u>	<u>8,187,043</u>
9,835,805	0	9,835,805	303,998	4,424,535	4,728,533
3,174,023	0	3,174,023	(29,458)	8,586,551	8,557,093
1,066,762	0	1,066,762	(116,762)	1,715,836	1,599,074
<u>30,428,016</u>	<u>650,000</u>	<u>31,078,016</u>	<u>(137,316)</u>	<u>27,439,380</u>	<u>27,302,064</u>
<u>44,504,606</u>	<u>650,000</u>	<u>45,154,606</u>	<u>20,462</u>	<u>42,166,302</u>	<u>42,186,764</u>
13,984,000	0	13,984,000	(500,000)	2,225,597	1,725,597
8,027,030	0	8,027,030	(260,000)	8,564,408	8,304,408
3,693,742	0	3,693,742	(78,116)	691,739	613,623
<u>1,771,528</u>	<u>0</u>	<u>1,771,528</u>	<u>(471,528)</u>	<u>3,430,191</u>	<u>2,958,663</u>
<u>27,476,300</u>	<u>0</u>	<u>27,476,300</u>	<u>(1,309,644)</u>	<u>14,911,935</u>	<u>13,602,291</u>
<u>\$237,943,954</u>	<u>\$17,467,906</u>	<u>\$255,411,860</u>	<u>(\$11,362,536)</u>	<u>\$90,919,777</u>	<u>\$79,557,241</u>
Total Increase in Ending Fund Balance			1,273,959		
Total Use of Beginning Fund Balance			(12,636,495)		

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 \$226,629,500 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 7-13.

Revenues by Source

FY 2003 Charleston County All Funds



Source	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved	Change	Percent Change
Property Tax	\$63,469,925	\$68,749,735	\$68,594,090	\$73,287,707	\$4,693,617	6.8
Sales Tax	30,894,479	32,065,270	34,450,000	31,200,000	(3,250,000)	(9.4)
Licenses & Permits	2,759,473	3,006,420	2,759,100	2,730,700	(28,400)	(1.0)
Intergovernmental	33,184,201	33,466,828	33,013,350	31,861,394	(1,151,956)	(3.5)
Charges & Fees	73,063,186	76,040,381	75,884,877	78,423,411	2,538,534	3.3
Fines & Forfeitures	3,131,201	3,197,833	2,935,695	2,978,889	43,194	1.5
Interest	5,970,550	6,304,439	4,918,428	3,271,767	(1,646,661)	(33.5)
Miscellaneous	1,754,158	1,744,122	1,542,452	1,656,806	114,354	7.4
Leases & Rentals	2,337,814	1,725,608	906,317	998,826	92,509	10.2
Debt Proceeds	0	0	0	220,000	220,000	100.0
Total Revenues	\$216,564,987	\$226,300,636	\$225,004,309	\$226,629,500	\$1,625,191	0.7

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

	<u>FY 2000</u> <u>Actual</u>	<u>FY 2001</u> <u>Actual</u>	<u>FY 2002</u> <u>Adjusted</u>	<u>FY 2003</u> <u>Approved</u>	<u>Percent</u> <u>Change</u>
<u>GENERAL FUND</u>					
TAXES					
Ad Valorem Taxes:					
Current-Motor Vehicle Taxes	\$ 11,033,618	\$ 12,770,521	\$ 12,115,000	\$ 9,660,000	(20.3)
Current-Real Property Taxes	59,916,371	62,938,792	65,700,000	70,843,000	7.8
Current-Refunds	(146,543)	(189,616)	0	0	na
Subtotal	70,803,446	75,519,697	77,815,000	80,503,000	3.5
Less: Sales Tax Credit	(30,705,579)	(32,375,877)	(34,450,000)	(31,200,000)	(9.4)
Net: Current-Real & Motor Veh	40,097,867	43,143,820	43,365,000	49,303,000	13.7
Delinquent-Real Property Taxes	1,391,639	1,702,385	1,430,000	1,430,000	0.0
Other-Adds to Adds	210,223	444,118	275,000	150,000	(45.5)
Other Taxes:					
FILOT Rebate	27,553	38,015	41,000	37,000	(9.8)
Forfeited Land Commission	166	0	0	0	na
Multi-County Parks	176,655	409,150	450,000	450,000	0.0
Payments in Lieu of Taxes	135,137	116,488	157,000	145,000	(7.6)
Sales Tax	30,894,479	32,065,270	34,450,000	31,200,000	(9.4)
Subtotal	72,933,719	77,919,246	80,168,000	82,715,000	3.2
LICENSES AND PERMITS					
Assessor-Mobile Home Decals	6,056	5,905	6,000	6,000	0.0
Bldg Serv-Building Permits	343,681	351,962	330,000	305,000	(7.6)
Bldg Serv-Contractor Decal Fee	9,754	10,060	9,000	9,000	0.0
Bldg Serv-Contractor Licensing Fee	186,445	181,009	180,000	180,000	0.0
Bldg Serv-Electrical Permits	72,665	69,840	72,000	68,000	(5.6)
Bldg Serv-Gas Permits	16,428	16,315	12,000	14,500	20.8
Bldg Serv-Mechanical Permits	45,345	43,365	40,000	46,500	16.3
Bldg Serv-Other Constuct Permits	28,026	26,711	30,000	21,000	(30.0)
Bldg Serv-Plumbing Permits	48,988	46,866	45,000	45,000	0.0
Bldg Serv-Roofing Permits	11,138	4,459	5,000	8,000	60.0
BL/UF-Business Licenses	1,612,926	1,911,814	1,675,000	1,675,000	0.0
BL/UF-Retention Fees	212,312	169,579	200,000	200,000	0.0
Coroner-Cremation Permits	7,421	8,590	5,000	5,000	0.0
Planning-Septic Tank Permits	2,670	2,768	3,000	600	(80.0)
Planning-Zoning Permits	72,135	74,877	70,000	70,000	0.0
Probate Courts-Marriage Licenses	81,352	79,785	75,000	75,000	0.0

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

	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved	Percent Change
Sheriff-Chauffeur Licenses	\$ 1,931	\$ 2,365	\$ 1,900	\$ 1,900	0.0
Sheriff-Gold Permits	200	150	200	200	0.0
Subtotal	2,759,473	3,006,420	2,759,100	2,730,700	(1.0)
INTERGOVERNMENTAL					
Auditor-State Operating Supplement	11,802	11,802	11,802	11,802	0.0
Aviation Authority Contribution	270,000	270,352	0	0	na
Clerk of Court-DSS Reimb	185,041	178,781	93,000	120,000	29.0
Clerk of Court-State Salary Supp	1,575	1,575	1,575	1,575	0.0
Detention Center-Federal Prisoners	1,008,961	1,149,195	1,125,000	1,125,000	0.0
Election Comm-State Salary Supp	7,500	6,250	7,500	6,250	(16.7)
Emerg Prep-Disaster Oper Grant	45,813	45,813	45,000	45,000	0.0
Magistrates' Crts-Local Govt Reimb	17,171	11,453	0	0	na
Probate Courts-State Salary Supp	1,575	1,575	1,575	1,575	0.0
RMC-State Salary Supplement	1,575	1,575	1,575	1,575	0.0
Sheriff-State Salary Supplement	1,575	1,575	1,575	1,575	0.0
Solicitor-Victim/Witness Grant	21,309	21,309	21,309	16,500	(22.6)
State-Aid to Sub.-Local Govt Fund	14,919,915	14,515,662	14,012,000	13,712,000	(2.1)
State-Manufacturers Depreciation	372,928	401,689	380,000	380,000	0.0
State-Merchants Inventory Tax	1,101,298	1,101,298	1,101,298	1,101,298	0.0
State-Motor Carrier	72,728	89,486	65,000	90,000	38.5
State-Sunday Liquor Permits	111,450	13,500	42,000	0	(100.0)
Veterans Affairs-State Op Supp	24,206	24,683	23,000	19,711	(14.3)
Voter Regist-State Operating Supp	7,300	7,300	7,300	7,300	0.0
Voter Regist-State Salary Supp	7,500	6,250	7,500	6,250	(16.7)
Subtotal	18,191,222	17,861,123	16,948,009	16,647,411	(1.8)
CHARGES AND FEES					
Assessor-Sale of Maps & Publ	7,467	19,078	8,200	8,200	0.0
Auditor-Copy Charges	1,256	1,052	1,000	500	(50.0)
Bldg Serv-Contracted Bldg Svcs	23,800	25,220	18,000	19,500	8.3
Bldg Serv-Flood Plain Fees	14,953	15,635	15,000	14,000	(6.7)
Bldg Serv-Plan Review Fees	139,073	130,762	135,000	100,000	(25.9)
Bldg Serv-Sale of Code Books	5,968	4,726	6,000	0	(100.0)
Cable TV Franchise Fees	327,247	635,351	375,000	600,000	60.0
Clerk of Court-Family Court Fees	1,022,809	953,475	960,000	960,000	0.0
Clerk of Court-Fees	393,034	352,338	350,000	350,000	0.0
Clerk of Court-SC Rebate Fees	(647,062)	(615,128)	(600,000)	(630,000)	5.0

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

	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved	Percent Change
Clerk of Court-Victim Rest Assess	\$ 0	\$ 5,898	\$ 0	\$ 0	na
Controller-Child Support Fee	0	4,422	0	6,500	100.0
Coroner-Copy Charges	864	505	1,000	1,000	0.0
Delinquent Tax-Levy Costs	277,230	435,156	580,000	580,000	0.0
Detention Ctr-Concealed Weapons	7,126	8,637	8,800	8,800	0.0
Detention Ctr-Pay Telephone Comm	400,658	436,775	400,000	450,000	12.5
EMS-Charges	3,313,407	3,189,989	3,470,000	3,470,000	0.0
EMS-Copy Charges	0	0	0	14,000	100.0
EMS-Debt Set Aside	291,209	323,599	250,000	250,000	0.0
Health Dept-Vital Statistics Fee	131,447	136,662	120,000	130,000	8.3
Magistrates' Courts-Civil Fees	850,456	935,048	920,000	950,000	3.3
Master-In-Equity -Advertising Disc	30,956	33,784	35,000	35,000	0.0
Master-In-Equity -Fees	179,223	154,547	140,000	125,000	(10.7)
Planning-Sale of Maps & Publ	4,485	7,869	4,000	5,000	25.0
Planning-Subdivision Fees	31,915	39,750	40,000	45,000	12.5
Planning-Zoning Fees	35,311	36,151	30,000	40,000	33.3
Probate Crts-Creditor's Notice Fees	49,108	0	0	0	na
Probate Courts-Fees	514,535	633,901	525,000	550,000	4.8
Procurement Srvs-Spec/Plan Fees	0	5,415	0	0	na
Public Wrks-Heavy Equip Services	2,970	240	0	0	na
Public Wrks-R-O-W Abandonment	250	500	0	0	na
RMC-Discount Doc Stamps	200,784	196,899	198,000	188,000	(5.1)
RMC-Documentary Stamps	2,838,410	2,777,354	2,800,000	2,650,000	(5.4)
RMC-Fees	1,090,312	1,148,445	1,025,000	1,250,000	22.0
Sheriff-Animal Shelter Fees	29,278	31,280	27,000	31,000	14.8
Sheriff-Bicycle Decal Fee	16	0	0	0	na
Sheriff-Civil Fees	68,133	60,830	65,000	60,000	(7.7)
Sheriff-Copy Charges	2,025	1,866	2,000	2,000	0.0
Sheriff-Family Court Fees	6,940	6,130	6,000	6,000	0.0
Sheriff-Records Check Fees	8,899	8,312	9,000	8,000	(11.1)
Subtotal	11,654,492	12,142,473	11,924,000	12,277,500	3.0
FINES AND FORFEITURES					
Clerk of Court-Family Court Costs	245,069	138,344	182,000	182,000	0.0
Clerk of Court-Family Court Fines	13,690	6,710	7,000	7,000	0.0
Clerk of Crt-Gen Sess Court Costs	173,440	102,161	115,000	50,000	(56.5)
Clerk of Court-Genl Sessions Fines	266,108	292,084	270,000	270,000	0.0
Clerk of Court-SC Rebate Fines	(176,657)	(198,096)	(190,000)	(190,000)	0.0
Magis Crts-Aviation Auth Rebate	(30,504)	0	0	0	na

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

	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved	Percent Change
Magistrates' Courts-Fines	\$ 3,823,643	\$ 4,181,007	\$ 4,100,000	\$ 4,020,000	(2.0)
Magistrates' Crts-SC Rebate Fines	(1,778,385)	(1,923,044)	(2,200,000)	(2,025,000)	(8.0)
Magistrates' Courts-STEP Contra	(34,973)	(20,854)	0	0	na
Pollution Control Fines	26,812	74,750	0	0	na
Sheriff-Sale of Confiscated Prop	4,710	0	5,000	5,000	0.0
Sheriff-Vice Squad	7,455	16,221	3,500	3,500	0.0
Subtotal	2,540,408	2,669,283	2,292,500	2,322,500	1.3
INTEREST					
Clerk of Court-Interest Income	12,014	14,471	14,500	12,000	(17.2)
Delinquent Tax-Interest Income	748,605	402,381	300,000	150,000	(50.0)
Magistrates' Crts-Interest Income	5,470	17,304	500	500	0.0
Master-In-Equity-Interest Income	3,412	2,706	3,000	2,000	(33.3)
Misc-Interest Income	100,382	141,164	0	0	na
RMC-Interest Income	35,349	23,143	24,000	12,000	(50.0)
Treasurer-Interest Income	2,178,801	2,578,792	2,200,000	700,000	(68.2)
Subtotal	3,084,033	3,179,961	2,542,000	876,500	(65.5)
MISCELLANEOUS					
Controller-Surplus Property Sales	0	56,000	15,000	15,000	0.0
Indirect Costs Reimbursement	998,475	998,475	1,133,974	1,223,331	7.9
Misc-Miscellaneous Revenue	83,636	30,980	25,939	26,054	0.4
Subtotal	1,082,111	1,085,455	1,174,913	1,264,385	7.6
LEASES AND RENTALS					
Facilities Maintenance-Rents	777,382	776,817	773,505	766,748	(0.9)
Subtotal	777,382	776,817	773,505	766,748	(0.9)
Total Revenues, General Fund	113,022,840	118,640,778	118,582,027	119,600,744	0.9
DEBT SERVICE FUND					
Capital Leases	0	0	1,112,107	470,168	(57.7)
Certificates of Participation	12,194,559	10,713,436	8,771,133	8,255,742	(5.9)
General Obligation Bonds	7,050,467	8,983,775	9,379,165	9,260,334	(1.3)
Total Revenues, Debt Service Fund	19,245,026	19,697,211	19,262,405	17,986,244	(6.6)

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>	<u>Percent Change</u>
<u>SPECIAL REVENUE FUNDS</u>					
COUNCIL AGENCIES					
Accommodations Tax	\$ 27,540	\$ 26,797	\$ 10,000	\$ 10,000	0.0
Trident Technical College	<u>3,100,938</u>	<u>3,289,999</u>	<u>3,164,000</u>	<u>3,455,000</u>	9.2
Subtotal	<u>3,128,478</u>	<u>3,316,796</u>	<u>3,174,000</u>	<u>3,465,000</u>	9.2
ELECTED OFFICIALS					
Clerk of Ct-IV-D Child Support Enf	411,182	422,741	447,200	458,783	2.6
Clerk of Court-Victim Bill of Rights	226,904	204,893	190,000	200,000	5.3
Juvenile Drug Court	103,435	161,653	25,300	4,500	(82.2)
Sheriff-Asset Forfeiture	305,801	173,319	370,156	348,350	(5.9)
Sheriff-Grants and Programs	244,519	481,055	479,039	462,039	(3.5)
Sheriff-IV-D Child Support Enf	75,867	70,323	71,000	71,618	0.9
Solicitor-Asset Forfeiture	0	49	0	0	na
Solicitor-Pretrial Intervention	185,724	214,593	262,500	262,500	0.0
Solicitor-State Appropriation	777,844	808,928	517,562	545,750	5.4
Solicitor-Victim-Witness State App	<u>41,619</u>	<u>28,952</u>	<u>44,189</u>	<u>29,515</u>	(33.2)
Subtotal	<u>2,372,895</u>	<u>2,566,506</u>	<u>2,406,946</u>	<u>2,383,055</u>	(1.0)
APPOINTED OFFICIALS					
Library	<u>1,419,644</u>	<u>1,177,736</u>	<u>1,009,566</u>	<u>910,292</u>	(9.8)
Subtotal	<u>1,419,644</u>	<u>1,177,736</u>	<u>1,009,566</u>	<u>910,292</u>	(9.8)
ADMINISTRATOR					
Chief Deputy Administrator					
Chief Deputy Admin-Hazard Mat Enf	156,438	301,762	190,000	207,000	8.9
East Cooper Fire District	128,129	136,256	135,000	135,000	0.0
EPD-Emerg Prep Grants	3,995	4,670	9,045	6,000	(33.7)
EMS-Awendaw Fire Department	627,029	729,956	720,271	1,052,756	46.2
EMS-EMS State Grants	78,406	71,850	65,876	65,876	0.0
EMS-McClellanville Fire Contract	76,556	89,731	93,367	118,905	27.4
Public Works-Mosquito Abatement	274,951	482,294	234,570	240,000	2.3
West St. Andrew's Fire District	<u>8,081</u>	<u>7,996</u>	<u>8,000</u>	<u>8,000</u>	0.0
Subtotal	<u>1,353,585</u>	<u>1,824,515</u>	<u>1,456,129</u>	<u>1,833,537</u>	25.9

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>	<u>Percent Change</u>
Deputy Administrator					
Magistrates' Crts-Vict Bill of Rights	\$ 401,922	\$ 415,323	\$ 393,910	\$ 395,000	0.3
Subtotal	<u>401,922</u>	<u>415,323</u>	<u>393,910</u>	<u>395,000</u>	0.3
Chief Financial Officer					
BL/UF-Accommodations Fee	6,416,788	6,574,565	6,490,000	6,713,000	3.4
Econ Develop- Multi-County Parks	117,667	136,933	284,197	274,165	(3.5)
Grants Admin-APPI	162,670	175,518	168,319	0	(100.0)
Grants Admin-CARTA	25,775	25,790	32,458	37,000	14.0
Grants Admin-JTPA Older Individ	63,346	0	0	0	na
Grants Admin-JTPA Title II-A	1,031,915	0	0	0	na
Grants Admin-JTPA Title II-C	448,375	0	0	0	na
Grants Admin-JTPA Title III-EDWAA	655,336	0	0	0	na
Grants Admin-LLEBG	213,973	309,640	165,305	165,305	0.0
Grants Admin-Urban Entitlement	3,430,148	3,948,463	4,258,000	4,131,000	(3.0)
Grants Admin-WIA Title II-B	112,063	1,927,295	2,421,150	2,470,047	2.0
Subtotal	<u>12,678,056</u>	<u>13,098,204</u>	<u>13,819,429</u>	<u>13,790,517</u>	(0.2)
Chief Information Officer					
GIS-GIS Mapping & Development	<u>37,628</u>	<u>154,069</u>	<u>46,800</u>	<u>20,000</u>	(57.3)
Subtotal	<u>37,628</u>	<u>154,069</u>	<u>46,800</u>	<u>20,000</u>	(57.3)
Total Revenues, Special Rev Funds	<u>21,392,208</u>	<u>22,553,149</u>	<u>22,306,780</u>	<u>22,797,401</u>	2.2
<u>ENTERPRISE FUNDS</u>					
ADMINISTRATOR					
Chief Deputy Administrator					
Planning-Emergency 911 Comm	979,565	1,230,314	1,200,000	950,000	(20.8)
Solid Waste	<u>11,362,908</u>	<u>11,127,272</u>	<u>9,782,450</u>	<u>9,490,700</u>	(3.0)
Subtotal	<u>12,342,473</u>	<u>12,357,586</u>	<u>10,982,450</u>	<u>10,440,700</u>	(4.9)

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

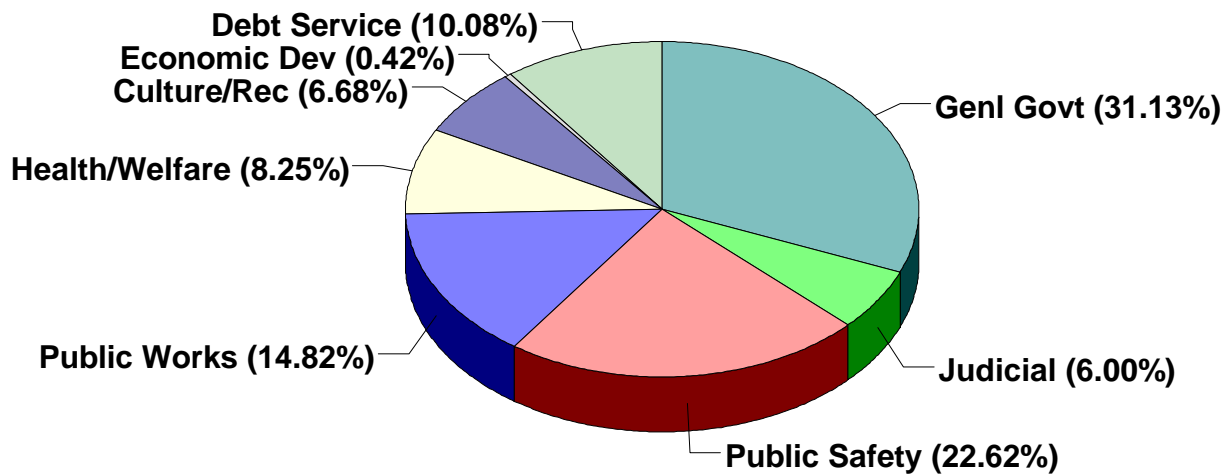
	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>	<u>Percent Change</u>
Deputy Administrator					
DAODAS	\$ 7,827,590	\$ 7,426,860	\$ 8,953,882	\$ 8,295,849	(7.3)
General Services-Parking Garages	<u>2,567,872</u>	<u>2,503,683</u>	<u>3,008,019</u>	<u>2,474,907</u>	(17.7)
Subtotal	<u>10,395,462</u>	<u>9,930,543</u>	<u>11,961,901</u>	<u>10,770,756</u>	(10.0)
Chief Financial Officer					
BL/UF-User Fee Administration	<u>19,246,018</u>	<u>20,504,385</u>	<u>18,840,050</u>	<u>20,800,000</u>	10.4
Subtotal	<u>19,246,018</u>	<u>20,504,385</u>	<u>18,840,050</u>	<u>20,800,000</u>	10.4
Total Revenues, Enterprise Funds	<u>41,983,953</u>	<u>42,792,514</u>	<u>41,784,401</u>	<u>42,011,456</u>	0.5
<u>INTERNAL SERVICE FUNDS</u>					
ADMINISTRATOR					
Deputy Administrator					
Fleet Operations	4,134,303	4,521,975	4,718,750	4,657,165	(1.3)
Gen Svs-Office Services	1,046,196	1,033,114	1,169,059	1,175,440	0.5
Gen Svs-Records Mgmt	444,932	499,173	537,176	547,425	1.9
Gen Svs-Telecommunications	1,568,545	1,697,141	1,903,711	1,892,761	(0.6)
Human Resource-Emp Benefits	10,638,784	12,424,096	12,384,000	13,484,000	8.9
Safety & Risk-Safe/Workers' Comp	<u>1,880,474</u>	<u>1,326,648</u>	<u>1,200,000</u>	<u>1,300,000</u>	8.3
Subtotal	<u>19,713,234</u>	<u>21,502,147</u>	<u>21,912,696</u>	<u>23,056,791</u>	5.2
Chief Financial Officer					
Procurement Srvs-Central Whse	<u>1,207,726</u>	<u>1,114,837</u>	<u>1,156,000</u>	<u>1,176,864</u>	1.8
Subtotal	<u>1,207,726</u>	<u>1,114,837</u>	<u>1,156,000</u>	<u>1,176,864</u>	1.8
Total Revenues, Internal Ser Funds	<u>20,920,960</u>	<u>22,616,984</u>	<u>23,068,696</u>	<u>24,233,655</u>	5.0
Total Revenues, General Fund	113,022,840	118,640,778	118,582,027	119,600,744	0.9
Total Revenues, Other Funds	<u>103,542,147</u>	<u>107,659,858</u>	<u>106,422,282</u>	<u>107,028,756</u>	0.6
Total Revenues	<u>\$216,564,987</u>	<u>\$226,300,636</u>	<u>\$225,004,309</u>	<u>\$226,629,500</u>	0.7

Note: The total revenues of \$226,629,500 do not eliminate interfund revenues. These include \$20,612,485 for Internal Service Funds and \$1,223,331 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 \$237,943,954 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 15-21 and by Major Expenditure Category on page 32.

Expenditures by Function

FY 2003 Charleston County All Funds



Total Expenditures: \$237,943,954

Function	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved	Change	Percent Change
General Govt.	\$59,091,553	\$64,652,314	\$74,266,927	\$74,047,819	(\$219,108)	(0.3)
Judicial	12,458,066	13,451,552	14,195,386	14,287,459	92,073	0.6
Public Safety	45,126,596	47,732,103	52,071,080	53,832,095	1,761,015	3.4
Public Works	28,795,868	33,123,511	35,802,229	35,272,365	(529,864)	(1.5)
Health/Welfare	18,499,753	19,037,894	21,095,853	19,619,146	(1,476,707)	(7.0)
Culture/Recreation	14,406,907	14,570,814	15,296,191	15,895,070	598,879	3.9
Economic Develop.	632,264	658,495	750,048	997,228	247,180	33.0
Debt Service	18,713,973	25,941,483	23,442,391	23,992,772	550,381	2.3
Total Expenditures	\$197,724,980	\$219,168,166	\$236,920,105	\$237,943,954	\$1,023,849	0.4

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

	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved	Percent Change
GENERAL FUND					
COUNCIL AGENCIES					
County Council	\$ 633,754	\$ 512,063	\$ 1,526,560	\$ 2,174,279	42.4
Budget Freeze	0	0	1,699,538	0	(100.0)
Contributions	151,605	145,727	352,503	352,503	0.0
Internal Auditor	222,595	142,863	200,155	134,464	(32.8)
Legal	522,147	717,939	591,361	591,361	0.0
Salary Adjustment	0	0	69,107	1,300,000	1,781
State Agencies	1,458,879	1,531,412	1,658,480	1,699,153	2.5
Subtotal	2,988,980	3,050,004	6,097,704	6,251,760	2.5
ELECTED OFFICIALS					
Auditor	1,306,297	1,386,784	1,513,428	1,529,171	1.0
Clerk of Court	1,983,200	2,171,047	2,294,071	2,262,426	(1.4)
Coroner	362,277	397,470	428,737	426,327	(0.6)
Forfeited Land Commission	1,732	0	0	0	na
Legislative Delegation	114,545	129,153	139,487	142,685	2.3
Probate Courts-Commitment	498,656	499,841	530,417	524,894	(1.0)
Probate Courts-Estate	463,505	473,947	521,184	528,092	1.3
Register Mesne Conveyance	1,447,489	1,372,418	1,531,488	1,556,651	1.6
Sheriff-Detention Center	15,206,357	15,831,458	16,640,136	17,369,884	4.4
Sheriff-Law Enforcement	17,012,345	18,026,537	19,512,685	20,407,631	4.6
Sheriff-School Crossing Guards	525,830	517,998	533,293	547,209	2.6
Solicitor	2,876,468	2,991,966	3,129,683	3,107,895	(0.7)
Treasurer	1,069,059	1,282,512	1,261,457	1,287,248	2.0
Subtotal	42,867,760	45,081,131	48,036,066	49,690,113	3.4
APPOINTED OFFICIALS					
Election Commission	138,010	198,712	192,582	264,555	37.4
Master-In-Equity	350,948	364,218	381,176	379,701	(0.4)
Medical Examiner's Commission	209,866	227,870	261,576	271,576	3.8
Veterans Affairs	208,018	222,675	235,918	236,465	0.2
Voter Registration	372,476	392,348	435,774	448,262	2.9
Subtotal	1,279,318	1,405,823	1,507,026	1,600,559	6.2
ADMINISTRATOR					
Administrator	477,126	523,800	677,915	555,559	(18.0)
Subtotal	477,126	523,800	677,915	555,559	(18.0)

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

	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved	Percent Change
Chief Deputy Administrator					
Chief Deputy Administrator	\$ 640,593	\$ 445,193	\$ 466,734	\$ 445,013	(4.7)
800 MHz Communications	1,569,177	1,273,474	1,485,956	1,405,365	(5.4)
Building Services	866,971	881,910	1,123,762	1,137,102	1.2
Emergency Preparedness	276,218	327,013	339,099	315,717	(6.9)
EMS-Emergency Medical Service	8,043,772	8,788,678	9,501,840	9,595,082	1.0
EMS-Volunteer Rescue Squad	220,977	182,525	217,760	171,200	(21.4)
Planning	1,240,521	1,326,654	1,408,387	1,381,197	(1.9)
Public Works-Administration	531,945	639,396	754,460	822,838	9.1
Public Works-Civil Engineering	656,902	742,281	845,226	886,408	4.9
Public Works-Field Operations	4,723,576	5,329,931	6,147,605	5,924,307	(3.6)
Public Works-Mosquito Abatement	1,537,585	1,693,283	1,816,046	1,668,686	(8.1)
Public Works-Roads Management	480,488	373,139	515,655	478,901	(7.1)
Subtotal	20,788,725	22,003,477	24,622,530	24,231,816	(1.6)
Deputy Administrator					
Deputy Administrator	479,878	404,045	438,140	434,088	(0.9)
Dep Admin-Brd of Assess Appeals	32,433	32,491	47,877	49,066	2.5
Assessor	1,938,329	2,176,372	2,316,606	2,282,245	(1.5)
Capital Projects Administration	383,756	861,983	1,549,586	1,456,352	(6.0)
General Services-Election Whse	191,545	150,276	173,221	172,022	(0.7)
General Services-Facilities Maint	6,344,549	7,552,390	9,539,990	9,230,842	(3.2)
Human Resources	1,029,958	1,148,328	1,203,197	1,135,275	(5.6)
Magistrates' Courts	2,840,344	3,310,394	3,493,651	3,555,598	1.8
Safety & Risk Mgmt- Risk Mgmt	768,862	1,039,920	1,893,272	1,828,146	(3.4)
Subtotal	14,009,654	16,676,199	20,655,540	20,143,634	(2.5)
Chief Financial Officer					
Chief Financial Officer	171,777	229,430	257,924	202,905	(21.3)
Budget	378,620	406,264	439,760	437,454	(0.5)
BL/UF-Business License Admin	236,454	252,821	263,463	270,120	2.5
Controller	776,354	803,873	855,306	850,494	(0.6)
Delinquent Tax	665,540	686,404	1,004,961	849,595	(15.5)
Economic Development	632,264	656,495	643,786	585,625	(9.0)
Grants Administration	602,926	729,440	739,267	626,286	(15.3)
Med Indigent Assist Program	1,303,346	1,284,178	1,205,954	1,104,993	(8.4)
Procurement	696,801	696,101	737,582	644,390	(12.6)
Subtotal	5,464,082	5,745,006	6,148,003	5,571,862	(9.4)

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>	<u>Percent Change</u>
Chief Information Officer					
Chief Information Officer	\$ 0	\$ 200,692	\$ 474,129	\$ 553,563	16.8
Geographic Info System Admin	243,109	469,939	472,188	413,106	(12.5)
Information Technology Services	<u>4,830,955</u>	<u>5,351,812</u>	<u>6,111,021</u>	<u>6,189,316</u>	1.3
Subtotal	<u>5,074,064</u>	<u>6,022,443</u>	<u>7,057,338</u>	<u>7,155,985</u>	1.4
Deputy Admin - Assess & Maps					
Deputy Admin - Assess & Maps	161,981	0	0	0	na
Service Centers	<u>173,472</u>	<u>0</u>	<u>0</u>	<u>0</u>	na
Subtotal	<u>335,453</u>	<u>0</u>	<u>0</u>	<u>0</u>	na
Total, GENERAL FUND	<u>93,285,162</u>	<u>100,507,883</u>	<u>114,802,122</u>	<u>115,201,288</u>	0.3
<u>DEBT SERVICE FUNDS</u>					
COUNCIL AGENCIES					
Capital Leases	0	0	2,612,107	500,000	(80.9)
Certificates of Participation	9,085,022	14,738,369	7,549,082	7,557,216	0.1
General Obligation Bonds	6,751,625	8,543,417	9,072,303	10,726,660	18.2
Loan Payable	<u>34,728</u>	<u>34,571</u>	<u>0</u>	<u>0</u>	na
Total, DEBT SERVICE FUNDS	<u>15,871,375</u>	<u>23,316,357</u>	<u>19,233,492</u>	<u>18,783,876</u>	(2.3)
<u>SPECIAL REVENUE FUNDS</u>					
COUNCIL AGENCIES					
Accommodations Tax	2,413	1,707	0	0	na
Trident Technical College	<u>3,100,938</u>	<u>3,289,999</u>	<u>3,164,000</u>	<u>3,455,000</u>	9.2
Subtotal	<u>3,103,351</u>	<u>3,291,706</u>	<u>3,164,000</u>	<u>3,455,000</u>	9.2
ELECTED OFFICIALS					
Clerk of Ct-IV-D Child Support Enf	433,488	422,338	447,200	458,783	2.6
Juvenile Drug Court	108,942	114,971	36,330	62,500	72.0
Sheriff-Asset Forfeiture	507,396	321,797	487,348	343,392	(29.5)
Sheriff-Grants and Programs	169,569	286,591	582,938	484,249	(16.9)
Sheriff-IV-D Child Support Enf	<u>81,168</u>	<u>80,816</u>	<u>71,000</u>	<u>71,618</u>	0.9

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

	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved	Percent Change
Sheriff-Victim's Bill of Rights	\$ 206,930	\$ 295,536	\$ 486,713	\$ 361,867	(25.7)
Solicitor-Asset Forfeiture	0	49	0	0	na
Solicitor-Pretrial Intervention	180,638	214,601	247,268	249,733	1.0
Solicitor-State Appropriation	727,957	690,102	687,446	665,119	(3.2)
Solicitor-Victim's Bill of Rights	33,071	103,638	101,683	109,794	8.0
Solicitor-Victim-Witness State App	50,242	45,032	44,597	40,138	(10.0)
Subtotal	2,499,401	2,575,471	3,192,523	2,847,193	(10.8)
APPOINTED OFFICIALS					
Library	10,677,765	11,094,438	11,538,116	12,079,306	4.7
Subtotal	10,677,765	11,094,438	11,538,116	12,079,306	4.7
ADMINISTRATOR					
Chief Deputy Administrator					
Chief Deputy Admin-Haz Mat Enf	135,336	144,424	243,323	349,735	43.7
East Cooper Fire District	145,000	145,000	145,000	145,000	0.0
EMS-Awendaw Fire Department	596,429	697,892	788,257	1,052,756	33.6
EMS-EMS State Grants	90,501	75,752	70,789	69,710	(1.5)
EMS-McClellanville Fire Contract	127,594	149,551	155,612	198,175	27.4
EPD-Emerg Prep Grants	3,995	4,670	9,045	6,000	(33.7)
Public Works-Mosquito Abatement	312,589	422,882	234,570	320,000	36.4
West St. Andrew's Fire District	8,081	7,996	8,000	8,000	0.0
Subtotal	1,419,525	1,648,167	1,654,596	2,149,376	29.9
Deputy Administrator					
Magistrates' Crts-Vict Bill of Rights	117,553	146,389	189,746	203,589	7.3
Subtotal	117,553	146,389	189,746	203,589	7.3
Chief Financial Officer					
BL/UF-Accommodations Fee	3,726,729	3,474,669	3,758,075	3,815,764	1.5
Econ Dev-Multi-County Parks	0	2,000	106,262	411,603	287.3
Grants Admin-APPI	162,670	175,518	168,319	0	(100.0)
Grants Admin-CARTA	16,765	24,173	32,458	37,000	14.0

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

	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved	Percent Change
Grants Admin-JTPA Older Individ	\$ 60,589	\$ 0	\$ 0	\$ 0	na
Grants Admin-JTPA Title II-A	820,627	0	0	0	na
Grants Admin-JTPA Title II-C	448,375	0	0	0	na
Grants Adm-JTPA Title III-EDWAA	641,459	0	0	0	na
Grants Admin-LLEBG	235,442	318,351	183,006	183,006	0.0
Grants Admin-Urban Entitlement	3,642,508	4,126,070	4,483,000	4,306,000	(3.9)
Grants Admin-WIA Title II-B	431,160	1,927,295	2,421,150	2,470,047	2.0
Subtotal	10,186,324	10,048,076	11,152,270	11,223,420	0.6
Chief Information Officer					
GIS Mapping & Development	116,420	10,608	36,800	20,000	(45.7)
Subtotal	116,420	10,608	36,800	20,000	(45.7)
Total, SPECIAL REVENUE	28,120,339	28,814,855	30,928,051	31,977,884	3.4

ENTERPRISE FUNDS

ADMINISTRATOR

Chief Deputy Administrator

Planning-Emerg 911 Comm	666,685	647,608	971,474	1,066,762	9.8
SW-Administration	1,621,526	2,032,587	1,830,213	1,710,791	(6.5)
SW-Ash Disposal	1,508,734	1,513,324	1,618,000	1,650,360	2.0
SW-Compost and Mulch Ops	521,297	666,386	785,041	864,588	10.1
SW-Containerization	1,096,999	1,460,212	1,692,122	1,415,915	(16.3)
SW-Curbside Collection	705,248	781,096	1,178,451	1,090,614	(7.5)
SW-Debt Service	1,186,660	1,134,719	1,079,670	1,021,247	(5.4)
SW-Drop Site Collection	369,919	417,176	467,371	403,776	(13.6)
SW-Household Hazardous Waste	148,966	139,805	244,263	213,825	(12.5)
SW-Incinerator Operations	13,273,977	13,316,099	15,646,065	16,600,305	6.1
SW-Landfill Operations	1,019,770	2,198,364	2,411,457	2,526,283	4.8
SW-Lined Landfill	0	0	650,000	650,000	0.0
SW-Litter Control	0	29,318	106,091	124,501	17.4
SW-Materials Recovery Facility	1,004,478	1,730,991	1,173,904	1,220,891	4.0
Subtotal	23,124,259	26,067,685	29,854,122	30,559,858	2.4

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

	<u>FY 2000</u>	<u>FY 2001</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>Percent</u>
	<u>Actual</u>	<u>Actual</u>	<u>Adjusted</u>	<u>Approved</u>	<u>Change</u>
Deputy Administrator					
DAODAS-Administration	\$ 904,744	\$ 1,102,058	\$ 793,823	\$ 663,332	(16.4)
DAODAS-Bridge Project	123,107	169,825	0	0	na
DAODAS-Comm Prevention Serv	283,498	296,959	317,405	280,731	(11.6)
DAODAS-Community Services	743,594	705,715	799,803	0	(100.0)
DAODAS-Cultural Comp. Pilot	46,837	9,039	0	0	na
DAODAS-Debt Service	521,434	406,047	551,506	552,709	0.2
DAODAS-Drug Court	891	0	0	0	na
DAODAS-Drug-Free Schools	98,528	93,979	90,657	91,984	1.5
DAODAS-Governor's Coop Agrmt	0	0	125,000	125,000	0.0
DAODAS-HUD Transitional Housing	527,893	617,784	167,237	183,345	9.6
DAODAS-Inpatient Services	1,409,001	1,476,603	1,637,981	1,666,144	1.7
DAODAS-Medical Services	45,403	69,157	288,776	100,968	(65.0)
DAODAS-Narcotic Replace Serv	661,082	563,382	732,047	806,314	10.1
DAODAS-Needy Families (TANF)	183,563	381,035	0	0	na
DAODAS-New Life	928	355,450	803,482	865,417	7.7
DAODAS-NIDA Clinical Trials	0	30,019	72,155	76,930	6.6
DAODAS-NIDA Protocol	0	433	0	0	na
DAODAS-Outpatient Services	1,455,268	1,205,284	1,279,277	2,698,316	110.9
DAODAS-Outreach Services	1,281,293	844,816	1,496,067	130,735	(91.3)
DAODAS-PAIRS	0	0	535,040	385,040	(28.0)
DAODAS-Quality Assurance	72,022	64,055	83,917	0	(100.0)
DAODAS-Safe Haven Project	109,511	123,393	150,319	106,431	(29.2)
DAODAS-Save Our Women	33,576	0	0	0	na
DAODAS-Step Ahead	695,355	799,101	867,593	809,580	(6.7)
DAODAS-Therapeutic Child Care	0	0	0	292,829	100.0
Gen Srvs-Prking Grge-Cumberland	711,898	755,450	1,400,181	1,406,710	0.5
Gen Srvs-Prking Grge-Health Comp	1,367,146	1,300,696	1,324,078	1,287,170	(2.8)
Gen Srvs-Prking Grge-King & Queen	390,707	453,029	444,215	480,143	8.1
Subtotal	<u>11,667,279</u>	<u>11,823,309</u>	<u>13,960,559</u>	<u>13,009,828</u>	(6.8)
Chief Financial Officer					
BL/UF-User Fee Administration	<u>1,132,043</u>	<u>1,753,406</u>	<u>1,002,717</u>	<u>934,920</u>	(6.8)
Subtotal	<u>1,132,043</u>	<u>1,753,406</u>	<u>1,002,717</u>	<u>934,920</u>	(6.8)
Total, ENTERPRISE FUNDS	<u>35,923,581</u>	<u>39,644,400</u>	<u>44,817,398</u>	<u>44,504,606</u>	(0.7)

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>	<u>Percent Change</u>
<u>INTERNAL SERVICE FUNDS</u>					
Deputy Administrator					
Fleet Operations	\$ 8,621,491	\$ 9,129,271	\$ 8,036,198	\$ 6,850,166	(14.8)
General Services-Office Services	1,008,288	1,053,393	1,232,481	1,175,440	(4.6)
General Services-Records Mgmt	497,582	559,726	702,692	603,605	(14.1)
General Services-Telecomm	1,623,871	1,768,632	1,918,466	1,914,697	(0.2)
Human Resources-Emp. Benefits	10,538,966	11,838,557	12,884,000	13,984,000	8.5
Safety & Risk-Safe/Workers' Comp	1,081,748	1,422,268	1,205,000	1,771,528	47.0
Subtotal	<u>23,371,946</u>	<u>25,771,847</u>	<u>25,978,837</u>	<u>26,299,436</u>	1.2
Chief Financial Officer					
Procure Svcs-Central Parts Whse	<u>1,152,577</u>	<u>1,112,824</u>	<u>1,160,205</u>	<u>1,176,864</u>	1.4
Subtotal	<u>1,152,577</u>	<u>1,112,824</u>	<u>1,160,205</u>	<u>1,176,864</u>	1.4
Total, INTERNAL SERVICE FUNDS	<u>24,524,523</u>	<u>26,884,671</u>	<u>27,139,042</u>	<u>27,476,300</u>	1.2
Total, GENERAL FUND	93,285,162	100,507,883	114,802,122	115,201,288	0.3
Total, OTHER FUNDS	<u>104,439,818</u>	<u>118,660,283</u>	<u>122,117,983</u>	<u>122,742,666</u>	0.5
Total Expenditures	<u>\$197,724,980</u>	<u>\$219,168,166</u>	<u>\$236,920,105</u>	<u>\$237,943,954</u>	0.4

Note: The total expenditures of \$237,943,954 do not eliminate interfund expenditures. These include \$20,612,485 in charge backs for Internal Service Funds and \$1,223,331 for indirect cost allocations from the General Fund.

Charleston County, South Carolina
Interfund Transfers
Fiscal Year Beginning July 1, 2002
(Thousands)

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FUND																
	General	Debt Service	EMS- McClellan.	EMS State Grants	Grants- LLEBG	Grants- Urban Entitle.	Juvenile Drug Court	Library	Sheriff- Grants & Programs	Solicitor- Child Abuse	Solicitor- Gun Violence	DAODAS	General Services- Parking Garage	Solid Waste- Lined Landfill	Fleet	Total Out
General			79	4	18	175	58	10,015	19		42	1,291			1,853	13,554
Debt Service												553	670		80	1,303
Accom Tax	10															10
BL/UF - Accom Fee	945	1,000														1,945
Solicitor - State Approp.										6						6
Solid Waste - Landfill														650		650
Total In	955	1,000	79	4	18	175	58	10,015	19	6	42	1,844	670	650	1,933	17,468

Note: The transfer in side for Solicitor - Child Abuse (\$6,000) is not reflected in the FY 2003 budget.

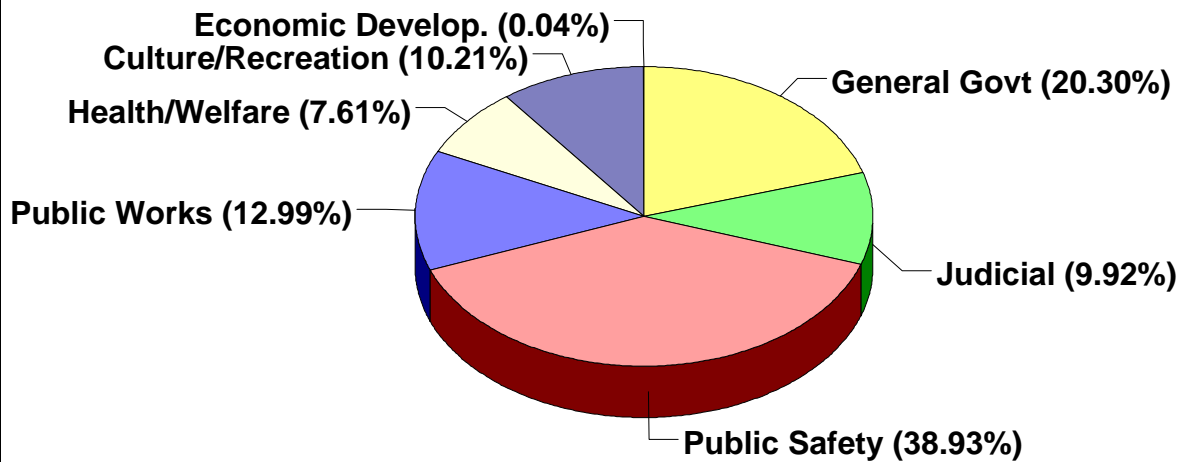
Note: The transfer in side for Solicitor - Gun Violence (\$42,000) is not reflected in the FY 2003 budget.

Reconciliation	(Total Out)	Total In	Net
Per Matrix	(17,468)	17,468	0
Unbudgeted Per Notes	0	(48)	(48)
FY 2003 Budgeted	(17,468)	17,420	(48)

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 2,309.91 authorized positions, but each format organizes the 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 2003 Charleston County All Funds



Total FTEs: 2,309.91

Source	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved	Change	Percent Change
General Govt	467.39	475.99	476.59	468.91	(7.68)	(1.6)
Judicial	217.66	224.66	230.19	229.19	(1.00)	(0.4)
Public Safety	858.31	867.31	900.31	899.31	(1.00)	(0.1)
Public Works	317.00	316.00	311.00	300.00	(11.00)	(3.5)
Health/Welfare	249.25	226.25	227.25	175.75	(51.50)	(22.7)
Culture/Recreation	235.75	235.75	235.75	235.75	0.00	0.0
Economic Develop.	2.00	2.00	1.00	1.00	0.00	0.0
Total FTEs	2,347.36	2,347.96	2,382.09	2,309.91	(72.18)	(3.0)

Charleston County, South Carolina
Summary of Authorized Positions or Full-time Equivalents (FTEs) by Function and Organization
Fiscal Year Beginning July 1, 2002

Organization	General Govt.	Judicial	Public Safety	Public Works	Health/ Welfare	Culture/ Rec.	Econ. Develop.	Total
County Council	11.00							11.00
Administrator	5.00							5.00
800 MHz Comm.	3.00							3.00
Assessor	44.00							44.00
Auditor	31.00							31.00
Budget	6.00							6.00
Building Services			22.00					22.00
Bus. Lic./User Fee	5.00			11.00		3.00		19.00
Cap. Projects Admin.	20.00							20.00
Chief Deputy Admin.	5.00		2.00					7.00
Chief Fin. Officer	3.00							3.00
Chief Info. Officer	7.00							7.00
Clerk of Court		53.00						53.00
Controller	14.00							14.00
Coroner		6.00						6.00
DAODAS					125.00			125.00
Delinquent Tax	12.00							12.00
Deputy Administrator	6.00							6.00
Economic Develop.							1.00	1.00
Election Commission	1.50							1.50
Emergency Prep.			4.00					4.00
Emergency Services			167.00					167.00
Fleet Operations	29.00							29.00
General Services	120.60				2.00			122.60
Geo Info Sys Admin.	6.00							6.00
Grants Administration	12.25		1.00		18.75			32.00
Human Resources	15.00							15.00
Internal Auditor	2.00							2.00
Juvenile Drug Court		1.00						1.00
Legal	5.56							5.56
Legislative Delegation	3.00							3.00
Library						232.75		232.75
Magistrates Courts		67.89						67.89
Master-In-Equity		6.00						6.00
Planning	25.00		1.00					26.00
Probate Courts		18.30						18.30
Procurement Services	15.00							15.00
Public Works				162.00	26.00			188.00
Register Mesne Conv.	30.00							30.00
Safety & Risk Mgmt.	6.00							6.00
Sheriff			702.31					702.31
Solicitor		77.00						77.00
Solid Waste				127.00				127.00
Treasurer	19.00							19.00
Veterans Affairs					4.00			4.00
Voter Registration	7.00							7.00
Total FTEs	<u>468.91</u>	<u>229.19</u>	<u>899.31</u>	<u>300.00</u>	<u>175.75</u>	<u>235.75</u>	<u>1.00</u>	<u>2,309.91</u>

Charleston County, South Carolina
Summary of Authorized Positions or Full-time Equivalents (FTEs) by Fund Type and Organization
Fiscal Year Beginning July 1, 2002

Organization	General Fund	Special Revenue Funds	Enterprise Funds	Internal Service Funds	Total
County Council	11.00				11.00
Administrator	5.00				5.00
800 MHz Communications	3.00				3.00
Assessor	44.00				44.00
Auditor	31.00				31.00
Budget	6.00				6.00
Building Services	22.00				22.00
Business License/User Fee	5.00	3.00	11.00		19.00
Capital Projects Administration	20.00				20.00
Chief Deputy Administrator	5.00	2.00			7.00
Chief Financial Officer	3.00				3.00
Chief Information Officer	7.00				7.00
Clerk of Court	46.92	6.08			53.00
Controller	14.00				14.00
Coroner	6.00				6.00
DAODAS			125.00		125.00
Delinquent Tax	12.00				12.00
Deputy Administrator	6.00				6.00
Economic Development	1.00				1.00
Election Commission	1.50				1.50
Emergency Preparedness	4.00				4.00
Emergency Services	153.00	14.00			167.00
Fleet Operations				29.00	29.00
General Services	78.00		21.60	23.00	122.60
Geo Info Sys Admin.	6.00				6.00
Grants Administration	12.25	19.75			32.00
Human Resources	15.00				15.00
Internal Auditor	2.00				2.00
Juvenile Drug Court		1.00			1.00
Legal	5.56				5.56
Legislative Delegation	3.00				3.00
Library		232.75			232.75
Magistrates Courts	63.89	4.00			67.89
Master-In-Equity	6.00				6.00
Planning	25.00		1.00		26.00
Probate Courts	17.30	1.00			18.30
Procurement Services	11.00			4.00	15.00
Public Works	188.00				188.00
Register Mesne Conveyance	30.00				30.00
Safety & Risk Management	3.00			3.00	6.00
Sheriff	691.31	11.00			702.31
Solicitor	55.35	21.65			77.00
Solid Waste			127.00		127.00
Treasurer	19.00				19.00
Veterans Affairs	4.00				4.00
Voter Registration	7.00				7.00
Total FTEs	1,649.08	316.23	285.60	59.00	2,309.91

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

	<u>FY 2000</u>	<u>FY 2001</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>Change</u>
	<u>Actual</u>	<u>Actual</u>	<u>Adjusted</u>	<u>Approved</u>	
<u>GENERAL FUND</u>					
COUNCIL AGENCIES					
County Council	11.00	11.00	11.00	11.00	0.00
Internal Auditor	3.00	3.00	3.00	2.00	(1.00)
Legal	<u>5.84</u>	<u>5.84</u>	<u>5.84</u>	<u>5.56</u>	<u>(0.28)</u>
Subtotal	<u>19.84</u>	<u>19.84</u>	<u>19.84</u>	<u>18.56</u>	<u>(1.28)</u>
ELECTED OFFICIALS					
Auditor	31.00	31.00	31.00	31.00	0.00
Clerk of Court	46.92	46.92	46.92	46.92	0.00
Coroner	5.00	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	274.00	274.00	274.00	0.00
Sheriff-Law Enforcement	331.00	334.00	363.00	363.00	0.00
Sheriff-School Crossing Guards	54.31	54.31	54.31	54.31	0.00
Solicitor	54.35	56.35	56.35	55.35	(1.00)
Treasurer	<u>19.00</u>	<u>20.00</u>	<u>19.00</u>	<u>19.00</u>	<u>0.00</u>
Subtotal	<u>865.88</u>	<u>872.88</u>	<u>900.88</u>	<u>899.88</u>	<u>(1.00)</u>
APPOINTED OFFICIALS					
Election Commission	1.50	1.50	1.50	1.50	0.00
Master-In-Equity	6.00	6.00	6.00	6.00	0.00
Veterans Affairs	4.00	4.00	4.00	4.00	0.00
Voter Registration	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>	<u>0.00</u>
Subtotal	<u>18.50</u>	<u>18.50</u>	<u>18.50</u>	<u>18.50</u>	<u>0.00</u>
ADMINISTRATOR					
Administrator	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>0.00</u>
Subtotal	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>0.00</u>

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

	<u>FY 2000</u> <u>Actual</u>	<u>FY 2001</u> <u>Actual</u>	<u>FY 2002</u> <u>Adjusted</u>	<u>FY 2003</u> <u>Approved</u>	<u>Change</u>
Chief Deputy Administrator					
Chief Deputy Administrator	7.00	5.00	5.00	5.00	0.00
800 MHz Communications	2.00	2.00	3.00	3.00	0.00
Building Services	21.00	21.00	22.00	22.00	0.00
Emergency Preparedness	4.00	4.00	4.00	4.00	0.00
Emer Serv-Emergency Medical Service	146.00	150.00	153.00	153.00	0.00
Planning	24.00	25.00	26.00	25.00	(1.00)
Public Works-Administration	11.00	14.00	12.00	11.00	(1.00)
Public Works-Civil Engineering	15.00	15.00	15.00	13.00	(2.00)
Public Works-Field Operations	136.00	134.00	131.00	129.00	(2.00)
Public Works-Mosquito Abatement	29.00	29.00	29.00	26.00	(3.00)
Public Works-Roads Management	12.00	10.00	10.00	9.00	(1.00)
Subtotal	407.00	409.00	410.00	400.00	(10.00)
Deputy Administrator					
Deputy Administrator	6.00	5.00	5.00	5.00	0.00
Dep Admin-Bd of Assess Appeals	1.00	1.00	1.00	1.00	0.00
Assessor	44.00	44.00	44.00	44.00	0.00
Capital Projects Administration	5.00	12.00	20.00	20.00	0.00
General Services-Elections Whse	4.00	3.00	3.00	3.00	0.00
General Services-Facilities Maint	72.00	75.00	75.00	75.00	0.00
Human Resources	16.00	16.00	16.00	15.00	(1.00)
Magistrates' Courts	62.36	63.36	63.89	63.89	0.00
Safety & Risk Management-Risk Mgmt	3.00	5.00	5.00	3.00	(2.00)
Subtotal	213.36	224.36	232.89	229.89	(3.00)
Chief Financial Officer					
Chief Financial Officer	2.00	2.00	3.00	3.00	0.00
Budget	6.00	6.00	6.00	6.00	0.00
BL/UF-Business License Admin	5.00	5.00	5.00	5.00	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
Economic Development	2.00	2.00	1.00	1.00	0.00
Grants Admin-Administration	13.25	13.25	13.25	12.25	(1.00)
Procurement Services-Procurement	13.00	13.00	12.00	11.00	(1.00)
Subtotal	67.25	67.25	66.25	64.25	(2.00)

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

	<u>FY 2000</u> <u>Actual</u>	<u>FY 2001</u> <u>Actual</u>	<u>FY 2002</u> <u>Adjusted</u>	<u>FY 2003</u> <u>Approved</u>	<u>Change</u>
Chief Information Officer					
Chief Information Officer	0.00	3.00	6.00	7.00	1.00
Geographic Info Sys Admin	<u>5.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>0.00</u>
Subtotal	<u>5.00</u>	<u>9.00</u>	<u>12.00</u>	<u>13.00</u>	<u>1.00</u>
Assessments & Mapping					
Dep Admin for Assessments & Maps	2.00	0.00	0.00	0.00	0.00
Service Centers	<u>3.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Subtotal	<u>5.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total, GENERAL FUND	<u>1,606.83</u>	<u>1,625.83</u>	<u>1,665.36</u>	<u>1,649.08</u>	<u>(16.28)</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	1.00	1.00	1.00	0.00
Probate Courts-Adult Drug Court	1.00	1.00	1.00	1.00	0.00
Sheriff-Grants and Programs	3.00	3.00	2.00	2.00	0.00
Sheriff-IV-D Child Support Enforcement	1.00	1.00	1.00	1.00	0.00
Sheriff-Victim's Bill of Rights	5.00	7.00	8.00	8.00	0.00
Solicitor-Child Abuse Investigator	0.00	0.00	1.00	1.00	0.00
Solicitor-Gun Violence	0.00	0.00	4.00	4.00	0.00
Solicitor-Local Law Enforcement	0.00	1.00	1.00	1.00	0.00
Solicitor-Lowcountry Women in Crisis	1.00	1.00	0.00	0.00	0.00
Solicitor-Pretrial Intervention	4.00	4.00	5.00	5.00	0.00
Solicitor-State Appropriation	6.65	7.65	7.65	7.65	0.00
Solicitor-Victim's Bill of Rights	1.00	2.00	2.00	2.00	0.00
Solicitor-Victim-Witness State Approp	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.00</u>
Subtotal	<u>30.73</u>	<u>35.73</u>	<u>40.73</u>	<u>40.73</u>	<u>0.00</u>
APPOINTED OFFICIALS					
Library	<u>232.75</u>	<u>232.75</u>	<u>232.75</u>	<u>232.75</u>	<u>0.00</u>
Subtotal	<u>232.75</u>	<u>232.75</u>	<u>232.75</u>	<u>232.75</u>	<u>0.00</u>

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

	<u>FY 2000</u>	<u>FY 2001</u>	<u>FY 2002</u>	<u>FY 2003</u>	<u>Change</u>
	<u>Actual</u>	<u>Actual</u>	<u>Adjusted</u>	<u>Approved</u>	
ADMINISTRATOR					
Chief Deputy Administrator					
Building Services-Project Impact	1.00	1.00	1.00	0.00	(1.00)
Chief Dep Admin-Hazardous Mat Enf	2.00	2.00	2.00	2.00	0.00
Emer Services-Awendaw Fire Dept	14.00	14.00	14.00	14.00	0.00
Subtotal	<u>17.00</u>	<u>17.00</u>	<u>17.00</u>	<u>16.00</u>	<u>(1.00)</u>
Deputy Administrator					
Magistrates' Courts-Vict Bill of Rights	4.00	4.00	4.00	4.00	0.00
Subtotal	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>0.00</u>
Chief Financial Officer					
BL/UF-Accommodations Fee	3.00	3.00	3.00	3.00	0.00
Grants Admin-ETA	3.50	0.00	0.00	0.00	0.00
Grants Admin-JTPA Older Individuals	2.00	0.00	0.00	0.00	0.00
Grants Admin-JTPA Title II-A	7.75	0.00	0.00	0.00	0.00
Grants Admin-LLEBG	1.00	1.00	1.00	1.00	0.00
Grants Admin-Urban Entitlement Funds	3.50	5.00	5.00	4.00	(1.00)
Grants Admin-Welfare to Work	9.00	2.00	2.00	0.00	(2.00)
Grants Admin-Welfare to Work-Colleton	2.00	0.00	0.00	0.00	0.00
Grants Admin-Work Keys	2.00	0.00	0.00	0.00	0.00
Grants Admin-WIA Title II-B	4.00	13.75	13.75	14.75	1.00
Subtotal	<u>37.75</u>	<u>24.75</u>	<u>24.75</u>	<u>22.75</u>	<u>(2.00)</u>
Total, SPECIAL REVENUE FUNDS	<u>322.23</u>	<u>314.23</u>	<u>319.23</u>	<u>316.23</u>	<u>(3.00)</u>

ENTERPRISE FUNDS

ADMINISTRATOR					
Chief Deputy Administrator					
Planning-Emergency 911 Comm.	1.00	1.00	1.00	1.00	0.00
SW-Administration	10.00	10.00	10.00	9.00	(1.00)
SW-Compost and Mulch Operations	8.00	8.00	9.00	9.00	0.00
SW-Containerization	36.00	34.00	33.00	32.00	(1.00)
SW-Curbside Collection	17.00	17.00	14.00	13.00	(1.00)
SW-Drop Site Collection	9.00	9.00	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	16.00	16.00	19.00	19.00	0.00
SW-Litter Control	0.00	2.00	2.00	2.00	0.00
SW-Materials Recovery Facility	30.00	30.00	31.00	30.00	(1.00)
Subtotal	<u>132.00</u>	<u>132.00</u>	<u>132.00</u>	<u>128.00</u>	<u>(4.00)</u>

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

	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>	<u>Change</u>
Deputy Administrator					
DAODAS-Administration	23.50	22.00	24.78	17.78	(7.00)
DAODAS-Adult Drug Court	3.00	1.50	4.00	2.00	(2.00)
DAODAS-Bridge Project	3.00	3.00	2.00	0.00	(2.00)
DAODAS-Comm Prevention Services	6.95	5.50	7.07	4.07	(3.00)
DAODAS-Community Services	24.00	18.00	11.00	0.00	(11.00)
DAODAS-Cultural Competency	1.00	0.00	0.00	0.00	0.00
DAODAS-Drug-Free Schools	2.00	2.00	2.20	2.20	0.00
DAODAS-Governor Coop Agreement	0.00	0.00	1.40	1.40	0.00
DAODAS-HUD Transitional Housing	11.00	11.00	1.00	1.00	0.00
DAODAS-Inpatient Services	24.00	24.00	21.00	16.00	(5.00)
DAODAS-Juvenile Drug Court Grt	3.00	2.00	2.00	0.00	(2.00)
DAODAS-LLEBG	2.00	2.00	0.92	0.92	0.00
DAODAS-Medical Services	2.60	2.25	3.40	3.40	0.00
DAODAS-Narcotic Replacement Serv	8.40	6.75	7.80	7.80	0.00
DAODAS-New Life	0.00	7.00	9.80	9.80	0.00
DAODAS-NIDA Clinical Trials	0.00	1.00	2.22	2.22	0.00
DAODAS-Outpatient Services	20.00	22.00	23.00	32.00	9.00
DAODAS-Outreach Services	24.00	19.50	27.50	3.00	(24.50)
DAODAS-PAIRS	0.00	0.00	2.23	2.23	0.00
DAODAS-Quality Assurance	5.00	5.00	4.00	0.00	(4.00)
DAODAS-Safe Haven Project	2.05	1.00	1.18	1.18	0.00
DAODAS-Step Ahead	13.00	13.00	13.00	12.00	(1.00)
DAODAS-TANF Grant	2.00	2.00	0.00	0.00	0.00
DAODAS-Therapeutic Child Care	0.00	0.00	0.00	6.00	6.00
General Svcs-DAODAS	2.00	2.00	2.00	2.00	0.00
Gen Serv-Park Garage-Cumberland	6.60	11.20	7.80	6.00	(1.80)
Gen Serv-Park Gar-Health Complex	7.60	7.60	5.80	5.00	(0.80)
Gen Serv-Park Garage-King & Queen	8.60	8.60	9.40	8.60	(0.80)
Subtotal	<u>205.30</u>	<u>199.90</u>	<u>196.50</u>	<u>146.60</u>	<u>(49.90)</u>
Chief Financial Officer					
BL/UF-User Fee Administration	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>11.00</u>	<u>(1.00)</u>
Subtotal	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>11.00</u>	<u>(1.00)</u>
Total, ENTERPRISE FUNDS	<u>349.30</u>	<u>343.90</u>	<u>340.50</u>	<u>285.60</u>	<u>(54.90)</u>

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

	<u>FY 2000</u> <u>Actual</u>	<u>FY 2001</u> <u>Actual</u>	<u>FY 2002</u> <u>Adjusted</u>	<u>FY 2003</u> <u>Approved</u>	<u>Change</u>
<u>CAPITAL PROJECT FUNDS</u>					
ADMINISTRATOR					
Deputy Administrator					
Capital Projects Administration	<u>15.00</u>	<u>8.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Subtotal	<u>15.00</u>	<u>8.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total, CAPITAL PROJECT FUNDS	<u>15.00</u>	<u>8.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<u>INTERNAL SERVICE FUNDS</u>					
ADMINISTRATOR					
Deputy Administrator					
Fleet Operations	<u>30.00</u>	<u>30.00</u>	<u>30.00</u>	<u>29.00</u>	<u>(1.00)</u>
General Svcs-Office Services	<u>6.00</u>	<u>6.00</u>	<u>7.00</u>	<u>7.00</u>	<u>0.00</u>
General Svcs-Records Management	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>0.00</u>
General Svcs-Telecommunications	<u>3.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>0.00</u>
Safety & Risk-Safety/Workers' Comp	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3.00</u>	<u>3.00</u>
Subtotal	<u>51.00</u>	<u>52.00</u>	<u>53.00</u>	<u>55.00</u>	<u>2.00</u>
Chief Financial Officer					
Procure Serv-Central Parts Warehouse	<u>3.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>0.00</u>
Subtotal	<u>3.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>0.00</u>
Total, INTERNAL SERVICE FUNDS	<u>54.00</u>	<u>56.00</u>	<u>57.00</u>	<u>59.00</u>	<u>2.00</u>
Total Positions, GENERAL FUND	<u>1,606.83</u>	<u>1,625.83</u>	<u>1,665.36</u>	<u>1,649.08</u>	<u>(16.28)</u>
Total Positions, OTHER FUNDS	<u>740.53</u>	<u>722.13</u>	<u>716.73</u>	<u>660.83</u>	<u>(55.90)</u>
Total Positions, ALL FUNDS	<u><u>2,347.36</u></u>	<u><u>2,347.96</u></u>	<u><u>2,382.09</u></u>	<u><u>2,309.91</u></u>	<u><u>(72.18)</u></u>

Charleston County, South Carolina
All Funds
Fund Statement

	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2002 Projected	FY 2003 Approved
Beginning Balance, July 1	\$74,215,260	\$87,434,736	\$96,764,196	\$96,764,196	\$90,919,777
Revenues:					
Property Taxes	63,469,925	68,749,735	68,594,090	74,814,661	73,287,707
Sales Tax	30,894,479	32,065,270	34,450,000	30,700,000	31,200,000
Licenses and Permits	2,759,473	3,006,420	2,759,100	2,870,600	2,730,700
Intergovernmental	33,184,201	33,466,828	33,013,350	33,568,533	31,861,394
Charges and Fees	73,063,186	76,040,381	75,884,877	78,415,168	78,423,411
Fines and Forfeitures	3,131,201	3,197,833	2,935,695	3,049,506	2,978,889
Interest	5,970,550	6,304,439	4,918,428	3,664,824	3,271,767
Miscellaneous	1,754,158	1,744,122	1,542,452	1,587,626	1,656,806
Leases and Rent	2,337,814	1,725,608	906,317	906,317	998,826
Debt Proceeds	0	0	0	0	220,000
Subtotal	216,564,987	226,300,636	225,004,309	229,577,235	226,629,500
Interfund Transfer In	19,716,661	24,760,334	18,813,046	18,807,609	17,419,824
Total Available	310,496,908	338,495,706	340,581,551	345,149,040	334,969,101
Expenditures:					
Personnel	85,984,287	93,457,805	102,620,903	100,183,613	104,597,129
Operating	88,814,084	98,248,443	104,062,300	103,348,630	104,013,066
Capital	4,212,636	1,520,435	6,794,511	8,782,128	5,340,987
Debt Service	18,713,973	25,941,483	23,442,391	21,049,055	23,992,772
Subtotal	197,724,980	219,168,166	236,920,105	233,363,426	237,943,954
Interfund Transfer Out	25,337,192	22,563,344	19,460,629	20,865,837	17,467,906
Total Disbursements	223,062,172	241,731,510	256,380,734	254,229,263	255,411,860
Reserved	14,386,801	18,753,762	18,482,969	19,000,853	17,900,853
Unreserved/Designated	7,767,957	8,357,822	8,357,822	7,447,472	7,447,472
Unreserved/Undesignated	65,279,978	69,652,612	57,360,026	64,471,452	54,208,916
Ending Balance, June 30	\$87,434,736	\$96,764,196	\$84,200,817	\$90,919,777	\$79,557,241

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	\$15,200,000	\$9,681,143	\$8,960,397	\$42,166,302	\$14,911,935	\$90,919,777
Revenues:						
Property Taxes	51,515,000	17,195,000	4,577,707	0	0	73,287,707
Sales Tax	31,200,000	0	0	0	0	31,200,000
Licenses and Permits	2,730,700	0	0	0	0	2,730,700
Intergovernmental	16,647,411	140,977	8,800,027	6,272,979	0	31,861,394
Charges and Fees	12,277,500	0	8,039,000	33,992,256	24,114,655	78,423,411
Fines and Forfeitures	2,322,500	0	656,389	0	0	2,978,889
Interest	876,500	650,267	236,000	1,455,000	54,000	3,271,767
Miscellaneous	1,264,385	0	181,500	210,921	0	1,656,806
Leases and Rent	766,748	0	86,778	80,300	65,000	998,826
Debt Proceeds	0	0	220,000	0	0	220,000
Subtotal	119,600,744	17,986,244	22,797,401	42,011,456	24,233,655	226,629,500
Interfund Transfer In	955,000	1,000,000	10,368,211	3,163,612	1,933,001	17,419,824
Total Available	135,755,744	28,667,387	42,126,009	87,341,370	41,078,591	334,969,101
Expenditures:						
General Government	41,193,578	0	3,475,000	1,982,942	27,396,299	74,047,819
Judicial	12,497,803	0	1,789,656	0	0	14,287,459
Public Safety	49,543,825	0	3,221,508	1,066,762	0	53,832,095
Public Works	8,112,454	0	0	27,159,911	0	35,272,365
Health/Welfare	3,268,003	0	7,068,047	9,283,096	0	19,619,146
Culture/Recreation	0	0	15,895,070	0	0	15,895,070
Economic Development	585,625	0	411,603	0	0	997,228
Debt Service	0	18,783,876	117,000	5,011,895	80,001	23,992,772
Subtotal	115,201,288	18,783,876	31,977,884	44,504,606	27,476,300	237,943,954
Interfund Transfer Out	13,554,456	1,302,368	1,961,082	650,000	0	17,467,906
Total Disbursements	128,755,744	20,086,244	33,938,966	45,154,606	27,476,300	255,411,860
Reserved	0	8,581,143	271,211	9,048,499	0	17,900,853
Unreserved/Designated	7,000,000	0	447,472	0	0	7,447,472
Unreserved/Undesignated	0	0	7,468,360	33,138,265	13,602,291	54,208,916
Ending Balance, June 30	\$7,000,000	\$8,581,143	\$8,187,043	\$42,186,764	\$13,602,291	\$79,557,241

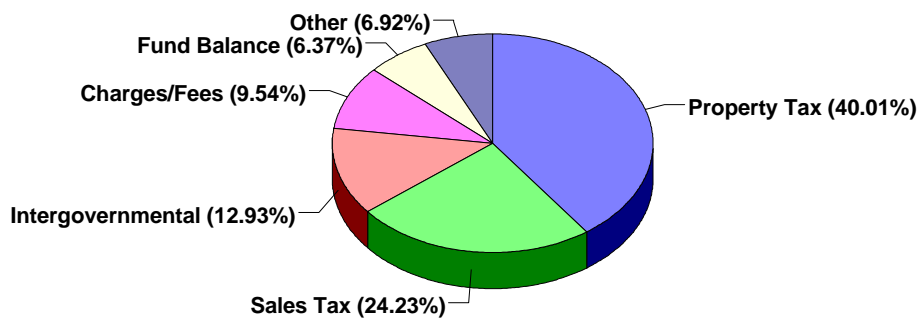
General Fund

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...

