

**MISSION STATEMENT**

To provide legislative and policy leadership for County Government.

**AGENCY PROGRAMS**

Budget Appropriations

Policy Leadership

Legislative Direction

**FY2004 MAJOR OUTCOMES**

Develop a more effective economic development program and explore various organizational solutions including creation of a non-profit agency, merger with Monore EDC and closer relationships with the County's municipalities

Merger the E-911 and dispatching functions of the County and City of Monroe

Construct an AgriBusiness Center

Conduct a review of the utility water and wastewater capacity and volumetric fees

Reinvigorate the MCIC meetings

Improve public accessibility to BOCC meetings and County programs by promoting e-commerce through use of the County's website, airing of BOCC meetings via the internet and development of communication tools such as an annual report

Update 1998 Land Use Plan

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>VARIANCE</b>	<b>% INC./</b>	<b>ADOPTED</b>
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>		<b>DEC.</b>	
<i>Expenditures</i>								
Personnel	101,278	106,201	100,700	108,100	108,100	1,899	1.8%	
Operating	121,553	190,459	134,981	130,622	171,900	(18,559)	-9.7%	
Capital	4,776	0	1,700	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>227,607</b>	<b>296,660</b>	<b>237,381</b>	<b>238,722</b>	<b>280,000</b>	<b>(16,660)</b>	<b>-5.6%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>227,607</b>	<b>296,660</b>	<b>237,381</b>	<b>238,722</b>	<b>280,000</b>	<b>(16,660)</b>	<b>-5.6%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	-	-	-	-	-	-	-	-
Part-time Equivalency	-	-	-	-	-	-	-	-

**BUDGET HIGHLIGHTS**

Operating expenses have been reduced by about \$19,000 with the decrease attributable to the reallocation of the annual cost plan (\$10K) to the Finance department with the majority of the other decreases occurring in travel and subsistence reflecting a more accurate projection of BOCC expenses incurred in connection with NACO, NCACC and BOCC retreat.

	<u>FY 01-02</u> <u>ACTUAL</u>	<u>*****FY 02-03*****</u> <u>CURRENT</u> <u>ESTIMATE</u>		<u>*****FY 03-04*****</u> <u>REQUEST</u> <u>RECOMM.</u>		<u>VARIANCE</u>	<u>% INC./</u> <u>DEC.</u>	<u>ADOPTED</u>
<b><u>EXPENDITURES</u></b>								
<b><i>Personal Services</i></b>								
Salaries & Wages	42,696	42,994	42,900	42,700	42,700	(294)	-0.7%	
Employee Benefits	58,582	63,207	57,800	65,400	65,400	2,193	3.5%	
<b>Total Personal Services</b>	<b>101,278</b>	<b>106,201</b>	<b>100,700</b>	<b>108,100</b>	<b>108,100</b>	<b>1,899</b>	<b>1.8%</b>	<b>0</b>
<i>Increase in benefits reflects higher health care premiums</i>								
<b><i>Operating Expenditures</i></b>								
Operating Supplies	26,066	38,180	33,250	34,550	34,550	(3,630)	-9.5%	
Travel & Subsistence	17,455	35,417	23,300	24,500	24,500	(10,917)	-30.8%	
Communications & Utilities	323	1,500	600	600	600	(900)	-60.0%	
Maintenance & Repairs	1,160	2,527	1,500	1,500	1,500	(1,027)	-40.6%	
Professional Services	67,037	99,985	56,000	48,000	89,278	(10,707)	-10.7%	
Other Contracted Services	1,579	5,110	4,100	4,600	4,600	(510)	-10.0%	
Rentals	7,828	7,740	10,600	11,000	11,000	3,260	42.1%	
Insurance & Bonding	105	0	5,631	5,872	5,872	5,872	#DIV/0!	
<b>Total Operating Exps.</b>	<b>121,553</b>	<b>190,459</b>	<b>134,981</b>	<b>130,622</b>	<b>171,900</b>	<b>(18,559)</b>	<b>-9.7%</b>	<b>0</b>
<i>Annual cost plan \$10K) moved to Finance; \$18K for taping BOCC meetings; \$71K for legal services</i>								
<i>Prorate share of reproduction rentals</i>								
<i>Property and casualty deductible and prorate share of P&amp;C costs</i>								
<b><i>Capital Outlay</i></b>								
Office Furniture & Equip.	4,776	0	1,700	0	0	0	-	
Land & Land Impr.	0	0	0	0	0	0	-	
<b>Total Capital Outlay</b>	<b>4,776</b>	<b>0</b>	<b>1,700</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Total Expenditures</b>	<b>227,607</b>	<b>296,660</b>	<b>237,381</b>	<b>238,722</b>	<b>280,000</b>	<b>(16,660)</b>	<b>-5.6%</b>	<b>0</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>227,607</b>	<b>296,660</b>	<b>237,381</b>	<b>238,722</b>	<b>280,000</b>	<b>(16,660)</b>	<b>-5.6%</b>	<b>0</b>

**MISSION STATEMENT**

**AGENCY PROGRAMS**

Vision 20/20

**FY2004 MAJOR OUTCOMES**

**FINANCIAL SUMMARY**

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.		DEC.	
<i>Expenditures</i>								
Personnel	0	0	0	0	0	0	-	
Operating	74,535	72,878	72,878	72,878	72,878	0	0.0%	
Capital	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>74,535</b>	<b>72,878</b>	<b>72,878</b>	<b>72,878</b>	<b>72,878</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>74,535</b>	<b>72,878</b>	<b>72,878</b>	<b>72,878</b>	<b>72,878</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	-	-	-	-	-	-	-	
Part-time Equivalency	-	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>VARIANCE</b>	<b>% INC./ DEC.</b>	<b>ADOPTED</b>
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>			
<b>Operating Expenditures</b>								
Professional Services	74,535	72,878	72,878	72,878	72,878	0	0.0%	
<b>Total Operating Exps.</b>	74,535	72,878	72,878	72,878	72,878	0	0.0%	0
<b>Total Expenditures</b>	<b>74,535</b>	<b>72,878</b>	<b>72,878</b>	<b>72,878</b>	<b>72,878</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Net County Cost</b>	<b>74,535</b>	<b>72,878</b>	<b>72,878</b>	<b>72,878</b>	<b>72,878</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>

**MISSION STATEMENT**

To supervise and direct the administration of all County departments, Boards, Commissions and Agencies under the general control of the Board of County Commissioners.

**AGENCY PROGRAMS**

Supervises and Directs County Agencies                      Translates & Executes BOCC Policy                      Develops Policy Alternatives  
 Liaison to Public & Governmental Agencies

**FY2004 MAJOR OUTCOMES**

Oversee the implementation and achievement of the Board of Commissioners 2003-2004 goals.  
 Prepare and administer a balanced budget for 2004.  
 Provide a program of public information regarding public policy initiatives; keep the public abreast of significant matters effecting their lives.  
 Provide timely information to the Board of Commissioners.  
 Participate actively in local, state and national organizations such as NCACC and NACO in order to strengthen relationships and keep the Board of Commissioners apprised of legislation impacting the County.

**FINANCIAL SUMMARY**

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.			
<i>Expenditures</i>								
Personnel	417,896	665,294	626,601	637,676	637,676	(27,618)	-4.2%	
Operating	71,541	130,789	95,630	42,893	98,324	(32,465)	-24.8%	
Capital	0	6,128	8,100	0	0	(6,128)	-100.0%	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>489,437</b>	<b>802,211</b>	<b>730,331</b>	<b>680,569</b>	<b>736,000</b>	<b>(66,211)</b>	<b>-8.3%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>489,437</b>	<b>802,211</b>	<b>730,331</b>	<b>680,569</b>	<b>736,000</b>	<b>(66,211)</b>	<b>-8.3%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	6.0	7.0	7.0	7.0	7.0	-	0.0%	
Part-time Equivalency	NA	0.7	0.7	0.2	0.2	(0.5)	-70.3%	

**BUDGET HIGHLIGHTS**

The reduction in the personnel category of expenditures is due to a decrease in part-time hours (\$9K) for clerical assistance provided on an as-needed basis for the County Clerk and the budgeting of a vacant Assistant County Manager's position at the minimum grade level. Operating expenses have been reduced, in part, due to moving the annual audit expense (\$56K) to the Finance department. Additional legal (\$5K) and professional fees (\$24K) are budgeted.

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	315,147	495,870	464,700	481,300	481,300	(14,570)	-2.9%	
	<i>Reflects an Assistant County Manager's position at minimum of the salary grade and reduction of P/T hrs.</i>							
Employee Benefits	102,749	169,424	161,901	156,376	156,376	(13,048)	-7.7%	
	<i>FY03 included County Manager's relocation assistance</i>							
<b>Total Personal Services</b>	<b>417,896</b>	<b>665,294</b>	<b>626,601</b>	<b>637,676</b>	<b>637,676</b>	<b>(27,618)</b>	<b>-4.2%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	6,708	13,103	10,800	11,300	11,300	(1,803)	-13.8%	
Travel & Subsistence	12,096	13,678	15,000	16,250	16,250	2,572	18.8%	
Communications & Utilities	1,657	4,250	5,000	5,200	5,200	950	22.4%	
Maintenance & Repairs	128	4,200	0	0	4,200	0	0.0%	
Professional Services	45,100	80,600	54,100	100	51,331	(29,269)	-36.3%	
	<i>Audit fee of \$56K moved to Finance; legal @ \$20K and other prof. services @ \$31K</i>							
Other Contracted Services	2,201	7,757	6,800	5,250	5,250	(2,507)	-32.3%	
Rentals	1,846	2,200	2,200	2,400	2,400	200	9.1%	
Insurance & Bonding	1,805	5,001	1,730	2,393	2,393	(2,608)	-52.1%	
<b>Total Operating Exps.</b>	<b>71,541</b>	<b>130,789</b>	<b>95,630</b>	<b>42,893</b>	<b>98,324</b>	<b>(32,465)</b>	<b>-24.8%</b>	<b>0</b>
<b>Capital Outlay</b>								
Office Furniture & Equip.	0	6,128	8,100	0	0	(6,128)	-100.0%	
<b>Total Capital Outlay</b>	<b>0</b>	<b>6,128</b>	<b>8,100</b>	<b>0</b>	<b>0</b>	<b>(6,128)</b>	<b>-100.0%</b>	<b>0</b>
<b>Total Expenditures</b>	<b>489,437</b>	<b>802,211</b>	<b>730,331</b>	<b>680,569</b>	<b>736,000</b>	<b>(66,211)</b>	<b>-8.3%</b>	<b>0</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Net County Cost</b>	<b>489,437</b>	<b>802,211</b>	<b>730,331</b>	<b>680,569</b>	<b>736,000</b>	<b>(66,211)</b>	<b>-8.3%</b>	<b>0</b>

# COUNTY DUES AND MEMBERSHIPS

10-540600

## MISSION STATEMENT

To account for the County's participation in various national, State, regional and local organizations

## AGENCY PROGRAMS

Institute of Government	Charlotte Regional Partnership	List Program
NC Assoc. of County Commissioners	Centralina COG	National Assoc. of Counties
Chamber of Commerce		

## FY2004 MAJOR OUTCOMES

## FINANCIAL SUMMARY

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>		<u>VARIANCE</u>	<u>% INC./</u>	<u>ADOPTED</u>
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>		<u>DEC.</u>	
<i>Expenditures</i>								
Personnel	0	0	0	0	0	0	-	
Operating	71,507	78,238	79,000	84,628	84,628	6,390	8.2%	
Capital	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>71,507</b>	<b>78,238</b>	<b>79,000</b>	<b>84,628</b>	<b>84,628</b>	<b>6,390</b>	<b>8.2%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>71,507</b>	<b>78,238</b>	<b>79,000</b>	<b>84,628</b>	<b>84,628</b>	<b>6,390</b>	<b>8.2%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	-	-	-	-	-	-	-	-
Part-time Equivalency	-	-	-	-	-	-	-	-

## BUDGET HIGHLIGHTS

A majority of the fees for these organizations are based on certified population estimates and with the County continuing to experience population growth, the dues and memberships are projected to increase by about 8%.

**COUNTY DUES AND MEMBERSHIPS**

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>			<u>% INC./</u>	
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>	<u>VARIANCE</u>	<u>DEC.</u>	<u>ADOPTED</u>
<b><u>EXPENDITURES</u></b>								
<i>Operating Expenditures</i>								
Other Contracted Services	71,507	78,238	79,000	84,628	84,628	6,390	8.2%	
<i>Total Operating Exps.</i>	<b>71,507</b>	<b>78,238</b>	<b>79,000</b>	<b>84,628</b>	<b>84,628</b>	<b>6,390</b>	<b>8.2%</b>	<b>0</b>
<b>Total Expenditures</b>	<b>71,507</b>	<b>78,238</b>	<b>79,000</b>	<b>84,628</b>	<b>84,628</b>	<b>6,390</b>	<b>8.2%</b>	<b>0</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Net County Cost</b>	<b>71,507</b>	<b>78,238</b>	<b>79,000</b>	<b>84,628</b>	<b>84,628</b>	<b>6,390</b>	<b>8.2%</b>	<b>0</b>

**MISSION STATEMENT**

To provide consulting and auditing services that identify and reduce risk to County government through the use of proper internal controls and the promotion of the most effective and efficient use of scarce County resources.

**AGENCY PROGRAMS**

- Compliance Audits
- Performance Audits
- Special Projects

**FY2004 MAJOR OUTCOMES**

Evaluate position requirements in the tax collection department based on new software installation and expanded collection programs, (i.e., lock box motor vehicle tax collections, debt set-off program & utility bank draft collections).

Analyze and audit the effectiveness of the new property revaluation for 2004 to determine relationship with actual market values based on property sales.

Conduct an audit analysis and follow-up to determine effectiveness of prior year compensatory and over-time reduction audit.

Perform an audit of the County's vehicle usage to determine if it is excessive and proper and determine if the types of vehicles that the County uses are appropriate for the uses.

Audit all departments that collect funds to analyze their performance with the goal of determining that there are no major deviations in trends and that collections are being maximized.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<i>Expenditures</i>								
Personnel	65,229	66,405	67,701	69,201	69,201	2,796	4.2%	
Operating	2,843	9,700	7,956	5,903	5,903	(3,797)	-39.1%	
Capital	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>68,072</b>	<b>76,105</b>	<b>75,657</b>	<b>75,104</b>	<b>75,104</b>	<b>(1,001)</b>	<b>-1.3%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>68,072</b>	<b>76,105</b>	<b>75,657</b>	<b>75,104</b>	<b>75,104</b>	<b>(1,001)</b>	<b>-1.3%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	1.0	1.0	1.0	1.0	1.0	-	0.0%	
Part-time Equivalency	-	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

The increase in personnel services is due to the pay plan and merit adjustments awarded in FY03. The decrease in operating expenditures is due to FY03's IOG's County Administration Course.

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.		DEC.	
<b>EXPENDITURES</b>								
<i>Personal Services</i>								
Salaries & Wages	51,278	52,130	53,801	53,801	53,801	1,671	3.2%	
	<i>Increase in personnel services is due to the pay plan and merit adjustments awarded in FY03.</i>							
Employee Benefits	13,951	14,275	13,900	15,400	15,400	1,125	7.9%	
	<i>Increase due to higher health benefit costs for FY04</i>							
<b>Total Personal Services</b>	<b>65,229</b>	<b>66,405</b>	<b>67,701</b>	<b>69,201</b>	<b>69,201</b>	<b>2,796</b>	<b>4.2%</b>	<b>0</b>
<i>Operating Expenditures</i>								
Operating Supplies	802	1,550	1,550	1,550	1,550	0	0.0%	
Travel & Subsistence	1,662	6,875	5,854	3,700	3,700	(3,175)	-46.2%	
	<i>IOG County Administration Course in FY03.</i>							
Communications & Utilities	34	975	50	50	50	(925)	-94.9%	
Other Contracted Services	110	300	290	310	310	10	3.3%	
Insurance and Bonding	235	0	212	293	293	293	#DIV/0!	
<b>Total Operating Exps.</b>	<b>2,843</b>	<b>9,700</b>	<b>7,956</b>	<b>5,903</b>	<b>5,903</b>	<b>(3,797)</b>	<b>-39.1%</b>	
<b>Total Expenditures</b>	<b>68,072</b>	<b>76,105</b>	<b>75,657</b>	<b>75,104</b>	<b>75,104</b>	<b>(1,001)</b>	<b>-1.3%</b>	<b>0</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Net County Cost</b>	<b>68,072</b>	<b>76,105</b>	<b>75,657</b>	<b>75,104</b>	<b>75,104</b>	<b>(1,001)</b>	<b>-1.3%</b>	<b>0</b>

**MISSION STATEMENT**

To provide legal counsel to the management and department heads of Union County through direct and ready access to a full time legal staff; and through such accessibility to anticipate potential legal problems and prevent them before they occur, or once occurred, to resolve and mitigate their impacts in such manner as will best serve the interests of Union County.

**AGENCY PROGRAMS**

Legal Counsel	Ordinance, Resolution, Policy Drafting	Major Case Consultation
Contract Drafting/Review	Board Meetings (Legal and Parliamentary)	Attorney Network and Coordination
Contract Tracking and Management	Ordinance Enforcement	

**FY2004 MAJOR OUTCOMES**

Complete contract documents and related legal services for major County construction, including Justice Center, One-Stop Permitting, AG Building, WWTP expansion projects.

Develop standard or generic agreements for use with vendors and service providers, including revisions to new construction contract documents from Engineers Joint Contract Documents Committee.

Digitize department files to enhance efficiency of storage and retrieval.

Establish effective network with local government attorneys.

Develop pro-active departmental policy for assessment, engagement, and resolution of legal issues.

**FINANCIAL SUMMARY**

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>		<u>VARIANCE</u>	<u>% INC./</u>	<u>ADOPTED</u>
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>		<u>DEC.</u>	
<i>Expenditures</i>								
Personnel	146,736	208,746	192,726	214,838	214,838	6,092	2.9%	
Operating	25,747	41,206	37,667	33,544	33,544	(7,662)	-18.6%	
Capital	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>172,483</b>	<b>249,952</b>	<b>230,393</b>	<b>248,382</b>	<b>248,382</b>	<b>(1,570)</b>	<b>-0.6%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>172,483</b>	<b>249,952</b>	<b>230,393</b>	<b>248,382</b>	<b>248,382</b>	<b>(1,570)</b>	<b>-0.6%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	2.0	3.0	2.8	2.8	2.8	(0.2)	-6.7%	
Part-time Equivalency	N/A	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

Decrease in personnel costs is due to a reduction in employee benefits attributable to the reallocation of the Attorney I position from full-time to part-time. Operating expenses decrease is attributable to the non-recurring and initial costs associated with creation of the Attorney I position in FY03.

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.			
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	112,468	160,072	151,654	168,038	168,038	7,966	5.0%	
				<i>Increase due to FY03 pay plan and merit adjustments</i>				
Employee Benefits	34,268	48,674	41,072	46,800	46,800	(1,874)	-3.9%	
				<i>Decreased due to reallocation of Attorney I position from full time to regular part time</i>				
<b>Total Personal Services</b>	<b>146,736</b>	<b>208,746</b>	<b>192,726</b>	<b>214,838</b>	<b>214,838</b>	<b>6,092</b>	<b>2.9%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	11,451	21,300	19,700	14,300	14,300	(7,000)	-32.9%	
				<i>Decrease due to non-recurring expenses associated with FY03 creation of Attorney I position</i>				
Travel & Subsistence	2,287	5,200	3,600	5,400	5,400	200	3.8%	
Communications & Utilities	181	850	600	550	550	(300)	-35.3%	
Maintenance & Repairs	0	356	220	367	367	11	3.1%	
Professional Services	10,540	10,400	10,400	10,400	10,400	0	0.0%	
Other Contracted Services	785	3,100	2,500	1,632	1,632	(1,468)	-47.4%	
				<i>Decrease due to a reduction in requirement for advertising services</i>				
Insurance & Bonding	503	0	647	895	895	895	#DIV/0!	
<b>Total Operating Exps.</b>	<b>25,747</b>	<b>41,206</b>	<b>37,667</b>	<b>33,544</b>	<b>33,544</b>	<b>(7,662)</b>	<b>-18.6%</b>	<b>0</b>
<b>Total Expenditures</b>	<b>172,483</b>	<b>249,952</b>	<b>230,393</b>	<b>248,382</b>	<b>248,382</b>	<b>(1,570)</b>	<b>-0.6%</b>	<b>0</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>172,483</b>	<b>249,952</b>	<b>230,393</b>	<b>248,382</b>	<b>248,382</b>	<b>(1,570)</b>	<b>-0.6%</b>	<b>0</b>

**MISSION STATEMENT**

To provide Union County Government with an equitable and effective system of administration for the recruitment, classification, development, and retention of competent, diligent, and honest career employees. To provide a full range of services in order to promote a positive and productive work environment that is safe, healthy, representative, and fair. To facilitate creativity, innovation and teamwork that allows County employees and departments to realize their potential.

**AGENCY PROGRAMS**

Classification and Compensation	Regulatory Compliance and Training	Insurance Benefits / P&C / Auto
Recruitment	Retirement	New Employee Orientation
Employee Relations	Performance Appraisal	Safety / Workers' Compensation

**FY2004 MAJOR OUTCOMES**

Track employee turnover and retirement to ensure the County is attracting and hiring a well qualified, high performing, diversified workforce.

Conduct on-going classification and compensation studies to assure that the classification system and pay plan represent equitable pay for all County positions.

Strengthen personnel management skills and reduce the potential for employee grievances by providing policy and procedure updates/training to supervisors.

Review the benefit program offered to Union County employees, retirees, and eligible dependents, and improve the general knowledge and participation in the benefit programs.

Mitigate the loss of productivity and reduce the possibility of on the job accidents by providing pre-employment and random drug and alcohol screening for all employees required under Department of Transportation directives and for all Sheriff's Deputies.

Mitigate the loss of productivity, equipment use, and reduce the potential liability risk by provide pre-employment and random driving license screening for all employees who will be required to drive a vehicle on county business.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>VARIANCE</b>	<b>% INC./</b>	<b>ADOPTED</b>
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>		<b>DEC.</b>	
<i>Expenditures</i>								
Personnel	694,358	354,802	342,484	371,467	371,467	16,665	4.7%	0
Operating	39,658	57,355	54,466	71,311	71,311	13,956	24.3%	0
Capital	0	0	0	0	0	0	-	0
Other	0	0	0	0	0	0	-	0
<b>Total</b>	<b>734,016</b>	<b>412,157</b>	<b>396,950</b>	<b>442,778</b>	<b>442,778</b>	<b>30,621</b>	<b>7.4%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>734,016</b>	<b>412,157</b>	<b>396,950</b>	<b>442,778</b>	<b>442,778</b>	<b>30,621</b>	<b>7.4%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	5.0	6.0	6.0	6.0	6.0	-	0.0%	
Part-time Equivalency	N/A	0.1	-	-	-	(0.1)	-100.0%	

**BUDGET HIGHLIGHTS**

The increase in personnel services is attributable to the pay plan and merit adjustments awarded in FY03 and the higher cost of health benefits in FY04. Operating expense increase is due to the implementation of greater random testing (drug and alcohol) of transportation and sheriff agencies.

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>			<u>% INC./</u>	
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>	<u>VARIANCE</u>	<u>DEC.</u>	<u>ADOPTED</u>
<b><u>EXPENDITURES</u></b>								
<b><i>Personal Services</i></b>								
Salaries & Wages	236,149	272,083	265,900	280,125	280,125	8,042	3.0%	
				<i>Increase due to FY03 pay plan and merit adjustments</i>				
Employee Benefits	458,209	82,719	76,584	91,342	91,342	8,623	10.4%	
				<i>Increase due to higher cost of health benefits</i>				
<b>Total Personal Services</b>	<b>694,358</b>	<b>354,802</b>	<b>342,484</b>	<b>371,467</b>	<b>371,467</b>	<b>16,665</b>	<b>4.7%</b>	<b>0</b>
<b><i>Operating Expenditures</i></b>								
Operating Supplies	17,107	20,950	21,200	20,950	20,950	0	0.0%	
Travel & Subsistence	5,625	9,920	5,500	9,920	9,920	0	0.0%	
Communications & Utilities	4,532	4,450	4,450	4,450	4,450	0	0.0%	
Maintenance & Repairs	60	1,000	500	1,000	1,000	0	0.0%	
Professional Services	8,487	11,705	12,285	24,000	24,000	12,295	105.0%	
				<i>Random drug and alcohol testing (\$7,500) of transportation and sheriff agencies added FY04</i>				
Other Contracted Services	2,814	9,330	9,330	9,330	9,330	0	0.0%	
Insurance & Bonding	1,033	0	1,201	1,661	1,661	1,661	#DIV/0!	
<b>Total Operating Exps.</b>	<b>39,658</b>	<b>57,355</b>	<b>54,466</b>	<b>71,311</b>	<b>71,311</b>	<b>13,956</b>	<b>24.3%</b>	<b>0</b>
<b>Total Expenditures</b>	<b>734,016</b>	<b>412,157</b>	<b>396,950</b>	<b>442,778</b>	<b>442,778</b>	<b>30,621</b>	<b>7.4%</b>	<b>0</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	
<b>Net County Cost</b>	<b>734,016</b>	<b>412,157</b>	<b>396,950</b>	<b>442,778</b>	<b>442,778</b>	<b>30,621</b>	<b>7.4%</b>	<b>0</b>

**MISSION STATEMENT**

To preserve, enhance and provide accountability for the County's financial resources.

**AGENCY PROGRAMS**

Budget	Accounts Payable	Financial Planning
Annual Audit	Cash Management & Investments	Debt Issuance & Management
Payroll	Financial Reporting	Capital Improvement Program

**FY2004 MAJOR OUTCOMES**

Complete County's Comprehensive Annual Financial Report (CAFR) by October 31, 2003, and submit to Government Finance Officer's Officer's Association (GFOA) for the Certificate of Achievement for Excellence in Financial Reporting by December 31, 2003.

Plan, execute and oversee three (3) underwritings and debt issuance consisting of general obligation (Union County Public Schools), installment financing, and revenue bond (water and sewer) sales.

Implement e-banking, e-government initiatives to provide alternatives for citizens to interact with County agencies improving customer service and flexibility (payment by credit/debit cards over the phone, in person or through the internet).

Implement a countywide comprehensive accounts receivable management program establishing requirements for extension of credit, curtailment of service and referrals to collection agencies.

Complete a 5-year financial forecast for FY2004-FY2009 and submit to Board of County Commissioners by January 15, 2004.

Complete the FY2004-FY2005 budget and submit to Board of County Commissioners by May 15, 2004.

Develop financial impact statements associated with implementation of GASB OPEB exposure draft.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>VARIANCE</b>	<b>% INC./</b>	<b>ADOPTED</b>
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>		<b>DEC.</b>	
<i>Expenditures</i>								
Personnel	579,503	616,452	625,918	637,550	637,550	21,098	3.4%	
Operating	112,653	149,996	111,179	132,845	132,845	(17,151)	-11.4%	
Capital	11,350	0	2,950	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>703,506</b>	<b>766,448</b>	<b>740,047</b>	<b>770,395</b>	<b>770,395</b>	<b>3,947</b>	<b>0.5%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	175	120	144	0	0	120	100.0%	
<b>Total</b>	<b>175</b>	<b>120</b>	<b>144</b>	<b>0</b>	<b>0</b>	<b>120</b>	<b>100.0%</b>	<b>0</b>
<b>Net County Cost</b>	<b>703,331</b>	<b>766,328</b>	<b>739,903</b>	<b>770,395</b>	<b>770,395</b>	<b>3,827</b>	<b>0.5%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	10.0	10.0	10.0	10.0	10.0	-	0.0%	
Part-time Equivalency	-	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

The increase in personnel services is attributable to the pay plan and merit adjustments awarded in FY03. The decrease in operating expenses is due to a budget reduction in operating supplies (\$8K) and travel and subsistence (\$10K) based on current department requirements.

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<b><u>EXPENDITURES</u></b>								
<b><i>Personal Services</i></b>								
Salaries & Wages	449,426	473,663	485,405	488,400	488,400	14,737	3.1%	
				<i>Increase due to FY03 pay plan and merit adjustments</i>				
Employee Benefits	130,077	142,789	140,513	149,150	149,150	6,361	4.5%	
				<i>FY03 included funds for Director's relocation</i>				
<b>Total Personal Services</b>	<b>579,503</b>	<b>616,452</b>	<b>625,918</b>	<b>637,550</b>	<b>637,550</b>	<b>21,098</b>	<b>3.4%</b>	<b>0</b>
<b><i>Operating Expenditures</i></b>								
Operating Supplies	25,069	29,257	22,510	21,000	21,000	(8,257)	-28.2%	
				<i>Reduction based on historical purchases and current requirements</i>				
Travel & Subsistence	8,809	25,502	11,000	15,000	15,000	(10,502)	-41.2%	
				<i>Reduction based on historical purchases and current requirements</i>				
Communications & Utilities	8,250	8,934	8,400	9,000	9,000	66	0.7%	
Maintenance & Repairs	1,735	6,789	4,981	4,452	4,452	(2,337)	-34.4%	
Professional Services	60,030	75,599	58,505	76,150	76,150	551	0.7%	
				<i>Includes funds for the annual audit (\$56K), cost plan (\$10K) and rebate (\$10K) calculations</i>				
Other Contracted Services	4,405	2,115	1,440	2,130	2,130	15	0.7%	
Rentals	1,453	1,800	1,800	1,800	1,800	0	0.0%	
Insurance & Bonding	2,902	0	2,543	3,313	3,313	3,313	#DIV/0!	
				<i>Increase due to property and casualty expenses budgeted in department for FY04</i>				
<b>Total Operating Exps.</b>	<b>112,653</b>	<b>149,996</b>	<b>111,179</b>	<b>132,845</b>	<b>132,845</b>	<b>(17,151)</b>	<b>-11.4%</b>	<b>0</b>
<b><i>Capital Outlay</i></b>								
Office Furniture & Equip.	11,350	0	2,950	0	0	0	-	
<b>Total Capital Outlay</b>	<b>11,350</b>	<b>0</b>	<b>2,950</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Total Expenditures</b>	<b>703,506</b>	<b>766,448</b>	<b>740,047</b>	<b>770,395</b>	<b>770,395</b>	<b>3,947</b>	<b>0.5%</b>	<b>0</b>
<b>Total Revenues</b>	<b>175</b>	<b>120</b>	<b>144</b>	<b>0</b>	<b>0</b>	<b>(120)</b>	<b>-100.0%</b>	
<b>Net County Cost</b>	<b>703,331</b>	<b>766,328</b>	<b>739,903</b>	<b>770,395</b>	<b>770,395</b>	<b>4,067</b>	<b>0.5%</b>	<b>#VALUE!</b>

**MISSION STATEMENT**

To list, appraise, assess and collect all real and personal property in Union County for ad valorem tax purposes in compliance with NC General Statutes.