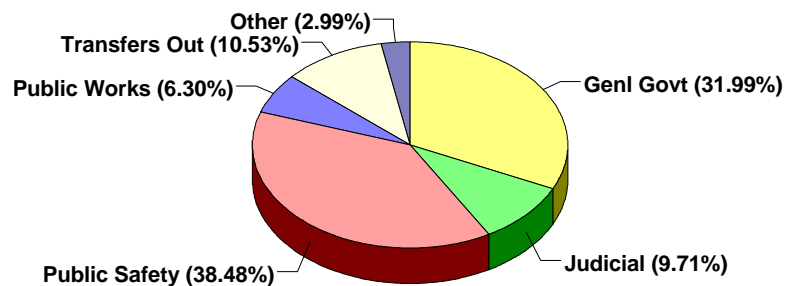
FY 2003 Charleston County General Fund



Total Available Budgeted: \$128,755,744

WHERE IT GOES...

FY 2003 Charleston County General Fund



Total Uses: \$128,755,744

Charleston County, South Carolina
General Fund
Fund Statement

	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2002 Projected	FY 2003 Approved
Beginning Balance, July 1	\$21,009,561	\$21,846,536	\$22,775,682	\$22,775,682	\$15,200,000
Revenues:					
Property Taxes	42,039,240	45,853,976	45,718,000	50,307,000	51,515,000
Sales Tax	30,894,479	32,065,270	34,450,000	30,700,000	31,200,000
Licenses and Permits	2,759,473	3,006,420	2,759,100	2,870,600	2,730,700
Intergovernmental	18,191,222	17,861,123	16,948,009	17,305,017	16,647,411
Charges and Fees	11,654,492	12,142,473	11,924,000	12,455,200	12,277,500
Fines and Forfeitures	2,540,408	2,669,283	2,292,500	2,481,500	2,322,500
Interest	3,084,033	3,179,961	2,542,000	1,271,500	876,500
Miscellaneous	1,082,111	1,085,455	1,174,913	1,191,774	1,264,385
Leases and Rentals	777,382	776,817	773,505	773,505	766,748
Subtotal	113,022,840	118,640,778	118,582,027	119,356,096	119,600,744
Interfund Transfer In	835,186	918,115	920,000	920,000	955,000
Total Available	134,867,587	141,405,429	142,277,709	143,051,778	135,755,744
Expenditures:					
Personnel	64,667,833	70,142,325	76,478,338	74,977,049	78,622,946
Operating	27,258,222	29,605,428	38,072,816	36,949,274	36,379,602
Capital	1,359,107	760,130	250,968	343,172	198,740
Subtotal	93,285,162	100,507,883	114,802,122	112,269,495	115,201,288
Interfund Transfer Out	19,735,889	18,121,864	15,582,283	15,582,283	13,554,456
Total Disbursements	113,021,051	118,629,747	130,384,405	127,851,778	128,755,744
Reserved	1,400,707	1,738,607	1,738,607	0	0
Unreserved/Designated	6,000,000	6,500,000	6,500,000	7,000,000	7,000,000
Unreserved/Undesignated	14,445,829	14,537,075	3,654,697	8,200,000	0
Ending Balance, June 30	\$21,846,536	\$22,775,682	\$11,893,304	\$15,200,000	\$7,000,000

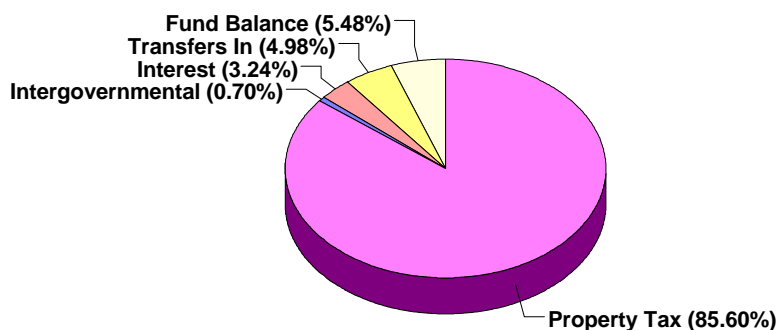
Debt Service Fund

Charleston County

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

WHERE IT COMES FROM...

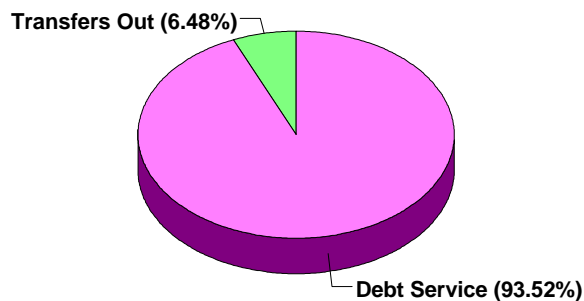
FY 2003 Charleston County Debt Service Fund



Total Available Budgeted: \$20,086,244

WHERE IT GOES TO...

FY 2003 Charleston County Debt Service Fund



Total Uses: \$20,086,244

Charleston County, South Carolina
Debt Service Fund
Fund Statement

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$2,215,848	\$5,599,228	\$7,515,689	\$7,515,689	\$9,681,143
Revenues:					
Taxes	17,503,740	18,665,750	18,575,000	19,910,000	17,195,000
Intergovernmental	133,540	136,600	100,977	140,977	140,977
Interest	69,067	96,917	586,428	650,344	650,267
Leases and Rentals	<u>1,538,679</u>	<u>797,944</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	<u>19,245,026</u>	<u>19,697,211</u>	<u>19,262,405</u>	<u>20,701,321</u>	<u>17,986,244</u>
Interfund Transfer In	<u>1,453,563</u>	<u>6,896,998</u>	<u>1,000,000</u>	<u>1,000,000</u>	<u>1,000,000</u>
Total Available	<u>22,914,437</u>	<u>32,193,437</u>	<u>27,778,094</u>	<u>29,217,010</u>	<u>28,667,387</u>
Expenditures:					
Debt Service	<u>15,871,375</u>	<u>23,316,357</u>	<u>19,233,492</u>	<u>16,880,385</u>	<u>18,783,876</u>
Subtotal	<u>15,871,375</u>	<u>23,316,357</u>	<u>19,233,492</u>	<u>16,880,385</u>	<u>18,783,876</u>
Interfund Transfer Out	<u>1,443,834</u>	<u>1,361,391</u>	<u>1,299,706</u>	<u>2,655,482</u>	<u>1,302,368</u>
Total Disbursements	<u>17,315,209</u>	<u>24,677,748</u>	<u>20,533,198</u>	<u>19,535,867</u>	<u>20,086,244</u>
Reserved	<u>5,599,228</u>	<u>7,515,689</u>	<u>7,244,896</u>	<u>9,681,143</u>	<u>8,581,143</u>
Ending Balance, June 30	<u><u>\$5,599,228</u></u>	<u><u>\$7,515,689</u></u>	<u><u>\$7,244,896</u></u>	<u><u>\$9,681,143</u></u>	<u><u>\$8,581,143</u></u>

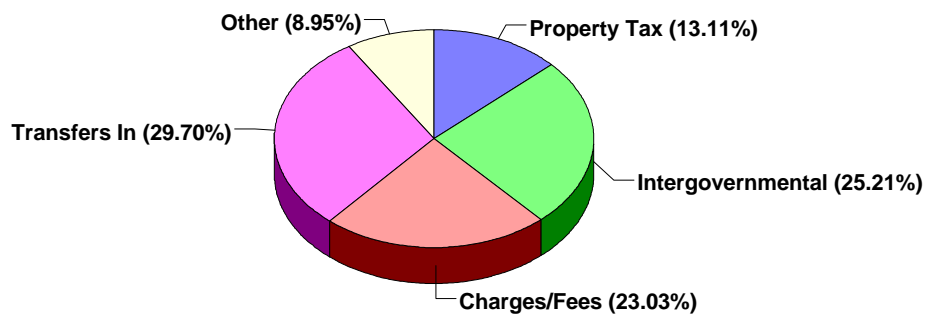
Special Revenue Funds

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...

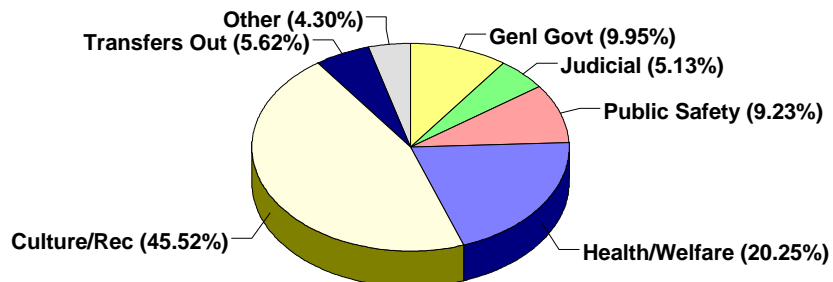
FY 2003 Charleston County Special Revenue Funds



Total Available Budgeted: \$34,908,927

WHERE IT GOES TO...

FY 2003 Charleston County Special Revenue Funds



Total Uses: \$34,908,927*

*Includes \$969,961 in budgeted increases in ending balances.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Revenues:					
Intergovernmental	<u>27,540</u>	<u>26,797</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
Subtotal	<u>27,540</u>	<u>26,797</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
Total Available	<u>27,540</u>	<u>26,797</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
Expenditures:					
Personnel	0	0	0	0	0
Operating	2,413	1,707	0	0	0
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	<u>2,413</u>	<u>1,707</u>	<u>0</u>	<u>0</u>	<u>0</u>
Interfund Transfer Out	<u>25,127</u>	<u>25,090</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
Total Disbursements	<u>27,540</u>	<u>26,797</u>	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
Ending Balance, June 30	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Note: Refer to page 81 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$1,359,361	\$1,356,061	\$1,447,307	\$1,447,307	\$2,244,232
Revenues:					
Charges and Fees	6,136,774	6,361,535	6,365,000	6,365,000	6,588,000
Interest	<u>280,014</u>	<u>213,030</u>	<u>125,000</u>	<u>125,000</u>	<u>125,000</u>
Subtotal	<u>6,416,788</u>	<u>6,574,565</u>	<u>6,490,000</u>	<u>6,490,000</u>	<u>6,713,000</u>
Total Available	<u>7,776,149</u>	<u>7,930,626</u>	<u>7,937,307</u>	<u>7,937,307</u>	<u>8,957,232</u>
Expenditures:					
Personnel	124,465	125,204	131,381	131,381	135,007
Operating	3,602,264	3,349,465	3,626,694	3,651,694	3,680,757
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	<u>3,726,729</u>	<u>3,474,669</u>	<u>3,758,075</u>	<u>3,783,075</u>	<u>3,815,764</u>
Interfund Transfer Out	<u>2,693,359</u>	<u>3,008,650</u>	<u>1,910,000</u>	<u>1,910,000</u>	<u>1,945,000</u>
Total Disbursements	<u>6,420,088</u>	<u>6,483,319</u>	<u>5,668,075</u>	<u>5,693,075</u>	<u>5,760,764</u>
Reserved	79,799	25,067	25,067	0	0
Unreserved/Undesignated	<u>1,276,262</u>	<u>1,422,240</u>	<u>2,244,165</u>	<u>2,244,232</u>	<u>3,196,468</u>
Ending Balance, June 30	<u>\$1,356,061</u>	<u>\$1,447,307</u>	<u>\$2,269,232</u>	<u>\$2,244,232</u>	<u>\$3,196,468</u>

Note: Refer to page 290 for budget narrative related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Chief Deputy Administrator - Hazardous Materials Enforcement
Fund Statement

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 185,770	\$ 206,872	\$ 364,210	\$ 364,210	\$ 392,404
Revenues:					
Charges and Fees	129,625	233,732	165,000	172,000	172,000
Fines and Forfeitures	<u>26,813</u>	<u>68,030</u>	<u>25,000</u>	<u>35,000</u>	<u>35,000</u>
Subtotal	<u>156,438</u>	<u>301,762</u>	<u>190,000</u>	<u>207,000</u>	<u>207,000</u>
Interfund Transfer In	<u>0</u>	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>0</u>
Total Available	<u>342,208</u>	<u>508,634</u>	<u>554,210</u>	<u>576,210</u>	<u>599,404</u>
Expenditures:					
Personnel	80,604	88,424	89,613	94,613	97,705
Operating	42,192	51,152	118,710	53,000	132,030
Capital	<u>12,540</u>	<u>4,848</u>	<u>35,000</u>	<u>36,193</u>	<u>120,000</u>
Total Expenditures	<u>135,336</u>	<u>144,424</u>	<u>243,323</u>	<u>183,806</u>	<u>349,735</u>
Reserved	4,837	1,793	1,793	0	0
Unreserved/Undesignated	<u>202,035</u>	<u>362,417</u>	<u>309,094</u>	<u>392,404</u>	<u>249,669</u>
Ending Balance, June 30	<u>\$ 206,872</u>	<u>\$ 364,210</u>	<u>\$ 310,887</u>	<u>\$ 392,404</u>	<u>\$ 249,669</u>

Note: Refer to pages 151-152 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 40,916	\$ 18,610	\$ 19,013	\$ 19,013	\$ 0
Revenues:					
Intergovernmental	<u>411,182</u>	<u>422,741</u>	<u>447,200</u>	<u>508,000</u>	<u>458,783</u>
Subtotal	<u>411,182</u>	<u>422,741</u>	<u>447,200</u>	<u>508,000</u>	<u>458,783</u>
Total Available	<u>452,098</u>	<u>441,351</u>	<u>466,213</u>	<u>527,013</u>	<u>458,783</u>
Expenditures:					
Personnel	248,094	263,945	267,290	278,162	265,325
Operating	165,399	158,393	179,910	248,851	193,458
Capital	<u>19,995</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>433,488</u>	<u>422,338</u>	<u>447,200</u>	<u>527,013</u>	<u>458,783</u>
Reserved	<u>18,610</u>	<u>19,013</u>	<u>19,013</u>	<u>0</u>	<u>0</u>
Ending Balance, June 30	<u>\$ 18,610</u>	<u>\$ 19,013</u>	<u>\$ 19,013</u>	<u>\$ 0</u>	<u>\$ 0</u>

Note: Refer to page 97 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 72,870	\$ 55,999	\$ 47,255	\$ 47,255	\$ 42,755
Revenues:					
Taxes	128,129	135,867	135,000	140,500	135,000
Intergovernmental	<u>0</u>	<u>389</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	<u>128,129</u>	<u>136,256</u>	<u>135,000</u>	<u>140,500</u>	<u>135,000</u>
Total Available	<u>200,999</u>	<u>192,255</u>	<u>182,255</u>	<u>187,755</u>	<u>177,755</u>
Expenditures:					
Personnel	0	0	0	0	0
Operating	145,000	145,000	145,000	145,000	145,000
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>145,000</u>	<u>145,000</u>	<u>145,000</u>	<u>145,000</u>	<u>145,000</u>
Unreserved/Undesignated	<u>55,999</u>	<u>47,255</u>	<u>37,255</u>	<u>42,755</u>	<u>32,755</u>
Ending Balance, June 30	<u><u>\$ 55,999</u></u>	<u><u>\$ 47,255</u></u>	<u><u>\$ 37,255</u></u>	<u><u>\$ 42,755</u></u>	<u><u>\$ 32,755</u></u>

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 11,345	\$ 94,135	\$ 223,668	\$ 223,668	\$ 401,603
Revenues:					
Taxes	117,667	136,769	274,165	274,165	274,165
Intergovernmental	0	0	10,032	10,032	0
Miscellaneous	<u>0</u>	<u>164</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	<u>117,667</u>	<u>136,933</u>	<u>284,197</u>	<u>284,197</u>	<u>274,165</u>
Total Available	<u>129,012</u>	<u>231,068</u>	<u>507,865</u>	<u>507,865</u>	<u>675,768</u>
Expenditures:					
Personnel	0	0	0	0	0
Operating	0	2,000	106,262	106,262	411,603
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	<u>0</u>	<u>2,000</u>	<u>106,262</u>	<u>106,262</u>	<u>411,603</u>
Interfund Transfer Out	<u>34,877</u>	<u>5,400</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Disbursements	<u>34,877</u>	<u>7,400</u>	<u>106,262</u>	<u>106,262</u>	<u>411,603</u>
Unreserved/Undesignated	<u>94,135</u>	<u>223,668</u>	<u>401,603</u>	<u>401,603</u>	<u>264,165</u>
Ending Balance, June 30	<u>\$ 94,135</u>	<u>\$ 223,668</u>	<u>\$ 401,603</u>	<u>\$ 401,603</u>	<u>\$ 264,165</u>

Note: Refer to page 304 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Revenues:					
Intergovernmental	<u>3,995</u>	<u>4,670</u>	<u>9,045</u>	<u>9,045</u>	<u>6,000</u>
Subtotal	<u>3,995</u>	<u>4,670</u>	<u>9,045</u>	<u>9,045</u>	<u>6,000</u>
Total Available	<u>3,995</u>	<u>4,670</u>	<u>9,045</u>	<u>9,045</u>	<u>6,000</u>
Expenditures:					
Personnel	0	0	0	0	0
Operating	3,995	4,670	9,045	9,045	6,000
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>3,995</u>	<u>4,670</u>	<u>9,045</u>	<u>9,045</u>	<u>6,000</u>
Ending Balance, June 30	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Note: Refer to page 162 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 224,922	\$ 255,522	\$ 287,586	\$ 287,586	\$ 276,783
Revenues:					
Taxes	624,983	729,074	720,000	759,200	759,721
Intergovernmental	272	882	271	56,795	73,035
Miscellaneous	1,774	0	0	6,000	0
Debt Proceeds	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>220,000</u>
Subtotal	<u>627,029</u>	<u>729,956</u>	<u>720,271</u>	<u>821,995</u>	<u>1,052,756</u>
Total Available	<u>851,951</u>	<u>985,478</u>	<u>1,007,857</u>	<u>1,109,581</u>	<u>1,329,539</u>
Expenditures:					
Personnel	460,578	480,584	547,835	633,717	666,634
Operating	101,490	114,806	180,422	139,069	114,122
Capital	34,361	102,502	60,000	60,000	220,000
Debt Service	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>52,000</u>
Subtotal	<u>596,429</u>	<u>697,892</u>	<u>788,257</u>	<u>832,786</u>	<u>1,052,756</u>
Interfund Transfer Out	<u>0</u>	<u>0</u>	<u>12</u>	<u>12</u>	<u>0</u>
Total Disbursements	<u>596,429</u>	<u>697,892</u>	<u>788,269</u>	<u>832,798</u>	<u>1,052,756</u>
Reserved	44,948	14,775	14,775	0	0
Unreserved/Undesignated	<u>210,574</u>	<u>272,811</u>	<u>204,813</u>	<u>276,783</u>	<u>276,783</u>
Ending Balance, June 30	<u><u>\$ 255,522</u></u>	<u><u>\$ 287,586</u></u>	<u><u>\$ 219,588</u></u>	<u><u>\$ 276,783</u></u>	<u><u>\$ 276,783</u></u>

Note: Refer to pages 166-168 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 8,076	\$ 467	\$ 0	\$ 0	\$ 0
Revenues:					
Intergovernmental	<u>78,406</u>	<u>71,850</u>	<u>65,876</u>	<u>65,876</u>	<u>65,876</u>
Subtotal	<u>78,406</u>	<u>71,850</u>	<u>65,876</u>	<u>65,876</u>	<u>65,876</u>
Interfund Transfer In	<u>4,486</u>	<u>3,829</u>	<u>4,913</u>	<u>4,913</u>	<u>3,834</u>
Total Available	<u>90,968</u>	<u>76,146</u>	<u>70,789</u>	<u>70,789</u>	<u>69,710</u>
Expenditures:					
Personnel	0	0	0	0	0
Operating	10,182	7,179	6,432	6,432	69,710
Capital	<u>80,319</u>	<u>68,573</u>	<u>64,357</u>	<u>64,357</u>	<u>0</u>
Subtotal	<u>90,501</u>	<u>75,752</u>	<u>70,789</u>	<u>70,789</u>	<u>69,710</u>
Interfund Transfer Out	<u>0</u>	<u>394</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Disbursements	<u>90,501</u>	<u>76,146</u>	<u>70,789</u>	<u>70,789</u>	<u>69,710</u>
Unreserved/Undesignated	<u>467</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Balance, June 30	<u>\$ 467</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Note: Refer to page 171 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 28,382	\$ 30,083	\$ 29,548	\$ 29,548	\$ 23,945
Revenues:					
Intergovernmental	<u>76,556</u>	<u>89,731</u>	<u>93,367</u>	<u>101,771</u>	<u>118,905</u>
Subtotal	<u>76,556</u>	<u>89,731</u>	<u>93,367</u>	<u>101,771</u>	<u>118,905</u>
Interfund Transfer In	<u>52,739</u>	<u>59,285</u>	<u>62,245</u>	<u>62,245</u>	<u>79,270</u>
Total Available	<u>157,677</u>	<u>179,099</u>	<u>185,160</u>	<u>193,564</u>	<u>222,120</u>
Expenditures:					
Personnel	113,024	129,125	133,103	131,688	152,869
Operating	14,570	20,426	22,509	37,931	45,306
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>127,594</u>	<u>149,551</u>	<u>155,612</u>	<u>169,619</u>	<u>198,175</u>
Unreserved/Undesignated	<u>30,083</u>	<u>29,548</u>	<u>29,548</u>	<u>23,945</u>	<u>23,945</u>
Ending Balance, June 30	<u>\$ 30,083</u>	<u>\$ 29,548</u>	<u>\$ 29,548</u>	<u>\$ 23,945</u>	<u>\$ 23,945</u>

Note: Refer to page 172 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 308,403	\$ 258,611	\$ 402,072	\$ 402,072	\$ 392,072
Revenues:					
Intergovernmental	0	20,000	10,000	10,000	0
Charges and Fees	<u>37,628</u>	<u>134,069</u>	<u>36,800</u>	<u>16,800</u>	<u>20,000</u>
Subtotal	<u>37,628</u>	<u>154,069</u>	<u>46,800</u>	<u>26,800</u>	<u>20,000</u>
Interfund Transfer In	<u>29,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Available	<u>375,031</u>	<u>412,680</u>	<u>448,872</u>	<u>428,872</u>	<u>412,072</u>
Expenditures:					
Personnel	0	0	0	0	0
Operating	15,466	10,608	20,000	20,000	20,000
Capital	<u>100,954</u>	<u>0</u>	<u>16,800</u>	<u>16,800</u>	<u>0</u>
Total Expenditures	<u>116,420</u>	<u>10,608</u>	<u>36,800</u>	<u>36,800</u>	<u>20,000</u>
Reserved	6,426	197,000	197,000	197,000	197,000
Unreserved/Undesignated	<u>252,185</u>	<u>205,072</u>	<u>215,072</u>	<u>195,072</u>	<u>195,072</u>
Ending Balance, June 30	<u><u>\$ 258,611</u></u>	<u><u>\$ 402,072</u></u>	<u><u>\$ 412,072</u></u>	<u><u>\$ 392,072</u></u>	<u><u>\$ 392,072</u></u>

Note: Refer to page 330 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 0	\$ 9,010	\$ 10,627	\$ 10,627	\$ 10,627
Revenues:					
Charges and Fees	<u>25,775</u>	<u>25,790</u>	<u>32,458</u>	<u>32,458</u>	<u>37,000</u>
Subtotal	<u>25,775</u>	<u>25,790</u>	<u>32,458</u>	<u>32,458</u>	<u>37,000</u>
Total Available	<u>25,775</u>	<u>34,800</u>	<u>43,085</u>	<u>43,085</u>	<u>47,627</u>
Expenditures:					
Personnel	14,824	17,259	23,414	23,414	23,414
Operating	1,941	6,914	9,044	9,044	13,586
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>16,765</u>	<u>24,173</u>	<u>32,458</u>	<u>32,458</u>	<u>37,000</u>
Unreserved/Undesignated	<u>9,010</u>	<u>10,627</u>	<u>10,627</u>	<u>10,627</u>	<u>10,627</u>
Ending Balance, June 30	<u>\$ 9,010</u>	<u>\$ 10,627</u>	<u>\$ 10,627</u>	<u>\$ 10,627</u>	<u>\$ 10,627</u>

Note: Refer to page 310 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 27,718	\$ 26,214	\$ 33,344	\$ 33,344	\$ 0
Revenues:					
Intergovernmental	202,738	279,920	159,305	159,305	159,305
Interest	<u>11,235</u>	<u>29,720</u>	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
Subtotal	<u>213,973</u>	<u>309,640</u>	<u>165,305</u>	<u>165,305</u>	<u>165,305</u>
Interfund Transfer In	<u>22,355</u>	<u>17,839</u>	<u>17,701</u>	<u>17,701</u>	<u>17,701</u>
Total Available	<u>264,046</u>	<u>353,693</u>	<u>216,350</u>	<u>216,350</u>	<u>183,006</u>
Expenditures:					
Personnel	28,777	24,005	42,226	42,226	42,863
Operating	206,665	294,346	140,780	174,124	140,143
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	<u>235,442</u>	<u>318,351</u>	<u>183,006</u>	<u>216,350</u>	<u>183,006</u>
Interfund Transfer Out	<u>2,390</u>	<u>1,998</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Disbursements	<u>237,832</u>	<u>320,349</u>	<u>183,006</u>	<u>216,350</u>	<u>183,006</u>
Unreserved/Undesignated	<u>26,214</u>	<u>33,344</u>	<u>33,344</u>	<u>0</u>	<u>0</u>
Ending Balance, June 30	<u>\$ 26,214</u>	<u>\$ 33,344</u>	<u>\$ 33,344</u>	<u>\$ 0</u>	<u>\$ 0</u>

Note: Refer to page 311 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 234,568	\$ 380,458	\$ 427,851	\$ 427,851	\$ 427,851
Revenues:					
Intergovernmental	3,429,773	3,946,588	4,258,000	4,258,000	4,131,000
Miscellaneous	<u>375</u>	<u>1,875</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	<u>3,430,148</u>	<u>3,948,463</u>	<u>4,258,000</u>	<u>4,258,000</u>	<u>4,131,000</u>
Interfund Transfer In	<u>358,250</u>	<u>225,000</u>	<u>225,000</u>	<u>225,000</u>	<u>175,000</u>
Total Available	<u>4,022,966</u>	<u>4,553,921</u>	<u>4,910,851</u>	<u>4,910,851</u>	<u>4,733,851</u>
Expenditures:					
Personnel	180,153	171,823	215,753	215,753	238,735
Operating	1,657,004	3,954,247	4,267,247	4,267,247	4,067,265
Capital	<u>1,805,351</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>3,642,508</u>	<u>4,126,070</u>	<u>4,483,000</u>	<u>4,483,000</u>	<u>4,306,000</u>
Unreserved/Undesignated	<u>380,458</u>	<u>427,851</u>	<u>427,851</u>	<u>427,851</u>	<u>427,851</u>
Ending Balance, June 30	<u><u>\$ 380,458</u></u>	<u><u>\$ 427,851</u></u>	<u><u>\$ 427,851</u></u>	<u><u>\$ 427,851</u></u>	<u><u>\$ 427,851</u></u>

Note: Refer to pages 312-313 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 8,242	\$ 8,242	\$ 8,242	\$ 8,242	\$ 8,242
Revenues:					
Intergovernmental	90,000	1,800,126	2,306,872	2,306,872	2,347,769
Charges and Fees	310	47,345	35,000	35,000	35,000
Leases and Rentals	21,753	77,599	79,278	79,278	86,778
Miscellaneous	<u>0</u>	<u>2,225</u>	<u>0</u>	<u>0</u>	<u>500</u>
Subtotal	<u>112,063</u>	<u>1,927,295</u>	<u>2,421,150</u>	<u>2,421,150</u>	<u>2,470,047</u>
Interfund Transfer In	<u>338,086</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Available	<u>458,391</u>	<u>1,935,537</u>	<u>2,429,392</u>	<u>2,429,392</u>	<u>2,478,289</u>
Expenditures:					
Personnel	113,165	628,907	743,845	743,845	840,195
Operating	271,971	1,294,775	1,677,305	1,677,305	1,629,852
Capital	<u>46,024</u>	<u>3,613</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	<u>431,160</u>	<u>1,927,295</u>	<u>2,421,150</u>	<u>2,421,150</u>	<u>2,470,047</u>
Interfund Transfer Out	<u>18,989</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Disbursements	<u>450,149</u>	<u>1,927,295</u>	<u>2,421,150</u>	<u>2,421,150</u>	<u>2,470,047</u>
Unreserved/Undesignated	<u>8,242</u>	<u>8,242</u>	<u>8,242</u>	<u>8,242</u>	<u>8,242</u>
Ending Balance, June 30	<u><u>\$ 8,242</u></u>	<u><u>\$ 8,242</u></u>	<u><u>\$ 8,242</u></u>	<u><u>\$ 8,242</u></u>	<u><u>\$ 8,242</u></u>

Note: Refer to pages 314-315 for budget narrative related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Juvenile Drug Court
Fund Statement

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 0	\$ 14,349	\$ 61,031	\$ 61,031	\$ 0
Revenues:					
Intergovernmental	96,023	155,096	20,800	20,800	0
Charges and Fees	<u>7,412</u>	<u>6,557</u>	<u>4,500</u>	<u>4,500</u>	<u>4,500</u>
Subtotal	<u>103,435</u>	<u>161,653</u>	<u>25,300</u>	<u>25,300</u>	<u>4,500</u>
Interfund Transfer In	<u>20,000</u>	<u>0</u>	<u>11,030</u>	<u>11,030</u>	<u>58,000</u>
Total Available	<u>123,435</u>	<u>176,002</u>	<u>97,361</u>	<u>97,361</u>	<u>62,500</u>
Expenses:					
Personnel	79,379	112,852	12,649	73,680	45,510
Operating	27,732	2,119	23,681	23,681	16,990
Capital	<u>1,831</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	<u>108,942</u>	<u>114,971</u>	<u>36,330</u>	<u>97,361</u>	<u>62,500</u>
Interfund Transfer Out	<u>144</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Disbursements	<u>109,086</u>	<u>114,971</u>	<u>36,330</u>	<u>97,361</u>	<u>62,500</u>
Unreserved/Undesignated	<u>14,349</u>	<u>61,031</u>	<u>61,031</u>	<u>0</u>	<u>0</u>
Ending Balance, June 30	<u>\$ 14,349</u>	<u>\$ 61,031</u>	<u>\$ 61,031</u>	<u>\$ 0</u>	<u>\$ 0</u>

Note: Refer to page 101 for budget narrative related to this fund.

Charleston County, South Carolina
Special Revenue Fund
Library
Fund Statement

	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2002 Projected	FY 2003 Approved
Beginning Balance, July 1	\$2,382,352	\$2,850,497	\$2,932,033	\$2,932,033	\$2,255,812
Revenues:					
Intergovernmental	649,459	599,565	501,566	496,808	453,292
Charges and Fees	62,503	57,973	65,000	47,901	50,000
Fines and Forfeitures	286,487	306,520	275,000	300,000	300,000
Interest	171,308	169,244	120,000	72,980	75,000
Miscellaneous	249,887	44,434	48,000	72,937	32,000
Subtotal	1,419,644	1,177,736	1,009,566	990,626	910,292
Interfund Transfer In	9,726,266	9,998,238	10,015,207	10,015,207	10,015,207
Total Available	13,528,262	14,026,471	13,956,806	13,937,866	13,181,311
Expenditures:					
Personnel	6,170,190	6,760,565	7,673,051	6,805,566	7,772,382
Operating	4,139,872	4,239,305	3,865,065	4,483,007	4,306,924
Capital	367,703	94,568	0	393,481	0
Total Expenditures	10,677,765	11,094,438	11,538,116	11,682,054	12,079,306
Reserved	82,540	74,211	74,211	74,211	74,211
Unreserved/Designated	1,767,957	1,857,822	1,857,822	447,472	447,472
Unreserved/Undesignated	1,000,000	1,000,000	486,657	1,734,129	580,322
Ending Balance, June 30	<u>\$2,850,497</u>	<u>\$2,932,033</u>	<u>\$2,418,690</u>	<u>\$2,255,812</u>	<u>\$1,102,005</u>

Note: Refer to pages 135-136 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 509,998	\$ 472,360	\$ 531,772	\$ 531,772	\$ 531,772
Revenues:					
Charges and Fees	<u>274,951</u>	<u>482,294</u>	<u>234,570</u>	<u>233,000</u>	<u>240,000</u>
Subtotal	<u>274,951</u>	<u>482,294</u>	<u>234,570</u>	<u>233,000</u>	<u>240,000</u>
Total Available	<u>784,949</u>	<u>954,654</u>	<u>766,342</u>	<u>764,772</u>	<u>771,772</u>
Expenditures:					
Personnel	0	0	0	0	0
Operating	119,276	63,014	234,570	233,000	208,000
Capital	193,313	359,868	0	0	47,000
Debt Service	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>65,000</u>
Total Expenditures	<u>312,589</u>	<u>422,882</u>	<u>234,570</u>	<u>233,000</u>	<u>320,000</u>
Reserved	19,720	103,586	103,586	0	0
Unreserved/Undesignated	<u>452,640</u>	<u>428,186</u>	<u>428,186</u>	<u>531,772</u>	<u>451,772</u>
Ending Balance, June 30	<u>\$ 472,360</u>	<u>\$ 531,772</u>	<u>\$ 531,772</u>	<u>\$ 531,772</u>	<u>\$ 451,772</u>

Note: Refer to page 188 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 622,917	\$ 421,322	\$ 272,844	\$ 272,844	\$ 191,345
Revenues:					
Charges and Fees	635	0	0	0	0
Fines and Forfeitures	268,409	154,201	340,156	233,006	318,350
Interest	36,732	19,167	30,000	30,000	30,000
Miscellaneous	<u>25</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	<u>305,801</u>	<u>173,368</u>	<u>370,156</u>	<u>263,006</u>	<u>348,350</u>
Interfund Transfer In	<u>0</u>	<u>0</u>	<u>49,432</u>	<u>49,432</u>	<u>0</u>
Total Available	<u>928,718</u>	<u>594,690</u>	<u>692,432</u>	<u>585,282</u>	<u>539,695</u>
Expenditures:					
Personnel	5,446	69	1,888	669	1,888
Operating	465,600	314,432	416,410	329,218	341,504
Capital	<u>36,350</u>	<u>7,345</u>	<u>69,050</u>	<u>64,050</u>	<u>0</u>
Total Expenditures	<u>507,396</u>	<u>321,846</u>	<u>487,348</u>	<u>393,937</u>	<u>343,392</u>
Reserved	16,962	4,664	4,664	0	0
Unreserved/Undesignated	<u>404,360</u>	<u>268,180</u>	<u>200,420</u>	<u>191,345</u>	<u>196,303</u>
Ending Balance, June 30	<u>\$ 421,322</u>	<u>\$ 272,844</u>	<u>\$ 205,084</u>	<u>\$ 191,345</u>	<u>\$ 196,303</u>

Note: This statement combines the Sheriff's Asset Forfeiture and the Solicitor's Asset Forfeiture Divisions.

Note: Refer to page 114 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 74,910	\$ 149,875	\$ 367,085	\$ 367,085	\$ 271,242
Revenues:					
Intergovernmental	68,459	225,314	309,000	199,000	310,000
Fines and Forfeitures	9,084	(201)	3,039	0	3,039
Leases and Rentals	0	73,248	0	0	0
Miscellaneous	<u>166,976</u>	<u>182,694</u>	<u>167,000</u>	<u>164,426</u>	<u>149,000</u>
Subtotal	<u>244,519</u>	<u>481,055</u>	<u>479,039</u>	<u>363,426</u>	<u>462,039</u>
Interfund Transfer In	<u>15</u>	<u>26,807</u>	<u>18,015</u>	<u>18,015</u>	<u>19,199</u>
Total Available	<u>319,444</u>	<u>657,737</u>	<u>864,139</u>	<u>748,526</u>	<u>752,480</u>
Expenditures:					
Personnel	39,724	116,114	272,432	162,432	275,798
Operating	105,010	138,838	232,313	171,246	208,451
Capital	<u>24,835</u>	<u>31,639</u>	<u>78,193</u>	<u>94,174</u>	<u>0</u>
Subtotal	<u>169,569</u>	<u>286,591</u>	<u>582,938</u>	<u>427,852</u>	<u>484,249</u>
Interfund Transfer Out	<u>0</u>	<u>4,061</u>	<u>0</u>	<u>49,432</u>	<u>0</u>
Total Disbursements	<u>169,569</u>	<u>290,652</u>	<u>582,938</u>	<u>477,284</u>	<u>484,249</u>
Unreserved/Undesignated	<u>149,875</u>	<u>367,085</u>	<u>281,201</u>	<u>271,242</u>	<u>268,231</u>
Ending Balance, June 30	<u>\$ 149,875</u>	<u>\$ 367,085</u>	<u>\$ 281,201</u>	<u>\$ 271,242</u>	<u>\$ 268,231</u>

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

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 20,104	\$ 14,803	\$ 4,310	\$ 4,310	\$ 0
Revenues:					
Intergovernmental	<u>75,867</u>	<u>70,323</u>	<u>71,000</u>	<u>71,000</u>	<u>71,618</u>
Subtotal	<u>75,867</u>	<u>70,323</u>	<u>71,000</u>	<u>71,000</u>	<u>71,618</u>
Total Available	<u>95,971</u>	<u>85,126</u>	<u>75,310</u>	<u>75,310</u>	<u>71,618</u>
Expenditures:					
Personnel	44,047	50,327	52,944	52,944	53,891
Operating	24,652	24,015	18,056	22,366	17,727
Capital	<u>12,469</u>	<u>6,474</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>81,168</u>	<u>80,816</u>	<u>71,000</u>	<u>75,310</u>	<u>71,618</u>
Reserved	<u>14,803</u>	<u>4,310</u>	<u>4,310</u>	<u>0</u>	<u>0</u>
Ending Balance, June 30	<u>\$ 14,803</u>	<u>\$ 4,310</u>	<u>\$ 4,310</u>	<u>\$ 0</u>	<u>\$ 0</u>

Note: Refer to page 118 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 63,367	\$ 68,453	\$ 68,445	\$ 68,445	\$ 85,908
Revenues:					
Charges and Fees	<u>185,724</u>	<u>214,593</u>	<u>262,500</u>	<u>262,500</u>	<u>262,500</u>
Subtotal	<u>185,724</u>	<u>214,593</u>	<u>262,500</u>	<u>262,500</u>	<u>262,500</u>
Total Available	<u>249,091</u>	<u>283,046</u>	<u>330,945</u>	<u>330,945</u>	<u>348,408</u>
Expenditures:					
Personnel	156,461	177,830	214,217	214,217	216,916
Operating	17,892	36,771	33,051	30,820	32,817
Capital	<u>6,285</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>180,638</u>	<u>214,601</u>	<u>247,268</u>	<u>245,037</u>	<u>249,733</u>
Reserved	357	439	439	0	0
Unreserved/Undesignated	<u>68,096</u>	<u>68,006</u>	<u>83,238</u>	<u>85,908</u>	<u>98,675</u>
Ending Balance, June 30	<u>\$ 68,453</u>	<u>\$ 68,445</u>	<u>\$ 83,677</u>	<u>\$ 85,908</u>	<u>\$ 98,675</u>

Note: Refer to page 126 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 533,754	\$ 568,288	\$ 677,166	\$ 677,166	\$ 663,878
Revenues:					
Intergovernmental	735,508	763,956	511,562	612,583	510,750
Charges and Fees	<u>42,336</u>	<u>44,972</u>	<u>6,000</u>	<u>35,000</u>	<u>35,000</u>
Subtotal	<u>777,844</u>	<u>808,928</u>	<u>517,562</u>	<u>647,583</u>	<u>545,750</u>
Interfund Transfer In	<u>0</u>	<u>1,850</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Available	<u>1,311,598</u>	<u>1,379,066</u>	<u>1,194,728</u>	<u>1,324,749</u>	<u>1,209,628</u>
Expenditures:					
Personnel	573,090	633,618	645,029	640,243	653,599
Operating	97,071	33,486	42,417	12,000	11,520
Capital	<u>57,796</u>	<u>22,998</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	<u>727,957</u>	<u>690,102</u>	<u>687,446</u>	<u>652,243</u>	<u>665,119</u>
Interfund Transfer Out	<u>15,353</u>	<u>11,798</u>	<u>8,628</u>	<u>8,628</u>	<u>6,082</u>
Total Disbursements	<u>743,310</u>	<u>701,900</u>	<u>696,074</u>	<u>660,871</u>	<u>671,201</u>
Reserved	1,905	102	102	0	0
Unreserved/Undesignated	<u>566,383</u>	<u>677,064</u>	<u>498,552</u>	<u>663,878</u>	<u>538,427</u>
Ending Balance, June 30	<u>\$ 568,288</u>	<u>\$ 677,166</u>	<u>\$ 498,654</u>	<u>\$ 663,878</u>	<u>\$ 538,427</u>

Note: Refer to page 128 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 49,103	\$ 40,480	\$ 24,400	\$ 24,400	\$ 16,251
Revenues:					
Intergovernmental	<u>41,619</u>	<u>28,952</u>	<u>44,189</u>	<u>36,244</u>	<u>29,515</u>
Subtotal	<u>41,619</u>	<u>28,952</u>	<u>44,189</u>	<u>36,244</u>	<u>29,515</u>
Total Available	<u>90,722</u>	<u>69,432</u>	<u>68,589</u>	<u>60,644</u>	<u>45,766</u>
Expenditures:					
Personnel	42,313	43,525	44,597	44,393	40,138
Operating	68	1,507	0	0	0
Capital	<u>7,861</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>50,242</u>	<u>45,032</u>	<u>44,597</u>	<u>44,393</u>	<u>40,138</u>
Unreserved/Undesignated	<u>40,480</u>	<u>24,400</u>	<u>23,992</u>	<u>16,251</u>	<u>5,628</u>
Ending Balance, June 30	<u>\$ 40,480</u>	<u>\$ 24,400</u>	<u>\$ 23,992</u>	<u>\$ 16,251</u>	<u>\$ 5,628</u>

Note: Refer to page 130 for budget narrative related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Revenues:					
Taxes	3,046,809	3,217,223	3,164,000	3,415,871	3,400,871
Intergovernmental	<u>54,129</u>	<u>72,776</u>	<u>0</u>	<u>54,129</u>	<u>54,129</u>
Subtotal	<u>3,100,938</u>	<u>3,289,999</u>	<u>3,164,000</u>	<u>3,470,000</u>	<u>3,455,000</u>
Total Available	<u>3,100,938</u>	<u>3,289,999</u>	<u>3,164,000</u>	<u>3,470,000</u>	<u>3,455,000</u>
Expenditures:					
Personnel	0	0	0	0	0
Operating	3,100,938	3,289,999	3,164,000	3,470,000	3,455,000
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>3,100,938</u>	<u>3,289,999</u>	<u>3,164,000</u>	<u>3,470,000</u>	<u>3,455,000</u>
Ending Balance, June 30	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 324,487	\$ 456,489	\$ 510,348	\$ 510,348	\$ 508,322
Revenues:					
Intergovernmental	0	270	0	0	0
Charges and Fees	<u>282,626</u>	<u>303,616</u>	<u>283,910</u>	<u>285,000</u>	<u>285,000</u>
Subtotal	<u>282,626</u>	<u>303,886</u>	<u>283,910</u>	<u>285,000</u>	<u>285,000</u>
Total Available	<u>607,113</u>	<u>760,375</u>	<u>794,258</u>	<u>795,348</u>	<u>793,322</u>
Expenditures:					
Personnel	143,787	209,128	264,199	257,818	283,356
Operating	6,837	17,141	27,230	29,208	30,027
Capital	<u>0</u>	<u>23,758</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>150,624</u>	<u>250,027</u>	<u>291,429</u>	<u>287,026</u>	<u>313,383</u>
Reserved	0	5,795	5,795	0	0
Unreserved/Undesignated	<u>456,489</u>	<u>504,553</u>	<u>497,034</u>	<u>508,322</u>	<u>479,939</u>
Ending Balance, June 30	<u>\$ 456,489</u>	<u>\$ 510,348</u>	<u>\$ 502,829</u>	<u>\$ 508,322</u>	<u>\$ 479,939</u>

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

Note: Refer to pages 129 and 276 for budget narratives related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 242,214	\$ 381,484	\$ 402,278	\$ 402,278	\$ 215,353
Revenues:					
Intergovernmental	400	221	0	0	0
Charges and Fees	<u>345,800</u>	<u>316,109</u>	<u>300,000</u>	<u>300,000</u>	<u>310,000</u>
Subtotal	<u>346,200</u>	<u>316,330</u>	<u>300,000</u>	<u>300,000</u>	<u>310,000</u>
Total Available	<u>588,414</u>	<u>697,814</u>	<u>702,278</u>	<u>702,278</u>	<u>525,353</u>
Expenditures:					
Personnel	153,728	196,177	292,512	292,512	303,414
Operating	51,688	65,240	171,201	171,413	58,453
Capital	<u>1,514</u>	<u>34,119</u>	<u>23,000</u>	<u>23,000</u>	<u>0</u>
Total Expenditures	<u>206,930</u>	<u>295,536</u>	<u>486,713</u>	<u>486,925</u>	<u>361,867</u>
Reserved	392	212	212	0	0
Unreserved/Undesignated	<u>381,092</u>	<u>402,066</u>	<u>215,353</u>	<u>215,353</u>	<u>163,486</u>
Ending Balance, June 30	<u>\$ 381,484</u>	<u>\$ 402,278</u>	<u>\$ 215,565</u>	<u>\$ 215,353</u>	<u>\$ 163,486</u>

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

Note: Refer to pages 122 and 276 for budget narratives related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Revenues:					
Taxes	8,081	7,931	7,925	7,925	7,950
Intergovernmental	<u>0</u>	<u>65</u>	<u>75</u>	<u>75</u>	<u>50</u>
Subtotal	<u>8,081</u>	<u>7,996</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>
Total Available	<u>8,081</u>	<u>7,996</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>
Expenditures:					
Personnel	0	0	0	0	0
Operating	8,081	7,996	8,000	8,000	8,000
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures	<u>8,081</u>	<u>7,996</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>
Ending Balance, June 30	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

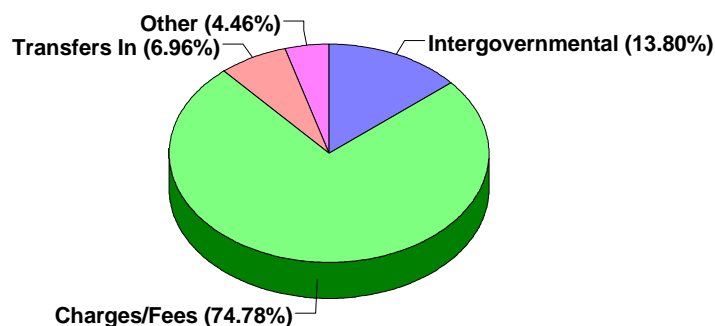
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Enterprise Funds

Charleston County

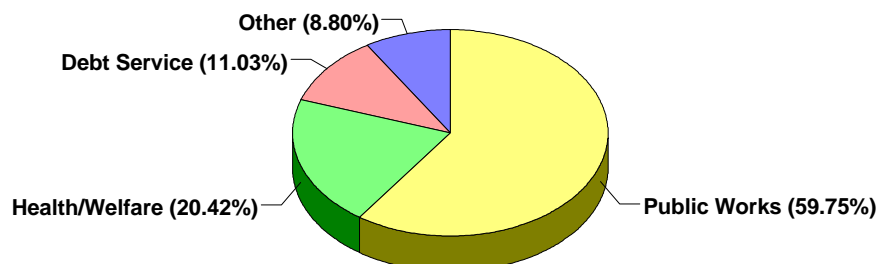
The Enterprise Funds account for those operations that are financed and operated in a manner similar to private business or where the County has decided that the determination of revenues earned, costs incurred and/or net income is necessary for management accountability. The County operates four Enterprise 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 2003 Charleston County Enterprise Funds



Total Available Budgeted: \$45,458,604

WHERE IT GOES TO... FY 2003 Charleston County Enterprise Funds



Total Uses: \$45,458,604*

*Includes \$303,998 in budgeted increases in ending balances.

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

	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2002 Projected	FY 2003 Approved
Beginning Balance, July 1	\$5,246,754	\$4,520,953	\$4,414,973	\$4,414,973	\$4,424,535
Revenues:					
Taxes	1,275	3,144	0	0	0
Intergovernmental	6,247,754	6,103,111	6,827,885	6,827,885	6,132,979
Charges and Fees	1,572,267	1,317,494	2,053,568	2,053,568	1,956,949
Miscellaneous	6,294	3,111	72,429	72,429	205,921
Subtotal	<u>7,827,590</u>	<u>7,426,860</u>	<u>8,953,882</u>	<u>8,953,882</u>	<u>8,295,849</u>
Interfund Transfer In	<u>1,769,604</u>	<u>1,803,992</u>	<u>1,847,765</u>	<u>1,847,765</u>	<u>1,843,954</u>
Total Available	<u>14,843,948</u>	<u>13,751,805</u>	<u>15,216,620</u>	<u>15,216,620</u>	<u>14,564,338</u>
Expenses:					
Personnel	5,311,235	5,242,603	5,759,167	5,759,167	5,211,477
Operating	3,364,859	3,665,484	4,387,550	4,387,550	4,071,619
Capital	0	0	93,862	93,862	0
Debt Service	521,434	406,047	551,506	551,506	552,709
Subtotal	<u>9,197,528</u>	<u>9,314,134</u>	<u>10,792,085</u>	<u>10,792,085</u>	<u>9,835,805</u>
Interfund Transfer Out	<u>1,125,467</u>	<u>22,698</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Disbursements	<u>10,322,995</u>	<u>9,336,832</u>	<u>10,792,085</u>	<u>10,792,085</u>	<u>9,835,805</u>
Unreserved/Undesignated	<u>4,520,953</u>	<u>4,414,973</u>	<u>4,424,535</u>	<u>4,424,535</u>	<u>4,728,533</u>
Ending Balance, June 30	<u><u>\$4,520,953</u></u>	<u><u>\$4,414,973</u></u>	<u><u>\$4,424,535</u></u>	<u><u>\$4,424,535</u></u>	<u><u>\$4,728,533</u></u>

Note: Refer to pages 225-248 for budget narratives related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$7,141,511	\$7,910,650	\$8,532,526	\$8,532,526	\$8,586,551
Revenues:					
Charges and Fees	2,567,872	2,503,683	2,954,485	2,417,390	2,394,607
Leases and Rentals	<u>0</u>	<u>0</u>	<u>53,534</u>	<u>53,534</u>	<u>80,300</u>
Subtotal	<u>2,567,872</u>	<u>2,503,683</u>	<u>3,008,019</u>	<u>2,470,924</u>	<u>2,474,907</u>
Interfund Transfer In	<u>671,273</u>	<u>627,368</u>	<u>668,199</u>	<u>668,199</u>	<u>669,658</u>
Total Available	<u>10,380,656</u>	<u>11,041,701</u>	<u>12,208,744</u>	<u>11,671,649</u>	<u>11,731,116</u>
Expenses:					
Personnel	577,312	619,312	687,049	687,049	630,649
Operating	803,868	849,332	1,250,115	1,206,968	1,297,293
Capital	0	0	0	0	55,000
Debt Service	<u>1,088,571</u>	<u>1,040,531</u>	<u>1,231,310</u>	<u>1,191,081</u>	<u>1,191,081</u>
Subtotal	<u>2,469,751</u>	<u>2,509,175</u>	<u>3,168,474</u>	<u>3,085,098</u>	<u>3,174,023</u>
Interfund Transfer Out	<u>255</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Disbursements	<u>2,470,006</u>	<u>2,509,175</u>	<u>3,168,474</u>	<u>3,085,098</u>	<u>3,174,023</u>
Unreserved/Undesignated	<u>7,910,650</u>	<u>8,532,526</u>	<u>9,040,270</u>	<u>8,586,551</u>	<u>8,557,093</u>
Ending Balance, June 30	<u><u>\$7,910,650</u></u>	<u><u>\$8,532,526</u></u>	<u><u>\$9,040,270</u></u>	<u><u>\$8,586,551</u></u>	<u><u>\$8,557,093</u></u>

Note: This fund is comprised of three separate divisions: General Services - Parking Garage - Cumberland, General Services - Parking Garage - Health Complex and General Services - Parking Garage - King & Queen.

Note: Refer to pages 259-264 for budget narratives related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 591,724	\$ 904,604	\$ 1,487,310	\$ 1,487,310	\$ 1,715,836
Revenues:					
Charges and Fees	<u>979,565</u>	<u>1,230,314</u>	<u>1,200,000</u>	<u>1,200,000</u>	<u>950,000</u>
Subtotal	<u>979,565</u>	<u>1,230,314</u>	<u>1,200,000</u>	<u>1,200,000</u>	<u>950,000</u>
Total Available	<u>1,571,289</u>	<u>2,134,918</u>	<u>2,687,310</u>	<u>2,687,310</u>	<u>2,665,836</u>
Expenses:					
Personnel	18,968	46,420	51,377	51,377	45,507
Operating	647,717	601,188	709,097	709,097	801,624
Capital	<u>0</u>	<u>0</u>	<u>211,000</u>	<u>211,000</u>	<u>219,631</u>
Total Expenses	<u>666,685</u>	<u>647,608</u>	<u>971,474</u>	<u>971,474</u>	<u>1,066,762</u>
Unreserved/Undesignated	<u>904,604</u>	<u>1,487,310</u>	<u>1,715,836</u>	<u>1,715,836</u>	<u>1,599,074</u>
Ending Balance, June 30	<u>\$ 904,604</u>	<u>\$ 1,487,310</u>	<u>\$ 1,715,836</u>	<u>\$ 1,715,836</u>	<u>\$ 1,599,074</u>

Note: Refer to page 176 for budget narrative related to this fund.

Charleston County, South Carolina
Enterprise Fund
Solid Waste
Fund Statement

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$16,071,865	\$23,091,174	\$27,549,348	\$27,549,348	\$27,439,380
Revenues:					
Intergovernmental	208,118	610,245	140,000	140,000	140,000
Charges and Fees	28,302,476	28,683,830	27,027,450	29,638,237	28,690,700
Interest	2,024,477	2,253,439	1,455,000	1,455,000	1,455,000
Miscellaneous	73,855	84,143	50	0	5,000
Subtotal	<u>30,608,926</u>	<u>31,631,657</u>	<u>28,622,500</u>	<u>31,233,237</u>	<u>30,290,700</u>
Interfund Transfer In	<u>0</u>	<u>0</u>	<u>650,000</u>	<u>650,000</u>	<u>650,000</u>
Total Available	<u>46,680,791</u>	<u>54,722,831</u>	<u>56,821,848</u>	<u>59,432,585</u>	<u>58,380,080</u>
Expenses:					
Personnel	4,053,423	4,715,851	5,379,123	5,388,916	5,243,310
Operating	18,349,534	21,322,913	19,675,865	19,573,281	19,692,101
Capital	0	0	2,484,295	4,034,926	2,224,500
Debt Service	1,186,660	1,134,719	2,346,082	2,346,082	3,268,105
Subtotal	<u>23,589,617</u>	<u>27,173,483</u>	<u>29,885,365</u>	<u>31,343,205</u>	<u>30,428,016</u>
Interfund Transfer Out	<u>0</u>	<u>0</u>	<u>650,000</u>	<u>650,000</u>	<u>650,000</u>
Total Disbursements	<u>23,589,617</u>	<u>27,173,483</u>	<u>30,535,365</u>	<u>31,993,205</u>	<u>31,078,016</u>
Reserved	7,095,567	9,048,499	9,048,499	9,048,499	9,048,499
Unreserved/Undesignated	<u>15,995,607</u>	<u>18,500,849</u>	<u>17,237,984</u>	<u>18,390,881</u>	<u>18,253,565</u>
Ending Balance, June 30	<u>\$23,091,174</u>	<u>\$27,549,348</u>	<u>\$26,286,483</u>	<u>\$27,439,380</u>	<u>\$27,302,064</u>

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 193-212 and 292-293 for budget narratives related to this fund.

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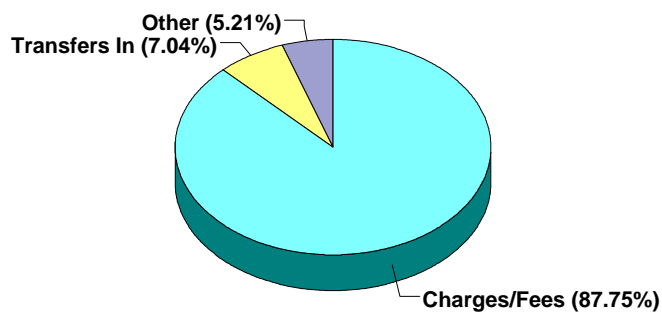
Internal Service Funds

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...

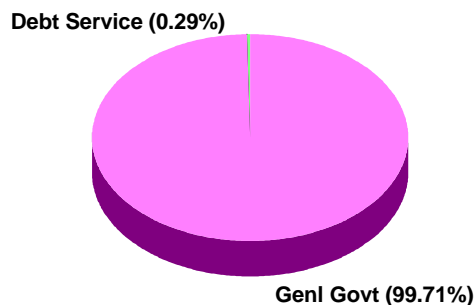
FY 2003 Charleston County Internal Service Funds



Total Available Budgeted: \$27,476,300

WHERE IT GOES TO...

FY 2003 Charleston County Internal Service Funds



Total Uses: \$27,476,300

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$2,040,240	\$2,140,058	\$2,725,597	\$2,725,597	\$2,225,597
Revenues:					
Charges and Fees	10,564,360	12,334,251	12,330,000	12,330,000	13,430,000
Interest	<u>74,424</u>	<u>89,845</u>	<u>54,000</u>	<u>54,000</u>	<u>54,000</u>
Subtotal	<u>10,638,784</u>	<u>12,424,096</u>	<u>12,384,000</u>	<u>12,384,000</u>	<u>13,484,000</u>
Total Available	<u>12,679,024</u>	<u>14,564,154</u>	<u>15,109,597</u>	<u>15,109,597</u>	<u>15,709,597</u>
Expenses:					
Personnel	0	0	0	0	0
Operating	10,538,966	11,838,557	12,884,000	12,884,000	13,984,000
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenses	<u>10,538,966</u>	<u>11,838,557</u>	<u>12,884,000</u>	<u>12,884,000</u>	<u>13,984,000</u>
Unreserved/Undesignated	<u>2,140,058</u>	<u>2,725,597</u>	<u>2,225,597</u>	<u>2,225,597</u>	<u>1,725,597</u>
Ending Balance, June 30	<u><u>\$2,140,058</u></u>	<u><u>\$2,725,597</u></u>	<u><u>\$2,225,597</u></u>	<u><u>\$2,225,597</u></u>	<u><u>\$1,725,597</u></u>

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$9,082,641	\$9,040,002	\$8,596,233	\$8,596,233	\$8,564,408
Revenues:					
Charges and Fees	5,171,065	5,299,079	5,794,690	5,794,690	5,769,029
Leases and Rentals	0	0	0	0	65,000
Miscellaneous	<u>170,964</u>	<u>337,733</u>	<u>80,060</u>	<u>80,060</u>	<u>0</u>
Subtotal	<u>5,342,029</u>	<u>5,636,812</u>	<u>5,874,750</u>	<u>5,874,750</u>	<u>5,834,029</u>
Interfund Transfer In	<u>4,402,986</u>	<u>4,161,514</u>	<u>3,299,820</u>	<u>3,299,820</u>	<u>1,933,001</u>
Total Available	<u>18,827,656</u>	<u>18,838,328</u>	<u>17,770,803</u>	<u>17,770,803</u>	<u>16,331,438</u>
Expenses:					
Personnel	1,412,100	1,492,003	1,605,497	1,596,531	1,520,336
Operating	8,316,036	8,706,263	4,316,394	4,335,352	4,248,693
Capital	0	0	3,194,511	3,194,511	2,178,000
Debt Service	<u>45,932</u>	<u>43,829</u>	<u>80,001</u>	<u>80,001</u>	<u>80,001</u>
Subtotal	<u>9,774,068</u>	<u>10,242,095</u>	<u>9,196,403</u>	<u>9,206,395</u>	<u>8,027,030</u>
Interfund Transfer Out	<u>13,586</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Disbursements	<u>9,787,654</u>	<u>10,242,095</u>	<u>9,196,403</u>	<u>9,206,395</u>	<u>8,027,030</u>
Unreserved/Undesignated	<u>9,040,002</u>	<u>8,596,233</u>	<u>8,574,400</u>	<u>8,564,408</u>	<u>8,304,408</u>
Ending Balance, June 30	<u><u>\$9,040,002</u></u>	<u><u>\$8,596,233</u></u>	<u><u>\$8,574,400</u></u>	<u><u>\$8,564,408</u></u>	<u><u>\$8,304,408</u></u>

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

Note: Refer to pages 249-250 and 320-321 for budget narratives related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$ 749,252	\$ 712,036	\$ 579,212	\$ 579,212	\$ 691,739
Revenues:					
Charges and Fees	<u>3,059,673</u>	<u>3,229,428</u>	<u>3,609,946</u>	<u>3,536,924</u>	<u>3,615,626</u>
Subtotal	<u>3,059,673</u>	<u>3,229,428</u>	<u>3,609,946</u>	<u>3,536,924</u>	<u>3,615,626</u>
Interfund Transfer In	<u>32,852</u>	<u>19,499</u>	<u>23,719</u>	<u>13,282</u>	<u>0</u>
Total Available	<u>3,841,777</u>	<u>3,960,963</u>	<u>4,212,877</u>	<u>4,129,418</u>	<u>4,307,365</u>
Expenses:					
Personnel	719,250	847,576	895,391	787,268	915,498
Operating	2,410,491	2,534,175	2,744,773	2,497,809	2,700,128
Capital	<u>0</u>	<u>0</u>	<u>213,475</u>	<u>152,602</u>	<u>78,116</u>
Subtotal	<u>3,129,741</u>	<u>3,381,751</u>	<u>3,853,639</u>	<u>3,437,679</u>	<u>3,693,742</u>
Total Disbursements	<u>3,129,741</u>	<u>3,381,751</u>	<u>3,853,639</u>	<u>3,437,679</u>	<u>3,693,742</u>
Unreserved/Undesignated	<u>712,036</u>	<u>579,212</u>	<u>359,238</u>	<u>691,739</u>	<u>613,623</u>
Ending Balance, June 30	<u><u>\$ 712,036</u></u>	<u><u>\$ 579,212</u></u>	<u><u>\$ 359,238</u></u>	<u><u>\$ 691,739</u></u>	<u><u>\$ 613,623</u></u>

Note: This fund comprises three separate divisions: General Services - Office Services, General Services - Records Management, and General Services - Telecommunications.

Note: Refer to pages 257-258 and 265-268 for narratives related to this fund.

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

	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2002 Projected</u>	<u>FY 2003 Approved</u>
Beginning Balance, July 1	\$2,732,085	\$3,530,811	\$3,435,191	\$3,435,191	\$3,430,191
Revenues:					
Charges and Fees	1,659,317	1,071,244	1,200,000	1,200,000	1,300,000
Interest Revenues	219,260	253,116	0	0	0
Miscellaneous	<u>1,897</u>	<u>2,288</u>	<u>0</u>	<u>0</u>	<u>0</u>
Subtotal	<u>1,880,474</u>	<u>1,326,648</u>	<u>1,200,000</u>	<u>1,200,000</u>	<u>1,300,000</u>
Total Available	<u>4,612,559</u>	<u>4,857,459</u>	<u>4,635,191</u>	<u>4,635,191</u>	<u>4,730,191</u>
Expenses:					
Personnel	82,249	122,234	96,983	96,983	343,277
Operating	999,499	1,300,034	1,108,017	1,108,017	1,428,251
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenses	<u>1,081,748</u>	<u>1,422,268</u>	<u>1,205,000</u>	<u>1,205,000</u>	<u>1,771,528</u>
Unreserved/Undesignated	<u>3,530,811</u>	<u>3,435,191</u>	<u>3,430,191</u>	<u>3,430,191</u>	<u>2,958,663</u>
Ending Balance, June 30	<u><u>\$3,530,811</u></u>	<u><u>\$3,435,191</u></u>	<u><u>\$3,430,191</u></u>	<u><u>\$3,430,191</u></u>	<u><u>\$2,958,663</u></u>

Note: Refer to pages 282-283 for budget narrative related to this fund.

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:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	11.00	11.00	11.00	11.00
Personnel	\$ 244,194	\$ 250,025	\$ 262,065	\$ 266,779
Operating	389,560	262,038	310,471	343,822
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>633,754</u>	<u>512,063</u>	<u>572,536</u>	<u>610,601</u>
Contingency	992,500	1,015,378	1,713,105	1,563,678
Less: Appropriations to Other Departments	(240,925)	(406,000)	(759,081)	0
Less: Lapsed at Fiscal Year-end	<u>(751,575)</u>	<u>(609,378)</u>	<u>0</u>	<u>0</u>
Contingency Balance Year-to-date	<u>0</u>	<u>0</u>	<u>954,024</u>	<u>1,563,678</u>
Interfund Transfer Out	<u>130,425</u>	<u>0</u>	<u>0</u>	<u>58,000</u>
TOTAL DISBURSEMENTS	<u>\$ 764,179</u>	<u>\$ 512,063</u>	<u>\$ 1,526,560</u>	<u>\$ 2,232,279</u>

Overview: County Council's FY 2003 budget reflects an increase of \$705,719 or 46.2 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures reflect an increase of \$4,714 or 1.8 percent and include a biennial Cost of Living Adjustment for County Council.
- Operating expenditures represent an increase of \$33,351 or 10.7 percent. This increase reflects a \$25,000 increase in the contribution to the Senior Citizens Center as previously approved by County Council.
- Council's contingency contains \$1,563,678 to fund requests during FY 2003. This contingency includes \$621,678 to fund legal costs related to ongoing lawsuits in which the County is involved. During budget deliberations, Council shifted \$58,000 from their contingency to interfund transfer out to fund the Juvenile Drug Court. Also during budget deliberations, Council transferred funding from the Legal Department to their contingency for legal costs related to ongoing lawsuits.
- Interfund transfer out reflects a \$58,000 or 100.0 percent increase. This transfer out reflects Council's decision during budget deliberations to fund the Juvenile Drug Court.

COUNTY COUNCIL (continued)

GENERAL FUND

GENERAL GOVERNMENT

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Ensure 100% of Council agenda packages are available to Council by deadline.			
Agenda packages available	15,750	15,750	15,750
Agenda available for mailing/faxing to citizens	11,232	11,232	11,232
Percentage available by deadline	100%	100%	100%
2. Ensure 100% accuracy of the preparation of agenda packets for distribution, agenda items for consideration, and resolutions and ordinances for vote.			
Agenda packages prepared	15,750	15,750	15,750
Agenda items submitted for consideration	525	525	525
Resolutions processed for vote	18	18	18
Ordinances processed for vote	108	108	108
Percentage of accuracy	100%	100%	100%
3. Provide policy recommendations by presenting committee meetings, Council meetings, and workshops/retreats annually.			
Committee meetings presented	67	67	67
Council meetings presented	22	22	22
Public hearings presented	50	50	50
Workshops/retreats presented	1	1	1

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 that was instituted to encourage and support tourism.

PROGRAM SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Intergovernmental	\$ 27,540	\$ 26,797	\$ 10,000	\$ 10,000
TOTAL REVENUES	<u>\$ 27,540</u>	<u>\$ 26,797</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Operating	2,413	1,707	0	0
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	2,413	1,707	0	0
Interfund Transfer Out	<u>25,127</u>	<u>25,090</u>	<u>10,000</u>	<u>10,000</u>
TOTAL DISBURSEMENTS	<u>\$ 27,540</u>	<u>\$ 26,797</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>

Overview: The Accommodations Tax budget represents no change from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Interfund transfer out represents no change from the FY 2002 budget.

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CONTRIBUTIONS

GENERAL FUND

GENERAL GOVERNMENT

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

PROGRAM SUMMARY:

	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Operating	151,605	145,727	352,503	352,503
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 151,605</u>	<u>\$ 145,727</u>	<u>\$ 352,503</u>	<u>\$ 352,503</u>

Overview: Contributions to outside agencies reflect no change from the FY 2002 budget. Council received requests from twenty-nine agencies totaling \$3,372,020. During budget deliberations, funding was appropriated at the FY 2002 level for only those agencies who received funding in FY 2002. No new agencies received contributions. Funding for the Lowcountry Senior Center, Sea Island Habitat and United Methodist Relief was transferred to the County Council budget during FY 2002.

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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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	3.00	3.00	3.00	2.00
Personnel	\$ 213,575	\$ 134,481	\$ 190,315	\$ 127,392
Operating	9,020	8,382	9,840	7,072
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 222,595</u>	<u>\$ 142,863</u>	<u>\$ 200,155</u>	<u>\$ 134,464</u>

Overview: The Internal Auditor's FY 2003 budget reflects a decrease of \$65,691 or 32.8 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures reflect a decrease of \$62,923 or 33.1 percent due primarily to the elimination of a vacant Deputy Internal Auditor position. This decrease is offset by the actual grades and steps of the incumbents.
- Operating expenditures reflect a decrease of \$2,768 or 28.1 percent due to reduced telephone and copier costs based on current operating conditions. In addition, travel, dues, and mileage costs related to the vacant position were reduced.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Based on an Annual Audit Plan approved by County Council, 100% of scheduled audits will be completed.¹			
Council audit reports	n/a	11	14
Periodic monitoring reports	n/a	6	17
Percentage completion of Annual Audit Plan	n/a	81% ²	100%
2. Cost per audit hour will not exceed the outside rate of \$85 per hour.			
Cost per audit hour	n/a	\$56.20	\$60.00
3. Survey departments regarding the value received from the audit with an average score of 75 on a scale of 1-100.			
Surveys returned	n/a	64.0%	50.0%
Average evaluation score	n/a	97	90
4. Based on completed audits, 75% of audit recommendations will be accepted and implemented within 12 months of audit report date.			
Recommendations in audit reports ³	n/a	32	20
Recommendations accepted and implemented	n/a	26	15
Percentage of recommendations accepted and implemented	n/a	81.0%	75.0%

¹ Statistics not available for prior years as reporting was maintained on a calendar-year basis. Beginning with FY 2002, data will be maintained on a fiscal-year basis.

² Percentage reflects elimination of Deputy Internal Auditor position.

³ This total does not include recommendations in Memorandums of Minor Exceptions or Periodic Monitoring Reports.

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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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	5.84	5.84	5.84	5.56
Personnel	\$ 324,441	\$ 377,188	\$ 392,519	\$ 358,094
Operating	195,754	340,751	198,842	233,267
Capital	<u>1,952</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 522,147</u>	<u>\$ 717,939</u>	<u>\$ 591,361</u>	<u>\$ 591,361</u>

Overview: The Legal Department's FY 2003 budget is unchanged from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures are decreased \$34,425 or 8.8 percent. This decrease reflects the effect of staffing changes made during FY 2002. The department has also eliminated .28 FTEs from two previously unfunded Assistant Attorneys.
- Operating expenditures are increased \$34,425 or 17.3 percent. Appropriations are increased to support the projected cost of litigation in FY 2003. During budget deliberations, Council transferred funding from the Legal Department to their contingency for legal costs related to ongoing lawsuits.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Respond to all requests for legal assistance within the time frame identified by or agreed to with the requesting individual, department and/or agency, or as specified by State/County codes.	n/a	100%	100%

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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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Charges and Fees	\$ 131,447	\$ 136,662	\$ 120,000	\$ 130,000
TOTAL REVENUES	<u>\$ 131,447</u>	<u>\$ 136,662</u>	<u>\$ 120,000</u>	<u>\$ 130,000</u>
Public Defender	\$ 1,014,827	\$ 1,071,625	\$ 1,194,527	\$ 1,235,200
State Probation and Parole	840	810	850	850
Mental Health Center	52,987	52,987	52,987	52,987
Department of Social Services	152,257	152,257	152,257	152,257
Health Department	<u>237,968</u>	<u>253,733</u>	<u>257,859</u>	<u>257,859</u>
TOTAL EXPENDITURES	<u>\$ 1,458,879</u>	<u>\$ 1,531,412</u>	<u>\$ 1,658,480</u>	<u>\$ 1,699,153</u>

Overview: Contributions to State Agencies reflect an increase of \$40,673 or 2.5 percent due to increases in the Public Defender's budget. Included in this increase is \$41,173 for a Cost of Living Adjustment (COLA), longevity, and an increase in insurance costs. All other budgets remain unchanged.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
Public Defender:			
1. Percentage of participation in court sponsored initiatives towards swifter case management. ¹	100%	100%	100%
2. Reduce number 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.	100%	100%	100%
3. Reduce repeat offenders by making recommendations for treatment or counseling to clients or tailored sentence recommendations for the court.	95.0%	100%	100%
4. Increase confidence in the court system by submitting periodic evaluation forms to sitting circuit judges for continuous improvement of the office. ²	100%	100%	100%

STATE AGENCIES (continued)

GENERAL FUND

JUDICIAL/HEALTH AND WELFARE

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
5. Address jail overcrowding by monitoring number of jail case dispositions handled by public defenders. ³	n/a	n/a	100%
6. 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. ^{3 & 4}	n/a	n/a	100%

¹ Quantified by commitment to a 100% participation rate in all initiatives on swifter case management.

² At least one evaluation form was sent to the Chief Administrative Judge and to sitting Circuit Judges who held a significant amount of criminal court in Charleston County during a six month term of court.

³ This department will begin measuring performance against this objective during FY 2003.

⁴ Two community projects scheduled and four lawyers to publicly address area schools.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	31.00	31.00	31.00	31.00
Intergovernmental	\$ 11,802	\$ 11,802	\$ 11,802	\$ 11,802
Charges and Fees	<u>1,256</u>	<u>1,052</u>	<u>1,000</u>	<u>500</u>
TOTAL REVENUES	<u>\$ 13,058</u>	<u>\$ 12,854</u>	<u>\$ 12,802</u>	<u>\$ 12,302</u>
Personnel	\$ 1,107,064	\$ 1,188,164	\$ 1,292,380	\$ 1,311,668
Operating	199,233	198,620	221,048	217,503
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 1,306,297</u>	<u>\$ 1,386,784</u>	<u>\$ 1,513,428</u>	<u>\$ 1,529,171</u>

Overview: The Auditor's FY 2003 budget reflects an increase of \$15,743 or 1.0 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are decreased \$500 or 3.9 percent reflecting a decrease in projected copy charges.
- Personnel expenditures reflect an increase of \$19,288 or 1.5 percent due to the actual grades and steps of the incumbents.
- Operating expenditures reflect a decrease of \$3,545 or 1.6 percent due to reduced records management requirements based on historical and projected usage. This decrease is partially offset by an increase in tax supplies due to an increase in the cost of printing the tax bills and the number of tax bills produced.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Maintain accurate real property and personal property mailing addresses with 100% accuracy.			
Tax notices processed with no returned mail	492,000	506,960	530,520
Returned mail percentage	10.0%	5.0%	0.0%
2. Perform daily data entry activity with 100% accuracy.			
Deed transfers processed	16,000	16,500	18,000
Accuracy rate	98.0%	99.0%	100%
Measurement changes processed	3,264	3,264	4,200
Accuracy rate	99.0%	99.0%	100%

AUDITOR (continued)

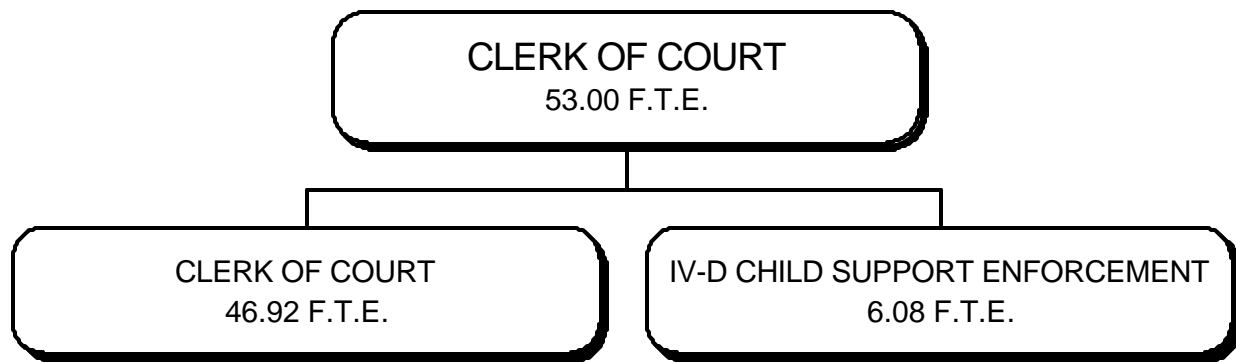
GENERAL FUND

GENERAL GOVERNMENT

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Ensure Homestead Exemptions and Property Tax Relief are administered with 100% accuracy.			
Homestead Exemptions/Property Tax Relief processed	16,320	16,320	17,000
Accuracy rate	100%	100%	100%
4. Establish fair market values for personal property and motor vehicles with 100% accuracy.			
Refunds processed	2,356	2,356	2,500
Accuracy rate	100%	100%	100%
5. Ensure closure to all property tax concerns with 100% accuracy.			
Property record cards accessed	38,000	42,000	42,000
Accuracy rate	100%	100%	100%
6. Calculate and set millage rates for all taxing authorities in Charleston County with 100% accuracy.			
Set millage/projected revenue for taxing authorities	32	32	32
Accuracy rate	100%	100%	100%

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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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	53.00	53.00	53.00	53.00
General Fund	\$ 1,493,651	\$ 1,232,613	\$ 1,203,075	\$ 1,132,575
Special Revenue Fund	<u>638,086</u>	<u>627,634</u>	<u>637,200</u>	<u>658,783</u>
TOTAL SOURCES	<u>\$ 2,131,737</u>	<u>\$ 1,860,247</u>	<u>\$ 1,840,275</u>	<u>\$ 1,791,358</u>
General Fund	\$ 1,983,211	\$ 2,171,047	\$ 2,294,071	\$ 2,262,426
Special Revenue Fund	<u>433,488</u>	<u>422,338</u>	<u>447,200</u>	<u>458,783</u>
TOTAL DISBURSEMENTS	<u>\$ 2,416,699</u>	<u>\$ 2,593,385</u>	<u>\$ 2,741,271</u>	<u>\$ 2,721,209</u>

Sources: Total sources are decreased \$48,917 or 2.7 percent. This decrease reflects the anticipated decline in general sessions court costs.

Disbursements: Total disbursements are decreased \$20,062 or 0.7 percent, and is due primarily to no appropriation for capital equipment this fiscal year. Personnel costs are increased \$18,452 or 0.9 percent and reflect the actual grades and steps of the incumbents. Operating expenditures are increased \$13,286 or 2.1 percent. This increase reflect growth in the volume of records presented for microfilming this fiscal year for the Child Support Enforcement Division.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	46.92	46.92	46.92	46.92
Intergovernmental	\$ 186,616	\$ 180,356	\$ 94,575	\$ 121,575
Charges and Fees	768,781	696,583	710,000	680,000
Fines and Forfeitures	521,650	341,203	384,000	319,000
Interest	12,014	14,471	14,500	12,000
Miscellaneous	<u>4,590</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	<u>\$ 1,493,651</u>	<u>\$ 1,232,613</u>	<u>\$ 1,203,075</u>	<u>\$ 1,132,575</u>
Personnel	\$ 1,552,238	\$ 1,702,810	\$ 1,774,476	\$ 1,794,893
Operating	410,106	428,292	467,795	467,533
Capital	<u>20,856</u>	<u>39,945</u>	<u>51,800</u>	<u>0</u>
TOTAL EXPENDITURES	1,983,200	2,171,047	2,294,071	2,262,426
Interfund Transfer Out	<u>11</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 1,983,211</u>	<u>\$ 2,171,047</u>	<u>\$ 2,294,071</u>	<u>\$ 2,262,426</u>

Overview: The Clerk of Court's FY 2003 budget is decreased \$31,645 or 1.4 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are decreased \$70,500 or 5.9 percent, which reflects anticipated reductions in general sessions court costs based on collections in FY 2002.
- Personnel expenditures are increased \$20,417 or 1.2 percent, which reflects the actual grades and steps of the incumbents.
- Operating expenditures are decreased \$262.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	6.08	6.08	6.08	6.08
Intergovernmental	\$ 411,182	\$ 422,741	\$ 447,200	\$ 458,783
TOTAL REVENUES	<u>\$ 411,182</u>	<u>\$ 422,741</u>	<u>\$ 447,200</u>	<u>\$ 458,783</u>
Personnel	\$ 248,094	\$ 263,945	\$ 267,290	\$ 265,325
Operating	165,399	158,393	179,910	193,458
Capital	<u>19,995</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 433,488</u>	<u>\$ 422,338</u>	<u>\$ 447,200</u>	<u>\$ 458,783</u>
Increase (Use) of Fund Balance	\$ (22,306)	\$ 403	\$ 0	\$ 0
Beginning Fund Balance	<u>40,916</u>	<u>18,610</u>	<u>19,013</u>	<u>0</u>
Ending Fund Balance	<u>\$ 18,610</u>	<u>\$ 19,013</u>	<u>\$ 19,013</u>	<u>\$ 0</u>

Overview: The Clerk of Court's IV-D Child Support Enforcement Grant's FY 2003 budget is increased \$11,583 or 2.6 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenue is increased \$11,583 or 2.6 percent, which reflects anticipated growth in workload and DSS reimbursements.
- Personnel expenditures are decreased \$1,965 or 0.7 percent. This decrease reflects no appropriation for temporary staff this fiscal year, offset by increases for the actual grades and steps of the incumbents.
- Operating expenditures are increased \$13,548 or 7.5 percent. Growth in the volume of records microfilmed contributes to this increase.

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CORONER

GENERAL FUND

JUDICIAL

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	5.00	6.00	6.00	6.00
Licenses and Permits	\$ 7,421	\$ 8,590	\$ 5,000	\$ 5,000
Charges and Fees	<u>864</u>	<u>505</u>	<u>1,000</u>	<u>1,000</u>
TOTAL REVENUES	<u>\$ 8,285</u>	<u>\$ 9,095</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>
Personnel	\$ 302,420	\$ 352,575	\$ 352,146	\$ 356,987
Operating	54,294	43,785	76,591	69,340
Capital	<u>5,563</u>	<u>1,110</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 362,277</u>	<u>\$ 397,470</u>	<u>\$ 428,737</u>	<u>\$ 426,327</u>

Overview: The Coroner's FY 2003 budget reflects a decrease of \$2,410 or 0.6 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures are increased \$4,841 or 1.4 percent due to the actual grades and steps of the incumbents.
- Operating expenditures represent a decrease of \$7,251 or 9.5 percent due to reductions in toxicology services and court reporter fees based on historical usage. In addition, the reduced cost of photo and microfilm supplies can be attributed to the use of a digital camera minimizing the use of slides.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Promote overall awareness and reduce the likelihood of behaviors that increase the chance of traumatic death by providing educational and prevention outreach and training in area schools, community centers, and businesses to 12.5% of Charleston County residents. Percentage of educational and prevention outreach provided	20%	20%	20%
2. Conduct an independent investigation, ensuring that the manner and circumstances relating to 100% of all deaths reported to the office are thoroughly investigated and cause of deaths deemed "undetermined" will comprise only 1% of all deaths investigated. Deaths investigated	1,146	1,225	1,225
Child fatality reviews held	6	10	10
Burial removal transit permits issued	640	665	665
Cremation permits issued	859	870	870
Undetermined deaths	0.009%	0.009%	0.009%

CORONER (continued)

GENERAL FUND

JUDICIAL

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. The Coroner's Office will keep abreast of the latest techniques for investigating deaths by attending 20 training sessions per year. Training sessions attended	20	20	20
4. The Coroner's Office requires 100% of its staff to be prepared to be involved at any disaster, thus actively participating as a member of the Charleston County Disaster Preparedness and Emergency Response Teams. Medic drills completed	100%	100%	100%
Hurricane drills completed	100%	100%	100%
Disaster drills completed	100%	100%	100%

JUVENILE DRUG COURT

SPECIAL REVENUE FUND

JUDICIAL

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.

DIVISION SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	1.00	1.00	1.00	1.00
Intergovernmental	\$ 96,023	\$ 155,096	\$ 20,800	\$ 0
Charges and Fees	<u>7,412</u>	<u>6,557</u>	<u>4,500</u>	<u>4,500</u>
TOTAL REVENUES	103,435	161,653	25,300	4,500
Interfund Transfer In	<u>20,000</u>	<u>0</u>	<u>11,030</u>	<u>58,000</u>
TOTAL SOURCES	<u>\$ 123,435</u>	<u>\$ 161,653</u>	<u>\$ 36,330</u>	<u>\$ 62,500</u>
Personnel	\$ 79,379	\$ 112,852	\$ 12,649	\$ 45,510
Operating	27,732	2,119	23,681	16,990
Capital	<u>1,831</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	108,942	114,971	36,330	62,500
Interfund Transfer Out	<u>144</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 109,086</u>	<u>\$ 114,971</u>	<u>\$ 36,330</u>	<u>\$ 62,500</u>

Overview: The FY 2003 budget for the Juvenile Drug Court reflects an increase of \$26,170 or 72.0 percent from FY 2002.

Funding Adjustments for FY 2003 Include:

- Revenues are decreased \$20,800 or 82.2 percent to reflect the loss of Local Law Enforcement Block Grant (LLEBG) funding from the City of Charleston.
- Interfund transfer in totals \$58,000 and reflects a \$46,970 or 425.8 percent increase. This increase reflects \$58,000 from the General Fund to provide the majority of funding for the program. The interfund transfer also reflects the loss of funding from the County's LLEBG Grant. During budget deliberations, Council shifted \$58,000 from their contingency to interfund transfer out to fund the Juvenile Drug Court.
- Personnel expenditures are increased \$32,861 or 259.8 percent. This increase reflects a reduction in the reimbursement from MUSC per an agreement that ends September 30, 2002. Personnel costs also reflect the actual grade and step of the incumbent.
- Operating expenditures are decreased \$6,691 or 28.3 percent due to lower anticipated needs for office supplies.

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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.

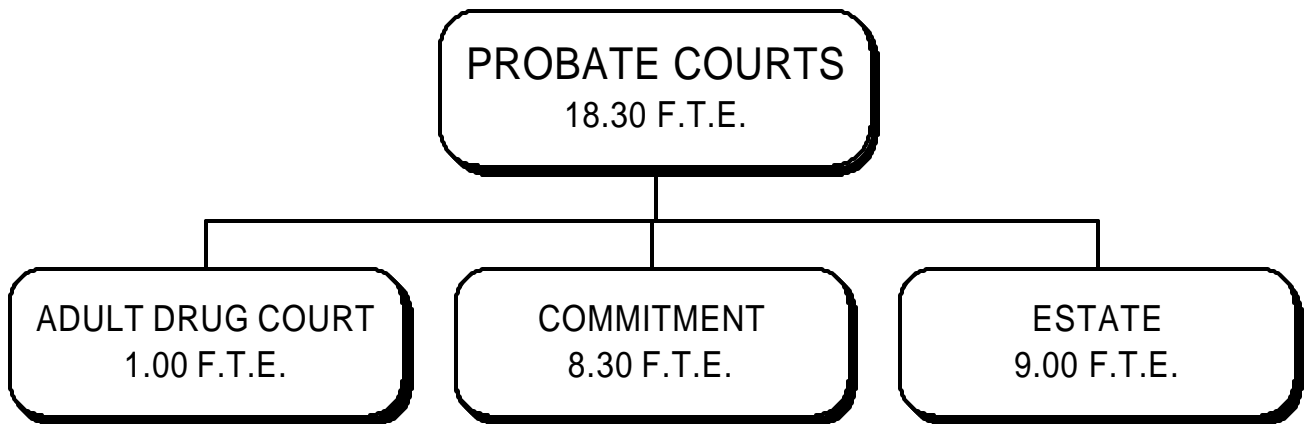
DEPARTMENTAL SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	3.00	3.00	3.00	3.00
Personnel	\$ 99,248	\$ 114,521	\$ 119,628	\$ 121,797
Operating	15,297	14,632	19,859	20,888
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 114,545</u>	<u>\$ 129,153</u>	<u>\$ 139,487</u>	<u>\$ 142,685</u>

Overview: The Legislative Delegation's FY 2003 budget reflects an increase of \$3,198 or 2.3 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures reflect an increase of \$2,169 or 1.8 percent due to the actual grades and steps of the incumbents.
- Operating expenditures reflect an increase of \$1,029 or 5.2 percent due to higher costs of office supplies and delivery services based on historical and projected usage.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	18.30*	18.30*	18.30*	18.30*
General Fund	\$ 646,570	\$ 715,310	\$ 601,575	\$ 626,575
TOTAL SOURCES	<u>\$ 646,570</u>	<u>\$ 715,310</u>	<u>\$ 601,575</u>	<u>\$ 626,575</u>
General Fund	\$ 969,461	\$ 988,288	\$ 1,051,601	\$ 1,052,986
TOTAL DISBURSEMENTS	<u>\$ 969,461</u>	<u>\$ 988,288</u>	<u>\$ 1,051,601</u>	<u>\$ 1,052,986</u>

*One of the positions is in the Adult Drug Court Grant which is not rebudgeted in FY 2002 or FY 2003.

Sources: Revenues are increased \$25,000 or 4.2 percent, reflective of anticipated growth in Probate Court Fees in the Estates Division.

Disbursements: Total disbursements are increased \$1,385 or 0.1 percent. This increase primarily reflects the discontinued reimbursement from the State for examiner's fees in the Commitment Division.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	8.30	8.30	8.30	8.30
Personnel	\$ 416,332	\$ 431,172	\$ 453,076	\$ 436,424
Operating	82,324	68,669	77,341	88,470
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	498,656	499,841	530,417	524,894
Interfund Transfer Out	<u>0</u>	<u>14,500</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 498,656</u>	<u>\$ 514,341</u>	<u>\$ 530,417</u>	<u>\$ 524,894</u>

Overview: The Commitment Division's FY 2003 budget is decreased \$5,523 or 1.0 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures are decreased \$16,652 or 3.7 percent. Appropriations reflect the elimination of one-time funding for a Law Clerk not required this fiscal year.
- Operating expenditures are increased \$11,129 or 14.4 percent, which reflects discontinued State reimbursement for a portion of examiner fees, and increased records management charges resulting from the move to the new Judicial Center during FY 2003.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Assist the general public in establishing conservatorships and guardianships.			
Number of conservatorships and guardianships	180	175	173
2. Monitor annual accountings and guardianship reports in active files to keep delinquencies below 3%.			
Number of accountings and guardianships	750	735	740
Percentage delinquent	1.3%	2.6%	1.5%
3. Provide a forum for the handling of involuntary commitments of alcohol and drug abuse, and mental illness cases.			
Court cases filed	1,650	1,546	1,620

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:	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>
Positions/FTE	9.00	9.00	9.00	9.00
Licenses and Permits	\$ 81,352	\$ 79,785	\$ 75,000	\$ 75,000
Intergovernmental	1,575	1,575	1,575	1,575
Charges and Fees	563,643	633,901	525,000	550,000
Interest Revenues	<u>0</u>	<u>49</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	<u>\$ 646,570</u>	<u>\$ 715,310</u>	<u>\$ 601,575</u>	<u>\$ 626,575</u>
Personnel	\$ 357,164	\$ 384,135	\$ 399,231	\$ 413,793
Operating	101,254	89,812	121,953	114,299
Capital	<u>5,087</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	463,505	473,947	521,184	528,092
Interfund Transfer Out	<u>7,300</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 470,805</u>	<u>\$ 473,947</u>	<u>\$ 521,184</u>	<u>\$ 528,092</u>

Overview: The Estate Division's FY 2003 budget is increased \$6,908 or 1.3 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are increased \$25,000 or 4.2 percent, reflective of anticipated growth in Probate Court Fees based on current and prior year's collections.
- Personnel expenditures are increased \$14,562 or 3.6 percent. Appropriations are increased to support the actual grades and steps of incumbents and 1.5 percent State-mandated Cost of Living Adjustment (COLA) for the Judge of Probate.
- Operating expenditures are decreased \$7,624 or 6.3 percent, which reflects reduced court reporter and records management cost based on historical and projected usage.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Projected</u>
1. Ensure annual compliance with South Carolina Law in the sale of marriage licenses.			
Marriage licences issued	4,442	4,390	4,000
Compliance	100%	100%	100%

PROBATE COURTS (continued)

GENERAL FUND

JUDICIAL

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
2. Reply to certified marriage license requests within 24 hours.			
Executed	250 ¹	2,275	2,200
Compliance	100%	100%	100%
3. Ensure completion of mandatory probate forms in statutory time periods for probating estates.			
Mandatory probate forms completed	2,200	2,200	2,200
Compliance	100%	100%	100%
4. Provide a forum for the resolution of disputes in estates consisting of creditors' claims, elective share cases, and will contests.			
Cases scheduled for litigation	680	680	350
5. Provide information and education to the general public through speeches and seminars to service organizations and educational groups.			
Speaking engagements	20	25	30
6. Lower the estate age for estates open by 5%.			
366 days to 455 days	150	160	150
456 days to 540 days	80	80	80
541 days to 720 days	100	100	100
721 days or more	300	350	350

¹ FY 2001 includes mailed requests only.

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.

DEPARTMENTAL SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	30.00	30.00	30.00	30.00
Intergovernmental	\$ 1,575	\$ 1,575	\$ 1,575	\$ 1,575
Charges and Fees	4,129,506	4,122,698	4,023,000	4,088,000
Interest	<u>35,349</u>	<u>23,143</u>	<u>24,000</u>	<u>12,000</u>
TOTAL REVENUES	<u>\$ 4,166,430</u>	<u>\$ 4,147,416</u>	<u>\$ 4,048,575</u>	<u>\$ 4,101,575</u>
Personnel	\$ 1,121,336	\$ 1,163,324	\$ 1,276,820	\$ 1,309,519
Operating	223,123	184,390	234,668	227,132
Capital	<u>103,030</u>	<u>24,704</u>	<u>20,000</u>	<u>20,000</u>
TOTAL EXPENDITURES	1,447,489	1,372,418	1,531,488	1,556,651
Interfund Transfer Out	<u>4,938</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 1,452,427</u>	<u>\$ 1,372,418</u>	<u>\$ 1,531,488</u>	<u>\$ 1,556,651</u>

Overview: The Register Mesne Conveyance's FY 2003 budget reflects an increase of \$25,163 or 1.6 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues total \$4,101,575 and represent an increase of \$53,000 or 1.3 percent. Fee collections are increased based primarily on a higher volume of existing home refinancings due to lower interest mortgages.
- Personnel expenditures include a \$32,699 or 2.6 percent increase and reflect the actual grades and steps of the incumbents.
- Operating expenditures reflect a decrease of \$7,536 or 3.2 percent due primarily to reduced printing costs and the transfer of imaging equipment and the related maintenance costs to the Assessor's Office.
- Capital expenditures total \$20,000 and include \$5,000 for a new hanging plat index and \$10,000 for a new plat storage cabinet to store the increasing volume of records. In addition, the budget includes \$5,000 for the ongoing restoration of deed, mortgage, plat and index books.

REGISTER MESNE CONVEYANCE (continued)

GENERAL FUND

GENERAL GOVERNMENT

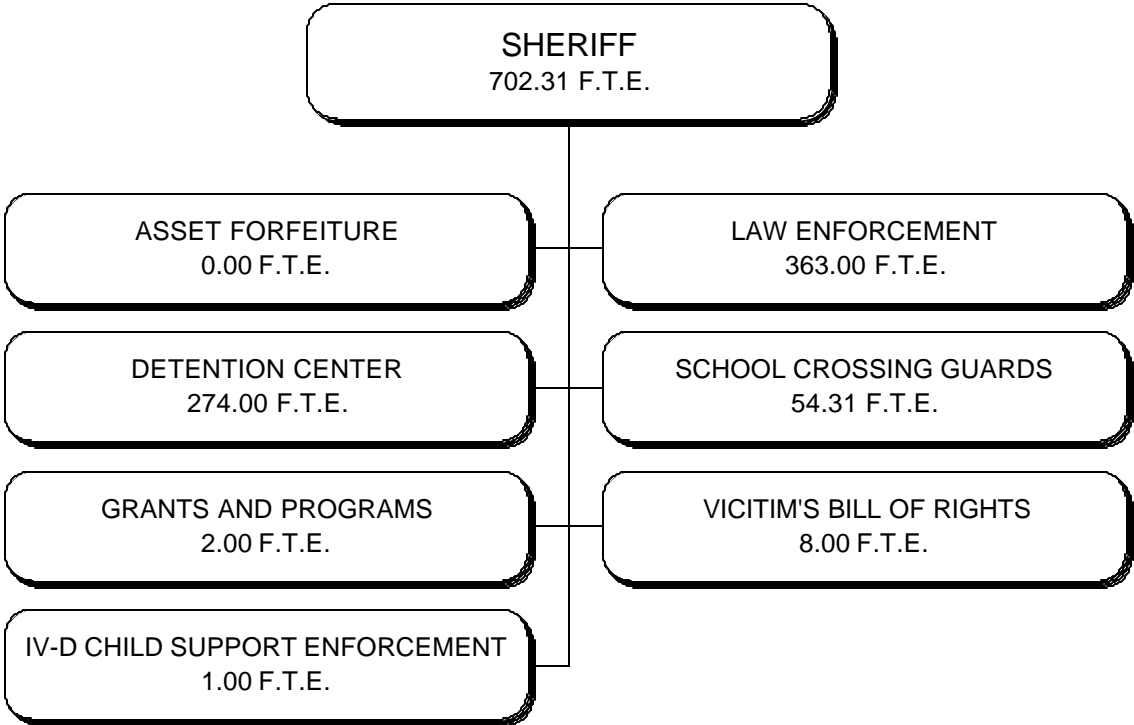
Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Maintain office computerization for public use at 10 percent each year.			
Percentage of office computerization for public use	20.0%	10.0%	10.0%
2. Implement electronic signatures for official usage by 20% annually until completed to increase electronic communications between offices by 20%.			
Percentage of implementation	n/a	20.0%	20.0%
Percentage of increased electronic communications	n/a	20.0%	20.0%
3. Reduce document turn around time by 50 percent from three weeks to one and a half weeks.¹			
Documents recorded	105,000	110,000	110,000
Revenue above budget	2,500,000	2,753,174	2,753,174
Turn around time	3 weeks	5 weeks	2 weeks
Percentage decrease in turn around time	n/a	0.0%	50.0%
4. Implement 20% of Point of Sales software and hardware annually until completed to improve recorder efficiency by 20%.			
Percentage of implementation	n/a	20.0%	20.0%
Percentage of improved recorder efficiency	n/a	20.0%	20.0%

¹ Increase in FY 2002 and FY 2003 Projected 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.

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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:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	668.31	673.31	702.31	702.31
General Fund	\$ 1,569,002	\$ 1,723,545	\$ 1,654,975	\$ 1,702,975
Special Revenue Fund	<u>626,202</u>	<u>751,504</u>	<u>987,642</u>	<u>901,206</u>
TOTAL SOURCES	<u>\$ 2,195,204</u>	<u>\$ 2,475,049</u>	<u>\$ 2,642,617</u>	<u>\$ 2,604,181</u>
General Fund	\$ 32,822,367	\$ 34,461,812	\$ 36,762,129	\$ 38,401,923
Special Revenue Fund	<u>965,063</u>	<u>988,801</u>	<u>1,627,999</u>	<u>1,261,126</u>
TOTAL DISBURSEMENTS	<u>\$ 33,787,430</u>	<u>\$ 35,450,613</u>	<u>\$ 38,390,128</u>	<u>\$ 39,663,049</u>

Sources: The sources of funds for the Sheriff's Department total \$2,604,181 and reflect a \$38,436 or 1.4 percent decrease from the FY 2002 budget. This amount is due primarily to lower estimates for the sale of seized property and lower estimates for commissary commissions in the Detention Center. This amount is partially offset by increased estimates for pay telephone commissions based on historical trends and anticipated usage.

Disbursements: Total disbursements are increased \$1,272,921 or 3.3 percent over the FY 2002 budget. The primary source of this increase is the full-year salary cost associated with adding twenty-eight full-time positions during the third quarter of FY 2002. These positions were added to provide security at the new Charleston County Judicial Center Complex. Full-year funding for the professional medical services contract in the Detention Center is also reflected in this amount. Partially offsetting these increases are lower maintenance contract costs and a decreased provision for training and conferences.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Charges and Fees	\$ 635	\$ 0	\$ 0	\$ 0
Fines and Forfeitures	268,409	154,152	340,156	318,350
Interest	36,732	19,167	30,000	30,000
Miscellaneous	<u>25</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	305,801	173,319	370,156	348,350
Interfund Transfer In	<u>0</u>	<u>0</u>	<u>49,432</u>	<u>0</u>
TOTAL SOURCES	<u>\$ 305,801</u>	<u>\$ 173,319</u>	<u>\$ 419,588</u>	<u>\$ 348,350</u>
Personnel	\$ 5,446	\$ 20	\$ 1,888	\$ 1,888
Operating	465,600	314,432	416,410	341,504
Capital	<u>36,350</u>	<u>7,345</u>	<u>69,050</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 507,396</u>	<u>\$ 321,797</u>	<u>\$ 487,348</u>	<u>\$ 343,392</u>
Increase (Use) of Fund Balance	\$ (201,595)	\$ (148,478)	\$ (67,760)	\$ 4,958
Beginning Fund Balance	<u>622,917</u>	<u>421,322</u>	<u>272,844</u>	<u>191,345</u>
Ending Fund Balance	<u>\$ 421,322</u>	<u>\$ 272,844</u>	<u>\$ 205,084</u>	<u>\$ 196,303</u>

Overview: The FY 2003 budget for the Sheriff - Asset Forfeiture Division reflects a decrease of \$143,956 or 29.5 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are decreased \$21,806 or 5.9 percent to reflect projected decreases in the quantity and value of seized assets.
- Personnel expenditures total \$1,188 and reflect no change from the prior year.
- Operating expenditures represent a decrease of \$74,906 or 18.0 percent primarily due to budgeting all the portion of the fund balance that is segregated to Sheriff's Legal in FY 2002 with the same portion of the fund balance not being re-budgeted for FY 2003. In addition, there is a reduction in the provision for police canine and aviation parts expenditures.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Projected¹</u>	FY 2003 <u>Projected</u>
1. Maintain the same ratio of cases handled to the number of officers to within 10%.			
Cases handled by the unit	329	336	400
Officers assigned to the unit	10	10	10
Ratio cases/officers	32.9/1	33.6/1	40.0/1
2. Increase the amount of asset forfeiture seizures by 3%.			
Total assets seized (in dollars)	\$782,605	\$785,000	\$785,000
Percentage difference	23.1%	.03%	0

¹ Data unavailable at time of publication.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	274.00	274.00	274.00	274.00
Intergovernmental	\$ 1,008,961	\$ 1,149,195	\$ 1,125,000	\$ 1,125,000
Charges and Fees	407,784	445,412	408,800	458,800
Miscellaneous	<u>2,448</u>	<u>209</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	<u>\$ 1,419,193</u>	<u>\$ 1,594,816</u>	<u>\$ 1,533,800</u>	<u>\$ 1,583,800</u>
Personnel	\$ 11,312,908	\$ 12,131,371	\$ 12,598,868	\$ 13,104,814
Operating	3,614,007	3,623,318	3,967,790	4,265,070
Capital	<u>279,442</u>	<u>76,769</u>	<u>73,478</u>	<u>0</u>
TOTAL EXPENDITURES	15,206,357	15,831,458	16,640,136	17,369,884
Interfund Transfer Out	<u>33,000</u>	<u>58,000</u>	<u>58,000</u>	<u>58,000</u>
TOTAL DISBURSEMENTS	<u>\$ 15,239,357</u>	<u>\$ 15,889,458</u>	<u>\$ 16,698,136</u>	<u>\$ 17,427,884</u>

Overview: The FY 2003 budget for the Sheriff - Detention Center Division reflects an increase of \$729,748 or 4.4 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are increased \$50,000 or 3.3 percent to reflect a higher estimate for pay telephone commissions.
- Personnel expenditures represent an increase of \$505,946 or 4.0 percent. The major portion of this amount is due to an increase in the provision for overtime pay. Additional overtime is expected as a result of restructured work schedules designed to better manage the inmate population and to provide increased security. Personnel expenditures also reflect the actual grades and steps of the incumbents.
- Operating expenditures reflect an increase of \$297,280 or 7.5 percent. This increase primarily reflects full-year funding of the medical services contract. The current contract began in FY 2002, but its fiscal impact was not known until after the fiscal year began. Inmate food and food related items also contributed to the increase reflecting the current status of the inmate population. Additional records storage and microfilm charges also contributed. Partially offsetting these increases were reductions in provisions for training and conferences, maintenance contract costs, and photo supplies.
- Interfund transfer out totals \$58,000 and represents no change from FY 2002. The transfer out is used to provide funding for indigent participants in the Detention Center's Intensive Outpatient Program administered by DAODAS.

SHERIFF (continued)

GENERAL FUND

PUBLIC SAFETY

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Projected</u> ¹	FY 2003 <u>Projected</u>
1. Maintain a Federal Prisoner Per Diem revenue amount which equals 20% of total operating expenditures.			
Operating expenditures	\$4,052,108	\$4,057,529	\$4,060,000
Per diem revenues	\$1,008,961	\$1,125,000	\$1,200,000
Percentage (revenues/expenditures)	24.9%	27.7%	29.6%
2. Maintain the daily prisoner costs at the same rate, plus or minus 3%.			
Daily prisoner costs	\$31	\$32	\$33
Percentage difference	5.8%	3.0%	3.0%

¹ Data unavailable at time of publication.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	3.00	3.00	2.00	2.00
Bulletproof Vests Grant	\$ 0	\$ 4,915	\$ 0	\$ 1,000
Citadel Day Camp	2,000	2,000	2,000	2,000
Detention Recreation Fund	161,976	201,510	162,000	144,000
DUI/DUS Funds	9,084	(201)	3,039	3,039
Foster Wheeler Day Camp	3,000	3,000	3,000	3,000
Illegal Alien Assistance Grant	0	142,770	80,000	80,000
Police Corp Grant	0	0	160,000	160,000
School Resource Officer Program	68,459	127,061	69,000	69,000
TOTAL REVENUES	244,519	481,055	479,039	462,039
Interfund Transfer In	15	26,807	18,015	19,199
TOTAL SOURCES	<u>\$ 244,534</u>	<u>\$ 507,862</u>	<u>\$ 497,054</u>	<u>\$ 481,238</u>
Personnel	\$ 39,724	\$ 116,114	\$ 272,432	\$ 275,798
Operating	105,010	138,838	232,313	208,451
Capital	24,835	31,639	78,193	0
TOTAL EXPENDITURES	169,569	286,591	582,938	484,249
Interfund Transfer Out	0	4,061	0	0
TOTAL DISBURSEMENTS	<u>\$ 169,569</u>	<u>\$ 290,652</u>	<u>\$ 582,938</u>	<u>\$ 484,249</u>
Increase (Use) of Fund Balance	\$ 74,965	\$ 217,210	\$ (85,884)	\$ (3,011)
Beginning Fund Balance	74,910	149,875	367,085	271,242
Ending Fund Balance	<u>\$ 149,875</u>	<u>\$ 367,085</u>	<u>\$ 281,201</u>	<u>\$ 268,231</u>

Overview: The Sheriff's Grants and Programs' FY 2003 budget represents a decrease of \$98,689 or 16.9 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues include a decrease of \$17,000 or 3.5 percent to reflect a lower projection for commissary commissions in the Detention Center.
- Personnel expenditures are increased \$3,366 or 1.2 percent reflecting the actual grades and steps of the incumbents and a 1.1 percent Cost of Living Adjustment (COLA). The two FTEs reflected are for the School Resource Officer Program.
- Operating expenditures represent a decrease of \$23,862 or 10.3 percent reflecting lower provisions for furniture and equipment, repair and maintenance supplies, and photo and microfilm supplies. These decreases are partially offset by increased provisions for public safety supplies, inmate food and related supplies, and inmate compensation. Operating budgets are conservative and are adjusted based on actual revenues received.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	1.00	1.00	1.00	1.00
Intergovernmental	\$ 75,867	\$ 70,323	\$ 71,000	\$ 71,618
TOTAL REVENUES	<u>\$ 75,867</u>	<u>\$ 70,323</u>	<u>\$ 71,000</u>	<u>\$ 71,618</u>
Personnel	\$ 44,047	\$ 50,327	\$ 52,944	\$ 53,891
Operating	24,652	24,015	18,056	17,727
Capital	<u>12,469</u>	<u>6,474</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 81,168</u>	<u>\$ 80,816</u>	<u>\$ 71,000</u>	<u>\$ 71,618</u>
Increase (Use) of Fund Balance	\$ (5,301)	\$ (10,493)	\$ 0	\$ 0
Beginning Fund Balance	<u>20,104</u>	<u>14,803</u>	<u>4,310</u>	<u>0</u>
Ending Fund Balance	<u>\$ 14,803</u>	<u>\$ 4,310</u>	<u>\$ 4,310</u>	<u>\$ 0</u>

Overview: The FY 2003 budget for the Sheriff - IV-D Child Support Enforcement Grant represents an increase of \$618 or 0.9 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues increased \$618 or 0.9 percent reflecting a small increase in the estimate for Department of Social Services (DSS) reimbursement funds.
- Personnel expenditures are increased \$947 or 1.8 percent reflecting the actual grade and step of the incumbent and a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenditures represent a decrease of \$329 or 1.8 percent reflecting lower telephone and postage charges partially offset by increased pager charges and computer maintenance costs.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Projected</u> ¹	FY 2003 <u>Projected</u>
1. To serve a minimum of 66% of all IV-D civil and criminal process cases.			
IV-D papers received	7,182	7,200	7,225
IV-D papers served	4,262	4,752	4,546
Percentage served	59.3%	66.0%	62.9%

¹ Data unavailable at time of publication.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	331.00	334.00	363.00	363.00
Licenses and Permits	\$ 2,131	\$ 2,515	\$ 2,100	\$ 2,100
Intergovernmental	1,575	1,575	1,575	1,575
Charges and Fees	115,291	108,418	109,000	107,000
Fines and Forfeitures	12,165	16,221	8,500	8,500
Miscellaneous	<u>18,647</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	<u>\$ 149,809</u>	<u>\$ 128,729</u>	<u>\$ 121,175</u>	<u>\$ 119,175</u>
Personnel	\$ 14,697,736	\$ 15,503,969	\$ 16,641,123	\$ 17,692,663
Operating	2,312,982	2,475,668	2,865,937	2,714,968
Capital	<u>1,627</u>	<u>46,900</u>	<u>5,625</u>	<u>0</u>
TOTAL EXPENDITURES	17,012,345	18,026,537	19,512,685	20,407,631
Interfund Transfer Out	<u>44,835</u>	<u>27,819</u>	<u>18,015</u>	<u>19,199</u>
TOTAL DISBURSEMENTS	<u>\$ 17,057,180</u>	<u>\$ 18,054,356</u>	<u>\$ 19,530,700</u>	<u>\$ 20,426,830</u>

Overview: The FY 2003 budget for the Sheriff - Law Enforcement Division reflects a \$896,130 or 4.6 percent increase from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are decreased \$2,000 or 1.7 percent reflecting lower estimates for animal shelter, civil, and family court fees revenue.
- Personnel expenditures represent an increase of \$1,051,540 or 6.3 percent. This increase is primarily due to full-year funding for an additional twenty-eight full-time positions added during the third quarter of FY 2002. These positions were added to provide security staffing for the new Charleston County Judicial Center Complex. Personnel expenditures also reflect the actual grades and steps of the incumbents.
- Operating expenditures reflect a decrease of \$150,969 or 5.3 percent. A smaller provision for training and conferences reflecting a policy change for overnight travel contributed to this lower amount, as did decreases for vehicle auxiliary equipment, uniforms, weapons and ammunition, public education supplies, printing and binding, and prisoner transport expenditures. These lower budgeted amounts are intended to more closely reflect historical expenditure trends.

SHERIFF (continued)

GENERAL FUND

PUBLIC SAFETY

Partially offsetting these decreases were increases in animal shelter cost reimbursements and records storage and microfilm charges reflecting current and historical expenditure trends.

- Interfund transfer out totals \$19,199. The major portion of this amount is used to partially fund operating expenses in the School Resource Officer Program, while a smaller portion is used for grant match funding.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Projected</u> ¹	FY 2003 <u>Projected</u>
1. Increase the number of calls handled by the Animal Control unit by 3%.			
Calls handled by Animal Control	5,425	5,588	6,088
Percentage increase	(.07%)	3.0%	8.0%
2. Serve a minimum of 66% of all bad check warrants received.			
Bad check warrants received	7,762	8,000	8,200
Bad check warrants served	5,633	5,280	5,500
Percentage served	76.6%	66.0%	67.0%
3. Increase the Sheriff's Civil Fees revenue by 3%.			
Total fees received	\$67,162	\$69,500	\$71,585
Percentage increase	6.4%	3.5%	3.0%

¹ Data unavailable at time of publication.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	54.31	54.31	54.31	54.31
Personnel	\$ 512,357	\$ 510,633	\$ 519,543	\$ 533,459
Operating	13,473	7,365	13,750	13,750
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 525,830</u>	<u>\$ 517,998</u>	<u>\$ 533,293</u>	<u>\$ 547,209</u>

Overview: The FY 2003 budget for the Sheriff - School Crossing Guards Division is increased \$13,916 or 2.6 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures are increased \$13,916 or 2.7 percent reflecting the actual grades and steps of the incumbents as well as increased utilization of the School Crossing Guards.
- Operating expenditures are unchanged from the prior year's budget.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Provide at least one school crossing guard for every intersection or area deemed hazardous enough to require adult supervision.			
Intersections and areas in need of adult supervision	133	133	133
School crossing guards	133	133	133

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	5.00	7.00	8.00	8.00
Personnel	\$ 153,728	\$ 196,177	\$ 292,512	\$ 303,414
Operating	51,688	65,240	171,201	58,453
Capital	<u>1,514</u>	<u>34,119</u>	<u>23,000</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 206,930</u>	<u>\$ 295,536</u>	<u>\$ 486,713</u>	<u>\$ 361,867</u>

Overview: The FY 2003 budget for the Sheriff - Victim's Bill of Rights Program represents a decrease of \$124,846 or 25.7 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures are increased \$10,902 or 3.7 percent reflecting the actual grades and steps of the incumbents and a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenditures represent a decrease of \$112,748 or 65.9 percent largely due to subscription fees to the victim's electronic notification system not being re-budgeted for FY 2003. The viability of the program these fees are associated with is under evaluation. Additionally, startup costs associated with adding an additional Sheriff's Deputy in the prior year have not been re-budgeted.

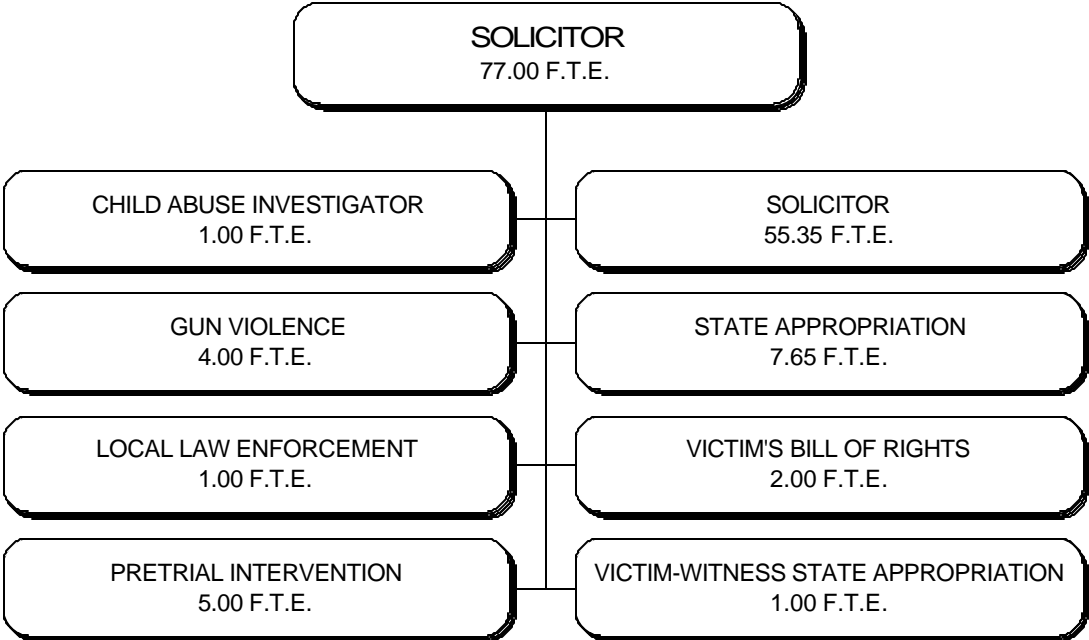
Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Projected</u> ¹	FY 2003 <u>Projected</u>
1. Increase the number of cases handled by law enforcement advocates by 5%.			
Cases handled	1,525	1,601	1,650
Percentage change	10.7%	5.0%	3.0%

¹ Data unavailable at time of publication.

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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 2000 <u>Actual</u> *	FY 2001 <u>Actual</u> *	FY 2002 <u>Adjusted</u> *	FY 2003 <u>Approved</u> *
Positions/FTE	68.00	73.00	78.00	77.00
General Fund	\$ 21,309	\$ 21,309	\$ 21,309	\$ 16,500
Special Revenue Fund	<u>1,005,187</u>	<u>1,054,372</u>	<u>824,251</u>	<u>837,765</u>
TOTAL SOURCES	<u>\$ 1,026,496</u>	<u>\$ 1,075,681</u>	<u>\$ 845,560</u>	<u>\$ 854,265</u>
General Fund	\$ 2,876,468	\$ 2,991,966	\$ 3,166,783	\$ 3,149,895
Special Revenue Fund	<u>1,007,261</u>	<u>1,065,220</u>	<u>1,089,622</u>	<u>1,070,866</u>
TOTAL DISBURSEMENTS	<u>\$ 3,883,729</u>	<u>\$ 4,057,186</u>	<u>\$ 4,256,405</u>	<u>\$ 4,220,761</u>

* Totals for FY 2001 Actual include the Asset Forfeiture Grant, which is not rebudgeted in FY 2003. For FY 2000 and FY 2001, one FTE is in the Lowcountry Women in Crisis Grant which is not rebudgeted in FY 2003. For FY 2001 through FY 2003, one FTE is in the Local Law Enforcement Grant which is not rebudgeted in FY 2003. For FY 2002 and FY 2003, one FTE is in the Child Abuse Investigator Grant and four FTEs are in the Gun Violence Grant which are not rebudgeted in FY 2003.

Sources: The sources for the Solicitor's FY 2003 budget total \$854,265 and reflect an \$8,705 or 1.0 percent increase from the FY 2002 budget. This increase reflects additional amounts budgeted for bond estreatment fees and Juvenile Arbitration Program revenues. This increase is offset by an anticipated 10.0 percent reduction in State-funded grants.