**AGENCY PROGRAMS**

GIS/Mapping	Collection	Present Use Applications
Tax Listing	Assessment	Delinquent Collection
Audits	Exemption Applications	Public Utility Collections

**FY2004 MAJOR OUTCOMES**

- Complete the conversion, training and implementation to the department's new billing and collection software.
- Complete the assessment of all property and issue tax bills in August.
- Increase current year and delinquent collections through implementation of the debt setoff program, taxpayer tracking initiatives and retention of collection agencies.
- Reappraise all real property at market value as of January 1, 2004.
- Enhance customer service to both external and internal customers.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>% INC./</b>		
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>DEC.</b>	<b>ADOPTED</b>	
<i>Expenditures</i>								
Personnel	1,495,022	1,608,483	1,565,540	1,727,888	1,727,888	119,405	7.4%	
Operating	368,028	1,452,035	970,086	623,193	623,193	(828,842)	-57.1%	
Capital	22,005	9,562	9,111	15,000	15,000	5,438	56.9%	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>1,885,055</b>	<b>3,070,080</b>	<b>2,544,737</b>	<b>2,366,081</b>	<b>2,366,081</b>	<b>(703,999)</b>	<b>-22.9%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	106,696	99,240	107,691	107,900	107,900	8,660	8.7%	
<b>Total</b>	<b>106,696</b>	<b>99,240</b>	<b>107,691</b>	<b>107,900</b>	<b>107,900</b>	<b>8,660</b>	<b>8.7%</b>	<b>0</b>
<b>Net County Cost</b>	<b>1,778,359</b>	<b>2,970,840</b>	<b>2,437,046</b>	<b>2,258,181</b>	<b>2,258,181</b>	<b>(712,659)</b>	<b>-24.0%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	34.0	35.0	35.0	35.0	35.0	-	0.0%	
Part-time Equivalency	N/A	-	0.2	0.2	0.2	0.2	#DIV/0!	

**BUDGET HIGHLIGHTS**

Personnel increase is attributable to higher health care benefit costs for FY04 and the FY03 pay plan and merit adjustments. The decrease in operating expenditures is attributable to the outsourcing of bill printing functions, reduced travel and employee development and the completion in FY03 of the implementation phase of the new tax billing and collection software.

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	1,134,247	1,212,729	1,188,053	1,271,483	1,271,483	58,754	4.8%	
				<i>Increase due to FY03 pay plan and merit adjustments</i>				
Employee Benefits	360,775	395,754	377,487	456,405	456,405	60,651	15.3%	
				<i>Increase due to higher cost of health benefits</i>				
<b>Total Personal Services</b>	<b>1,495,022</b>	<b>1,608,483</b>	<b>1,565,540</b>	<b>1,727,888</b>	<b>1,727,888</b>	<b>119,405</b>	<b>7.4%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	94,374	135,885	100,985	90,637	90,637	(45,248)	-33.3%	
				<i>Decrease due to outsourcing w/American Business Forms (\$13K) of delinquent tax &amp; mv bills with balance of decrease based on FY04 requirements</i>				
Travel & Subsistence	25,093	34,035	23,054	24,415	24,415	(9,620)	-28.3%	
				<i>Reduction based on FY04 requirements</i>				
Communications & Utilities	118,127	148,683	128,318	131,400	131,400	(17,283)	-11.6%	
				<i>Reduction based on historical purchases and current requirements</i>				
Maintenance & Repairs	22,897	67,448	25,556	27,418	27,418	(40,030)	-59.3%	
				<i>Decrease due to Manatron computer software maintenance (\$33K) included in initial contract price</i>				
Professional Services	87,110	1,026,632	650,100	302,972	302,972	(723,660)	-70.5%	
				<i>Decrease due to implementation of Manatron in FY03 (\$367K), rollover of same project funds (\$367) and legal services (11K)</i>				
Other Contracted Services	6,873	10,485	10,386	10,375	10,375	(110)	-1.0%	
Rentals	3,705	28,867	21,219	21,500	21,500	(7,367)	-25.5%	
				<i>Reduction based on historical purchases and current requirements</i>				
Insurance & Bonding	9,849	0	10,468	14,476	14,476	14,476	#DIV/0!	
				<i>Property &amp; casualty budgeted in benefitting departments in FY04</i>				
<b>Total Operating Exps.</b>	<b>368,028</b>	<b>1,452,035</b>	<b>970,086</b>	<b>623,193</b>	<b>623,193</b>	<b>(828,842)</b>	<b>-57.1%</b>	<b>0</b>
<b>Capital Outlay</b>								
Office Furniture & Equip.	22,005	9,562	9,111	15,000	15,000	5,438	56.9%	
				<i>Increase due to purchase of new printer (\$5K) for motor vehicle bills</i>				
<b>Total Capital Outlay</b>	<b>22,005</b>	<b>9,562</b>	<b>9,111</b>	<b>15,000</b>	<b>15,000</b>	<b>5,438</b>	<b>56.9%</b>	<b>0</b>
<b>Interfund Transfers</b>	<b>425,000</b>	<b>458,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5,438</b>	<b>1.2%</b>	
<b>Total Expenditures</b>	<b>2,310,055</b>	<b>3,528,580</b>	<b>2,544,737</b>	<b>2,366,081</b>	<b>2,366,081</b>	<b>(698,561)</b>	<b>-19.8%</b>	<b>0</b>
<b>Total Revenues</b>	<b>106,696</b>	<b>99,240</b>	<b>107,691</b>	<b>107,900</b>	<b>107,900</b>	<b>8,660</b>	<b>8.7%</b>	
<b>Net County Cost</b>	<b>2,203,359</b>	<b>3,429,340</b>	<b>2,437,046</b>	<b>2,258,181</b>	<b>2,258,181</b>	<b>(707,221)</b>	<b>-20.6%</b>	<b>0</b>

# TAX ADMINISTRATION-REAPPRAISAL

10-541400(35)

## MISSION STATEMENT

To appraise the ownership of all taxable and non-taxable property located in Union County for ad valorem tax purposes as set forth in the Machinery Act of North Carolina.

## AGENCY PROGRAMS

Schedule of Values for Reappraisal

Real property appraisals

Appeals

## FY2004 MAJOR OUTCOMES

Reappraise all real property at market value as of January 1, 2004.

Complete the conversion and implementation of the department's new appraisal and billing software.

## FINANCIAL SUMMARY

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.			
<i>Expenditures</i>								
Personnel	0	0	410,488	430,318	430,318	430,318	#DIV/0!	
Operating	0	0	41,844	86,936	86,936	86,936	#DIV/0!	
Capital	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>452,332</b>	<b>517,254</b>	<b>517,254</b>	<b>517,254</b>	<b>#DIV/0!</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	164,075	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>164,075</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>0</b>	<b>0</b>	<b>288,257</b>	<b>517,254</b>	<b>517,254</b>	<b>517,254</b>	<b>#DIV/0!</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	-	-	10.0	10.0	10.0	10.0	#DIV/0!	
Part-time Equivalency	-	-	-	-	-	-	-	

## BUDGET HIGHLIGHTS

Personnel expenditures increase is attributable to higher health care costs in FY04 and an increase in overtime associated with the January 1, 2004 appraisal. Operating expenditures increase is due to the retention of contractor appraisers to assist with the revaluation, outsourcing mailings (letters, brochures, and notices), and temporary assistance for revaluation. Personnel count is remaining constant for this division.

**TAX ADMINISTRATION-REAPPRAISAL**

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.		DEC.	
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	0	0	317,702	319,518	319,518	319,518	#DIV/0!	
								<i>Combined fund variance of \$1K</i>
Employee Benefits	0	0	92,786	110,800	110,800	110,800	#DIV/0!	
								<i>Combined fund variance of \$10K-Increase due to higher cost of health benefits</i>
<b>Total Personal Services</b>	<b>0</b>	<b>0</b>	<b>410,488</b>	<b>430,318</b>	<b>430,318</b>	<b>430,318</b>	<b>#DIV/0!</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	0	0	12,112	12,362	12,362	12,362	#DIV/0!	
								<i>Combined fund variance of &lt;\$3K&gt;-Decrease based on FY04 requirements</i>
Travel & Subsistence	0	0	4,692	4,825	4,825	4,825	#DIV/0!	
								<i>Combined fund variance of &lt;\$1K&gt;-Decrease based on FY04 requirements</i>
Communications & Utilities	0	0	4,608	11,150	11,150	11,150	#DIV/0!	
								<i>Combined fund variance of \$6K-Increase due to nextel rentals associated with the January 1, 2004 appraisal</i>
Maintenance & Repairs	0	0	17,422	1,880	1,880	1,880	#DIV/0!	
								<i>Combined fund variance of &lt;\$19K&gt;-Decrease due to conversion to new assessment software under warranty</i>
Professional Services	0	0	0	48,000	48,000	48,000	#DIV/0!	
								<i>Combined fund variance of \$45K-Increase due to appraiser contracting and outsourcing various mailings</i>
Other Contracted Services	0	0	1,413	6,510	6,510	6,510	#DIV/0!	
								<i>Comined fund variance of \$4K-Increase due to temporary assistance associated with the January 1, 2004 appraisal</i>
Insurance & Bonding	0	0	1,597	2,209	2,209	2,209	#DIV/0!	
								<i>Combined fund variance of \$1K-Property and casualty costs allocated to departments in FY04</i>
<b>Total Operating Exps.</b>	<b>0</b>	<b>0</b>	<b>41,844</b>	<b>86,936</b>	<b>86,936</b>	<b>86,936</b>	<b>#DIV/0!</b>	<b>0</b>
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>452,332</b>	<b>517,254</b>	<b>517,254</b>	<b>517,254</b>	<b>#DIV/0!</b>	<b>0</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>164,075</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Net County Cost</b>	<b>0</b>	<b>0</b>	<b>288,257</b>	<b>517,254</b>	<b>517,254</b>	<b>517,254</b>	<b>#DIV/0!</b>	<b>0</b>

# COURT FACILITIES

10-5416XX (OUTSIDE AGENCIES)

## MISSION STATEMENT

## AGENCY PROGRAMS

Clerk of Court	Magistrate's Office	Juvenile Probation
Courtroom	District Court	Jury Selection
District Attorney	Occupancy Cost	

## FY2004 MAJOR OUTCOMES

## FINANCIAL SUMMARY

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>		<u>VARIANCE</u>	<u>% INC./</u>	<u>ADOPTED</u>
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>		<u>DEC.</u>	
<i>Expenditures</i>								
Personnel	646	0	0	0	0	0	-	
Operating	4,372	19,407	19,407	19,853	19,853	446	2.3%	
Capital	0	0	0	0	0	0	-	
Other	1,508,820	1,600,000	1,847,990	2,937,017	2,937,017	1,337,017	83.6%	
<b>Total</b>	<b>1,513,838</b>	<b>1,619,407</b>	<b>1,867,397</b>	<b>2,956,870</b>	<b>2,956,870</b>	<b>1,337,463</b>	<b>82.6%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>1,513,838</b>	<b>1,619,407</b>	<b>1,867,397</b>	<b>2,956,870</b>	<b>2,956,870</b>	<b>1,337,463</b>	<b>82.6%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	-	-	-	-	-	-	-	
Part-time Equivalency	-	-	-	-	-	-	-	

## BUDGET HIGHLIGHTS

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<b><u>EXPENDITURES</u></b>								
<b><i>Personal Services</i></b>								
Salaries & Wages	600	0	0	600	600	600	#DIV/0!	
Employee Benefits	46	0	0	46	46	46	#DIV/0!	
<b>Total Personal Services</b>	<b>646</b>	<b>0</b>	<b>0</b>	<b>646</b>	<b>646</b>	<b>646</b>	<b>#DIV/0!</b>	<b>0</b>
<b><i>Operating Expenditures</i></b>								
Operating Supplies	4,369	13,207	13,207	13,007	13,007	(200)	-1.5%	
Communications & Utilities	0	200	200	200	200	0	0.0%	
Other Contracted Services	1,503,091	1,600,000	1,847,990	1,940,390	1,940,390	340,390	21.3%	
<i>Includes the allocated occupancy costs of County Courthouse to include law enforcement, maintenance, janitorial and utilities</i>								
Insurance & Bonding	3	0	0	0	0	0	-	
<b>Total Operating Exps.</b>	<b>1,507,463</b>	<b>1,613,407</b>	<b>1,861,397</b>	<b>1,953,597</b>	<b>1,953,597</b>	<b>340,190</b>	<b>21.1%</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>5,729</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>0</b>	<b>0.0%</b>	
<i>Grant match for Project Safe Streets</i>								
<b>Debt Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>996,627</b>	<b>996,627</b>	<b>680,580</b>	<b>#DIV/0!</b>	
<b>Total Expenditures</b>	<b>1,513,838</b>	<b>1,619,407</b>	<b>1,867,397</b>	<b>2,956,870</b>	<b>2,956,870</b>	<b>1,021,416</b>	<b>63.1%</b>	<b>0</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	
<b>Net County Cost</b>	<b>1,513,838</b>	<b>1,619,407</b>	<b>1,867,397</b>	<b>2,956,870</b>	<b>2,956,870</b>	<b>1,021,416</b>	<b>63.1%</b>	<b>0</b>

**MISSION STATEMENT**

To provide citizens with the opportunity to exercise their right to vote in the appropriate jurisdictions, at convenient locations, and services by operating the elections and registration process in an open, fair and efficient manner.

**AGENCY PROGRAMS**

Candidate Filings/Election Day Co-ordination	Recruitment of Precinct Workers	Geo-Code-Mapping/Annexations
Citizens Awareness	Campaign Reporting	Voting Machine Maintenance
Voter Registration	Absentee Voting	

**FY2004 MAJOR OUTCOMES**

- Implement new GIS System regarding redistricting and precinct information
- Develop and hold citizens awareness programs for September, 2003
- Streamline absentee voting by mail procedures
- Initiate "One Stop Voting" for primary elections
- Develop simple procedures for paperwork for precinct workers on election day
- Successfully complete four elections

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>% INC./</b>		
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>DEC.</b>	<b>ADOPTED</b>	
<i>Expenditures</i>								
Personnel	279,445	479,087	406,300	554,160	553,160	74,073	15.5%	
Operating	72,600	190,195	136,600	157,025	157,025	(33,170)	-17.4%	
Capital	13,788	30,000	68,900	450,272	450,272	420,272	1400.9%	
Other	0	0	0	0	100,000	100,000	#DIV/0!	
<b>Total</b>	<b>365,833</b>	<b>699,282</b>	<b>611,800</b>	<b>1,161,457</b>	<b>1,260,457</b>	<b>561,175</b>	<b>80.3%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	13,930	14,500	0	0	(13,930)	-100.0%	
Other	54,009	13,500	19,100	119,060	565,132	551,632	4086.2%	
<b>Total</b>	<b>54,009</b>	<b>27,430</b>	<b>33,600</b>	<b>119,060</b>	<b>565,132</b>	<b>537,702</b>	<b>1960.3%</b>	<b>0</b>
<b>Net County Cost</b>	<b>311,824</b>	<b>671,852</b>	<b>578,200</b>	<b>1,042,397</b>	<b>695,325</b>	<b>23,473</b>	<b>3.5%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	4.0	5.4	5.4	5.3	5.3	(0.1)	-1.9%	
Part-time Equivalency	N/A	5.0	5.0	5.7	5.7	0.8	15.8%	

**BUDGET HIGHLIGHTS**

The increase in personnel expenditures is attributable to additional PTEs for two municipal elections (with offsetting revenues from the towns), higher election worker pay (\$13K), FY03's pay plan and merit adjustments and FY04's higher health benefit costs. The decrease in operating expenses is due lower communication expenses which were incurred in FY03 and were related to the relocation of the Board of Elections. Capital outlay includes funds for the first phase of replacing voting machines. Other expenditures reflect the lease purchase debt cost of the replacement machines. Other revenues include \$446K in lease purchase proceeds for the machines purchase.

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>			<u>% INC./</u>	
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>	<u>VARIANCE</u>	<u>DEC.</u>	<u>ADOPTED</u>
<b><u>EXPENDITURES</u></b>								
<b><i>Personal Services</i></b>								
Salaries & Wages	232,314	418,723	352,100	487,216	486,316	67,593	16.1%	
		<i>Increase in PTE positions due to municipal elections and election worker pay (\$13K)</i>						
Employee Benefits	47,131	60,364	54,200	66,944	66,844	6,480	10.7%	
		<i>Increase due to higher health care costs</i>						
<b>Total Personal Services</b>	<b>279,445</b>	<b>479,087</b>	<b>406,300</b>	<b>554,160</b>	<b>553,160</b>	<b>74,073</b>	<b>15.5%</b>	<b>0</b>
<b><i>Operating Expenditures</i></b>								
Operating Supplies	22,692	54,681	40,200	38,600	38,600	(16,081)	-29.4%	
Travel & Subsistence	10,910	17,765	7,400	18,100	18,100	335	1.9%	
Communications & Utilities	8,827	70,255	40,200	29,300	29,300	(40,955)	-58.3%	
		<i>\$15K related to move in FY03</i>						
Maintenance & Repairs	16,768	19,412	28,000	28,800	28,800	9,388	48.4%	
		<i>Increase due to higher maintenance on voting machine equipment</i>						
Professional Services	4,084	13,230	7,000	25,500	25,500	12,270	92.7%	
		<i>\$3K related to move in FY03. FY04 includes \$25K for moving voting equipment for elections</i>						
Other Contracted Services	4,226	5,100	4,800	5,550	5,550	450	8.8%	
Rentals	3,418	9,752	7,800	9,575	9,575	(177)	-1.8%	
Insurance & Bonding	1,675	0	1,200	1,600	1,600	1,600	#DIV/0!	
		<i>Property &amp; casualty budgeted in benefitting departments in FY04</i>						
<b>Total Operating Exps.</b>	<b>72,600</b>	<b>190,195</b>	<b>136,600</b>	<b>157,025</b>	<b>157,025</b>	<b>(33,170)</b>	<b>-17.4%</b>	<b>0</b>
<b><i>Capital Outlay</i></b>								
Office Furniture & Equip.	13,788	30,000	68,900	450,272	450,272	420,272	1400.9%	
		<i>\$446K for first phase of voting equipment change</i>						
<b>Total Capital Outlay</b>	<b>13,788</b>	<b>30,000</b>	<b>68,900</b>	<b>450,272</b>	<b>450,272</b>	<b>420,272</b>	<b>1400.9%</b>	<b>0</b>
<b><i>Debt Service</i></b>								
General Debt Service	0	0	0	0	100,000	100,000	#DIV/0!	
		<i>FY04 debt service of first phase of voting equipment change</i>						
<b>Total Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>	<b>#DIV/0!</b>	<b>0</b>
<b>Total Expenditures</b>	<b>365,833</b>	<b>699,282</b>	<b>611,800</b>	<b>1,161,457</b>	<b>1,260,457</b>	<b>561,175</b>	<b>80.3%</b>	<b>0</b>
<b>Total Revenues</b>	<b>54,009</b>	<b>27,430</b>	<b>33,600</b>	<b>119,060</b>	<b>565,132</b>	<b>537,702</b>	<b>1960.3%</b>	
		<i>FY04 includes lease purchase funds \$446K for first phase of voting machine replacement</i>						
<b>Net County Cost</b>	<b>311,824</b>	<b>671,852</b>	<b>578,200</b>	<b>1,042,397</b>	<b>695,325</b>	<b>23,473</b>	<b>3.5%</b>	<b>0</b>

FY2002 had two municipal elections.

FY2003 had a primary election, general election and a special election.

FY2004 is projected to have two municipal elections, a primary election and a second primary election.

# REGISTER OF DEEDS

10-541800

## MISSION STATEMENT

To provide for, in perpetuity, the preservation and protection of all recorded documents in a manner that ensures integrity, completeness, accuracy, and safekeeping of public records.

## AGENCY PROGRAMS

Vital Records	Land Records, Plats & Plans	Official bonds
Notary Public Commissions	Transportation Right of Way Plans	Military Discharges
UCC Recording	Power of Attorney	

## FY2004 MAJOR OUTCOMES

Plan, execute and oversee the access of land records through the internet.

Establish scanning bank for land records for access through the internet.

Scan birth records for issuance by computer.

Computerize notary public index.

Begin process of digitizing plats.

Restore older damaged books with new binders, etc.

Ensure staff members attend workshops and seminars in order to maintain proficiency with changing laws and provide improved service and technology.

Ensure security of all documents.

Protect against fraud in vital records.

## FINANCIAL SUMMARY

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>		<u>VARIANCE</u>	<u>% INC./</u>	<u>ADOPTED</u>
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>		<u>DEC.</u>	
<i>Expenditures</i>								
Personnel	408,477	436,635	451,756	479,769	479,769	43,134	9.9%	
Operating	290,015	361,207	285,357	299,261	299,261	(61,946)	-17.1%	
Capital	0	6,610	6,305	0	0	(6,610)	-100.0%	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>698,492</b>	<b>804,452</b>	<b>743,418</b>	<b>779,030</b>	<b>779,030</b>	<b>(25,422)</b>	<b>-3.2%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	1,048,873	975,040	1,513,864	1,548,406	1,548,406	573,366	58.8%	
<b>Total</b>	<b>1,048,873</b>	<b>975,040</b>	<b>1,513,864</b>	<b>1,548,406</b>	<b>1,548,406</b>	<b>573,366</b>	<b>58.8%</b>	<b>0</b>
<b>Net County Cost</b>	<b>(350,381)</b>	<b>(170,588)</b>	<b>(770,446)</b>	<b>(769,376)</b>	<b>(769,376)</b>	<b>(598,788)</b>	<b>351.0%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	9.0	10.0	10.0	10.0	10.0	-	0.0%	
Part-time Equivalency	N/A	0.3	0.3	0.3	0.3	-	0.0%	

## BUDGET HIGHLIGHTS

The increase in personnel services is attributable to the pay plan and merit adjustments awarded in FY03, higher health care costs (\$16K) in FY04 and special mandated benefits (\$21K) for FY04. The decrease in operating expenses is due to a budget reduction in office supplies (\$55K), tool and supplies (\$3K), and postage (\$4K).

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.		DEC.	
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	272,867	291,584	291,698	298,800	298,800	7,216	2.5%	
				<i>Increase due to FY03 pay plan and merit adjustments</i>				
Employee Benefits	135,610	145,051	160,058	180,969	180,969	35,918	24.8%	
				<i>Increase due to higher health benefit costs (16K), retirees health (\$6K), and special mandated benefits (\$21K)</i>				
<b>Total Personal Services</b>	<b>408,477</b>	<b>436,635</b>	<b>451,756</b>	<b>479,769</b>	<b>479,769</b>	<b>43,134</b>	<b>9.9%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	22,870	84,507	27,100	26,650	26,650	(57,857)	-68.5%	
				<i>Decrease in office supplies (55K), and tool/supplies (3K), based on historical purchases and current requirement</i>				
Travel & Subsistence	6,043	10,000	10,000	10,000	10,000	0	0.0%	
Communications & Utilities	10,044	13,900	9,700	9,720	9,720	(4,180)	-30.1%	
				<i>Decrease in postage</i>				
Maintenance & Repairs	4,849	6,500	6,000	6,000	6,000	(500)	-7.7%	
Professional Services	237,953	235,500	222,500	235,500	235,500	0	0.0%	
Other Contracted Services	444	750	850	1,030	1,030	280	37.3%	
Rentals	6,471	10,000	7,500	8,000	8,000	(2,000)	-20.0%	
				<i>Decrease in rental of equipment</i>				
Insurance & Bonding	1,341	50	1,707	2,361	2,361	2,311	4622.0%	
				<i>Property &amp; casualty budgeted in benefiting departments in FY04</i>				
<b>Total Operating Exps.</b>	<b>290,015</b>	<b>361,207</b>	<b>285,357</b>	<b>299,261</b>	<b>299,261</b>	<b>(61,946)</b>	<b>-17.1%</b>	<b>0</b>
<b>Capital Outlay</b>								
Office Furniture & Equip.	0	6,610	6,305	0	0	(6,610)	-100.0%	
				<i>No request in FY04</i>				
<b>Total Capital Outlay</b>	<b>0</b>	<b>6,610</b>	<b>6,305</b>	<b>0</b>	<b>0</b>	<b>(6,610)</b>	<b>-100.0%</b>	<b>0</b>
<b>Total Expenditures</b>	<b>698,492</b>	<b>804,452</b>	<b>743,418</b>	<b>779,030</b>	<b>779,030</b>	<b>(25,422)</b>	<b>-3.2%</b>	<b>0</b>
<b>Total Revenues</b>	<b>1,048,873</b>	<b>975,040</b>	<b>1,513,864</b>	<b>1,548,406</b>	<b>1,548,406</b>	<b>573,366</b>	<b>58.8%</b>	
				<i>Increase due to fee increase as of January 2003</i>				
<b>Net County Cost</b>	<b>(350,381)</b>	<b>(170,588)</b>	<b>(770,446)</b>	<b>(769,376)</b>	<b>(769,376)</b>	<b>(598,788)</b>	<b>351.0%</b>	<b>0</b>

**MISSION STATEMENT**

To provide consistent, cost-effective, convenient and reliable Information Technology services to Union County. To support applications and initiatives which provide increased efficiency and effectiveness while continuing to improve the hardware, communications, and software components of the Information Technology infrastructure.

**AGENCY PROGRAMS**

Computer Operations	Office Automation	Training
PC Support	Communications	
Programming	Wide Area Network	

**FY2004 MAJOR OUTCOMES**

- Install new Public Safety software for the Sheriff's department.
- Install Inspections and Permitting system.
- Enhance Intranet and Internet.
- Continue to move Adobe Acrobat into various departments, to provide Document Imaging capabilities.
- Install Storage Area Network, to provide for reliable storage of mission critical data and also provide a foundation for building a functional disaster recovery option.
- Continue enhancements to the GIS system.
- Continue to provide support to all county departments.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>% INC./</b>		
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<i>Expenditures</i>								
Personnel	555,391	739,949	657,300	762,700	762,700	22,751	3.1%	
Operating	774,257	1,198,419	982,700	1,073,100	1,073,100	(125,319)	-10.5%	
Capital	326,611	568,216	328,531	154,600	77,600	(490,616)	-86.3%	
Other	0	0	38,518	0	0	0	-	
<b>Total</b>	<b>1,656,259</b>	<b>2,506,584</b>	<b>2,007,049</b>	<b>1,990,400</b>	<b>1,913,400</b>	<b>(593,184)</b>	<b>-23.7%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>1,656,259</b>	<b>2,506,584</b>	<b>2,007,049</b>	<b>1,990,400</b>	<b>1,913,400</b>	<b>(593,184)</b>	<b>-23.7%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	12.0	12.0	12.0	12.0	12.0	-	0.0%	
Part-time Equivalency	-	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

The increase in personnel expenditures is attributable to FY03's pay plan and merit adjustments and higher cost of health benefits for FY04. The reduction in operating costs is due to a decreased requirement for software services. Capital outlay includes funds for the implementation of audit recommendations to improve redundancy by providing remote tape libraries.

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.			
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	424,291	573,493	518,300	586,300	586,300	12,807	2.2%	
				<i>Increase due to FY03 pay plan and merit adjustments</i>				
Employee Benefits	131,100	166,456	139,000	176,400	176,400	9,944	6.0%	
				<i>Increase due to higher cost of health benefits for FY04</i>				
<b>Total Personal Services</b>	<b>555,391</b>	<b>739,949</b>	<b>657,300</b>	<b>762,700</b>	<b>762,700</b>	<b>22,751</b>	<b>3.1%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	163,259	126,300	120,900	120,000	120,000	(6,300)	-5.0%	
Travel & Subsistence	69,704	87,130	76,400	90,200	90,200	3,070	3.5%	
Communications & Utilities	91,541	90,900	103,600	109,300	109,300	18,400	20.2%	
				<i>PBX charges for the County are handled within these accounts</i>				
Maintenance & Repairs	288,668	537,450	357,000	456,900	456,900	(80,550)	-15.0%	
				<i>Software licenses, renewals - based on current requirements. MS Office renewal FY04 (\$150K)</i>				
Professional Services	136,563	336,000	293,100	242,800	242,800	(93,200)	-27.7%	
				<i>FY04 includes funds for HIPPA consultant, Sheriff software services, Unix services, tax software services</i>				
Other Contracted Services	21,908	20,639	25,000	37,000	37,000	16,361	79.3%	
				<i>Increase due to monthly internet access fee</i>				
Rentals	0	0	2,900	11,700	11,700	11,700	#DIV/0!	
				<i>Increase due to contract for remote site connection begun in FY03</i>				
Insurance & Bonding	2,614	0	3,800	5,200	5,200	5,200	#DIV/0!	
				<i>Property &amp; casualty budgeted in benefiting departments in FY04</i>				
<b>Total Operating Exps.</b>	<b>774,257</b>	<b>1,198,419</b>	<b>982,700</b>	<b>1,073,100</b>	<b>1,073,100</b>	<b>(125,319)</b>	<b>-10.5%</b>	<b>0</b>
<b>Capital Outlay</b>								
Office Furniture & Equip.	326,611	568,216	328,531	154,600	77,600	(490,616)	-86.3%	
				<i>Remote location tape library with HP/SAN units</i>				
<b>Total Capital Outlay</b>	<b>326,611</b>	<b>568,216</b>	<b>328,531</b>	<b>154,600</b>	<b>77,600</b>	<b>(490,616)</b>	<b>-86.3%</b>	<b>0</b>
<b>Interfund Transfers</b>								
	0	0	38,518	0	0	0	-	
				<i>FY03 is an IFT to General Capital Project Fund for Sheriff's Office software.</i>				
<b>Total Expenditures</b>	<b>1,656,259</b>	<b>2,506,584</b>	<b>2,007,049</b>	<b>1,990,400</b>	<b>1,913,400</b>	<b>(593,184)</b>	<b>-23.7%</b>	<b>0</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>1,656,259</b>	<b>2,506,584</b>	<b>2,007,049</b>	<b>1,990,400</b>	<b>1,913,400</b>	<b>(593,184)</b>	<b>-23.7%</b>	<b>0</b>

# GENERAL SERVICES: PURCHASING & RESALE

10-542400

## MISSION STATEMENT

To provide responsive and effective management of the procurement of supplies and services while maintaining the highest level of professional ethics and integrity.

## AGENCY PROGRAMS

Fixed Assets

Surplus

Procurement Card

## FY2004 MAJOR OUTCOMES

Revise and update the current County Procurement Policy.

Implement the automated Purchasing Requisition Module to complete paperless purchasing.

Continue to provide efficient and helpful service to County Departments.

Maintain a high standard of efficiency and professionalism in the supervision of the competitive bidding and proposal process.

Provide advanced training of purchasing department personnel in diverse procurement areas in order to maximize productivity

## FINANCIAL SUMMARY

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.			
<i>Expenditures</i>								
Personnel	82,674	80,212	74,841	82,540	82,540	2,328	2.9%	
Operating	145,417	153,260	121,239	125,195	125,195	(28,065)	-18.3%	
Capital	0	0	0	0	0	0	-	
Other	(107,759)	(90,000)	(77,200)	(77,200)	(77,200)	12,800	-14.2%	
<b>Total</b>	<b>120,332</b>	<b>143,472</b>	<b>118,880</b>	<b>130,535</b>	<b>130,535</b>	<b>(12,937)</b>	<b>-9.0%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	294	300	0	0	0	(300)	-100.0%	
<b>Total</b>	<b>294</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(300)</b>	<b>-100.0%</b>	<b>0</b>
<b>Net County Cost</b>	<b>120,038</b>	<b>143,172</b>	<b>118,880</b>	<b>130,535</b>	<b>130,535</b>	<b>(12,637)</b>	<b>-8.8%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	2.0	2.0	2.0	2.0	2.0	-	0.0%	
Part-time Equivalency	N/A	-	-	-	-	-	-	

## BUDGET HIGHLIGHTS

The decrease in operating costs is due to the downsizing of the warehouse with the commensurate reduction in purchases for resale (\$13K) and a decrease in rental costs (\$10K). The decrease in other costs is attributable to a reduction in sales income due to the downsizing of the warehouse operations.

## GENERAL SERVICES: PURCHASING &amp; RESALE

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.			
<b>EXPENDITURES</b>								
<i>Personal Services</i>								
Salaries & Wages	62,458	59,502	57,504	60,840	60,840	1,338	2.2%	
Employee Benefits	20,216	20,710	17,337	21,700	21,700	990	4.8%	
<b>Total Personal Services</b>	<b>82,674</b>	<b>80,212</b>	<b>74,841</b>	<b>82,540</b>	<b>82,540</b>	<b>2,328</b>	<b>2.9%</b>	<b>0</b>
<i>Operating Expenditures</i>								
Operating Supplies	111,916	98,060	84,580	84,700	84,700	(13,360)	-13.6%	
				<i>Decrease in inventory for resale due to a reduction in activity and downsizing of warehouse</i>				
Travel & Subsistence	820	4,060	3,325	3,850	3,850	(210)	-5.2%	
Communications & Utilities	1,722	2,400	2,500	2,500	2,500	100	4.2%	
Maintenance & Repairs	4,047	12,640	6,330	8,600	8,600	(4,040)	-32.0%	
			<i>Reduction based on historical purchases and current requirements</i>					
Professional Services	0	0	0	0	0	0	-	
Other Contracted Services	5,897	6,100	4,960	5,070	5,070	(1,030)	-16.9%	
Rentals	20,713	30,000	19,200	20,000	20,000	(10,000)	-33.3%	
			<i>Reduction based on historical purchases and current requirements</i>					
Insurance & Bonding	302	0	344	475	475	475	#DIV/0!	
<b>Total Operating Exps.</b>	<b>145,417</b>	<b>153,260</b>	<b>121,239</b>	<b>125,195</b>	<b>125,195</b>	<b>(28,065)</b>	<b>-18.3%</b>	<b>0</b>
<b>Interdept. Charges</b>	<b>(107,759)</b>	<b>(90,000)</b>	<b>(77,200)</b>	<b>(77,200)</b>	<b>(77,200)</b>	12,800	-14.2%	
			<i>Decrease in sales due to downsizing of warehouse</i>					
<b>Total Expenditures</b>	<b>120,332</b>	<b>143,472</b>	<b>118,880</b>	<b>130,535</b>	<b>130,535</b>	<b>(12,937)</b>	<b>-9.0%</b>	<b>0</b>
<b>Total Revenues</b>	<b>294</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(300)</b>	<b>-100.0%</b>	
<b>Net County Cost</b>	<b>120,038</b>	<b>143,172</b>	<b>118,880</b>	<b>130,535</b>	<b>130,535</b>	<b>(12,637)</b>	<b>-8.8%</b>	<b>0</b>

# GENERAL SERVICES: FLEET MANAGEMENT

10-542500

## MISSION STATEMENT

To maintain all County vehicles with the highest quality, efficiency, timeliness and cost effectiveness in order to maximize the asset's useful life.

## AGENCY PROGRAMS

Vehicle Inspection

Acquisition & Disposal of Vehicles

Vehicle Maintenance

## FY2004 MAJOR OUTCOMES

Continue to provide proper care and maintenance to County vehicles by scheduling and completing 99% of all preventative maintenance services within three working days of the scheduled service, as per work order.

Schedule, diagnose and affect repairs on 99% of all County vehicles within two working days, as evidenced by work orders.

Provide adequate parts inventories by maintaining and monitoring 98% of the time, parts inventory to assure that necessary parts are available for repair & maintenance, by spot checking inventory monthly.

## FINANCIAL SUMMARY

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.		DEC.	
<i>Expenditures</i>								
Personnel	144,058	181,630	167,086	186,364	186,364	4,734	2.6%	
Operating	242,652	261,700	220,116	233,419	233,419	(28,281)	-10.8%	
Capital	0	5,800	6,950	18,732	18,732	12,932	223.0%	
Other	(281,871)	(449,130)	(387,150)	(410,020)	(410,020)	39,110	-8.7%	
<b>Total</b>	<b>104,839</b>	<b>0</b>	<b>7,002</b>	<b>28,495</b>	<b>28,495</b>	<b>28,495</b>	<b>#DIV/0!</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>104,839</b>	<b>0</b>	<b>7,002</b>	<b>28,495</b>	<b>28,495</b>	<b>28,495</b>	<b>#DIV/0!</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	3.0	4.0	4.0	4.0	4.0	-	0.0%	
Part-time Equivalency	N/A	-	-	-	-	-	-	

## BUDGET HIGHLIGHTS

Personnel expenditures reflect the FY03 pay plan and merit adjustments and the higher costs of health benefits in FY04. The decrease in operating expenses is attributable to reduced requirements in FY04. Capital outlay purchases include a new lift and brake machine. The reduction in the garage budget results in lower total charges to the benefitting departments.

## GENERAL SERVICES: FLEET MANAGEMENT

	<u>FY 01-02</u> <u>ACTUAL</u>	<u>*****FY 02-03*****</u> <u>CURRENT</u> <u>ESTIMATE</u>		<u>*****FY 03-04*****</u> <u>REQUEST</u> <u>RECOMM.</u>		<u>VARIANCE</u>	<u>% INC./</u> <u>DEC.</u>	<u>ADOPTED</u>
<b><u>EXPENDITURES</u></b>								
<b><i>Personal Services</i></b>								
Salaries & Wages	110,375	136,604	132,000	139,022	139,022	2,418	1.8%	
Employee Benefits	33,683	45,026	35,086	47,342	47,342	2,316	5.1%	
<b>Total Personal Services</b>	<b>144,058</b>	<b>181,630</b>	<b>167,086</b>	<b>186,364</b>	<b>186,364</b>	<b>4,734</b>	<b>2.6%</b>	<b>0</b>
<b><i>Operating Expenditures</i></b>								
Operating Supplies	68,579	73,000	39,500	46,200	46,200	(26,800)	-36.7%	
				<i>Reduction based on historical purchases and current requirements</i>				
Communications & Utilities	1,038	1,000	910	910	910	(90)	-9.0%	
Maintenance & Repairs	170,588	185,900	177,550	183,620	183,620	(2,280)	-1.2%	
Other Contracted Services	1,648	1,800	1,050	1,160	1,160	(640)	-35.6%	
Insurance & Bonding	799	0	1,106	1,529	1,529	1,529	#DIV/0!	
<b>Total Operating Exps.</b>	<b>242,652</b>	<b>261,700</b>	<b>220,116</b>	<b>233,419</b>	<b>233,419</b>	<b>(28,281)</b>	<b>-10.8%</b>	<b>0</b>
<b><i>Capital Outlay</i></b>								
Office Furniture & Equip.	0	0	0	0	0	0	-	
Vehicles	0	0	0	0	0	0	-	
Other Equipment	0	5,800	6,950	18,732	18,732	12,932	223.0%	
				<i>Purchase of a lift (\$9K) &amp; brake machine (\$9K)</i>				
Land & Land Impr.	0	0	0	0	0	0	-	
Buildings & Improvements	0	0	0	0	0	0	-	
<b>Total Capital Outlay</b>	<b>0</b>	<b>5,800</b>	<b>6,950</b>	<b>18,732</b>	<b>18,732</b>	<b>12,932</b>	<b>223.0%</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Interdept. Charges</b>	<b>(281,871)</b>	<b>(449,130)</b>	<b>(387,150)</b>	<b>(410,020)</b>	<b>(410,020)</b>	<b>39,110</b>	<b>-8.7%</b>	
				<i>Reduction in sales to departments in FY04</i>				
<b>Total Expenditures</b>	<b>104,839</b>	<b>0</b>	<b>7,002</b>	<b>28,495</b>	<b>28,495</b>	<b>28,495</b>	<b>#DIV/0!</b>	<b>0</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Net County Cost</b>	<b>104,839</b>	<b>0</b>	<b>7,002</b>	<b>28,495</b>	<b>28,495</b>	<b>28,495</b>	<b>#DIV/0!</b>	<b>0</b>

# GENERAL SERVICES: PROPERTY MANAGEMENT & ROAD SIGNS

10-5426XX

## MISSION STATEMENT

To provide efficient, clean and safe facilities and grounds thus maximizing their useful life and providing a productive environment for employees and the public.

To provide for street sign placement and maintenance and provide ADA and directional signage for County facilities.

## AGENCY PROGRAMS

Project Management	Maintenance Program
Buildings Modernization	Housekeeping Program
Five-Year Capital Improvement	

## FY2004 MAJOR OUTCOMES

Insure the proper care & maintenance of County facilities & grounds by responding to 95% of the emergency situations within one (1) hour of the notification, as evidenced by the emergency work orders.

Respond and correct 95% of all routine maintenance & repair within five (5) working days, as evidenced by completed work orders.

Respond and correct 95% of all electrical problems within three (3) working days after notification, as evidenced by completed work orders.

Respond and correct 95% of all problems within three working days after notification, as evidenced by completed work orders.

Maintain & repair 95% of all road signs within three (3) working days after notification.

Install 95% of new road signs within ten (10) working days after notification.

Preserve & improve the appearance of County historic and public facilities and grounds in accordance with expectations.

## FINANCIAL SUMMARY

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>		<u>VARIANCE</u>	<u>% INC./</u>	<u>ADOPTED</u>
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>		<u>DEC.</u>	
<i>Expenditures</i>								
Personnel	350,608	352,389	368,194	385,477	385,477	33,088	9.4%	
Operating	1,772,580	2,186,467	1,820,418	2,040,677	2,040,677	(145,790)	-6.7%	
Capital	721,640	967,306	1,073,591	451,000	451,000	(516,306)	-53.4%	
Other	(1,701,060)	(1,720,000)	(2,041,990)	(2,135,390)	(2,135,390)	(415,390)	24.2%	
<b>Total</b>	<b>1,143,768</b>	<b>1,786,162</b>	<b>1,220,213</b>	<b>741,764</b>	<b>741,764</b>	<b>(1,044,398)</b>	<b>-58.5%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	48,757	48,800	46,776	45,800	45,800	(3,000)	-6.1%	
<b>Total</b>	<b>48,757</b>	<b>48,800</b>	<b>46,776</b>	<b>45,800</b>	<b>45,800</b>	<b>(3,000)</b>	<b>-6.1%</b>	<b>0</b>
<b>Net County Cost</b>	<b>1,095,011</b>	<b>1,737,362</b>	<b>1,173,437</b>	<b>695,964</b>	<b>695,964</b>	<b>(1,041,398)</b>	<b>-59.9%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	6.0	7.4	7.4	7.4	7.4	-	0.0%	
Part-time Equivalency	N/A	1.1	1.0	1.0	1.0	(0.1)	-4.6%	

## BUDGET HIGHLIGHTS

Personnel expenditures increase is attributable to FY03's pay plan and merit adjustments, higher health care costs in FY04 and the allocation of retirees health cost (\$29K). Operating expenditures decrease represents a net combination of reductions in supplies, and professional services with higher costs for utilities due to additional square footage. The capital outlay decrease is attributable to a lower program level of capital renovations.

**GENERAL SERVICES: PROPERTY MANAGEMENT & ROAD SIGNS**

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.			
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	277,521	272,936	270,447	279,482	279,482	6,546	2.4%	
				<i>Increase due to FY03 pay plan and merit adjustments</i>				
Employee Benefits	73,087	79,453	97,747	105,995	105,995	26,542	33.4%	
				<i>Increase due to higher cost of health benefits and allocation of retiree health insurance (\$29K)</i>				
<b>Total Personal Services</b>	<b>350,608</b>	<b>352,389</b>	<b>368,194</b>	<b>385,477</b>	<b>385,477</b>	<b>33,088</b>	<b>9.4%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	217,831	147,025	159,100	117,045	117,045	(29,980)	-20.4%	
				<i>Tools and supplies decrease of (\$30K)</i>				
Travel & Subsistence	2,455	7,260	4,725	5,650	5,650	(1,610)	-22.2%	
Communications & Utilities	410,299	509,225	511,400	570,625	570,625	61,400	12.1%	
				<i>Utilities increase (\$53K) due to greater square footage for libraries</i>				
Maintenance & Repairs	263,294	330,905	246,676	328,000	328,000	(2,905)	-0.9%	
Professional Services	866,818	1,148,852	883,890	997,530	997,530	(151,322)	-13.2%	
				<i>Reduction based on FY04 requirements</i>				
Other Contracted Services	6,989	8,300	9,350	14,650	14,650	6,350	76.5%	
				<i>Increase of (\$6K) for mat cleaning service for all libraries for a full year</i>				
Rentals	1,643	3,200	2,400	3,200	3,200	0	0.0%	
Insurance & Bonding	3,251	0	2,877	3,977	3,977	3,977	#DIV/0!	
				<i>Property and casualty costs allocated to departments in FY04</i>				
<b>Total Operating Exps.</b>	<b>1,772,580</b>	<b>2,154,767</b>	<b>1,820,418</b>	<b>2,040,677</b>	<b>2,040,677</b>	<b>(114,090)</b>	<b>-5.3%</b>	<b>0</b>
<b>Capital Outlay</b>								
Office Furniture & Equip.	37,132	0	0	0	0	0	-	
Vehicles	0	18,500	15,999	0	0	(18,500)	-100.0%	
Other Equipment	17,691	3,500	2,817	19,000	19,000	15,500	442.9%	
				<i>Increase by (15K) to replace a Genie lift</i>				
Land & Land Impr.	0	0	0	0	0	0	-	
Buildings & Improvements	666,817	945,306	1,054,775	432,000	432,000	(513,306)	-54.3%	
				<i>OPO-HVAC replacement and walkway repairs, OCH-roof repairs, walkway repairs, and exterior painting, Farmers Market parking lot repairs</i>				
<b>Total Capital Outlay</b>	<b>721,640</b>	<b>967,306</b>	<b>1,073,591</b>	<b>451,000</b>	<b>451,000</b>	<b>(516,306)</b>	<b>-53.4%</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Interdept. Charges</b>	<b>(1,701,060)</b>	<b>(1,720,000)</b>	<b>(2,041,990)</b>	<b>(2,135,390)</b>	<b>(2,135,390)</b>	<b>(415,390)</b>	<b>24.2%</b>	
				<i>Property management costs allocated to court facilities</i>				
<b>Total Expenditures</b>	<b>1,143,768</b>	<b>1,754,462</b>	<b>1,220,213</b>	<b>741,764</b>	<b>741,764</b>	<b>(1,012,698)</b>	<b>-57.7%</b>	<b>0</b>
<b>Total Revenues</b>	<b>48,757</b>	<b>48,800</b>	<b>46,776</b>	<b>45,800</b>	<b>45,800</b>	<b>(3,000)</b>	<b>-6.1%</b>	
<b>Net County Cost</b>	<b>1,095,011</b>	<b>1,705,662</b>	<b>1,173,437</b>	<b>695,964</b>	<b>695,964</b>	<b>(1,009,698)</b>	<b>-59.2%</b>	<b>0</b>

# LAW ENFORCEMENT - ADMINISTRATION AND PATROL

10-543130

## MISSION STATEMENT

To enforce the law in a fair and impartial manner while providing an optimum level of service to the citizens of the County

## AGENCY PROGRAMS

Calls for Service	Court Bailiffs and Security	Service of Civil and Criminal Processes
Permit Issuance & Fingerprinting	DARE and School Resource Officers	
Investigations	Transportation of Incarcerated Persons	

## FY2004 MAJOR OUTCOMES

Purchase and install new Records Management.

Create and implement new policy and procedures for the Sheriff's Office.

Replace 10 of 20 outdated mobile radio units within our Patrol Division.

Implement a replacement program for mobile data terminals (MDT's) replacing at least 20 per year over the next 4 years either by purchasing or leasing, placing MDT's in every Patrol vehicle.

Add 6 additional officers to the Sheriff's Office, placing 5 in Courts and 1 in Investigations.

Upgrade 2 civilian administrative positions from part-time to full-time due to an increase in work load.

## FINANCIAL SUMMARY

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>		<u>VARIANCE</u>	<u>% INC./</u>	<u>ADOPTED</u>
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>		<u>DEC.</u>	
<i>Expenditures</i>								
Personnel	5,244,811	5,515,949	5,473,521	6,046,068	5,996,059	480,110	8.7%	
Operating	902,711	940,481	924,341	1,161,247	1,126,438	185,957	19.8%	
Capital	456,516	672,911	567,646	921,257	897,291	224,380	33.3%	
Other	0	0	161,296	(55,441)	(55,441)	(55,441)	#DIV/0!	
<b>Total</b>	<b>6,604,038</b>	<b>7,129,341</b>	<b>7,126,804</b>	<b>8,073,131</b>	<b>7,964,347</b>	<b>835,006</b>	<b>11.7%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	227,123	101,719	69,437	0	0	(101,719)	-100.0%	
Other	845,477	1,001,519	1,021,174	965,361	965,361	(36,158)	-3.6%	
<b>Total</b>	<b>1,072,600</b>	<b>1,103,238</b>	<b>1,090,611</b>	<b>965,361</b>	<b>965,361</b>	<b>(137,877)</b>	<b>-12.5%</b>	<b>0</b>
<b>Net County Cost</b>	<b>5,531,438</b>	<b>6,026,103</b>	<b>6,036,193</b>	<b>7,107,770</b>	<b>6,998,986</b>	<b>972,883</b>	<b>16.1%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	109.8	116.8	116.8	124.0	124.0	7.3	6.2%	
Part-time Equivalency	NA	1.5	1.5	1.8	1.8	0.3	19.2%	

## BUDGET HIGHLIGHTS

The increase in personnel expenditures is attributable to 7 additional full-time equivalent positions (\$253K), FY03's pay plan and merit adjustments and FY04's higher health care costs. Operating expense increase is due to the budget allocation of property and casualty insurance in benefitting departments (\$179K) and the inclusion of funds to replace 20 MDT's. Capital outlay includes funds to replace patrol vehicles (\$503K) and the development of a firearms qualifying facility. The decline in revenues is due to the accounting of State and federal revenues in a special fund commencing in FY04 and the decline in operating grants.

**LAW ENFORCEMENT - ADMINISTRATION AND PATROL**

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.			
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	4,018,876	4,144,376	4,252,990	4,524,552	4,486,661	342,285	8.3%	
		<i>Increase due to addition of 7 FTE's (\$253K) and FY03's pay plan and merit adjustments</i>						
Employee Benefits	1,225,935	1,371,573	1,220,531	1,521,516	1,509,398	137,825	10.0%	
		<i>Increase due to addition of 7 FTE's and higher costs of health care</i>						
<b>Total Personal Services</b>	<b>5,244,811</b>	<b>5,515,949</b>	<b>5,473,521</b>	<b>6,046,068</b>	<b>5,996,059</b>	<b>480,110</b>	<b>8.7%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	303,897	411,776	293,550	413,275	406,566	(5,210)	-1.3%	
Travel & Subsistence	32,035	44,532	33,550	74,285	46,185	1,653	3.7%	
Communications & Utilities	98,374	99,608	102,526	85,700	85,700	(13,908)	-14.0%	
		<i>FY03 telephone service costs in excess of budget by \$16K</i>						
Maintenance & Repairs	265,743	302,733	288,075	294,630	294,630	(8,103)	-2.7%	
		<i>FY03 gas and vehicle maintenance in excess of budget by \$31K</i>						
Professional Services	32,892	36,550	34,650	37,432	37,432	882	2.4%	
Other Contracted Services	4,048	5,133	4,600	4,700	4,700	(433)	-8.4%	
Rentals	28,639	30,869	28,551	62,633	62,633	31,764	102.9%	
		<i>FY04 includes 20 replacement MDTs via lease (\$32K)</i>						
Insurance & Bonding	137,083	9,280	138,839	188,592	188,592	179,312	1932.2%	
		<i>Property and casualty costs budgeted in benefiting departments in FY04</i>						
<b>Total Operating Exps.</b>	<b>902,711</b>	<b>940,481</b>	<b>924,341</b>	<b>1,161,247</b>	<b>1,126,438</b>	<b>185,957</b>	<b>19.8%</b>	<b>0</b>
<b>Capital Outlay</b>								
Office Furniture & Equip.	3,995	31,741	4,976	0	0	(31,741)	-100.0%	
Vehicles	425,469	560,479	529,770	527,257	503,291	(57,188)	-10.2%	
		<i>FY04 includes 20 replacement vehicles</i>						
Other Equipment	5,881	80,691	32,900	19,000	19,000	(61,691)	-76.5%	
		<i>FY04 LLEBG funds used for fire arm simulator</i>						
Buildings & Improvements	21,171	0	0	375,000	375,000	375,000	#DIV/0!	
		<i>Development of firearms qualifying facility</i>						
<b>Total Capital Outlay</b>	<b>456,516</b>	<b>672,911</b>	<b>567,646</b>	<b>921,257</b>	<b>897,291</b>	<b>224,380</b>	<b>33.3%</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Interdept. Charges</b>	<b>0</b>	<b>0</b>	<b>131,296</b>	<b>(55,441)</b>	<b>(55,441)</b>	<b>(55,441)</b>	<b>#DIV/0!</b>	
		<i>FY03 establish a Special Revenue Fund for restricted use funds; FY04 charges Union Village deputy to departments</i>						
<b>Interfund Transfers</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Total Expenditures</b>	<b>6,604,038</b>	<b>7,129,341</b>	<b>7,126,804</b>	<b>8,073,131</b>	<b>7,964,347</b>	<b>835,006</b>	<b>11.7%</b>	<b>0</b>
<b>Total Revenues</b>	<b>1,072,600</b>	<b>1,103,238</b>	<b>1,090,611</b>	<b>965,361</b>	<b>965,361</b>	<b>(137,877)</b>	<b>-12.5%</b>	
		<i>Decrease due to loss of grant fundings</i>						
<b>Net County Cost</b>	<b>5,531,438</b>	<b>6,026,103</b>	<b>6,036,193</b>	<b>7,107,770</b>	<b>6,998,986</b>	<b>972,883</b>	<b>16.1%</b>	<b>0</b>

# LAW ENFORCEMENT - JAIL OPERATION

10-543130

## MISSION STATEMENT

To provide for the safety and security of the community by providing a secure, humane and sanitary facility for the incarceration of persons ordered held by the Courts, and to provide safe, efficient, prompt and secure transportation for persons as required by the Courts

## AGENCY PROGRAMS

County Jail	Ensuring the Safety of Inmates Being Housed
Transportation of Incarcerated & Court Directed Persons	Providing Life Skills to Inmates Meeting the Criteria
<u>Medical Care for Inmates</u>	Provide an Adequate Diet and Exercise for Inmates

## FY2004 MAJOR OUTCOMES

- Purchase and install new Jail Management software.
- Create and implement new policy and procedures for the Jail.
- Upgrade inmate property storage allowing additional room for inmate population increases.
- Upgrade the jail kitchen by adding (1) additional tilt kettle.
- Add 5 additional officers to the Jail.

## FINANCIAL SUMMARY

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>		<u>VARIANCE</u>	<u>% INC./</u>	<u>ADOPTED</u>
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>		<u>DEC.</u>	
<i>Expenditures</i>								
Personnel	1,922,225	2,019,062	1,961,500	2,238,507	2,276,638	257,576	12.8%	
Operating	869,153	931,739	923,500	1,108,268	1,027,655	95,916	10.3%	
Capital	46,348	47,000	53,100	45,970	45,970	(1,030)	-2.2%	
Other	2,011	23,208	53,100	23,200	23,200	(8)	0.0%	
<b>Total</b>	<b>2,839,737</b>	<b>3,021,009</b>	<b>2,991,200</b>	<b>3,415,945</b>	<b>3,373,463</b>	<b>352,454</b>	<b>11.7%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	86,817	0	(1,732)	0	0	0	-	
Other	298,485	299,707	213,475	294,350	294,350	(5,357)	-1.8%	
<b>Total</b>	<b>385,302</b>	<b>299,707</b>	<b>211,743</b>	<b>294,350</b>	<b>294,350</b>	<b>(5,357)</b>	<b>-1.8%</b>	<b>0</b>
<b>Net County Cost</b>	<b>2,454,435</b>	<b>2,721,302</b>	<b>2,779,457</b>	<b>3,121,595</b>	<b>3,079,113</b>	<b>357,811</b>	<b>13.1%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	47.0	46.0	46.0	51.0	51.0	5.0	10.9%	
Part-time Equivalency	N/A	0.3	0.3	0.3	0.3	-	0.0%	

## BUDGET HIGHLIGHTS

The increase in personnel expenditures is attributable to 5 additional full-time equivalent positions (\$209K), FY03's pay plan and merit adjustments and FY04's higher health care costs. Operating expense increase is due to the budget allocation of property and casualty insurance in benefitting departments (\$44K), additional funds for medical services and replacement of mattresses (\$12K). Capital outlay includes funds for 2 replacement vans.

**LAW ENFORCEMENT - JAIL OPERATION**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	1,455,941	1,503,362	1,509,700	1,650,051	1,677,942	174,580	11.6%	
		<i>Increase due to addition of 5 FTE's (\$209K) and FY03's pay plan and merit adjustments</i>						
Employee Benefits	466,284	515,700	451,800	588,456	598,696	82,996	16.1%	
		<i>Increase due to addition of 5 FTE's and higher costs of health care</i>						
<b>Total Personal Services</b>	<b>1,922,225</b>	<b>2,019,062</b>	<b>1,961,500</b>	<b>2,238,507</b>	<b>2,276,638</b>	<b>257,576</b>	<b>12.8%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	673,273	748,749	684,100	775,751	779,455	30,706	4.1%	
		<i>Increased to resume resale inventory and to replace mattresses (\$12K)</i>						
Travel & Subsistence	1,572	8,521	4,200	6,500	6,500	(2,021)	-23.7%	
Communications & Utilities	10,103	11,268	10,400	10,700	10,700	(568)	-5.0%	
Maintenance & Repairs	15,279	33,457	26,300	27,700	27,700	(5,757)	-17.2%	
Professional Services	105,764	116,594	154,700	230,817	146,500	29,906	25.6%	
		<i>Increase due to medical services</i>						
Other Contracted Services	265	650	500	700	700	50	7.7%	
Rentals	10,282	7,500	6,500	7,200	7,200	(300)	-4.0%	
Insurance & Bonding	52,615	5,000	36,800	48,900	48,900	43,900	878.0%	
		<i>Property and casualty costs budgeted in benefiting departments in FY04</i>						
<b>Total Operating Exps.</b>	<b>869,153</b>	<b>931,739</b>	<b>923,500</b>	<b>1,108,268</b>	<b>1,027,655</b>	<b>95,916</b>	<b>10.3%</b>	<b>0</b>
<b>Capital Outlay</b>								
Office Furniture & Equip.	0	0	1,100	0	0	0	-	
Vehicles	42,516	44,500	41,000	42,970	42,970	(1,530)	-3.4%	
		<i>2 replacement vans</i>						
Other Equipment	3,832	2,500	11,000	3,000	3,000	500	20.0%	
Buildings & Improvements	0	0	0	0	0	0	-	
<b>Total Capital Outlay</b>	<b>46,348</b>	<b>47,000</b>	<b>53,100</b>	<b>45,970</b>	<b>45,970</b>	<b>(1,030)</b>	<b>-2.2%</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>2,011</b>	<b>23,208</b>	<b>23,100</b>	<b>23,200</b>	<b>23,200</b>	<b>(8)</b>	<b>0.0%</b>	
<b>Interfund Transfers</b>	<b>0</b>	<b>0</b>	<b>30,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Total Expenditures</b>	<b>2,839,737</b>	<b>3,021,009</b>	<b>2,991,200</b>	<b>3,415,945</b>	<b>3,373,463</b>	<b>352,454</b>	<b>11.7%</b>	<b>0</b>
<b>Total Revenues</b>	<b>385,302</b>	<b>299,707</b>	<b>211,743</b>	<b>294,350</b>	<b>294,350</b>	<b>(5,357)</b>	<b>-1.8%</b>	
<b>Net County Cost</b>	<b>2,454,435</b>	<b>2,721,302</b>	<b>2,779,457</b>	<b>3,121,595</b>	<b>3,079,113</b>	<b>357,811</b>	<b>13.1%</b>	<b>0</b>

**MISSION STATEMENT**

To serve as a design model for other Sheriff's, and the degree of technology utilized within the facility is exceeded only by those institutions which receive millions of dollars for that purpose.