Disbursements: The Solicitor's FY 2003 budget represents a decrease of \$35,644 or 0.8 percent. This decrease reflects the elimination of a vacant Administrative Assistant II position. In addition, this decrease reflects the shift of data processing purchases to the computer refresh program. Operating costs also reflect the assumption of computer maintenance and internet access costs by the Information Technology Services Department. These decreases are partially offset by higher personnel costs based on the actual grades and steps of the incumbents.

SOLICITOR (continued)

SPECIAL REVENUE FUND

JUDICIAL

DIVISION - 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.

DIVISION SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	4.00	4.00	5.00	5.00
Charges and Fees	\$ 185,724	\$ 214,593	\$ 262,500	\$ 262,500
TOTAL REVENUES	\$ 185,724	\$ 214,593	\$ 262,500	\$ 262,500
Personnel	\$ 156,461	\$ 177,830	\$ 214,217	\$ 216,916
Operating	17,892	36,771	33,051	32,817
Capital	6,285	0	0	0
TOTAL EXPENDITURES	\$ 180,638	\$ 214,601	\$ 247,268	\$ 249,733
Increase (Use) of Fund Balance	\$ 5,086	\$ (8)	\$ 15,232	\$ 12,767
Beginning Fund Balance	63,367	68,453	68,445	85,908
Ending Fund Balance	\$ 68,453	\$ 68,445	\$ 83,677	\$ 98,675

Overview: The FY 2003 Solicitor's Pretrial Intervention Division's budget reflects a \$2,465 or 1.0 percent increase from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues total \$262,500 and reflect no change from FY 2002.
- Personnel expenditures include a \$2,699 or 1.3 percent increase. Personnel costs reflect the actual grades and steps of the incumbents and a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenditures reflect a \$234 or 0.7 percent decrease.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Increase referrals by 5% per year.	7.0%	7.0%	8.0%

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	54.35	56.35	56.35	55.35
Intergovernmental	\$ 21,309	\$ 21,309	\$ 21,309	\$ 16,500
TOTAL REVENUES	\$ 21,309	\$ 21,309	\$ 21,309	\$ 16,500
Personnel	\$ 2,530,144	\$ 2,710,822	\$ 2,826,093	\$ 2,798,951
Operating	313,027	281,144	303,590	308,944
Capital	33,297	0	0	0
TOTAL EXPENDITURES	2,876,468	2,991,966	3,129,683	3,107,895
Interfund Transfer Out	0	0	37,100	42,000
TOTAL DISBURSEMENTS	\$ 2,876,468	\$ 2,991,966	\$ 3,166,783	\$ 3,149,895

Overview: The FY 2003 Solicitor's budget reflects a decrease of \$16,888 or 0.5 percent from FY 2002.

Funding Adjustments for FY 2003 Include:

- Revenues are anticipated to decrease by \$4,809 or 22.6 percent due to cuts in the State appropriation.
- Personnel expenditures reflect a \$27,142 or 1.0 percent decrease due to the elimination of a vacant Administrative Assistant II position and a vacant temporary position. Personnel costs reflect the actual grades and steps of the incumbents.
- Operating expenditures reflect a \$5,354 or 1.8 percent increase and reflect higher printing costs related to the move to the Judicial Center.
- Interfund transfer out totals \$42,000 and reflects a \$4,900 or 13.2 percent increase from FY 2002. The interfund transfer out funds the County match for the Gun Violence Grant.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
COURT OF GENERAL SESSIONS:			
1. Reduce cases over 180 days old to less than 40% of cases pending.	42.0%	39.0%	35.0%
2. Increase conviction rate to more than 50% of cases completed.	50.0%	55.0%	58.0%
3. Reduce new cases added per attorney to less than 400.	527	553	500
4. Increase completion rate to 100% of cases added.	99.0%	95.0%	95.0%
FAMILY COURT:			
1. Reduce cases over 180 days old to less than 5% of cases pending.	4.0%	4.0%	4.0%
2. Reduce new cases added per attorney to less than 1,000.	2,500	2,409	2,400
3. Increase completion rate to 100% of cases added.	95.0%	95.0%	95.0%

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	6.65	7.65	7.65	7.65
Intergovernmental	\$ 735,508	\$ 763,956	\$ 511,562	\$ 510,750
Charges and Fees	<u>42,336</u>	<u>44,972</u>	<u>6,000</u>	<u>35,000</u>
TOTAL REVENUES	777,844	808,928	517,562	545,750
Interfund Transfer In	<u>0</u>	<u>1,850</u>	<u>0</u>	<u>0</u>
TOTAL SOURCES	<u>\$ 777,844</u>	<u>\$ 810,778</u>	<u>\$ 517,562</u>	<u>\$ 545,750</u>
Personnel	\$ 573,090	\$ 633,618	\$ 645,029	\$ 653,599
Operating	97,071	33,486	42,417	11,520
Capital	<u>57,796</u>	<u>22,998</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	727,957	690,102	687,446	665,119
Interfund Transfer Out	<u>15,353</u>	<u>11,798</u>	<u>8,628</u>	<u>6,082</u>
TOTAL DISBURSEMENTS	<u>\$ 743,310</u>	<u>\$ 701,900</u>	<u>\$ 696,074</u>	<u>\$ 671,201</u>
Increase (Use) of Fund Balance	\$ 34,534	\$ 108,878	\$ (178,512)	\$ (125,451)
Beginning Fund Balance	<u>533,754</u>	<u>568,288</u>	<u>677,166</u>	<u>663,878</u>
Ending Fund Balance	<u>\$ 568,288</u>	<u>\$ 677,166</u>	<u>\$ 498,654</u>	<u>\$ 538,427</u>

Overview: The FY 2003 budget for the Solicitor - State Appropriation reflects a \$24,873 or 3.6 percent decrease from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are anticipated to increase by \$28,188 or 5.4 percent to reflect budgeting for Juvenile Arbitration Program revenues and bond estreatment fees. Revenues reflect an anticipated decrease of 10.0 percent in the State appropriation.
- Personnel expenditures reflect an increase of \$8,570 or 1.3 percent. Personnel costs reflect the actual grades and steps of the incumbents as well as a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenditures reflect a \$30,897 or 72.8 percent decrease due largely to shifting data processing purchases to the computer refresh program. Operating costs also reflect the assumption of computer maintenance and internet access costs by the Information Technology Services Department.
- Interfund transfer out totals \$6,082 and reflects the County match for the Solicitor - Child Abuse Grant.
- Beginning fund balance totals \$663,878 of which \$125,451 will be used to balance the budget.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	1.00	2.00	2.00	2.00
Personnel	\$ 30,941	\$ 76,550	\$ 88,183	\$ 98,694
Operating	2,130	3,330	13,500	11,100
Capital	<u>0</u>	<u>23,758</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 33,071</u>	<u>\$ 103,638</u>	<u>\$ 101,683</u>	<u>\$ 109,794</u>

Overview: The FY 2003 budget for the Solicitor - Victim's Bill of Rights Program reflects an increase of \$8,111 or 8.0 percent over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures reflect a \$10,511 or 11.9 percent increase. This increase includes higher funding for temporary personnel and the transfer of a temporary position from the Solicitor - Victim-Witness Program. Personnel costs reflect the actual grades and steps of the incumbents as well as a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenditures represent a \$2,400 or 17.8 percent decrease. This decrease is due to the elimination of funding for noncapital furniture and fixture purchases based on prior year spending.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	1.00	1.00	1.00	1.00
Intergovernmental	\$ 41,619	\$ 28,952	\$ 44,189	\$ 29,515
TOTAL REVENUES	<u>\$ 41,619</u>	<u>\$ 28,952</u>	<u>\$ 44,189</u>	<u>\$ 29,515</u>
Personnel	\$ 42,313	\$ 43,525	\$ 44,597	\$ 40,138
Operating	68	1,507	0	0
Capital	7,861	0	0	0
TOTAL EXPENDITURES	<u>\$ 50,242</u>	<u>\$ 45,032</u>	<u>\$ 44,597</u>	<u>\$ 40,138</u>
Increase (Use) of Fund Balance	\$ (8,623)	\$ (16,080)	\$ (408)	\$ (10,623)
Beginning Fund Balance	49,103	40,480	24,400	16,251
Ending Fund Balance	<u>\$ 40,480</u>	<u>\$ 24,400</u>	<u>\$ 23,992</u>	<u>\$ 5,628</u>

Overview: The FY 2003 Victim-Witness State Appropriation budget reflects a \$4,459 or 10.0 percent decrease from FY 2002.

Funding Adjustments for FY 2003 Include:

- Revenues are projected to decrease \$14,674 or 33.2 percent due to cuts in State funding.
- Personnel expenditures include a \$4,459 or 10.0 percent decrease which reflects the transfer of a temporary position to the Solicitor - Victim's Bill of Rights Program.
- Beginning balance totals \$16,251 of which \$10,623 will be used to balance the budget.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Contact 100% of victims in cases pending. Percentage of victims contacted	100%	100%	100%
2. Eliminate 100% of complaints to State Victim Ombudsman. Percentage of complaints eliminated	100%	100%	100%

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	19.00	20.00	19.00	19.00
Interest	\$ 2,178,801	\$ 2,578,792	\$ 2,200,000	\$ 700,000
Miscellaneous Revenues	<u>0</u>	<u>296</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	<u>\$ 2,178,801</u>	<u>\$ 2,579,088</u>	<u>\$ 2,200,000</u>	<u>\$ 700,000</u>
Personnel	\$ 804,975	\$ 967,568	\$ 935,093	\$ 958,242
Operating	238,315	300,459	326,364	329,006
Capital	<u>25,769</u>	<u>14,485</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 1,069,059</u>	<u>\$ 1,282,512</u>	<u>\$ 1,261,457</u>	<u>\$ 1,287,248</u>

Overview: The Treasurer's FY 2003 budget reflects an increase of \$25,791 or 2.0 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues total \$700,000 reflecting a conservative estimate of loss in interest income based upon historical analysis and current trends.
- Personnel expenditures reflect an increase of \$23,149 or 2.5 percent due to the actual grades and steps of the incumbents.
- Operating expenditures reflect an increase of \$2,642 or 0.8 percent due primarily to an increase in postage rates scheduled for FY 2003. This increase is offset by the elimination of a fleet vehicle.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Maximize return on investments by 0.5%.			
Interest revenue	\$1,794,336	\$1,026,301	\$1,025,000
Increase in interest revenue	(5.72%)	(42.80%)	0.00%
Average monthly interest rate	5.91%	2.00%	2.00%
2. Maintain a 95% collection rate.			
Total real and other taxes billed	\$282,583,064	\$291,189,564	\$300,000,000
Total amount collected	\$268,143,069	\$278,734,744	\$287,160,000
Collection rate	94.89%	95.72%	95.72%

TREASURER (continued)

GENERAL FUND

GENERAL GOVERNMENT

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Maintain a 75% average disbursement per total collections to taxing entities.			
Total collections	\$268,143,069	\$278,734,744	\$287,160,000
Total disbursements and entity payments	\$209,151,594	\$217,412,098	\$232,596,000
Average disbursement per month	\$ 17,429,300	\$ 18,117,675	\$ 19,383,000
Average disbursement per total collections	78.00%	78.00%	81.00%

ELECTION COMMISSION

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Election Commission conducts local, state, and federal elections as required for Charleston County.

DEPARTMENTAL SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	1.50	1.50	1.50	1.50
Intergovernmental	\$ 7,500	\$ 6,250	\$ 7,500	\$ 6,250
TOTAL REVENUES	<u>\$ 7,500</u>	<u>\$ 6,250</u>	<u>\$ 7,500</u>	<u>\$ 6,250</u>
Personnel	\$ 84,391	\$ 96,066	\$ 131,103	\$ 145,257
Operating	45,504	92,278	61,479	119,298
Capital	8,115	10,368	0	0
TOTAL EXPENDITURES	<u>\$ 138,010</u>	<u>\$ 198,712</u>	<u>\$ 192,582</u>	<u>\$ 264,555</u>

Overview: The Election Commission's FY 2003 budget reflects an increase of \$71,973 or 37.4 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are decreased \$1,250 or 16.7 percent. Due to budget reductions, the State Election Commission no longer provides additional funding for counties with more than eight registration and election board members.
- Personnel expenditures reflect an increase of \$14,154 or 10.8 percent due to the actual grades and steps of the incumbents. In addition, this increase supports temporary staff and overtime costs required to manage anticipated elections this fiscal year.
- Operating expenditures reflect an increase of \$57,819 or 94.0 percent due primarily to funding for election expenses for the primary and general elections this fiscal year.

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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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	232.75	232.75	232.75	232.75
Intergovernmental	\$ 649,459	\$ 599,565	\$ 501,566	\$ 453,292
Charges and Fees	62,503	57,973	65,000	50,000
Fines and Forfeitures	286,487	306,520	275,000	300,000
Interest	171,308	169,244	120,000	75,000
Miscellaneous	<u>249,887</u>	<u>44,434</u>	<u>48,000</u>	<u>32,000</u>
TOTAL REVENUES	1,419,644	1,177,736	1,009,566	910,292
Interfund Transfer In	<u>9,726,266</u>	<u>9,998,238</u>	<u>10,015,207</u>	<u>10,015,207</u>
TOTAL SOURCES	<u>\$ 11,145,910</u>	<u>\$ 11,175,974</u>	<u>\$ 11,024,773</u>	<u>\$ 10,925,499</u>
Personnel	\$ 6,170,190	\$ 6,760,565	\$ 7,673,051	\$ 7,772,382
Operating	4,139,872	4,239,305	3,865,065	4,306,924
Capital	<u>367,703</u>	<u>94,568</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 10,677,765</u>	<u>\$ 11,094,438</u>	<u>\$ 11,538,116</u>	<u>\$ 12,079,306</u>
Increase (Use) of Fund Balance	\$ 468,145	\$ 81,536	\$ (513,343)	\$ (1,153,807)
Beginning Fund Balance	<u>2,382,352</u>	<u>2,850,497</u>	<u>2,932,033</u>	<u>2,255,812</u>
Ending Fund Balance	<u>\$ 2,850,497</u>	<u>\$ 2,932,033</u>	<u>\$ 2,418,690</u>	<u>\$ 1,102,005</u>

Overview: The Library's FY 2003 budget reflects an increase of \$541,190 or 4.7 percent over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues reflect a decrease of \$99,274 or 9.8 percent. Revenues reflect cuts in State funding and reductions in interest income.
- Personnel expenditures represent an increase of \$99,331 or 1.3 percent. Personnel costs reflect the actual grades and steps of the incumbents as well as a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenditures represent an increase of \$441,859 or 11.4 percent due largely to higher amounts budgeted for library materials. Operating costs also include additional funding for minor equipment. These increases are partially offset by savings in janitorial maintenance and in postage based on historical usage.
- Beginning fund balance totals \$2,255,812 of which \$1,153,807 will be used to balance the budget.

LIBRARY (continued)

SPECIAL REVENUE FUND

CULTURE AND RECREATION

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Increase the use of the Library by Charleston County residents in FY 2003 by increasing the number of registered users by 1% by June 30, 2003.¹			
Library visits	1,540,870	1,525,561	1,540,817
Library visits per capita	4.97	4.92	4.95
Cost per library visit	\$6.49	\$6.56	\$6.50
Registered cardholders	265,675	287,137	290,008
Cost per registered cardholder	\$37.63	\$34.88	\$34.53
New registrations added annually	28,002	27,540	27,815
Percent change in registrations as percent of population	5.31%	6.92%	1.00%
Hours open	34,776	33,424	36,094
Programs held	2,474	2,452	2,477
Program attendees	56,015	56,093	59,684
Circulation of all materials	2,100,564	2,319,467	2,342,662
Circulation per capita	6.78	7.48	7.56
Percentage change in circulation per capita	0.41%	0.70%	0.07%
Electronic use	972,545	1,079,525	1,176,682
Registered users as percentage of population	85.71%	85.56%	86.42%
Customer user satisfaction ²	99.9%	n/a	n/a
Peer review overall rating based on S.C. State Library Annual Statistical Survey	#2	#2	#2
2. Answer Library users' information and reference questions in a timely and accurate manner by answering an additional 1% of reference questions in FY 2003.			
Reference questions	1,378,202	1,252,806	1,366,407
Reference questions asked per hour of service	39.63	37.48	37.86
Reference questions asked per capita	4.45	4.04	4.41
3. Increase circulation of all materials by 1% and increase the items circulated per capita from 7.48 items to 7.56 items toward a target of 8 items borrowed per registered borrower per year.²			
Materials in collection	1,099,891	1,193,957	1,293,957
Items catalogued per capita	40	30	32

¹ Cooper River Memorial and John L. Dart Branches closed during FY 2002 for renovations.

² Survey conducted every three years.

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-injury 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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	6.00	6.00	6.00	6.00
Charges and Fees	\$ 210,179	\$ 188,331	\$ 175,000	\$ 160,000
Interest	<u>3,412</u>	<u>2,706</u>	<u>3,000</u>	<u>2,000</u>
TOTAL REVENUES	<u>\$ 213,591</u>	<u>\$ 191,037</u>	<u>\$ 178,000</u>	<u>\$ 162,000</u>
Personnel	\$ 327,373	\$ 344,916	\$ 356,053	\$ 361,115
Operating	23,575	19,302	25,123	18,586
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 350,948</u>	<u>\$ 364,218</u>	<u>\$ 381,176</u>	<u>\$ 379,701</u>

Overview: The Master-In-Equity's FY 2003 budget reflects a \$1,475 or 0.4 percent decrease from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues total \$162,000 and are decreased \$16,000 or 9.0 percent due to an anticipated decrease in fees and interest income.
- Personnel expenditures reflect an increase of \$5,062 or 1.4 percent due to the actual grades and steps of the incumbents.
- Operating expenditures reflect a decrease of \$6,537 or 26.0 percent due primarily to reduced costs of travel, publications, and a one time purchase of equipment in FY 2002. Travel expenses are reduced to meet the Administrator's FY 2003 budget guidance.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Reduce the number of days in the average case length by increasing the number of disposed cases.			
Cases referred	698	798	750
Disposed cases	605	772	725
Percentage of disposed cases	87.67%	96.70%	96.70%
Average case length in days	178	136	150
Cost per case	\$294.25	\$323.31	\$332.44
2. Increase customer satisfaction through a comprehensive survey with a 90% approval rating on returned surveys.¹			
Surveys returned	n/a	n/a	75
Average evaluation score	n/a	n/a	90.0%

¹ This department will begin measuring performance against this objective during FY 2003.

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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:

	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Operating	209,866	227,870	261,576	271,576
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 209,866</u>	<u>\$ 227,870</u>	<u>\$ 261,576</u>	<u>\$ 271,576</u>

Overview: The FY 2003 Medical Examiner's Commission's budget reflects an increase of \$10,000 or 3.8 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Operating expenditures reflect an increase of \$10,000 or 3.8 percent due to an increase in toxicology testing costs based on current operating conditions and anticipated FY 2003 usage.

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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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	4.00	4.00	4.00	4.00
Intergovernmental	\$ 24,206	\$ 24,683	\$ 23,000	\$ 19,711
TOTAL REVENUE	<u>\$ 24,206</u>	<u>\$ 24,683</u>	<u>\$ 23,000</u>	<u>\$ 19,711</u>
Personnel	\$ 191,251	\$ 205,296	\$ 216,963	\$ 220,212
Operating	16,767	17,379	18,955	16,253
Capital	0	0	0	0
TOTAL EXPENDITURES	<u>\$ 208,018</u>	<u>\$ 222,675</u>	<u>\$ 235,918</u>	<u>\$ 236,465</u>

Overview: The Veterans Affairs' FY 2003 budget is increased \$547 or 0.2 percent from FY 2002.

Funding Adjustments for FY 2003 Include:

- Revenue is decreased \$3,289 or 14.3 percent based on anticipated reductions from State appropriations.
- Personnel expenditures are increased \$3,249 or 1.5 percent. This increase reflects the actual grades and steps of incumbents.
- Operating expenditures are decreased \$2,702 or 14.3 percent, reflective of reduced travel costs based on the Administrator's travel freeze implemented in September 2001 and FY 2003 budget guidance.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
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.			
Office contacts	19,421	19,500	19,500
Percentage of walk-ins served in five minutes	99.0%	99.0%	99.0%

VETERANS AFFAIRS (continued)

GENERAL FUND

HEALTH AND WELFARE

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
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.			
Claims filed	7,484	7,300	7,300
Percentage submitted within two business days	99.0%	99.0%	99.0%

VOTER REGISTRATION

GENERAL FUND

GENERAL GOVERNMENT

Mission: Voter Registration 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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	7.00	7.00	7.00	7.00
Intergovernmental	\$ 14,800	\$ 13,550	\$ 14,800	\$ 13,550
TOTAL REVENUES	<u>\$ 14,800</u>	<u>\$ 13,550</u>	<u>\$ 14,800</u>	<u>\$ 13,550</u>
Personnel	\$ 322,474	\$ 348,094	\$ 381,296	\$ 395,528
Operating	50,002	44,254	54,478	52,734
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	372,476	392,348	435,774	448,262
Interfund Transfer Out	<u>3,040</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 375,516</u>	<u>\$ 392,348</u>	<u>\$ 435,774</u>	<u>\$ 448,262</u>

Overview: The Voter Registration's FY 2003 budget is increased \$12,488 or 2.9 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are decreased \$1,250 or 8.4 percent, reflective of the State's reduction of Board Member annual stipends.
- Personnel expenditures are increased 14,232 or 3.7 percent. This increase reflects anticipated overtime costs related to county redistricting and the staffing requirements for the General Election in November 2002.
- Operating expenditures are decreased \$1,744 or 3.2 percent. Reduced training costs, as prescribed by the Administrator's budget guidance, contribute to this decrease. This decrease is partially offset by increased postage requirements for the General Election.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
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%.			
Registrations, address/name changes processed, district numbers updated	35,043	62,675	40,000
Cost per registration, address/name changes processed, district numbers updated	\$6.59	\$3.75	\$6.05
Error rate	0.5%	0.4%	0.05%
Percentage of registrations, address/name changes, district number updates completed without error	99.5%	99.6%	99.5%

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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:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	5.00	5.00	5.00	5.00
Personnel	\$ 374,534	\$ 374,292	\$ 391,109	\$ 396,056
Operating	97,522	149,508	286,806	159,503
Capital	<u>5,070</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 477,126</u>	<u>\$ 523,800</u>	<u>\$ 677,915</u>	<u>\$ 555,559</u>

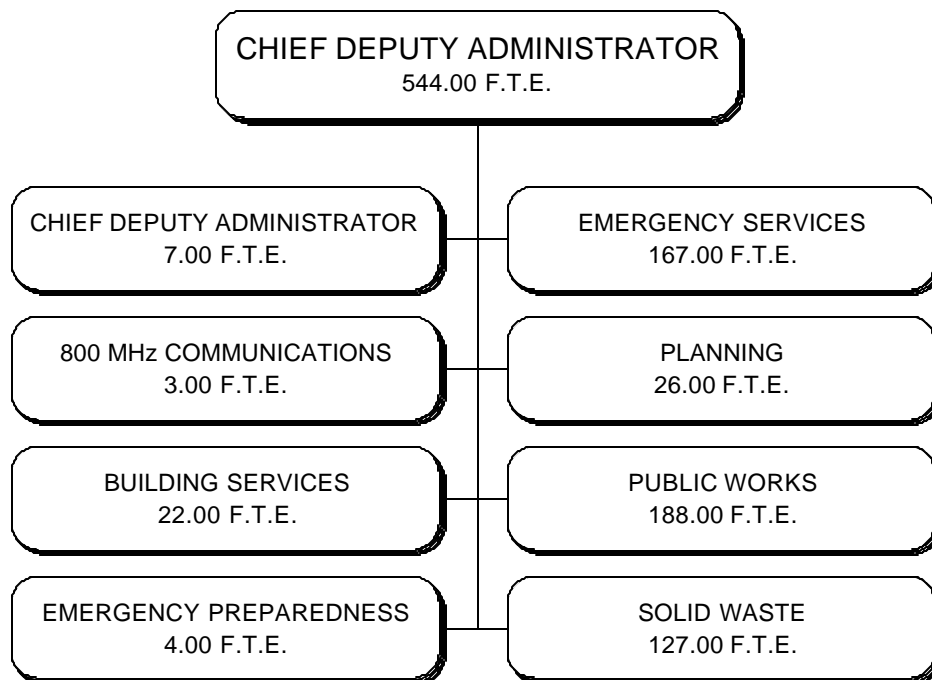
Overview: The County Administrator's FY 2003 budget reflects a decrease of \$122,356 or 18.0 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

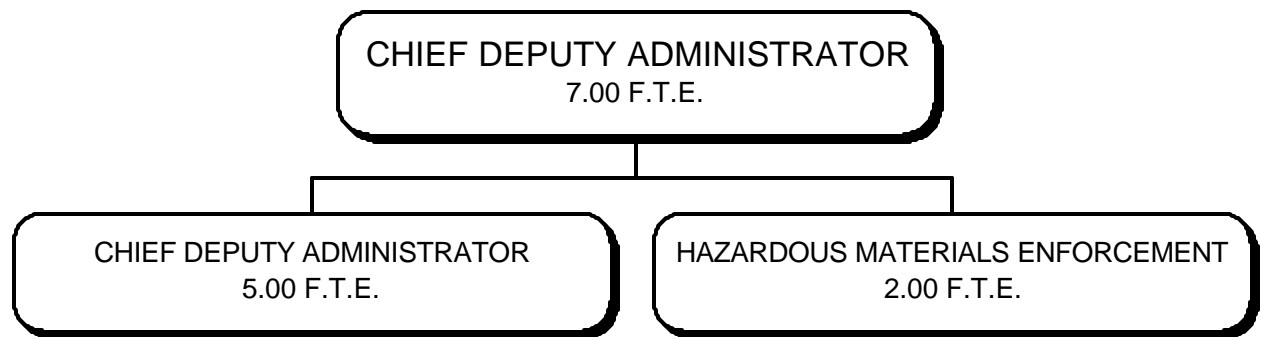
- Personnel expenditures reflect an increase of \$4,947 or 1.3 percent for the actual grades and steps of the incumbents.
- Operating expenditures reflect a decrease of \$127,308 or 44.4 percent primarily due to a reduction in consultant fees as no additional departmental reviews are planned for FY 2003.

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CHIEF DEPUTY ADMINISTRATOR



CHIEF DEPUTY ADMINISTRATOR



CHIEF DEPUTY ADMINISTRATOR

Mission: The Chief Deputy Administrator is responsible for the coordination and management of Hazardous Materials Enforcement and seven line-service departments which include 800 MHz Communications, Building Services, Emergency Preparedness, Emergency Services, Planning, Public Works, and Solid Waste.

DEPARTMENTAL SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	9.00	7.00	7.00	7.00
Special Revenue Fund	\$ 156,438	\$ 301,762	\$ 190,000	\$ 207,000
TOTAL SOURCES	<u>\$ 156,438</u>	<u>\$ 301,762</u>	<u>\$ 190,000</u>	<u>\$ 207,000</u>
General Fund	\$ 700,293	\$ 445,193	\$ 466,734	\$ 445,013
Special Revenue Fund	<u>135,336</u>	<u>144,424</u>	<u>243,323</u>	<u>349,735</u>
TOTAL DISBURSEMENTS	<u>\$ 835,629</u>	<u>\$ 589,617</u>	<u>\$ 710,057</u>	<u>\$ 794,748</u>

Sources: The sources for the Chief Deputy Administrator Department's FY 2003 budget total \$207,000 and reflect a \$17,000 or 8.9 percent increase from the FY 2002 budget. The increase is due to growth in the number of entities charged the hazardous materials user fee.

Disbursements: Total disbursements are increased \$84,691 or 11.9 percent reflecting the purchases of a misting tent and a gas chromatography for emergency responders in the Hazardous Enforcement Division.

CHIEF DEPUTY ADMINISTRATOR (continued)

GENERAL FUND

GENERAL GOVERNMENT

DEPARTMENT - Chief Deputy Administrator

Mission: The Chief Deputy Administrator provides administrative oversight and project direction to Hazardous Materials Enforcement and seven line-service departments which include 800 MHz Communications, Building Services, Emergency Preparedness, Emergency Services, Planning, Public Works, and Solid Waste. Also provided are research and development of community based programs to enhance public safety.

DEPARTMENTAL SUMMARY:

	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	7.00	5.00	5.00	5.00
Personnel	\$ 492,297	\$ 333,298	\$ 412,533	\$ 398,674
Operating	145,809	78,776	54,201	46,339
Capital	<u>2,487</u>	<u>33,119</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	640,593	445,193	466,734	445,013
Interfund Transfer Out	<u>59,700</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 700,293</u>	<u>\$ 445,193</u>	<u>\$ 466,734</u>	<u>\$ 445,013</u>

Overview: The Chief Deputy Administrator's FY 2003 budget reflects a decrease of \$21,721 or 4.7 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures are decreased \$13,859 or 3.4 percent due primarily to the elimination of a vacant temporary position. This decrease is offset by the actual grades and steps of the incumbents.
- Operating expenditures reflect a decrease of \$7,862 or 14.5 percent due to reduced costs of training, printing, and governmental studies to meet funding requirements. Training is reduced per the Administrator's FY 2003 budget guidance.

CHIEF DEPUTY ADMINISTRATOR (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

DIVISION - Hazardous Materials Enforcement

Mission: The Chief Deputy Administrator's 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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	2.00	2.00	2.00	2.00
Charges and Fees	\$ 129,625	\$ 233,732	\$ 165,000	\$ 172,000
Fines and Forfeitures	<u>26,813</u>	<u>68,030</u>	<u>25,000</u>	<u>35,000</u>
TOTAL REVENUES	<u>\$ 156,438</u>	<u>\$ 301,762</u>	<u>\$ 190,000</u>	<u>\$ 207,000</u>
Personnel	\$ 80,604	\$ 88,424	\$ 89,613	\$ 97,705
Operating	42,192	51,152	118,710	132,030
Capital	<u>12,540</u>	<u>4,848</u>	<u>35,000</u>	<u>120,000</u>
TOTAL EXPENDITURES	<u>\$ 135,336</u>	<u>\$ 144,424</u>	<u>\$ 243,323</u>	<u>\$ 349,735</u>
Increase (Use) of Fund Balance	\$ 21,102	\$ 157,338	\$ (53,323)	\$ (142,735)
Beginning Fund Balance	<u>185,770</u>	<u>206,872</u>	<u>364,210</u>	<u>392,404</u>
Ending Fund Balance	<u>\$ 206,872</u>	<u>\$ 364,210</u>	<u>\$ 310,887</u>	<u>\$ 249,669</u>

Overview: The Hazardous Materials Enforcement Division's FY 2003 budget is increased \$106,412 or 43.7 percent from FY 2002.

Funding Adjustments for FY 2003 Include:

- Total revenues are increased \$17,000 or 8.9 percent due to growth in the number of entities charged the hazardous materials user fees.
- Personnel expenditures reflect an increase of \$8,092 or 9.0 percent due to the actual grades and steps of the incumbents.
- Operating expenditures reflect an increase of \$13,320 or 11.2 percent due mainly to additional terrorism response training for responders and the implementation of the computer refresh program.
- Capital expenditures total \$120,000 to purchase a new misting tent for cooling down body temperature at emergency incidents and a new gas chromatography to identify unknown products for emergency responders.

CHIEF DEPUTY ADMINISTRATOR (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Decrease the need for hazardous materials responses of the office staff by sending 24 hazardous materials response team members to advanced training each year.			
Team members attending advanced training	17	40	50
Reported Haz Mat incidents	12	204	15
Office staff responses to Haz Mat incidents	10	8	10
2. Provide guidance and instruction to organizations and individuals outside of Charleston County and generate \$10,000 per year in revenue.			
Requests for out of town guidance and instruction	12	14	12
Students trained	145	200	200
Revenue generated	\$55,000	\$75,000	\$65,000
3. Produce hazardous materials incidents cost recovery invoices for emergency response agencies in the county with a 100% cost recovery rate.			
Reported Haz Mat incidents	12	204	15
Haz Mat incidents invoiced	5	2	4
Percentage of Haz Mat billed invoices recovered	80.0%	50.0%	75.0%

800 MHz COMMUNICATIONS

GENERAL FUND

GENERAL GOVERNMENT

Mission: The 800 Megahertz (MHz) 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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	2.00	2.00	3.00	3.00
Personnel	\$ 117,598	\$ 147,892	\$ 154,089	\$ 170,862
Operating	1,070,935	1,050,635	1,331,867	1,234,503
Capital	<u>380,644</u>	<u>74,947</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 1,569,177</u>	<u>\$ 1,273,474</u>	<u>\$ 1,485,956</u>	<u>\$ 1,405,365</u>

Overview: The 800 MHz Communication's FY 2003 budget is decreased \$80,591 or 5.4 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures are increased \$16,773 or 10.9 percent reflecting the actual grades and steps of the incumbents.
- Operating expenditures are decreased \$97,364 or 7.3 percent largely due to funding not being provided for radios and radio equipment expansions. The Administrator has requested a study be done on the use and allocation of 800 MHz radios and equipment and funding will be deferred on such items until reliable data is provided upon which informed purchasing decisions can be made. Offsetting this decrease is a reserve for contingency to provide for an increase to the 800 MHz equipment maintenance contract. This contract is due to be renegotiated by the end of FY 2002.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Repair of defective radio equipment tracked through service reports with 95% of the communications/electronic equipment turned around in less than 2 days.			
Acceptable <2 days	1,631/83.5%	1,127/79.0%	82.0%
Marginal 2-5 days	142/7.5%	114/8.0%	10.0%
Unacceptable >5 days	175/9.0%	187/13.0%	8.0%
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.			
System downtime (unplanned)	0.50 min	0 min	.05 min
Average busy signal	0.67 sec	0.03 sec	0.1 sec
Average talk group busy signals	2.51 day	3.42 day	4.8 day

800 MHz COMMUNICATIONS (continued)

GENERAL FUND

GENERAL GOVERNMENT

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Decrease command post 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.			
Command Post and COMM-1 downtime	54 days	180 days ¹	180 days ¹
Average departmental response	16.0 min	23 min	30 min

¹ Downtime due to ongoing repairs of aging vehicles. Replacement recommended.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	21.00	21.00	22.00	22.00
Licenses and Permits	\$ 762,470	\$ 750,587	\$ 723,000	\$ 697,000
Charges and Fees	<u>183,794</u>	<u>176,343</u>	<u>174,000</u>	<u>133,500</u>
TOTAL REVENUES	<u>\$ 946,264</u>	<u>\$ 926,930</u>	<u>\$ 897,000</u>	<u>\$ 830,500</u>
Personnel	\$ 754,174	\$ 780,605	\$ 1,006,375	\$ 1,034,641
Operating	99,337	101,305	117,387	102,461
Capital	<u>13,460</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	866,971	881,910	1,123,762	1,137,102
Interfund Transfer Out	<u>151,102</u>	<u>171,752</u>	<u>20,336</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 1,018,073</u>	<u>\$ 1,053,662</u>	<u>\$ 1,144,098</u>	<u>\$ 1,137,102</u>

Overview: The Building Services' FY 2003 budget is decreased \$6,996 or 0.6 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include

- Revenues reflect a decrease of \$66,500 or 7.4 percent due to anticipated slowdown in construction activities resulting from the depressed economy.
- Personnel expenditures include a \$28,266 or 2.8 percent increase and reflect the actual grades and steps of the incumbents. This increase also reflects the costs of a contracted temporary to assist with the license renewal peak time and various expos that provide disaster-resistant information to the public.
- Operating expenditures reflect a decrease of \$14,926 or 12.7 percent due primarily to reduced travel costs based on the Administrator's travel freeze implemented in September 2001 and FY 2003 budget guidance. In addition, reduced copier and postage costs based on historical and projected usage contribute to this decrease. Reduced costs for photo and microfilm supplies can be attributed to the use of a digital camera.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
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. CRS rating	Class 6	Class 6	Class 6

BUILDING SERVICES (continued)

GENERAL FUND

PUBLIC SAFETY

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
2. Maintain Class 3 rating with the private insurance industry which results in selective rate reductions in property insurance.			
Insurance Services Office (ISO) rating	Class 3	Class 3	Class 3
3. Review single family residence and non-single plan reviews with an average turn around time of 2 days for single family residence and 14 days for non-single while continuing to offer fair and equitable enforcement of building codes to protect end users of buildings.			
Permit revenue	\$731,135	\$805,315	\$832,000
Permits issued	5,474	5,622	6,000
Average number of days for single family residence plan review ¹	n/a	n/a	n/a
Average number of days for non-single plan review ¹	n/a	n/a	n/a
Inspections performed ²	18,016	17,577	22,000
4. Continue Inspector Certification Program and comply with the State Re-certification Program requiring 24 hours of training annually.			
Certified code enforcement officers	10	10	9
Hours of training	295.50	329	300
Percentage of training completed	100%	100%	100%
5. Provide technical and administrative support to Project Impact (FEMA).			
Community education hours	34.5 ³	44.5 ⁴	32
General public contacted at expos and other events ⁵	2,088,946	1,626,400	n/a
Matching funds through donated goods/services	\$326,890	\$104,174	n/a ⁶

¹ This department will begin measuring performance against this objective during FY 2003.

² Increase in FY 2003 is due to an additional code requirement.

³ Includes six hours for one-time Project Impact Hazards Expo for the Charleston area.

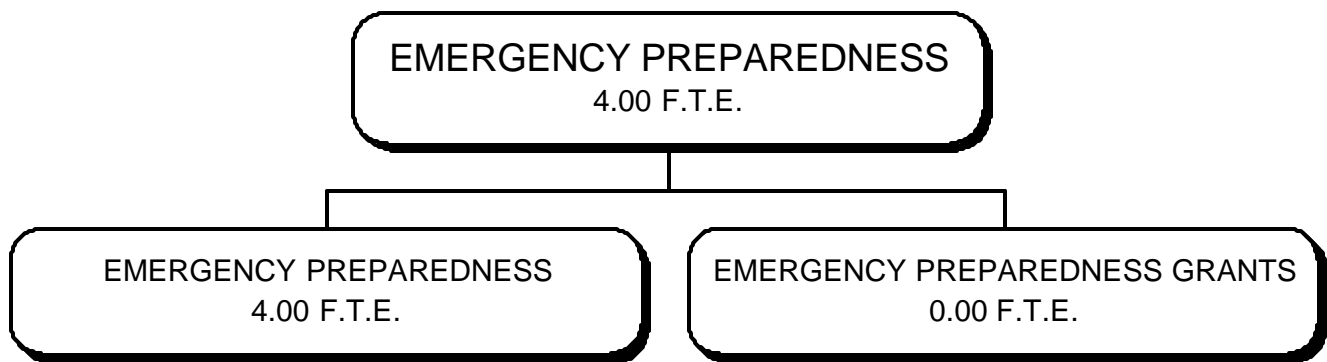
⁴ Includes 13.5 hours for one-time Southeastern Disaster Resistant Communities Summit for the Charleston area.

⁵ Grant ends July 25, 2002.

⁶ Donated goods can be anything from volunteer hours to donated booth space at an expo and cannot be estimated due to voluntary services and donations.

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EMERGENCY PREPAREDNESS



EMERGENCY PREPAREDNESS

Mission: The Emergency Preparedness Department assists the citizens of Charleston County in the event of a natural or man-made disaster by coordinating the maximum use of available manpower, equipment, fallout protection, and other resources within the county or made available to the County. In addition, this department administers the Hazardous Materials Emergency Preparedness (HMEP) Planning Grant.

DEPARTMENTAL SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	4.00	4.00	4.00	4.00
General Fund	\$ 45,813	\$ 45,813	\$ 45,000	\$ 45,000
Special Revenue Fund	<u>3,995</u>	<u>4,670</u>	<u>9,045</u>	<u>6,000</u>
TOTAL SOURCES	<u>\$ 49,808</u>	<u>\$ 50,483</u>	<u>\$ 54,045</u>	<u>\$ 51,000</u>
General Fund	\$ 276,218	\$ 329,860	\$ 340,099	\$ 315,717
Special Revenue Fund	<u>3,995</u>	<u>4,670</u>	<u>9,045</u>	<u>6,000</u>
TOTAL DISBURSEMENTS	<u>\$ 280,213</u>	<u>\$ 334,530</u>	<u>\$ 349,144</u>	<u>\$ 321,717</u>

Sources: The sources for the Emergency Preparedness Department's FY 2003 budget total \$51,000 and reflect a \$3,045 or 5.6 percent decrease from the FY 2002 budget. The decrease is due to reduced federal funding.

Disbursements: Total disbursements reflect a decrease of \$27,427 or 7.9 percent due to reduced copier and telephone costs, based on historical and projected usage, and the elimination of a vacant temporary position.

EMERGENCY PREPAREDNESS (continued)

GENERAL FUND

PUBLIC SAFETY

DEPARTMENT - Emergency Preparedness

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

DEPARTMENTAL SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	4.00	4.00	4.00	4.00
Intergovernmental	\$ 45,813	\$ 45,813	\$ 45,000	\$ 45,000
TOTAL REVENUES	<u>\$ 45,813</u>	<u>\$ 45,813</u>	<u>\$ 45,000</u>	<u>\$ 45,000</u>
Personnel	\$ 219,722	\$ 267,206	\$ 272,230	\$ 270,155
Operating	56,496	59,807	66,869	45,562
Capital	0	0	0	0
TOTAL EXPENDITURES	276,218	327,013	339,099	315,717
Interfund Transfer Out	0	2,847	1,000	0
TOTAL DISBURSEMENTS	<u>\$ 276,218</u>	<u>\$ 329,860</u>	<u>\$ 340,099</u>	<u>\$ 315,717</u>

Overview: The Emergency Preparedness Department's FY 2003 budget reflects a decrease of \$24,382 or 7.2 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues total \$45,000 based on anticipated federal funding and reflect no change from FY 2002.
- Personnel expenditures reflect a decrease of \$2,075 or 0.8 percent due primarily to the elimination of a vacant temporary position. This decrease is offset by the actual grades and steps of the incumbents.
- Operating expenditures reflect a decrease of \$21,307 or 31.9 percent. Reduced copier and telephone costs based on historical and projected usage contribute to this decrease.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Initiate action on all immediate needs of requests received from the affected local governments during the first 24 hours of a disaster.	100%	100%	100%
2. Identify all critical needs in a disaster area of the county within the first 48 hours following a disaster.	100%	100%	100%
3. Coordinate the delivery of donated goods for basic needs to the affected governments within 72 hours following a major disaster. Distribution hours	n/a	n/a	72

EMERGENCY PREPAREDNESS (continued)

GENERAL FUND

PUBLIC SAFETY

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
4. Provide partial activation of EOC within 1 hour of alert by state EPD.	100%	100%	100%
5. Provide limited activation of EOC within 3 hours of notice by state officials.	100%	100%	100%
6. Track Spent Nuclear Fuel (SNF) shipments and provide affected jurisdictions timely checkpoint notifications.	100%	100%	100%
7. Provide representation of EPD staff at committee & task force meetings.	96.0%	96.0%	96.0%

EMERGENCY PREPAREDNESS (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

GRANT - Emergency Preparedness Grants

Mission: The Emergency Preparedness 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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
HMEP Planning Grant	\$ 3,995	\$ 4,670	\$ 9,045	\$ 6,000
TOTAL REVENUES	<u>\$ 3,995</u>	<u>\$ 4,670</u>	<u>\$ 9,045</u>	<u>\$ 6,000</u>
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Operating	3,995	4,670	9,045	6,000
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 3,995</u>	<u>\$ 4,670</u>	<u>\$ 9,045</u>	<u>\$ 6,000</u>

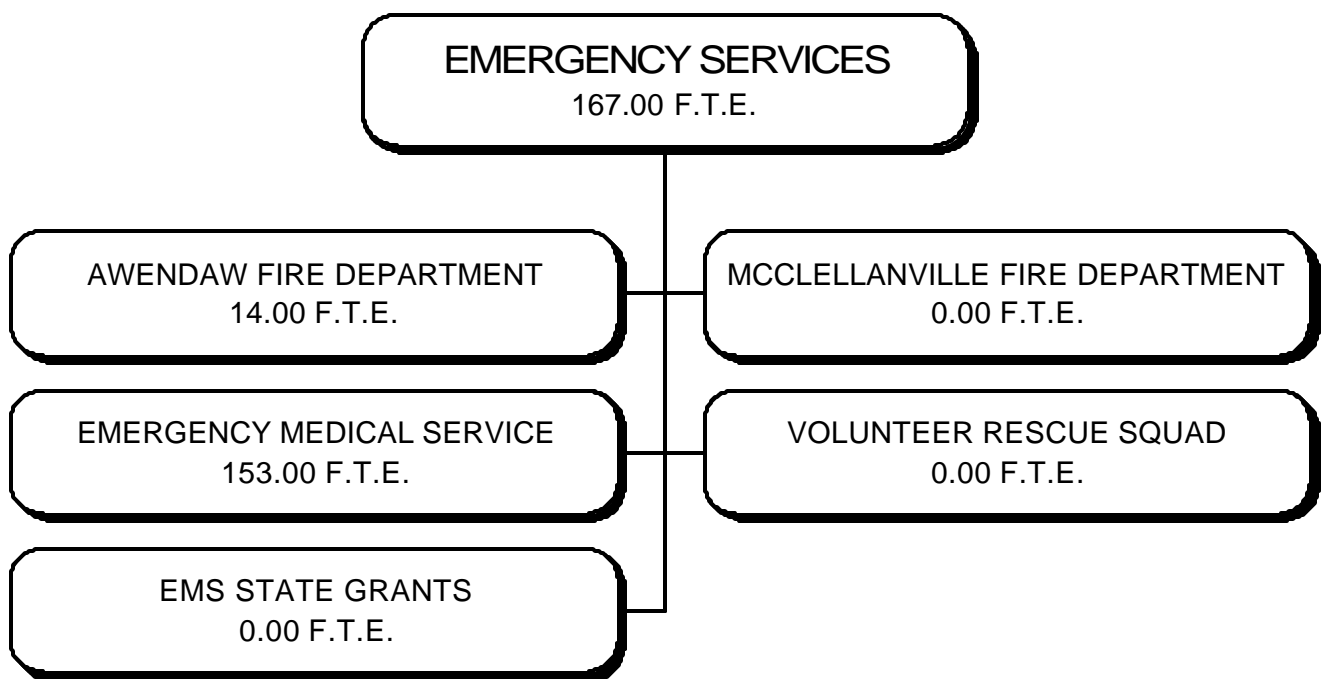
Overview: The Emergency Preparedness Grant's FY 2003 budget reflects a decrease of \$3,045 or 33.7 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues total \$6,000 based on anticipated Federal funding.
- Operating expenditures reflect a decrease of \$3,045 or 33.7 percent due to reduced costs of office expenses and publications to meet available funding.

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EMERGENCY SERVICES



EMERGENCY SERVICES

Mission: Emergency Services consists of four divisions, which include Emergency Medical Service (EMS), Awendaw Fire Department, McClellanville Fire Contract, and Volunteer Rescue Squad.

DEPARTMENTAL SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	160.00	164.00	167.00	167.00
General Fund	\$ 3,604,616	\$ 3,519,571	\$ 3,720,000	\$ 3,734,000
Special Revenue Fund	<u>839,216</u>	<u>954,651</u>	<u>946,672</u>	<u>1,320,641</u>
TOTAL SOURCES	<u>\$ 4,443,832</u>	<u>\$ 4,474,222</u>	<u>\$ 4,666,672</u>	<u>\$ 5,054,641</u>
General Fund	\$ 8,321,974	\$ 9,036,413	\$ 9,787,921	\$ 9,849,386
Special Revenue Fund	<u>814,524</u>	<u>923,589</u>	<u>1,014,670</u>	<u>1,320,641</u>
TOTAL DISBURSEMENTS	<u>\$ 9,136,498</u>	<u>\$ 9,960,002</u>	<u>\$ 10,802,591</u>	<u>\$ 11,170,027</u>

Sources: The sources for the Emergency Services Department's FY 2003 budget total \$5,054,641 and reflect a \$387,969 or 8.3 percent increase over the FY 2002 budget. This amount includes capital lease proceeds to finance the replacement of a pumper fire truck. In addition, sources include federal forestry funds and reimbursements from the Town of Mt. Pleasant to mitigate lost tax revenue from annexations. Due to a 2.0 mill tax increase, more tax revenues are available for the Awendaw Fire Department. The increase also includes a new copy charge for reports and duplicate bills by Emergency Medical Services.

Disbursements: The FY 2003 budget for the Emergency Services Department reflects an increase of \$367,436 or 3.4 percent. The majority of this increase is due to purchasing and financing a pumper fire truck. The increase also reflects higher funding for temporary positions in Emergency Medical Services and the Awendaw Fire Department.

EMERGENCY SERVICES (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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	14.00	14.00	14.00	14.00
Taxes	\$ 624,983	\$ 729,074	\$ 720,000	\$ 759,721
Intergovernmental	272	882	271	73,035
Miscellaneous	1,774	0	0	0
Debt Proceeds	<u>0</u>	<u>0</u>	<u>0</u>	<u>220,000</u>
TOTAL REVENUES	<u>\$ 627,029</u>	<u>\$ 729,956</u>	<u>\$ 720,271</u>	<u>\$ 1,052,756</u>
Personnel	\$ 460,578	\$ 480,584	\$ 547,835	\$ 666,634
Operating	101,490	114,806	180,422	114,122
Capital	34,361	102,502	60,000	220,000
Debt Service	<u>0</u>	<u>0</u>	<u>0</u>	<u>52,000</u>
TOTAL EXPENDITURES	596,429	697,892	788,257	1,052,756
Interfund Transfer Out	<u>0</u>	<u>0</u>	<u>12</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 596,429</u>	<u>\$ 697,892</u>	<u>\$ 788,269</u>	<u>\$ 1,052,756</u>
Increase (Use) of Fund Balance	\$ 30,600	\$ 32,064	\$ (67,998)	\$ 0
Beginning Fund Balance	<u>224,922</u>	<u>255,522</u>	<u>287,586</u>	<u>276,783</u>
Ending Fund Balance	<u>\$ 255,522</u>	<u>\$ 287,586</u>	<u>\$ 219,588</u>	<u>\$ 276,783</u>

Overview: The FY 2003 Awendaw Fire Department budget represents a \$264,487 or 33.6 percent increase over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues represent a \$332,485 or 46.2 percent increase. This increase is due to the addition of \$220,000 in capital lease proceeds to finance the replacement of a pumper fire truck. Revenues also include federal forestry funds which will continue through FY 2007 and fund the debt service payments on the fire truck. In addition, revenues reflect a payment from the Town of Mt. Pleasant to replace lost tax revenue for annexed properties. To balance the FY 2003 budget, a tax increase of 2.0 mills is included.
- Personnel expenditures represent a \$118,799 or 21.7 percent increase. This increase reflects a 1.1 percent Cost of Living Adjustment (COLA) and revised estimates for overtime, holiday pay, and temporary labor based on historical costs. Personnel costs also reflect a higher reimbursement from the McClellanville Fire Contract based on the higher personnel costs.

EMERGENCY SERVICES (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

- Operating expenditures represent a \$66,300 or 36.7 percent decrease due to the elimination of one-time expenditures from FY 2002. Operating costs also reflect a higher reimbursement from the McClellanville Fire Contract based on a more equitable allocation of costs.
- Debt service totals \$52,000 to make the first annual payment for the replacement of a pumper fire truck.
- Capital expenditures total \$220,000 and will be used to replace a pumper fire truck.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:		FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Certify 100% of paid staff as Firefighter I and Firefighter II and 100% of career firefighters/engineers as Emergency Medical Technicians.				
Paid staff certified as Firefighter I		n/a	37.0%	100%
Paid staff certified as Firefighter II		n/a	27.0%	100%
Career firefighters/engineers certified as Emergency Medical Technicians		n/a	0.0%	100%
2. Comply 100% with Federal OSHA regulations of 2 in 2 out at structure fires within 15 minutes of initial alarm.^{1 & 2}				
Federal OSHA regulations complied		n/a	n/a	100%
3. Respond to 100% of emergency incidents in East Cooper unincorporated areas within 7 minutes of notification.				
<u>Unincorporated</u>	<u>Minutes:Seconds</u>			
Acceptable	<6:59	n/a	76.0%	100%
Marginal	7:00-14:00	n/a	20.0%	0.0%
Unacceptable	>15:00	n/a	4.0%	0.0%
4. Increase public awareness through fire prevention programs and appearances by attending 6 Awendaw Town meetings and 6 McClellanville Town meetings and provide life education programs to at least 95% of the total population of preschool and first through third graders to maintain a fire death rate of 0 for children under the age of eight.				
Awendaw Town meeting attendances		n/a	10	6
McClellanville Town meeting attendances		n/a	6	6
Percentage of total population preschool and 1 st - 3 rd graders		n/a	95.0%	95.0%
Fire death rate of children under the age of eight		n/a	0	0
5. Maintain fire loss at .05% or less of appraised property value.				
Appraised property value		n/a	\$292,486,275	\$420,110,458
Dollars of fire loss		n/a	\$530,960	\$153,873
Percentage of fire loss		n/a	1.7%	.05%
6. Recruit 3 new volunteer firefighters annually.				
Volunteers recruited		n/a	3	3
Volunteers inactive		n/a	4	0
Average number of volunteers staffed for each shift		n/a	3	4

EMERGENCY SERVICES (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
7. Maintain emergency fire suppression apparatus that meets National Fire Protection Association (NFPA) standards of less than 10 years old for first out response.			
Emergency fire suppression apparatus	n/a	11	11
Percentage that meets NFPA standards	n/a	18.0%	18.0%
Percentage less than 10 years old	n/a	18.0%	18.0%
Percentage in need of replacement	n/a	82.0%	82.0%
8. Provide 100% of school staff consisting of teachers, administration, custodial, and cafeteria workers with fire extinguisher training.²			
Schools in fire district:			
Elementary	n/a	n/a	100%
Middle	n/a	n/a	100%
High school	n/a	n/a	100%
Private	n/a	n/a	100%
9. Improve numerical address visibility by 50% of structures identified in the fire district by encouraging correct placement of house numbers.²			
Percentage of improved numerical address visibility	n/a	n/a	50.0%

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

² This department will begin measuring performance against this objective during FY 2003.

EMERGENCY SERVICES (continued)

GENERAL FUND

PUBLIC SAFETY

DIVISION - Emergency Medical Service

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

DIVISION SUMMARY:	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved
Positions/FTE	146.00	150.00	153.00	153.00
Charges and Fees	\$ 3,604,616	\$ 3,513,588	\$ 3,720,000	\$ 3,734,000
Miscellaneous	<u>0</u>	<u>5,589</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	3,604,616	3,519,177	3,720,000	3,734,000
Interfund Transfer In	<u>0</u>	<u>394</u>	<u>0</u>	<u>0</u>
TOTAL SOURCES	<u>\$ 3,604,616</u>	<u>\$ 3,519,571</u>	<u>\$ 3,720,000</u>	<u>\$ 3,734,000</u>
Personnel	\$ 7,070,536	\$ 7,694,349	\$ 8,284,981	\$ 8,333,421
Operating	942,744	1,090,374	1,216,859	1,261,661
Capital	<u>30,492</u>	<u>3,955</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	8,043,772	8,788,678	9,501,840	9,595,082
Interfund Transfer Out	<u>57,225</u>	<u>65,210</u>	<u>65,796</u>	<u>83,104</u>
TOTAL DISBURSEMENTS	<u>\$ 8,100,997</u>	<u>\$ 8,853,888</u>	<u>\$ 9,567,636</u>	<u>\$ 9,678,186</u>

Overview: The Emergency Medical Service's FY 2003 budget is increased \$110,550 or 1.2 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues reflect an increase of \$14,000 or 0.4 percent. This increase reflects the inception of charging for copies of bills and reports. Although the rates for emergency medical service charges are proposed to increase during FY 2003, no additional revenues are included at this time.
- Personnel expenditures represent an increase of \$48,440 or 0.6 percent. Personnel costs reflect the actual grades and steps of the incumbents.
- Operating expenditures represent an increase of \$44,802 or 3.7 percent. This increase reflects higher costs for fleet maintenance and medical supplies due to a rise in call volume.
- Interfund transfer out totals \$83,104 and reflects an increase of \$17,308 or 26.3 percent. This increase reflects the higher cost of the County's match for the McClellanville Fire Contract. The interfund transfer out also funds the County's match for the EMS State Grant.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 Actual	FY 2002 Actual	FY 2003 Projected
1. All Charleston County Emergency Medical Service Field Operations personnel will maintain SC DHEC certification by attending 90% of the monthly re-certification in-service training sessions.			
Full-time attendance	93.0%	92.6%	>90.0%
Eligible personnel re-certified	100%	100%	100%

EMERGENCY SERVICES (continued)

GENERAL FUND

PUBLIC SAFETY

		FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
2. 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.				
<u>Rural</u>	<u>Minutes:Seconds</u>			
Acceptable	<14:59	77.2%	75.6%	>80.0%
Marginal	15:00-29:59	21.0%	20.9%	<20.0%
Unacceptable	>30:00	1.8%	3.4%	<3.0%
<u>Suburban¹</u>	<u>Minutes:Seconds</u>			
Acceptable	<11:59	75.8%	66.4%	>80.0%
Marginal	12:00-19:59	20.8%	29.4%	<20.0%
Unacceptable	>20:00	3.5%	4.2%	<3.0%
<u>Urban¹</u>	<u>Minutes:Seconds</u>			
Acceptable	<07:59	65.1%	60.6%	>80.0%
Marginal	08:00-14:59	32.1%	35.3%	<20.0%
Unacceptable	>15:00	2.8%	4.2%	<3.0%
Call Volume (Priority Code 1, 2, and 3)		47,180	49,481	54,016
3. Manpower utilization will be 30% or less to provide adequate availability of response to time critical emergencies.				
<u>Manpower utilization</u>				
Countywide		23.33%	25.05%	26.84%
Metro units		25.76%	27.48%	29.48%
Rural units		12.26%	13.09%	12.72%
4. Increase annual revenue collections to meet or exceed 60% of total billed.				
Total billed		\$4,685,210	\$4,801,816	\$5,300,000
Total received		\$3,189,989	\$3,564,395	\$4,300,000
Collection		56.23%	73.0%	60.0%
Budgeted		99.36%	102%	100%
Collections less refunds and adjustments		n/a	\$1,493,177	\$2,350,000
5. Medicare and Medicaid will be billed 70% electronically with a rejection rate of #35% which will result in a 30% increase in revenue.				
Percentage billed electronically		n/a	n/a	50.0%
Percentage of rejection rate		n/a	25.0%	10.0%
Percentage of revenue increased		n/a	30.0%	40.0%
6. Provide public information, education, and relations (PIER) for 4,500 participants.				
Participants provided information, education, and relations		n/a	210,000	240,000
7. Certify 100% of the EMS Communications personnel as Emergency Medical Dispatchers.				
EMS Communications personnel		n/a	15	22
Percentage certified as Emergency Medical Dispatchers		n/a	70.0%	100%

EMERGENCY SERVICES (continued)

SPECIAL REVENUE FUND

PUBLIC SAFETY

GRANT - Emergency Medical Service State Grants

Mission: Each year the state provides grant funds for discretionary needs of local emergency medical services. The grants requires a local match.

GRANT SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Intergovernmental	\$ 78,406	\$ 71,850	\$ 65,876	\$ 65,876
TOTAL REVENUES	78,406	71,850	65,876	65,876
Interfund Transfer In	<u>4,486</u>	<u>3,829</u>	<u>4,913</u>	<u>3,834</u>
TOTAL SOURCES	<u>\$ 82,892</u>	<u>\$ 75,679</u>	<u>\$ 70,789</u>	<u>\$ 69,710</u>
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Operating	10,182	7,179	6,432	69,710
Capital	<u>80,319</u>	<u>68,573</u>	<u>64,357</u>	<u>0</u>
TOTAL EXPENDITURES	90,501	75,752	70,789	69,710
Interfund Transfer Out	<u>0</u>	<u>394</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 90,501</u>	<u>\$ 76,146</u>	<u>\$ 70,789</u>	<u>\$ 69,710</u>
Increase (Use) of Fund Balance	\$ (7,609)	\$ (467)	\$ 0	\$ 0
Beginning Fund Balance	<u>8,076</u>	<u>467</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	<u>\$ 467</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

Overview: The FY 2003 Emergency Medical Service State Grants' budget reflects a \$1,079 or 1.5 percent decrease from FY 2002.

Funding Adjustments for FY 2003 Include:

- Revenues are unchanged and include grants from the state.
- Operating expenditures represent a \$63,278 or 983.8 percent increase. This increase reflects budgeting in contingency until the specific needs of the Emergency Services Department are determined.

EMERGENCY SERVICES (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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Intergovernmental	\$ 76,556	\$ 89,731	\$ 93,367	\$ 118,905
TOTAL REVENUES	76,556	89,731	93,367	118,905
Interfund Transfer In	<u>52,739</u>	<u>59,285</u>	<u>62,245</u>	<u>79,270</u>
TOTAL SOURCES	<u>\$ 129,295</u>	<u>\$ 149,016</u>	<u>\$ 155,612</u>	<u>\$ 198,175</u>
Personnel	\$ 113,024	\$ 129,125	\$ 133,103	\$ 152,869
Operating	14,570	20,426	22,509	45,306
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 127,594</u>	<u>\$ 149,551</u>	<u>\$ 155,612</u>	<u>\$ 198,175</u>
Increase (Use) of Fund Balance	\$ 1,701	\$ (535)	\$ 0	\$ 0
Beginning Fund Balance	<u>28,382</u>	<u>30,083</u>	<u>29,548</u>	<u>23,945</u>
Ending Fund Balance	<u>\$ 30,083</u>	<u>\$ 29,548</u>	<u>\$ 29,548</u>	<u>\$ 23,945</u>

Overview: The FY 2003 McClellanville Fire Contract budget represents a \$42,563 or 27.4 percent increase over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues represent a \$25,538 or 27.4 percent increase. Revenues reflect the Town of McClellanville's share of funding in accordance with the contract.
- Interfund transfer in totals \$79,270 and includes a \$17,025 or 27.4 percent increase. The interfund transfer reflects Charleston County's portion of funding in accordance with the contract.
- Personnel expenditures represent a \$19,766 or 14.9 percent increase in the reimbursement to the Awendaw Fire Department. This increase reflects higher budgeted amounts for overtime and holiday pay. Personnel costs also include a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenditures represent a \$22,797 or 101.3 percent increase in the reimbursement to the Awendaw Fire Department. This reflects higher costs for fleet maintenance and protective gear. In addition, operating costs include funding for lease payments to purchase a replacement pumper.

EMERGENCY SERVICES (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.

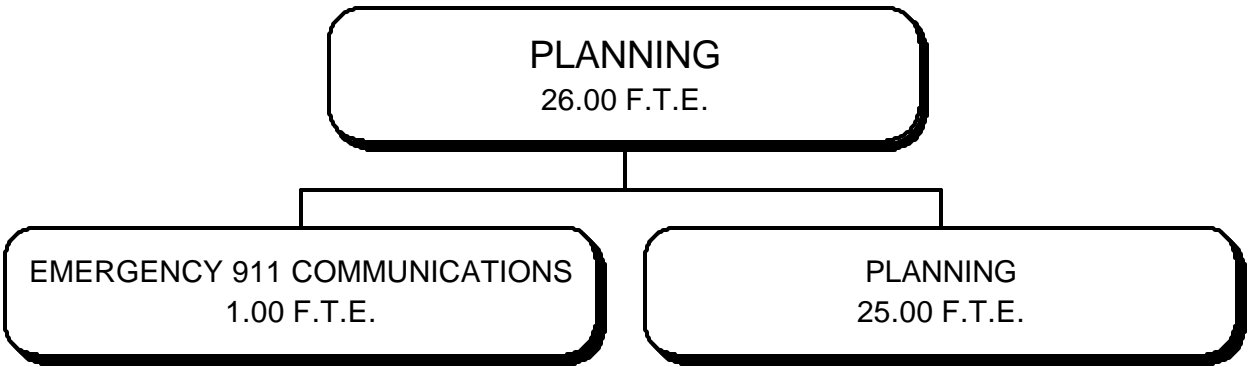
DIVISION SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Operating	172,983	182,525	217,760	171,200
Capital	<u>47,994</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	220,977	182,525	217,760	171,200
Interfund Transfer Out	<u>0</u>	<u>0</u>	<u>2,525</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 220,977</u>	<u>\$ 182,525</u>	<u>\$ 220,285</u>	<u>\$ 171,200</u>

Overview: The FY 2003 Volunteer Rescue Squad's budget represents a decrease of \$49,085 or 22.3 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Operating expenditures represent a \$46,560 or 21.4 percent decrease. This decrease reflects the elimination of one-time expenditures in FY 2002 and a lower operating request by the Volunteer Rescue Squad.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	25.00	26.00	27.00	26.00
General Fund	\$ 146,516	\$ 161,415	\$ 147,000	\$ 160,600
Enterprise Fund	<u>979,565</u>	<u>1,221,800</u>	<u>1,200,000</u>	<u>950,000</u>
TOTAL SOURCES	<u>\$ 1,126,081</u>	<u>\$ 1,383,215</u>	<u>\$ 1,347,000</u>	<u>\$ 1,110,600</u>
General Fund	\$ 1,241,362	\$ 1,326,654	\$ 1,408,387	\$ 1,381,197
Enterprise Fund	<u>666,685</u>	<u>639,094</u>	<u>971,474</u>	<u>1,066,762</u>
TOTAL DISBURSEMENTS	<u>\$ 1,908,047</u>	<u>\$ 1,965,748</u>	<u>\$ 2,379,861</u>	<u>\$ 2,447,959</u>

Sources: The sources of funds for the Planning Department's FY 2003 budget total \$1,110,600 and represent a \$236,400 or 17.6 percent decrease from the FY 2002 budget. This decrease primarily reflects a reduction in the Emergency 911 Communications subscriber phone line charge.

Disbursements: Total disbursements are increased \$68,098 or 2.9 percent largely reflecting higher rates charged by Bell South to Emergency 911 Communications. This increase is partially offset by a decrease in personnel costs due to the elimination of a vacant full-time position in Planning and by the elimination of vacant temporary positions.

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 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved
Positions/FTE	1.00	1.00	1.00	1.00
Charges and Fees	\$ 979,565	\$ 1,230,314	\$ 1,200,000	\$ 950,000
TOTAL REVENUES	\$ 979,565	\$ 1,230,314	\$ 1,200,000	\$ 950,000
Personnel	\$ 18,968	\$ 46,420	\$ 51,377	\$ 45,507
Operating	647,717	601,188	709,097	801,624
Capital	0	0	211,000	219,631
TOTAL EXPENSES	\$ 666,685	\$ 647,608	\$ 971,474	\$ 1,066,762
Increase (Use) of Fund Balance	\$ 312,880	\$ 582,706	\$ 228,526	\$ (116,762)
Beginning Fund Balance	591,724	904,604	1,487,310	1,715,836
Ending Fund Balance	\$ 904,604	\$ 1,487,310	\$ 1,715,836	\$ 1,599,074

Overview: The Emergency 911 Communications Division's FY 2003 budget reflects an increase of \$95,288 or 9.8 percent over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenue projections reflect a decrease of \$250,000 or 20.8 percent. This decrease reflects the requested reduction in the monthly charge from \$0.38 to \$0.30.
- Personnel expenses represent a \$5,870 or 11.4 decrease due to the elimination of a vacant temporary position. Personnel costs also reflect the grade and step of the incumbent.
- Operating expenses reflect an increase of \$92,527 or 13.0 percent. This increase includes higher rates for use of the equipment and database provided by Bell South.
- Capital expenses total \$219,631 and include \$160,000 for the purchase of a digital recorder. Capital also includes \$12,500 for a 911 Desktop Position for the North Charleston Police Department, \$14,223 for a 911 Desktop Position for the Charleston Police Department, and \$32,908 for two 911 Desktop Positions for the Mt. Pleasant Police Department.

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 and Ravenel.

DIVISION SUMMARY:	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>
Positions/FTE	24.00	25.00	26.00	25.00
Licenses and Permits	\$ 74,805	\$ 77,645	\$ 73,000	\$ 70,600
Charges and Fees	<u>71,711</u>	<u>83,770</u>	<u>74,000</u>	<u>90,000</u>
TOTAL REVENUES	<u>\$ 146,516</u>	<u>\$ 161,415</u>	<u>\$ 147,000</u>	<u>\$ 160,600</u>
Personnel	\$ 1,032,660	\$ 1,122,235	\$ 1,247,022	\$ 1,228,259
Operating	184,690	157,778	161,365	152,938
Capital	<u>23,171</u>	<u>46,641</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	1,240,521	1,326,654	1,408,387	1,381,197
Interfund Transfer Out	<u>841</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 1,241,362</u>	<u>\$ 1,326,654</u>	<u>\$ 1,408,387</u>	<u>\$ 1,381,197</u>

Overview: The FY 2003 budget for Planning reflects a decrease of \$27,190 or 1.9 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues total \$160,600 and are increased \$13,600 or 9.3 percent based on historical trends and the projected impact of known zoning changes.
- Personnel expenditures are decreased \$18,763 or 1.5 percent primarily due to the elimination of a vacant Planner I position and a vacant temporary intern position. This decrease is partially offset by an amount necessary to accommodate the actual grades and steps of the incumbents.
- Operating expenditures reflect an \$8,427 or 5.2 percent decrease due to reduced telephone, copier and records service charges based on historical and anticipated usage. These reductions are partially offset by an increase in fleet service charges reflecting current and historical usage trends.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Projected</u>
1. Reduce staff errors regarding zoning applications to <5%.			
Zoning applications processed ¹	3,051	3,030	3,000
Percentage processed error free	93.0%	93.0%	95.0%
2. Process 95% of site plan review applications within 30 days.			
Site plans reviewed	96	106	100
Percentage processed within 30 days	95.0%	90.0%	90.0%

PLANNING (continued)

GENERAL FUND

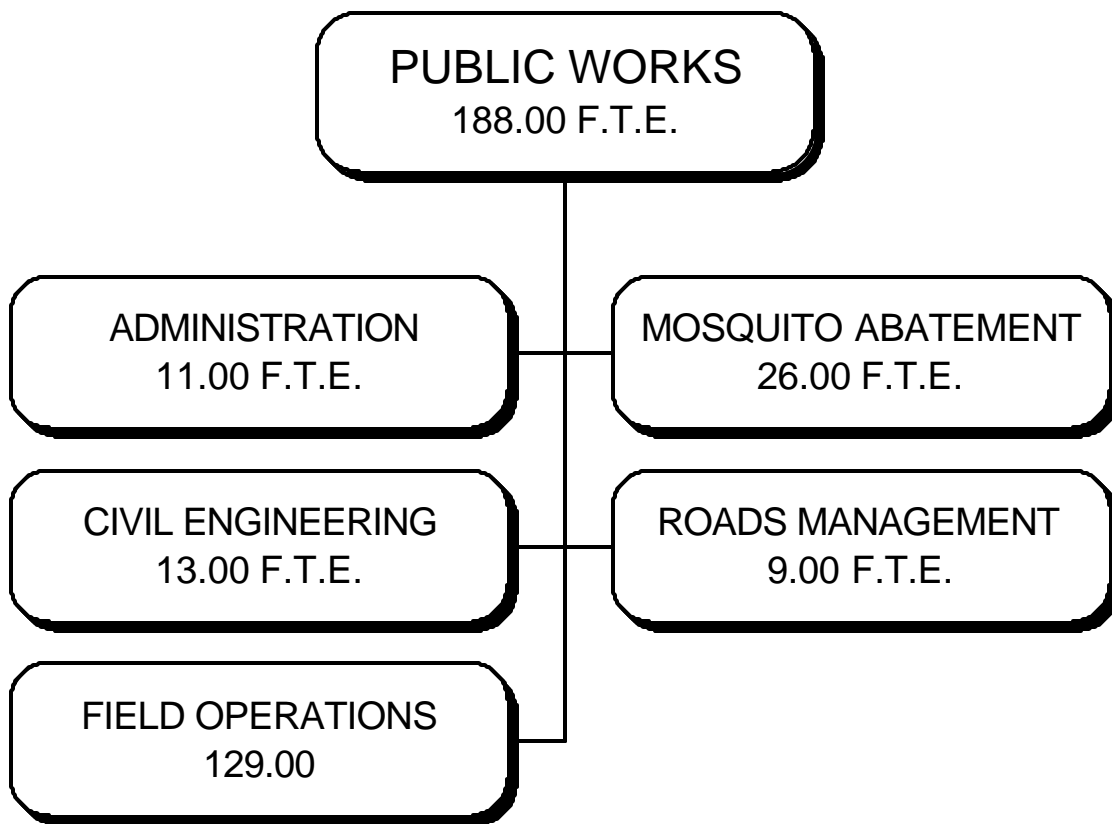
GENERAL GOVERNMENT

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Review 100% of subdivision applications within 10 days.			
Subdivision applications submitted	647	398	400
Percentage reviewed within 10 days	100%	95.0%	98.0%
4. Complete 100% of graphic zoning requests within 30 days.			
Graphic zoning requests received	201	158	150
Percentage completed within 30 days	100%	98.0%	98.0%
5. Complete one Human Resources Training and Development training session per staff member annually.			
Courses provided	n/a	3	3
Total staff members	n/a	32	26
Percentage of staff members attending training	n/a	100%	100%
6. Resolve 100% of street numbering/naming inquiries and distribution of new streets within 3 days.			
Street number/naming inquiries	4,322	4,800	4,800
Percentage resolved within 3 days	100%	100%	100%
Number of new streets	n/a	205	215
Percentage distributed to emergency services	n/a	98.0%	98.0%

¹ Excludes zoning change applications.

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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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	203.00	202.00	197.00	188.00
General Fund	\$ 3,220	\$ 740	\$ 0	\$ 0
Special Revenue Fund	<u>274,951</u>	<u>482,294</u>	<u>234,570</u>	<u>240,000</u>
TOTAL SOURCES	<u>\$ 278,171</u>	<u>\$ 483,034</u>	<u>\$ 234,570</u>	<u>\$ 240,000</u>
General Fund	\$ 9,450,787	\$ 9,777,060	\$ 10,723,276	\$ 9,781,140
Special Revenue Fund	<u>312,589</u>	<u>422,882</u>	<u>234,570</u>	<u>320,000</u>
TOTAL DISBURSEMENTS	<u>\$ 9,763,376</u>	<u>\$ 10,199,942</u>	<u>\$ 10,957,846</u>	<u>\$ 10,101,140</u>

Sources: The sources of funds for the Public Works Department's FY 2003 budget total \$240,000 and reflect a \$5,430 or 2.3 percent increase. This increase reflects higher rates charged for mosquito abatement services to local, state, and federal agencies. Revenues also reflect the elimination of the reimbursement from the United States Navy for mosquito control efforts at the old Navy Base.

Disbursements: Total disbursements reflect a decrease of \$856,706 or 7.8 percent due largely to the elimination of the annual appropriation for road and drainage projects. Other decreases include eliminating nine vacant positions and not funding three other vacant positions. Disbursements also reflect a reduction in road construction materials due to a new methodology for tracking project costs. These decreases are partially offset by a new operating lease with Fleet Operations for the replacement of the amphibious tractor that is used to ditch dredge disposal sites. In addition, consultant fees are increased to accommodate Governmental Accounting Standards Board (GASB) Statement 34 directives and to meet federal permitting requirements for Phase II of the National Pollutant Discharge Elimination System.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	11.00	14.00	12.00	11.00
Personnel	\$ 490,780	\$ 593,098	\$ 698,385	\$ 615,154
Operating	41,165	46,298	56,075	207,684
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	531,945	639,396	754,460	822,838
Interfund Transfer Out	<u>2,520</u>	<u>1,423</u>	<u>12</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 534,465</u>	<u>\$ 640,819</u>	<u>\$ 754,472</u>	<u>\$ 822,838</u>

Overview: The FY 2003 budget for Public Works-Administration reflects an increase of \$68,366 or 9.1 percent over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures represent a decrease of \$83,231 or 11.9 percent due largely to the elimination of a vacant Account Technician II. Personnel costs reflect the actual grades and steps of the incumbents.
- Operating expenditures reflect an increase of \$151,609 or 270.4 percent. This increase is largely due to the centralization of purchasing supplies for the Public Works Department. Operating costs also include contracted services to accommodate Governmental Accounting Standards Board (GASB) Statement 34 directives.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Process 90% of the requisitions/claims for payments within three working days of receipt.¹			
Requisitions/claims for payments received	455	525	600
Percentage processed within three working days	94.0%	97.0%	90.0%
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.			
Work orders received	821	957	1,023
Percentage processed within two working days of receipt	26.0%	100%	100%
Percentage processed within five working days of receipt	41.0%	100%	100%

PUBLIC WORKS (continued)

GENERAL FUND

PUBLIC WORKS

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Process 100% of the requests received for Public Works sign/construction services within ten working days of receipt.			
Service requests received	61	65	89
Percentage completed within ten working days of receipt	58.0%	100%	100%

¹ Beginning in FY 2002, percentages are calculated as the ratio between requests received by the Administration Division to the total number entered into the system for distribution to other Public Works divisions.

PUBLIC WORKS (continued)

GENERAL FUND

PUBLIC WORKS

DIVISION - Civil Engineering

Mission: The Civil Engineering Division is charged with designing and overseeing construction of road and drainage system projects, subdivision development review, inspection/approval and administration of the County's Stormwater Regulations and Sediment Control Ordinance for the citizens of Charleston County to ensure that all practical and applicable standards are met.

DIVISION SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	15.00	15.00	15.00	13.00
Charges and Fees	\$ 250	\$ 500	\$ 0	\$ 0
TOTAL REVENUES	\$ 250	\$ 500	\$ 0	\$ 0
Personnel	\$ 620,859	\$ 695,500	\$ 716,326	\$ 678,691
Operating	36,043	43,305	128,900	207,717
Capital	0	3,476	0	0
TOTAL EXPENDITURES	656,902	742,281	845,226	886,408
Interfund Transfer Out	521	9,623	0	0
TOTAL DISBURSEMENTS	\$ 657,423	\$ 751,904	\$ 845,226	\$ 886,408

Overview: The Public Works-Civil Engineering FY 2003 budget reflects an increase of \$41,182 or 4.9 percent over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures represent a decrease of \$37,635 or 5.3 percent due to the elimination of a vacant Civil Engineer II position and a vacant Engineering Aide I position. Personnel costs reflect the actual grades and steps of the incumbents.
- Operating expenditures reflect an increase of \$78,817 or 61.1 percent. This increase is due to the estimated cost of consulting fees to meet federal permitting requirements for Phase II of the National Pollutant Discharge Elimination System.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Process 95% of utility encroachment permit applications within two weeks of receipt of the completed permit application.			
Completed permit applications received	22	28	30
Percentage processed within two weeks of receipt	95.0%	96.0%	95.0%

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; 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:	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>
Positions/FTE	136.00	134.00	131.00	129.00
Charges and Fees	\$ 2,970	\$ 240	\$ 0	\$ 0
TOTAL REVENUES	<u>\$ 2,970</u>	<u>\$ 240</u>	<u>\$ 0</u>	<u>\$ 0</u>
Personnel	\$ 3,581,046	\$ 4,093,258	\$ 4,592,568	\$ 4,540,999
Operating	1,130,905	1,210,383	1,555,037	1,383,308
Capital	11,625	26,290	0	0
TOTAL EXPENDITURES	<u>4,723,576</u>	<u>5,329,931</u>	<u>6,147,605</u>	<u>5,924,307</u>
Interfund Transfer Out	1,513,074	974,858	644,272	0
TOTAL DISBURSEMENTS	<u>\$ 6,236,650</u>	<u>\$ 6,304,789</u>	<u>\$ 6,791,877</u>	<u>\$ 5,924,307</u>

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

Overview: The Public Works-Field Operations FY 2003 budget represents a decrease of \$867,570 or 12.8 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures represent a decrease of \$51,569 or 1.1 percent. This decrease reflects eliminating two vacant positions and not funding three other vacant positions. Personnel costs reflect the actual grades and steps of the incumbents.
- Operating expenditures represent a decrease of \$171,729 or 11.0 percent. This decrease reflects a reduction in road construction materials due to a new methodology for tracking project costs. Operating costs also reflect the shift of office expenses, safety equipment, operating supplies, small tools and uniforms to Public Works-Administration to coordinate the purchasing of these items.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Projected</u>
1. Resolve 100% of reported stop sign problems within four hours of notification.			
Stop sign problems reported	84	84	85
Percentage completed within four hours of notice	99.0%	100%	100%

PUBLIC WORKS (continued)

GENERAL FUND

PUBLIC WORKS

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
2. Complete routine canal cleaning maintenance on 30% of the 128 miles of canals in the unincorporated area of the county.			
Miles of canal cleaned	90	60	68
Percentage of total inventory	70.0%	47.0%	53.0%
3. Clear and grade 100% of approximately 280 miles of drainage ditches and minor canals by hand at least one time per year.			
Miles of drainage clearing and grading completed by hand	235	256	275
Percentage of total inventory	84.0%	91.0%	98.0%
4. Complete 100% of routine requests for new signs within one month of receipt of work order and materials.			
Requests for new signs received	65	115	100
Percentage completed within one month of receipt of work order and materials	97.0%	100%	100%

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	29.00	29.00	29.00	26.00
Personnel	\$ 963,862	\$ 1,020,200	\$ 1,129,553	\$ 1,030,658
Operating	543,553	622,379	670,993	638,028
Capital	<u>30,170</u>	<u>50,704</u>	<u>15,500</u>	<u>0</u>
TOTAL EXPENDITURES	1,537,585	1,693,283	1,816,046	1,668,686
Interfund Transfer Out	<u>1,928</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 1,539,513</u>	<u>\$ 1,693,283</u>	<u>\$ 1,816,046</u>	<u>\$ 1,668,686</u>

Overview: The Public Works-Mosquito Abatement FY 2003 budget reflects a decrease of \$147,360 or 8.1 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures represent a decrease of \$98,895 or 8.8 percent due to the elimination of three vacant positions. Personnel costs reflect the actual grades and steps of the incumbents.
- Operating expenditures represent a decrease of \$32,965 or 4.9 percent. This decrease reflects a reduction in funding for pesticides due to more reliance on the Special Revenue Fund for funding.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Complete 95% of responses to requests for service within one working day of receiving request.			
Service requests received	1,234	937	800
Percentage completed within one day of receipt	97.0%	98.0%	80.0%
2. Maintain an acceptable level of mosquito control.			
Acres treated by aircraft	54,032	44,273	90,000
Acres of ground spraying	491,301	401,000	420,000
Linear feet excavated	450,650	216,150	200,000
Level of mosquito control	2.6 ADI ¹	2.1 ADI	2.5 ADI

¹ Adult Density Index

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Charges and Fees	\$ 274,951	\$ 482,294	\$ 234,570	\$ 240,000
TOTAL REVENUES	\$ 274,951	\$ 482,294	\$ 234,570	\$ 240,000
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Operating	119,276	63,014	234,570	273,000
Capital	193,313	359,868	0	47,000
TOTAL EXPENDITURES	\$ 312,589	\$ 422,882	\$ 234,570	\$ 320,000
Increase (Use) of Fund Balance	\$ (37,638)	\$ 59,412	\$ 0	\$ (80,000)
Beginning Fund Balance	509,998	472,360	531,772	531,772
Ending Fund Balance	\$ 472,360	\$ 531,772	\$ 531,772	\$ 451,772

Overview: The FY 2003 Mosquito Abatement - Special Revenue Fund budget represents an increase of \$85,430 or 36.4 percent over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues represent an increase of \$5,430 or 2.3 percent and reflect higher rates charged for services to local, state, and federal agencies. Revenues also reflect the elimination of the reimbursement from the United States Navy for control efforts at the old Navy Base.
- Operating expenditures represent an increase of \$38,430 or 16.4 percent. This increase reflects an operating lease to Fleet Operations for the replacement of the amphibious tractor that is used to ditch dredge disposal sites. Operating costs also include the replacement of ten monitoring systems for the truck-mounted spray machines. Operating costs also reflect a reduction in pesticides funding based on historical usage.
- Capital expenditures total \$47,000 of which \$28,000 will be used to replace two mosquito spray units. The remaining \$19,000 will be used to purchase a new Global Positioning System (GPS) for one of Mosquito Abatement's helicopters. The GPS will enable greater accuracy and efficiency when spraying due to a recording and mapping capability.
- Beginning fund balance totals \$531,772 and will fund \$47,000 of capital expenditures and \$33,000 of one-time operating expenditures.

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:	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>
Positions/FTE	12.00	10.00	10.00	9.00
Personnel	\$ 440,737	\$ 327,571	\$ 451,280	\$ 427,483
Operating	35,851	45,568	64,375	51,418
Capital	<u>3,900</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	480,488	373,139	515,655	478,901
Interfund Transfer Out	<u>2,248</u>	<u>13,126</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 482,736</u>	<u>\$ 386,265</u>	<u>\$ 515,655</u>	<u>\$ 478,901</u>

Overview: The FY 2003 budget for Public Works-Roads Management reflects a decrease of \$36,754 or 7.1 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures reflect a decrease of \$23,797 or 5.3 percent due to the elimination of a vacant Engineering Inspector I position. Personnel costs also reflect the actual grades and steps of the incumbents.
- Operating expenditures represent a decrease of \$12,957 or 20.1 percent. This decrease results from a reduction in training expenses due to the out-of-town travel freeze per the Administrator's FY 2003 budget guidance.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Projected</u>
1. Monitor consulting engineering contracts to be designed and completed within 10% of original County-cost estimates.			
Consulting engineering contracts monitored	11	18	12
Percentage designed and completed within 10% of original County- cost estimates	100%	100%	100%
2. Ensure that County Transportation Committee (CTC) projects approved for funding and publicly awarded projects are completed within 10% of approved project funding.			
CTC and publicly awarded projects	31	19	12
Percentage completed within 10% of approved project funding	100%	100%	100%
3. Monitor the construction effort by measuring the dollar value of construction completed per year.			
Total dollar value of construction completed	\$7,418,238	\$6,221,000	\$6,000,000

PUBLIC WORKS (continued)

GENERAL FUND

PUBLIC WORKS

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
4. Perform 100% of the required annual inspections on 30 County maintained bridges.			
Bridge inspections required	30	30	30
Percentage of required inspections completed	100%	100%	100%

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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:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	131.00	131.00	131.00	127.00
Enterprise Fund	\$ 11,362,908	\$ 11,127,272	\$ 10,432,450	\$ 10,140,700
TOTAL SOURCES	<u>\$ 11,362,908</u>	<u>\$ 11,127,272</u>	<u>\$ 10,432,450</u>	<u>\$ 10,140,700</u>
Enterprise Fund	\$ 22,457,574	\$ 25,420,077	\$ 29,532,648	\$ 30,143,096
TOTAL DISBURSEMENTS	<u>\$ 22,457,574</u>	<u>\$ 25,420,077</u>	<u>\$ 29,532,648</u>	<u>\$ 30,143,096</u>

Sources: The sources of funds total \$10,140,700 and reflect a \$291,750 or 2.8 percent decrease from the FY 2002 budget. One of the primary reasons for the decline is due to depressed market prices for recyclables, especially newsprint. Prices are anticipated to remain low throughout FY 2003. Landfill tipping fee revenue is also decreased primarily due to a change in the User Fee ordinance which allows residents one free load at the landfill per month. Partially offsetting these decreases is an increase in revenue from the sale of electricity generated at the incinerator. The contracted price per Kilowatt Hour (KWH) has increased and electricity production is timed to occur during peak-demand hours.

Disbursements: The Solid Waste FY 2003 budget is increased \$610,448 or 2.1 percent from the FY 2002 budget. The primary source of this amount is the scheduled increase in the reserve for debt service payments for the 1997 refunding of the Foster Wheeler bond. Also contributing to this amount is an increase in landfill closure costs in excess of depreciation. Partially offsetting this amount is a decrease in capital expenses due to decreased funding for fleet expansion vehicles and a decrease in personnel expenses due to the elimination of funding for certain vacant positions.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	10.00	10.00	10.00	9.00
Charges and Fees	\$ 0	\$ 28		
Miscellaneous	<u>240</u>	<u>895</u>	<u>\$ 0</u>	<u>\$ 0</u>
TOTAL REVENUES	<u>\$ 240</u>	<u>\$ 923</u>	<u>\$ 0</u>	<u>\$ 0</u>
Personnel	\$ 524,225	\$ 558,668	\$ 655,102	\$ 568,815
Operating	1,097,301	1,473,919	1,118,111	1,106,976
Capital	<u>0</u>	<u>0</u>	<u>57,000</u>	<u>35,000</u>
TOTAL EXPENSES	<u>\$ 1,621,526</u>	<u>\$ 2,032,587</u>	<u>\$ 1,830,213</u>	<u>\$ 1,710,791</u>

Overview: The Solid Waste Administration Division's FY 2003 budget reflects a decrease of \$119,422 or 6.5 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenses represent an \$86,287 or 13.2 percent decrease primarily due to interdepartmental staffing changes. The elimination of a vacant Account Technician position also contributed to the lower amount. This decrease is partially offset by a provision for a 1.1 percent Cost of Living Adjustment (COLA) and an amount necessary to accommodate the actual grades and steps of the incumbents.
- Operating expenses represent an \$11,135 or 1.0 percent decrease largely due to lower facilities maintenance charges. These charges are lower due to the elimination of a contract for security services provided at the landfill. This decrease is partially offset by an increase in the reimbursement to the General Fund for indirect administrative costs.
- Capital expenses total \$35,000 for the purchase of software used to operate the scales system at the landfill.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Provide facility and operation findings to County Council for disposal alternatives by FY 2003. ¹	n/a	n/a ²	100%
2. Achieve 100% compliance with SC DHEC regulations through successful inspections of facilities and operations. Compliance with SC DHEC regulations	100%	100%	100%

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Recycle 35% of the Municipal Solid Waste (MSW) generated in the County, the State's standard as per 2000 state law amendment to be achieved by 2005.			
Total MSW Recycling in Charleston County	35.6%	35.0% ³	35.0%
4. Achieve a per capita Municipal Solid Waste (MSW) generation rate of 3.5 pounds per day as per 2000 state law amendment to be achieved by 2005.			
Average pounds of MSW generated per capita per day	4.61	4.00 ³	4.00
5. Achieve a 50% or greater participation rate for household collection based on comparison using curbside and dropsite volumes.			
Participation rate within collection routes	34.4%	35.0%	45.0%

¹ This department will begin measuring performance against this objective during FY 2003.

² Solicitations and hiring of consultants to prepare long-range plan was completed in FY 2002.

³ Calculation to be provided in October by SC DHEC annual report.

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:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Operating	1,508,734	1,513,324	1,618,000	1,650,360
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENSES	<u>\$ 1,508,734</u>	<u>\$ 1,513,324</u>	<u>\$ 1,618,000</u>	<u>\$ 1,650,360</u>

Overview: The Solid Waste Ash Disposal Division's FY 2003 budget represents a \$32,360 or 2.0 percent increase over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Operating expenses are increased \$32,360 or 2.0 percent from the FY 2002 budget reflecting increased CPI-indexed contract costs.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Disposal of approximately 59,000 tons of ash annually or 100% of ash actually produced. Percentage of disposed ash	100%	100%	100%
2. Meet or exceed environmental standards as established by federal and state agencies and determined through ash sampling. Ash testing compliance	100%	100%	100%

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	8.00	8.00	9.00	9.00
Charges and Fees	\$ 77,506	\$ 78,575	\$ 75,000	\$ 60,000
Miscellaneous	<u>44,506</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	<u>\$ 122,012</u>	<u>\$ 78,575</u>	<u>\$ 75,000</u>	<u>\$ 60,000</u>
Personnel	\$ 227,071	\$ 286,396	\$ 295,661	\$ 301,488
Operating	294,226	379,990	289,380	213,100
Capital	<u>0</u>	<u>0</u>	<u>200,000</u>	<u>350,000</u>
TOTAL EXPENSES	<u>\$ 521,297</u>	<u>\$ 666,386</u>	<u>\$ 785,041</u>	<u>\$ 864,588</u>

Overview: The Solid Waste Compost and Mulch Operations Division's FY 2003 budget represents a \$79,547 or 10.1 percent increase over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are decreased \$15,000 or 20.0 percent from the FY 2002 budget reflecting lower estimates for compost sales.
- Personnel expenses are increased \$5,827 or 2.0 percent over the FY 2002 budget to reflect the actual grades and steps of the incumbents as well as to provide for a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenses are decreased \$76,280 or 26.4 percent primarily due to a reduction in fleet vehicle charges. Adjustments were made by Fleet to more accurately allocate costs among the different divisions within the Solid Waste Department. In addition, the provision for gravel and fill materials has also been reduced due to a single-year project in FY 2002 not being re-budgeted for FY 2003.
- Capital expenses total \$350,000 and include \$200,000 for the purchase of an excavator, \$125,000 for the replacement of a wheel loader and \$25,000 for a new trailer mounted vacuum.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Produce a minimum of 5,000 tons of finished product on an annual basis.			
Tons of finished product	7,092	4,000	4,000

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
2. Provide a 100% accident-free working environment for all employees and users of the compost facility.			
Lost time accidents	1	0	0
3. Provide for composting and mulching of yard-waste and land-clearing debris to receive a 95% satisfactory rating for monthly DHEC inspections.			
Inspections rated 95%	83.0%	95.0%	95.0%

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	36.00	34.00	33.00	32.00
Miscellaneous	\$ <u>0</u>	\$ <u>72,000</u>	\$ <u>0</u>	\$ <u>0</u>
TOTAL REVENUES	\$ <u>0</u>	\$ <u>72,000</u>	\$ <u>0</u>	\$ <u>0</u>
Personnel	\$ 735,590	\$ 967,269	\$ 986,735	\$ 947,898
Operating	361,409	492,943	325,592	298,017
Capital	<u>0</u>	<u>0</u>	<u>379,795</u>	<u>170,000</u>
TOTAL EXPENSES	\$ <u>1,096,999</u>	\$ <u>1,460,212</u>	\$ <u>1,692,122</u>	\$ <u>1,415,915</u>

Overview: The Solid Waste Containerization Division's FY 2003 budget reflects a \$276,207 or 16.3 percent decrease from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenses are decreased \$38,837 or 3.9 percent reflecting the elimination of a vacant Equipment Operator II position. This decrease is partially offset by the provision for a 1.1 percent Cost of Living Adjustment (COLA) and an amount necessary to accommodate the actual grades and steps of the incumbents.
- Operating expenses are decreased \$27,575 or 8.5 percent primarily due to a reduction in fleet vehicle charges. Adjustments were made by Fleet to more accurately allocate costs among the different divisions within the Solid Waste Department. Miscellaneous supplies were also reduced to more accurately reflect expenses based on historical and current trends.
- Capital expenses total \$170,000 and include \$60,000 for the purchase of a new street sweeper and \$110,000 for the replacement of one roll-off truck.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Service all nine convenience centers for garbage disposal on an average of four days per week.			
Days of garbage disposal per week	4	4	4
2. Service all nine convenience centers for trash disposal on an average of five days per week.			
Days of trash disposal per week	5	5	5

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Provide a 100% accident-free working environment for all employees and users of the convenience centers.			
Lost time accidents	1	0	0
4. Conduct supervisory inspections of all nine convenience centers on an average of once per week for all nine sites.			
Supervisory inspections per week	3	3	3

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	17.00	17.00	14.00	13.00
Personnel	\$ 404,942	\$ 451,132	\$ 584,983	\$ 535,129
Operating	300,306	329,964	323,468	355,485
Capital	<u>0</u>	<u>0</u>	<u>270,000</u>	<u>200,000</u>
TOTAL EXPENSES	<u>\$ 705,248</u>	<u>\$ 781,096</u>	<u>\$ 1,178,451</u>	<u>\$ 1,090,614</u>

Overview: The Solid Waste Curbside Collection Division's FY 2003 budget represents a decrease of \$87,837 or 7.5 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenses are decreased \$49,854 or 8.5 percent reflecting the elimination of a vacant Solid Waste Supervisor position and other interdepartmental staffing changes. This decrease is partially offset by the provision for a 1.1 percent Cost of Living Adjustment (COLA) and an amount necessary to accommodate the actual grades and steps of the incumbents.
- Operating expenses represent a \$32,017 or 9.9 percent increase primarily due to an increase in fleet vehicle charges. Adjustments were made by Fleet to more accurately allocate costs among the different divisions within the Solid Waste Department.
- Capital expenses total \$200,000 for the replacement of one curbside recycling truck.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Provide curbside collection to all urban areas of Charleston County with no more than twelve streets missed per year. Streets missed per year	28	12	12
2. Provide curbside collection to all urban schools in Charleston County with no more than four schools missed per year. Schools missed per year	6	4	4
3. Provide a 100% accident-free working environment for all employees and users of curbside collection. Lost time accidents	1	0	0

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:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Operating	0	0	0	0
Capital	0	0	0	0
Debt Service	<u>1,186,660</u>	<u>1,134,719</u>	<u>1,079,670</u>	<u>1,021,247</u>
TOTAL EXPENSES	<u>\$ 1,186,660</u>	<u>\$ 1,134,719</u>	<u>\$ 1,079,670</u>	<u>\$ 1,021,247</u>

Overview: The Solid Waste Debt Service's FY 2003 budget represents a \$58,423 or 5.4 percent decrease from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Debt service expense reflects a \$58,423 or 5.4 percent decrease representing diminishing 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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	9.00	9.00	8.00	8.00
Personnel	\$ 306,607	\$ 324,778	\$ 377,533	\$ 331,256
Operating	63,312	92,398	89,838	72,520
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENSES	<u>\$ 369,919</u>	<u>\$ 417,176</u>	<u>\$ 467,371</u>	<u>\$ 403,776</u>

Overview: The Solid Waste Drop Site Collection Division's FY 2003 budget represents a decrease of \$63,595 or 13.6 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenses are decreased \$46,277 or 12.3 percent due to the transfer of one Heavy Equipment Operation III position to the Solid Waste Landfill Division during FY 2002. This decrease is partially offset by the provision for a 1.1 percent Cost of Living Adjustment (COLA) and an amount necessary to accommodate the actual grades and steps of the incumbents.
- Operating expenses represent a \$17,318 or 19.3 percent decrease primarily due to a reduction in fleet vehicle charges. Adjustments were made by Fleet to more accurately allocate costs among the different divisions within the Solid Waste Department.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Provide drop site container service to a minimum average of 150 containers per week. Drop site containers serviced per week	105	125	125
2. Provide a 100% accident-free working environment for all employees and users of the drop site facilities. Lost time accidents	1	0	0

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	3.00	3.00	3.00	3.00
Charges and Fees	\$ 1,442	\$ 7,964	\$ 3,250	\$ 7,000
TOTAL REVENUES	\$ 1,442	\$ 7,964	\$ 3,250	\$ 7,000
Personnel	\$ 127,875	\$ 124,678	\$ 181,538	\$ 174,500
Operating	21,091	15,127	32,725	39,325
Capital	0	0	30,000	0
TOTAL EXPENSES	\$ 148,966	\$ 139,805	\$ 244,263	\$ 213,825

Overview: The Solid Waste Household Hazardous Waste Division's FY 2003 budget represents a \$30,438 or 12.5 percent decrease from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are increased \$3,750 or 115.4 percent reflecting increased revenue from recycled batteries and increased sales of recycled paint products.
- Personnel expenses are decreased \$7,038 or 3.9 percent reflecting the actual grades and steps of the incumbents and a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenses are increased \$6,600 or 20.2 percent largely reflecting the implementation of a program designed to deal with electronic waste disposal items such as televisions and computer monitors.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Provide disposal site to county residents five days per week. Hazardous waste disposal site open	100%	100%	100%
2. Divert all oil-based paints and prepare all latex paints received for reuse. Oil-based paint diverted (gallons) Paint prepared for reuse (gallons)	1,268 12,000	1,500 25,000	1,500 25,000
3. Provide oil filter collection sites and dispose of same. Oil filters disposed (55-gallon drums)	47	70	70

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 Foster Wheeler Resource Recovery Facility.

DIVISION SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	2.00	2.00	2.00	2.00
Charges and Fees	\$ 6,580,223	\$ 5,793,919	\$ 6,120,000	\$ 6,300,000
Interest	<u>2,024,477</u>	<u>2,197,632</u>	<u>1,400,000</u>	<u>1,400,000</u>
TOTAL REVENUES	<u>\$ 8,604,700</u>	<u>\$ 7,991,551</u>	<u>\$ 7,520,000</u>	<u>\$ 7,700,000</u>
Personnel	\$ 57,095	\$ 59,264	\$ 63,455	\$ 65,574
Operating	13,216,882	13,256,835	14,316,198	14,287,873
Capital	0	0	0	0
Debt Service	<u>0</u>	<u>0</u>	<u>1,266,412</u>	<u>2,246,858</u>
TOTAL EXPENSES	<u>\$ 13,273,977</u>	<u>\$ 13,316,099</u>	<u>\$ 15,646,065</u>	<u>\$ 16,600,305</u>

Overview: The Incinerator Operations Division's FY 2003 budget represents a \$954,240 or 6.1 percent increase over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues represent an increase of \$180,000 or 2.4 percent over the FY 2002 budget reflecting the annual increase in the price per kilowatt hour of electricity generated and sold at the facility.
- Personnel expenses represent a \$2,119 or 3.3 percent increase over the FY 2002 budget. This reflects the actual grades and steps of the incumbents as well as a provision for a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenses represent a \$28,325 or 0.2 percent decrease reflecting modestly lower operation and maintenance costs.
- Debt service increased \$980,446 or 77.4 percent. These funds are reserved for future debt service payments on the 1997 refunding of the Foster Wheeler bond. The increase reflects adjustments to the reserve's balance in order to level the fiscal impact of future funding requirements.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Process a minimum of 185,000 tons of garbage annually. Tons processed	215,542	220,000	220,000
2. Operate the facility at 85% capacity. Capacity operated	86.0%	90.0%	90.0%

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Export a minimum of 500,000 million pounds (MLBS) of steam to the Navy annually.			
Steam exported in MLBS	500,000	500,000	500,000

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	16.00	16.00	19.00	19.00
Intergovernmental	\$ 126,069	\$ 138,694	\$ 140,000	\$ 140,000
Charges and Fees	1,034,408	967,285	920,000	755,000
Miscellaneous	<u>29,109</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	<u>\$ 1,189,586</u>	<u>\$ 1,105,979</u>	<u>\$ 1,060,000</u>	<u>\$ 895,000</u>
Personnel	\$ 509,923	\$ 653,313	\$ 757,744	\$ 805,348
Operating	509,847	1,545,051	953,713	1,070,935
Capital	<u>0</u>	<u>0</u>	<u>700,000</u>	<u>650,000</u>
TOTAL EXPENSES	1,019,770	2,198,364	2,411,457	2,526,283
Interfund Transfer Out	<u>0</u>	<u>0</u>	<u>650,000</u>	<u>650,000</u>
TOTAL DISBURSEMENTS	<u>\$ 1,019,770</u>	<u>\$ 2,198,364</u>	<u>\$ 3,061,457</u>	<u>\$ 3,176,283</u>

Overview: The Solid Waste Landfill Operations Division's FY 2003 budget represents a \$114,826 or 3.8 percent increase from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues represent a \$165,000 or 15.6 percent decrease reflecting a price drop in scrap metal and a change in the fee ordinance for Landfill Tipping Fees that allows residents one free load per month.
- Personnel expenses are increased \$47,604 or 6.3 percent primarily due to interdepartmental staffing changes. The increase also reflects a 1.1 percent Cost of Living Adjustment (COLA) and an amount necessary to accommodate the actual grades and steps of the incumbents. Partially offsetting these increases is the elimination of funding for two vacant full-time positions.
- Operating expenses represent a \$117,222 or 12.3 percent increase primarily due to higher budgeted landfill closure costs in excess of depreciation along with the establishment of a hydro seeding program to provide needed ground cover for the landfill. These increases are offset somewhat by a lower contracted amount for tire disposal services and by lower costs for equipment rentals based on historical trends and anticipated usage.
- Capital expenses total \$650,000 and include \$250,000 for the replacement/upgrade of a dump truck with an articulated dump truck and \$400,000 for the replacement of a compactor.

SOLID WASTE (continued)

ENTERPRISE FUND

PUBLIC WORKS

- Interfund transfer out totals \$650,000 and is used to fund the annual appropriation for the future lined landfill construction as mandated by the South Carolina Department of Health and Environmental Control.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Provide for disposal of all waste and receive a 95% satisfactory rating for monthly DHEC inspections.			
Rating of inspections completed	93.0%	95.0%	95.0%
2. Provide a 100% accident-free working environment for all employees and users of the landfill.			
Lost time accidents	0	0	0

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Interfund Transfer In	\$ 0	\$ 0	\$ 650,000	\$ 650,000
TOTAL SOURCES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 650,000</u>	<u>\$ 650,000</u>
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Operating	0	0	0	0
Capital	0	0	650,000	650,000
TOTAL EXPENSES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 650,000</u>	<u>\$ 650,000</u>

Overview: The Solid Waste Lined Landfill's FY 2003 budget reflects no change from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Interfund transfer in totals \$650,000 and represents the annual appropriation from the Solid Waste Fund for the lined landfill construction project.
- Capital expenses total \$650,000 to continue funding 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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	2.00	2.00	2.00
Personnel	\$ 0	\$ 24,046	\$ 93,991	\$ 91,001
Operating	0	5,272	12,100	33,500
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENSES	<u>\$ 0</u>	<u>\$ 29,318</u>	<u>\$ 106,091</u>	<u>\$ 124,501</u>

Overview: The Solid Waste Litter Control's FY 2003 budget reflects an increase of \$18,410 or 17.4 percent over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenses represent a \$2,990 or 3.2 percent decrease from the FY 2002 budget. The decrease reflects a reduction in overtime and holiday pay. These decreases are partially offset by an amount necessary to accommodate the actual grades and steps of the incumbents.
- Operating expenses represent a \$21,400 or 176.9 percent increase. This increase is primarily due to the establishment of a program aimed at cleaning up illegal dump sites throughout the county. The increase is partially offset by a reduction in training and conference expenses reflecting a policy change on overnight travel.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Resolve 100% citizen requests and investigations in unincorporated areas within two weeks.			
Citizen requests and investigations	299	330	330
Percentage of citizen calls resolved within two weeks	100%	100%	100%
2. Provide at least 40 educational presentations annually.			
Educational presentations	40	55	55
3. Maintain repeat offender court cases at zero.			
Repeat offender court cases presented	0	0	0

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 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved
Positions/FTE	30.00	30.00	31.00	30.00
Intergovernmental	\$ 82,049	\$ 471,551	\$ 0	\$ 0
Charges and Fees	<u>1,362,879</u>	<u>1,398,729</u>	<u>1,124,200</u>	<u>828,700</u>
TOTAL REVENUES	<u>\$ 1,444,928</u>	<u>\$ 1,870,280</u>	<u>\$ 1,124,200</u>	<u>\$ 828,700</u>
Personnel	\$ 673,933	\$ 760,860	\$ 808,954	\$ 890,044
Operating	330,545	970,131	184,450	161,347
Capital	<u>0</u>	<u>0</u>	<u>180,500</u>	<u>169,500</u>
TOTAL EXPENSES	<u>\$ 1,004,478</u>	<u>\$ 1,730,991</u>	<u>\$ 1,173,904</u>	<u>\$ 1,220,891</u>

Overview: The Solid Waste Materials Recovery Facility's FY 2003 budget represents a \$46,987 or 4.0 percent increase over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are decreased \$295,500 or 26.3 percent to reflect current volumes and market prices available for recyclables. Market prices for recyclables are currently depressed, especially for newsprint, and this trend is expected to continue through FY 2003.
- Personnel expenses are increased \$81,090 or 10.0 percent. The major portion of the increase reflects full-year funding for the transfer of a Recycling Processing Manager position from the Solid Waste Administration Division that occurred during FY 2002. The increase also reflects a provision for a 1.1 percent Cost of Living Adjustment (COLA) and an amount necessary to accommodate the actual grades and steps of the incumbents. Partially offsetting these increases is a decrease due to the elimination a vacant Recycling Processor I position.
- Operating expenses represent a decrease of \$23,103 or 12.5 percent primarily reflecting a reduction in one-time equipment purchases in FY 2002 that are not re-budgeted in FY 2003. This amount also reflects lower expenses for equipment maintenance supplies, equipment rentals, and fleet charges based on historical and anticipated usage.
- Capital expenses total \$169,500 and include \$14,500 for a new aluminum awning, \$50,000 for an automatic roll-up door, \$40,000 for office modifications and remodeling, \$10,000 for a concrete recyclables storage slab, \$25,000 for the replacement of a crewcab pickup truck and \$30,000 for the replacement of the plastics conveyor system.

SOLID WASTE (continued)

ENTERPRISE FUND

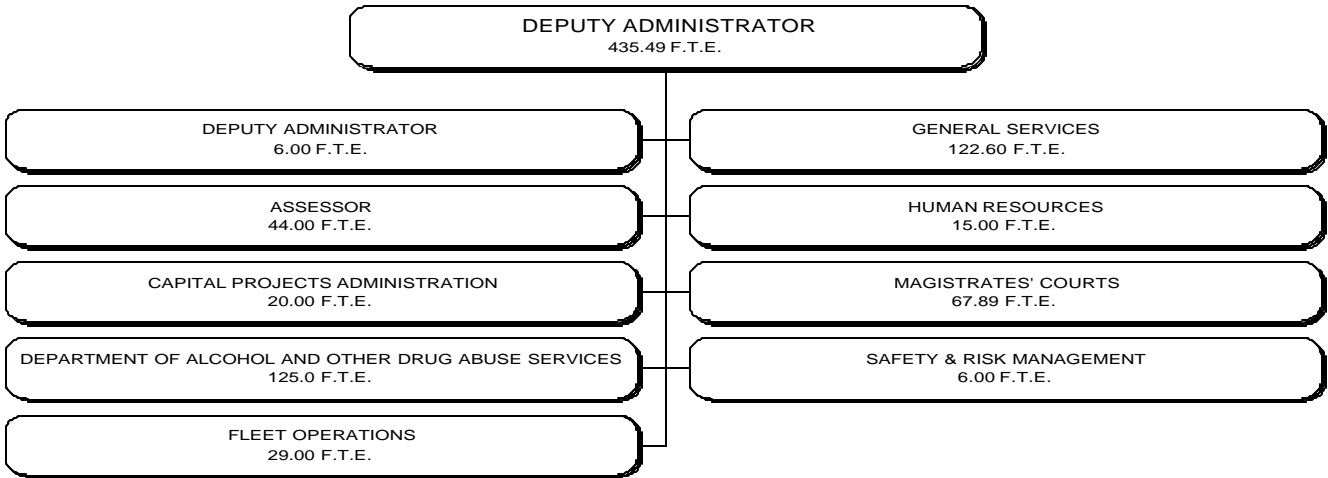
PUBLIC WORKS

Performance Measures:

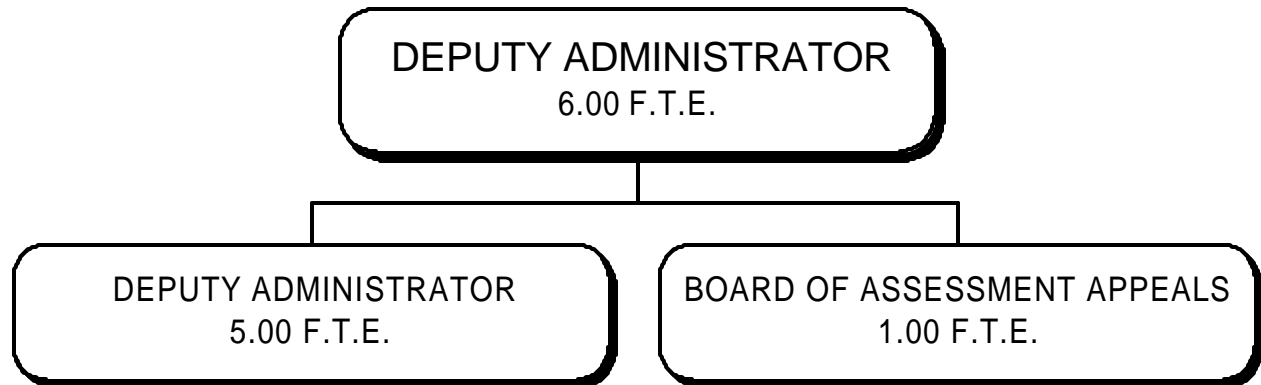
OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Process an average of 85 tons per day of various materials received at the recycling center.			
Tons processed per day	84	82	82
2. Provide a 100% accident-free working environment for all employees and users of the materials recovery facility.			
Lost time accidents	0	0	0

DEPUTY ADMINISTRATOR



DEPUTY ADMINISTRATOR



DEPUTY ADMINISTRATOR

Mission: The Deputy Administrator is responsible for the coordination and management of the Board of Assessment Appeals and eight departments which include Assessor, Capital Projects Administration, Department of Alcohol and Other Drug Abuse Services, Fleet Operations, General Services, Human Resources, Magistrates' Courts, and Safety & Risk Management.

DEPARTMENTAL SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	7.00	6.00	6.00	6.00
General Fund	\$ <u>512,311</u>	\$ <u>446,536</u>	\$ <u>486,017</u>	\$ <u>483,154</u>
TOTAL DISBURSEMENTS	\$ <u><u>512,311</u></u>	\$ <u><u>446,536</u></u>	\$ <u><u>486,017</u></u>	\$ <u><u>483,154</u></u>

Disbursements: Total disbursements reflect a decrease of \$2,863 or 0.6 percent due to reduced travel expenses and the eliminated cost allocated to the upkeep of a fleet vehicle.

DEPUTY ADMINISTRATOR (continued)

GENERAL FUND

GENERAL GOVERNMENT

DEPARTMENT - Deputy Administrator

Mission: The Deputy Administrator is responsible for the coordination and management of the Board of Assessment Appeals and eight departments which include Assessor, Capital Projects Administration, Department of Alcohol and Other Drug Abuse Services, Fleet Operations, General Services, Human Resources, Magistrates' Courts, and Safety & Risk Management.

DEPARTMENT SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	6.00	5.00	5.00	5.00
Personnel	\$ 438,006	\$ 318,075	\$ 398,609	\$ 407,071
Operating	36,736	73,931	39,531	27,017
Capital	<u>5,136</u>	<u>12,039</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	479,878	404,045	438,140	434,088
Interfund Transfer Out	<u>0</u>	<u>10,000</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 479,878</u>	<u>\$ 414,045</u>	<u>\$ 438,140</u>	<u>\$ 434,088</u>

Overview: The Deputy Administrator's FY 2003 budget reflects a decrease of \$4,052 or 0.9 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures reflect an increase of \$8,462 or 2.1 percent due to the actual grades and steps of the incumbents.
- Operating expenditures reflect a decrease of \$12,514 or 31.7 percent due to a reduction in travel expenses, office expenses, and telephone charges. Travel expenses are reduced to meet Administrator's FY 2003 budget guidance. This decrease also reflects the elimination of a fleet vehicle.

DEPUTY ADMINISTRATOR (continued)

GENERAL FUND

GENERAL GOVERNMENT

DIVISION - Board of Assessment Appeals

Mission: The Board of Assessment Appeals, comprised of a five-member board appointed by County Council, performs a quasi-judicial function by rendering impartial decisions on disputes between property owners and the Assessor concerning valuation, assessment and/or taxation issues.

DIVISION SUMMARY:	FY 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved
Positions/FTE	1.00	1.00	1.00	1.00
Personnel	\$ 29,562	\$ 30,862	\$ 43,226	\$ 43,950
Operating	2,871	1,629	4,651	5,116
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 32,433</u>	<u>\$ 32,491</u>	<u>\$ 47,877</u>	<u>\$ 49,066</u>

Overview: The Board of Assessment Appeals' FY 2003 budget reflects an increase of \$1,189 or 2.5 percent over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures reflect an increase of \$724 or 1.7 percent due to the actual grade and step of the incumbent.
- Operating expenditures reflect an increase of \$465 or 10.0 percent due primarily to increases in copier and postage charges.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 Actual	FY 2002 Actual	FY 2003 Projected
1. Reduce the number of active appeals by 50% through education of the property owners on the appraisal/appeal process.			
Total appeals	19	435	283
Resolved at the County level	53.0%	32.0%	50.0%
2. Increase the average number of days between scheduled conferences and notification of conferences with a minimum of 30 days.			
Notified more than 30 days in advance	100%	100%	100%
3. Decrease the average number of days between appeal conferences and notification of Board decisions with a maximum of 30 days.			
Notified within 10 days	100%	100%	100%

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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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	44.00	44.00	44.00	44.00
Licenses and Permits	\$ 6,056	\$ 5,905	\$ 6,000	\$ 6,000
Charges and Fees	<u>7,467</u>	<u>19,078</u>	<u>8,200</u>	<u>8,200</u>
TOTAL REVENUES	<u>\$ 13,523</u>	<u>\$ 24,983</u>	<u>\$ 14,200</u>	<u>\$ 14,200</u>
Personnel	\$ 1,792,701	\$ 1,946,055	\$ 2,116,091	\$ 2,103,643
Operating	143,633	230,317	200,515	178,602
Capital	<u>1,995</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 1,938,329</u>	<u>\$ 2,176,372</u>	<u>\$ 2,316,606</u>	<u>\$ 2,282,245</u>

Overview: The Assessor's FY 2003 budget is decreased \$34,361 or 1.5 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are anticipated to remain unchanged from FY 2002.
- Personnel expenditures are decreased \$12,448 or 0.6 percent due primarily to the elimination of a vacant temporary position. This decrease is offset by the actual grades and steps of the incumbents.
- Operating expenditures are decreased \$21,913 or 10.9 percent. Reduced records management requirements and lower vehicle fleet costs based on historical and projected usage contribute to this decrease.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Decrease cost per appraisal by 1% in constant dollars adjusted for increases in the Southeastern average Consumer Price Index (CPI).			
Cost per appraisal	\$80.13	\$63.51	\$61.31
Reduction in appraisal cost	\$12.17	\$16.62	\$2.20
Percent of time spent on new construction, reviews, & appeals	45.0%	46.8%	45.0%
Cost for completing appraisals	\$844,219	\$902,053	\$1,042,373
Number of appraisals	10,536	14,202	17,000
2. Decrease cost per legal residence transaction by 1% in constant dollars adjusted for increases in the Southeastern average CPI.			
Cost per legal residence application/class change	\$6.08	\$8.98	\$8.59
Reduction in transaction cost	\$1.88	(\$2.90)	\$0.39
Percent of time spent on Legal Residence (LR) classification	50.0%	50.0%	50.0%
Cost for processing LR changes	\$73,245	\$103,472	\$116,046
Number of transactions	12,047	10,608	13,500

ASSESSOR (continued)

GENERAL FUND

GENERAL GOVERNMENT

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Decrease cost per mobile home transaction by 1% in constant dollars adjusted for increases in the Southeastern average CPI.			
Cost per transaction	\$26.78	\$22.46	\$21.73
Reduction in transaction cost	\$4.80	\$4.32	\$0.73
Percent of time spent on mobile home transactions	100%	100%	100%
Cost for processing mobile homes	\$134,110	\$156,911	\$184,725
Number of mobile home transactions	5,006	6,984	8,500

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	5.00	12.00	20.00	20.00
Personnel	\$ 358,400	\$ 833,842	\$ 1,474,165	\$ 1,396,153
Operating	25,356	28,141	75,421	60,199
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 383,756</u>	<u>\$ 861,983</u>	<u>\$ 1,549,586</u>	<u>\$ 1,456,352</u>

Overview: The Capital Projects Administration's FY 2003 budget is decreased \$93,234 or 6.0 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures are decreased \$78,012 or 5.3 percent. This decrease reflects two unfunded vacant positions.
- Operating expenditures are decreased \$15,222 or 20.2 percent. Training costs are reduced per the Administrator's FY 2003 budget directive. Vehicle fleet charges are decreased due to a reduction in the number of vehicles assigned to Capital Projects. Other reductions reflect diminished support requirements for remaining projects.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Provide accurate construction estimates by monitoring bids/proposals as compared to design estimates.			
Number of contracts awarded	10	7	10
Dollar value of contracts awarded	\$14,825,283	\$808,900	\$5,900,000
Design estimate for awarded contracts	\$13,569,319	\$801,000	\$6,000,000
Percentage of awarded value to estimate	9.3%	1.0%	n/a ¹
Number of contracts within 15% design estimate	4	0	n/a ¹
2. Reduce architectural, engineering and construction support service costs compared to the dollar value of professional fees to the construction costs.			
Total number of construction contracts closed out	39	57	40
Number of closed out contracts designed by A&E	5	7	2
Value of completed construction contracts designed by A&E	\$24,361,537	\$19,326,715	\$37,500,000
Total value of A&E design, engineering and support costs for completed construction	\$2,189,260	\$3,927,424	\$4,500,000
Percentage A&E fees of completed construction	9.0%	20.2%	11.9%
Number of completed projects in which design, engineering and support costs are within 12% goal.	4	3	2

CAPITAL PROJECTS ADMINISTRATION (continued)

GENERAL FUND

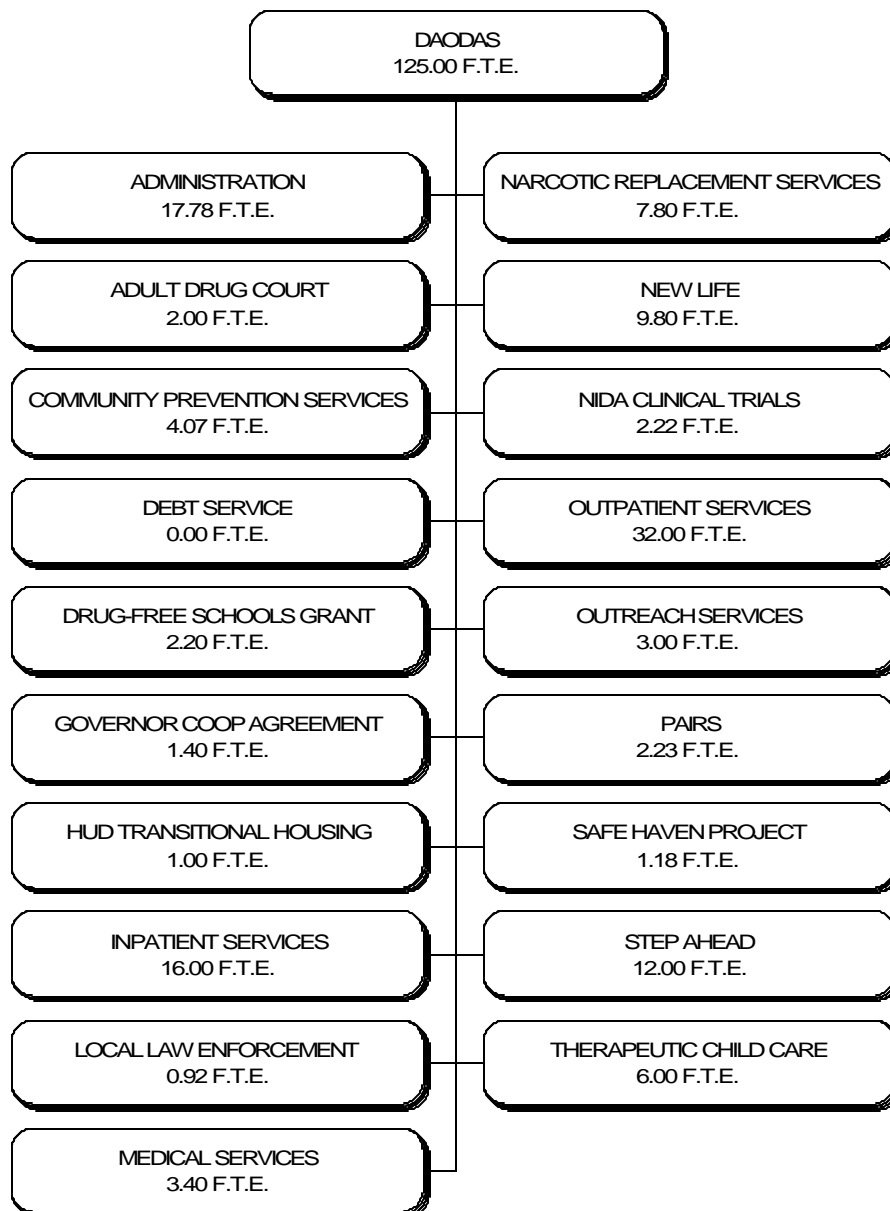
GENERAL GOVERNMENT

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Monitor the design effort by measuring the value of construction designed per year.			
Total active architectural design contracts	6	3	1
Value of construction designed	\$16,054,156	\$2,526,731	\$4,000,000
4. Improve the effectiveness of construction management.			
Total number of active construction contracts	64	70	60
Total value of active contracts	\$88,333,352	\$71,937,492	\$66,000,000
Number of contracts completed	40	58	50
Dollar value of construction completed (WIP)	\$31,754,235	\$20,762,091	\$20,000,000
Number of change orders negotiated	111	86	70
Dollar value of negotiated change orders	\$2,173,497	\$1,571,434	\$1,000,000
Total amount saved through negotiations	\$880,105	\$425,105	\$200,000
Average number of days from "substantial completion" to completion of "punch list"	51	38	30
Total number of claims and lawsuits initiated	0	0	0
5. Ensure projects are constructed within budgeted resources.			
Total number of projects completed	4	1	5
Total final cost of projects completed	\$1,812,318	\$1,076,153	\$14,000,000
Total resources approved at construction award	\$2,112,000	\$1,085,000	\$15,000,000
Number of projects completed within approved resources	4	1	n/a ¹

¹ To be determined.

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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 seventeen programs which are supported with grants, client fees, and a transfer from the General Fund.

DEPARTMENTAL SUMMARY:	FY 2000 <u>Actual*</u>	FY 2001 <u>Actual*</u>	FY 2002 <u>Adjusted*</u>	FY 2003 <u>Approved</u>
Positions/FTE	180.50	170.50	171.50	125.00
Enterprise Fund	\$ 9,578,468	\$ 9,230,852	\$ 10,801,647	\$ 10,139,803
TOTAL SOURCES	<u>\$ 9,578,468</u>	<u>\$ 9,230,852</u>	<u>\$ 10,801,647</u>	<u>\$ 10,139,803</u>
Enterprise Fund	\$ 10,322,995	\$ 9,336,832	\$ 10,792,085	\$ 9,835,805
TOTAL DISBURSEMENTS	<u>\$ 10,322,995</u>	<u>\$ 9,336,832</u>	<u>\$ 10,792,085</u>	<u>\$ 9,835,805</u>

*FY 2000, FY 2001 and FY 2002 Positions/FTE and Actual or Adjusted include grants which are not rebudgeted in FY 2003.

Sources: Total sources are decreased \$661,844 or 6.1 percent. This decrease reflects the anticipated decline in Medicaid reimbursements and income derived from self-pay clients this fiscal year.