**AGENCY PROGRAMS**

- County Jail
- Sheriff's Facility

**FY2004 MAJOR OUTCOMES**

- Upgrade security camera equipment throughout the facility with digital recording, retrieving and archiving capabilities.
- Obtain HVAC maintenance contract for Sheriff's facility.
- Add additional food passage doors to all cell blocks.
- Purchase and install a Muffin Monster Grinder to waste water line leaving facility.
- Install safety padding in (1) additional holding cell within the Jail.
- Upgrade Simplex control panels in Master Control.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<i>Expenditures</i>								
Personnel	64,145	74,063	66,400	75,900	75,900	1,837	2.5%	
Operating	301,176	317,381	309,100	417,543	417,543	100,162	31.6%	
Capital	25,820	0	0	63,059	54,607	54,607	#DIV/0!	
Other	670,141	669,932	669,932	673,122	673,122	3,190	0.5%	
<b>Total</b>	<b>1,061,282</b>	<b>1,061,376</b>	<b>1,045,432</b>	<b>1,229,624</b>	<b>1,221,172</b>	<b>159,796</b>	<b>15.1%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>1,061,282</b>	<b>1,061,376</b>	<b>1,045,432</b>	<b>1,229,624</b>	<b>1,221,172</b>	<b>159,796</b>	<b>15.1%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	2.0	2.0	2.0	2.0	2.0	-	0.0%	
Part-time Equivalency	-	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

The minor increase in personnel expenditures is attributable to FY03's pay plan and merit adjustments and FY04's higher health care costs. The increase in operating expenses is due to establishment of an HVAC maintenance contract, higher utility costs, and security improvements in the facility. Capital outlay includes security and sanitation/health improvements.

## LAW ENFORCEMENT - JAIL FACILITY

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.		DEC.	
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	48,124	53,962	50,600	55,200	55,200	1,238	2.3%	
Employee Benefits	16,021	20,101	15,800	20,700	20,700	599	3.0%	
				<i>Increase due to FY03's pay plan and merit adjustments</i>				
<b>Total Personal Services</b>	<b>64,145</b>	<b>74,063</b>	<b>66,400</b>	<b>75,900</b>	<b>75,900</b>	<b>1,837</b>	<b>2.5%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	45,387	50,398	40,200	40,800	40,800	(9,598)	-19.0%	
Travel & Subsistence	0	0	0	0	0	0	-	
Communications & Utilities	148,660	151,312	168,100	173,100	173,100	21,788	14.4%	
				<i>FY03 utilities are in excess of budget by \$17K; FY04 includes 3% increase</i>				
Maintenance & Repairs	106,267	115,171	98,600	200,518	200,518	85,347	74.1%	
				<i>FY04 includes Simplex lease (\$43K), holding cell padding (\$13K), food passage doors (\$21K), HVAC maint agreement (\$23K)</i>				
Rentals	0	500	200	400	400	(100)	-20.0%	
Insurance & Bonding	862	0	2,000	2,725	2,725	2,725	#DIV/0!	
<b>Total Operating Exps.</b>	<b>301,176</b>	<b>317,381</b>	<b>309,100</b>	<b>417,543</b>	<b>417,543</b>	<b>100,162</b>	<b>31.6%</b>	<b>0</b>
<b>Capital Outlay</b>								
Other Equipment	25,820	0	0	63,059	54,607	54,607	#DIV/0!	
				<i>2 monitoring cameras (\$15K), evidence room dehumidifier (\$20K), and muffin monster (\$20K)</i>				
<b>Total Capital Outlay</b>	<b>25,820</b>	<b>0</b>	<b>0</b>	<b>63,059</b>	<b>54,607</b>	<b>54,607</b>	<b>#DIV/0!</b>	<b>0</b>
<b>Debt Service</b>	<b>670,141</b>	<b>669,932</b>	<b>669,932</b>	<b>673,122</b>	<b>673,122</b>	<b>54,607</b>	<b>8.2%</b>	
<b>Total Expenditures</b>	<b>1,061,282</b>	<b>1,061,376</b>	<b>1,045,432</b>	<b>1,229,624</b>	<b>1,221,172</b>	<b>156,606</b>	<b>14.8%</b>	<b>0</b>
<b>Total Revenues</b>	<b>23,439</b>	<b>19,000</b>	<b>4,740</b>	<b>0</b>	<b>0</b>	<b>(19,000)</b>	<b>-100.0%</b>	
<b>Net County Cost</b>	<b>1,037,843</b>	<b>1,042,376</b>	<b>1,040,692</b>	<b>1,229,624</b>	<b>1,221,172</b>	<b>175,606</b>	<b>16.8%</b>	<b>0</b>

**MISSION STATEMENT**

To provide the citizens of Union County direct and immediate access to County Emergency Services through the maintenance of efficient, and reliable communication systems.

**AGENCY PROGRAMS**

911 Emergency Telephone System	FCC Licensing	Courthouse Switchboard
After Hours Answering Point	Emergency Service Dispatch	
Emergency Two Way Radio System Management	County Roads Data Base Management	

**FY2004 MAJOR OUTCOMES**

- Complete Union County's implementation to Phase II Cellular Telephone locating technology.
- Acquire and maintain Emergency Medical Dispatch certification for all telecommunicators.
- Implement a "Quality and Control" program for all telecommunicators.
- Transition the Database Management to an internet based connection with the telephone providers.
- Complete the merger with the City of Monroe Dispatch Center.
- Upgrade the Computer Aided Dispatch (CAD) system to allow integration with the Sheriff's Office records management system.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>% INC./</b>		
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>DEC.</b>	<b>ADOPTED</b>	
<i>Expenditures</i>								
Personnel	782,486	796,179	815,860	1,012,921	1,012,921	216,742	27.2%	
Operating	80,363	113,821	110,690	178,833	178,833	65,012	57.1%	
Capital	5,197	0	0	25,000	25,000	25,000	#DIV/0!	
Other			0	0	0	0	-	
<b>Total</b>	<b>868,046</b>	<b>910,000</b>	<b>926,550</b>	<b>1,216,754</b>	<b>1,216,754</b>	<b>306,754</b>	<b>33.7%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	206	0	1,300	168,100	168,100	168,100	#DIV/0!	
<b>Total</b>	<b>206</b>	<b>0</b>	<b>1,300</b>	<b>168,100</b>	<b>168,100</b>	<b>168,100</b>	<b>#DIV/0!</b>	<b>0</b>
<b>Net County Cost</b>	<b>867,840</b>	<b>910,000</b>	<b>925,250</b>	<b>1,048,654</b>	<b>1,048,654</b>	<b>138,654</b>	<b>15.2%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	20.0	20.0	20.0	26.0	26.0	6.0	30.0%	
Part-time Equivalency	N/A	0.8	0.3	0.3	0.3	(0.5)	-61.5%	

**BUDGET HIGHLIGHTS**

Personnel costs increase is attributable to the FY03 pay plan and merit adjustments, allocation of retiree health costs to departments in FY04, higher health costs in FY04, and 6 additional telecommunicators for the City/County Merger. The increase in operating expenditures is due to contract maintenance on the Simulcast Radio System resulting from the warranty expiration. Capital outlay items relate to the County/City 911 merger.

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	586,864	597,966	631,074	746,754	746,754	148,788	24.9%	
	<i>Increase due to FY03 pay plan and merit adjustments, 6 additional telecommunicators for City/County Merger</i>							
Employee Benefits	195,622	198,213	184,786	266,167	266,167	67,954	34.3%	
	<i>Increase due to higher cost of health benefits and allocation of retiree health insurance (\$7K), and telecommunicators for City/County Merger</i>							
<b>Total Personal Services</b>	<b>782,486</b>	<b>796,179</b>	<b>815,860</b>	<b>1,012,921</b>	<b>1,012,921</b>	<b>216,742</b>	<b>27.2%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	20,166	17,030	17,068	16,400	16,400	(630)	-3.7%	
Travel & Subsistence	4,065	8,771	7,092	5,050	5,050	(3,721)	-42.4%	
	<i>Decreased due to projected FY04 requirements</i>							
Communications & Utilities	38,106	46,585	41,988	42,685	42,685	(3,900)	-8.4%	
	<i>Decreased due to projected FY04 requirements</i>							
Maintenance & Repairs	13,561	16,300	23,800	84,236	84,236	67,936	416.8%	
	<i>Increase of (\$66K) for simulcast radio and software maint. due to warranty expiration</i>							
Professional Services	630	0	50	200	200	200	#DIV/0!	
Other Contracted Services	1,021	1,135	985	1,135	1,135	0	0.0%	
Rental of Property/Equip	0	24,000	16,000	24,000	24,000	0	0.0%	
Insurance & Bonding	2,814	0	3,707	5,127	5,127	5,127	#DIV/0!	
	<i>Property and casualty costs allocated to departments in FY04</i>							
<b>Total Operating Exps.</b>	<b>80,363</b>	<b>113,821</b>	<b>110,690</b>	<b>178,833</b>	<b>178,833</b>	<b>65,012</b>	<b>57.1%</b>	<b>0</b>
<b>Capital Outlay</b>								
Other Equipment	5,197	0	0	25,000	25,000	25,000	#DIV/0!	
	<i>Costs associated with the County/City merger</i>							
<b>Total Capital Outlay</b>	<b>5,197</b>	<b>0</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>#DIV/0!</b>	<b>0</b>
<b>Total Expenditures</b>	<b>868,046</b>	<b>910,000</b>	<b>926,550</b>	<b>1,216,754</b>	<b>1,216,754</b>	<b>306,754</b>	<b>33.7%</b>	<b>0</b>
<b>Total Revenues</b>	<b>206</b>	<b>0</b>	<b>1,300</b>	<b>168,100</b>	<b>168,100</b>	<b>168,100</b>	<b>#DIV/0!</b>	
	<i>Revenue from City/County Merger</i>							
<b>Net County Cost</b>	<b>867,840</b>	<b>910,000</b>	<b>925,250</b>	<b>1,048,654</b>	<b>1,048,654</b>	<b>138,654</b>	<b>15.2%</b>	<b>0</b>

**MISSION STATEMENT**

To provide a comprehensive emergency management program by preparing, updating and testing plans for disasters, including utilization of resources, and to educate the public about the program. To provide assistance and support to the Catawba Nuclear Plant in York County S.C. in the event of an incident requiring evacuation.

**AGENCY PROGRAMS**

Terrorism Training	Nuclear products response training	Catawba Exercise Drill
Local Emergency Planning Committee	Public Information	County Animal Response Team
Hazard Mitigation	Family Preparedness Programs	

**FY2004 MAJOR OUTCOMES**

- Update and replace outdated equipment.
- Develop Hazard Mitigation Plan.
- Train new and established volunteers in radiological detection and decontamination.
- Develop and update response plans for business/industry.
- Provide public awareness training.
- Submission of grants.
- Update Resource Manual.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<i>Expenditures</i>								
Personnel	95,160	97,020	92,151	147,687	142,687	45,667	47.1%	
Operating	28,600	56,224	73,977	34,216	27,557	(28,667)	-51.0%	
Capital	3,189	0	2,350	45,200	0	0	-	
Other	2,000	1,750	1,250	1,250	1,250	(500)	-28.6%	
<b>Total</b>	<b>128,949</b>	<b>154,994</b>	<b>169,728</b>	<b>228,353</b>	<b>171,494</b>	<b>16,500</b>	<b>10.6%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	24,574	37,785	70,548	21,173	21,173	(16,612)	-44.0%	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>24,574</b>	<b>37,785</b>	<b>70,548</b>	<b>21,173</b>	<b>21,173</b>	<b>(16,612)</b>	<b>-44.0%</b>	<b>0</b>
<b>Net County Cost</b>	<b>104,375</b>	<b>117,209</b>	<b>99,180</b>	<b>207,180</b>	<b>150,321</b>	<b>33,112</b>	<b>28.3%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	2.0	3.0	3.0	3.0	3.0	-	0.0%	
Part-time Equivalency	NA	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

The increase in personnel services is due to the inclusion of budget funds in FY04 for the Homeland Security Director's position. The decrease in operating expenses is attributable to a State Mitigation Grant (\$17K) received in FY03 with the balance of the decrease due to reduced FY04 requirements.

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.			
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	68,647	69,421	72,100	111,311	111,311	41,890	60.3%	
				<i>Increase due to funding of Homeland Security Director's position</i>				
Employee Benefits	26,513	27,599	20,051	36,376	31,376	3,777	13.7%	
			<i>Increase due to higher health cost and allocation of retirees health insurance (\$5K)</i>					
<b>Total Personal Services</b>	<b>95,160</b>	<b>97,020</b>	<b>92,151</b>	<b>147,687</b>	<b>142,687</b>	<b>45,667</b>	<b>47.1%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	21,328	17,039	45,976	16,969	14,510	(2,529)	-14.8%	
			<i>Reduction based on historical purchases and current requirements</i>					
Travel & Subsistence	2,009	4,780	3,907	5,950	5,950	1,170	24.5%	
			<i>Increase due to training/development requirements associated with new director</i>					
Communications & Utilities	1,888	5,700	3,710	3,000	3,000	(2,700)	-47.4%	
			<i>Reduction based on historical purchases and current requirements</i>					
Maintenance & Repairs	261	1,500	363	5,170	970	(530)	-35.3%	
			<i>Reduction based on historical purchases and current requirements</i>					
Professional Services	0	22,000	17,000	2,000	2,000	(20,000)	-90.9%	
			<i>Decrease due to grant received from State (Mitigation Plan) in FY 2003</i>					
Other Contracted Services	142	1,215	2,400	200	200	(1,015)	-83.5%	
			<i>FY03 contained costs associated with recruitment of vacant director position</i>					
Rentals	2,647	3,990	363	570	570	(3,420)	-85.7%	
			<i>Reduction based on historical purchases and current requirements</i>					
Insurance & Bonding	325	0	258	357	357	357	#DIV/0!	
<b>Total Operating Exps.</b>	<b>28,600</b>	<b>56,224</b>	<b>73,977</b>	<b>34,216</b>	<b>27,557</b>	<b>(28,667)</b>	<b>-51.0%</b>	<b>0</b>
<b>Capital Outlay</b>								
Vehicles	0	0	0	45,200	0	0	-	
Office Furniture & Equip.	3,189	0	2,350	0	0	0	-	
<b>Total Capital Outlay</b>	<b>3,189</b>	<b>0</b>	<b>2,350</b>	<b>45,200</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>2,000</b>	<b>1,750</b>	<b>1,250</b>	<b>1,250</b>	<b>1,250</b>	<b>(500)</b>	<b>-28.6%</b>	
			<i>Reduction based on current requirements for Catawba sites</i>					
<b>Total Expenditures</b>	<b>128,949</b>	<b>154,994</b>	<b>169,728</b>	<b>228,353</b>	<b>171,494</b>	<b>16,500</b>	<b>10.6%</b>	<b>0</b>
<b>Total Revenues</b>	<b>24,574</b>	<b>37,785</b>	<b>70,548</b>	<b>21,173</b>	<b>21,173</b>	<b>(16,612)</b>	<b>-44.0%</b>	
			<i>Decrease due to Mitigation grant (\$15K) received in FY03 &amp; Catawba (\$2K)</i>					
<b>Net County Cost</b>	<b>104,375</b>	<b>117,209</b>	<b>99,180</b>	<b>207,180</b>	<b>150,321</b>	<b>33,112</b>	<b>28.3%</b>	<b>0</b>

**MISSION STATEMENT**

To protect life and property through the development and application of fire prevention, education, and enforcement.

**AGENCY PROGRAMS**

Business Inspections	Perform pump test for all VFDs
Private and Public Schools Inspections	Maintain (service/paint) Fire Hydrants
Inspect Foster Homes, Day Cares, Group Homes and Rest Homes	Fire Commission
Provide Squad 2/hurst tools	Issue for Certificate of Occupany for New Business

**FY2004 MAJOR OUTCOMES**

- Provide inspections in accordance with State requirements.
  
- Provide support to all 18 volunteer fire departments - fire investigations to reporting.
  
- Map and maintain hydrants throughout the County.
  
- Provide fire prevention awareness.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<i>Expenditures</i>								
Personnel	213,607	257,464	243,167	269,548	269,548	12,084	4.7%	
Operating	35,202	40,833	48,818	53,673	53,673	12,840	31.4%	
Capital	31,035	3,900	2,904	29,000	29,000	25,100	643.6%	
Other	364,800	551,663	498,000	1,098,000	498,000	(53,663)	-9.7%	
<b>Total</b>	<b>644,644</b>	<b>853,860</b>	<b>792,889</b>	<b>1,450,221</b>	<b>850,221</b>	<b>(3,639)</b>	<b>-0.4%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>644,644</b>	<b>853,860</b>	<b>792,889</b>	<b>1,450,221</b>	<b>850,221</b>	<b>(3,639)</b>	<b>-0.4%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	4.5	5.5	5.5	5.5	5.5	-	0.0%	
Part-time Equivalency	NA	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

The increase in personnel services is due to the pay plan and merit adjustments awarded in FY 2003 and higher health cost for FY04. The increase in operating supplies is mainly due to higher vehicle operating expenses (additional vehicle) and allocation of property and casualty costs to department budget in FY04. Capital outlay includes funds for two vehicles. The decrease in other expenditures reflects the adjustment of the subsidy budget to the current contract payment structure.

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>			<u>% INC./</u>	
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>	<u>VARIANCE</u>	<u>DEC.</u>	<u>ADOPTED</u>
<b><u>EXPENDITURES</u></b>								
<b><i>Personal Services</i></b>								
Salaries & Wages	164,299	194,055	189,340	199,900	199,900	5,845	3.0%	
				<i>Increase due to FY 03 pay plan and merit adjustments</i>				
Employee Benefits	49,309	63,409	53,827	69,648	69,648	6,239	9.8%	
				<i>Increase due to higher cost of health benefits</i>				
<b>Total Personal Services</b>	<b>213,608</b>	<b>257,464</b>	<b>243,167</b>	<b>269,548</b>	<b>269,548</b>	<b>12,084</b>	<b>4.7%</b>	<b>0</b>
<b><i>Operating Expenditures</i></b>								
Operating Supplies	19,735	21,147	20,330	23,850	23,850	2,703	12.8%	
				<i>Increase due to wearing apparel, for new employees, training videos, tools &amp; supplies</i>				
Travel & Subsistence	1,098	4,050	2,590	4,050	4,050	0	0.0%	
Communications & Utilities	3,043	3,600	4,770	5,450	5,450	1,850	51.4%	
				<i>Increase due to additional phones for new employee and director</i>				
Maintenance & Repairs	7,952	10,650	16,400	14,970	14,970	4,320	40.6%	
				<i>Increase due to vehicle maintenance (\$3K) and software for incident reporting maintenance agreement (\$1K)</i>				
Professional Services	0	0	50	50	50	50	#DIV/0!	
Other Contracted Services	330	400	1,112	300	300	(100)	-25.0%	
Rentals	456	986	300	486	486	(500)	-50.7%	
				<i>Reduction based on historical purchases and current requirements</i>				
Insurance & Bonding	2,587	0	3,266	4,517	4,517	4,517	#DIV/0!	
				<i>Increase due to allocation of property &amp; casualty expenses</i>				
<b>Total Operating Exps.</b>	<b>35,201</b>	<b>40,833</b>	<b>48,818</b>	<b>53,673</b>	<b>53,673</b>	<b>12,840</b>	<b>31.4%</b>	<b>0</b>
<b><i>Capital Outlay</i></b>								
Vehicles	25,235	0	0	29,000	29,000	29,000	#DIV/0!	
				<i>Increase due to additional vehicle for new inspector hired in FY03 and to replace a vehicle</i>				
Other Equipment	5,800	3,900	2,904	0	0	(3,900)	-100.0%	
<b>Total Capital Outlay</b>	<b>31,035</b>	<b>3,900</b>	<b>2,904</b>	<b>29,000</b>	<b>29,000</b>	<b>25,100</b>	<b>643.6%</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>364,800</b>	<b>551,663</b>	<b>498,000</b>	<b>1,098,000</b>	<b>498,000</b>	<b>(53,663)</b>	<b>-9.7%</b>	
				<i>Decrease due to non-payment of additional subsidy (\$54K)</i>				
<b>Total Expenditures</b>	<b>644,644</b>	<b>853,860</b>	<b>792,889</b>	<b>1,450,221</b>	<b>850,221</b>	<b>(3,639)</b>	<b>-0.4%</b>	<b>0</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Net County Cost</b>	<b>644,644</b>	<b>853,860</b>	<b>792,889</b>	<b>1,450,221</b>	<b>850,221</b>	<b>(3,639)</b>	<b>-0.4%</b>	<b>0</b>



	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>			<u>% INC./</u>		
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>	<u>VARIANCE</u>	<u>DEC.</u>	<u>ADOPTED</u>	
<b><u>EXPENDITURES</u></b>									
<b><i>Personal Services</i></b>									
Salaries & Wages	1,094,200	1,194,632	1,102,100	1,247,349	1,247,349	52,717	4.4%		
				<i>Increase due to FY03 pay plan and merit adjustments</i>					
Employee Benefits	331,228	373,296	382,847	394,251	394,251	20,955	5.6%		
				<i>Increase due to higher cost of health benefits</i>					
<b>Total Personal Services</b>	<b>1,425,428</b>	<b>1,567,928</b>	<b>1,484,947</b>	<b>1,641,600</b>	<b>1,641,600</b>	<b>73,672</b>	<b>4.7%</b>	<b>0</b>	
<b><i>Operating Expenditures</i></b>									
Operating Supplies	16,154	25,012	14,300	14,300	14,300	(10,712)	-42.8%		
		<i>Decrease in periodicals (\$2K), printing/office supplies (\$6K), tool/supplies (\$3K)</i>							
Travel & Subsistence	2,500	7,695	7,100	7,100	7,100	(595)	-7.7%		
Communications & Utilities	21,891	24,859	20,900	20,900	20,900	(3,959)	-15.9%		
		<i>Decrease in telephone communications (\$3K), postage (\$1K)</i>							
Maintenance & Repairs	30,808	46,299	50,500	38,600	38,600	(7,699)	-16.6%		
	<i>Decrease due to maintenance agreement on software (\$12K) and increase in vehicle expenses (\$6K)</i>								
Professional Services	4,482	5,460	4,830	4,830	4,830	(630)	-11.5%		
Other Contracted Services	810	1,650	900	900	900	(750)	-45.5%		
Rentals	2,042	2,025	2,100	1,700	1,700	(325)	-16.0%		
Insurance & Bonding	20,226	0	15,860	21,934	21,934	21,934	#DIV/0!		
	<i>Increase due to property and casualty expenses budgeted in department for FY04</i>								
<b>Total Operating Exps.</b>	<b>98,913</b>	<b>113,000</b>	<b>116,490</b>	<b>110,264</b>	<b>110,264</b>	<b>(2,736)</b>	<b>-2.4%</b>	<b>0</b>	
<b><i>Capital Outlay</i></b>									
Office Furniture & Equip.	0	310,085	310,100	0	0	(310,085)	-100.0%		
		<i>Software</i>							
Vehicles	27,807	16,223	12,500	39,400	39,400	23,177	142.9%		
<b>Total Capital Outlay</b>	<b>27,807</b>	<b>326,308</b>	<b>322,600</b>	<b>39,400</b>	<b>39,400</b>	<b>(286,908)</b>	<b>-87.9%</b>	<b>0</b>	
<b><i>Debt Service</i></b>									
General Debt Service	0	0	0	312,275	312,275	312,275	#DIV/0!		
<b>Total Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>312,275</b>	<b>312,275</b>	<b>312,275</b>	<b>#DIV/0!</b>	<b>0</b>	
<b>Total Expenditures</b>	<b>1,552,148</b>	<b>2,007,236</b>	<b>1,924,037</b>	<b>2,103,539</b>	<b>2,103,539</b>	<b>(215,972)</b>	<b>-10.8%</b>	<b>0</b>	
	<i>Increase in fees and charges (\$150K) to reflect pro-rate share of One-Permit Center costs</i>								
<b>Total Revenues</b>	<b>2,330,681</b>	<b>2,560,300</b>	<b>2,871,100</b>	<b>3,021,100</b>	<b>3,021,100</b>	<b>460,800</b>	<b>18.0%</b>		
<b>Net County Cost</b>	<b>(778,533)</b>	<b>(553,064)</b>	<b>(947,063)</b>	<b>(917,561)</b>	<b>(917,561)</b>	<b>(676,772)</b>	<b>122.4%</b>	<b>0</b>	

# ANIMAL CONTROL

10-543800

## MISSION STATEMENT

To protect the public health and safety through control of stray, unwanted and nuisance domestic animals and public education concerning rabies and responsible pet ownership. To place into new homes as many suitable adoptable animals as practical & possible.

## AGENCY PROGRAMS

Unwanted & Stray Animal Pickup	Dangerous & Potentially Dangerous Dog Investigation	Animal Bite Investigation & Management
Animal Adoptions	Volunteer & Community Service Work Program	Public Education Program
Rabies Control	Annual Rabies Vaccination Clinics	Public Nuisance Investigation

## FY2004 MAJOR OUTCOMES

- Review and update Union County Animal Control Ordinance.
- Review and update Union County Animal Control Personnel Policy & Procedures Manual.
- Repair and upgrade stray dog kennels & runs.
- Install automatic watering system in isolation dog kennels by September 2003.
- Implement more efficient & sanitary cat watering system.
- Update customer service training for all Animal Control employees.

## FINANCIAL SUMMARY

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>		<u>VARIANCE</u>	<u>% INC./</u>	<u>ADOPTED</u>
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>		<u>DEC.</u>	
<i>Expenditures</i>								
Personnel	286,085	324,252	282,138	362,763	362,763	38,511	11.9%	
Operating	113,558	109,351	120,525	128,069	128,069	18,718	17.1%	
Capital	28,883	41,500	13,231	16,500	16,500	(25,000)	-60.2%	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>428,526</b>	<b>475,103</b>	<b>415,894</b>	<b>507,332</b>	<b>507,332</b>	<b>32,229</b>	<b>6.8%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	59,060	76,375	50,220	100,433	100,433	24,058	31.5%	
<b>Total</b>	<b>59,060</b>	<b>76,375</b>	<b>50,220</b>	<b>100,433</b>	<b>100,433</b>	<b>24,058</b>	<b>31.5%</b>	<b>0</b>
<b>Net County Cost</b>	<b>369,466</b>	<b>398,728</b>	<b>365,674</b>	<b>406,899</b>	<b>406,899</b>	<b>8,171</b>	<b>2.0%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	9.0	10.0	10.0	11.0	11.0	1.0	10.0%	
Part-time Equivalency	N/A	-	-	-	-	-	-	

## BUDGET HIGHLIGHTS

The increase in personnel services is due to the pay plan and merit adjustments awarded in FY 2003 and 1 additional position (Processing Assistance III) in FY04. The increase in operating supplies is primarily due to an increase in vehicle operating expense and the allocation of property and casualty expenses(\$6K) to departments in FY04. Capital Outlay includes \$16,500 for the replacement of a truck with 100,000 miles.

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.		DEC.	
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	208,717	233,231	215,237	262,663	262,663	29,432	12.6%	
	<i>Increase due to additional Processing Assistant III position and FY03 pay plan &amp; merit adjustments</i>							
Employee Benefits	77,368	91,021	66,901	100,100	100,100	9,079	10.0%	
	<i>Increase due to additional position and higher cost of health benefits</i>							
<b>Total Personal Services</b>	<b>286,085</b>	<b>324,252</b>	<b>282,138</b>	<b>362,763</b>	<b>362,763</b>	<b>38,511</b>	<b>11.9%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	31,238	25,226	25,504	25,551	25,551	325	1.3%	
Travel & Subsistence	1,178	1,790	1,528	1,790	1,790	0	0.0%	
Communications & Utilities	18,271	18,671	20,681	21,038	21,038	2,367	12.7%	
	<i>Increase due to telephone service (\$2K)</i>							
Maintenance & Repairs	15,389	16,375	26,350	26,595	26,595	10,220	62.4%	
	<i>Increase due higher vehicle expense (fuel and maintenance)</i>							
Professional Services	36,652	39,520	34,708	39,340	39,340	(180)	-0.5%	
Other Contracted Services	7,061	7,383	7,057	7,387	7,387	4	0.1%	
Rentals	386	386	379	396	396	10	2.6%	
Insurance & Bonding	3,383	0	4,318	5,972	5,972	5,972	#DIV/0!	
	<i>Increase due to property and casualty expenses reflected in department budgets for FY04</i>							
<b>Total Operating Exps.</b>	<b>113,558</b>	<b>109,351</b>	<b>120,525</b>	<b>128,069</b>	<b>128,069</b>	<b>18,718</b>	<b>17.1%</b>	<b>0</b>
<b>Capital Outlay</b>								
Vehicles	28,883	33,000	13,231	16,500	16,500	(16,500)	-50.0%	
	<i>Replacement truck</i>							
Other Equipment	0	8,500	0	0	0	(8,500)	-100.0%	
<b>Total Capital Outlay</b>	<b>28,883</b>	<b>41,500</b>	<b>13,231</b>	<b>16,500</b>	<b>16,500</b>	<b>(25,000)</b>	<b>-60.2%</b>	<b>0</b>
<b>Total Expenditures</b>	<b>428,526</b>	<b>475,103</b>	<b>415,894</b>	<b>507,332</b>	<b>507,332</b>	<b>32,229</b>	<b>6.8%</b>	<b>0</b>
<b>Total Revenues</b>	<b>59,060</b>	<b>76,375</b>	<b>50,220</b>	<b>100,433</b>	<b>100,433</b>	<b>24,058</b>	<b>31.5%</b>	
	<i>Increase due to revenue for municipalities animal control officer</i>							
<b>Net County Cost</b>	<b>369,466</b>	<b>398,728</b>	<b>365,674</b>	<b>406,899</b>	<b>406,899</b>	<b>8,171</b>	<b>2.0%</b>	<b>0</b>

**MISSION STATEMENT**

**AGENCY PROGRAMS**

Medical Examiner

Emergency Medical Services

Juvenile Detention

**FY2004 MAJOR OUTCOMES**

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<i>Expenditures</i>								
Personnel	0	0	0	0	0	0	-	
Operating	0	0	0	0	0	0	-	
Capital	0	0	0	0	0	0	-	
Other	3,275,448	2,980,435	3,260,977	3,441,566	3,441,566	461,131	15.5%	
<b>Total</b>	<b>3,275,448</b>	<b>2,980,435</b>	<b>3,260,977</b>	<b>3,441,566</b>	<b>3,441,566</b>	<b>461,131</b>	<b>15.5%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	5,579	6,000	6,000	6,000	6,000	0	0.0%	
<b>Total</b>	<b>5,579</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
<b>Net County Cost</b>	<b>3,269,869</b>	<b>2,974,435</b>	<b>3,254,977</b>	<b>3,435,566</b>	<b>3,435,566</b>	<b>461,131</b>	<b>15.5%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency						-	-	
Part-time Equivalency						-	-	

**BUDGET HIGHLIGHTS**

The increase in Emergency Medical Service's is attributable to the purchase of new ambulances and two new Quick Response Vehicles. The increase in Juvenile Detention is due to an increase in expenses. The reduction in Medical Examiner of (\$5K) is based on FY04 requirements.