Disbursements: Total disbursements are decreased \$956,280 or 8.9 percent. Agency personnel expenses are decreased \$485,721 or 8.5 percent. Savings are realized from the department's reorganization which combined similar programs and eliminated duplicated services. The department has eliminated 46.5 FTEs this fiscal year based on program census. Operating expenses are decreased \$376,697 or 7.5 percent, which reflects the streamlining of services and reallocation of resources based on declining revenues. No appropriation for capital equipment this fiscal year also contributes to this decrease.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	23.50	22.00	24.78	17.78
Taxes	\$ 1,275	\$ 3,144	\$ 0	\$ 0
Intergovernmental	48,442	138,352	98,696	67,000
Charges and Fees	210	33,111	29,698	110,000
Miscellaneous	<u>4,322</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	54,249	174,607	128,394	177,000
Interfund Transfer In	<u>503,378</u>	<u>638,942</u>	<u>633,407</u>	<u>476,576</u>
TOTAL SOURCES	<u>\$ 557,627</u>	<u>\$ 813,549</u>	<u>\$ 761,801</u>	<u>\$ 653,576</u>
Personnel	\$ 890,359	\$ 859,731	\$ 933,637	\$ 958,055
Operating	1,157,510	1,303,188	1,157,980	1,077,147
Reimbursement	(1,143,125)	(1,060,861)	(1,345,656)	(1,371,870)
Capital	<u>0</u>	<u>0</u>	<u>47,862</u>	<u>0</u>
TOTAL EXPENSES	904,744	1,102,058	793,823	663,332
Interfund Transfer Out	<u>1,117,901</u>	<u>1,879</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 2,022,645</u>	<u>\$ 1,103,937</u>	<u>\$ 793,823</u>	<u>\$ 663,332</u>

Overview: The DAODAS -Administration FY 2003 reflects a decrease of \$130,491 or 16.4 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Total sources are decreased \$108,225 or 14.2 percent. Appropriations from the General Fund are reduced based on lower agency operating costs this fiscal year.
- Personnel expenses are increased \$24,418 or 2.6 percent. Personnel expenses reflect the actual grades and steps of the incumbents. The division also eliminated six previously unfunded FTEs this fiscal year.
- Operating expenses are decreased \$80,833 or 7.0 percent, which reflects reduced funding for the agency contingency allocation.
- Reimbursements are increased \$26,214 or 1.9 percent partially offsetting the reduction in the transfer in from the General Fund.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

ENTERPRISE FUND

HEALTH AND WELFARE

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Improve the collection rate of accounts receivable by 10% and reduce the percentage of tax dollars that make up our total budget.			
Collections	\$1,359,661	\$1,495,627	\$1,645,190
Percentage increase	17.0%	10.0%	10.0%
2. Decrease cost for successful completion of treatment.¹			
Cost of successful completion by cost center	n/a	n/a	n/a
Ratio comparison of successful to unsuccessful completions	n/a	n/a	n/a
3. Improve the post-discharge outcome evaluation of residents attending treatment.¹			
Employment increase	n/a	n/a	n/a
Reductions in emergency room visits	n/a	n/a	n/a
Reductions in arrests	n/a	n/a	n/a
Decreased use of illegal drugs	n/a	n/a	n/a
Decreased drinking to intoxication	n/a	n/a	n/a
Increase in drug-free births	n/a	n/a	n/a
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			
Vendors selling tobacco to minors	n/a	n/a	n/a
Percentage of successful tobacco buys to minors	n/a	n/a	n/a
5. Maintain a 90% satisfaction rating of persons served.			
Client satisfaction rating for all applicable programs combined	95.0%	95.0%	95.0%

¹ This department will begin measuring performance against this objective during FY 2003.

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:	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>
Positions/FTE	6.95	5.50	7.07	4.07
Intergovernmental	\$ 279,325	\$ 277,160	\$ 280,660	\$ 277,160
TOTAL REVENUES	<u>\$ 279,325</u>	<u>\$ 277,160</u>	<u>\$ 280,660</u>	<u>\$ 277,160</u>
Personnel	\$ 183,892	\$ 182,341	\$ 173,822	\$ 172,758
Operating	99,606	114,618	143,583	107,973
Capital	0	0	0	0
TOTAL EXPENSES	<u>\$ 283,498</u>	<u>\$ 296,959</u>	<u>\$ 317,405</u>	<u>\$ 280,731</u>

Overview: The FY 2003 Community Prevention Services' budget is decreased \$36,674 or 11.6 percent from FY 2002.

Funding Adjustments for FY 2003 Include:

- Revenues are decreased \$3,500 or 1.2 percent. This decrease reflects the elimination of the Summer Intern grant.
- Personnel expenses are decreased \$1,064 or 0.6 percent, which reflects the removal of temporary staff this fiscal year. The division has eliminated three previously unfunded FTEs this fiscal year.
- Operating expenses are decreased \$35,610 or 24.8 percent. Reduced funding for educational supplies, facilities and administrative costs, and training contribute to this decrease.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Projected</u>
1. Coordinate countywide substance abuse prevention strategies by networking with other prevention service providers, providing training and consultation services to varied audiences and maintain a multi-media resource library by providing services including 85 presentations, 160 educational/structured groups, 14,868 persons served, and providing materials to 35,000 via the Prevention Resource Center.			
Presentations and programs	71	80	80
Educational/structured groups	140	148	148
Persons served	24,198	26,110	26,110
Materials checked out of Prevention Resource Center	36,097	40,198	40,198

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Interfund Transfer In	\$ 692,560	\$ 517,806	\$ 551,506	\$ 552,709
TOTAL SOURCES	<u>\$ 692,560</u>	<u>\$ 517,806</u>	<u>\$ 551,506</u>	<u>\$ 552,709</u>
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Operating	0	0	0	0
Capital	0	0	0	0
Debt Service	<u>521,434</u>	<u>406,047</u>	<u>551,506</u>	<u>552,709</u>
TOTAL EXPENSES	<u>\$ 521,434</u>	<u>\$ 406,047</u>	<u>\$ 551,506</u>	<u>\$ 552,709</u>

Overview: The Debt Service budget for FY 2003 is increased \$1,203 or 0.2 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Interfund transfer in is increased \$1,203 or 0.2 percent. This increase reflects the debt service repayment schedule.
- Debt service is increased \$1,203 or 0.2 percent reflective of the debt service 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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	2.00	2.00	2.20	2.20
Intergovernmental	\$ 86,391	\$ 94,276	\$ 90,657	\$ 90,657
TOTAL REVENUES	<u>\$ 86,391</u>	<u>\$ 94,276</u>	<u>\$ 90,657</u>	<u>\$ 90,657</u>
Personnel	\$ 70,564	\$ 67,567	\$ 80,460	\$ 72,801
Operating	27,964	26,412	10,197	19,183
Capital	0	0	0	0
TOTAL EXPENSES	<u>\$ 98,528</u>	<u>\$ 93,979</u>	<u>\$ 90,657</u>	<u>\$ 91,984</u>

Overview: The FY 2003 Drug-Free Schools' budget is increased \$1,327 or 1.5 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues remain unchanged from last fiscal year.
- Personnel expenses are decreased \$7,659 or 9.5 percent. This decrease reflects staffing adjustments made during FY 2002.
- Operating expenses are increased \$8,986 or 88.1 percent. Funding for office supplies, public education supplies, printing and training costs are increased based on anticipated program census.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Provide therapeutic intervention services to interrupt the familial cycle of addiction and education outreach services that increase the awareness of familial substance abuse, addiction and provide information on available resources by conducting 350 presentations and programs, 425 educational/structured groups serving 375 participants, and 150 student/parent/teacher consultations.			
Presentations and programs	250	78	78
Educational structured groups	400	197	197
Group participants	478	1,027	1,027
Student/parent/teacher consultations	175	250	250

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 thru 17 by utilizing evidence-based prevention programming.

GRANT SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	1.40	1.40
Intergovernmental	\$ 0	\$ 0	\$ 125,000	\$ 125,000
TOTAL REVENUES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 125,000</u>	<u>\$ 125,000</u>
Personnel	\$ 0	\$ 0	\$ 46,954	\$ 56,194
Operating	0	0	78,046	68,806
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENSES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 125,000</u>	<u>\$ 125,000</u>

Overview: The FY 2003 Governor's Cooperative Agreement for Prevention's budget is unchanged from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues remain unchanged from last fiscal year.
- Personnel expenses are increased \$9,240 or 19.7 percent, which reflects interdepartmental staffing changes to insure adequate program administration. The actual grades and steps of incumbents also contributes to this increase.
- Operating expenses are decreased \$9,240 or 11.8 percent. As per the grant terms for year two, appropriations for consultant fees, communications, and computer equipment are reduced.

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:	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>
Positions/FTE	11.00	11.00	1.00	1.00
Intergovernmental	\$ 396,108	\$ 493,312	\$ 166,800	\$ 175,105
Charges and Fees	<u>964</u>	<u>251</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	397,072	493,563	166,800	175,105
Interfund Transfer In	<u>0</u>	<u>20,819</u>	<u>0</u>	<u>0</u>
TOTAL SOURCES	<u>\$ 397,072</u>	<u>\$ 514,382</u>	<u>\$ 166,800</u>	<u>\$ 175,105</u>
Personnel	\$ 327,988	\$ 390,003	\$ 30,772	\$ 37,041
Operating	199,905	227,781	136,465	146,304
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENSES	<u>\$ 527,893</u>	<u>\$ 617,784</u>	<u>\$ 167,237</u>	<u>\$ 183,345</u>

Overview: The FY 2003 HUD Transitional Housing budget is increased \$16,108 or 9.6 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Total revenues are increased \$8,305 or 5.0 percent, to support anticipated growth in program administrative costs.
- Personnel expenses are increased \$6,269 or 20.4 percent, which reflects the actual grade and step of the incumbent and a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenses are increased \$9,839 or 7.2 percent. This increase reflects higher consultant fees for the management of rental subsidies and other financial services. This increase also supports funding for basic assistance needs such as transportation for program clients.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Projected</u>
1. Assist 15 women who successfully complete treatment to obtain housing by providing support in financial management, rental subsidies, and utility subsidies for a maximum of 18 months.			
Women served	20	12 ¹	12
2. Provide care for 40 children of the women served.			
Children served	49	23	23

¹ This state grant budget served 25 families and 60 children over a 3 year period. Target was exceeded for FY 2001 in terms of dollars and was cut back in FY 2002.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - Inpatient Services

Mission: The Inpatient 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:	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>
Positions/FTE	24.00	24.00	21.00	16.00
Intergovernmental	\$ 987,917	\$ 1,080,756	\$ 1,034,348	\$ 1,154,654
Charges and Fees	<u>269,738</u>	<u>106,948</u>	<u>428,540</u>	<u>327,506</u>
TOTAL REVENUES	1,257,655	1,187,704	1,462,888	1,482,160
Interfund Transfer In	<u>200,000</u>	<u>162,289</u>	<u>175,138</u>	<u>325,138</u>
TOTAL SOURCES	<u>\$ 1,457,655</u>	<u>\$ 1,349,993</u>	<u>\$ 1,638,026</u>	<u>\$ 1,807,298</u>
Personnel	\$ 759,806	\$ 753,595	\$ 629,176	\$ 658,480
Operating	649,195	723,008	1,008,805	1,007,664
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENSES	1,409,001	1,476,603	1,637,981	1,666,144
Interfund Transfer Out	<u>0</u>	<u>4,436</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 1,409,001</u>	<u>\$ 1,481,039</u>	<u>\$ 1,637,981</u>	<u>\$ 1,666,144</u>

Overview: The Inpatient Services' FY 2003 budget is increased \$28,163 or 1.7 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Total sources are increased \$169,272 or 10.3 percent, which reflects the agency allocation of the transfer from the General Fund.
- Personnel expenses are increased \$29,304 or 4.7 percent, of which \$18,474 reflects additional temporary staff costs. The actual grades and steps of the incumbents also contribute to this increase. The division has eliminated five previously unfunded FTEs this fiscal year.
- Operating expenses are decreased \$1,141 or 0.1 percent. This decrease reflects the overall agency goal to reduce costs based on anticipated reduced revenues this fiscal year.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Projected</u>
1. Increase the number of persons served to an average daily census of 9 for Detoxification and 9 for Family Care Unit.			
Average daily census:			
Detoxification	9	8	8
Family Care Unit	12	11	11

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES
(continued)

ENTERPRISE FUND

HEALTH AND WELFARE

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
2. Maintain a 90% satisfaction rating of persons served.			
Detoxification	90.0%	95.6%	95.6%
Family Care Unit	96.0%	95.0%	95.0%
3. Increase client revenue fees by 10%.			
Fees collected	\$459,000	\$460,000	\$460,000
Percentage increase	23.0%	0.2%	0.2%

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:	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>
Positions/FTE	2.60	2.25	3.40	3.40
Intergovernmental	\$ 44,188	\$ 31,021	\$ 20,698	\$ 23,548
Charges and Fees	<u>8,201</u>	<u>32,114</u>	<u>268,075</u>	<u>77,435</u>
TOTAL REVENUES	<u>\$ 52,389</u>	<u>\$ 63,135</u>	<u>\$ 288,773</u>	<u>\$ 100,983</u>
Personnel	\$ 119,900	\$ 126,158	\$ 85,525	\$ 43,081
Operating	107,686	174,722	203,251	57,887
Reimbursements	(182,183)	(231,723)	0	0
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENSES	<u>\$ 45,403</u>	<u>\$ 69,157</u>	<u>\$ 288,776</u>	<u>\$ 100,968</u>

Overview: The FY 2003 Medical Services' budget is decreased \$187,808 or 65.0 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are anticipated to decrease \$187,790 or 65.0 percent. This decrease reflects the decline in the volume of self-pay clients and no income from insurance billings this fiscal year based on the program census.
- Personnel expenses are decreased \$42,444 or 49.6 percent, which reflects growth in reimbursement in from internal divisions supported. This decrease offsets increased costs due to the actual grades and steps of the incumbent.
- Operating expenses are decreased \$145,364 or 71.5 percent, which reflects reduced provision for bad debt and higher reimbursement in from internal divisions supported.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Projected</u>
1. Complete 2,050 physical exams.			
Physical exams completed	1,550	1,610	2,050
2. Maintain a 90% satisfaction rating with medical services provided to Detox clients.			
Client satisfaction rating	90.0%	92.0%	92.0%

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - Narcotic Replacement Services

Mission: The Narcotic Replacement 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:	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>
Positions/FTE	8.40	6.75	7.80	7.80
Intergovernmental	\$ 190,160	\$ 97,955	\$ 84,708	\$ 78,600
Charges and Fees	<u>417,895</u>	<u>481,398</u>	<u>579,591</u>	<u>616,940</u>
TOTAL REVENUES	<u>\$ 608,055</u>	<u>\$ 579,353</u>	<u>\$ 664,299</u>	<u>\$ 695,540</u>
Personnel	\$ 264,959	\$ 255,020	\$ 374,013	\$ 402,009
Operating	396,123	308,362	358,034	404,305
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENSES	<u>\$ 661,082</u>	<u>\$ 563,382</u>	<u>\$ 732,047</u>	<u>\$ 806,314</u>

Overview: The FY 2003 Narcotic Replacement Services' budget is increased \$74,267 or 10.1 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenue is increased \$31,241 or 4.7 percent, which reflects anticipated growth in the volume of self-pay billings this fiscal year.
- Personnel expenses are increased \$27,996 or 7.5 percent. This increase reflects the actual grades and steps of the incumbents and interdepartmental staffing changes this fiscal year.
- Operating expenses are increased \$46,271 or 12.9 percent, and is due primarily to professional medical costs required to support the anticipated growth in clients.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Projected</u>
1. Increase therapeutic involvement of Narcotic Replacement Clients.			
Average number of NRS clients	160	171	170
Clients receiving take home medication	89	97	104
Average number of therapeutic involvement required to receive Take Home	89	97	104
2. Increase client drug-free status for more than 3 months using measures of 85% opiate free and 39% totally drug free.			
Percentage NRS clients opiate free	80.0%	89.0%	90.0%
Percentage NRS clients totally drug free	55.0%	64.0%	70.0%

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES

(continued)

ENTERPRISE FUND

HEALTH AND WELFARE

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Increase services to HIV infected individuals by serving 145 known HIV infected persons, providing HIV Antibody Test to 350 clients, serve 50 HIV referrals from MUSC HIV clinic and serve 49 HIV infected referrals from Health Department.			
Known HIV infected persons served at Charleston Center	138	146	149
Clients receiving HIV Antibody Test	275	346	380
HIV infected referrals from MUSC HIV Clinic	48	59	60
HIV infected referrals from Charleston Health Department	40	49	60

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 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>
Positions/FTE	-	7.00	9.80	9.80
Intergovernmental	\$ 0	\$ 893,149	\$ 941,945	\$ 1,130,690
Charges and Fees	<u>0</u>	<u>2,048</u>	<u>25,000</u>	<u>0</u>
TOTAL REVENUES	<u>\$ 0</u>	<u>\$ 895,197</u>	<u>\$ 966,945</u>	<u>\$ 1,130,690</u>
Personnel	\$ 928	\$ 104,139	\$ 407,673	\$ 451,429
Operating	0	251,311	374,809	413,988
Capital	<u>0</u>	<u>0</u>	<u>21,000</u>	<u>0</u>
TOTAL EXPENSES	928	355,450	803,482	865,417
Interfund Transfer Out	<u>0</u>	<u>14,000</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 928</u>	<u>\$ 369,450</u>	<u>\$ 803,482</u>	<u>\$ 865,417</u>

Overview: The New Life Division's FY 2003 budget is increased \$61,935 or 7.7 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are increased \$163,745 or 16.9 percent, which reflects anticipated growth in Medicaid eligible reimbursements.
- Personnel expenses are increased \$43,756 or 10.7 percent. Interdepartmental staffing changes and the actual grades and steps of the incumbents contribute to this increase.
- Operating expenses are increased \$39,179 or 10.5 percent. Higher costs for food and professional medical expenses required to support program census contribute to this increase.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Projected</u>
1. Serve 83 women in New Life Unit.			
Women served in New Life program	83	96	96
2. Maintain a 90% satisfaction rating of persons served.			
Client satisfaction rating	90.0%	94.0%	94.0%
3. Increase client fees by 4%.			
Fees collected	\$511,042	\$531,484	\$552,500
Percentage increase	4.3%	4.0%	4.0%

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

ENTERPRISE FUND

HEALTH AND WELFARE

GRANT - NIDA Clinical Trials Grant

Mission: The National Institute on Drug Abuse (NIDA) grant will support the research of alcohol and drug problems, and facilitate communication between research outcome and pragmatic use in the treatment arena.

DIVISION SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	1.00	2.22	2.22
Intergovernmental	\$ 0	\$ 32,022	\$ 72,155	\$ 72,155
TOTAL REVENUES	<u>\$ 0</u>	<u>\$ 32,022</u>	<u>\$ 72,155</u>	<u>\$ 72,155</u>
Personnel	\$ 0	\$ 25,592	\$ 55,800	\$ 58,205
Operating	0	4,427	16,355	18,725
Capital	0	0	0	0
TOTAL EXPENSES	<u>\$ 0</u>	<u>\$ 30,019</u>	<u>\$ 72,155</u>	<u>\$ 76,930</u>

Overview: The NIDA Clinical Trials Grant's FY 2003 budget is increased \$4,775 or 6.6 percent from FY 2002.

Funding Adjustments for FY 2003 Include:

- Revenues remain unchanged as per the grant award.
- Personnel expenses are increased \$2,405 or 4.3 percent, which reflects the actual grades and steps of the incumbents.
- Operating expenses are increased \$2,370 or 14.5 percent. Higher communications costs contribute to this increase.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	20.00	22.00	23.00	32.00
Intergovernmental	\$ 606,503	\$ 580,916	\$ 682,934	\$ 1,608,566
Charges and Fees	704,829	522,057	547,089	814,918
Miscellaneous	<u>1,972</u>	<u>985</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	1,313,304	1,103,958	1,230,023	2,423,484
Interfund Transfer In	<u>205,311</u>	<u>200,311</u>	<u>200,311</u>	<u>364,531</u>
TOTAL SOURCES	<u>\$ 1,518,615</u>	<u>\$ 1,304,269</u>	<u>\$ 1,430,334</u>	<u>\$ 2,788,015</u>
Personnel	\$ 932,781	\$ 833,426	\$ 779,204	\$ 1,485,080
Operating	522,487	371,858	500,073	1,213,236
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENSES	1,455,268	1,205,284	1,279,277	2,698,316
Interfund Transfer Out	<u>7,531</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 1,462,799</u>	<u>\$ 1,205,284</u>	<u>\$ 1,279,277</u>	<u>\$ 2,698,316</u>

Overview: The FY 2003 Outpatient Services' budget is increased \$1,419,039 or 110.9 percent over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Total sources are increased \$1,357,681 or 94.9 percent, which reflects the departmental reorganization which merged the a portion of the Outreach Services Division into Outpatient Services. In addition, the agency anticipates growth in Medicaid reimbursements and the volume of self-pay clients this fiscal year.
- Personnel expenses are increased \$705,876 or 90.6 percent. This increase reflects the impact of the departmental reorganization which will allow maximum utilization of staff. Of this increase \$511,519 reflects the transfer-in of twelve FTEs from the Outreach Services Division. The actual grades and steps of the incumbents also contributes to this increase. The division also eliminated six previously unfunded positions this fiscal year.
- Operating expenses are increased \$713,163 or 142.6 percent, which reflects the impact of the departmental reorganization which merges costs from the Outreach Services Division this fiscal year.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

ENTERPRISE FUND

HEALTH AND WELFARE

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 ¹ <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Increase the number of client hours provided while increasing the mean number of service hours per client served.			
Persons served ²	2,940	1,620	1,620
Client hours	50,080	59,534	59,534
Mean hours per client	17.03	36.7	36.7
2. Increase client revenue fees by 25%.			
Fees collected	\$1,250,220	\$1,510,832	\$1,889,000
Percentage increase	10.6%	20.8%	25.0%
3. Increase consumer accessibility to treatment by reducing mean number of days from admission to treatment service to 8 days Inpatient Outpatient Program (IOP) services and outpatient treatment.			
Mean days for IOP services ³	3.7	4.8	4.8
Mean days for outpatient treatment ⁴	7.0	11.3	11.3
4. Maintain 90% satisfaction rating of persons served.			
Client satisfaction rating:			
Outpatient programs	91.8%	96.3%	96.3%
Customer service	98.3%	97.2%	97.2%
5. Provide services to 200 women and 45 families through Intensive Family Services.			
Women served	414	354	354
Families served ⁵	80	113	113

¹ Data includes Outpatient and Women's Division which were merged in FY 2002.

² Decrease in services for FY 2002 and FY 2003 Projected is due to the cessation of the Women's Inpatient/Outpatient track and shifting clinical capacity to Intensive Family Services.

³ Interim Services screening process for FY 2002 has decreased dropout prior to treatment services by using motivation as an admission criterion.

⁴ Due to restructuring, level one treatment capacity for FY 2002 was reduced resulting in an increased waiting list for services which contributed to an increase in days.

⁵ FY 2002 includes infants and adolescents served in the Outpatient and Women's Divisions.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - Outreach Services

Mission: Outreach Services coordinates grant and outreach services that meets the needs of the entire agency, with a focus on special populations, particularly women.

DIVISION SUMMARY:

	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	24.00	19.50	27.50	3.00
Intergovernmental	\$ 1,361,513	\$ 806,408	\$ 1,348,400	\$ 76,608
Charges and Fees	28,525	12,881	25,098	0
Miscellaneous	<u>0</u>	<u>0</u>	<u>7,000</u>	<u>0</u>
TOTAL REVENUES	<u>\$ 1,390,038</u>	<u>\$ 819,289</u>	<u>\$ 1,380,498</u>	<u>\$ 76,608</u>
Personnel	\$ 707,881	\$ 604,619	\$ 935,170	\$ 77,928
Operating	573,412	240,197	560,897	52,807
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENSES	1,281,293	844,816	1,496,067	130,735
Interfund Transfer Out	<u>0</u>	<u>2,383</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 1,281,293</u>	<u>\$ 847,199</u>	<u>\$ 1,496,067</u>	<u>\$ 130,735</u>

Overview: The Outreach Services' FY 2003 budget is decreased \$1,365,332 or 91.3 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are decreased \$1,303,890 or 94.5 percent, which reflects the impact of the departmental reorganization merging a portion of the Women's Continuum Division with Outpatient Services during FY 2002. The Outreach Services Division will administer the Crisis Ministry Grant and derive income for Health and Human Services by seeking Medicaid eligible clients and successfully getting them into treatment.
- Personnel expenses are decreased \$857,242 or 91.7 percent, which reflects the transfer-out of 12 FTEs to the Outpatient Division, and six FTEs to the newly formed Therapeutic Child Care Division. The Division also eliminated 7.5 previously unfunded FTEs this fiscal year.
- Operating expenses are decreased \$508,090 or 90.6 percent. This decrease reflects the impact of the departmental reorganization which transferred expenses to the Outpatient Division.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Provide services to 200 women and 134 children.			
Women served	387	306	306
Children served in Therapeutic Child Care:			
Charleston Center	75	115	115
John's Island	31	28	28

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

ENTERPRISE FUND

HEALTH AND WELFARE

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
2. Provide information to 10,000 persons in high risk communities about availability and need for alcohol and other drug services.			
Individuals receiving information via community based outreach	20,885	39,776	39,776
3. Maintain a 95% satisfaction rating from persons served.			
Sojourner/Women's IOP	98.0%	95.0%	95.0%
4. Provide intensive in-home services to 45 families to assist them in maintaining life responsibilities.			
Families receiving assistance	68	67	67
5. Increase client revenue by 25%.			
Fees collected	\$460,067	\$952,333 ¹	\$1,191,000
Percentage increase	(42.8%)	106.9%	25.0%

¹ Includes earnings of \$422,178 from Intensive In-home which was previously included in the HUD division.

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

ENTERPRISE FUND

HEALTH AND WELFARE

DIVISION - PAIRS

Mission: The **P**artners in **A**chieving Independence through **R**ecovery and **S**elf-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:	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>
Positions/FTE	-	-	2.23	2.23
Intergovernmental	\$ 0	\$ 0	\$ 535,040	\$ 385,040
TOTAL REVENUES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 535,040</u>	<u>\$ 385,040</u>
Personnel	\$ 0	\$ 0	\$ 91,000	\$ 89,928
Operating	0	0	444,040	295,112
Capital	0	0	0	0
TOTAL EXPENSES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 535,040</u>	<u>\$ 385,040</u>

Overview: The PAIRS' FY 2003 budget is decreased \$150,000 or 28.0 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are decreased \$150,000 or 28.0 percent, which reflects the shift in client bed costs to the Step Ahead program budget.
- Personnel expenses are decreased \$1,072 or 1.2 percent, which reflects interdepartmental staffing changes this fiscal
- Operating expenses are decreased \$148,928 or 33.5 percent. The decrease reflects the transfer of bed costs for PAIRS clients to the Step Ahead program budget for FY 2003.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Projected</u>
1. Provide case management services to at least 50 clients.			
Clients receiving services	96	121	124

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:	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>
Positions/FTE	2.05	1.00	1.18	1.18
Intergovernmental	\$ 113,706	\$ 99,054	\$ 107,000	\$ 103,840
Miscellaneous	<u>0</u>	<u>0</u>	<u>15,429</u>	<u>0</u>
TOTAL REVENUES	<u>\$ 113,706</u>	<u>\$ 99,054</u>	<u>\$ 122,429</u>	<u>\$ 103,840</u>
Personnel	\$ 73,941	\$ 50,236	\$ 38,482	\$ 45,959
Operating	35,570	73,157	86,837	60,472
Capital	<u>0</u>	<u>0</u>	<u>25,000</u>	<u>0</u>
TOTAL EXPENSES	<u>109,511</u>	<u>123,393</u>	<u>150,319</u>	<u>106,431</u>
Interfund Transfer Out	<u>35</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 109,546</u>	<u>\$ 123,393</u>	<u>\$ 150,319</u>	<u>\$ 106,431</u>

Overview: The FY 2003 Safe Haven Project budget is decreased \$43,888 or 29.2 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are decreased \$18,589 or 15.2 percent. Appropriations do not include private contributions this fiscal year. Anticipated income from Health and Human Services is also reduced based on anticipated program census.
- Personnel expenses are increased \$7,477 or 19.4 percent, which reflects the actual grades and steps of the incumbents.
- Operating expenses are decreased \$26,365 or 30.4 percent. Reduced facility and administrative costs contribute to this decrease.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Projected</u>
1. Provide a safe environment for program participants while engaging them in healthy, positive, constructive activities by providing services for 80 persons.			
Persons served at Safe Haven	80	80	80
2. Increase community awareness of substance abuse and related problems through community outreach programs and parenting groups by providing 110 presentations and 20 community awareness programs.			
Presentations	197	232	232
Community awareness programs	13	8	8
Persons reached by presentations or programs	18,967	19,102	19,102

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES (continued)

ENTERPRISE FUND

HEALTH AND WELFARE

GRANT - Step Ahead

Mission: Step Ahead provides counseling, safe housing and treatment, and job training and education to assist in the reintegration into the community of women and their children, who would otherwise be impeded from recovery by their high-risk environment.

GRANT SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	13.00	13.00	13.00	12.00
Intergovernmental	\$ 983,109	\$ 554,847	\$ 784,275	\$ 586,758
Charges and Fees	20,183	5,614	9,290	10,150
Miscellaneous Revenues	<u>0</u>	<u>0</u>	<u>50,000</u>	<u>205,921</u>
TOTAL REVENUES	1,003,292	560,461	843,565	802,829
Interfund Transfer In	<u>0</u>	<u>0</u>	<u>25,376</u>	<u>0</u>
TOTAL SOURCES	<u>\$ 1,003,292</u>	<u>\$ 560,461</u>	<u>\$ 868,941</u>	<u>\$ 802,829</u>
Personnel	\$ 357,316	\$ 463,478	\$ 441,826	\$ 421,599
Operating	338,039	335,623	425,767	387,981
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENSES	<u>\$ 695,355</u>	<u>\$ 799,101</u>	<u>\$ 867,593</u>	<u>\$ 809,580</u>

Overview: The FY 2003 Step Ahead Grant's budget is decreased \$58,013 or 6.7 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Total sources are decreased \$66,112 or 7.6 percent. This decrease reflects the end of the three-year Step Ahead grant. Funding to replace the Step Ahead grant will be provided from the HUD Transitional Housing grant, the TANF grant, and contributions.
- Personnel expenses are decreased \$20,227 or 4.6 percent, which reflects reduced appropriations for temporary staff this fiscal year. This decrease offsets increases due to the actual grades and steps of the incumbents. The division also eliminated one previously unfunded FTE this fiscal year.
- Operating expenses are decreased \$37,786 or 8.9 percent. Reduced administrative, professional medical services and food costs contribute to this decrease.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Provide safe housing and treatment for chemically dependent women by assisting 50 women with housing and providing outpatient services to 60 women.			
Women provided transitional housing	50	56	56
Women served in outpatient, intensive outpatient, or day treatment	60	70	70

DEPARTMENT OF ALCOHOL AND OTHER DRUG ABUSE SERVICES
(continued)

ENTERPRISE FUND

HEALTH AND WELFARE

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
2. Provide education and/or job training to 40 women. Women provided education and/or job training.	36	52	52
3. Provide health and developmental services for children of custodial mothers in the program by serving 20 children in Therapeutic Child Care. Children served in Therapeutic Child Care	30	27	27
4. Maintain a 90% satisfaction rating from persons served. Client satisfaction rating	90.0%	90.0%	90.0%
5. Increase client revenue fees by 5%. Fees collected	\$281,098	\$248,840	\$261,282
Percentage increase	18.5%	(11.0%)	5.0%

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	6.00
Intergovernmental	\$ 0	\$ 0	\$ 0	\$ 177,598
TOTAL REVENUES	0	0	0	177,598
Interfund Transfer In	0	0	0	125,000
TOTAL SOURCES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 302,598</u>
Personnel	\$ 0	\$ 0	\$ 0	\$ 180,930
Operating	0	0	0	111,899
Capital	0	0	0	0
TOTAL EXPENSES	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 292,829</u>

Overview: The Therapeutic Child Care's FY 2003 budget totals \$292,829.

Funding Adjustments for FY 2003 Include:

- Total sources available are \$302,598, of which \$177,598 reflects Medicaid eligible reimbursements and \$125,000 is funded by a transfer from the General Fund.
- Personnel expenses total \$180,930 for six FTEs transferred in from Outreach Services.
- Operating expenses total \$111,899. Operating expenses reflect the consolidation of three existing child care programs into one. The Village Early Intervention Program on John's Island and Step Ahead have been merged with the child care program at Charleston Center for better utilization of staff and resources.

FLEET OPERATIONS

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

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.

DEPARTMENTAL SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	30.00	30.00	30.00	29.00
Charges and Fees	\$ 3,963,339	\$ 4,184,242	\$ 4,638,690	\$ 4,592,165
Rents and Leases	0	0	0	65,000
Miscellaneous	<u>170,964</u>	<u>337,733</u>	<u>80,060</u>	<u>0</u>
TOTAL REVENUES	4,134,303	4,521,975	4,718,750	4,657,165
Interfund Transfer In	<u>4,400,108</u>	<u>4,159,521</u>	<u>3,295,615</u>	<u>1,933,001</u>
TOTAL SOURCES	<u>\$ 8,534,411</u>	<u>\$ 8,681,496</u>	<u>\$ 8,014,365</u>	<u>\$ 6,590,166</u>
Personnel	\$ 1,281,816	\$ 1,347,038	\$ 1,439,380	\$ 1,364,501
Operating	7,293,743	7,738,404	3,322,306	3,227,664
Capital	0	0	3,194,511	2,178,000
Debt Service	<u>45,932</u>	<u>43,829</u>	<u>80,001</u>	<u>80,001</u>
TOTAL EXPENSES	8,621,491	9,129,271	8,036,198	6,850,166
Interfund Transfer Out	<u>13,586</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 8,635,077</u>	<u>\$ 9,129,271</u>	<u>\$ 8,036,198</u>	<u>\$ 6,850,166</u>

Overview: Fleet Operation's FY 2003 budget reflects a decrease of \$1,186,032 or 14.8 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues total \$4,657,165 and represent a decrease of \$61,585 or 1.3 percent. Revenues consist of charges to County departments and external agencies for repairs, maintenance and fuel consumption. Revenues also include a new operating lease with the Mosquito Abatement Special Revenue Fund to purchase a replacement amphibious tractor. During budget deliberations, Council funded the Juvenile Drug Court which necessitated a \$5,400 increase in revenues.
- Interfund transfer in totals \$1,933,001 and represents a \$1,362,614 or 41.3 percent decrease. This transfer funds the capital expenses that replace vehicles and equipment used by departments in the General Fund. This transfer also funds \$80,001 in debt service payments for the Heavy Equipment Garage.
- Personnel expenses represent a \$74,879 or 5.2 percent decrease. This decrease reflects eliminating a vacant Automotive Mechanic and not funding two other vacant positions.

FLEET OPERATIONS (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

- Operating expenses reflect a \$94,642 or 2.8 percent decrease. This decrease reflects the elimination of the security contract for the Public Works/Fleet Operations compound. The decrease also reflects lower funding for marine-related expenses based on historical spending. During budget deliberations, Council funded the Juvenile Drug Court which resulted in a \$5,400 increase in operating expenses.

- Capital expenses total \$2,178,000 and include \$621,000 to replace 23 pursuit sedans and four undercover vehicles for the Sheriff's Department. Capital expenses also include \$210,000 to replace two ambulances for the Emergency Services Department. Another \$632,000 will replace 15 vehicles for various county departments. In addition, heavy equipment purchases for Public Works total \$755,000. These expenses are partially offset by estimated trade-in values of \$40,000.

- Debt service totals \$80,001 and remains unchanged from FY 2002.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Reduce the number of 25-point preventative maintenance (PM) services performed by instituting a Quick Lube PM service.			
Total vehicles in service	690	705	650
Average cost of 3,000 mile 25-point PM	\$115	\$130	\$135
Average cost of Quick Lube	\$32	\$39	\$40
Vehicles on 3,000 mile 25-point PM schedule:			
Public safety vehicles	263	269	270
Work vehicles	174	178	180
Vehicles on 3,000 mile Quick Lube PM	253	258	200
Annual cost of PM services:			
All vehicles on 25-point PM	\$440,392	\$472,940	\$469,800
Public safety and work vehicles on 25-point PM	\$276,402	\$372,320	\$388,800
Administrative vehicles on Quick Lube PM	\$44,933	\$30,960	\$24,000
Projected savings based on changes	\$119,057	\$69,660	\$57,000
Savings based on Quick Lube PM	\$37,184 ¹	\$42,315 ²	\$57,000 ³

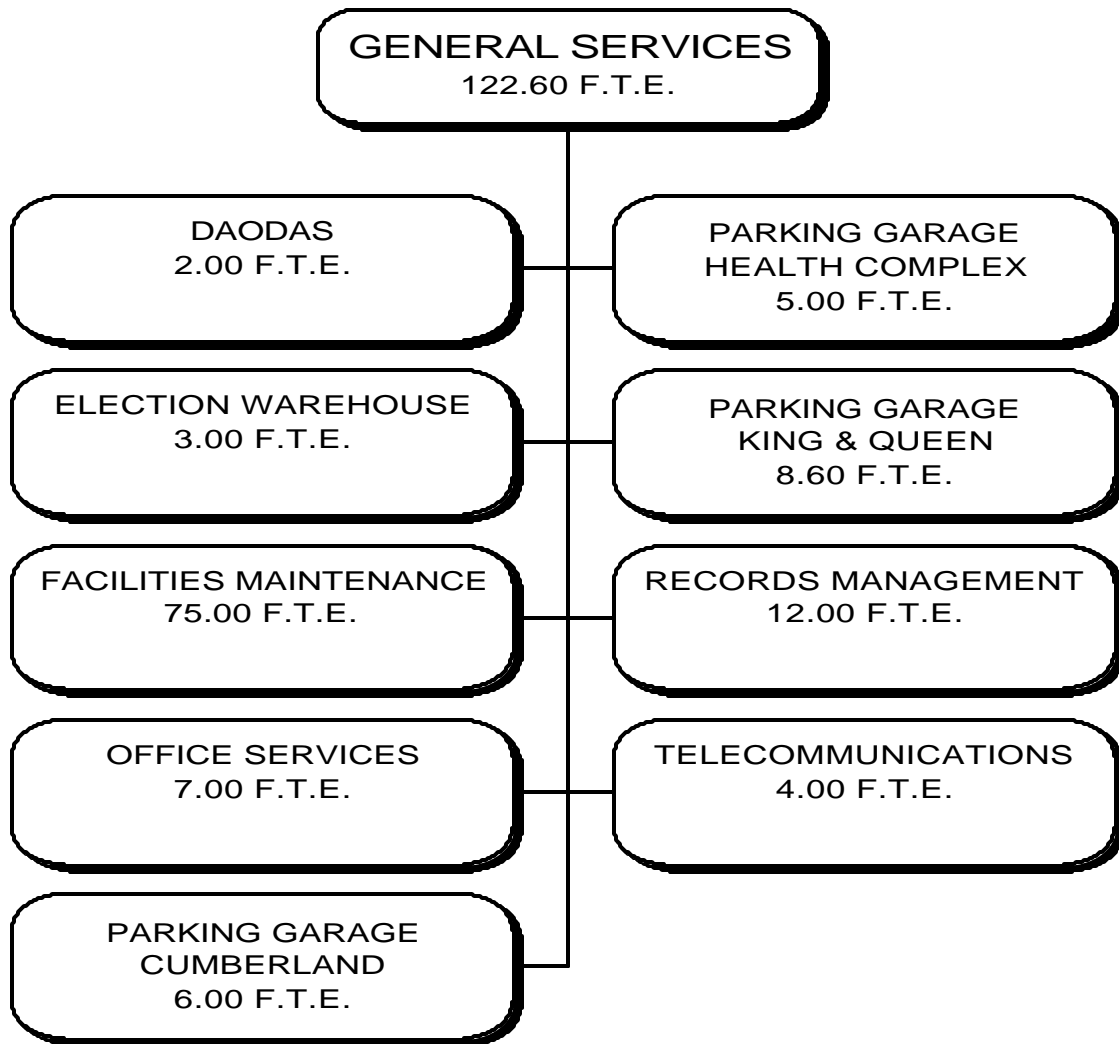
¹ Based on 448 vehicles.

² Based on 465 vehicles.

³ Based on 600 vehicles.

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GENERAL SERVICES



GENERAL SERVICES

Mission: The General Services Department delivers support to other departments and agencies within County Government, provides maintenance for trouble calls and department service requests, and manages contractual service programs, tax liabilities, and utility commitments for all County facilities.

DEPARTMENTAL SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	121.80*	129.40*	126.00*	122.60*
General Fund	\$ 777,382	\$ 776,817	\$ 773,505	\$ 766,748
Enterprise Fund	3,257,871	3,131,051	3,676,218	3,144,565
Internal Service Fund	<u>3,092,525</u>	<u>3,248,927</u>	<u>3,633,665</u>	<u>3,615,626</u>
TOTAL SOURCES	<u>\$ 7,127,778</u>	<u>\$ 7,156,795</u>	<u>\$ 8,083,388</u>	<u>\$ 7,526,939</u>
General Fund	\$ 6,692,774	\$ 7,702,666	\$ 9,713,211	\$ 9,402,864
Enterprise Fund	2,470,006	2,509,175	3,168,474	3,174,023
Internal Service Fund	<u>3,129,741</u>	<u>3,381,751</u>	<u>3,853,639</u>	<u>3,693,742</u>
TOTAL DISBURSEMENTS	<u>\$ 12,292,521</u>	<u>\$ 13,593,592</u>	<u>\$ 16,735,324</u>	<u>\$ 16,270,629</u>

* Two FTEs are budgeted in the DAODAS Enterprise Fund.

Sources: The sources of funds for the General Services Department's FY 2003 budget total \$7,526,939 and reflect a \$556,449 or 6.9 percent decrease from the FY 2002 budget. The major source of this decrease is parking fee revenue at the County's parking garages. This is due primarily to the employee, court attendee, and no-fee juror parking requirements of the new Judicial Center.

Disbursements: Total disbursements are decreased \$464,695 or 2.8 percent. This decrease primarily reflects funding for facility projects being shifted to the Facilities Maintenance Contingency Fund for FY 2003. Also reflected in this amount are reductions in the utilization of security staffing services for various County buildings. A review of the utilization of these services indicated savings could be achieved through modifications to existing staffing levels. Partially offsetting these decreases is full-year funding for the operation of the new Judicial Center scheduled to open during FY 2003.

GENERAL 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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	4.00	3.00	3.00	3.00
Personnel	\$ 131,722	\$ 116,832	\$ 113,642	\$ 113,091
Operating	55,701	33,444	59,579	58,931
Capital	<u>4,122</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	191,545	150,276	173,221	172,022
Interfund Transfer Out	<u>142</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 191,687</u>	<u>\$ 150,276</u>	<u>\$ 173,221</u>	<u>\$ 172,022</u>

Overview: The Election Warehouse's FY 2003 budget reflects a decrease of \$1,199 or 0.7 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures reflect a decrease of \$551 or 0.5 percent reflecting the actual grades and steps of the incumbents and the elimination of the provision for over-time compensation.
- Operating expenditures reflect a decrease of \$648 or 1.1 percent.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Average cost of maintaining each voting machine per month for budgetary purposes. Monthly maintenance cost per machine	\$6.83	\$6.83	\$6.83
2. Document formal safety training and utilize formal training aids to prevent accidents through an aggressive training program. Training initiatives conducted	12	12	12
3. Average number of voting machine maintenance defects recorded per election. ¹ Voting machines provided to the public for election purposes	n/a	n/a	1,100
Voting machine maintenance defects recorded per election	n/a	n/a	11

¹ This department will begin measuring performance against this objective during FY 2003.

GENERAL SERVICES (continued)

GENERAL FUND

GENERAL GOVERNMENT

DIVISION - Facilities Maintenance

Mission: Facilities Maintenance 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.

DIVISION SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	72.00	75.00	75.00	75.00
Leases and Rentals	\$ 777,382	\$ 776,817	\$ 773,505	\$ 766,748
TOTAL REVENUES	<u>\$ 777,382</u>	<u>\$ 776,817</u>	<u>\$ 773,505</u>	<u>\$ 766,748</u>
Personnel	\$ 2,395,636	\$ 2,683,510	\$ 2,951,918	\$ 3,010,381
Operating	3,943,231	4,866,294	6,527,659	6,213,571
Capital	<u>5,682</u>	<u>2,586</u>	<u>60,413</u>	<u>6,890</u>
TOTAL EXPENDITURES	6,344,549	7,552,390	9,539,990	9,230,842
Interfund Transfer Out	<u>156,538</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 6,501,087</u>	<u>\$ 7,552,390</u>	<u>\$ 9,539,990</u>	<u>\$ 9,230,842</u>

Overview: The Facilities Maintenance FY 2003 budget reflects a \$309,148 or 3.2 percent decrease from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues reflect a \$6,757 or 0.9 percent decrease which reflects current rental agreements.
- Personnel expenditures include a \$58,463 or 2.0 percent increase. This increase reflects the actual grades and steps of the incumbents.
- Operating expenditures reflect a \$314,088 or 4.8 percent decrease. Funding for County facility projects will come from the Facilities Maintenance Contingency Fund for FY 2003. In addition, a review of security services utilized by the County resulted in modification to security staffing at various County buildings, which will result in a net savings to the County. Offsetting these decreases is an increase for full-year funding for the operation of the new Judicial Center scheduled to open in FY 2003.
- Capital expenditures total \$6,890 for the purchase of new HVAC software for the Public Services Building. This software will allow for more immediate and precise modifications to the temperatures in the building.

GENERAL SERVICES (continued)

GENERAL FUND

GENERAL GOVERNMENT

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Maintain 95% documented completion rate of total work orders received versus work orders completed.			
Work orders issued	7,667	6,884	7,550
Work orders completed	7,575	6,864	7,540
Percentage completed	99.7%	99.8%	99.7%
2. Maintain 100% documented completion rate of total programmed maintenance required versus programmed maintenance completed.			
Programmed maintenance work orders issued	1,473	1,359	1,600
Programmed maintenance work orders completed	1,462	1,294	1,600
Programmed maintenance compliance	99.2%	95.2%	100%
3. Maintain a zero inventory variance with a tolerance range of 10% in warehouse stock inventory.			
December inventory variance	8.0%	5.0%	4.0%
June inventory variance	1.0%	2.0%	2.0%
Average variance	5.0%	4.0%	3.0%
4. Manual maintenance truck inventory shall not exceed 25% (shortage/overage) of the automated system's recorded inventory.¹			
December inventory variance	43.0%	60.0%	35.0%
June inventory variance	32.0%	27.0%	25.0%
Average variance	38.0%	44.0%	30.0%
5. Complete 100% of budgeted projects scheduled.			
Projects scheduled	37	37	37
Projects completed	37	37	37
Percentage completed	100%	100%	100%
6. Budgeted special project cost estimates shall not exceed 15% of the actual expended costs.²			
Budgeted Amount	\$188,812	\$213,392	\$0
Actual Cost	\$140,138	\$145,592	\$0
Percentage	74.2%	68.2%	100%
7. Maintain contracted services expenditures not to exceed budgeted amount.			
Total contracted services budgeted	\$1,926,934	\$2,587,703	\$2,464,291
Total contracted services actual expenses	\$1,759,680	\$2,432,402	\$2,464,291
Budgeting effectiveness percentage	91.3%	93.9%	100%
8. Actual utility expenditures shall not exceed budgeted estimates.³			
Electric and gas budgeted	\$1,561,738	\$2,059,171	\$2,131,536
Electric and gas actual expenditures	\$1,339,914	\$1,571,498	\$2,131,536
Budgeting effectiveness percentage	85.8%	76.3%	100.0%
9. Document formal safety training and utilize formal training aids.			
Required OSHA courses	17	12	12
Training courses administered	17	12	12
Percentage of OSHA recommended	100%	100%	100%

¹ Objective increased to 25% in FY 2003. Due to the small dollar amount carried on trucks, discrepancies higher than \$50 will make the tolerance range higher than the 10% allowed under the prior objective. The average truck inventory value during the June inventory was \$477.

² No special projects were funded for FY 2003 due to budget constraints.

³ Budgeting effectiveness percentage for FY 2002 was substantially decreased due to the completion delay of the Judicial Center. FY 2003 projections include full-year funding for the Judicial Center and O.T. Wallace Office Building.

GENERAL 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 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved
Positions/FTE	6.00	6.00	7.00	7.00
Charges and Fees	\$ 1,046,196	\$ 1,033,114	\$ 1,169,059	\$ 1,175,440
TOTAL REVENUES	1,046,196	1,033,114	1,169,059	1,175,440
Interfund Transfer In	7,406	4,700	5,831	0
TOTAL SOURCES	<u>\$ 1,053,602</u>	<u>\$ 1,037,814</u>	<u>\$ 1,174,890</u>	<u>\$ 1,175,440</u>
Personnel	\$ 193,261	\$ 207,830	\$ 237,205	\$ 244,818
Operating	815,027	845,563	943,276	930,622
Capital	0	0	52,000	0
TOTAL EXPENSES	<u>\$ 1,008,288</u>	<u>\$ 1,053,393</u>	<u>\$ 1,232,481</u>	<u>\$ 1,175,440</u>

Overview: The Office Services Division's FY 2003 budget is decreased \$57,041 or 4.6 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Total sources reflect a net increase of \$550. Reduced copy costs are offset by higher postage expenses required to support the first class rate increase of three cents and growth in overnight delivery costs.
- Personnel expenses are increased \$7,613 or 3.2 percent, which reflects the actual grades and steps of incumbents and a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenses are decreased \$12,654 or 1.3 percent, which reflects savings derived from the cost per copy contract partially offset by an anticipated increase in postage rates.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 Actual	FY 2002 Actual	FY 2003 Projected
1. Out-going mail processed with 100% accountability.			
Pieces processed	1,206,356	1,327,881	1,250,000
2. Maintain monthly and cumulative charge-back dollar amounts for postage and compare with budget as a percentage of the budgeted amount.			
Budgeted amount	\$575,368	\$607,061	\$633,672
Amount charged-back	\$571,661	\$602,395	\$633,672
Percentage of budgeted amount	99.0%	99.0%	100%

GENERAL SERVICES (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Reduce monthly mailing expenditures by pre-sorting and compare to total postage expenditures.			
Total pieces	1,206,356	1,327,881	1,250,000
Pre-sorted pieces	1,073,363	1,105,581	1,062,500
Percentage pre-sorted	89.0%	84.0%	85.0%
Amount saved	\$24,160	\$20,050	\$19,125
4. Accurately track copy machine usage.			
Copies produced	10,769,348	11,519,061	12,325,000
5. Maintain monthly and cumulative charge-back dollar figures of copies and compare with budget as a percentage.			
Budgeted	\$450,401	\$466,161	\$436,318
Charged-back ¹	\$436,889	\$394,757	\$436,318
Percentage of budgeted copy charge-backs	97.0%	84.0%	100%
6. Document formal safety training and utilize formal training aids.			
Training initiatives conducted	12	12	12

¹ Reduction in charge backs to departments in FY 2002 was due to a cost per copy savings realized through re-negotiation of the copier contract.

GENERAL SERVICES (continued)

ENTERPRISE FUND

GENERAL GOVERNMENT

DIVISION - Parking Garage - Cumberland

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.

DIVISION SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	6.60	11.20	7.80	6.00
Charges and Fees	\$ 474,833	\$ 470,288	\$ 987,038	\$ 487,551
Leases and Rentals	<u>0</u>	<u>0</u>	<u>53,534</u>	<u>80,300</u>
TOTAL REVENUES	474,833	470,288	1,040,572	567,851
Interfund Transfer In	<u>671,273</u>	<u>627,368</u>	<u>668,199</u>	<u>669,658</u>
TOTAL SOURCES	<u>\$ 1,146,106</u>	<u>\$ 1,097,656</u>	<u>\$ 1,708,771</u>	<u>\$ 1,237,509</u>
Personnel	\$ 158,314	\$ 182,937	\$ 210,539	\$ 181,921
Operating	103,845	134,464	521,443	536,798
Capital	0	0	0	18,333
Debt Service	<u>449,739</u>	<u>438,049</u>	<u>668,199</u>	<u>669,658</u>
TOTAL EXPENSES	<u>\$ 711,898</u>	<u>\$ 755,450</u>	<u>\$ 1,400,181</u>	<u>\$ 1,406,710</u>

Overview: The Cumberland Street Parking Garage's FY 2003 budget reflects an increase of \$6,529 or 0.5 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues reflect a decrease of \$472,721 or 45.4 percent due primarily to no-fee juror and court attendee parking requirements for the new Judicial Center.
- Interfund transfer in includes \$669,658 reflecting the debt repayment schedule.
- Personnel expenses reflect a decrease of \$28,618 or 13.6 percent due primarily to the elimination of one part-time permanent position and one full-time permanent position. Personnel costs also reflect the actual grades and steps of the incumbents as well as a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenses reflect an increase of \$15,355 or 2.9 percent due primarily to the additional costs of the expansion portion of the garage which include electricity and property taxes for three retail shops. The increase also includes contract maintenance of garage systems no longer under warranty. These increases are partially offset by a decrease in the budget for depreciation expense.
- Capital expenses total \$18,333 which includes new central management software for centralizing accounting and administration of the County garages. Capital costs also include a new wireless network to support the central management system and to centralize security monitoring.

GENERAL SERVICES (continued)

ENTERPRISE FUND

GENERAL GOVERNMENT

- Debt service reflects an increase of \$1,459 or 0.2 percent in accordance with the debt repayment schedule.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Maintain annual itemized parking revenues for accurate budgeting.			
Cash	\$265,982	\$335,305	\$240,044
Stamps	\$51,100	\$39,300	\$40,000
City reimbursement	\$141,118	\$163,343	\$139,107
Contracts	\$0	\$39,662	\$68,400
Commercial space leases (shops)	\$0	\$26,617	\$80,300
2. Maintain statistics on annual vehicle utilization.			
Cash	70,057	99,280	115,000
Stamps	15,721	24,049	27,500
City/County employee cardholders	84,561	103,052	196,132
3. Determine annual revenue per space.			
Revenue per space	\$951	\$638	\$600
4. Determine annual operating expenses per space.			
Annual operating expenses per space	\$623	\$1,070	\$1,292
5. Document number of formal safety training initiatives and audits for conducting training initiatives.			
Annual number of safety training initiatives conducted	12	12	12
Annual number of audits for conducting training initiatives ¹	n/a	n/a	n/a
6. Document number of recordable incidents to Risk Management.¹			
Recordable incidents documented	n/a	n/a	n/a
7. Document number of formal customer service surveys.¹			
Annual number of formal customer service surveys	n/a	n/a	n/a

¹ This department will begin measuring performance against this objective during FY 2003.

GENERAL SERVICES (continued)

ENTERPRISE FUND

GENERAL GOVERNMENT

DIVISION - Parking Garage - Health Complex

Mission: 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, MUSC, and the general public.

DIVISION SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	7.60	7.60	5.80	5.00
Charges and Fees	\$ 1,150,369	\$ 1,083,579	\$ 1,112,652	\$ 1,155,181
TOTAL REVENUES	<u>\$ 1,150,369</u>	<u>\$ 1,083,579</u>	<u>\$ 1,112,652</u>	<u>\$ 1,155,181</u>
Personnel	\$ 179,698	\$ 178,053	\$ 201,723	\$ 162,525
Operating	548,616	520,161	559,244	584,888
Capital	0	0	0	18,334
Debt Service	<u>638,832</u>	<u>602,482</u>	<u>563,111</u>	<u>521,423</u>
TOTAL EXPENSES	1,367,146	1,300,696	1,324,078	1,287,170
Interfund Transfer Out	<u>255</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 1,367,401</u>	<u>\$ 1,300,696</u>	<u>\$ 1,324,078</u>	<u>\$ 1,287,170</u>

Overview: The Health Complex Parking Garage's FY 2003 budget reflects a decrease of \$36,908 or 2.8 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues reflect a \$42,529 or 3.8 percent increase due to a growth in medical facility leasing requirements.
- Personnel expenses reflect a decrease of \$39,198 or 19.4 percent due primarily to the elimination of one part-time permanent position. In addition, the transfer of one full-time position to the Cumberland Garage during FY 2002 contributes to this decrease. Personnel costs also reflect the actual grades and steps of the incumbents as well as a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenses reflect an increase of \$25,644 or 4.6 percent due primarily to projected increases in depreciation expenses and in maintenance contracts for the ongoing upkeep of garage systems. This increase also includes the implementation of the computer refresh program.
- Capital expenses total \$18,334 which includes new central management software for centralizing accounting and administration of the County garages. Capital costs also include a new wireless network to support the central management system and to centralize security monitoring.
- Debt service reflects a decrease of \$41,688 or 7.4 percent due to lower interest expense.

GENERAL SERVICES (continued)

ENTERPRISE FUND

GENERAL GOVERNMENT

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Maintain annual itemized parking revenues for accurate budgeting.			
Cash	\$53,678	\$56,201	\$43,725
Stamps	\$17,900	\$28,200	\$16,500
Contracts	\$1,035,744	\$1,088,582	\$1,094,956
2. Maintain statistics on annual vehicle utilization.			
Cash	18,772	15,638	16,200
Stamps	12,066	8,052	8,300
Cardholders	23,595	24,578	24,800
Contracts	408,637	361,422	386,200
3. Determine annual revenue per space.			
Annual revenue per space	\$698	\$739	\$728
4. Determine annual operating expenditures per space.			
Annual operating expenses per space	\$268	\$547	\$800
5. Document number of formal safety training initiatives and audits for conducting training initiatives.			
Annual number of safety training initiatives conducted	12	12	12
Annual number of audits for conducting training initiatives ¹	n/a	n/a	n/a
6. Document number of recordable incidents to Risk Management.¹			
Recordable incidents documented	n/a	n/a	n/a
7. Document number of formal customer service surveys.¹			
Annual number of formal customer service surveys	n/a	n/a	n/a

¹ This department will begin measuring performance against this objective during FY 2003.

GENERAL SERVICES (continued)

ENTERPRISE FUND

GENERAL GOVERNMENT

DIVISION - Parking Garage - King and Queen

Mission: The Parking Garage at King and Queen Streets provides the parking spaces for various governmental agencies, hotel guests, County employees, and the general public.

DIVISION SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	8.60	8.60	9.40	8.60
Charges and Fees	\$ 942,670	\$ 949,816	\$ 854,795	\$ 751,875
TOTAL REVENUES	<u>\$ 942,670</u>	<u>\$ 949,816</u>	<u>\$ 854,795</u>	<u>\$ 751,875</u>
Personnel	\$ 239,300	\$ 258,322	\$ 274,787	\$ 286,203
Operating	151,407	194,707	169,428	175,607
Capital	0	0	0	18,333
TOTAL EXPENSES	<u>\$ 390,707</u>	<u>\$ 453,029</u>	<u>\$ 444,215</u>	<u>\$ 480,143</u>

Overview: The King and Queen Parking Garage's FY 2003 budget reflects an increase of \$35,928 or 8.1 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues reflect a decrease of \$102,920 or 12.0 percent due to the increased allocated employee parking and a reduction of 26 spaces allotted for secure parking for the new Judicial Center.
- Personnel expenses reflect an increase of \$11,416 or 4.2 percent due to the actual grades and steps of the incumbents as well as a 1.1 percent Cost of Living Adjustment (COLA). This increase is offset by the elimination of one part-time permanent position.
- Operating expenses reflect an increase of \$6,179 or 3.6 percent due primarily to projected increases in depreciation expenses and fleet costs based on historical and projected usage.
- Capital expenses total \$18,333 which includes new central management software for centralizing accounting and administration of the County garages. Capital costs also include a new wireless network to support the central management system and to centralize security monitoring.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Maintain annual itemized parking revenues for accurate budgeting.			
Cash	\$782,062	\$719,312	\$578,175
Stamps	\$34,500	\$30,500	\$25,700
Contracts	\$104,743	\$131,204	\$148,000
2. Maintain statistics on annual vehicle utilization.			
Cash	172,318	169,286	155,000
Stamps	6,760	6,613	4,150
Cardholders	32,222	39,095	47,500
Contracts	60,863	59,413	78,000

GENERAL SERVICES (continued)

ENTERPRISE FUND

GENERAL GOVERNMENT

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Determine annual revenue per space.			
Revenue per space	\$2,029	\$1,940	\$1,769
4. Determine annual operating expenses per space.			
Annual operating expenses per space	\$817	\$727	\$1,085
5. Determine number of formal safety training initiatives and audits for conducting training initiatives.			
Annual number of safety training initiatives conducted	12	12	12
Annual number of audits for conducting training initiatives ¹	n/a	n/a	n/a
6. Document number of recordable incidents to Risk Management.¹			
Recordable incidents documented	n/a	n/a	n/a
7. Document number of formal customer service surveys.¹			
Annual number of formal customer service surveys	n/a	n/a	n/a

¹ This department will begin measuring performance against this objective during FY 2003.

GENERAL SERVICES (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

DIVISION - Records Management

Mission: Records Management provides to all County departments, elected officials, and several external organizations storage, retrieval, imaging, and disposition of government records maintaining the historical and archival significance of vital records for the citizens of the county.

DIVISION SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	12.00	12.00	12.00	12.00
Charges and Fees	\$ 444,932	\$ 499,173	\$ 537,176	\$ 547,425
TOTAL REVENUES	444,932	499,173	537,176	547,425
Interfund Transfer In	1,130	8,570	10,437	0
TOTAL SOURCES	<u>\$ 446,062</u>	<u>\$ 507,743</u>	<u>\$ 547,613</u>	<u>\$ 547,425</u>
Personnel	\$ 343,511	\$ 371,971	\$ 383,267	\$ 388,765
Operating	154,071	187,755	169,425	158,660
Capital	0	0	150,000	56,180
TOTAL EXPENSES	<u>\$ 497,582</u>	<u>\$ 559,726</u>	<u>\$ 702,692</u>	<u>\$ 603,605</u>

Overview: The Records Management FY 2003 budget is decreased \$99,087 or 14.1 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues reflect a projected increase of \$10,249 or 1.9 percent due to expected growth in revenues primarily derived from microfilming charges.
- Personnel expenses are increased \$5,498 or 1.4 percent reflecting the actual grades and steps of the incumbents and a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenses are decreased by \$10,765 or 6.3 percent primarily reflecting lower photo and microfilm supply costs. Telephone charges also reflect a decrease due to higher than normal expenses in the prior year related to the installation of a new phone system.
- Capital expenses total \$56,180 for the purchase of a microfilm scanner. The scanner is part of a continuing program to digitize the County's vast store of records and thus provide an enterprise-wide imaging system solution.

GENERAL SERVICES (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Apply user trends and historical data to prepare estimates for records storage budget.			
Boxes stored:			
Internal	17,534	17,027	17,600
External	4,068	5,538	5,309
Transfers:			
Internal	2,058	1,879	2,000
External	135	100	125
Retrievals:			
Internal	4,330	3,872	4,500
External	101	94	100
Destructions:			
Internal	2,229	1,802	2,200
External	1,768	100	43
Transports:			
Internal	426	324	400
External	6	7	10
New boxes:			
Internal	3,367	3,040	3,500
External	129	140	125
2. Apply user trends and historical data to prepare estimates for microfilming budget.			
Planetary pages:			
Internal	557,746	700,000	565,500
External	0	0	0
Rotary pages:			
Internal	746,100	1,097,960	750,000
External	16,266	0	0
Diazo duplicates:			
Internal	1,156	2,000	1,200
External	6	50	10
Silver duplicates:			
Internal	733	950	800
External	144	125	150
Rolls processed:			
Internal	1,156	1,700	1,175
External	6	125	125
Pages processed:			
Internal	804,761	1,350,000	900,000
External	16,266	0	0
3. Maintain accurate records and microfilm charges for customer.			
Internal records charges	\$205,388	\$212,688	\$207,475
External records charges	\$55,619	\$59,992	\$54,755
Internal microfilm charges	\$286,171	\$266,578	\$293,400
External microfilm charges	\$5,767	\$1,918	\$687
4. Apply user trends and historical data to prepare estimates for Internal Service Fund budgets and for external clients based on client adherence to approved records retention schedules and implement destruction schedules as directed and advised by SC State Archives.			
Percentage of boxes approved by clients for destruction.	28.0%	35.0%	25.0%
5. Document formal safety training and utilize formal training aids.			
Training initiatives conducted.	52	55	60

GENERAL 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:	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>
Positions/FTE	3.00	4.00	4.00	4.00
Charges and Fees	\$ 1,568,545	\$ 1,697,141	\$ 1,903,711	\$ 1,892,761
TOTAL REVENUES	1,568,545	1,697,141	1,903,711	1,892,761
Interfund Transfer In	24,316	6,229	7,451	0
TOTAL SOURCES	<u>\$ 1,592,861</u>	<u>\$ 1,703,370</u>	<u>\$ 1,911,162</u>	<u>\$ 1,892,761</u>
Personnel	\$ 182,478	\$ 267,775	\$ 274,919	\$ 281,915
Operating	1,441,393	1,500,857	1,632,072	1,610,846
Capital	0	0	11,475	21,936
TOTAL EXPENSES	<u>\$ 1,623,871</u>	<u>\$ 1,768,632</u>	<u>\$ 1,918,466</u>	<u>\$ 1,914,697</u>

Overview: The Telecommunications Division's FY 2003 budget is decreased \$3,769 or 0.2 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Total sources are decreased \$18,401 or 1.0 percent reflecting a decrease in growth in telephone and pager usage.
- Personnel expenses include a \$6,996 or 2.5 percent increase reflecting the actual grades and steps of the incumbents and a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenses are decreased \$21,226 or 1.3 percent primarily due to the elimination of telephone service at the former alternate Emergency Operations Center (EOC) at Rivers Avenue. The County's EOC will now be located at the Public Services Building (PSB). In addition, no telephone, fax or pager expansions are funded.
- Capital expenses total \$21,936 of which \$12,000 will be used to purchase new telecommunications equipment that will enable the use of Caller ID service for certain offices within the Sheriff's Department. The remaining \$9,936 will be used for new telephone test equipment.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Projected</u>
1. Maintain monthly and cumulative charge-back dollar amounts on telephones and compare with budget as a percentage.			
Average monthly telephone charges	\$127,230	\$132,641	\$130,109
Average monthly cellular charges	\$13,378	\$15,415	\$16,454
Percentage of budget expended for above	100%	90.0%	100%

GENERAL SERVICES (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
2. Maintain monthly and cumulative charge-back amounts on pagers and compare with budget as a percentage.			
Average monthly pager charges	\$8,917	\$9,580	\$10,166
Percentage of budget expended	100%	100%	100%
3. 100% accountability of pagers in service.			
Percentage of pagers accounted for	100%	100%	100%
Total pagers	828	873	880
4. 100% accountability of cellular phones in service.			
Percentage of cellular phones accounted for	100%	100%	100%
Total cellular phones	405	420	422
5. 100% accountability of maintenance calls per month.			
Percentage of maintenance calls accounted for	90.0%	90.0%	90%
Average monthly maintenance calls	75	80	80
6. Document formal safety training and utilize formal training aids.			
Annual safety training initiatives conducted	12	12	12

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	16.00	16.00	16.00	15.00
Personnel	\$ 691,825	\$ 805,506	\$ 895,884	\$ 870,548
Operating	334,942	342,822	307,313	264,727
Capital	<u>3,191</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	1,029,958	1,148,328	1,203,197	1,135,275
Interfund Transfer Out	<u>37,970</u>	<u>7,500</u>	<u>7,500</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 1,067,928</u>	<u>\$ 1,155,828</u>	<u>\$ 1,210,697</u>	<u>\$ 1,135,275</u>

Overview: The FY 2003 Human Resources' budget reflects a decrease of \$75,422 or 6.2 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures reflect a decrease of \$25,336 or 2.8 percent due to the elimination of a vacant Human Resources Assistant and a vacant temporary position. Personnel costs reflect the actual grades and steps of the incumbents.
- Operating expenditures represent a decrease of \$42,586 or 13.9 percent. Operating costs reflect a reduction in employee recruitment costs due to the ongoing hiring freeze. Operating expenditures also reflect a reduction in training due to the out-of-town travel freeze per the Administrator's FY 2003 budget guidance. In addition, operating costs include higher funding for in-house training related to the leadership training program.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Process and forward applications to departments with a turnaround of 100% within 10 business days with 66% of the applications forwarded within 5 business days of closing of the position.			
Applications processed	7,609	5,726	6,000
Turnaround of applications within 10 business days	100%	100%	100%
Turnaround of applications within 5 business days	66.0%	60.4%	65.0%
2. Resolve 95% of benefit questions or problems within 2 business days with at least a 90% customer satisfaction rating.			
Benefits' consults	9,500	9,435	9,500
Personnel actions	26,800	15,141	20,000
Percentage resolved	91.1%	93.7%	95.0%
Survey approval rating	93.8%	97.8%	95.0%

HUMAN RESOURCES (continued)

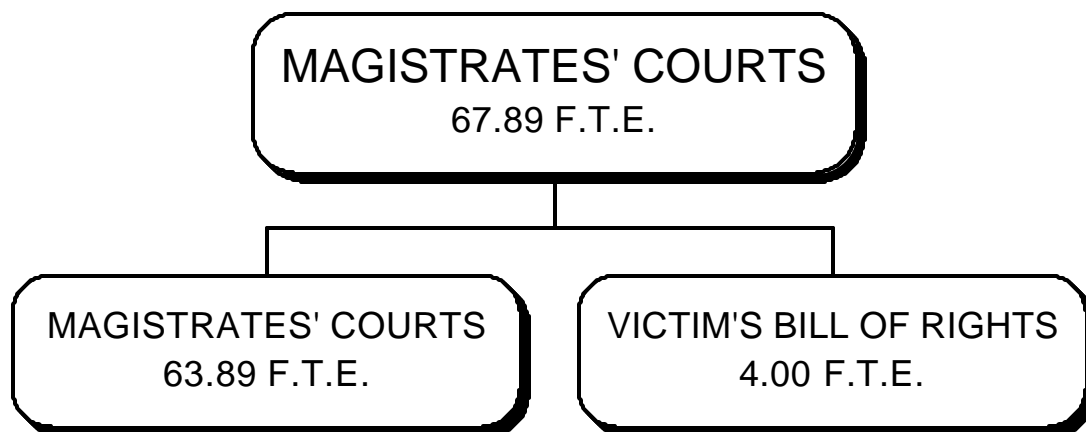
GENERAL FUND

GENERAL GOVERNMENT

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Receive “good” to “excellent” ratings in categories of relevance, quality of program, and quality of presenter from at least 95% of the respondents based upon written evaluations completed at the end of each training session.			
Employees attending training sessions	3,470	5,366	5,000
Relevance	94.0%	97.0%	98.0%
Quality of program	99.0%	99.0%	99.0%
Quality of presenter	96.0%	98.0%	98.0%

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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:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	66.36	67.36	67.89	67.89
General Fund	\$ 2,852,878	\$ 3,200,914	\$ 2,820,500	\$ 2,945,500
Special Revenue Fund	<u>401,922</u>	<u>415,323</u>	<u>393,910</u>	<u>395,000</u>
TOTAL SOURCES	<u>\$ 3,254,800</u>	<u>\$ 3,616,237</u>	<u>\$ 3,214,410</u>	<u>\$ 3,340,500</u>
General Fund	\$ 2,840,776	\$ 3,310,394	\$ 3,493,651	\$ 3,555,598
Special Revenue Fund	<u>117,553</u>	<u>146,389</u>	<u>189,746</u>	<u>203,589</u>
TOTAL DISBURSEMENTS	<u>\$ 2,958,329</u>	<u>\$ 3,456,783</u>	<u>\$ 3,683,397</u>	<u>\$ 3,759,187</u>

Sources: Anticipated revenues are increased \$126,090 or 3.9 percent. This increase reflects the anticipated growth in civil fees and a decline in the fines rebates to the state. Of this increase \$1,090 reflects anticipated growth in victim restitution assessments this fiscal year.

Disbursements: Disbursements are increased \$75,790 or 2.1 percent. This increase is due primarily to higher personnel costs which reflects the actual grades and steps of the incumbents. A state mandated Cost of Living Adjustment (COLA) of 2.5 percent for the Magistrates also contributes to this increase. Operating expenditures are decreased \$418 or 0.1 percent.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	62.36	63.36	63.89	63.89
Intergovernmental	\$ 17,171	\$ 11,453	\$ 0	\$ 0
Charges and Fees	850,456	935,048	920,000	950,000
Fines and Forfeiture	1,979,781	2,237,109	1,900,000	1,995,000
Interest Revenue	<u>5,470</u>	<u>17,304</u>	<u>500</u>	<u>500</u>
TOTAL REVENUES	<u>\$ 2,852,878</u>	<u>\$ 3,200,914</u>	<u>\$ 2,820,500</u>	<u>\$ 2,945,500</u>
Personnel	\$ 2,473,542	\$ 2,943,870	\$ 3,082,875	\$ 3,150,437
Operating	355,332	358,771	410,776	405,161
Capital	<u>11,470</u>	<u>7,753</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	2,840,344	3,310,394	3,493,651	3,555,598
Interfund Transfer Out	<u>432</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 2,840,776</u>	<u>\$ 3,310,394</u>	<u>\$ 3,493,651</u>	<u>\$ 3,555,598</u>

Overview: The Magistrates' Courts FY 2003 budget is increased \$61,947 or 1.8 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are increased \$125,000 or 4.4 percent. This increase reflects the anticipated growth in civil fees and a projected decline in the rebate of fines to the State based on historical activity.
- Personnel expenditures are increased \$67,562 or 2.2 percent, which reflects the actual grades and steps of incumbents.
- Operating expenditures are decreased \$5,615 or 1.4 percent. Reduced appropriations for training, telephone and subscription costs contribute to this decrease. Training is budgeted to meet the Administrator's guidance for FY 2003. Subscription costs are reduced due to the consolidation of the Westlaw subscription in the Legal Department. Telephone charges reflect anticipated usage. Offsetting these decreases is an increase in postage charges reflecting an anticipated rate increase.

MAGISTRATES' COURTS (continued)

GENERAL FUND

JUDICIAL

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

FY 2001
Actual

FY 2002
Actual

FY 2003
Projected

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

Cases filed	n/a	6,708	7,520
Disposed cases ¹	n/a	7,155	7,000
Percentage of cases disposed	n/a	100.7%	93.0%
Average case age in days	n/a	115	100
Cost per case	n/a	\$61.11	\$75.00

¹ FY 2002 includes outstanding cases from the previous fiscal year.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	4.00	4.00	4.00	4.00
Intergovernmental	\$ 400	\$ 491	\$ 0	\$ 0
Charges and Fees	<u>401,522</u>	<u>414,832</u>	<u>393,910</u>	<u>395,000</u>
TOTAL REVENUES	<u>\$ 401,922</u>	<u>\$ 415,323</u>	<u>\$ 393,910</u>	<u>\$ 395,000</u>
Personnel	\$ 112,846	\$ 132,578	\$ 176,016	\$ 184,662
Operating	4,707	13,811	13,730	18,927
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 117,553</u>	<u>\$ 146,389</u>	<u>\$ 189,746</u>	<u>\$ 203,589</u>

Overview: The Victim's Bill of Rights FY 2003 budget is increased \$13,843 or 7.3 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are increased \$1,090 or 0.3 percent. This increase reflects anticipated growth in assessment fees.
- Personnel expenditures are increased \$8,646 or 4.9 percent. The actual grades and steps of incumbents and higher overtime costs, offset by reduced temporary costs, contribute to this increase.
- Operating expenditures are increased \$5,197 or 37.9 percent. Higher postage, copier and office expenses are required to support the anticipated growth in workload. These increases are partially offset by a decrease in travel and training as set by the Administrator's FY 2003 budget guidance.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Increase service to all eligible victims as mandated by State statutes. Percentage of victims requesting and receiving service in accordance with Victim's Bill of Rights.	98.0%	98.0%	98.0%
2. Ensure that 80% of the victims are satisfied with the court system. Percentage of victims who appear before the court without undue hardship or inconvenience.	95.0%	95.0%	95.0%
Percentage of victims who perceive that the judges and court personnel were courteous and responsive to them.	90.0%	95.0%	95.0%

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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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	3.00	5.00	5.00	6.00
General Fund	\$ 0	\$ 0	\$ 0	\$ 0
Internal Service Fund	<u>1,880,474</u>	<u>1,326,648</u>	<u>1,200,000</u>	<u>1,300,000</u>
TOTAL SOURCES	<u>\$ 1,880,474</u>	<u>\$ 1,326,648</u>	<u>\$ 1,200,000</u>	<u>\$ 1,300,000</u>
General Fund	\$ 1,428,120	\$ 1,810,137	\$ 1,893,272	\$ 1,828,146
Internal Service Fund	<u>1,081,748</u>	<u>1,422,268</u>	<u>1,205,000</u>	<u>1,771,528</u>
TOTAL DISBURSEMENTS	<u>\$ 2,509,868</u>	<u>\$ 3,232,405</u>	<u>\$ 3,098,272</u>	<u>\$ 3,599,674</u>

Sources: Total sources are increased \$100,000 or 8.3 percent. This increase reflects anticipated growth in Worker's Compensation premiums based on historical analysis and trends.

Disbursements: Total disbursements are increased \$501,402 or 16.2 percent. Personnel costs are increased \$56,170 or 15.7 percent. This increase reflects the transfer of one FTE from Human Resources to the Worker's Compensation Division to support the growth in workload related to safety issues. Operating expenses are increased \$445,232 or 16.2 percent, which reflects growth in insurance premiums this fiscal year.

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:	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>
Positions/FTE	3.00	5.00	5.00	3.00
Personnel	\$ 54,834	\$ 160,541	\$ 260,174	\$ 70,050
Operating	714,028	879,379	1,633,098	1,758,096
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	768,862	1,039,920	1,893,272	1,828,146
Interfund Transfer Out	<u>659,258</u>	<u>770,217</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 1,428,120</u>	<u>\$ 1,810,137</u>	<u>\$ 1,893,272</u>	<u>\$ 1,828,146</u>

Overview: The Risk Management Division's FY 2003 budget is decreased \$65,126 or 3.4 percent from FY 2002.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures are decreased \$190,124 or 73.1 percent, which reflects the transfer out of two FTEs (Safety Manager and Compliance Officer) to the Workers' Compensation Division. In addition, the budget reflects increased reimbursement in from the Workers' Compensation Fund to support the percentage of workers' compensations and safety duties performed by the General Fund staff.
- Operating expenditures are increased \$124,998 or 7.7 percent. Growth in fire insurance required to support full-year funding of the Judicial Center, which will open in FY 2003, and higher auto, aircraft, inland marine and tort liability costs contribute to this increase. All insurance costs are based on projected rates for FY 2003 per the Insurance Reserve Fund.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Projected</u>
1. Review and approve insurance certificates required of contractors performing work for the County, with a turnaround of 100%, within two business days.			
Two business days turnaround on approving insurance certificates for contractors	100%	100%	100%
2. Submit insurance renewal applications to insurance carriers 30 days prior to renewal date.			
Submitting insurance renewal applications to insurance carriers 30 days prior to renewal date	100%	83.0%	95.0%
3. Develop files documenting orientation training completed of all new hires within 10 working days of orientation.			
Training completed ¹	2,050	296	300
Percentage filed within 10 working days	95.0%	94.5%	95.0%

SAFETY & RISK MANAGEMENT (continued)

GENERAL FUND

GENERAL GOVERNMENT

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
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.			
County vehicle accidents	287	277	281
Tort and property claims	150	151	150
Two business days turnaround on reporting insurance claims to carriers	97.0%	96.1%	96.0%

¹FY 2002 and FY 2003 reflect a hiring freeze.

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:	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>
Positions/FTE	-	-	-	3.00
Charges and Fees	\$ 1,659,317	\$ 1,071,244	\$ 1,200,000	\$ 1,300,000
Interest Revenues	219,260	253,116	0	0
Miscellaneous	<u>1,897</u>	<u>2,288</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	<u>\$ 1,880,474</u>	<u>\$ 1,326,648</u>	<u>\$ 1,200,000</u>	<u>\$ 1,300,000</u>
Personnel	\$ 82,249	\$ 122,234	\$ 96,983	\$ 343,277
Operating	999,499	1,300,034	1,108,017	1,428,251
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENSES	<u>\$ 1,081,748</u>	<u>\$ 1,422,268</u>	<u>\$ 1,205,000</u>	<u>\$ 1,771,528</u>
Increase (Use) of Fund Balance	\$ 798,726	\$ (95,620)	\$ (5,000)	\$ (471,528)
Beginning Fund Balance	<u>2,732,085</u>	<u>3,530,811</u>	<u>3,435,191</u>	<u>3,430,191</u>
Ending Fund Balance	<u>\$ 3,530,811</u>	<u>\$ 3,435,191</u>	<u>\$ 3,430,191</u>	<u>\$ 2,958,663</u>

Overview: The Safety/Workers' Compensation Divisions budget is increased \$566,528 or 47.0 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenses are increased \$246,294 or 254.0 percent, of which \$214,636 reflects the transfer-in of the Safety Division which consists of three FTEs and temporary staff from Risk Management. The remaining \$31,658 of this increase reflects growth in the reimbursement-out to the General Fund which reflects the allocation of time to the Safety Program.
- Operating expenses are increased \$320,234 or 28.9 percent. Anticipated growth in worker's compensation premiums contributes to this increase. The remainder reflects the transfer in of the Safety Division from the General Fund this fiscal year.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Projected</u>
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.			
Two business day completion of log	100%	100%	100%
Submission of reports by the prescribed deadline	100%	100%	100%

SAFETY & RISK MANAGEMENT (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

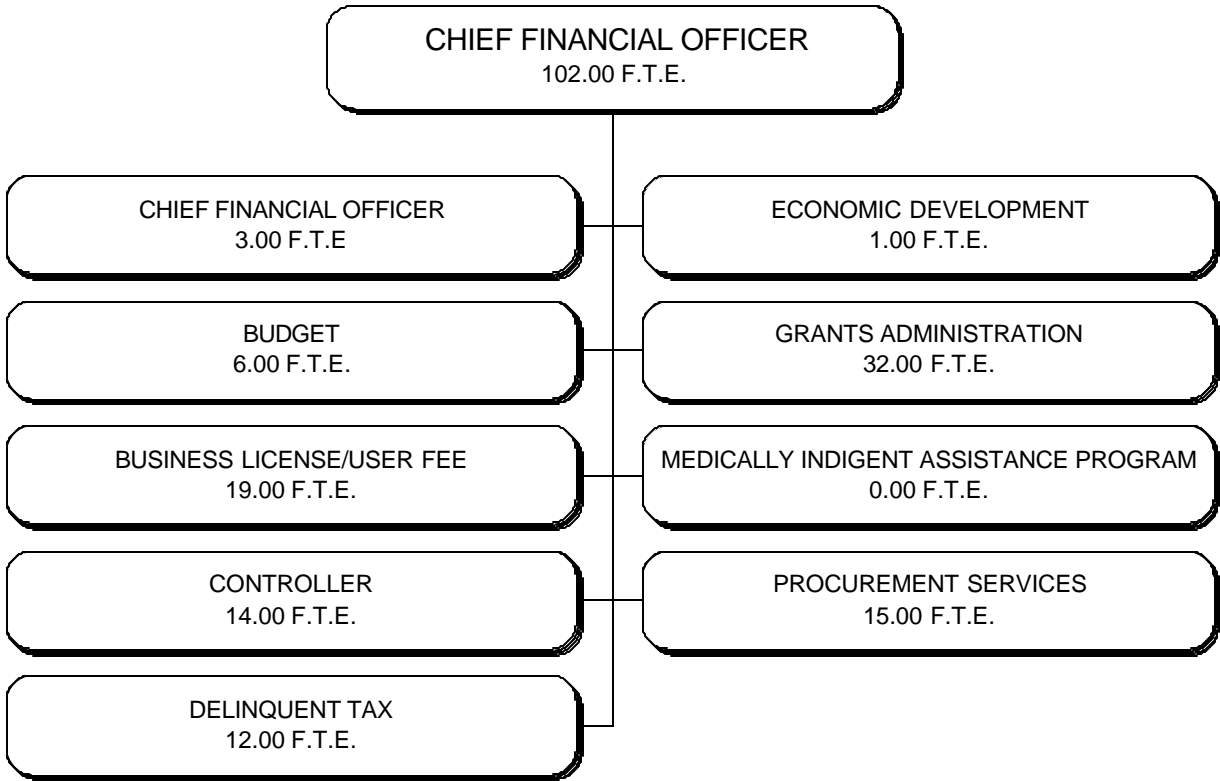
	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
2. Administer and maintain all workers' compensation policies and claim files for the County, with 100% of the claims being reported within two business days. Claims will be submitted by the prescribed deadlines to avoid all fines.			
Workers' compensation claims	391	408	388
Two business days turnaround on reporting insurance claims to carriers	97.0%	96.1%	96.0%
Workers' compensation fines assessed and paid	None	None	None
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.			
Environmental liabilities incurred per the audited financial statements	0	0	0
4. Investigate and/or insure the investigation of all on-the-job injuries within 10 working days to determine cause and corrective measures for future prevention of similar injuries.			
On-the-job injuries	391	408	388
Percentage processed within 10 working days of receipt	90.0%	91.6%	93.0%
5. Respond to employee complaints for safety hazards and IAQ¹ problems within 2 working days.			
Employee complaints received	n/a	107	60
Percentage of complaints responded to within 2 working days	n/a	90.5%	95.0%
6. Offer the DDC-4² classes (VCRB³ directed) to all new drivers two months after the hire date.			
New drivers trained in DDC-4	205	192	225
Percentage of new drivers trained in DDC-4	90.0%	90.0%	92.0%

1 Indoor Air Quality

2 Defensive Driving Course

3 Vehicle Collision Review Board

CHIEF FINANCIAL OFFICER



CHIEF FINANCIAL OFFICER

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Chief Financial Officer is responsible for the coordination and management of seven departments which include Budget, Business License/User Fee, Controller, Delinquent Tax, Economic Development, Grants Administration, and Procurement Services.

DEPARTMENTAL SUMMARY:

	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	2.00	2.00	3.00	3.00
Personnel	\$ 155,937	\$ 167,581	\$ 238,206	\$ 185,658
Operating	15,840	60,371	19,718	17,247
Capital	<u>0</u>	<u>1,478</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 171,777</u>	<u>\$ 229,430</u>	<u>\$ 257,924</u>	<u>\$ 202,905</u>

Overview: The Chief Financial Officer's FY 2003 budget reflects a decrease of \$55,019 or 21.3 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures reflect a decrease of \$52,548 or 22.1 due primarily to the elimination of funding for a vacant Project Officer II position. This decrease is offset by the actual grades and steps of the incumbents.
- Operating expenditures reflect a decrease of \$2,471 or 12.5 percent due primarily to a reduction in travel costs based on the Administrator's travel freeze implemented in September 2001 and FY 2003 budget guidance.

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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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	6.00	6.00	6.00	6.00
Personnel	\$ 350,338	\$ 376,588	\$ 402,886	\$ 404,678
Operating	26,509	29,676	36,874	32,776
Capital	<u>1,773</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	378,620	406,264	439,760	437,454
Interfund Transfer Out	<u>37,900</u>	<u>7,500</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 416,520</u>	<u>\$ 413,764</u>	<u>\$ 439,760</u>	<u>\$ 437,454</u>

Overview: The Budget Department's FY 2003 budget reflects a decrease of \$2,306 or 0.5 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

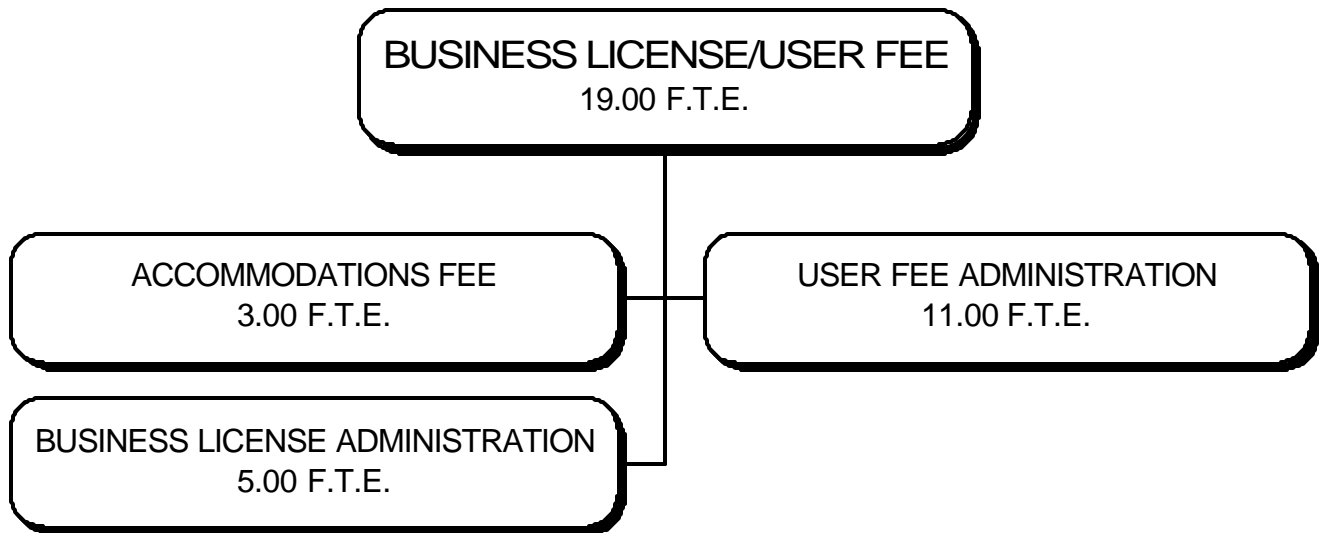
- Personnel expenditures include an increase of \$1,792 or 0.4 percent. This increase reflects the actual grades and steps of the incumbents.
- Operating expenditures reflect a decrease of \$4,098 or 11.1 percent that is primarily due to the cancellation of out-of-town training and conferences per the Administrator's FY 2003 budget guidance.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
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. The budget document rated as a communication device	proficient	proficient	outstanding
2. Process budget transfers with an average turnaround of 3 days and with an average error rate of #3.5%. Average turnaround days on processing transfers Average error rate on processing transfers	4.8 4.3%	2.3 3.3%	3.0 3.5%
3. Process personnel actions with a turnaround of 1 day. Turnaround days on processing personnel actions	1.3	1.5	1.0
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. Rating average Percentage of departments responding Percentage of departments rating \$4.5	4.8 56.9% 93.1%	4.8 49.0% 80.0%	4.5 60.0% 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:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	20.00	20.00	20.00	19.00
General Fund	\$ 1,828,623	\$ 2,083,267	\$ 1,875,000	\$ 1,875,000
Special Revenue Fund	6,416,788	6,574,565	6,490,000	6,713,000
Enterprise Fund	<u>19,246,018</u>	<u>20,504,385</u>	<u>18,840,050</u>	<u>20,800,000</u>
TOTAL SOURCES	<u>\$ 27,491,429</u>	<u>\$ 29,162,217</u>	<u>\$ 27,205,050</u>	<u>\$ 29,388,000</u>
General Fund	\$ 236,454	\$ 252,821	\$ 263,463	\$ 270,120
Special Revenue Fund	6,420,088	6,483,319	5,668,075	5,760,764
Enterprise Fund	<u>1,132,043</u>	<u>1,753,406</u>	<u>1,002,717</u>	<u>934,920</u>
TOTAL DISBURSEMENTS	<u>\$ 7,788,585</u>	<u>\$ 8,489,546</u>	<u>\$ 6,934,255</u>	<u>\$ 6,965,804</u>

Sources: The sources of funds for Business License/User Fee total \$29,388,000 and reflect a \$2,182,950 or 8.0 increase from the FY 2002 budget. The primary portion of this increase is due to anticipated growth in Solid Waste user fee revenue based on historical and current trends.

Disbursements: The budget for Business License/User Fee represents a \$31,549 or 0.5 percent increase. The increase primarily reflects a greater portion of accommodations fee revenue becoming due and payable to the Charleston Visitors Bureau and to municipalities within Charleston County. It also reflects an increase in the transfer of a portion of this revenue to the General Fund. Partially offsetting these increases are decreased personnel costs due to the transfer of a full-time position to the Chief Information Officer and the elimination of capital costs arising from decreased funding for fleet expansion vehicles.

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 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved
Positions/FTE	3.00	3.00	3.00	3.00
Charges and Fees	\$ 6,136,774	\$ 6,361,535	\$ 6,365,000	\$ 6,588,000
Interest Revenue	<u>280,014</u>	<u>213,030</u>	<u>125,000</u>	<u>125,000</u>
TOTAL REVENUES	<u>\$ 6,416,788</u>	<u>\$ 6,574,565</u>	<u>\$ 6,490,000</u>	<u>\$ 6,713,000</u>
Personnel	\$ 124,465	\$ 125,204	\$ 131,381	\$ 135,007
Operating	3,602,264	3,349,465	3,626,694	3,680,757
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	3,726,729	3,474,669	3,758,075	3,815,764
Interfund Transfer Out	<u>2,693,359</u>	<u>3,008,650</u>	<u>1,910,000</u>	<u>1,945,000</u>
TOTAL DISBURSEMENTS	<u>\$ 6,420,088</u>	<u>\$ 6,483,319</u>	<u>\$ 5,668,075</u>	<u>\$ 5,760,764</u>
Increase (Use) of Fund Balance	\$ (3,300)	\$ 91,246	\$ 821,925	\$ 952,236
Beginning Fund Balance	<u>1,359,361</u>	<u>1,356,061</u>	<u>1,447,307</u>	<u>2,244,232</u>
Ending Fund Balance	<u>\$ 1,356,061</u>	<u>\$ 1,447,307</u>	<u>\$ 2,269,232</u>	<u>\$ 3,196,468</u>

Overview: The FY 2003 Accommodations Fee budget represents a \$92,689 or 1.6 percent increase from FY 2002.

Funding Adjustments for FY 2003 Include:

- Revenues total \$6,713,000 and reflect an increase of \$223,000 or 3.4 percent. This increase is reflective of projected modest growth in tourism in the Charleston area.
- Personnel expenditures are increased \$3,626 or 2.8 percent to reflect the actual grades and steps of the incumbents and a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenditures are increased \$54,063 or 1.5 percent primarily reflecting an increase in the formula-driven allocations due to municipalities within Charleston County.
- Interfund transfer out totals \$1,945,000. These funds 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.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	5.00	5.00	5.00	5.00
Licenses and Permits	\$ 1,825,238	\$ 2,081,393	\$ 1,875,000	\$ 1,875,000
Miscellaneous	<u>3,385</u>	<u>1,874</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	<u>\$ 1,828,623</u>	<u>\$ 2,083,267</u>	<u>\$ 1,875,000</u>	<u>\$ 1,875,000</u>
Personnel	\$ 199,785	\$ 210,967	\$ 223,484	\$ 231,774
Operating	36,669	33,885	39,979	38,346
Capital	<u>0</u>	<u>7,969</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 236,454</u>	<u>\$ 252,821</u>	<u>\$ 263,463</u>	<u>\$ 270,120</u>

Overview: The Business License Administration's FY 2003 budget reflects an increase of \$6,657 or 2.5 percent over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues total \$1,875,000 and represent no change from the prior year.
- Personnel expenditures increased \$8,290 or 3.7 percent from the FY 2002 budget to reflect the actual grades and steps of the incumbents.
- Operating expenditures decreased \$1,633 or 4.1 percent. This decrease is a result of the provision for training and conferences being reduced reflecting a policy change for overnight travel. Also contributing to this amount is a decrease in printing costs reflecting anticipated vendor discounts.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Increase business license field inspections by 2%.			
Field inspections	9,739	15,768	16,080
Percentage increase	28.1%	62.0%	2.0%
2. Locate 2% more businesses operating illegally.			
Illegal business located	567	831	850
Percentage increase	0.1%	47.0%	2.0%
3. Increase audits conducted by 2%.			
Audits conducted	569	917	935
Percentage increase	(5.9%)	61.0%	2.0%

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 2000	FY 2001	FY 2002	FY 2003
	<u>Actual</u>	<u>Actual</u>	<u>Adjusted</u>	<u>Approved</u>
Positions/FTE	12.00	12.00	12.00	11.00
Charges and Fees	\$ 19,246,018	\$ 20,440,330	\$ 18,785,000	\$ 20,740,000
Interest	0	55,807	55,000	55,000
Miscellaneous	0	8,248	50	5,000
TOTAL REVENUES	<u>\$ 19,246,018</u>	<u>\$ 20,504,385</u>	<u>\$ 18,840,050</u>	<u>\$ 20,800,000</u>
Personnel	\$ 486,162	\$ 505,447	\$ 573,427	\$ 532,257
Operating	645,881	1,247,959	412,290	402,663
Capital	0	0	17,000	0
TOTAL EXPENSES	<u>\$ 1,132,043</u>	<u>\$ 1,753,406</u>	<u>\$ 1,002,717</u>	<u>\$ 934,920</u>

Overview: The User Fee Administration Division's FY 2003 budget reflects a \$67,797 or 6.8 percent decrease from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues total \$20,800,000 and represent a \$1,959,950 or 10.4 percent increase to reflect projected growth in user fee collections based on historical activity.
- Personnel expenses are decreased \$41,170 or 7.2 percent due to the transfer of an Information Technology System Specialist to the Chief Information Officer. This decrease is partially offset by an amount necessary to accommodate the actual grades and steps of the incumbents and a 1.1 percent Cost of Living Adjustment (COLA).
- Operating expenses are decreased \$9,627 or 2.3 percent largely due to reductions for legal fees, trustee fees, and postage charges. Legal fees have been decreased due to a new process set up by the Legal Department whereby citizens are notified by phone prior to court action thus reducing the number of court case filings. Postage charges are reduced based on historical and anticipated usage. These decreases are partially offset by an increase in allocated General Fund administration charges.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001	FY 2002	FY 2003
	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>
1. Increase inspections by 2%.			
Field inspections	3,219	4,365	4,450
Percentage increase	3.4%	36.0%	2.0%

BUSINESS LICENSE/USER FEE (continued)**ENTERPRISE FUND****PUBLIC WORKS**

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
2. Increase hauler updates by 3%.			
Hauler accounts examined	3,322	7,090	7,230
Percentage increase	(7.6%)	113.0%	2.0%
3. Increase court actions by 3%.			
Court cases prepared	1,625	2,290	2,335
Percentage increase	(27.4%)	41.0%	2.0%
4. Increase collection letters by 5%.			
Collection letters prepared	399	3,513	3,580
Percentage increase	83.8%	780.0%	2.0%

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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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	14.00	14.00	14.00	14.00
Charges and Fees	\$ 0	\$ 4,422	\$ 0	\$ 6,500
Miscellaneous	<u>0</u>	<u>56,000</u>	<u>15,000</u>	<u>15,000</u>
TOTAL REVENUES	<u>\$ 0</u>	<u>\$ 60,422</u>	<u>\$ 15,000</u>	<u>\$ 21,500</u>
Personnel	\$ 676,495	\$ 702,931	\$ 746,780	\$ 744,038
Operating	99,859	100,942	108,526	106,456
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	776,354	803,873	855,306	850,494
Interfund Transfer Out	<u>37,900</u>	<u>7,500</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 814,254</u>	<u>\$ 811,373</u>	<u>\$ 855,306</u>	<u>\$ 850,494</u>

Overview: The Controller's FY 2003 budget reflects a decrease of \$4,812 or 0.6 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues represent an increase of \$6,500 or 43.3 percent. The additional revenue reflects anticipated child support administration fees collected through payroll deductions.
- Personnel expenditures include a decrease of \$2,742 or 0.4 percent. This decrease reflects a reduction in funding for temporary positions due to the elimination of high school student help. Personnel costs also reflect the actual grades and steps of the incumbents.
- Operating expenditures reflect a decrease of \$2,070 or 1.9 percent. This amount reflects reductions in office expenses based on historical usage and in training and conferences due to the out-of-state travel freeze. These savings are offset by higher accounting and audit services due to the implementation of the Governmental Accounting Standards Board's new financial reporting model.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Maintain or improve the County's bond rating from the major rating agencies:			
General Obligation Bond rating:			
Standard & Poors	AA	AA+	AA+
Moody's Investors Service	Aa3	Aa1	Aa1
Fitch IBCA, Duff & Phelps	n/a	AA	AA

CONTROLLER (continued)

GENERAL FUND

GENERAL GOVERNMENT

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
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.¹			
Conformity with GAAP	Acceptable	Applied	Acceptable
Compliance with Legal & Contractual Provisions	Acceptable	Applied	Acceptable
Letter of Transmittal	Acceptable	Applied	Acceptable
Statistical Section	Acceptable	Applied	Acceptable
Standard Terminology & Formatting Conventions	Acceptable	Applied	Acceptable
Sufficient Disclosures	Acceptable	Applied	Acceptable
Minimizing Ambiguities	Acceptable	Applied	Acceptable
Cohesiveness	Acceptable	Applied	Acceptable
Implementation of Suggestions for Improvement	Acceptable	Applied	Acceptable
Reader Appeal	Acceptable	Applied	Acceptable
3. Submit 100% of regulatory filings by the prescribed deadline to avoid penalties and receive maximum benefits allowed.			
Payroll tax deposits and returns	100%	100%	100%
1099 forms	100%	100%	100%
Sales and use tax returns	100%	100%	100%
Arbitrage returns and reports	100%	100%	100%
Single Audit Reports	100%	100%	100%
Annual County Financial Report to State of South Carolina	100%	100%	100%
DSS Unit Cost Form	100%	100%	100%
Forfeiture Annual Certification	100%	100%	100%
4. Prepare the Comprehensive Annual Financial Report (CAFR) within 180 days after fiscal year end.			
External auditor proposed adjustments	0	0	0
Days to close fiscal year accounts	71	50	50
Journal entries required after year end	125	100	100
Management letter comments/material weaknesses	1	0	0

¹ FY 2002 CAFR rating has not been received.

DELINQUENT TAX

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Delinquent Tax Department investigates and collects delinquent ad valorem real and personal 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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	12.00	12.00	12.00	12.00
Charges and Fees	\$ 277,230	\$ 435,156	\$ 580,000	\$ 580,000
Interest	748,605	402,381	300,000	150,000
Miscellaneous	<u>16,209</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	<u>\$ 1,042,044</u>	<u>\$ 837,537</u>	<u>\$ 880,000</u>	<u>\$ 730,000</u>
Personnel	\$ 492,315	\$ 548,892	\$ 737,621	\$ 634,844
Operating	165,996	133,625	267,340	214,751
Capital	<u>7,229</u>	<u>3,887</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	665,540	686,404	1,004,961	849,595
Interfund Transfer Out	<u>1,637</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 667,177</u>	<u>\$ 686,404</u>	<u>\$ 1,004,961</u>	<u>\$ 849,595</u>

Overview: The Delinquent Tax Department's FY 2003 budget is decreased \$155,366 or 15.5 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are decreased \$150,000 or 17.0 percent, reflective of anticipated reduced interest income this fiscal year.
- Personnel expenditures are decreased \$102,777 or 13.9 percent, and is due primarily to a reduction in the number of parcels requiring extensive title searches prior to a delinquent property tax sale. The budget reflects the actual grades and steps of the incumbents.
- Operating expenditures are decreased \$52,589 or 19.7 percent. Reduced security, printing and advertising costs contribute to this decrease. Security costs are reduced due to a modification to the contract related to the excessive liability fee. Printing costs are reduced due to an anticipated change in the printing contract. Advertising costs are decreased due to a one-time expenditure in FY 2002.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Attain collection rates of 95% for valid delinquent real property taxes.			
Real property execution pre-sale	99.9%	95.3%	96.0%
Total real property tax dollars pre-sale	\$7,111,076	\$7,615,324	\$7,000,750

DELINQUENT TAX (continued)

GENERAL FUND

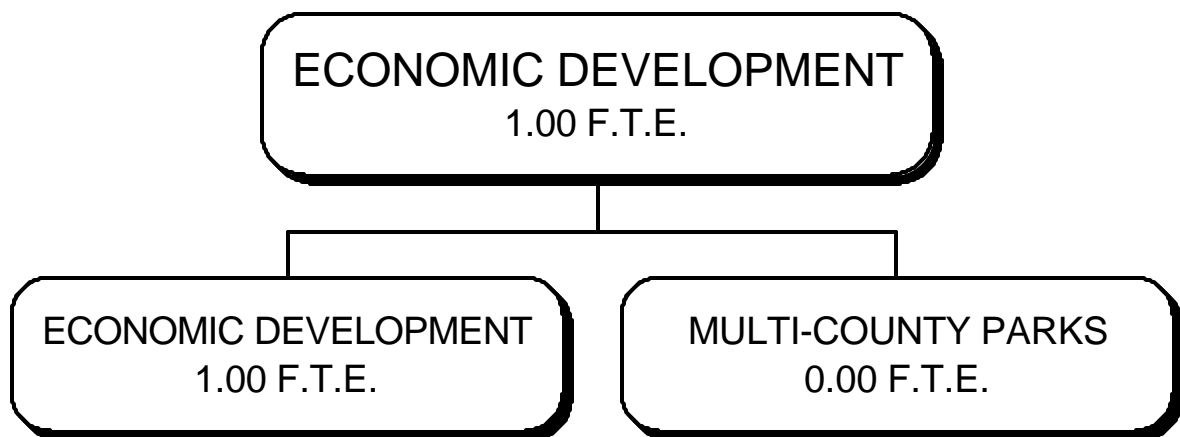
GENERAL GOVERNMENT

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
2. Decrease the number of erroneous/uncollectible Business Personal Property receipts by at least 50% between April 1 and March 31.¹			
Total reduction in receivables	\$471,470	\$560,256	\$300,000
Closure rate for business personal property	62.0%	77.7%	95.0%
3. Decrease the number of erroneous/uncollectible Department of Revenue Business Personal Property receipts by at least 50% between April 1 and March 31.			
Total reduction in receivables	n/a	\$2,338,363	\$6,250,000
Closure rate for Department of Revenue Business Personal Property	n/a	17.1%	50.0%

¹ Execution notices are received from the Treasurer on all unpaid items on March 17 for the previous tax year.

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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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	2.00	2.00	1.00	1.00
Special Revenue Fund	\$ 117,667	\$ 136,933	\$ 284,197	\$ 274,165
TOTAL SOURCES	<u>\$ 117,667</u>	<u>\$ 136,933</u>	<u>\$ 284,197</u>	<u>\$ 274,165</u>
General Fund	\$ 632,264	\$ 656,495	\$ 643,786	\$ 585,625
Special Revenue Fund	<u>34,877</u>	<u>7,400</u>	<u>106,262</u>	<u>411,603</u>
TOTAL DISBURSEMENTS	<u>\$ 667,141</u>	<u>\$ 663,895</u>	<u>\$ 750,048</u>	<u>\$ 997,228</u>

Sources: Sources for the Economic Development Department's FY 2003 budget total \$274,165 and reflect a \$10,032 decrease from the FY 2002 budget. The decrease is due to a one-time intergovernmental donation from SCANA for a Wetlands Study at Palmetto Commerce Park.

Disbursements: Total disbursements are increased \$247,180 or 33.0 percent reflecting a portion of fund balance budgeted for projects that may be incurred for Multi-County Parks during the fiscal year. This increase is offset by reduced appropriations for the Charleston Regional Development Alliance, the Charleston World Trade Center, and the Council of Governments.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	2.00	2.00	1.00	1.00
Personnel	\$ 113,380	\$ 136,292	\$ 95,823	\$ 97,739
Operating	518,884	518,685	547,963	487,886
Capital	<u>0</u>	<u>1,518</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 632,264</u>	<u>\$ 656,495</u>	<u>\$ 643,786</u>	<u>\$ 585,625</u>

Overview: The Economic Development Department's FY 2003 budget reflects a decrease of \$58,161 or 9.0 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures reflect an increase of \$1,916 or 2.0 percent due to the actual grade and step of the incumbent.
- Operating expenditures reflect a decrease of \$60,077 or 11.0 percent primarily due to reduced appropriations for the Charleston Regional Development Alliance, the Charleston World Trade Center, and the Council of Governments. The Regional Development Alliance and World Trade Center are both reduced 10.0 percent due to FY 2003 budget constraints. The reduction to the Council of Governments is based on the per capita assessment which uses the 2000 Census results.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Increase tax base return on investment by 1%.^{1 & 2}			
Tax base return on investment	236%	238%	238%
Percentage increase	n/a	1.0%	1.0%
2. Increase payroll return on investment by 1%.^{1 & 2}			
Payroll return on investment	51.0%	52.0%	52.0%
Percentage increase	n/a	1.0%	1.0%
3. Increase the average hourly wage rate of companies attracted through economic development efforts from \$14.33 to \$14.48.^{1 & 2}			
Average wage rate of companies attracted	\$14.33	\$14.33	\$14.48
Percentage increase	n/a	1.0%	1.0%
4. Increase the number of announcements of technology intensive firms in order to increase the number of knowledge-based jobs added by 1 percent from 7 announcements to 8 announcements.^{1 & 2}			
Announcements of technology intensive firms	7	8	8
Knowledge-based jobs added	165	166	166
Percentage increase of announcements	n/a	1.0%	1.0%

ECONOMIC DEVELOPMENT (continued)

GENERAL FUND

ECONOMIC DEVELOPMENT

	FY 2001 <u>Actual</u>	FY 2002 ² <u>Actual</u>	FY 2003 <u>Projected</u>
5. Establish a baseline measurement for the amount of venture capital invested in the region.¹			
Venture capital invested	n/a	n/a	n/a
6. Increase the amount of capital investment made in the region by technology-intensive industries by 1%.			
Capital investment made by technology-intensive industries	47,800,000	n/a	48,278,000
Percentage increase	n/a	n/a	1.0%
7. Establish a baseline measurement for the existing industry program.¹			
Economic development visits to existing companies	n/a	n/a	n/a
Expansions assisted	n/a	n/a	n/a
New revenues to County from assisted expansions	n/a	n/a	n/a
New jobs paying above the county average created by assisted companies	n/a	n/a	n/a
Problems addressed and/or resolved	n/a	n/a	n/a
Data requests satisfied	n/a	n/a	n/a
Road improvements sponsored, grants for water and sewer facilitated, or telecommunications leveraged	n/a	n/a	n/a

¹ This department will begin measuring performance against this objective during FY 2003.

² Data unavailable for FY 2002 at time of publication.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Taxes	\$ 117,667	\$ 136,769	\$ 274,165	\$ 274,165
Intergovernmental	0	0	10,032	0
Miscellaneous	<u>0</u>	<u>164</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	<u>\$ 117,667</u>	<u>\$ 136,933</u>	<u>\$ 284,197</u>	<u>\$ 274,165</u>
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Operating	0	2,000	106,262	411,603
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	0	2,000	106,262	411,603
Interfund Transfer Out	<u>34,877</u>	<u>5,400</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 34,877</u>	<u>\$ 7,400</u>	<u>\$ 106,262</u>	<u>\$ 411,603</u>
Increase (Use) of Fund Balance	\$ 82,790	\$ 129,533	\$ 177,935	\$ (137,438)
Beginning Fund Balance	<u>11,345</u>	<u>94,135</u>	<u>223,668</u>	<u>401,603</u>
Ending Fund Balance	<u>\$ 94,135</u>	<u>\$ 223,668</u>	<u>\$ 401,603</u>	<u>\$ 264,165</u>

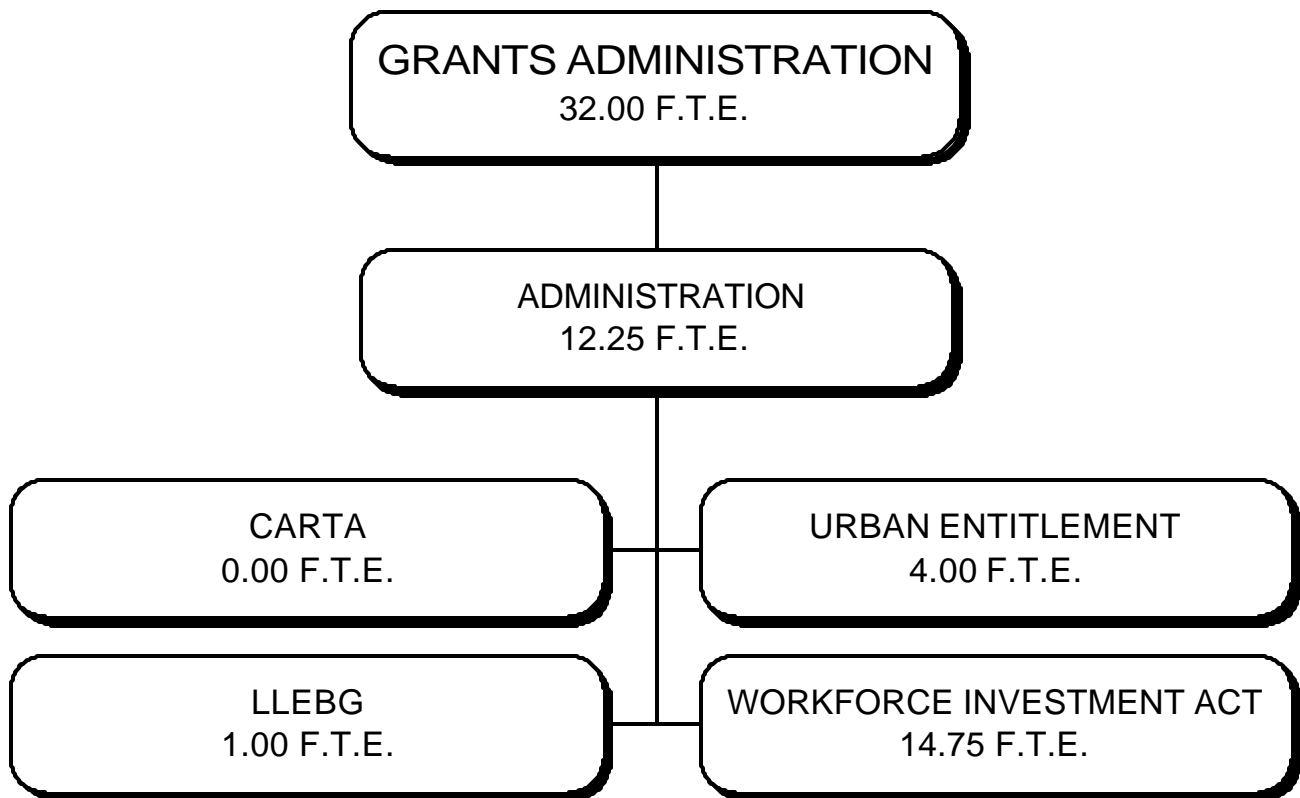
Overview: The FY 2003 budget for Multi-County Parks reflects an increase of \$305,341 or 287.3 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues total \$274,165 and reflect a decrease of \$10,032 or 3.5 percent. This decrease is due to a one-time inter-governmental revenue donation from SCANA for a Wetlands Study at Palmetto Commerce Park in FY 2002.
- Operating expenditures are increased \$305,341 or 287.3 percent based on budgeting a portion of fund balance for projects that may be incurred during the fiscal year.
- Beginning fund balance totals \$401,603 of which \$137,438 will be used to balance the budget.

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GRANTS ADMINISTRATION



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 2000 <u>Actual</u> *	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	48.00	35.00	35.00	32.00
Special Revenue Fund	\$ 4,663,320	\$ 6,629,545	\$ 7,287,933	\$ 6,996,053
TOTAL SOURCES	\$ 4,663,320	\$ 6,629,545	\$ 7,287,933	\$ 6,996,053
General Fund	\$ 1,017,556	\$ 973,483	\$ 981,968	\$ 818,987
Special Revenue Fund	4,509,924	6,573,405	7,287,933	6,996,053
TOTAL DISBURSEMENTS	\$ 5,527,480	\$ 7,546,888	\$ 8,269,901	\$ 7,815,040

* FY 2000 Positions/FTEs include 13.75 FTEs which were in grants that ended prior to FY 2001. For FY 2000, 3.50 FTEs, are in the Employment Training Administration Division; these FTEs were transferred to other grants in FY 2001. For FY 2002, 2.00 FTEs are in the Welfare to Work Grant; these FTEs were transferred to other grants in FY 2003. FY 2000 Actual includes activity for grants which ended prior to FY 2001.

Sources: The sources of funds for the Grants Administration's FY 2003 budget total \$6,996,053 and reflect a \$291,880 or 4.0 percent decrease from the FY 2002 budget. The Adolescent Pregnancy Prevention Initiative (APPI) grant is not available in FY 2003. A reduction of \$50,000 for the transfer in from the General Fund for the Emergency Housing Program also contributes to this decrease.

Disbursements: Total disbursements are decreased \$454,861 or 5.5 percent. Personnel expenditures are increased \$25,689 or 1.5 percent. This increase reflects the actual grades and steps to the incumbents and the addition of a 1.1 percent Cost of Living Adjustment for the Workforce Investment Act and Urban Entitlement staff. Offsetting this increase are decreased personnel costs in the Grants Administration Division reflective of the elimination of one FTE and reduced temporary staff. Also contributing to the decrease is the elimination of one FTE previously funded by the Urban Entitlement Grant. Operating expenditures are decreased \$430,550 or 6.8 percent. This decrease reflects reduced appropriations for the Urban Entitlement Grant based on a change in the federal funding formulation this fiscal year. The decrease also reflects the elimination of the APPI grant not available in FY 2003.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	13.25	13.25	13.25	12.25
Personnel	\$ 545,648	\$ 679,578	\$ 689,303	\$ 595,023
Operating	57,278	49,862	49,964	31,263
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	602,926	729,440	739,267	626,286
Interfund Transfer Out	<u>414,630</u>	<u>244,043</u>	<u>242,701</u>	<u>192,701</u>
TOTAL DISBURSEMENTS	<u>\$ 1,017,556</u>	<u>\$ 973,483</u>	<u>\$ 981,968</u>	<u>\$ 818,987</u>

Overview: The Grants Administration's FY 2003 budget is decreased \$162,981 or 16.6 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures are decreased \$94,280 or 13.7 percent. This decrease reflects an additional salary reimbursement in from the HOME grant for 35 percent of three Grants Administration positions. This decrease also reflects the elimination of a vacant Housing Specialist position.
- Operating expenditures are decreased \$18,701 or 37.4 percent. This decrease reflects the shift of allowable administrative costs to the Urban Entitlement and Workforce Investment Act grants.
- Interfund transfer out to the Emergency Housing Program is decreased \$50,000 based on historical spending. Grant matches for Urban Entitlement - HOME and Local Law Enforcement Block Grant (LLEBG) remain unchanged from the FY 2002 appropriation.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Identify five new funding sources to support/enhance county services.			
Competitive awards	4	3	5
Percentage increase	33.3%	(25.0%)	67.0%
2. Maintain new grant applications for department at current levels.			
Competitive grants submitted	12	5	5
Percentage increase	(25.0%)	(58.3%)	0.0%

GRANTS ADMINISTRATION (continued)

GENERAL FUND

GENERAL GOVERNMENT

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. 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.			
Average days to notify	4	3	3
Percentage decrease	n/a	25.0%	0.0%
4. Conduct 2 grant development workshops for County Departments in the preparation of new applications.¹			
Grant workshops conducted	n/a	n/a	2
5. Ensure 100% reimbursement of county funds used for grant operations within the fiscal year by providing a minimum of one review per grant.¹			
Percentage of funds reimbursed within the fiscal year	n/a	n/a	100.0%
6. Increase by 50% the WIA in-service training sessions to reduce internal monitoring contractual findings.			
In-service training sessions	n/a	8	12
Percentage increase	n/a	100%	50.0%

¹ This department will begin measuring performance against this objective during FY 2003.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Charges and Fees	\$ 25,775	\$ 25,790	\$ 32,458	\$ 37,000
TOTAL REVENUES	<u>\$ 25,775</u>	<u>\$ 25,790</u>	<u>\$ 32,458</u>	<u>\$ 37,000</u>
Personnel	\$ 14,824	\$ 17,259	\$ 23,414	\$ 23,414
Operating	1,941	6,914	9,044	13,586
Capital	0	0	0	0
TOTAL EXPENDITURES	<u>\$ 16,765</u>	<u>\$ 24,173</u>	<u>\$ 32,458</u>	<u>\$ 37,000</u>
Increase (Use) of Fund Balance	\$ 9,010	\$ 1,617	\$ 0	\$ 0
Beginning Fund Balance	0	9,010	10,627	10,627
Ending Fund Balance	<u>\$ 9,010</u>	<u>\$ 10,627</u>	<u>\$ 10,627</u>	<u>\$ 10,627</u>

Overview: The Charleston Regional Transportation Authority's FY 2003 budget is increased \$4,542 or 14.0 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are increased \$4,542 or 14.0 percent to support higher operating costs.
- Personnel expenditures are unchanged from FY 2002.
- Operating expenditures are increased \$4,542 or 50.2 percent to fund replacement of the video equipment used to make discount passes.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	1.00	1.00	1.00	1.00
Intergovernmental	\$ 202,738	\$ 279,920	\$ 159,305	\$ 159,305
Interest	<u>11,235</u>	<u>29,720</u>	<u>6,000</u>	<u>6,000</u>
TOTAL REVENUES	213,973	309,640	165,305	165,305
Interfund Transfer In	<u>22,355</u>	<u>17,839</u>	<u>17,701</u>	<u>17,701</u>
TOTAL SOURCES	<u>\$ 236,328</u>	<u>\$ 327,479</u>	<u>\$ 183,006</u>	<u>\$ 183,006</u>
Personnel	\$ 28,777	\$ 24,005	\$ 42,226	\$ 42,863
Operating	206,665	294,346	140,780	140,143
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	235,442	318,351	183,006	183,006
Interfund Transfer Out	<u>2,390</u>	<u>1,998</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 237,832</u>	<u>\$ 320,349</u>	<u>\$ 183,006</u>	<u>\$ 183,006</u>
Increase (Use) of Fund Balance	\$ (1,504)	\$ 7,130	\$ 0	\$ 0
Beginning Fund Balance	<u>27,718</u>	<u>26,214</u>	<u>33,344</u>	<u>0</u>
Ending Fund Balance	<u>\$ 26,214</u>	<u>\$ 33,344</u>	<u>\$ 33,344</u>	<u>\$ 0</u>

Overview: The FY 2003 LLEBG budget is unchanged from FY 2002.

Funding Adjustments for FY 2003 Include:

- Revenues are based on a federal allocation formula and are anticipated to remain at the current level of FY 2002 appropriations.
- Personnel expenditures are increased \$637 or 1.5 percent, which reflects the actual grade and step of the incumbent.
- Operating expenditures are decreased \$637 or 0.5 percent.

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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	3.50	5.00	5.00	4.00
Intergovernmental	\$ 3,429,773	\$ 3,946,588	\$ 4,258,000	\$ 4,131,000
Miscellaneous	<u>375</u>	<u>1,875</u>	<u>0</u>	<u>0</u>
TOTAL REVENUES	3,430,148	3,948,463	4,258,000	4,131,000
Interfund Transfer In	<u>358,250</u>	<u>225,000</u>	<u>225,000</u>	<u>175,000</u>
TOTAL SOURCES	<u>\$ 3,788,398</u>	<u>\$ 4,173,463</u>	<u>\$ 4,483,000</u>	<u>\$ 4,306,000</u>
Personnel	\$ 180,153	\$ 171,823	\$ 215,753	\$ 238,735
Operating	1,657,004	3,954,247	4,267,247	4,067,265
Capital	<u>1,805,351</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 3,642,508</u>	<u>\$ 4,126,070</u>	<u>\$ 4,483,000</u>	<u>\$ 4,306,000</u>
Increase (Use) of Fund Balance	\$ 145,890	\$ 47,393	\$ 0	\$ 0
Beginning Fund Balance	<u>234,568</u>	<u>380,458</u>	<u>427,851</u>	<u>427,851</u>
Ending Fund Balance	<u>\$ 380,458</u>	<u>\$ 427,851</u>	<u>\$ 427,851</u>	<u>\$ 427,851</u>

Overview: The FY 2003 Urban Entitlement budget is decreased \$177,000 or 3.9 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are decreased \$127,000 or 3.0 percent, reflecting the HUD allocation for FY 2003.
- Interfund transfer in is reduced \$50,000 or 22.2 percent. Appropriations to the County's Emergency Housing program are reduced to reflect actual expenditure levels.
- Personnel expenditures are increased \$22,982 or 10.7 percent. This increase reflects the impact of the HOME Grant funding 35 percent of the salary cost for three positions in Grants Administration, and funding for temporary staff to support Urban Entitlement programs this fiscal year. These increases are partially offset by the elimination of a vacant Grants Development Officer.
- Operating expenditures are decreased \$199,982 or 4.7 percent which reflects the impact of reduced HUD allocations for fiscal year 2003.

GRANTS ADMINISTRATION (continued)

SPECIAL REVENUE FUND

HEALTH AND WELFARE

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Increase emergency housing assistance service to low-to-moderate income (LMI) individuals by 10%.			
LMI families assisted	31	30	33
Percentage increase	55.0%	(3.2%)	10.0%
2. Increase first time home ownership for LMI individuals by 19%.			
Assisted first time homeowners	40	37	44
Percentage increase	300%	(8.0%)	19.0%
3. Increase substantial rehabilitation to owner occupied homes by 15%.			
Homes provided substantial rehabilitation	18	26	30
Percentage increase	100%	44.0%	15.4%
4. Increase the number of functioning well and septic tanks in rural Charleston County by 21%.			
Wells and septic tanks installed	29	19	30
Percentage increase	45.0%	(34.5%)	57.9%

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 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved
Positions/FTE	4.00	13.75	13.75	14.75
Intergovernmental	\$ 90,000	\$ 1,800,126	\$ 2,306,872	\$ 2,347,769
Charges and Fees	310	47,345	35,000	35,000
Leases and Rentals	21,753	77,599	79,278	86,778
Miscellaneous	<u>0</u>	<u>2,225</u>	<u>0</u>	<u>500</u>
TOTAL REVENUES	112,063	1,927,295	2,421,150	2,470,047
Interfund Transfer In	<u>338,086</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL SOURCES	<u>\$ 450,149</u>	<u>\$ 1,927,295</u>	<u>\$ 2,421,150</u>	<u>\$ 2,470,047</u>
Personnel	\$ 113,165	\$ 628,907	\$ 743,845	\$ 840,195
Operating	271,971	1,294,775	1,677,305	1,629,852
Capital	<u>46,024</u>	<u>3,613</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	431,160	1,927,295	2,421,150	2,470,047
Interfund Transfer Out	<u>18,989</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 450,149</u>	<u>\$ 1,927,295</u>	<u>\$ 2,421,150</u>	<u>\$ 2,470,047</u>
Increase (Use) of Fund Balance	\$ 0	\$ 0	\$ 0	\$ 0
Beginning Fund Balance	<u>8,242</u>	<u>8,242</u>	<u>8,242</u>	<u>8,242</u>
Ending Fund Balance	<u>\$ 8,242</u>	<u>\$ 8,242</u>	<u>\$ 8,242</u>	<u>\$ 8,242</u>

Overview: The Workforce Investment Act's FY 2003 budget is increased \$48,897 or 2.0 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are increased \$48,897 or 2.0 percent. Of this increase \$40,897 reflects anticipated growth in Federal appropriations to support operation of the Trident One-Stop Career Center. The remainder of the increase reflects projected growth in rental income at the Trident One-Stop Career Center.
- Personnel expenditures are increased \$96,350 or 13.0 percent which reflects the impact of no personnel reimbursement-in from the Welfare to Work program and additional temporary staff costs at the Trident One-Stop Career Center. The remainder of the increase reflects the transfer-in of two FTEs from Welfare to Work to the Employment Training Administration (ETA) budget, offset by the elimination of a Workforce Specialist II at the Trident One-Stop Career Center.