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.			
<b><u>Medical Examiner</u></b>								
<i>Contracts, Grants, Sub.</i>	23,400	45,000	22,000	40,000	40,000	(5,000)	-11.1%	
<i>Revenues</i>	0	0	0	0	0	0	-	
<b>Net County Cost</b>	23,400	45,000	22,000	40,000	40,000	(5,000)		
<b><u>Emergency Medical Srv.</u></b>								
<i>Contracts, Grants, Sub.</i>	3,134,040	2,827,435	3,076,977	3,239,566	3,239,566	412,131	14.6%	
<i>Revenues</i>	5,579	6,000	6,000	6,000	6,000	0	0.0%	
<b>Net County Cost</b>	3,128,461	2,821,435	3,070,977	3,233,566	3,233,566	412,131		
<b><u>Juvenile Detention</u></b>								
<i>Contracts, Grants, Sub.</i>	118,008	108,000	162,000	162,000	162,000	54,000	50.0%	
<i>Revenues</i>	0	0	0	0	0	0	-	
<b>Net County Cost</b>	118,008	108,000	162,000	162,000	162,000	54,000		
<b>Total Expenditures</b>	<b>3,275,448</b>	<b>2,980,435</b>	<b>3,260,977</b>	<b>3,441,566</b>	<b>3,441,566</b>	<b>461,131</b>	<b>15.5%</b>	<b>0</b>
<b>Total Revenues</b>	<b>5,579</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>0</b>	<b>0.0%</b>	
<b>Net County Cost</b>	<b>3,269,869</b>	<b>2,974,435</b>	<b>3,254,977</b>	<b>3,435,566</b>	<b>3,435,566</b>	<b>461,131</b>	<b>15.5%</b>	<b>0</b>

**MISSION STATEMENT**

Provide for the effective and efficient administration of the policies of the Board of Commissioners regarding long-range ( future direction of growth and facilities) and current planning (standards for growth in growth management ordinances).

**AGENCY PROGRAMS**

Subdivision/Site Plan Review	Land Use Planning	Land Use Ordinance
Rezoning Process	Storm Water Master Planning	Storm Water Regulations
Addressing/Road Naming	Transportation Planning	Land Use Data Base

**FY2004 MAJOR OUTCOMES**

Complete major revisions and updates to County Land Use Plan in growth and environmentally sensitive areas (i.e. Carolina Heelsplitter Basins, 74 By-Pass Corridor, and growth areas along NC 84, 75 and 16).

Complete Update of Land Use Ordinance with respect to updated Land Use Plan, adopted Thoroughfare Plan, and new Storm Water Regulations.

Develop various data bases for land use, transportation, and storm water planning: socio-economic data, existing land use information, environmental constraints, and impervious area determinations.

Implement Storm Water Ordinance and provide erosion control inspections.

Develop Storm Water Design Manual and Public Storm Water Education Program.

Develop partnerships with towns in the areas of storm water, land use, and corridor planning.

Continue efficient day-to-day services to citizens through subdivision/site plan review, rezoning process, storm water planning, addressing/road naming, and general inquires regarding growth and development.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<i>Expenditures</i>								
Personnel	323,531	335,879	341,423	272,764	272,764	(63,115)	-18.8%	0
Operating	21,141	90,000	80,296	91,240	91,240	1,240	1.4%	0
Capital	3,457	0	0	0	0	0	-	0
Other	0	12,000	6,600	147,342	147,342	135,342	1127.9%	0
<b>Total</b>	<b>348,129</b>	<b>437,879</b>	<b>428,319</b>	<b>511,346</b>	<b>511,346</b>	<b>73,467</b>	<b>16.8%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	0
Other	25,142	25,000	30,000	42,500	42,500	17,500	70.0%	0
<b>Total</b>	<b>25,142</b>	<b>25,000</b>	<b>30,000</b>	<b>42,500</b>	<b>42,500</b>	<b>17,500</b>	<b>70.0%</b>	<b>0</b>
<b>Net County Cost</b>	<b>322,987</b>	<b>412,879</b>	<b>398,319</b>	<b>468,846</b>	<b>468,846</b>	<b>55,967</b>	<b>13.6%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	6.0	5.0	5.0	4.0	4.0	(1.0)	-20.0%	
Part-time Equivalency	N/A	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

The decrease in personnel expenditures is attributable to the elimination/transfer of the storm water engineer position to the enterprise functions - other expenditures decrease is due to the reduction in payments to other government units (\$5K) and an increase in Land Use Plan Updates (\$50K) and Land Use Ordinance revisions (\$20K). Increase in GIS Data package fees (\$5K) and Federal Transportation/ Planning grant (\$12K).

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>			<u>% INC./</u>	
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>	<u>VARIANCE</u>	<u>DEC.</u>	<u>ADOPTED</u>
<b><u>EXPENDITURES</u></b>								
<b><i>Personal Services</i></b>								
Salaries & Wages	248,609	257,808	264,400	201,364	201,364	(56,444)	-21.9%	
				<i>Decrease due to elimination/transfer of storm water position</i>				
Employee Benefits	74,922	78,071	77,023	71,400	71,400	(6,671)	-8.5%	
<b>Total Personal Services</b>	<b>323,531</b>	<b>335,879</b>	<b>341,423</b>	<b>272,764</b>	<b>272,764</b>	<b>(63,115)</b>	<b>-18.8%</b>	<b>0</b>
<b><i>Operating Expenditures</i></b>								
Operating Supplies	5,396	6,675	6,000	6,500	6,500	(175)	-2.6%	
Travel & Subsistence	2,239	5,650	6,500	5,900	5,900	250	4.4%	
Communications & Utilities	1,804	2,875	1,500	1,900	1,900	(975)	-33.9%	
Maintenance & Repairs	248	500	400	500	500	0	0.0%	
Professional Services	4,025	68,000	60,040	70,040	70,040	2,040	3.0%	
				<i>FY04 includes Land Use Plan Update (\$50K) and Land Use Ordinance revisions (\$20K)</i>				
Other Contracted Services	4,085	4,000	2,600	3,200	3,200	(800)	-20.0%	
Rentals	2,029	2,300	2,200	2,000	2,000	(300)	-13.0%	
Insurance & Bonding	1,315	0	1,056	1,200	1,200	1,200	#DIV/0!	
<b>Total Operating Exps.</b>	<b>21,141</b>	<b>90,000</b>	<b>80,296</b>	<b>91,240</b>	<b>91,240</b>	<b>1,240</b>	<b>1.4%</b>	<b>0</b>
<b><i>Capital Outlay</i></b>								
Office Furniture & Equip.	3,457	0	0	0	0	0	-	
<b>Total Capital Outlay</b>	<b>3,457</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b><i>Contracts, Grants, Sub.</i></b>								
	0	12,000	6,600	6,600	6,600	(5,400)	-45.0%	
				<i>Reduction due to a decrease in payments to other government units</i>				
<b>Interfund Transfers</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>140,742</b>	<b>140,742</b>	<b>140,742</b>	<b>#DIV/0!</b>	
<b>Total Expenditures</b>	<b>348,129</b>	<b>437,879</b>	<b>428,319</b>	<b>511,346</b>	<b>511,346</b>	<b>(67,275)</b>	<b>-15.4%</b>	<b>0</b>
<b>Total Revenues</b>	<b>25,142</b>	<b>25,000</b>	<b>30,000</b>	<b>42,500</b>	<b>42,500</b>	<b>17,500</b>	<b>70.0%</b>	
				<i>Increase in GIS data package fees (\$5K) and Federal Transportation/Planning grant (\$12K)</i>				
<b>Net County Cost</b>	<b>322,987</b>	<b>412,879</b>	<b>398,319</b>	<b>468,846</b>	<b>468,846</b>	<b>(84,775)</b>	<b>-20.5%</b>	<b>0</b>

**MISSION STATEMENT**

To improve the overall quality of life of every County citizen, through the expansion of the tax base by the recruitment and retention of industry that will increase the per capita income, reduce the overall tax burden and provide employment opportunities for County citizens.

**AGENCY PROGRAMS**

Industry Visitation	Marketing Initiatives	Site Certification
Product Development	Industry Appreciation	Incentive Grant

**FY2004 MAJOR OUTCOMES**

Develop improved working relationship with existing industries.

Enhance Union County's ability to recruit and retain capital investment, resulting in quality job creation for our citizens.

Develop certified sites in the County designed to demonstrate that Union County is "shovel ready and open for business".

Create and solidify a positive image for Union County as a business friendly place, through the creation of an Economic Development logo and branding campaign for existing and developing product.

Demonstrate the County's commitment to existing industry and promote corporate community interaction.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<i>Expenditures</i>								
Personnel	139,409	144,343	109,372	151,112	151,112	6,769	4.7%	
Operating	82,056	112,500	75,501	99,703	99,703	(12,797)	-11.4%	
Capital	2,299	0	0	0	0	0	-	
Other	51,190	438,655	438,655	450,000	450,000	11,345	2.6%	
<b>Total</b>	<b>274,954</b>	<b>695,498</b>	<b>623,528</b>	<b>700,815</b>	<b>700,815</b>	<b>5,317</b>	<b>0.8%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>274,954</b>	<b>695,498</b>	<b>623,528</b>	<b>700,815</b>	<b>700,815</b>	<b>5,317</b>	<b>0.8%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	2.0	2.0	2.0	2.0	2.0	-	0.0%	
Part-time Equivalency	-	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

The increase in personnel services is attributable to the pay plan and merit adjustments awarded in FY03 and higher health care costs in FY04. Operating expense decrease is due to a reduction in supplies (\$4K), travel (\$2K) professional services (\$6K) and other contracted services (\$3K). Incentive grants reflected under other expenditures are budgeted at \$450K.

	<u>FY 01-02</u> <u>ACTUAL</u>	<u>*****FY 02-03*****</u> <u>CURRENT</u> <u>ESTIMATE</u>		<u>*****FY 03-04*****</u> <u>REQUEST</u> <u>RECOMM.</u>		<u>VARIANCE</u>	<u>% INC./</u> <u>DEC.</u>	<u>ADOPTED</u>
<b><u>EXPENDITURES</u></b>								
<b><i>Personal Services</i></b>								
Salaries & Wages	105,925	108,096	82,100	111,400	111,400	3,304	3.1%	
				<i>Increase due to FY03 pay plan and merit adjustments</i>				
Employee Benefits	33,484	36,247	27,272	39,712	39,712	3,465	9.6%	
				<i>Increase due to higher cost of health benefits</i>				
<b>Total Personal Services</b>	<b>139,409</b>	<b>144,343</b>	<b>109,372</b>	<b>151,112</b>	<b>151,112</b>	<b>6,769</b>	<b>4.7%</b>	<b>0</b>
<b><i>Operating Expenditures</i></b>								
Operating Supplies	15,901	15,050	8,640	11,100	11,100	(3,950)	-26.2%	
				<i>Decrease due to reduction in periodicals, books &amp; other publications (\$3K), tool/supplies (\$1K)</i>				
Travel & Subsistence	7,645	11,000	5,100	9,300	9,300	(1,700)	-15.5%	
				<i>Decrease due to reduction in education expenses</i>				
Communications & Utilities	4,033	6,000	4,100	7,000	7,000	1,000	16.7%	
				<i>Increase in postage requirements</i>				
Maintenance & Repairs	871	1,000	800	1,000	1,000	0	0.0%	
Professional Services	42,226	45,500	31,200	40,000	40,000	(5,500)	-12.1%	
				<i>Decrease due to reduction in professional services (\$5K)</i>				
Other Contracted Services	8,965	31,250	22,995	28,000	28,000	(3,250)	-10.4%	
				<i>Decrease due to reduction in advertising and emp. recognition (\$3K)</i>				
Rentals	1,933	2,700	2,230	2,700	2,700	0	0.0%	
Insurance & Bonding	482	0	436	603	603	603	#DIV/0!	
<b>Total Operating Exps.</b>	<b>82,056</b>	<b>112,500</b>	<b>75,501</b>	<b>99,703</b>	<b>99,703</b>	<b>(12,797)</b>	<b>-11.4%</b>	<b>0</b>
<b><i>Capital Outlay</i></b>								
Office Furniture & Equip.	2,299	0	0	0	0	0	-	
<b>Total Capital Outlay</b>	<b>2,299</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>51,190</b>	<b>438,655</b>	<b>438,655</b>	<b>450,000</b>	<b>450,000</b>	<b>11,345</b>	<b>2.6%</b>	
				<i>Increase due to incentive grant payments</i>				
<b>Total Expenditures</b>	<b>274,954</b>	<b>695,498</b>	<b>623,528</b>	<b>700,815</b>	<b>700,815</b>	<b>5,317</b>	<b>0.8%</b>	<b>0</b>
<b>Total Revenue</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	
<b>Net County Cost</b>	<b>274,954</b>	<b>695,498</b>	<b>623,528</b>	<b>700,815</b>	<b>700,815</b>	<b>5,317</b>	<b>0.8%</b>	<b>0</b>

**MISSION STATEMENT**

To improve the lives of Union County citizens through the dissemination of research-based information generated at the State's land-grant universities.

**AGENCY PROGRAMS**

Enhancing Agricultural, Forest and Food Systems	Building Quality Communities
Conserving and Improving the Environment and Natural Resources	Strengthening and Sustaining Families
	Developing Responsible Youth

**FY2004 MAJOR OUTCOMES**

- Develop and implement procedures and train participants to facilitate a safe, environmentally sound and efficient response to animal emergencies.
- Increase appreciation of the role of agriculture in the economy and resource conservation and adopt practices to increase benefits from farmland and open-space.
- Gain knowledge, awareness, understanding and skills to develop plans for overcoming barriers that prevent an understanding between informed decision making and the capacity to sustain natural resources.
- Develop a comprehensive program aimed at increasing visibility of, and participation in, 4-H and Youth Development Programs and activities.
- Gain the knowledge and skills necessary to plan, design, and implement successful club work and special interest programs.
- Gain knowledge and practice skills in understanding lifespan development, positive interpersonal relationships, and improving quality of life.
- Develop a knowledge of and attitude toward the importance of good character and a value-based lifestyle.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>% INC./</b>		
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>DEC.</b>	<b>ADOPTED</b>	
<i>Expenditures</i>								
Personnel	2,854	31,215	0	31,826	31,826	611	2.0%	0
Operating	62,408	84,280	66,172	82,186	70,186	(14,094)	-16.7%	0
Capital	0	0	0	0	0	0	-	0
Other	207,613	211,800	196,300	176,900	176,900	(34,900)	-16.5%	0
<b>Total</b>	<b>272,875</b>	<b>327,295</b>	<b>262,472</b>	<b>290,912</b>	<b>278,912</b>	<b>(48,383)</b>	<b>-14.8%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	0
Other	19,293	17,000	3,400	3,400	3,400	(13,600)	-80.0%	0
<b>Total</b>	<b>19,293</b>	<b>17,000</b>	<b>3,400</b>	<b>3,400</b>	<b>3,400</b>	<b>(13,600)</b>	<b>-80.0%</b>	<b>0</b>
<b>Net County Cost</b>	<b>253,582</b>	<b>310,295</b>	<b>259,072</b>	<b>287,512</b>	<b>275,512</b>	<b>(34,783)</b>	<b>-11.2%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	10.0	10.0	9.0	10.0	10.0	-	0.0%	
Part-time Equivalency	-	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

The decrease in operating expenses is due to a budget reduction in 4-H expenses (\$13K) not recommended for funding in FY04 and education expense in 4-H budget (\$13K). The decrease in other expenditures is due to a reduction in payroll allocations from the State.

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>			<u>% INC./</u>	
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>	<u>VARIANCE</u>	<u>DEC.</u>	<u>ADOPTED</u>
<b><u>EXPENDITURES</u></b>								
<b><i>Personal Services</i></b>								
Salaries & Wages	0	22,169	0	22,326	22,326	157	0.7%	
Employee Benefits	2,854	9,046	0	9,500	9,500	454	5.0%	
<b>Total Personal Services</b>	<b>2,854</b>	<b>31,215</b>	<b>0</b>	<b>31,826</b>	<b>31,826</b>	<b>611</b>	<b>2.0%</b>	<b>0</b>
<b><i>Operating Expenditures</i></b>								
Operating Supplies	18,836	28,110	24,257	38,675	26,675	(1,435)	-5.1%	
		<i>Decrease due to Family and Consumer (FC) Education not being funded for FY04</i>						
Travel & Subsistence	21,399	25,700	15,800	13,200	13,200	(12,500)	-48.6%	
		<i>Decrease in education expense (4-H budget)</i>						
Communications & Utilities	4,788	4,885	5,366	6,300	6,300	1,415	29.0%	
		<i>Increase due to communication expenses (\$1K)</i>						
Maintenance & Repairs	3,851	4,800	3,450	6,700	6,700	1,900	39.6%	
		<i>Increase due to higher vehicle operation expenses (\$2K)</i>						
Professional Services	700	2,000	2,020	2,000	2,000	0	0.0%	
Other Contracted Services	8,531	10,285	9,615	8,700	8,700	(1,585)	-15.4%	
		<i>Decrease due to FC Education not being funded for FY04, and lower advertising/emp. recognition (\$1K)</i>						
Rentals	3,706	8,500	5,150	5,600	5,600	(2,900)	-34.1%	
		<i>Decrease due to a reduction in rental of real property (\$2K)</i>						
Insurance & Bonding	597	0	514	1,011	1,011	1,011	#DIV/0!	
		<i>Increase due to property and casualty expenses budgeted in department for FY04</i>						
<b>Total Operating Exps.</b>	<b>62,408</b>	<b>84,280</b>	<b>66,172</b>	<b>82,186</b>	<b>70,186</b>	<b>(14,094)</b>	<b>-16.7%</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>207,613</b>	<b>211,800</b>	<b>196,300</b>	<b>176,900</b>	<b>176,900</b>	<b>(34,900)</b>	<b>-16.5%</b>	
		<i>Decrease due to a reduction in payroll allocation's from the State</i>						
<b>Total Expenditures</b>	<b>272,875</b>	<b>327,295</b>	<b>262,472</b>	<b>290,912</b>	<b>278,912</b>	<b>(48,383)</b>	<b>-14.8%</b>	<b>0</b>
<b>Total Revenues</b>	<b>19,293</b>	<b>17,000</b>	<b>3,400</b>	<b>3,400</b>	<b>3,400</b>	<b>(13,600)</b>	<b>-80.0%</b>	
<b>Net County Cost</b>	<b>253,582</b>	<b>310,295</b>	<b>259,072</b>	<b>287,512</b>	<b>275,512</b>	<b>(34,783)</b>	<b>-11.2%</b>	<b>0</b>

**MISSION STATEMENT**

To identify conservation opportunities in developing land, water and related resources within the Conservation District.

**AGENCY PROGRAMS**

North Carolina Ag-Costshare Program	Natural Resource Information	Conservation Planning
Conservation Practice Installation	Natural Resource Inventory and Evaluation	Conservation Education

**FY2004 MAJOR OUTCOMES**

- Improve soil quality on 10,000 acres of cropland.
  
- Develop waste management plans and installation of infrastructure on 20 poultry farms.
  
- Provide nutrient management plans for 10,000 acres of cropland.
  
- Provide natural resource information to 1,000 non-farm residents.
  
- Complete waste lagoon closures on 10 abandoned swine operations.
  
- Provide onsite resource inventories for 100 non-farm residents.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>% INC./</b>		
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>DEC.</b>	<b>ADOPTED</b>	
<i>Expenditures</i>								
Personnel	128,788	131,266	132,486	137,200	137,200	5,934	4.5%	0
Operating	3,744	7,204	8,414	9,517	9,517	2,313	32.1%	0
Capital	0	0	0	0	0	0	-	0
Other	0	0	0	0	0	0	-	0
<b>Total</b>	<b>132,532</b>	<b>138,470</b>	<b>140,900</b>	<b>146,717</b>	<b>146,717</b>	<b>8,247</b>	<b>6.0%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	19,200	20,000	20,000	20,000	20,000	0	0.0%	0
Other	0	0	0	0	0	0	-	0
<b>Total</b>	<b>19,200</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
<b>Net County Cost</b>	<b>113,332</b>	<b>118,470</b>	<b>120,900</b>	<b>126,717</b>	<b>126,717</b>	<b>8,247</b>	<b>7.0%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	3.0	3.0	3.0	3.0	3.0	-	0.0%	
Part-time Equivalency	N/A	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

The increase in personnel services is attributable to the pay plan and merit adjustments awarded in FY03 and higher health costs in FY04. Operating expense increase is due to the allocation of property and casualty budgets to departments in FY04.

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>			<u>% INC./</u>	
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>	<u>VARIANCE</u>	<u>DEC.</u>	<u>ADOPTED</u>
<b><u>EXPENDITURES</u></b>								
<b><i>Personal Services</i></b>								
Salaries & Wages	97,568	98,479	102,800	102,600	102,600	4,121	4.2%	
				<i>Increase due to FY03 pay plan and merit adjustments</i>				
Employee Benefits	31,220	32,787	29,686	34,600	34,600	1,813	5.5%	
				<i>Increase due to higher cost of health benefits</i>				
<b>Total Personal Services</b>	<b>128,788</b>	<b>131,266</b>	<b>132,486</b>	<b>137,200</b>	<b>137,200</b>	<b>5,934</b>	<b>4.5%</b>	<b>0</b>
<b><i>Operating Expenditures</i></b>								
Operating Supplies	0	1,900	1,900	1,900	1,900	0	0.0%	
Travel & Subsistence	804	2,700	2,500	2,800	2,800	100	3.7%	
Communications & Utilities	136	300	200	300	300	0	0.0%	
Maintenance & Repairs	475	1,104	1,300	1,500	1,500	396	35.9%	
Other Contracted Services	825	1,200	1,200	1,200	1,200	0	0.0%	
Insurance & Bonding	1,504	0	1,314	1,817	1,817	1,817	#DIV/0!	
		<i>Increase due to allocation of property and casualty expenses to department budgets</i>						
<b>Total Operating Exps.</b>	<b>3,744</b>	<b>7,204</b>	<b>8,414</b>	<b>9,517</b>	<b>9,517</b>	<b>2,313</b>	<b>32.1%</b>	<b>0</b>
<b>Total Expenditures</b>	<b>132,532</b>	<b>138,470</b>	<b>140,900</b>	<b>146,717</b>	<b>146,717</b>	<b>8,247</b>	<b>6.0%</b>	<b>0</b>
<b>Total Revenues</b>	<b>19,200</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>	<b>0.0%</b>	
<b>Net County Cost</b>	<b>113,332</b>	<b>118,470</b>	<b>120,900</b>	<b>126,717</b>	<b>126,717</b>	<b>8,247</b>	<b>7.0%</b>	<b>0</b>

# FOREST MANAGEMENT

10-549700 (OUTSIDE AGENCY)

## MISSION STATEMENT

## AGENCY PROGRAMS

Forest Management

## FY2004 MAJOR OUTCOMES

## FINANCIAL SUMMARY

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.		DEC.	
<i>Expenditures</i>								
Personnel	0	0	0	0	0	0	-	
Operating	0	0	0	0	0	0	-	
Capital	0	0	0	0	0	0	-	
Other	37,916	50,553	50,553	50,081	50,081	(472)	-0.9%	
<b>Total</b>	<b>37,916</b>	<b>50,553</b>	<b>50,553</b>	<b>50,081</b>	<b>50,081</b>	<b>(472)</b>	<b>-0.9%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>37,916</b>	<b>50,553</b>	<b>50,553</b>	<b>50,081</b>	<b>50,081</b>	<b>(472)</b>	<b>-0.9%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	-	-	-	-	-	-	-	
Part-time Equivalency	-	-	-	-	-	-	-	

## BUDGET HIGHLIGHTS

**FOREST MANAGEMENT**

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>			
<i>Contracts, Grants, Sub.</i>	37,916	50,553	50,553	50,081	50,081	(472)	-0.9%	
<b>Total Expenditures</b>	<b>37,916</b>	<b>50,553</b>	<b>50,553</b>	<b>50,081</b>	<b>50,081</b>	<b>(472)</b>	<b>-0.9%</b>	<b>0</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Net County Cost</b>	<b>37,916</b>	<b>50,553</b>	<b>50,553</b>	<b>50,081</b>	<b>50,081</b>	<b>(472)</b>	<b>-0.9%</b>	<b>0</b>

**MISSION STATEMENT**

To promote health, provide education, prevent disease and minimize the potential for the spread of disease from environmental sources.

**AGENCY PROGRAMS**

Targeted Infant Mortality Reduction Breast,Cervical Cancer Control	Immunization Action Plan	Maternal Health
Children's Health & Dental	Family Planning	Smart Start
School Nursing	WIC Nutrition	Wise Woman

**FY2004 MAJOR OUTCOMES**

Prevention & control of disease through STD clinics, TB control prevention, investigation and follow up of reportable diseases.  
 Provide services (such as grant writing) to acquire funding for various health programs in the community & Health Department.  
 Provide health education programs based on community needs and collaborate with existing agencies in the County.  
 Provide vision, hearing, dental and developmental evaluations to children in the child care setting.  
 Increase rubella immunization by working with industries & highly populated Hispanic communities.  
 Reduce the number of HIV infected people, TB cases, & communicable diseases through education, counseling and testing.  
 Continue to serve Medicaid and low income children with dental services and education.  
 Reduce & prevent breast & cervical cancer mortality and morbidity among 50 yrs & older low income women in Union County.  
 Provide routine screening to all Child Health children at 12 months of age & annually to age 6.  
 Assist UC residents in developing healthy lifestyles through strategies that result in policy changes in the community.  
 Improve and maintain overall health and nutrition in women, infant and children of low income population.  
 Decrease the number of women delivering with inadequate prenatal care.  
 Continue to remove barriers that prevent children from being immunized on time and increase awareness.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>% INC./</b>		
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>DEC.</b>	<b>ADOPTED</b>	
<i>Expenditures</i>								
Personnel	4,038,748	4,752,776	4,301,798	4,824,770	4,822,590	69,814	1.5%	
Operating	922,013	1,085,075	1,099,938	1,021,473	1,021,473	(63,602)	-5.9%	
Capital	114,210	40,976	59,482	5,000	5,000	(35,976)	-87.8%	
Other	0	0	0	(250,000)	(250,000)	(250,000)	#DIV/0!	
<b>Total</b>	<b>5,074,971</b>	<b>5,878,827</b>	<b>5,461,218</b>	<b>5,601,243</b>	<b>5,599,063</b>	<b>(279,764)</b>	<b>-4.8%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	805,172	1,001,556	961,573	938,433	938,433	(63,123)	-6.3%	
Other	2,370,495	2,532,767	2,371,451	2,460,610	2,460,610	(72,157)	-2.8%	
<b>Total</b>	<b>3,175,667</b>	<b>3,534,323</b>	<b>3,333,024</b>	<b>3,399,043</b>	<b>3,399,043</b>	<b>(135,280)</b>	<b>-3.8%</b>	<b>0</b>
<b>Net County Cost</b>	<b>1,899,304</b>	<b>2,344,504</b>	<b>2,128,194</b>	<b>2,202,200</b>	<b>2,200,020</b>	<b>(144,484)</b>	<b>-6.2%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	88.7	106.0	98.1	94.7	94.7	(11.3)	-10.6%	
Part-time Equivalency	N/A	2.1	2.7	1.6	1.6	(0.4)	-20.8%	

**BUDGET HIGHLIGHTS**

The increase in personnel services is the result of a net combination of a reduction of 12 positions, FY03 pay plan and merit adjustments and higher health benefit costs in FY04. The operating expenditures decrease is attributable to FY03's non-recurring funding for HIPPA consultation (\$45K), FY03's Bioterrorism grant (\$34K) and other adjustments which reflect FY04's reduced level of funding requirements. Capital outlay includes funds for the purchase of a microfiche reader printer.

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>			<u>% INC./</u>	
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>	<u>VARIANCE</u>	<u>DEC.</u>	<u>ADOPTED</u>
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	3,135,894	3,641,353	3,387,905	3,685,245	3,683,265	41,912	1.2%	
								<i>Increase due to a net combination of the reduction in over 12 full and part time equivalent positions and FY03 pay plan and merit adjustments</i>
Employee Benefits	902,854	1,111,423	913,893	1,139,525	1,139,325	27,902	2.5%	
								<i>Increase due to a net combination of the reduction in positions and higher cost of health benefits</i>
<b>Total Personal Services</b>	<b>4,038,748</b>	<b>4,752,776</b>	<b>4,301,798</b>	<b>4,824,770</b>	<b>4,822,590</b>	<b>69,814</b>	<b>1.5%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	358,246	278,601	300,076	249,836	249,836	(28,765)	-10.3%	
								<i>Decrease due to reduction for Bioterrorism Grant(\$6K) &amp; current requirements reduced(\$23K)</i>
Travel & Subsistence	33,310	60,895	51,651	50,351	50,351	(10,544)	-17.3%	
								<i>Reduction based on current requirements</i>
Communications & Utilities	42,506	61,505	49,613	42,826	42,826	(18,679)	-30.4%	
								<i>Reduction based on current requirements</i>
Maintenance & Repairs	115,777	154,537	143,277	156,923	156,923	2,386	1.5%	
								<i>Increase due to vehicle operations expense</i>
Professional Services	213,915	347,715	354,478	302,106	302,106	(45,609)	-13.1%	
								<i>Decrease due to funding for HIPPA (\$45K in FY03) &amp; current requirements</i>
Other Contracted Services	13,724	42,391	35,637	32,305	32,305	(10,086)	-23.8%	
								<i>Reduction based on current requirements</i>
Transportation	1,021	1,110	270	291	291	(819)	-73.8%	
Public Assistance	825	0	3,441	2,781	2,781	2,781	#DIV/0!	
								<i>Increase due to incentive funds moved from operating supplies</i>
Rentals	115,323	129,198	117,295	129,945	129,945	747	0.6%	
Insurance & Bonding	27,366	9,123	44,200	54,109	54,109	44,986	493.1%	
								<i>Increase due to malpractice insurance and property &amp; casualty allocated to departments in FY04</i>
<b>Total Operating Exps.</b>	<b>922,013</b>	<b>1,085,075</b>	<b>1,099,938</b>	<b>1,021,473</b>	<b>1,021,473</b>	<b>(63,602)</b>	<b>-5.9%</b>	<b>0</b>
<b>Capital Outlay</b>								
Office Furniture & Equip.	12,237	3,000	22,000	5,000	5,000	2,000	66.7%	
								<i>Microfiche reader/printer</i>
Vehicles	59,605	37,976	37,482	0	0	(37,976)	-100.0%	
Other Equipment	32,995	0	0	0	0	0	-	
Land & Land Impr.	0	0	0	0	0	0	-	
Buildings & Improvements	9,373	0	0	0	0	0	-	
<b>Total Capital Outlay</b>	<b>114,210</b>	<b>40,976</b>	<b>59,482</b>	<b>5,000</b>	<b>5,000</b>	<b>(35,976)</b>	<b>-87.8%</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Interdept. Charges</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(250,000)</b>	<b>(250,000)</b>	<b>(250,000)</b>	<b>#DIV/0!</b>	
<b>Total Expenditures</b>	<b>5,074,971</b>	<b>5,878,827</b>	<b>5,461,218</b>	<b>5,601,243</b>	<b>5,599,063</b>	<b>(279,764)</b>	<b>-4.8%</b>	<b>0</b>
<b>Total Revenues</b>	<b>3,175,667</b>	<b>3,534,323</b>	<b>3,333,024</b>	<b>3,399,043</b>	<b>3,399,043</b>	<b>(135,280)</b>	<b>-3.8%</b>	
<b>Net County Cost</b>	<b>1,899,304</b>	<b>2,344,504</b>	<b>2,128,194</b>	<b>2,202,200</b>	<b>2,200,020</b>	<b>(144,484)</b>	<b>-6.2%</b>	<b>0</b>
								<i>Decrease due to reduction in patient fees and grants</i>

**MISSION STATEMENT**

To partner with families in achieving economic well being, safety and permanence within our community.

**AGENCY PROGRAMS**

Administration	Group Home for Children	Special Assistance for Adults	Work First Family/Emergency Assistance
USDA commodities	Foster Care	Crisis Intervention Program	Adoption Assistance
Family Planning	LINKS adolescent program	Residential Treatment for Children	General Assistance
In Home Aide Services	Aid to the Blind	Community Alternative Programs	CP&L project Share
Child Care Block Grant	Adult Day Care	Medicaid	Donations

**FY2004 MAJOR OUTCOMES**

Provide for safety of all children and disabled adults found by our agency to be abused or neglected.

Support all families eligible for Work First to strive to become and remain employed.

Provide public assistance benefits (including Medicaid, Food Stamps, Health Choice, Energy Assistance, Child and Adult Day Care, Work First Cash Assistance, and State/County Special Assistance) to eligible families within an average of 30 days from the date of application.

Provide or arrange in home care for 225 disabled persons who otherwise would have to receive care in an institutional setting.

Provide or arrange transportation services, within the limits of the public transportation system, for eligible families to needed medical services and employment.

Provide or arrange, as funding permits, emergency assistance for eligible families within three days of their requests.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<i>Expenditures</i>								
Personnel	7,716,152	7,805,823	7,606,084	8,400,845	8,400,845	595,022	7.6%	
Operating	7,260,997	8,084,889	7,954,919	8,487,273	8,487,273	402,384	5.0%	
Capital	43,339	15,065	16,850	99,300	99,300	84,235	559.1%	
Other	4,631,036	5,407,750	4,927,750	5,598,050	5,368,050	(39,700)	-0.7%	
<b>Total</b>	<b>19,651,524</b>	<b>21,313,527</b>	<b>20,505,603</b>	<b>22,585,468</b>	<b>22,355,468</b>	<b>1,041,941</b>	<b>4.9%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	10,507,291	10,128,374	10,579,197	11,061,266	11,061,266	932,892	9.2%	
Other	500,171	402,100	438,050	516,516	516,516	114,416	28.5%	
<b>Total</b>	<b>11,007,462</b>	<b>10,530,474</b>	<b>11,017,247</b>	<b>11,577,782</b>	<b>11,577,782</b>	<b>1,047,308</b>	<b>9.9%</b>	<b>0</b>
<b>Net County Cost</b>	<b>8,644,062</b>	<b>10,783,053</b>	<b>9,488,356</b>	<b>11,007,686</b>	<b>10,777,686</b>	<b>(5,367)</b>	<b>0.0%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	172.0	177.5	177.5	182.5	182.5	5.0	2.8%	
Part-time Equivalency	N/A	6.8	6.8	8.3	8.3	1.5	21.3%	

**BUDGET HIGHLIGHTS**

The increase in personnel expenditures is due to FY03's pay plan and merit adjustments, 6.45 additional FTE's for FY04 and higher health benefits costs. Child care expenses (\$238K) and the budgeting of property and casualty costs (\$53K) in benefitting departments in FY04 represent almost 75% of the increase in operating expenses. Capital outlay includes funds for replacement vehicles and a scanner. Other expenses includes Special Assistance to Adults (\$40K decrease) with Medical Assistance budgeted at FY03 levels.

	FY 01-02 ACTUAL	*****FY 02-03***** CURRENT	ESTIMATE	*****FY 03-04***** REQUEST	RECOMM.	VARIANCE	% INC./ DEC.	ADOPTED
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	5,839,036	5,870,938	5,827,057	6,186,390	6,186,390	315,452	5.4%	
	<i>Increase due to FY03 pay plan and merit adjustments and 6.45 additional full time and part time employees</i>							
Employee Benefits	1,877,116	1,934,885	1,779,027	2,214,455	2,214,455	279,570	14.4%	
	<i>Increase due to higher costs for FY04 and an additional 6.45 FTEs</i>							
<b>Total Personal Services</b>	<b>7,716,152</b>	<b>7,805,823</b>	<b>7,606,084</b>	<b>8,400,845</b>	<b>8,400,845</b>	<b>595,022</b>	<b>7.6%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	248,329	213,745	202,485	252,900	252,900	39,155	18.3%	
	<i>Increase due to upgrading computers (\$21K), food &amp; provisions due to new child welfare event, TANF reserve (\$17K)</i>							
Travel & Subsistence	115,364	134,279	113,615	140,235	140,235	5,956	4.4%	
	<i>Increase due to greater vehicle miles and client volume</i>							
Communications & Utilities	89,992	80,300	90,900	91,000	91,000	10,700	13.3%	
	<i>Increase due to postage and telephone service</i>							
Maintenance & Repairs	175,559	225,741	221,025	237,134	237,134	11,393	5.0%	
	<i>Increase due to higher vehicle operations expense, installation of security cameras, power supply and maintenance on equipment</i>							
Professional Services	674,592	728,200	683,353	808,214	808,214	80,014	11.0%	
	<i>Increase due to security guard (\$42K), professional fees (\$35K), legal fees (\$3K)</i>							
Other Contracted Services	12,396	18,300	10,875	14,611	14,611	(3,689)	-20.2%	
	<i>Reduction based on current requirements</i>							
Transportation	159,657	145,851	148,851	168,189	168,189	22,338	15.3%	
	<i>Increase due to higher contract transportation costs and client volume</i>							
Public Assistance	5,475,798	6,236,540	6,169,539	6,436,769	6,436,769	200,229	3.2%	
	<i>Increase (\$238K) due to child care expense</i>							
Rentals	275,522	301,933	275,900	285,150	285,150	(16,783)	-5.6%	
	<i>Reduction based on current rental requirements for Union Village</i>							
Insurance & Bonding	33,788	0	38,376	53,071	53,071	53,071	#DIV/0!	
	<i>Increase due to property and casualty expenses budgeted in department for FY04</i>							
<b>Total Operating Exps.</b>	<b>7,260,997</b>	<b>8,084,889</b>	<b>7,954,919</b>	<b>8,487,273</b>	<b>8,487,273</b>	<b>402,384</b>	<b>5.0%</b>	<b>0</b>
<b>Capital Outlay</b>								
Office Furniture & Equip.	2,219	5,065	4,350	0	0	(5,065)	-100.0%	
Vehicles	38,170	0	0	89,300	89,300	89,300	#DIV/0!	
	<i>5 replacement vehicles</i>							
Other Equipment	2,950	0	0	10,000	10,000	10,000	#DIV/0!	
	<i>High speed scanner</i>							
Land & Land Impr.	0	0	0	0	0	0	-	
Buildings & Improvements	0	10,000	12,500	0	0	(10,000)	-100.0%	
<b>Total Capital Outlay</b>	<b>43,339</b>	<b>15,065</b>	<b>16,850</b>	<b>99,300</b>	<b>99,300</b>	<b>84,235</b>	<b>559.1%</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>4,658,448</b>	<b>5,432,750</b>	<b>4,952,750</b>	<b>5,623,050</b>	<b>5,393,050</b>	<b>(39,700)</b>	<b>-0.7%</b>	
	<i>Special Assistance to Adults decrease (\$40K) and Medical Assistance is budgeted at FY03 levels</i>							
<b>Interdept. Charges</b>	<b>(27,412)</b>	<b>(25,000)</b>	<b>(25,000)</b>	<b>(25,000)</b>	<b>(25,000)</b>	<b>0</b>	<b>0.0%</b>	
<b>Total Expenditures</b>	<b>19,651,524</b>	<b>21,313,527</b>	<b>20,505,603</b>	<b>22,585,468</b>	<b>22,355,468</b>	<b>1,041,941</b>	<b>4.9%</b>	<b>0</b>
<b>Total Revenues</b>	<b>11,007,462</b>	<b>10,530,474</b>	<b>11,017,247</b>	<b>11,577,782</b>	<b>11,577,782</b>	<b>1,047,308</b>	<b>9.9%</b>	
	<i>Increase due to higher state &amp; federal allocations</i>							
<b>Net County Cost</b>	<b>8,644,062</b>	<b>10,783,053</b>	<b>9,488,356</b>	<b>11,007,686</b>	<b>10,777,686</b>	<b>(5,367)</b>	<b>0.0%</b>	<b>0</b>

# DELINQUENCY PREVENTION & REMEDIATION

10-557400

## MISSION STATEMENT

To provide therapeutic and behavioral modification services for juveniles ages 10-17 who are involved with the Department of Juvenile Justice or at risk of becoming involved with the court system.

## AGENCY PROGRAMS

Social Work Services	Advocacy for the Child	Community Referrals for Services
Counseling Services	Recommendations to the Court	

## FY2004 MAJOR OUTCOMES

- Prevent delinquent children from coming into foster care.
- Prevent children from becoming involved with the Juvenile Justice System.
- Prevent children already involved in the court system from committing additional offenses.
- Assist youth in the DPR program to cooperate with the conditions of their probation.
- Make referrals for community services to prevent the need for out of home placements.

## FINANCIAL SUMMARY

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.			
<i>Expenditures</i>								
Personnel	45,179	46,066	46,262	47,900	47,900	1,834	4.0%	
Operating	1,827	2,962	2,766	828	828	(2,134)	-72.0%	
Capital	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>47,006</b>	<b>49,028</b>	<b>49,028</b>	<b>48,728</b>	<b>48,728</b>	<b>(300)</b>	<b>-0.6%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	31,196	31,196	31,196	31,196	31,196	0	0.0%	
Other	0					0	-	
<b>Total</b>	<b>31,196</b>	<b>31,196</b>	<b>31,196</b>	<b>31,196</b>	<b>31,196</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
<b>Net County Cost</b>	<b>15,810</b>	<b>17,832</b>	<b>17,832</b>	<b>17,532</b>	<b>17,532</b>	<b>(300)</b>	<b>-1.7%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	1.0	1.0	1.0	1.0	1.0	-	0.0%	
Part-time Equivalency	N/A	-	-	-	-	-	-	

## BUDGET HIGHLIGHTS

The increase in personnel services is due to the pay plan and merit adjustments awarded in FY 2003 and health benefit cost increases for FY04. The decrease in operating supplies, travel & subsistence and rentals is based on current requirements.

## DELINQUENCY PREVENTION & REMEDIATION

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.			
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	34,415	34,737	36,000	36,000	36,000	1,263	3.6%	
				<i>Increase due to FY03 pay plan and merit adjustments</i>				
Employee Benefits	10,764	11,329	10,262	11,900	11,900	571	5.0%	
				<i>Increase due to higher cost of health benefits</i>				
<b>Total Personal Services</b>	<b>45,179</b>	<b>46,066</b>	<b>46,262</b>	<b>47,900</b>	<b>47,900</b>	<b>1,834</b>	<b>4.0%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	477	562	362	50	50	(512)	-91.1%	
				<i>Reduction based on historical purchases and current requirements</i>				
Travel & Subsistence	1,188	2,200	1,983	478	478	(1,722)	-78.3%	
				<i>Reduction based on historical purchases and current requirements</i>				
Communications & Utilities	0	0	0	0	0	0	-	
Maintenance & Repairs	0	0	0	0	0	0	-	
Professional Services	0	0	0	0	0	0	-	
Other Contracted Services	0	0	0	0	0	0	-	
Transportation	0	0	0	0	0	0	-	
Public Assistance	0	200	240	49	49	(151)	-75.5%	
				<i>Reduction based on historical purchases and current requirements</i>				
Rentals	0	0	0	0	0	0	-	
Insurance & Bonding	162	0	181	251	251	251	#DIV/0!	
				<i>Increase due to allocation of property and casualty expenses for FY04</i>				
<b>Total Operating Exps.</b>	<b>1,827</b>	<b>2,962</b>	<b>2,766</b>	<b>828</b>	<b>828</b>	<b>(2,134)</b>	<b>-72.0%</b>	<b>0</b>
<b>Capital Outlay</b>								
Office Furniture & Equip.	0	0	0	0	0	0	-	
Vehicles	0	0	0	0	0	0	-	
Other Equipment	0	0	0	0	0	0	-	
Land & Land Impr.	0	0	0	0	0	0	-	
Buildings & Improvements	0	0	0	0	0	0	-	
<b>Total Capital Outlay</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Interdept. Charges</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Total Expenditures</b>	<b>47,006</b>	<b>49,028</b>	<b>49,028</b>	<b>48,728</b>	<b>48,728</b>	<b>(300)</b>	<b>-0.6%</b>	<b>0</b>
<b>Total Revenues</b>	<b>31,196</b>	<b>31,196</b>	<b>31,196</b>	<b>31,196</b>	<b>31,196</b>	<b>0</b>	<b>0.0%</b>	
<b>Net County Cost</b>	<b>15,810</b>	<b>17,832</b>	<b>17,832</b>	<b>17,532</b>	<b>17,532</b>	<b>(300)</b>	<b>-1.7%</b>	<b>0</b>

# NUTRITION SERVICES & TRANSPORTATION

10-558100 & 10-558700

## MISSION STATEMENT

To provide efficient transport for the citizen's of Union County while working towards meeting the changing and increasing needs of the County's residents, employers, and contracting agencies.

To provide services to the senior citizens of Union County which will enable them to maintain and improve their mental and physical health thus enabling them to remain independent in their homes for longer periods of time.

## AGENCY PROGRAMS

Home & Community Care Block Grant	Human Service Transport	Congregate Meals
Elderly & Disabled Transportation Assistance Prog.	NCDOT Community Transportation Program	Home Delivered Meals
Rural General Public Program	NCDOT Technology/Capital Assistance Program	Supplemental Meals

## FY2004 MAJOR OUTCOMES

Apply, implement and oversee grant programs.

Assure federal compliance is maintained for all funding received.

Provide 30,000+ trips to Union County citizens by June 30, 2004.

Generate reimbursement of \$300,000+ in grant funding by June 30, 2004.

Complete final training and transition to the new scheduling software (RouteMatch).

Completion date pending Information Technology timetable of server installation.

Develop concepts to increase interest and attendance in the Congregate Program.

Conduct search for additional volunteers for Home Delivered Program, targeting those areas unserved at the current time.

Continue to explore alternative sources of funding for all areas of the department.

Serve 90,000+ meals (hot & EnsurePlus) to the senior citizens participating in one of the three programs by June 30, 2004.

## FINANCIAL SUMMARY

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>			<u>% INC./</u>	
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>	<u>VARIANCE</u>	<u>DEC.</u>	<u>ADOPTED</u>
<i>Expenditures</i>								
Personnel	570,531	642,227	637,994	756,780	756,780	114,553	17.8%	
Operating	368,166	413,414	388,739	423,067	423,067	9,653	2.3%	
Capital	188,268	178,028	147,378	98,500	98,500	(79,528)	-44.7%	
Other	(227,987)	(190,876)	(206,510)	(234,045)	(234,045)	(43,169)	22.6%	
Total	<u>898,978</u>	<u>1,042,793</u>	<u>967,601</u>	<u>1,044,302</u>	<u>1,044,302</u>	<u>1,509</u>	<u>0.1%</u>	<u>0</u>
<i>Revenues</i>								
State/Federal	526,879	587,006	623,433	595,149	595,149	8,143	1.4%	
Other	49,588	69,773	76,980	65,650	65,650	(4,123)	-5.9%	
Total	<u>576,467</u>	<u>656,779</u>	<u>700,413</u>	<u>660,799</u>	<u>660,799</u>	<u>4,020</u>	<u>0.6%</u>	<u>0</u>
<b>Net County Cost</b>	<b><u>322,511</u></b>	<b><u>386,014</u></b>	<b><u>267,188</u></b>	<b><u>383,503</u></b>	<b><u>383,503</u></b>	<b><u>(2,511)</u></b>	<b><u>-0.7%</u></b>	<b><u>0</u></b>
<i>Positions</i>								
Full-time Equivalency	11.0	13.5	13.5	14.5	14.5	1.0	7.4%	
Part-time Equivalency	N/A	0.4	8.7	13.4	13.4	13.0	3714.3%	

## BUDGET HIGHLIGHTS

\$78K in additional part time hours. Operating expenditure increase is attributable to the net effect of an increase in vehicle expense and the inclusion of property and casualty expenses (\$15K) in the department's budget combined with a decrease in operating supplies (\$17K). Capital outlay includes funds for the purchase of 3 vans.

**NUTRITION SERVICES & TRANSPORTATION**

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.			
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	469,345	505,854	530,654	614,238	614,238	108,384	21.4%	
	<i>Increase due to FY03 pay plan &amp; merit adjustments, 1 additional driver position and increase in part time hours</i>							
Employee Benefits	101,186	136,373	107,340	142,542	142,542	6,169	4.5%	
	<i>Increase due to higher cost of health benefits and greater part time hours</i>							
<b>Total Personal Services</b>	<b>570,531</b>	<b>642,227</b>	<b>637,994</b>	<b>756,780</b>	<b>756,780</b>	<b>114,553</b>	<b>17.8%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	254,147	264,313	217,380	246,988	246,988	(17,325)	-6.6%	
	<i>Reduction based on historical purchases and current requirements</i>							
Travel & Subsistence	4,678	10,350	9,230	11,190	11,190	840	8.1%	
Communications & Utilities	3,301	11,501	9,749	11,426	11,426	(75)	-0.7%	
Maintenance & Repairs	45,190	60,060	76,678	79,620	79,620	19,560	32.6%	
	<i>Increase due to required computer software maintenance (85% State reimbursed) and vehicle expense</i>							
Professional Services	1,252	11,415	9,505	2,885	2,885	(8,530)	-74.7%	
	<i>Decrease due to Community Transportation Improvement Plan (FY03 - \$4K) and elimination of legal budget (FY03 \$5K)</i>							
Other Contracted Services	754	2,775	2,500	2,526	2,526	(249)	-9.0%	
Transportation	49,021	50,400	50,400	51,000	51,000	600	1.2%	
Rentals	1,800	2,600	2,500	2,500	2,500	(100)	-3.8%	
Insurance & Bonding	8,023	0	10,797	14,932	14,932	14,932	#DIV/0!	
	<i>Increase due to FY04 property and casualty expenses included in departments</i>							
<b>Total Operating Exps.</b>	<b>368,166</b>	<b>413,414</b>	<b>388,739</b>	<b>423,067</b>	<b>423,067</b>	<b>9,653</b>	<b>2.3%</b>	<b>0</b>
<b>Capital Outlay</b>								
Office Furniture & Equip.	25,540	10,293	5,891	0	0	(10,293)	-100.0%	
Vehicles	156,758	167,735	141,487	98,500	98,500	(69,235)	-41.3%	
	<i>Purchase of 2 replacement and 1 additional van - 90% State reimbursed</i>							
Other Equipment	5,970	0	0	0	0	0	-	
<b>Total Capital Outlay</b>	<b>188,268</b>	<b>178,028</b>	<b>147,378</b>	<b>98,500</b>	<b>98,500</b>	<b>(79,528)</b>	<b>-44.7%</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>1,994</b>	<b>49,349</b>	<b>2,190</b>	<b>8,870</b>	<b>8,870</b>	<b>(40,479)</b>	<b>-82.0%</b>	
	<i>Reduction based current requirements</i>							
<b>Interdept. Charges</b>	<b>(229,981)</b>	<b>(240,225)</b>	<b>(208,700)</b>	<b>(242,915)</b>	<b>(242,915)</b>	<b>(2,690)</b>	<b>1.1%</b>	
<b>Total Expenditures</b>	<b>898,978</b>	<b>1,042,793</b>	<b>967,601</b>	<b>1,044,302</b>	<b>1,044,302</b>	<b>1,509</b>	<b>0.1%</b>	<b>0</b>
<b>Total Revenues</b>	<b>576,467</b>	<b>656,779</b>	<b>700,413</b>	<b>660,799</b>	<b>660,799</b>	<b>4,020</b>	<b>0.6%</b>	
<b>Net County Cost</b>	<b>322,511</b>	<b>386,014</b>	<b>267,188</b>	<b>383,503</b>	<b>383,503</b>	<b>(2,511)</b>	<b>-0.7%</b>	<b>0</b>

**MISSION STATEMENT**

To provide Union County Veterans, dependents and survivors information about and assistance in applying for federal, state and local benefits resulting from service in the US Armed Forces and auxiliary services.

**AGENCY PROGRAMS**

Compensation	Burial Benefits	Vocational Rehabilitation
Home Loans	Pension	Veterans Day Program
Scholarships	Education Transportation	Health Care and Insurance

**FY2004 MAJOR OUTCOMES**

- Upgrade part time office support position to full time.
- Purchase replacement military service flags, poles and stands for annual County Veterans Day Program .

**FINANCIAL SUMMARY**

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>		<u>VARIANCE</u>	<u>% INC./</u>	<u>ADOPTED</u>
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>		<u>DEC.</u>	
<i>Expenditures</i>								
Personnel	96,025	110,059	108,377	138,100	138,100	28,041	25.5%	
Operating	38,604	38,373	34,229	37,298	37,298	(1,075)	-2.8%	
Capital	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>134,629</b>	<b>148,432</b>	<b>142,606</b>	<b>175,398</b>	<b>175,398</b>	<b>26,966</b>	<b>18.2%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	2,000	2,000	2,000	2,000	0	0.0%	
Other	2,131	50	50	50	50	0	0.0%	
<b>Total</b>	<b>2,131</b>	<b>2,050</b>	<b>2,050</b>	<b>2,050</b>	<b>2,050</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
<b>Net County Cost</b>	<b>132,498</b>	<b>146,382</b>	<b>140,556</b>	<b>173,348</b>	<b>173,348</b>	<b>26,966</b>	<b>18.4%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	2.0	2.0	2.0	3.0	3.0	1.0	50.0%	
Part-time Equivalency	-	0.5	0.5	-	-	(0.5)	-100.0%	

**BUDGET HIGHLIGHTS**

Personnel expenditure increase is attributable to the conversion of a part time position to full time (\$22K), FY03's pay plan and merit adjustments, and FY04's higher health costs.

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>			<u>% INC./</u>	
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>	<u>VARIANCE</u>	<u>DEC.</u>	<u>ADOPTED</u>
<b><u>EXPENDITURES</u></b>								
<b><i>Personal Services</i></b>								
Salaries & Wages	73,880	85,612	83,257	101,488	101,488	15,876	18.5%	
Employee Benefits	22,145	24,447	25,120	36,612	36,612	12,165	49.8%	
<b>Total Personal Services</b>	<b>96,025</b>	<b>110,059</b>	<b>108,377</b>	<b>138,100</b>	<b>138,100</b>	<b>28,041</b>	<b>25.5%</b>	<b>0</b>
<b><i>Operating Expenditures</i></b>								
Operating Supplies	1,020	1,100	950	2,460	2,460	1,360	123.6%	
Travel & Subsistence	638	588	920	775	775	187	31.8%	
Communications & Utilities	1,122	1,485	1,200	1,275	1,275	(210)	-14.1%	
Maintenance & Repairs	134	200	395	525	525	325	162.5%	
Transportation	35,343	35,000	30,375	31,725	31,725	(3,275)	-9.4%	
Insurance & Bonding	347	0	389	538	538	538	#DIV/0!	
<b>Total Operating Exps.</b>	<b>38,604</b>	<b>38,373</b>	<b>34,229</b>	<b>37,298</b>	<b>37,298</b>	<b>(1,075)</b>	<b>-2.8%</b>	<b>0</b>
<b>Total Expenditures</b>	<b>134,629</b>	<b>148,432</b>	<b>142,606</b>	<b>175,398</b>	<b>175,398</b>	<b>26,966</b>	<b>18.2%</b>	<b>0</b>
<b>Total Revenues</b>	<b>2,131</b>	<b>2,050</b>	<b>2,050</b>	<b>2,050</b>	<b>2,050</b>	<b>0</b>	<b>0.0%</b>	
<b>Net County Cost</b>	<b>132,498</b>	<b>146,382</b>	<b>140,556</b>	<b>173,348</b>	<b>173,348</b>	<b>26,966</b>	<b>18.4%</b>	<b>0</b>

**MISSION STATEMENT**

**AGENCY PROGRAMS**

Juvenile Crime Prev.	Shelter Care
Positive Impact	Home Based
Uwharrie Group Home	Youth & Family Support

**FY2004 MAJOR OUTCOMES**

**FINANCIAL SUMMARY**

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>		<u>VARIANCE</u>	<u>% INC./</u>	<u>ADOPTED</u>
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>		<u>DEC.</u>	
<i>Expenditures</i>								
Personnel	0	0	0	0	0	0	-	
Operating	0	0	0	0	0	0	-	
Capital	0	0	0	0	0	0	-	
Other	296,265	376,498	367,226	364,560	364,560	(11,938)	-3.2%	
<b>Total</b>	<b>296,265</b>	<b>376,498</b>	<b>367,226</b>	<b>364,560</b>	<b>364,560</b>	<b>(11,938)</b>	<b>-3.2%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	298,668	374,338	366,326	364,560	364,560	(9,778)	-2.6%	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>298,668</b>	<b>374,338</b>	<b>366,326</b>	<b>364,560</b>	<b>364,560</b>	<b>(9,778)</b>	<b>-2.6%</b>	<b>0</b>
<b>Net County Cost</b>	<b>(2,403)</b>	<b>2,160</b>	<b>900</b>	<b>0</b>	<b>0</b>	<b>(2,160)</b>	<b>-100.0%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	-	-	-	-	-	-	-	
Part-time Equivalency	-	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<b><u>Juvenile Crime Prev.</u></b>								
<i>Contracts, Grants, Sub.</i>	382	8,000	8,000	10,000	10,000	2,000	25.0%	
<i>Revenues</i>	382	8,000	8,000	10,000	10,000	2,000	25.0%	
<b>Net County Cost</b>	0	0	0	0	0	0		
<b><u>Positive Impact</u></b>								
<i>Contracts, Grants, Sub.</i>	224,800	292,866	290,699	279,933	279,933	(12,933)	-4.4%	
<i>Revenues</i>	223,345	292,866	290,699	279,933	279,933	(12,933)	-4.4%	
<b>Net County Cost</b>	1,455	0	0	0	0	0		
<b><u>Uwharrie Group Home</u></b>								
<i>Contracts, Grants, Sub.</i>	9,431	9,360	3,900	0	0	(9,360)	-100.0%	
<i>Revenues</i>	9,320	7,200	3,000	0	0	(7,200)	-100.0%	
<b>Net County Cost</b>	111	2,160	900	0	0	(2,160)		
<b><u>Shelter Care</u></b>								
<i>Contracts, Grants, Sub.</i>	20,194	24,814	24,814	24,814	24,814	0	0.0%	
<i>Revenues</i>	24,163	24,814	24,814	24,814	24,814	0	0.0%	
<b>Net County Cost</b>	(3,969)	0	0	0	0	0		
<b><u>Home Based</u></b>								
<i>Contracts, Grants, Sub.</i>	41,458	41,458	39,813	29,813	29,813	(11,645)	-28.1%	
<i>Revenues</i>	41,458	41,458	39,813	29,813	29,813	(11,645)	-28.1%	
<b>Net County Cost</b>	0	0	0	0	0	0		
<b><u>Youth &amp; Family Support</u></b>								
<i>Contracts, Grants, Sub.</i>	0	0	0	20,000	20,000	20,000	#DIV/0!	
<i>Revenues</i>	0	0	0	20,000	20,000	20,000	#DIV/0!	
<b>Net County Cost</b>	0	0	0	0	0	0		
<b>Total Expenditures</b>	<b>296,265</b>	<b>376,498</b>	<b>367,226</b>	<b>364,560</b>	<b>364,560</b>	<b>(11,938)</b>	<b>-3.2%</b>	<b>0</b>
<b>Total Revenues</b>	<b>298,668</b>	<b>374,338</b>	<b>366,326</b>	<b>364,560</b>	<b>364,560</b>	<b>(9,778)</b>	<b>-2.6%</b>	<b>0</b>
<b>Net County Cost</b>	<b>(2,403)</b>	<b>2,160</b>	<b>900</b>	<b>0</b>	<b>0</b>	<b>(2,160)</b>	<b>-100.0%</b>	<b>0</b>

**MISSION STATEMENT**

**AGENCY PROGRAMS**

Mental Health	Community Shelter	Criminal Justice Partnership
Turning Point	Community Action	CATS
UDI Sheltered	Council on Aging	

**FY2004 MAJOR OUTCOMES**

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>VARIANCE</b>	<b>% INC./</b>	<b>ADOPTED</b>
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>		<b>DEC.</b>	
<i>Expenditures</i>								
Personnel	0	0	0	0	0	0	-	
Operating	7,000	0	0	0	0	0	-	
Capital	0	0	0	0	0	0	-	
Other	1,003,156	1,117,855	1,031,412	1,109,471	1,109,471	(8,384)	-0.8%	
<b>Total</b>	<b>1,010,156</b>	<b>1,117,855</b>	<b>1,031,412</b>	<b>1,109,471</b>	<b>1,109,471</b>	<b>(8,384)</b>	<b>-0.8%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	349,184	300,759	226,411	226,411	226,411	0	0.0%	
Other	197,871	351,000	348,900	348,900	348,900	(76,448)	-21.8%	
<b>Total</b>	<b>547,055</b>	<b>651,759</b>	<b>575,311</b>	<b>575,311</b>	<b>575,311</b>	<b>(76,448)</b>	<b>-11.7%</b>	<b>0</b>
<b>Net County Cost</b>	<b>463,101</b>	<b>466,096</b>	<b>456,101</b>	<b>534,160</b>	<b>534,160</b>	<b>68,064</b>	<b>14.6%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	-	-	-	-	-	-	-	
Part-time Equivalency	-	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

The increase in Community Shelter is attributable to an increase in nightly residents at the shelter. The reduction in expenditures is based on FY04 requirements.