GRANTS ADMINISTRATION (continued)

SPECIAL REVENUE FUND

HEALTH AND WELFARE

- Operating expenditures are decreased \$47,453 or 2.8 percent. This decrease reflects reduced funding for the Employment Training Administration. The FY 2002 budget included one-time computer purchases also contributing to the decrease. In addition, consultant fees are reduced as this work can now be done in-house. Training is decreased reflective of the Administrator's travel freeze.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Establish affiliate one-stop sites in Berkeley, Dorchester, and Charleston counties to ensure an increase in job seeker customers served through universal access to the Trident One Stop Career Center System by 10%.			
Job Seeker/Customer visits	19,366	102,000	112,200
Percentage increase	185%	526%	10.0%
2. Increase by 300% the number of job seeking and underemployed workers receiving training through WIA training level.			
Workers receiving training	7	210	231
Percentage increase	100%	3000%	10.0%
3. Establish a youth service system to include service centers and informational sites to increase numbers of youth receiving WIA service by 261%.			
Youth served	80	101	365
Percentage increase	(27.9%)	26%	261%
4. 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 (TOSCC) customer satisfaction questions referencing programs, services, and facilities.			
Average satisfied with services	n/a	82.0%	83.0%
Average meeting expectations	n/a	81.0%	82.0%
Average ideal meeting of needs	n/a	82.0%	83.0%
Average satisfaction with employees	n/a	83.0%	84.0%
Average would use TOSCC again	n/a	85.0%	86.0%
5. Increase number of Trident Region employer Work Keys profiles conducted by 25%.			
Work Keys profiles conducted	8	11	12
Percentage increase	100%	37.0%	10.0%
6. Increase financial support for the TOSCC on a fee-for-service basis by 10%.			
Fee-for-service TOSCC income	\$52,468	\$99,843	\$104,835
Percentage increase	231.1%	52.5%	10.0%

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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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Operating	1,301,335	1,284,178	1,205,954	1,104,993
Capital	<u>2,011</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 1,303,346</u>	<u>\$ 1,284,178</u>	<u>\$ 1,205,954</u>	<u>\$ 1,104,993</u>

Overview: The Medically Indigent Assistance Program's FY 2003 budget reflects a decrease of \$100,961 or 8.4 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

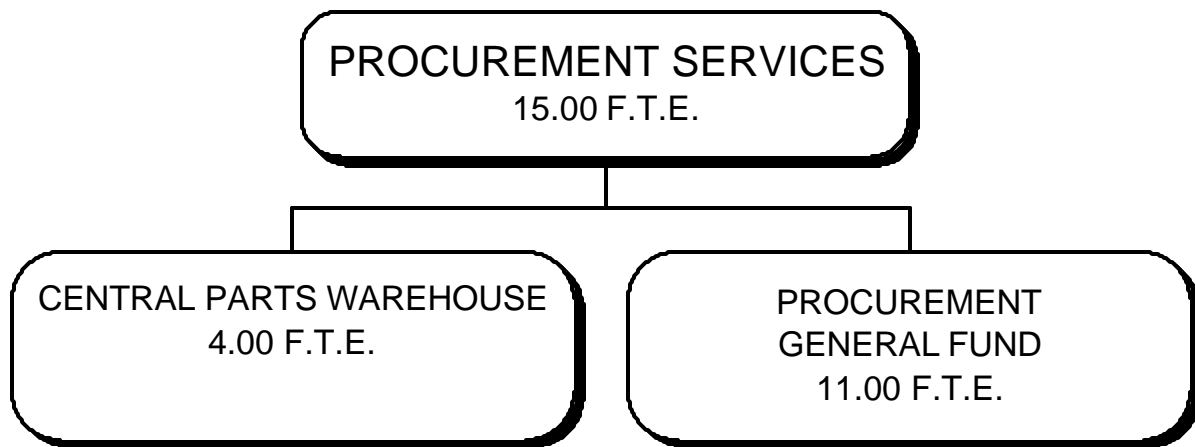
- Operating expenditures reflect a decrease of \$100,961 or 8.4 percent due to reduced contribution funding requirements to the South Carolina Department of Health and Human Services based on the formula set forth by the State.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Return on investment of County Assessment to MIAP Discharge Value not less than \$1 for \$1 dollar ratio.			
MIAP assessment	\$1,274,185	\$1,194,691	\$1,092,544
MIAP discharge value	\$1,438,360	\$3,500,000	\$3,500,000
Dollar ratio	\$1/\$1	\$1/\$3	\$1/\$3
2. Maintain administrative expenses shared at 50% with Charleston Memorial Hospital not to exceed \$20,000 per year.			
Administrative charges reimbursed	\$9,253	\$9,400	\$12,000
Percent of annual administrative charges	77.0%	78.0%	80.0%
3. Reconsideration decisions not to exceed 30 days from receiving request for reconsideration.			
Denial notices requesting reconsideration for eligibility	58	44	51
Percent of approved reconsideration requests approved for MIAP inpatient services	66.0%	59.0%	63.0%
Average days required for reconsideration decision	25	14	20

PROCUREMENT SERVICES



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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	16.00	17.00	16.00	15.00
General Fund	\$ 0	\$ 5,415	\$ 0	\$ 0
Internal Service Fund	<u>1,210,604</u>	<u>1,116,830</u>	<u>1,160,205</u>	<u>1,176,864</u>
TOTAL SOURCES	<u>\$ 1,210,604</u>	<u>\$ 1,122,245</u>	<u>\$ 1,160,205</u>	<u>\$ 1,176,864</u>
General Fund	\$ 714,701	\$ 703,601	\$ 737,582	\$ 644,390
Internal Service Fund	<u>1,152,577</u>	<u>1,112,824</u>	<u>1,160,205</u>	<u>1,176,864</u>
TOTAL DISBURSEMENTS	<u>\$ 1,867,278</u>	<u>\$ 1,816,425</u>	<u>\$ 1,897,787</u>	<u>\$ 1,821,254</u>

Sources: The sources for the Procurement Services Department's FY 2003 budget total \$1,176,864 and represent a \$16,659 or 1.4 percent increase. This increase reflects higher charges to Fleet Operations for parts requested from the Central Parts Warehouse.

Disbursements: The Procurement Department's FY 2003 budget reflects a decrease of \$76,533 or 4.0 percent. This decrease reflects the elimination of a Buyer II position and a temporary Clerk position. The decrease also reflects a reduction in printing for bid solicitations for major construction projects. Operating costs also include additional funding for parts due to higher anticipated Fleet Operations requests.

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 2000 Actual	FY 2001 Actual	FY 2002 Adjusted	FY 2003 Approved
Positions/FTE	3.00	4.00	4.00	4.00
Charges and Fees	\$ 1,207,726	\$ 1,114,837	\$ 1,156,000	\$ 1,176,864
TOTAL REVENUES	1,207,726	1,114,837	1,156,000	1,176,864
Interfund Transfer In	2,878	1,993	4,205	0
TOTAL SOURCES	\$ 1,210,604	\$ 1,116,830	\$ 1,160,205	\$ 1,176,864
Personnel	\$ 130,284	\$ 144,965	\$ 166,117	\$ 155,835
Operating	1,022,293	967,859	994,088	1,021,029
Capital	0	0	0	0
TOTAL EXPENSES	\$ 1,152,577	\$ 1,112,824	\$ 1,160,205	\$ 1,176,864

Overview: The Central Parts Warehouse FY 2003 budget reflects a \$16,659 or 1.4 percent increase over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues reflect a \$20,864 or 1.8 percent increase. Revenues consist of charges to Fleet Operations for requested parts.
- Personnel expenses represent a \$10,282 or 6.2 percent decrease due to the elimination of a temporary position. Personnel costs reflect the actual grades and steps of the incumbents.
- Operating expenses represent a \$26,941 or 2.7 percent increase. Operating expenses reflect an increase in parts warehouse inventory due to higher anticipated Fleet Operations requests.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 Actual	FY 2002 Actual	FY 2003 Projected
1. Establish base-line data for the on-line stocking and inventory control program for Fleet Operations.			
Inventory line items	2,339	2,161	2,250
Supplies issued monthly	4,500	5,103	5,300
Error rate	<0.5%	<1.0%	<1.0%
2. Process 90% of items received and stored within 2 hours of receipt.¹			
Received and stored items processed	n/a	n/a	n/a
Percentage processed within 2 hours of receipt	n/a	n/a	90.0%

PROCUREMENT SERVICES (continued)

INTERNAL SERVICE FUND

GENERAL GOVERNMENT

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Maintain stock turnover with a quarterly ratio of 4 to 1 to comply with national standard.¹			
Annual ratio	n/a	n/a	4:1

¹ This department will begin measuring performance against this objective during FY 2003.

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 tax dollar.

DIVISION SUMMARY:	<u>FY 2000 Actual</u>	<u>FY 2001 Actual</u>	<u>FY 2002 Adjusted</u>	<u>FY 2003 Approved</u>
Positions/FTE	13.00	13.00	12.00	11.00
Charges and Fees	\$ 0	\$ 5,415	\$ 0	\$ 0
TOTAL REVENUES	<u>\$ 0</u>	<u>\$ 5,415</u>	<u>\$ 0</u>	<u>\$ 0</u>
Personnel	\$ 598,684	\$ 593,158	\$ 640,502	\$ 564,047
Operating	93,337	94,804	97,080	80,343
Capital	<u>4,780</u>	<u>8,139</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	696,801	696,101	737,582	644,390
Interfund Transfer Out	<u>17,900</u>	<u>7,500</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 714,701</u>	<u>\$ 703,601</u>	<u>\$ 737,582</u>	<u>\$ 644,390</u>

Overview: The Procurement FY 2003 budget reflects a decrease of \$93,192 or 12.6 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures represent a decrease of \$76,455 or 11.9 percent due to the elimination of a Buyer II position and a temporary Clerk position.
- Operating expenditures represent a decrease of \$16,737 or 17.2 percent due to a reduction in printing for bid solicitations. This decrease in bid solicitations reflects that most of the County's major construction projects have completed the bid process.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	<u>FY 2001 Actual</u>	<u>FY 2002 Actual</u>	<u>FY 2003 Projected</u>
1. Identify new minority businesses for formal solicitations to vendors.¹			
Town Hall meetings attended	n/a	n/a	n/a
Monthly small business administration meetings attended	n/a	n/a	n/a
Black Expo 2003 participation	n/a	n/a	n/a
Percentage of new minority businesses identified	n/a	n/a	10.0%
2. Reduce 90% of small purchase requisitions of # \$1,000 appropriate for purchasing card use by conducting four training sessions annually on usage of purchasing card for smaller purchases.¹			
Percentage of training sessions conducted	n/a	n/a	100%
Small purchase requisitions appropriate for purchasing card use	n/a	n/a	n/a
Percentage of reduced small purchase requisitions	n/a	n/a	90.0%

PROCUREMENT SERVICES (continued)

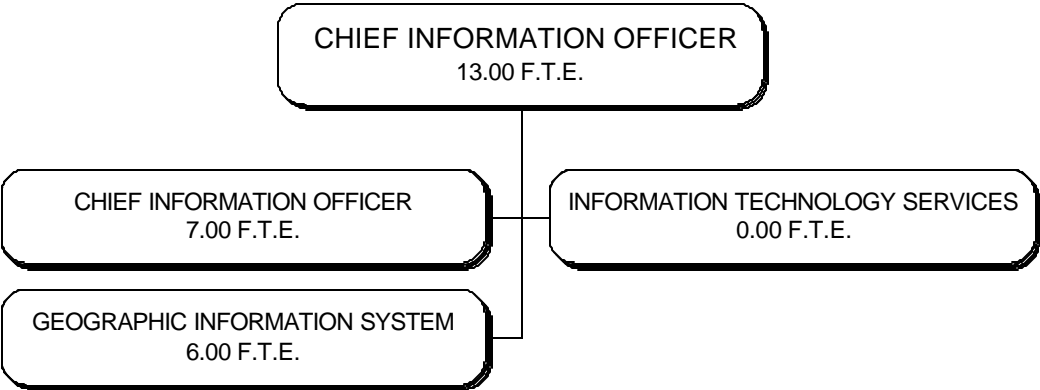
GENERAL FUND

GENERAL GOVERNMENT

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Process 50% of routine purchase orders within 24 working hours.¹			
Requisitions processed	n/a	n/a	3,500
Percentage processed within 24 working hours	n/a	n/a	50.0%
4. Process 75% of formal bid requests within 4 weeks of receipt.¹			
Formal bid requests processed	n/a	n/a	121
Percentage processed within 4 weeks of receipt	n/a	n/a	75.0%
5. Maintain a rating of 95% or higher for contract administration services from user departments.¹			
Percentage of user departments responding	n/a	n/a	95.0%
Percentage of user departments rating \$95%	n/a	n/a	95.0%
6. Maintain a rating of 95% or higher for responsiveness from user departments.¹			
Percentage of user departments responding	n/a	n/a	95.0%
Percentage of user departments rating \$95%	n/a	n/a	95.0%

¹ This department will begin measuring performance against this objective during FY 2003.

CHIEF INFORMATION OFFICER



CHIEF INFORMATION OFFICER

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Chief Information Officer provides strategic vision, leadership, and countywide solutions to County leaders and staff to enhance their services to the public. Also provided are advanced e-government initiatives for the public.

DEPARTMENTAL SUMMARY:

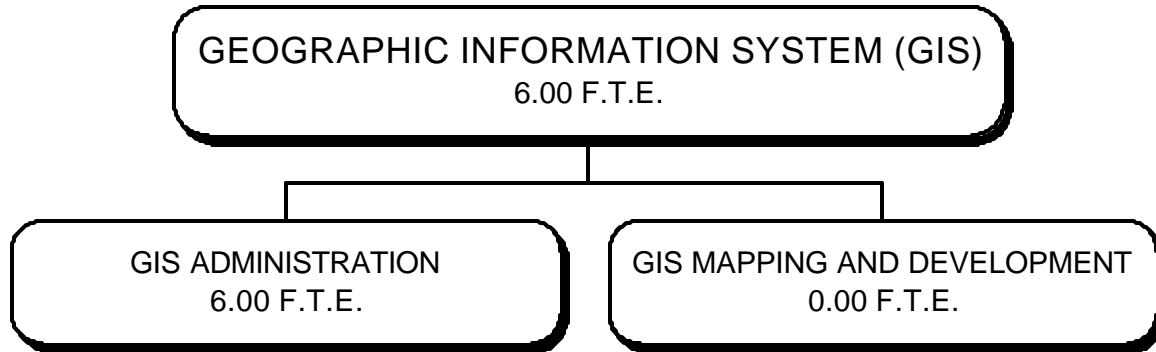
	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	3.00	6.00	7.00
Personnel	\$ 0	\$ 161,837	\$ 441,530	\$ 537,638
Operating	0	34,998	32,599	15,925
Capital	<u>0</u>	<u>3,857</u>	<u>0</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 0</u>	<u>\$ 200,692</u>	<u>\$ 474,129</u>	<u>\$ 553,563</u>

Overview: The Chief Information Officer's FY 2003 budget reflects an increase of \$79,434 or 16.8 percent over the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures are increased \$96,108 or 21.8 percent due primarily to the transfer of one FTE from the Business License/User Fee department. This increase also reflects the actual steps and grades of the incumbents.
- Operating expenditures reflect a decrease of \$16,674 or 51.1 percent due to one time purchases of furniture and data processing equipment during FY 2002. Travel expenses are reduced to meet Administrator's FY 2003 budget guidance.

GEOGRAPHIC INFORMATION SYSTEM (GIS)



GEOGRAPHIC INFORMATION SYSTEM

Mission: The Geographic Information System (GIS) Administration is responsible for managing, maintaining, and updating tax maps for the County; the digital conversion and maintenance of real estate parcels; and the digital conversion of countywide mapping features including, but not limited to, buildings, roads, bodies of water, miscellaneous transportation and utilities.

DEPARTMENTAL SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	5.00	6.00	6.00	6.00
General Fund	\$ 0	\$ 0	\$ 0	\$ 0
Special Revenue Fund	<u>66,628</u>	<u>154,069</u>	<u>46,800</u>	<u>20,000</u>
TOTAL SOURCES	<u>\$ 66,628</u>	<u>\$ 154,069</u>	<u>\$ 46,800</u>	<u>\$ 20,000</u>
General Fund	\$ 258,336	\$ 469,939	\$ 472,188	\$ 413,106
Special Revenue Fund	<u>116,420</u>	<u>10,608</u>	<u>36,800</u>	<u>20,000</u>
TOTAL DISBURSEMENTS	<u>\$ 374,756</u>	<u>\$ 480,547</u>	<u>\$ 508,988</u>	<u>\$ 433,106</u>

Sources: Anticipated revenues are decreased \$26,800 or 57.3 percent. Mapping revenues are anticipated to decrease based on the actual downward trend. The ability of the public to access maps and data via the County's web site contributes to this decrease.

Disbursements: Disbursements are decreased \$75,882 or 14.9 percent. Personnel expenditures are decreased \$49,387 or 13.1 percent. This decrease reflects the elimination of funding for a vacant position this fiscal year. No appropriation for capital equipment also contributes to this decrease. Operating expenditures are increased \$6,355 or 6.4 percent. Funding is increased to support consultant costs required to expand the County's address assignment system in the unincorporated areas of the county.

GEOGRAPHIC INFORMATION SYSTEM (continued)

GENERAL FUND

GENERAL GOVERNMENT

DEPARTMENT - Geographic Information System Administration

Mission: The Geographic Information System (GIS) Administration is responsible for managing, maintaining, and updating tax maps for the County; the digital conversion and maintenance of real estate parcels; and the digital conversion of countywide mapping features including, but not limited to, buildings, roads, bodies of water, miscellaneous transportation and utilities.

DEPARTMENT SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	5.00	6.00	6.00	6.00
Personnel	\$ 180,881	\$ 352,094	\$ 376,415	\$ 327,028
Operating	27,725	71,854	79,723	86,078
Capital	<u>34,503</u>	<u>45,991</u>	<u>16,050</u>	<u>0</u>
TOTAL EXPENDITURES	243,109	469,939	472,188	413,106
Interfund Transfer Out	<u>15,227</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 258,336</u>	<u>\$ 469,939</u>	<u>\$ 472,188</u>	<u>\$ 413,106</u>

Overview: The Geographic Information System Administration's FY 2003 budget is decreased \$59,082 or 12.5 percent from FY 2002.

Funding Adjustments for FY 2003 Include:

- Personnel expenditures are decreased \$49,387 or 13.1 percent due primarily to the elimination of funding for a vacant County Services Representative III position and reduced temporary staffing. This decrease is offset by the actual grades and steps of the incumbents.
- Operating expenditures are increased \$6,355 or 8.0 percent and is due primarily to growth in consultant costs required to expand the County's address assignment system in the unincorporated areas of the county.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Perform 100% annual mapping changes for current tax year by February 1, 2002 to coincide with the creation of the Assessor's Computer Aided Mass Appraisal (CAMA) file for tax year 2002 and by February 28, 2003 for tax year 2003. ¹ Percentage mapped	100%	100%	100%
2. Perform updates to tax maps within 10 days of receipt plats. Turnaround time in days	10	10	10

GEOGRAPHIC INFORMATION SYSTEM (continued)

GENERAL FUND

GENERAL GOVERNMENT

	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
3. Review/quality control 100% of data received from vendor for digital aerial photography with an average turn around time of 30 days.²			
Percentage reviewed - Digital orthophotography	n/a	n/a	100%
Percentage reviewed - Digital planimetric mapping	n/a	n/a	100%
Percentage reviewed - Digital topographic mapping	n/a	n/a	100%
Average days of turn around time	n/a	n/a	30

¹ The number of mapping changes for FY 2003 is dependent upon the number of plats recorded annually in the RMC Office, the number of parcels-per-plat, and the complexity of the changes.

² This department will begin measuring performance against this objective during FY 2003.

GEOGRAPHIC INFORMATION SYSTEM (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 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Intergovernmental	\$ 0	\$ 20,000	\$ 10,000	\$ 0
Charges and Fees	<u>37,628</u>	<u>134,069</u>	<u>36,800</u>	<u>20,000</u>
TOTAL REVENUES	37,628	154,069	46,800	20,000
Interfund Transfer In	<u>29,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL SOURCES	<u>\$ 66,628</u>	<u>\$ 154,069</u>	<u>\$ 46,800</u>	<u>\$ 20,000</u>
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Operating	15,466	10,608	20,000	20,000
Capital	<u>100,954</u>	<u>0</u>	<u>16,800</u>	<u>0</u>
TOTAL EXPENDITURES	<u>\$ 116,420</u>	<u>\$ 10,608</u>	<u>\$ 36,800</u>	<u>\$ 20,000</u>
Increase (Use) of Fund Balance	\$ (49,792)	\$ 143,461	\$ 10,000	\$ 0
Beginning Fund Balance	<u>308,403</u>	<u>258,611</u>	<u>402,072</u>	<u>392,072</u>
Ending Fund Balance	<u>\$ 258,611</u>	<u>\$ 402,072</u>	<u>\$ 412,072</u>	<u>\$ 392,072</u>

Overview: The GIS Mapping and Development's FY 2003 budget is decreased \$16,800 or 45.7 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Revenues are decreased \$26,800 or 57.3 percent. This decrease reflects the anticipated decline in the State funding.
- Operating expenditures are unchanged.

INFORMATION TECHNOLOGY SERVICES

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Information Technology Services (ITS) Department provides guidance and support within Charleston County on the effective use of hardware and software system components to ensure the optimum performance of the County's information processing systems and provide services to the end user.

DEPARTMENTAL SUMMARY:	FY 2000 <u>Actual</u>	FY 2001 <u>Actual</u>	FY 2002 <u>Adjusted</u>	FY 2003 <u>Approved</u>
Positions/FTE	-	-	-	-
Personnel	\$ 0	\$ 0	\$ 0	\$ 0
Operating	4,592,448	5,155,312	6,102,919	6,017,466
Capital	<u>238,507</u>	<u>196,500</u>	<u>8,102</u>	<u>171,850</u>
TOTAL EXPENDITURES	4,830,955	5,351,812	6,111,021	6,189,316
Interfund Transfer Out	<u>973,636</u>	<u>650,000</u>	<u>0</u>	<u>0</u>
TOTAL DISBURSEMENTS	<u>\$ 5,804,591</u>	<u>\$ 6,001,812</u>	<u>\$ 6,111,021</u>	<u>\$ 6,189,316</u>

Overview: Information Technology Services' FY 2003 budget reflects an increase of \$78,295 or 1.3 percent from the FY 2002 budget.

Funding Adjustments for FY 2003 Include:

- Operating expenditures represent a decrease of \$85,453 or 1.4 percent. This decrease reflects a shift of infrastructure support to capital expenditures based on the capitalization policy. Operating costs also include savings in land line charges due to obtaining the State contract rate. In addition, operating costs reflect savings in personal computer maintenance due to assuming the maintenance in-house. Operating costs also reflect a reduction in the management contract due to awarding the contract to a new firm. Offsetting these decreases are the establishment of an in-house training program.
- Capital expenditures total \$171,850 and include \$100,000 for new software development and \$71,850 for infrastructure support.

Performance Measures:

OBJECTIVES/PERFORMANCE MEASURES:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Projected</u>
1. Investigate and resolve 80% of computer system hardware and software problems within 1 day and 90% of computer hardware and software problems within 2 days.			
Resolve 80% of help desk calls within 1 day	75.60% ¹	82.60%	88.38%
Resolve 90% of help desk calls within 2 days	84.70% ¹	86.80%	94.12%
2. Oversee operation, maintenance, and security of the Charleston County Information Technology Center 24 hours a day, 7 days a week.			
Maintain system platform availability > 98%	98.30%	99.20%	99.60%
Maintain system platform internal response time < 2 seconds	.41 sec	.81 sec	.46 sec
Maintain system platform central processing unit utilization < 80%	74.52%	90.50%	76.61%
Maintain system returns < .75%	0.034%	0.034%	.006%
3. Maintain an acceptable rating of 3.0 on the semi-annual Customer Service Survey.			
Help desk response satisfaction	2.68	3.00	3.05
Microcomputer technician support	2.78	3.00	3.05

¹ The low one and two day resolution statistics can be attributed to efforts focused on Y2K.

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Capital Projects

Charleston County

Charleston County's capital program encompasses building and renovating capital facilities, large items of capital equipment, road construction, and contributions to other local governments' capital projects. The program's goal is to enhance the quality of life in the community.

Council and staff annually review the program, its direction, progress, and financing requirements. The Capital Projects Department manages the majority of the construction projects. The Public Works Roads Management Division manages most road construction projects, the Solid Waste Administration Division manages the solid waste projects, and the General Services Facilities Maintenance Division manages the remainder of the projects.

Financing the Capital Program

Generally, the County finances its capital program through debt. The three types used are General Obligation Bonds (GOBs), Certificates of Participation (COPs), and Revenue Bonds. The South Carolina State Constitution limits overall County debt to eight percent of the assessed value of the property base. Since taxable property is assessed from 4 to 10.5 percent of appraised value, this is a restrictive limit. Revenue Bonds, GOBs approved by voter referendum, and COPs issued prior to January 1, 1996 are not currently subject to this limitation. The South Carolina Aquarium and North Charleston Coliseum projects as well as a portion of the Library project are referendum debt.

The County finances resource recovery, solid waste, and recycling programs with Revenue Bonds. The County also seeks other sources of funds for capital projects. State and Federal funding are two of these

sources. The South Carolina Department of Transportation (SCDOT) changed its policy and now permits willing local governments to manage the construction of funded, but low State priority, road projects.

Two additional sources of funding are revenue derived from the sale of real estate and contributions from other agencies. Per the County Budget Ordinance, all revenues from the sale of real estate must be used for capital projects.

Another source of funding not previously utilized is a Capital Lease. As the County grows and infrastructure ages replacement of capital on a timely basis is an integral part of the County's capital improvement plan. During fiscal year 2002 the County entered into a Master Lease agreement totaling \$685,000 to fund replacement computer equipment over a three year period.

Promoting community and continual economic development is also an objective of the County's capital improvement program. During fiscal year 2001 County Council agreed to support the Cooper River Bridges replacement project with an annual contribution of \$3 million for 25 years, beginning in fiscal year 2004. Although a specific source of funding has not been identified, a countywide sales tax for transportation projects is being considered. The additional sales tax must be approved by voter referendum. If the sales tax is not approved, alternative options are an increase in property taxes, a motor vehicle fee, or a combination of accommodations fee and property taxes.

Capital Projects

Charleston County

CAPITAL IMPROVEMENT PROGRAM (in 000's)

Project / Life	Total Project Estimate	GOB Funds Available	COP Funds Available	Other Funds Available	Future Funding Required
Broad Street Properties - 1 yr	\$ 650	\$ 650	\$ 0	\$ 0	\$ 0
Cooper River Bridge Replcmnt - 3 yrs	75,000	0	0	3,000	72,000
County Office Building / Blake - 4 yrs	16,610	14,150	2,460	0	0
EMS Medic Stations 4, 6, and 7 - 3 yrs	3,631	3,631	0	0	0
John's Island Branch Library - 2 yrs	4,350	4,350	0	0	0
Judicial Building - 6 yrs	48,250	8,260	39,418	572	0
Juvenile Detention Center - 2 yrs	8,096	8,096	0	0	0
Melbourne Avenue - 2 yrs	4,500	4,500	0	0	0
Road Construct. Projects - 1-3 yrs	18,000	0	0	18,000	0
TOTAL PROJECTS	\$ 179,087	\$ 43,637	\$ 41,878	\$ 21,572	\$ 72,000

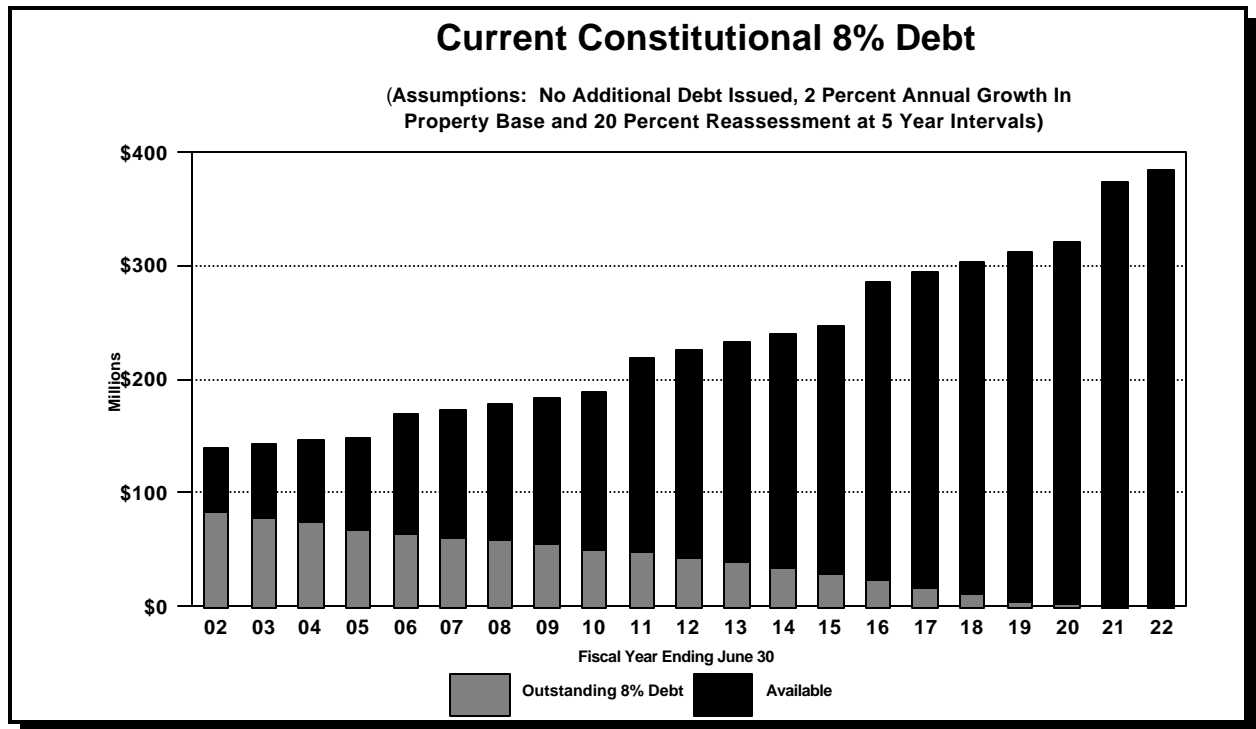
The projects above reflect significant infrastructure improvements and additions, but do not include small projects such as heating and air system replacements, building renovations, and some computer equipment and software. Not shown are projects supported from General Fund appropriations for capital improvements managed and performed by the County's Facilities Maintenance Division. This Division renovates offices, does carpentry work, and performs building mechanical maintenance and repairs. Occasionally, the scope and duration of projects are so large that funding sources are mixed, utilizing General Obligation Bonds, Certificates of

Participation and other funding sources.

Also not shown above are improvements to the Solid Waste program funded with the Solid Waste Revenue Bonds, totaling \$22.9 million, issued to fund the following: repayment of outstanding Revenue Bond Anticipation Notes, bond insurance, the debt service reserve fund, final closure and capping of the Romney Street Landfill and Ash Monofill at the Bee's Ferry Landfill, partial closure of and purchase of a borrow pit for the Bee's Ferry Landfill, and engineering and permitting of a new landfill at the Sheppard Property site.

Capital Projects

Charleston County



Total Assessment at June 30, 2002	\$1,747,573,747
Constitutional Debt Limit (8% of Assessment)	\$139,805,900
Outstanding 8% Debt	\$84,600,000
Available Capacity	\$55,205,900

As indicated previously, 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.

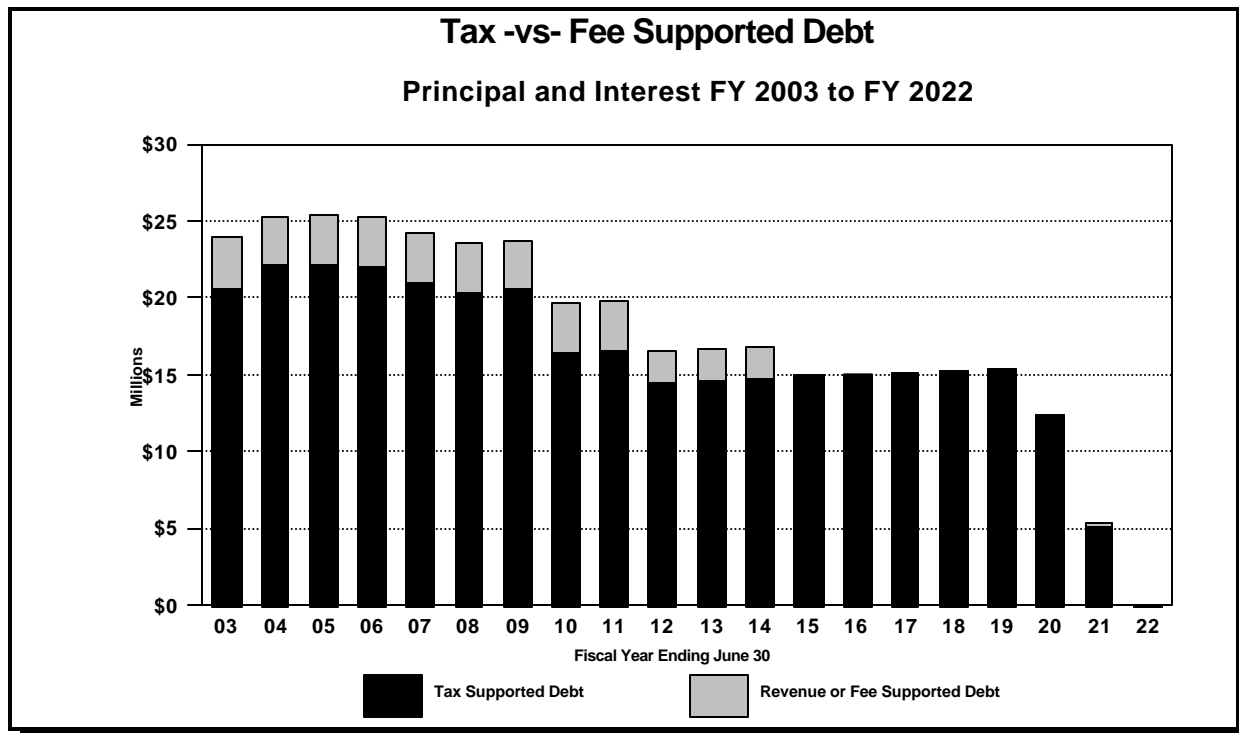
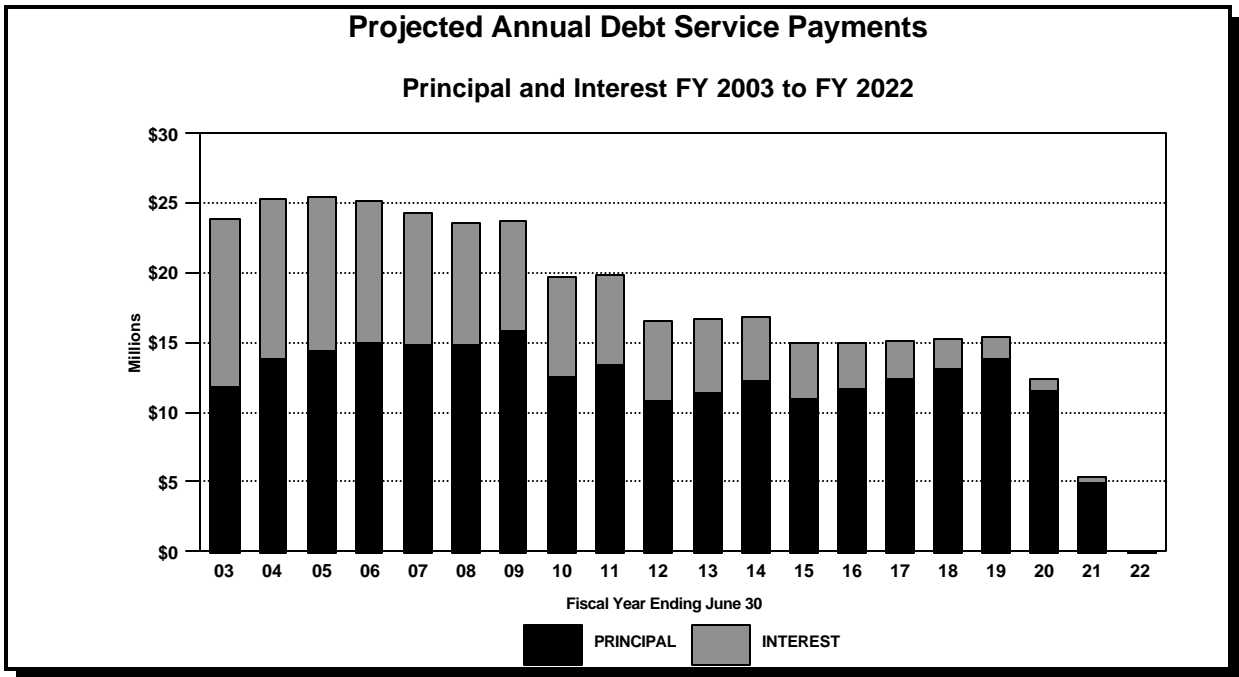
The County's outstanding debt subject to the eight percent limit is \$84.6 million at June 30, 2002 and its capacity to issue new

debt is approximately \$55.2 million. During FY 2001 the County issued \$30 million in GOBs to fund completion of existing projects and the construction of three replacement Emergency Medical Service Stations.

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 follow its debt policy outlined in the Appendix of this document.

Capital Projects

Charleston County



Capital Projects

Charleston County

Charleston County Schedule of Debt Service (in Millions)

	Fiscal Year								
	03	04	05	06	07	08 - 12	13 - 17	18 - 22	TOTAL
Tax Supported									
Principal	\$ 10.2	\$ 12.1	\$ 12.7	\$ 13.1	\$ 12.8	\$ 56.3	\$ 55.5	\$ 44.0	\$ 216.7
Interest	10.6	10.1	9.6	8.9	8.3	32.6	19.1	4.4	103.6
Subtotal	20.8	22.2	22.3	22.0	21.1	88.9	74.6	48.4	320.3
Revenue/Fee									
Principal	1.7	1.8	1.9	2.0	2.1	11.5	3.7	0.0	24.7
Interest	1.5	1.4	1.3	1.1	1.0	3.1	0.3	0.0	9.7
Subtotal	3.2	3.2	3.2	3.1	3.1	14.6	4.0	0.0	34.4
Total									
Principal	11.9	13.9	14.6	15.1	14.9	67.8	59.2	44.0	241.4
Interest	12.1	11.5	10.9	10.0	9.3	35.7	19.4	4.4	113.3
TOTAL ANNUAL DEBT	\$ 24.0	\$ 25.4	\$ 25.5	\$ 25.1	\$ 24.2	\$ 103.5	\$ 78.6	\$ 48.4	\$ 354.7

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 20 years. As of July 1, 2002, total outstanding debt is \$354.7 million (principal payments of \$241.4 million and interest payments of \$113.3 million). The graphs and table show that the level of debt funded by taxes is consistently higher than the level attributable to user fees. Whenever possible, the County issues debt which can be paid by sources other than taxes. Most Enterprise Fund debt whether it is GOBs, COPs or Revenue Bonds is funded through the revenue generated by that fund.

Impact on the Operating Budget

The capital program directly impacts the operating budget. Upon completion of a project the costs to operate and maintain a new facility is funded in the operating budget relative to the project. The County's current operating cost per square foot, inclusive of administrative costs, insurance, building maintenance, utilities and security, is projected at \$5.00. Infrastructure improvements are usually replacements which in most cases provide greater operational efficiencies, thereby creating savings overall and do not create a new tax burden for constituents.

Capital Projects

Charleston County

Project Status Reports

The County has completed several construction projects over the last two years putting it closer to the conclusion of its long-term, ongoing capital facility construction plan. Outstanding projects currently in design, under construction or in the planning phase include the following:

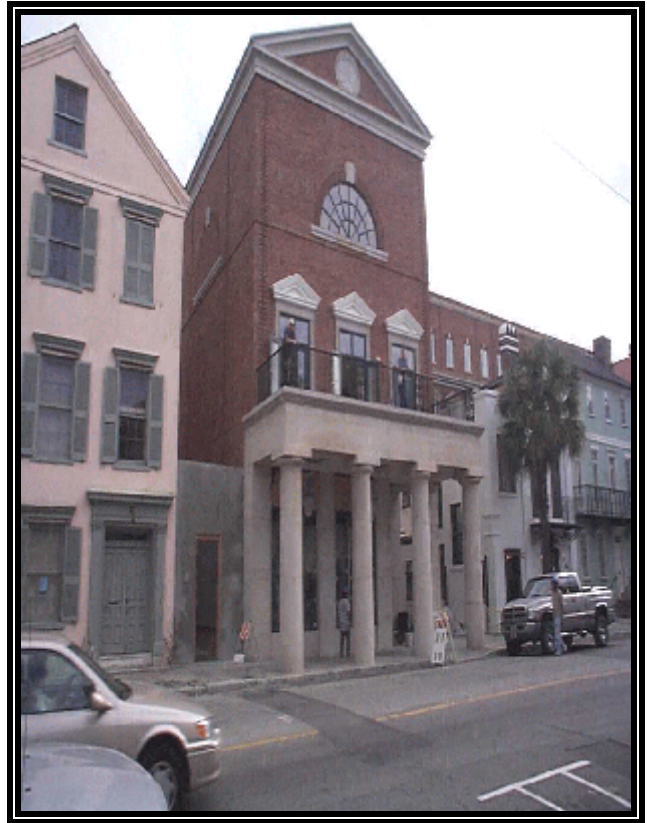
- Construction of a new **John's Island Branch Library** was approved by County Council during FY 1999. Funded by the 2001 GOB, this project has an estimated cost of \$4.4 million inclusive of books, computers and equipment. Consisting of 16,000 square feet, the library will be located on Maybank Highway. Staffing requirements will include 15 new FTEs to manage the anticipated workload. Construction is scheduled to begin January 2003 with anticipated completion in June 2004.
- The County, as mandated by the State Department of Justice, will construct a new 35,000 square foot, \$8.1 million **Regional Juvenile Detention** facility on 3.9 acres at 2144 Melbourne Avenue, adjacent to the temporary Judicial Center. The project is currently in the design phase, therefore the anticipated completion date has not been set. Staffing requirements, per a consultant's study, include 38 new FTEs added to 28 existing FTEs for a total of 66 FTEs per State Corrections Juvenile Detention standards. A determination as to final staffing levels will not take place until the project has advanced.
- The temporary Judicial Center at **Melbourne Avenue** is programmed be renovated for the Sheriff's Law Enforcement Offices. Total approved funding to-date is \$4.5 million. Design work has not yet begun and no completion date has been set for this project.
- Renovation of the **O.T. Wallace County Office Building (COB) and Blake Tenement Buildings** at Courthouse Square began April 16, 2001. With a projected completion date of June 2004, this project includes complete renovation and modernization of all six floors of the COB and restoration of, and addition to, the Blake Tenement Building. Phase one, or the internal demolition and renovation of floors 4, 5 and 6, has been completed. The Solicitor and the Public Defenders occupied the 4th, 5th, and the 6th floors in July 2002. Phase two, or the renovation of floors 1, 2, and 3 is projected to commence in November 2002. With an estimated cost of \$16.6 million this project is funded by GOBs and COPs.
- Design of replacement **EMS Medic Stations** for James Island, Johns Island and McClellanville is in progress. The James Island EMS station (Medic 4) will be located at Signal Point and Folly Road providing a central location to best serve the primary service area. The John's Island EMS station (Medic 7) will also include the John's Island Magistrate's Court. The McClellanville EMS station (Medic 6) will include replacement of the McClellanville Fire Station and Magistrate's Court. Total projected cost is \$3.6 million and is funded in the 2001 GOB. Construction of each station is projected to require twelve months to complete.

Capital Projects

Charleston County



Judicial Center - King Street



Judicial Center - 100 Broad Street

The new **Judicial Center** will open in September 2002. Construction, which began on July 30, 1999, included the demolition of 98 ½ and 100 Broad Street, 122 and 124 King Street, 10 and 12 Courthouse Square, the stabilization of 88, 90 and 92 Broad Street and the relocation of 8 Courthouse Square to 96 Broad Street. The Broad Street properties are being renovated for lease or sale in the near future. The relocation and demolition of these properties provided the footprint needed for construction of the 175,000 square foot Judicial Center. The total project cost of \$48.3 million will provide the County a 14 courtroom Judicial Center for the existing four family court judges and three circuit court judges. Security staffing for the Judicial Center consists of 28 FTEs added to Law Enforcement during FY 2002 for courtrooms and contracted security for nonbusiness hours. The annual cost to operate the new Judicial Building, inclusive of administrative, insurance, maintenance, utilities and security costs is \$2.4 million which is included in the FY 2003 budget. The operating cost is funded in the General Fund operating budget and requires no milage increase. The Clerk of Court, Family Court, Probate Courts, the Master-In-Equity and the State Probation and Parole will occupy this facility. Court patrons will utilize the newly expanded Cumberland Street Garage.

COOPERATIVE PROJECTS

Other projects such as the County's **road work** programs, funded with State appropriated "C" funds, are continuously ongoing. The annual appropriation for FY 2003 is anticipated to be at least \$3.5 million. Projects such as road work, bridge replacements, road resurfacing, road paving, and bikeway construction are still in progress. The County currently has a cumulative "C" fund budget of approximately \$18.0 million. Due to the scope and nature of road work projects, most projects take between one and three years to complete.

These funds are administered by the Charleston County Transportation Committee (CCTC), which includes community representatives and select Public Works staff. The State Department of Transportation provides various funding mechanisms to encourage participation and cooperation in the maintenance and construction of local and state roads. During FY 2001 the CCTC participated in the ongoing Intersection Matching Fund Program. This program consists of a 50/50 (Federal passed through State) matching funds formula. The CCTC match will be provided from existing unobligated "C" funds contingency. It is the mission and goal of the CCTC to maximize the use of funding by taking advantage of all programs which will benefit the entire community and further its goal toward economic development.

A voter referendum for an additional ½ ¢ sales tax will be on the ballot in November 2002. The sales tax will be used to fund the County's portion of the Cooper River Bridges replacement, provide funding for countywide road projects, provide partial funding for the operation of the Charleston Area Regional

Transportation Authority (CARTA), and support expansion and preservation of green space in the county.

Charleston County Government, through its **Community Development Block Grant (CDBG)** program, has an ongoing effort in home rehabilitation, and general infrastructure additions. Charleston County has been awarded an Urban Entitlement Grant for the past five years. Funded by the Federal Department of Housing and Urban Development (HUD) the \$4.5 million Urban Entitlement award is divided into three categories: CDBG, Emergency Shelter Grant and HOME. Public Hearings are held to solicit applications for services. Projects are selected for funding by an Advisory Board composed of community leaders and select County staff. For a project to be selected for funding it must meet specific federal guidelines. At least 48 percent of the Urban Entitlement Grant is allocated to the City of North Charleston. The City of North Charleston is an entitlement zone based on population and specific community needs assessments. Over the past decade the County's CDBG program has completed single family dwellings, purchased mobile homes, renovated homes of the elderly, built recreation centers and demolished structures left unsafe by age or natural disasters. It is the goal of the County to continue its assistance to the community by enhancing the quality of life through providing citizens with liveable communities, thereby creating growth in its ever evolving tax base.

Community Profile

Charleston County

Charleston County is located along the southeastern coast of South Carolina. It has a land area of 845 square miles and a 97-mile coastline along the Atlantic Ocean. The county, with a 2000 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). The Town of James Island was formed in May 2002, with the total population of the Town still being determined. 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 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

Community Profile

Charleston County

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 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 four phases: Development, Approval, Compliance Monitoring, and External Audit. See page 346 for a chart of the budget process.

DEVELOPMENT

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 at various times in November and December. 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. 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 decisions 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 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 March, 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 as long as the total of the categories does not change and the transfer is 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 organization unit, and that are between organizational units that are under his budgetary authority. Since the elected and appointed officials do not fall under the Management Team, they would have their budget transfers over \$5,000, between categories, or between organizational units approved by the County Administrator. 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 transfers 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

Budget Process

Charleston County

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 incurred except for certain compensated absences, claims, and judgements 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, and depreciation expense is not budgeted in its entirety. To compensate for this departure from the above basis, the County ensures that the sum of budgeted capital expenses and budgeted depreciation equals or exceeds the anticipated depreciation expense.

CAPITAL BUDGET

The County does not present a separate capital budget that is approved annually. Instead, normal capital expenditures are included in the organizational units' annual operating budgets. Normal capital expenditures include furniture, equipment, vehicles, heavy equipment, data processing equipment, and minor renovations. The County considers items that cost \$5,000 or more to be capital expenditures. If the County borrows funds through General Obligation Bonds, Certificates of Participation or Revenue Bonds, the County establishes a project-length budget in the Capital Projects Fund.

Budget Process

Charleston County

		FY 2002 BUDGET		FY 2003 BUDGET	
MONTH	PHASE	TASKS	PHASE	TASKS	
JULY 2001	C O M P L I A N C E M O N I T O R I N G		D E V E L O P M E N T		
AUG - OCT					
NOV		1ST QUARTER REVIEW		DEPTS. PREPARE REQUESTS FOR NEW EMPLOYEES, VEHICLES AND DATA PROCESSING/ISF NEEDS	
DEC				BUDGET DEPT. CONDUCTS BUDGET WORKSHOPS DEPTS. SUBMIT REQUESTS TO PROGRAM MANAGERS	
JAN 2002				DEPTS. SUBMIT BUDGETS TO BUDGET OFFICE	
FEB		MID-YEAR REVIEW		BUDGET OFFICE REVIEWS REQUESTS FOR RECOMMENDATION TO ADMINISTRATOR	
MAR					
APRIL		3RD QUARTER REVIEW PROJECTION OF ENDING FUND BALANCE FOR USE IN FY 2003		ADMINISTRATOR REVIEWS/APPROVES RECOMMENDATIONS; PRESENTS BUDGET TO COUNCIL 1ST PUBLIC HEARING	
MAY				COUNCIL'S BUDGET HEARINGS 1ST & 2ND READING OF BUDGET ORDINANCE 2ND PUBLIC HEARING	
JUNE				3RD READING OF BUDGET ORDINANCE	
JULY 2002		E X T E R N A L A U D I T	INDEPENDENT AUDIT FOR COMPLIANCE WITH COUNCIL'S APPROVED BUDGET	C O M P L I A N C E M O N I T O R I N G	1ST QUARTER REVIEW
AUG -DEC					
JAN 2003					
FEB - MAR	MID-YEAR REVIEW				
APRIL	3RD QUARTER REVIEW PROJECTION OF ENDING FUND BALANCE FOR USE IN FY 2004				
MAY - JUNE					
JULY 2003					
AUG - DEC	E X T E R N A L A U D I T			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. Implementation of additional modules will continue during FY 2003.

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 will prepare 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.

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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 General Services Department.

B. General Services 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.

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Statistics

Charleston County

Appraised Property Values

<u>FISCAL YEAR</u>	<u>COMMERCIAL</u>	<u>RESIDENTIAL</u>	<u>TOTAL</u>
2001	\$3,489,054,436	\$26,305,165,800	\$29,794,220,236
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
1993	1,963,413,657	13,755,677,427	15,719,091,084
1992	2,228,191,900	9,001,041,400	11,229,233,300

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>
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
1993	6,829	20,448,314	36,444,513
1992	5,903	15,455,259	39,673,667

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>
2001	309,969	N/A	31.9	N/A
2000	319,921	N/A	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%
1993	297,800	19,147	30.1	6.9%
1992	302,400	17,991	30.1	5.7%

NOTE: This information was obtained from the Charleston Metro Chamber of Commerce.

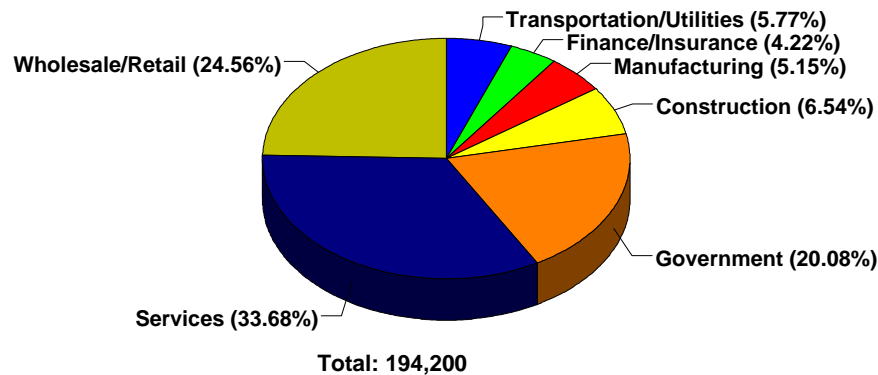
Principal Taxpayers

<u>NAME</u>	<u>ASSESSED VALUE</u>	<u>BUSINESS</u>
S.C. Electric & Gas	\$27,446,250	Electric and Gas Utility
Southern Bell	14,880,844	Telephone Company
Westvaco	14,128,760	Paper Products and Chemicals
Berkeley Electric	6,920,830	Electric and Gas Utility
Kiawah Resort Associates	4,851,810	Real Estate
Charleston Joint Venture	4,500,150	Real Estate
Cummins Engine	2,984,580	Manufacturer
Charleston Center	2,872,820	Hotel and Convention Center
North Trident Regional Hospital	1,807,780	Health Care Complex
Rhodia	1,023,980	Manufacturer - chemicals

NOTE: This information was provided by the Charleston County Auditor's and Treasurer's Offices.

Employment by Sector

Charleston County, South Carolina

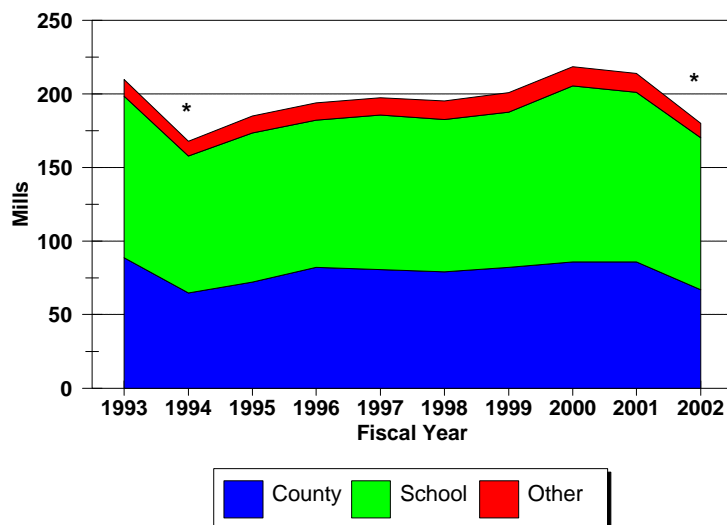


Source: Charleston Trident Chamber of Commerce

Due to new estimating procedure, data are not comparable to years prior to 1995.

County-wide Millage Rates

(Excludes impact of Local Option Sales Tax Credit)



Fiscal

Year	County	School	Other	Total
1993	88.5	109.9	11.3	209.7
1994	64.7	93.1	10.1	167.9
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

* Reassessment

Other includes the Charleston County Park and Recreation Commission and Trident Technical College. Beginning in FY 1995, the Department of Alcohol and Other Drug Abuse Services (DAODAS) is included with the County.

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AN ORDINANCE

TO PROVIDE FOR THE LEVY OF TAXES FOR CORPORATE PURPOSES OF CHARLESTON COUNTY FOR THE FISCAL YEAR BEGINNING JULY 1, 2002 AND ENDING JUNE 30, 2003, HEREINAFTER REFERRED TO AS FISCAL YEAR 2003; 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 2003; 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 \$10,000,000 FOR CHARLESTON COUNTY AND UP TO \$100,000 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 2002 and the Treasurer of Charleston County shall collect 53.8 mills (before adjustment for reassessment cap litigation) for General Fund Purposes and 11.0 mills (before adjustment for reassessment cap litigation) 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 2003, 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.

June 4, 2002

SECTION 2: There is hereby appropriated from the General, Proprietary, and Special Revenue 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, 2002, and ending June 30, 2003, to wit:

<u>ORGANIZATION UNITS:</u>	<u>GENERAL FUND</u>	<u>PROPRIETARY FUNDS</u>	<u>SPECIAL REVENUE FUNDS</u>
COUNCIL AGENCIES			
County Council	\$ 2,174,279	\$ 0	\$ 0
Contributions	352,503	0	0
Internal Auditor	134,464	0	0
Legal	591,361	0	0
Salary Adjustment	1,300,000	0	0
State Agencies	1,699,153	0	0
ELECTED OFFICIALS			
Auditor	1,529,171	0	0
Clerk of Court	2,262,426	0	458,783
Coroner	426,327	0	0
Juvenile Drug Court	0	0	62,500
Legislative Delegation	142,685	0	0
Probate Courts	1,052,986	0	0
Register Mesne Conveyance	1,556,651	0	0
Sheriff	38,324,724	0	1,261,126
Solicitor	3,107,895	0	1,064,784
Treasurer	1,287,248	0	0
APPOINTED OFFICIALS			
Election Commission	264,555	0	0
Library	0	0	12,079,306
Master-In-Equity	379,701	0	0
Medical Examiner's Commission	271,576	0	0
Veterans Affairs	236,465	0	0
Voter Registration	448,262	0	0
ADMINISTRATOR			
Administrator	555,559	0	0
CHIEF DEPUTY ADMINISTRATOR			
Chief Deputy Administrator	445,013	0	349,735
800 MHz Communications	1,405,365	0	0
Building Services	1,137,102	0	0
Emergency Preparedness	315,717	0	6,000
Emergency Services	9,766,282	0	1,320,641
Planning	1,381,197	1,066,762	0
Public Works	9,781,140	0	320,000
Solid Waste	0	29,493,096	0
DEPUTY ADMINISTRATOR			
Deputy Administrator	483,154	0	0
Assessor	2,282,245	0	0
Capital Projects Administration	1,456,352	0	0
Department of Alcohol and Other Drug Abuse Services	0	9,835,805	0
Fleet Operations	0	6,850,166	0
General Services	9,402,864	6,867,765	0
Human Resources	1,135,275	13,984,000	0
Magistrates' Courts	3,555,598	0	203,589
Safety & Risk Management	1,828,146	1,771,528	0

June 4, 2002

<u>ORGANIZATION UNITS:</u>	<u>GENERAL FUND</u>	<u>PROPRIETARY FUNDS</u>	<u>SPECIAL REVENUE FUNDS</u>
CHIEF FINANCIAL OFFICER			
Chief Financial Officer	\$ 202,905	\$ 0	\$ 0
Budget	437,454	0	0
Business License/User Fee	270,120	934,920	3,815,764
Controller	850,494	0	0
Delinquent Tax	849,595	0	0
Economic Development	585,625	0	411,603
Grants Administration	626,286	0	6,996,053
Medically Indigent Assistance Program	1,104,993	0	0
Procurement Services	644,390	1,176,864	0
CHIEF INFORMATION OFFICER			
Chief Information Officer	553,563	0	0
Geographic Information System	413,106	0	20,000
Information Technology Services	6,189,316	0	0
INTERFUND TRANSFERS OUT	<u>13,554,456</u>	<u>650,000</u>	<u>1,961,082</u>
TOTAL	<u>\$ 128,755,744</u>	<u>\$ 72,630,906</u>	<u>\$ 30,330,966</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, and Special Revenue 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 2002 on all of the taxable property in the area located within Charleston County known as:

Awendaw Special Tax District	33.0 mills *
Boone Hall Fire District	33.0 mills *
McClellanville Area Fire District	33.0 mills *

* before adjustment for reassessment cap litigation

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, 2002, and ending June 30, 2003, to wit:

Awendaw Special Tax District	\$ 968,256
Boone Hall Fire District	\$ 28,600
McClellanville Area Fire District	\$ 55,900

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 2002 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 \$127,000 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, 2002, and ending June 30, 2032, to wit:

East Cooper Fire District	\$145,000
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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 2002 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 \$7,900 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.

June 4, 2002

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, 2002, and ending June 30, 2003, 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 2.2 mills (before adjustment for reassessment cap litigation) in the year 2002 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, 2002, and ending June 30, 2003, 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 either a) revise budgeted expenditures, or b) direct receipts to be transferred to other funds.

SECTION 14: All monies properly encumbered as of June 30, 2002, shall be added to the applicable organizational unit's budget for fiscal year 2003. 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 2003 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 City of Charleston and on the best terms possible, a sum or sums not exceeding in the aggregate Ten Million Dollars (\$10,000,000), for the use of the County of Charleston and a sum not exceeding in the aggregate One Hundred Thousand Dollars (\$100,000) 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 effect 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.

June 4, 2002

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 a Capital Projects Fund, and these funds shall be expended only for capital improvements 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, 2003, 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-Two Million Seven Hundred Fifteen Thousand Dollars (\$82,715,000), 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

June 4, 2002

Resources Department to determine the appropriate grade and classification. All salary changes, including the cost-of-living adjustment, shall take effect on the first day of the first full payroll of fiscal year 2003, July 12, 2002.

SECTION 23: This ordinance shall take effect on the 1st day of July 2002.

Glossary

Charleston County

800 MHz - This radio communication system replaced the very high frequency (VHF) radio system and provides communications for various law enforcement, public safety, and public works agencies. This system consists of six tower sites and assures countywide communications at all times.

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; and for motor vehicles is 9.75 percent in 2002 and 9.00 percent in 2003.

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.

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. In accordance with the recommendations set forth by *Governmental Accounting and Financial Reporting Principles*, the County adopts its operating budget on an annual basis.

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.

Glossary

Charleston County

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.

Capital Project - A long-term major improvement or acquisition of equipment or property for public use.

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 allocation of the cost of a tangible long-lived asset over its estimated useful life.

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.

Glossary

Charleston County

Division - A subdivision of a department, a division is a unit or organization in the County with a more defined 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.

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, 2002 to June 30, 2003 would be fiscal year 2003).

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:

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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.

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.

Geographic Information System (GIS) Administration - This department is responsible for several functions, including managing, maintaining, and updating tax maps for the County, the digital conversion and maintenance of real estate parcels, and countywide mapping features.

Goals - Goals are statements of outcomes for departments or divisions.

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 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.

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Input Measures - Performance measures that may be either monetary or nonmonetary; they measure the dollar costs of services provided or the amount of work time expended during the period.

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.

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.

Job Training Partnership Act (JTPA) - Programs governed by this act originated with the United States' Department of Labor and were passed through the State to the County. These grants focused on job training for unskilled, lower-income individuals. The JTPA program was eliminated during FY 2001 and replaced with the Workforce Investment Act programs.

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.

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.

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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 covers salaries, overtime payments made to County employees, and fringe benefit costs.

Proprietary Funds - The proprietary funds account for activities that are run 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).

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

ACS - Affiliated Computer Services
APPI - Adolescence Pregnancy Initiatives
BAR - Board of Architectural Review
BRAC - Base Realignment and Closure Commission
CAMA - Computer Assisted Mass Appraisal System
CAFR - Comprehensive Annual Financial Report
CARTA - Charleston Area Regional Transportation Authority
CEMS - 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
EDWAA - Economic Dislocated Workers Assistance Grant
EMPG - Emergency Management Planning Grants
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
GAAP - Generally Accepted Accounting Principles
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
HIV - Human Immunodeficiency Virus
HMEP - Hazardous Materials Emergency Preparedness
HUD - The U.S. Department of Housing and Urban Development
IAQ - Indoor Air Quality
IFAS - Integrated Fund Accounting System
IOP - Intensive Outpatient
ISO - Insurance Services Office
JTPA - Job Training Partnership Act
LLEBG - Local Law Enforcement Block Grant
LMI - Low to Moderate Income

Acronyms

Charleston County

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
NRS - Narcotic Replacement Services
PAIRS - Partners in Achieving Independence through Self-Sufficiency
PIER - Public Information and Relations
PSB - Public Services Building
PTI - Pretrial Intervention
RMC - Register Mesne Conveyance
SPCA - Society for the Prevention of Cruelty to Animals
SSA - Social Security Administration
WIA - Welfare Investment Act
WIP - Work In Progress
WtW - Welfare to Work

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Charleston County

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