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<b><u>Mental Health</u></b>								
<i>Operating Expenditures</i>	99,961	109,956	99,961	102,960	102,960	(6,996)	-6.4%	
<i>Contracts, Grants, Sub.</i>	534,986	536,802	534,702	534,702	534,702	(2,100)	-0.4%	
<i>Revenues</i>	349,184	351,000	348,900	348,900	348,900	(2,100)	-0.6%	
<b>Net County Cost</b>	<b>285,763</b>	<b>295,758</b>	<b>285,763</b>	<b>288,762</b>	<b>288,762</b>	<b>0</b>		
<b><u>Turning Point</u></b>								
<i>Contracts, Grants, Sub.</i>	25,000	25,000	25,000	25,000	25,000	0	0.0%	
<i>Revenues</i>	0	0	0	0	0	0	-	
<b>Net County Cost</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>0</b>		
<b><u>UDI Sheltered</u></b>								
<i>Contracts, Grants, Sub.</i>	26,500	26,500	26,500	26,500	26,500	0	0.0%	
<i>Revenues</i>	0	0	0	0	0	0	-	
<b>Net County Cost</b>	<b>26,500</b>	<b>26,500</b>	<b>26,500</b>	<b>26,500</b>	<b>26,500</b>	<b>0</b>		
<b><u>Community Shelter</u></b>								
<i>Contracts, Grants, Sub.</i>	10,000	10,000	10,000	15,000	15,000	5,000	50.0%	
<i>Revenues</i>	0	0	0	0	0	0	-	
<b>Net County Cost</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>15,000</b>	<b>15,000</b>	<b>5,000</b>		
<b><u>Community Action</u></b>								
<i>Contracts, Grants, Sub.</i>	76,338	76,338	76,338	76,338	76,338	0	0.0%	
<i>Revenues</i>	0	0	0	0	0	0	-	
<b>Net County Cost</b>	<b>76,338</b>	<b>76,338</b>	<b>76,338</b>	<b>76,338</b>	<b>76,338</b>	<b>0</b>		
<b><u>Council on Aging</u></b>								
<i>Contracts, Grants, Sub.</i>	230,371	333,259	258,911	258,911	258,911	(74,348)	-22.3%	
<i>Revenues</i>	197,871	300,759	226,411	226,411	226,411	(74,348)	-24.7%	
<b>Net County Cost</b>	<b>32,500</b>	<b>32,500</b>	<b>32,500</b>	<b>32,500</b>	<b>32,500</b>	<b>0</b>		
<b><u>Criminal Justice Part.</u></b>								
<i>Operating Expenditures</i>	7,000	0	0	0	0	0	-	
<i>Revenues</i>	0	0	0	0	0	0	-	
<b>Net County Cost</b>	<b>7,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b><u>CATS</u></b>								
<i>Contracts, Grants, Sub.</i>	0	0	0	70,060	70,060	70,060	#DIV/0!	
<i>Revenues</i>	0	0	0	0	0	0	-	
<b>Net County Cost</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>70,060</b>	<b>70,060</b>	<b>70,060</b>		
<b>Total Expenditures</b>	<b>1,010,156</b>	<b>1,117,855</b>	<b>1,031,412</b>	<b>1,109,471</b>	<b>1,109,471</b>	<b>(8,384)</b>	<b>-0.8%</b>	<b>0</b>
<b>Total Revenues</b>	<b>547,055</b>	<b>651,759</b>	<b>575,311</b>	<b>575,311</b>	<b>575,311</b>	<b>(76,448)</b>	<b>-11.7%</b>	<b>0</b>
<b>Net County Cost</b>	<b>463,101</b>	<b>466,096</b>	<b>456,101</b>	<b>534,160</b>	<b>534,160</b>	<b>68,064</b>	<b>14.6%</b>	<b>0</b>

# SCHOOL TRAFFIC CONTROL

10-559300

## MISSION STATEMENT

To provide safe and smooth traffic control at Parkwood Middle School, Sun Valley Middle School and the Union County Career Center.

## AGENCY PROGRAMS

School Traffic Control

## FY2004 MAJOR OUTCOMES

## FINANCIAL SUMMARY

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.		DEC.	
<i>Expenditures</i>								
Personnel	22,583	22,813	24,400	25,700	25,700	2,887	12.7%	
Operating	686	775	799	854	854	79	10.2%	
Capital	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>23,269</b>	<b>23,588</b>	<b>25,199</b>	<b>26,554</b>	<b>26,554</b>	<b>2,966</b>	<b>12.6%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>23,269</b>	<b>23,588</b>	<b>25,199</b>	<b>26,554</b>	<b>26,554</b>	<b>2,966</b>	<b>12.6%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	0.5	0.5	0.5	0.5	0.5	-	0.0%	
Part-time Equivalency	N/A	0.2	0.3	0.3	0.3	0.1	44.4%	

## BUDGET HIGHLIGHTS

The increase in personnel services is due to the FY03 pay plan and merit adjustments and an increase in part time hours to direct traffic each day of the school calendar year.

**SCHOOL TRAFFIC CONTROL**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<b><u>EXPENDITURES</u></b>								
<b><i>Personal Services</i></b>								
Salaries & Wages	17,588	17,484	19,500	19,500	19,500	2,016	11.5%	
								<i>Increase due to greater P/T hours and FY03 pay plan &amp; merit adjustments.</i>
Employee Benefits	4,995	5,329	4,900	6,200	6,200	871	16.3%	
								<i>Increase in P/T hours and higher health benefits in FY04.</i>
<b>Total Personal Services</b>	<b>22,583</b>	<b>22,813</b>	<b>24,400</b>	<b>25,700</b>	<b>25,700</b>	<b>2,887</b>	<b>12.7%</b>	<b>0</b>
<b><i>Operating Expenditures</i></b>								
Operating Supplies	603	775	720	775	775	0	0.0%	
Insurance & Bonding	83	0	79	79	79	79	#DIV/0!	
<b>Total Operating Exps.</b>	<b>686</b>	<b>775</b>	<b>799</b>	<b>854</b>	<b>854</b>	<b>79</b>	<b>10.2%</b>	<b>0</b>
<b>Total Expenditures</b>	<b>23,269</b>	<b>23,588</b>	<b>25,199</b>	<b>26,554</b>	<b>26,554</b>	<b>2,966</b>	<b>12.6%</b>	<b>0</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Net County Cost</b>	<b>23,269</b>	<b>23,588</b>	<b>25,199</b>	<b>26,554</b>	<b>26,554</b>	<b>2,966</b>	<b>12.6%</b>	<b>0</b>

MISSION STATEMENT

AGENCY PROGRAMS

School Capital Outlay-State Bond                      School Debt

School Current Expense

School Capital Outlay

FY2004 MAJOR OUTCOMES

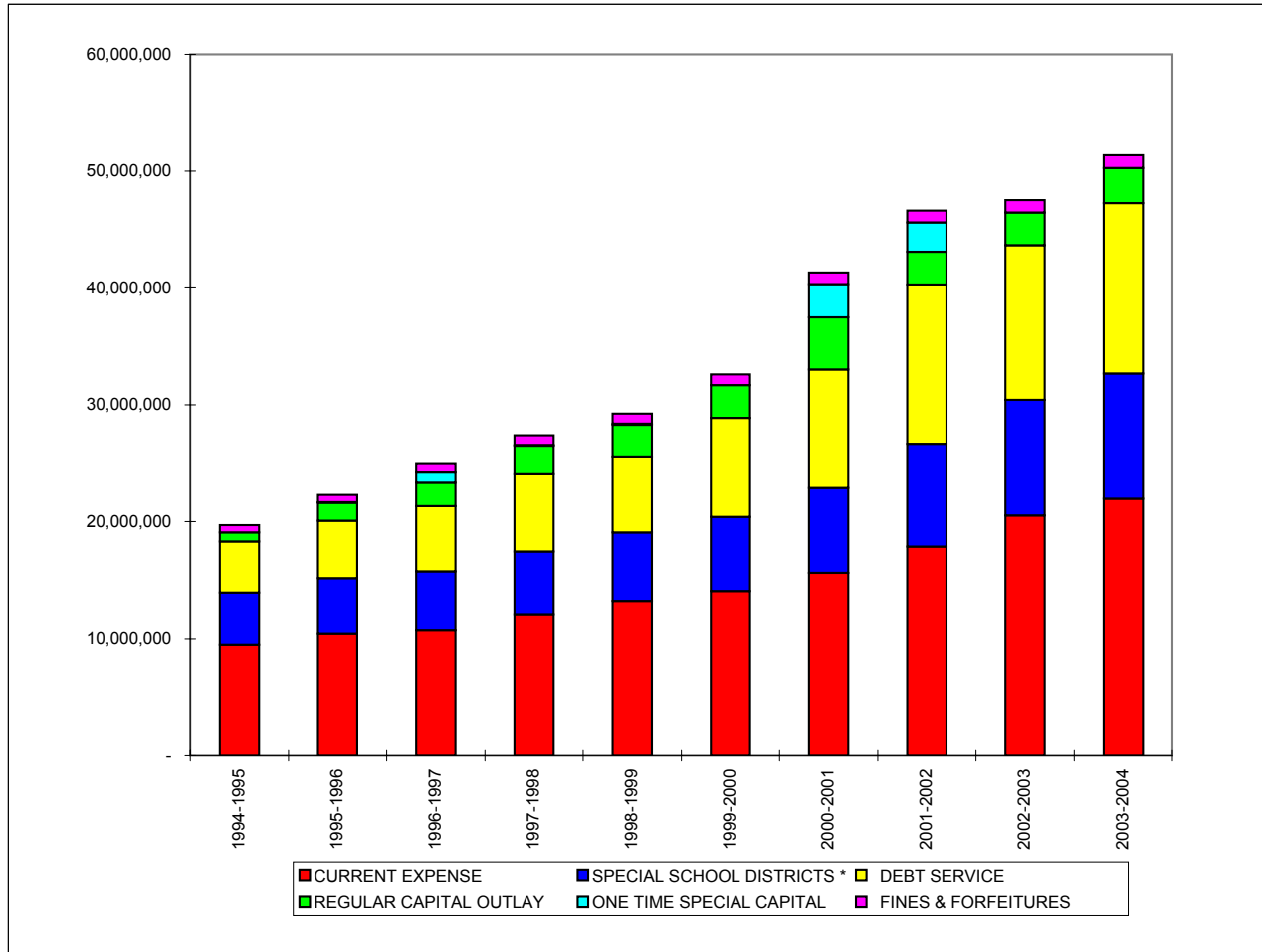
FINANCIAL SUMMARY

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<i>Expenditures</i>								
Personnel	0	0	0	0	0	0	-	
Operating	0	0	0	0	0	0	-	
Capital	0	0	0	0	0	0	-	
Other	37,133,649	36,762,393	36,680,193	44,238,587	39,848,714	3,086,321	8.4%	
<b>Total</b>	<b>37,133,649</b>	<b>36,762,393</b>	<b>36,680,193</b>	<b>44,238,587</b>	<b>39,848,714</b>	<b>3,086,321</b>	<b>8.4%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	3,226,802	1,001,220	633,431	0	0	(1,001,220)	-100.0%	
<b>Total</b>	<b>3,226,802</b>	<b>1,001,220</b>	<b>633,431</b>	<b>0</b>	<b>0</b>	<b>(1,001,220)</b>	<b>-100.0%</b>	<b>0</b>
<b>Net County Cost</b>	<b>33,906,847</b>	<b>35,761,173</b>	<b>36,046,762</b>	<b>44,238,587</b>	<b>39,848,714</b>	<b>4,087,541</b>	<b>11.4%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	-	-	-	-	-	-	-	
Part-time Equivalency	-	-	-	-	-	-	-	

BUDGET HIGHLIGHTS

	FY 01-02 <u>ACTUAL</u>	*****FY 02-03***** <u>CURRENT</u> <u>ESTIMATE</u>		*****FY 03-04***** <u>REQUEST</u> <u>RECOMM.</u>		<u>VARIANCE</u>	<u>% INC./</u> <u>DEC.</u>	<u>ADOPTED</u>
<b><u>School Cap Outlay-State</u></b>								
<i>Contracts, Grants, Sub.</i>	330,089	126,304	126,304	0	0	(126,304)	-100.0%	
<i>Revenues</i>	330,089	0	126,304	0	0	0	-	
<b>Net County Cost</b>	0	126,304	0	0	0	(126,304)		
								<i>State bond funds to be completed FY03.</i>
<b><u>School Current Expense</u></b>								
<i>Contracts, Grants, Sub.</i>	17,860,537	20,519,344	20,519,344	23,750,051	21,955,698	1,436,354	7.0%	
<i>Revenues</i>	0	0	0	0	0	0	-	
<b>Net County Cost</b>	17,860,537	20,519,344	20,519,344	23,750,051	21,955,698	1,436,354		
<b><u>School Capital Outlay</u></b>								
<i>Contracts, Grants, Sub.</i>	5,311,599	2,800,000	2,800,000	5,595,520	3,000,000	200,000	7.1%	
<i>Revenues</i>	0	0	0	0	0	0	-	
<b>Net County Cost</b>	5,311,599	2,800,000	2,800,000	5,595,520	3,000,000	200,000		
<b><u>School Debt Service</u></b>								
<i>Debt</i>	13,631,424	13,316,745	13,234,545	14,893,016	14,893,016	1,576,271	11.8%	
<i>Interfund Transfers</i>	1,895,493	0	84,127	0	0	0	-	
<i>Revenues</i>	1,001,220	1,001,220	423,000	0	0	(1,001,220)	-100.0%	
<b>Net County Cost</b>	10,734,711	12,315,525	12,727,418	14,893,016	14,893,016	2,577,491		
<b>Total Expenditures</b>	<b>37,133,649</b>	<b>36,762,393</b>	<b>36,680,193</b>	<b>44,238,587</b>	<b>39,848,714</b>	<b>3,086,321</b>	<b>8.4%</b>	<b>0</b>
<b>Total Revenues</b>	<b>3,226,802</b>	<b>1,001,220</b>	<b>633,431</b>	<b>0</b>	<b>0</b>	<b>(1,001,220)</b>	<b>-100.0%</b>	<b>0</b>
<b>Net County Cost</b>	<b>33,906,847</b>	<b>35,761,173</b>	<b>36,046,762</b>	<b>44,238,587</b>	<b>39,848,714</b>	<b>4,087,541</b>	<b>11.4%</b>	<b>0</b>

TOTAL SCHOOLS FUNDING

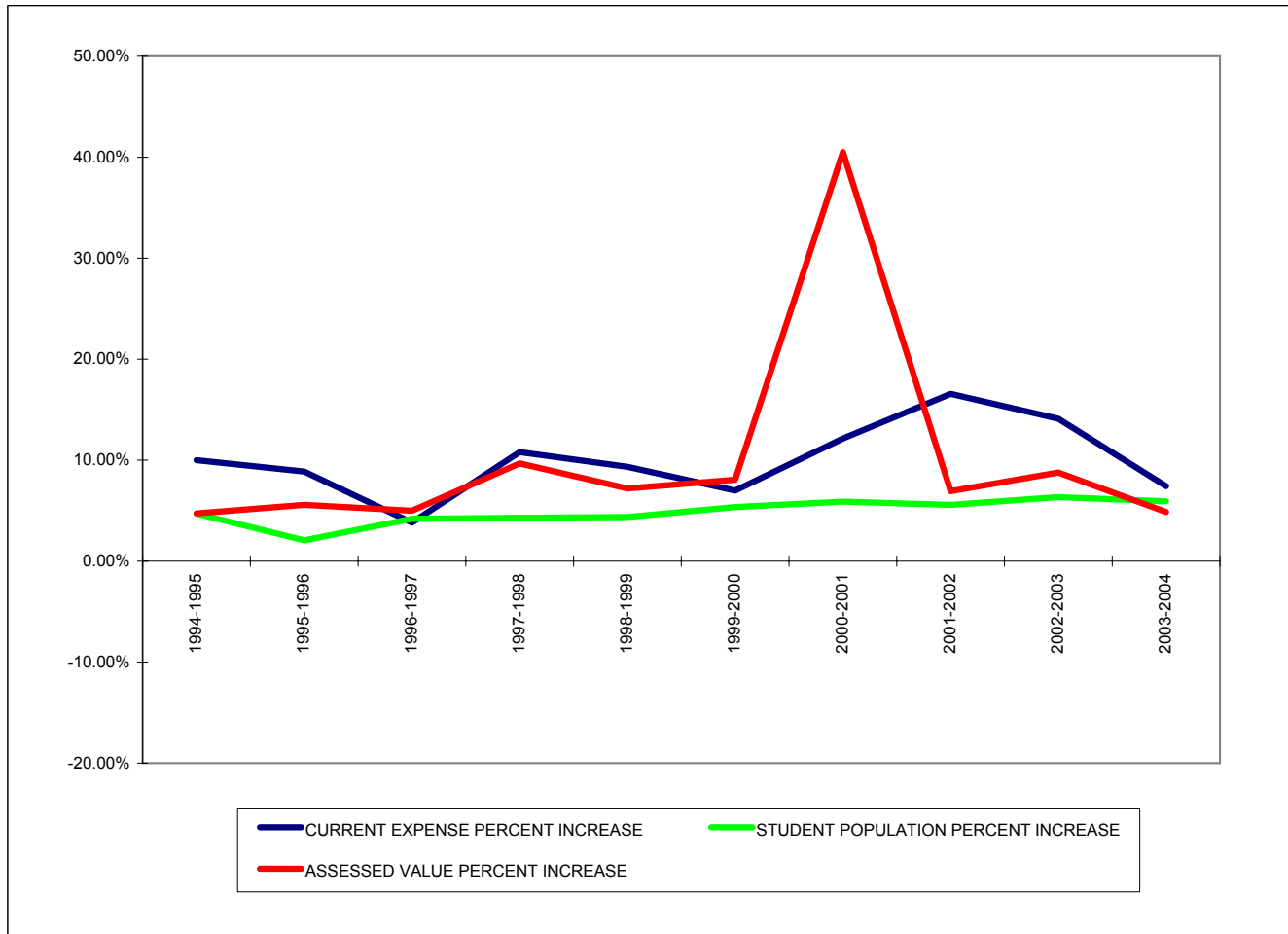


FISCAL YEAR	CURRENT EXPENSE	SPECIAL SCHOOL DISTRICTS *	DEBT SERVICE	REGULAR CAPITAL OUTLAY	ONE TIME SPECIAL CAPITAL	TOTAL COUNTY CONTRIBUTION TO SCHOOLS	FINES & FORFEITURES	TOTAL FUNDING
1994-1995	9,500,000	4,425,373	4,369,844	778,118	-	19,073,335	621,187	19,694,522
1995-1996	10,450,000	4,710,105	4,912,629	1,534,161	47,686	21,654,581	626,132	22,280,713
1996-1997	10,740,510	4,997,725	5,582,995	2,000,000	961,868	24,283,098	727,245	25,010,343
1997-1998	12,078,322	5,359,048	6,695,759	2,366,579	66,186	26,565,894	827,982	27,393,876
1998-1999	13,211,569	5,854,399	6,510,161	2,712,921	94,297	28,383,347	863,115	29,246,462
1999-2000	14,059,752	6,338,782	8,481,854	2,805,780	-	31,686,168	917,224	32,603,392
2000-2001	15,612,388	7,262,526	10,146,999	4,458,706	2,848,596	40,329,216	994,312	41,323,528
2001-2002	17,860,537	8,803,367	13,631,426	2,800,000	2,511,599	45,606,929	1,017,679	46,624,608
2002-2003	20,519,344	9,904,194	13,234,545	2,800,000	-	46,458,083	1,066,144	47,524,227
2003-2004	21,955,698	10,725,403	14,584,048	3,000,000	-	50,265,149	1,100,000	51,365,149

NOTE: This schedule excludes bond funds

\* - Amounts for fiscal years 1995-2002 represent actual payments to the Schools and/or the General Capital Project Fund for Education. The amount shown for the 2002-2003 fiscal year is the estimated year end amount.

COMPARISON OF SCHOOL CURRENT EXPENSE PER STUDENT, STUDENT POPULATION AND ASSESSED VALUE INCREASES



	CURRENT EXPENSE	SPECIAL SCHOOL DISTRICTS *	TOTAL AVAILABLE EXPENSE	CURRENT EXPENSE PERCENT INCREASE	CURRENT EXPENSE PER STUDENT INCREASE	CURRENT EXPENSE PERCENT INCREASE	STUDENT POPULATION INCREASE	ASSESSED VALUE IN MILLIONS	ASSESSED VALUE PERCENT INCREASE
1993-1994	8,446,783	4,213,237	12,660,020		748		16,919	4,277,267	
1994-1995	9,500,000	4,425,373	13,925,373	9.99%	786	5.05%	17,715	4,479,332	4.72%
1995-1996	10,450,000	4,710,105	15,160,105	8.87%	839	6.67%	18,080	4,729,065	5.58%
1996-1997	10,740,510	4,997,725	15,738,235	3.81%	835	-0.36%	18,838	4,965,080	4.99%
1997-1998	12,078,322	5,359,048	17,437,370	10.80%	888	6.24%	19,646	5,445,525	9.68%
1998-1999	13,211,569	5,854,399	19,065,968	9.34%	930	4.76%	20,504	5,837,284	7.19%
1999-2000	14,059,752	6,338,782	20,398,534	6.99%	944	1.55%	21,602	6,308,030	8.06%
2000-2001	15,612,388	7,262,526	22,874,914	12.14%	1,000	5.90%	22,875	8,863,213	40.51%
2001-2002	17,860,537	8,803,367	26,663,904	16.56%	1,104	10.41%	24,149	9,477,687	6.93%
2002-2003	20,519,344	9,904,194	30,423,538	14.10%	1,185	7.30%	25,680	10,309,520	8.78%
2003-2004	21,955,698	10,725,403	32,681,101	7.42%	1,202	1.42%	27,200	10,811,338	4.87%

\* - Amounts for fiscal years 1994-2002 represent actual payments to the Schools and / or General Capital Project Fund for Education. The amount shown for the 2002-2003 fiscal year is the estimated year end amount.

**MISSION STATEMENT**

**AGENCY PROGRAMS**

Community College  
 Community College-Operations  
 Literacy Council

**FY2004 MAJOR OUTCOMES**

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>VARIANCE</b>	<b>% INC./</b>	<b>ADOPTED</b>
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>		<b>DEC.</b>	
<i>Expenditures</i>								
Personnel	0	0	0	0	0	0	-	
Operating	0	0	0	0	0	0	-	
Capital	0	0	0	0	0	0	-	
Other	527,000	3,291,264	527,000	956,712	956,712	(2,334,552)	-70.9%	
<b>Total</b>	<b>527,000</b>	<b>3,291,264</b>	<b>527,000</b>	<b>956,712</b>	<b>956,712</b>	<b>(2,334,552)</b>	<b>-70.9%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>527,000</b>	<b>3,291,264</b>	<b>527,000</b>	<b>956,712</b>	<b>956,712</b>	<b>(2,334,552)</b>	<b>-70.9%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	-	-	-	-	-	-	-	
Part-time Equivalency	-	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

The increase in Literacy Council is due to the expansion of outreach, and services. The increase in other expenditures is due to the completion and occupancy (utilities, janitorial and maintenance) of new facility on Old Charlotte Highway.

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<b><u>Community College</u></b>								
<i>Contracts, Grants, Sub.</i>	0	2,764,264	0	286,712	286,712	(2,477,552)	-89.6%	
<i>Revenues</i>	0	0	0	0	0	0	-	
<b>Net County Cost</b>	0	2,764,264	0	286,712	286,712	(2,477,552)		
<b><u>Community College-Op</u></b>								
<i>Contracts, Grants, Sub.</i>	525,000	525,000	525,000	667,000	667,000	142,000	27.0%	
<i>Revenues</i>	0	0	0	0	0	0	-	
<b>Net County Cost</b>	525,000	525,000	525,000	667,000	667,000	142,000		
<b><u>Literacy Council</u></b>								
<i>Contracts, Grants, Sub.</i>	2,000	2,000	2,000	3,000	3,000	1,000	50.0%	
<i>Revenues</i>	0	0	0	0	0	0	-	
<b>Net County Cost</b>	2,000	2,000	2,000	3,000	3,000	1,000		
<b>Total Expenditures</b>	<b>527,000</b>	<b>3,291,264</b>	<b>527,000</b>	<b>956,712</b>	<b>956,712</b>	<b>(2,334,552)</b>	<b>-70.9%</b>	<b>0</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<b>Net County Cost</b>	<b>527,000</b>	<b>3,291,264</b>	<b>527,000</b>	<b>956,712</b>	<b>956,712</b>	<b>(2,334,552)</b>	<b>-70.9%</b>	<b>0</b>

**MISSION STATEMENT**

To provide library materials, information, and library and educational services to the citizens of Union County.

**AGENCY PROGRAMS**

Circulation and Technical Services	Children's Services	Reference Services
Automation Services	Reader's Services	InterLibrary Loan Services
Genealogy & Local History Services	Young Adult Services	Hispanic Services
Branch Services	Outreach & Reap Vans	Administration

**FY2004 MAJOR OUTCOMES**

Complete the establishment of the Regional Library Plan approved by the Board of Commissioners in 1999. Adequately staff, organize and supply materials for each facility.

Continue to develop services for Hispanic and minority library users initiated with State Grants approved in the past two years.

Upgrade the automation hardware, software, and communications for public use and instruction, and improved staff performance. Replace outdated hardware and software.

Insure the availability of materials and information to library users across the county within 24 hours.

Educate the public to the join and use the library as an educational resource.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>% INC./</b>		
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<i>Expenditures</i>								
Personnel	1,381,866	1,908,259	1,932,361	2,456,299	2,417,652	509,393	26.7%	
Operating	653,714	655,182	793,975	712,053	700,013	44,831	6.8%	
Capital	60,602	134,277	26,968	80,400	31,087	(103,190)	-76.8%	
Other	2,683,347	2,187,879	0	176,415	176,415	(2,011,464)	-91.9%	
<b>Total</b>	<b>4,779,529</b>	<b>4,885,597</b>	<b>2,753,304</b>	<b>3,425,167</b>	<b>3,325,167</b>	<b>(1,560,430)</b>	<b>-31.9%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	157,466	209,156	221,130	171,928	171,928	(37,228)	-17.8%	
Other	101,319	62,500	76,297	68,000	60,000	(2,500)	-4.0%	
<b>Total</b>	<b>258,785</b>	<b>271,656</b>	<b>297,427</b>	<b>239,928</b>	<b>231,928</b>	<b>(39,728)</b>	<b>-14.6%</b>	<b>0</b>
<b>Net County Cost</b>	<b>4,520,744</b>	<b>4,613,941</b>	<b>2,455,877</b>	<b>3,185,239</b>	<b>3,093,239</b>	<b>(1,520,702)</b>	<b>-33.0%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	40.5	44.3	44.8	52.8	51.8	7.5	17.0%	
Part-time Equivalency	N/A	10.2	10.2	12.2	12.2	2.0	19.7%	

**BUDGET HIGHLIGHTS**

Personnel increase is attributable to additional positions for the expanded library system, higher health care benefit costs for FY04 and the FY03 pay plan and merit adjustments. The increase in operating expenditures provides the new libraries (\$42K) with the necessary supplies, software, and equipment. Capital outlay includes funds for a replacement server and an additional van.

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>			<u>% INC./</u>	
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>	<u>VARIANCE</u>	<u>DEC.</u>	<u>ADOPTED</u>
<b><u>EXPENDITURES</u></b>								
<b><i>Personal Services</i></b>								
Salaries & Wages	1,044,974	1,467,200	1,502,851	1,828,884	1,800,037	332,837	22.7%	
								<i>Increase due to addition of 6.5 full/part time positions and FY03 pay plan and merit adjustments</i>
Employee Benefits	336,892	441,059	429,510	627,415	617,615	176,556	40.0%	
								<i>Increase due to allocating retiree health insurance (\$43K) in department, higher cost of health benefits FY04, and additional library positions</i>
<b>Total Personal Services</b>	<b>1,381,866</b>	<b>1,908,259</b>	<b>1,932,361</b>	<b>2,456,299</b>	<b>2,417,652</b>	<b>509,393</b>	<b>26.7%</b>	<b>0</b>
<b><i>Operating Expenditures</i></b>								
Operating Supplies	494,818	515,227	587,724	522,981	517,341	2,114	0.4%	
Travel & Subsistence	4,671	5,150	3,610	5,300	5,300	150	2.9%	
Communications & Utilities	90,329	56,800	67,478	66,800	66,800	10,000	17.6%	
								<i>Increase (\$9K) due to additional phone &amp; frame relay lines added to support new libraries</i>
Maintenance & Repairs	39,966	35,725	70,515	69,741	63,341	27,616	77.3%	
								<i>Increase (\$8K) for book security systems installed in FY03, computer software maintenance (\$19K) due to increase in computers</i>
Professional Services	12,235	20,000	34,570	8,200	8,200	(11,800)	-59.0%	
								<i>Decrease (\$11K) due to a one time cost of moving the Monroe and Marshville libraries</i>
Other Contracted Services	2,291	3,000	1,985	2,480	2,480	(520)	-17.3%	
Rentals	3,293	19,280	19,280	24,364	24,364	5,084	26.4%	
								<i>Increase of (\$5K) due to adding rental equipment (reproduction) to the Marshville and Monroe libraries</i>
Insurance & Bonding	6,111	0	8,813	12,187	12,187	12,187	#DIV/0!	
								<i>Property &amp; casualty budgeted in benefitting departments in FY04</i>
<b>Total Operating Exps.</b>	<b>653,714</b>	<b>655,182</b>	<b>793,975</b>	<b>712,053</b>	<b>700,013</b>	<b>44,831</b>	<b>6.8%</b>	<b>0</b>
<b><i>Capital Outlay</i></b>								
Office Furniture & Equip.	40,396	105,050	6,116	65,000	17,000	(88,050)	-83.8%	
								<i>Replacement server</i>
Vehicles	14,700	15,450	14,075	15,400	14,087	(1,363)	-8.8%	
								<i>Additional van</i>
Other Equipment	0	0	0	0	0	0	-	
Land & Land Impr.	0	0	0	0	0	0	-	
Buildings & Improvements	5,506	13,777	6,777	0	0	(13,777)	-100.0%	
<b>Total Capital Outlay</b>	<b>60,602</b>	<b>134,277</b>	<b>26,968</b>	<b>80,400</b>	<b>31,087</b>	<b>(103,190)</b>	<b>-76.8%</b>	<b>0</b>
<b>Debt Service</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>176,415</b>	<b>176,415</b>	<b>176,415</b>	<b>#DIV/0!</b>	
<b>Interdept. Charges</b>	<b>2,683,347</b>	<b>2,187,879</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(2,187,879)</b>	<b>-100.0%</b>	<b>0</b>
<b>Total Expenditures</b>	<b>4,779,529</b>	<b>4,885,597</b>	<b>2,753,304</b>	<b>3,425,167</b>	<b>3,325,167</b>	<b>(1,560,430)</b>	<b>-31.9%</b>	<b>0</b>
<b>Total Revenues</b>	<b>258,785</b>	<b>271,656</b>	<b>297,427</b>	<b>239,928</b>	<b>239,928</b>	<b>(31,728)</b>	<b>-11.7%</b>	
								<i>Competitive grants are not awarded until June 2003 for the following year</i>
<b>Net County Cost</b>	<b>4,520,744</b>	<b>4,613,941</b>	<b>2,455,877</b>	<b>3,185,239</b>	<b>3,085,239</b>	<b>(1,528,702)</b>	<b>-33.1%</b>	<b>0</b>

# PARKS AND RECREATION

10-613XX

## MISSION STATEMENT

To provide quality recreational activities for all citizens, through safe and well-maintained parks, on-hands outdoors activities, well organized athletic programs, senior games competition, and other special events.

## AGENCY PROGRAMS

Wildlife Education	Activities for Recreation	Special Recreational Activities
Conservation Education	Recreational Sites and Venues	Conservation of Natural Resources
Financial Support for Local Recreational Associations	Special Events Areas	

## FY2004 MAJOR OUTCOMES

- Increase customer focus and better management of reservations through payment by credit/debit cards over the phone or in person.
- Increase accessibility for all citizens to many areas that are not currently accessible on the day use side of Cane Creek Park.
- Provide essential resale items required to draw potential customers to the park.
- Increase accessibility for all citizens to many areas that are not currently accessible in the campground area of Cane Creek Park.
- Reduce potential safety hazards for children through providing additional parking in other areas of the campground for overflow parking
- Maintain the beauty of the pond at Fred Kirby Park through repairs to the dam, which will allow the water level to remain at the proper height.
- Increase customer service and satisfaction of the baseball teams that use Fred Kirby Park through the installation of an irrigation system and providing quality fields for play.

## FINANCIAL SUMMARY

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>			<u>% INC./</u>	
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>	<u>VARIANCE</u>	<u>DEC.</u>	<u>ADOPTED</u>
<i>Expenditures</i>								
Personnel	654,237	775,137	711,255	774,627	774,627	(510)	-0.1%	0
Operating	247,612	346,465	362,876	317,025	307,025	(39,440)	-11.4%	0
Capital	1,504,760	600,910	590,570	4,459,900	801,000	200,090	33.3%	0
Other	99,306	260,000	275,715	225,000	225,000	(35,000)	-13.5%	0
<b>Total</b>	<b>2,505,915</b>	<b>1,982,512</b>	<b>1,940,416</b>	<b>5,776,552</b>	<b>2,107,652</b>	<b>125,140</b>	<b>6.3%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	4,800	755,500	500	755,500	5,500	(750,000)	-99.3%	
Other	366,671	361,080	349,947	371,475	371,475	10,395	2.9%	
<b>Total</b>	<b>371,471</b>	<b>1,116,580</b>	<b>350,447</b>	<b>1,126,975</b>	<b>376,975</b>	<b>(739,605)</b>	<b>-66.2%</b>	<b>0</b>
<b>Net County Cost</b>	<b>2,134,444</b>	<b>865,932</b>	<b>1,589,969</b>	<b>4,649,577</b>	<b>1,730,677</b>	<b>864,745</b>	<b>99.9%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	13.0	14.0	14.0	14.0	14.0	-	0.0%	
Part-time Equivalency	N/A	9.8	9.6	9.6	9.6	(0.2)	-2.4%	

## BUDGET HIGHLIGHTS

Personnel expenditures remain unchanged for FY04 due to a net combination of FY03 workers' compensation budget (\$23K) offset by FY03's pay plan and merit adjustment and FY04 higher health care costs. Decrease in operating expenses is due FY03 Parks Master Plan (Woolpert) and FY04's property and casualty costs (\$10K). Capital outlay includes funds for grant/ADA match, waterfront improvements and paving overflow lot.

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.			
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	512,088	589,733	565,740	598,400	598,400	8,667	1.5%	
				<i>Increase due to FY03 pay plan and merit adjustments</i>				
Employee Benefits	142,149	185,404	145,515	176,227	176,227	(9,177)	-4.9%	
				<i>Increase due to a combination of workers' compensation FY03 budget decrease (\$23K) offset by higher health costs in FY04</i>				
<b>Total Personal Services</b>	<b>654,237</b>	<b>775,137</b>	<b>711,255</b>	<b>774,627</b>	<b>774,627</b>	<b>(510)</b>	<b>-0.1%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	105,706	108,569	114,283	99,540	99,540	(9,029)	-8.3%	
				<i>Decrease due to printing office supplies (\$2K), tool and supplies (\$7K)</i>				
Travel & Subsistence	6,216	9,000	5,012	7,750	7,750	(1,250)	-13.9%	
				<i>Decrease due to travel, travel subsistence</i>				
Communications & Utilities	42,809	53,831	40,907	65,550	65,550	11,719	21.8%	
				<i>Increase due to telephone communications (\$1K), utilities (\$11K)</i>				
Maintenance & Repairs	52,990	55,981	52,909	57,050	57,050	1,069	1.9%	
Professional Services	26,531	97,100	122,268	60,100	50,100	(47,000)	-48.4%	
				<i>Decrease due to FY03's Woolpert Parks Master Plan</i>				
Other Contracted Services	2,809	9,286	9,320	8,850	8,850	(436)	-4.7%	
Transportation	228	1,200	500	660	660	(540)	-45.0%	
Rentals	3,925	11,498	10,175	7,150	7,150	(4,348)	-37.8%	
				<i>Decrease due to rental of equipment</i>				
Insurance & Bonding	6,398	0	7,502	10,375	10,375	10,375	#DIV/0!	
				<i>Increase due to property and casualty expenses budgeted in department for FY04</i>				
<b>Total Operating Exps.</b>	<b>247,612</b>	<b>346,465</b>	<b>362,876</b>	<b>317,025</b>	<b>307,025</b>	<b>(39,440)</b>	<b>-11.4%</b>	<b>0</b>
<b>Capital Outlay</b>								
Office Furniture & Equip.	0	29,234	16,850	0	0	(29,234)	-100.0%	
Vehicles	0	38,800	32,755	55,700	20,000	(18,800)	-48.5%	
				<i>Replacement pickup truck</i>				
Other Equipment	10,059	132,369	115,760	30,200	24,000	(108,369)	-81.9%	
				<i>Work boat, card entry system, sewer lift station upgrade</i>				
Land & Land Impr.	1,472,658	353,707	381,205	4,374,000	757,000	403,293	114.0%	
				<i>Grant/ADA match (\$390K), waterfront project improvements (\$53K), paving overflow lot (\$300K) and other (\$14K)</i>				
Buildings & Improvements	22,043	46,800	44,000	0	0	(46,800)	-100.0%	
<b>Total Capital Outlay</b>	<b>1,504,760</b>	<b>600,910</b>	<b>590,570</b>	<b>4,459,900</b>	<b>801,000</b>	<b>200,090</b>	<b>33.3%</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>99,306</b>	<b>200,000</b>	<b>215,715</b>	<b>225,000</b>	<b>225,000</b>	<b>25,000</b>	<b>12.5%</b>	
<b>Debt Services</b>	<b>20,584</b>	<b>22,496</b>	<b>20,496</b>	<b>19,890</b>	<b>19,890</b>	<b>(2,606)</b>	<b>-11.6%</b>	
				<i>Increase for community grant funding</i>				
<b>Interdept. Charges</b>	<b>0</b>	<b>60,000</b>	<b>60,000</b>	<b>0</b>	<b>0</b>	<b>(60,000)</b>	<b>-100.0%</b>	
<b>Total Expenditures</b>	<b>2,526,499</b>	<b>2,005,008</b>	<b>1,960,912</b>	<b>5,796,442</b>	<b>2,127,542</b>	<b>122,534</b>	<b>6.1%</b>	<b>0</b>
<b>Total Revenues</b>	<b>371,471</b>	<b>1,116,580</b>	<b>350,447</b>	<b>1,126,975</b>	<b>376,975</b>	<b>(739,605)</b>	<b>-66.2%</b>	
				<i>FY03 contained \$750 grant proceeds</i>				
<b>Net County Cost</b>	<b>2,155,028</b>	<b>888,428</b>	<b>1,610,465</b>	<b>4,669,467</b>	<b>1,750,567</b>	<b>862,139</b>	<b>97.0%</b>	<b>0</b>

# CULTURAL AND RECREATIONAL

OUTSIDE AGENCIES

## MISSION STATEMENT

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## AGENCY PROGRAMS

Arts Council    Andrew Jackson Historical Foundation

Historical Properties

Union Symphony

## FY2004 MAJOR OUTCOMES

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## FINANCIAL SUMMARY

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>VARIANCE</b>	<b>% INC./</b>	<b>ADOPTED</b>
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>		<b>DEC.</b>	
<i>Expenditures</i>								
Personnel	0	0	0	0	0	0	-	
Operating	0	0	0	0	0	0	-	
Capital	0	0	0	0	0	0	-	
Other	52,000	57,000	57,000	64,000	54,000	(3,000)	-5.3%	
<b>Total</b>	<b>52,000</b>	<b>57,000</b>	<b>57,000</b>	<b>64,000</b>	<b>54,000</b>	<b>(3,000)</b>	<b>-5.3%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	1,220	1,000	1,000	1,000	1,000	0	0.0%	
<b>Total</b>	<b>1,220</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>
<b>Net County Cost</b>	<b>50,780</b>	<b>56,000</b>	<b>56,000</b>	<b>63,000</b>	<b>53,000</b>	<b>(3,000)</b>	<b>-5.4%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	-	-	-	-	-	-	-	
Part-time Equivalency	-	-	-	-	-	-	-	

## BUDGET HIGHLIGHTS

The increase in Historical Properties is attributable to the increase in properties that require historical evaluation.

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<b><u>Arts Council</u></b>								
<i>Contracts, Grants, Sub.</i>	45,000	45,000	45,000	55,000	45,000	0	0.0%	
<i>Revenues</i>	0	0	0	0	0	0	-	
<b>Net County Cost</b>	45,000	45,000	45,000	55,000	45,000	0		
<b><u>Historical Properties</u></b>								
<i>Contracts, Grants, Sub.</i>	5,000	5,000	5,000	7,000	7,000	2,000	40.0%	
<i>Revenues</i>	1,220	1,000	1,000	1,000	1,000	0	0.0%	
<b>Net County Cost</b>	3,780	4,000	4,000	6,000	6,000	2,000		
<b><u>Union Symphony</u></b>								
<i>Contracts, Grants, Sub.</i>	2,000	2,000	2,000	2,000	2,000	0	0.0%	
<i>Revenues</i>	0	0	0	0	0	0	-	
<b>Net County Cost</b>	2,000	2,000	2,000	2,000	2,000	0		
<b><u>A. Jackson Hist. Found.</u></b>								
<i>Contracts, Grants, Sub.</i>	0	5,000	5,000	0	0	(5,000)	-100.0%	
<i>Revenues</i>	0	0	0	0	0	0	-	
<b>Net County Cost</b>	0	5,000	5,000	0	0	(5,000)		
<b>Total Expenditures</b>	<b>52,000</b>	<b>57,000</b>	<b>57,000</b>	<b>64,000</b>	<b>54,000</b>	<b>(3,000)</b>	<b>-5.3%</b>	<b>0</b>
<b>Total Revenues</b>	<b>1,220</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>0.0%</b>	
<b>Net County Cost</b>	<b>50,780</b>	<b>56,000</b>	<b>56,000</b>	<b>63,000</b>	<b>53,000</b>	<b>(3,000)</b>	<b>-5.4%</b>	<b>0</b>

# WATER AND SEWER FUND

61-571100

## MISSION STATEMENT

To provide water and sewer infrastructure that supports residential, commercial/ industrial and agricultural needs while meeting federal and State regulations and providing our customer base with acceptable levels of service at cost effective rates.

## AGENCY PROGRAMS

Billing	Engineering Review	Water Distribution
Customer Service	New Construction Inspections	Wastewater Collection & Treatment
CIP Management & Inspection	Self-Help	

## FY2004 MAJOR OUTCOMES

- Provide quality and cost effective water and sewer services to our current base as well as future customers.
- Revise and update the Extension Policy to better reflect conditions in the development and construction industry.
- Expand atomated meter reading program to improve efficiency and accuracy of the meter reading process.
- Continue expansion of water and sewer infrastructure to meet County needs.
- Initiate a comprehensive map & hydraulic model of the sanitary sewer system.
- Continue to provide high quality services to enhance and maintain Union County as a great place to live and work.
- Prepare and update a Capital Improvement Plan semi - annually.
- Conduct a comprehensive utilities rate and fee study.

## FINANCIAL SUMMARY

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>		<u>VARIANCE</u>	<u>% INC./</u>	<u>ADOPTED</u>
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>		<u>DEC.</u>	
<i>Expenditures</i>								
Personnel	3,414,666	4,071,049	3,761,412	4,345,672	4,265,211	194,162	4.8%	
Operating	4,666,420	5,116,854	4,973,517	5,460,325	5,460,325	343,471	6.7%	
Capital	440,941	2,146,501	1,320,704	1,719,303	1,255,203	(891,298)	-41.5%	
Other	9,121,691	18,740,226	10,925,575	18,035,346	18,035,346	(704,880)	-3.8%	
<b>Total</b>	<b>17,643,718</b>	<b>30,074,630</b>	<b>20,981,208</b>	<b>29,560,646</b>	<b>29,016,085</b>	<b>(1,058,545)</b>	<b>-3.5%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	115,000	124,000	0	0	(115,000)	-100.0%	
Other	19,069,225	17,475,028	17,671,873	17,918,011	17,918,011	442,983	2.5%	
<b>Total</b>	<b>19,069,225</b>	<b>17,590,028</b>	<b>17,795,873</b>	<b>17,918,011</b>	<b>17,918,011</b>	<b>327,983</b>	<b>1.9%</b>	<b>0</b>
<b>Net County Cost</b>	<b>(1,425,507)</b>	<b>12,484,602</b>	<b>3,185,335</b>	<b>11,642,635</b>	<b>11,098,074</b>	<b>(1,386,528)</b>	<b>-11.1%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	79.0	88.4	88.4	90.9	88.9	0.5	0.6%	
Part-time Equivalency	N/A	0.2	0.2	0.2	0.2	-	0.0%	

## BUDGET HIGHLIGHTS

The increase in personnel services is due to the pay plan and merit adjustments awarded in FY03, higher costs of health care in FY04 and the allocation to water and sewer of 50% of the Assistant to the County Manager position. The increase in operating expenditures is due to higher purchases for resale (\$150K), CMUD capital payments for McAlpine Creek (\$127K) and Six Mile Creek Outfall (\$78K), greater operations and maintenance costs (utilities, repairs) and the allocation of property and casualty expenses. The reduction in capital and other is due to issuance of bonds to finance CIP.

	<u>FY 01-02</u> <u>ACTUAL</u>	<u>*****FY 02-03*****</u> <u>CURRENT</u> <u>ESTIMATE</u>		<u>*****FY 03-04*****</u> <u>REQUEST</u> <u>RECOMM.</u>		<u>VARIANCE</u>	<u>% INC./</u> <u>DEC.</u>	<u>ADOPTED</u>
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	2,589,046	3,107,768	2,914,778	3,239,238	3,177,439	69,671	2.2%	
				<i>Increase due to the pay plan and merit adjustments awarded in FY03</i>				
Employee Benefits	825,620	963,281	846,634	1,106,434	1,087,772	124,491	12.9%	
				<i>Increase due to higher health care costs in FY04</i>				
<b>Total Personal Services</b>	<b>3,414,666</b>	<b>4,071,049</b>	<b>3,761,412</b>	<b>4,345,672</b>	<b>4,265,211</b>	<b>194,162</b>	<b>4.8%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	1,951,189	2,119,862	1,999,541	2,225,010	2,225,010	105,148	5.0%	
				<i>Includes purchases for resale (\$150K increase) from Catawba and Anson</i>				
Travel & Subsistence	10,109	34,010	20,800	24,800	24,800	(9,210)	-27.1%	
				<i>Reduction based on historical purchases and current requirements.</i>				
Communications & Utilities	777,847	787,550	897,342	828,606	828,606	41,056	5.2%	
				<i>Utilities for new pump stations, additional phone lines for modular offices</i>				
Maintenance & Repairs	599,621	714,019	799,469	800,594	800,594	86,575	12.1%	
				<i>Increase due to repairs to major equipment.</i>				
Professional Services	512,828	610,435	426,500	412,550	412,550	(197,885)	-32.4%	
				<i>Reduction based current requirements and CMUD reclass noted in other contracted services</i>				
Other Contracted Services	752,857	788,928	754,212	1,070,766	1,070,766	281,838	35.7%	
				<i>Increase in capital payments to CMUD. Reclassed purchases from CMUD, reduction shown in professional services</i>				
Public Assistance	145	0	0	0	0	0	-	
Rentals	11,282	21,800	17,300	17,300	17,300	(4,500)	-20.6%	
				<i>Reduction based on historical purchases and current requirements.</i>				
Insurance & Bonding	50,542	40,250	58,353	80,699	80,699	40,449	100.5%	
				<i>Portion of property and casualty expenses not previously budgeted or charged to Public Works</i>				
<b>Total Operating Exps.</b>	<b>4,666,420</b>	<b>5,116,854</b>	<b>4,973,517</b>	<b>5,460,325</b>	<b>5,460,325</b>	<b>343,471</b>	<b>6.7%</b>	<b>0</b>
<b>Capital Outlay</b>								
Office Furniture & Equip.	91,250	263,848	131,100	12,500	12,500	(251,348)	-95.3%	
				<i>Voice over IP System, interactive phone and on-line services system, office furniture</i>				
Vehicles	184,301	284,000	229,344	607,000	441,000	157,000	55.3%	
				<i>9 replacement 1/2T pick ups, replacement dump truck and 1 ton cab &amp; chassis, 1 new &amp; 2 replacement svc. trucks, new van</i>				
Other Equipment	162,920	1,469,050	846,522	770,300	472,200	(996,850)	-67.9%	
				<i>Jet machine (\$50K), trench roller (\$32), grout (\$35K) and boring machines (\$115K), trencher (\$55K) and other equipment</i>				
Land & Land Impr.	0	79,503	74,738	329,503	329,503	250,000	314.5%	
				<i>Fencing, fire hydrants at VFD's, security measures for water infrastructure, security gate</i>				
Buildings & Improvements	2,470	50,100	39,000	0	0	(50,100)	-100.0%	
<b>Total Capital Outlay</b>	<b>440,941</b>	<b>2,146,501</b>	<b>1,320,704</b>	<b>1,719,303</b>	<b>1,255,203</b>	<b>(891,298)</b>	<b>-41.5%</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>525,242</b>	<b>653,304</b>	<b>701,610</b>	<b>164,154</b>	<b>164,154</b>	<b>(489,150)</b>	<b>-74.9%</b>	
				<i>Reclassification of Indian Trail/Stallings lease payments to debt and CMUD payments to other contracted services</i>				
<b>Debt Expense</b>	<b>6,169,582</b>	<b>6,389,005</b>	<b>6,580,367</b>	<b>8,089,109</b>	<b>8,089,109</b>	<b>1,700,104</b>	<b>26.6%</b>	
				<i>Includes \$2.1 million for Series 2003A new money bonds</i>				
<b>Contingency</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>50,000</b>	<b>50,000</b>	<b>0</b>	<b>0.0%</b>	
<b>IFT</b>	<b>2,426,867</b>	<b>11,647,917</b>	<b>3,643,598</b>	<b>9,732,083</b>	<b>9,732,083</b>	<b>(1,915,834)</b>	<b>-16.4%</b>	
				<i>Includes \$7.1MM IFT to Sewer CPO and \$2.5MM to Water CPO</i>				
<b>Total Expenditures</b>	<b>17,643,718</b>	<b>30,074,630</b>	<b>20,981,208</b>	<b>29,560,646</b>	<b>29,016,085</b>	<b>(1,058,545)</b>	<b>-3.5%</b>	<b>0</b>
<b>Total Revenues</b>	<b>19,069,225</b>	<b>17,590,028</b>	<b>17,795,873</b>	<b>17,918,011</b>	<b>17,918,011</b>	<b>327,983</b>	<b>1.9%</b>	
				<i>Increase based on expected growth and incr. In water and sewer sales.</i>				
<b>Net County Cost</b>	<b>(1,425,507)</b>	<b>12,484,602</b>	<b>3,185,335</b>	<b>11,642,635</b>	<b>11,098,074</b>	<b>(1,386,528)</b>	<b>-11.1%</b>	<b>0</b>

**MISSION STATEMENT**

To provide Solid Waste infrastructure that supports residential, commercial/industrial and agricultural needs while meeting federal and State regulations and providing our customer base with acceptable levels of service at cost effective rates.

**AGENCY PROGRAMS**

MSW Transportation & Disposal	Convenience Site Operations	
Construction & Demolition Disposal	Public Education	Volume Reduction- Pallets & Yard Debris
Scrap Tire & White Goods Recycling	Conventional Recycling Program	

**FY2004 MAJOR OUTCOMES**

- Provide quality and cost effective solid waste services to our current base as well as future customers.
- Initiate a gas to energy project at the Landfill.
- Initiate the market direct sale of recyclable materials.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>VARIANCE</b>	<b>% INC./</b>	<b>ADOPTED</b>
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>		<b>DEC.</b>	
<i>Expenditures</i>								
Personnel	716,825	775,285	764,992	829,102	829,102	53,817	6.9%	
Operating	2,030,621	2,255,185	2,224,523	2,156,143	2,156,143	(99,042)	-4.4%	
Capital	38,532	390,406	68,500	929,500	399,500	9,094	2.3%	
Other	62,946	133,468	0	80,350	80,350	(53,118)	-39.8%	
<b>Total</b>	<b>2,848,924</b>	<b>3,554,344</b>	<b>3,058,015</b>	<b>3,995,095</b>	<b>3,465,095</b>	<b>(89,249)</b>	<b>-2.5%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	100,000	100,000	115,000	115,000	115,000	15,000	15.0%	
Other	2,636,669	2,369,000	2,504,961	2,607,961	2,607,961	238,961	10.1%	
<b>Total</b>	<b>2,736,669</b>	<b>2,469,000</b>	<b>2,619,961</b>	<b>2,722,961</b>	<b>2,722,961</b>	<b>253,961</b>	<b>10.3%</b>	<b>0</b>
<b>Net County Cost</b>	<b>112,255</b>	<b>1,085,344</b>	<b>438,054</b>	<b>1,272,134</b>	<b>742,134</b>	<b>(343,210)</b>	<b>-31.6%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	13.7	13.7	13.7	13.9	13.9	0.15	1.1%	
Part-time Equivalency	N/A	6.7	6.7	6.7	6.7	0	0.0%	

**BUDGET HIGHLIGHTS**

The increase in personnel expenditures is due FY03's pay plan and merit adjustments and the higher cost of health benefits in FY04. The majority of the decrease in operating expenditures is attributable to the change in vendors for transportation and disposal services of municipal solid waste which resulted in lower costs. Capital outlay includes funds for 2 replacement roll-off trucks, two compactors for satellite sites and closure of the construction and demolition cell #1. Revenues are projected to increase based on greater MSW volume. Over \$500K of capital requests have been deferred pending a resolution of the status of the County's commercial transfer station and the direct hauling of MSW to a host facility. The deferred capital requests will require funding should the County fail to modify the current solid waste program.

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.		DEC.	
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	564,769	600,015	593,812	628,422	628,422	28,407	4.7%	
				<i>Increase is due to the pay plan and merit adjustments awarded in FY03</i>				
Employee Benefits	152,056	175,270	171,180	200,680	200,680	25,410	14.5%	
				<i>Higher cost of health benefits in FY04</i>				
<b>Total Personal Services</b>	<b>716,825</b>	<b>775,285</b>	<b>764,992</b>	<b>829,102</b>	<b>829,102</b>	<b>53,817</b>	<b>6.9%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	28,515	27,655	23,531	26,875	26,875	(780)	-2.8%	
Travel & Subsistence	10	4,000	3,000	4,400	4,400	400	10.0%	
Communications & Utilities	24,330	26,900	24,650	28,350	28,350	1,450	5.4%	
Maintenance & Repairs	156,322	163,000	147,700	166,100	166,100	3,100	1.9%	
Professional Services	1,784,451	2,017,120	2,000,150	1,900,200	1,900,200	(116,920)	-5.8%	
				<i>Decrease relates to the change in vendors for transportation and disposal costs of MSW</i>				
Other Contracted Services	4,363	5,885	4,900	5,810	5,810	(75)	-1.3%	
Public Assistance	5,508	0	0	0	0	0	-	
Rentals	19,708	10,625	10,625	10,625	10,625	0	0.0%	
Insurance & Bonding	7,414	0	9,967	13,783	13,783	13,783	#DIV/0!	
				<i>Increase due to allocation of property &amp; casualty expenses in FY04</i>				
<b>Total Operating Exps.</b>	<b>2,030,621</b>	<b>2,255,185</b>	<b>2,224,523</b>	<b>2,156,143</b>	<b>2,156,143</b>	<b>(99,042)</b>	<b>-4.4%</b>	<b>0</b>
<b>Capital Outlay</b>								
Office Furniture & Equip.	0	0	0	4,500	4,500	4,500	#DIV/0!	
				<i>Coin counter and roller</i>				
Vehicles	0	163,000	25,000	320,000	230,000	67,000	41.1%	
				<i>2 roll-off trucks</i>				
Other Equipment	19,309	0	3,500	180,000	40,000	40,000	#DIV/0!	
				<i>Two compactors for satellite sites</i>				
Land & Land Impr.	0	59,000	12,000	125,000	125,000	66,000	111.9%	
				<i>Closure construction and demolition cell number one</i>				
Buildings & Improvements	19,223	168,406	28,000	300,000	0	(168,406)	-100.0%	
<b>Total Capital Outlay</b>	<b>38,532</b>	<b>390,406</b>	<b>68,500</b>	<b>929,500</b>	<b>399,500</b>	<b>9,094</b>	<b>2.3%</b>	<b>0</b>
<b>Contracts, Grants, Sub.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Debt Expense</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Contingency</b>	<b>0</b>	<b>133,468</b>	<b>0</b>	<b>80,350</b>	<b>80,350</b>	<b>0</b>	<b>0</b>	
<b>IFT</b>	<b>62,946</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Total Expenditures</b>	<b>2,848,924</b>	<b>3,554,344</b>	<b>3,058,015</b>	<b>3,995,095</b>	<b>3,465,095</b>	<b>(36,131)</b>	<b>-1.0%</b>	<b>0</b>
<b>Total Revenues</b>	<b>2,736,669</b>	<b>2,469,000</b>	<b>2,619,961</b>	<b>2,722,961</b>	<b>2,722,961</b>	<b>253,961</b>	<b>10.3%</b>	
				<i>Increase based on higher MSW tons processed</i>				
<b>Net County Cost</b>	<b>112,255</b>	<b>1,085,344</b>	<b>438,054</b>	<b>1,272,134</b>	<b>742,134</b>	<b>(290,092)</b>	<b>-26.7%</b>	<b>0</b>

**MISSION STATEMENT**

To restore, protect and preserve the surface waters within Union County and to maintain, repair, map, drainage systems within the right-of-way.

**AGENCY PROGRAMS**

- Monitor Water Quality
- Public Education
- Inspections

**FY2004 MAJOR OUTCOMES**

- Initiate mapping and inventory of entire drainage system located in Union County.
- Develop programs designed to encourage community participation in water quality protection by sharing information to increase public awareness of water quality issues.
- Develop water quality monitoring programs to include inspections of private facility best management practices, identification of illicit discharges and pollution prevention monitoring.
- Develop proposals and mechanisms to finance the County's stormwater management program.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>			<b>% INC./</b>	
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>	<b>VARIANCE</b>	<b>DEC.</b>	<b>ADOPTED</b>
<i>Expenditures</i>								
Personnel	0	0	0	87,500	87,500	87,500	#DIV/0!	
Operating	0	0	0	53,242	53,242	53,242	#DIV/0!	
Capital	0	0	0	0	0	0	-	
Other	0	0	0	0	0	0	-	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>140,742</b>	<b>140,742</b>	<b>140,742</b>	<b>#DIV/0!</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	0	0	0	140,742	140,742	140,742	#DIV/0!	
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>140,742</b>	<b>140,742</b>	<b>140,742</b>	<b>#DIV/0!</b>	<b>0</b>
<b>Net County Cost</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	-	-	-	1.3	1.3	1.3	#DIV/0!	
Part-time Equivalency	N/A	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

Personnel expenditures includes funds for 1.3 FTEs consisting of an Assistant to Manager and Engineer position. The balance of the Assistant to Manager's position is reflected in the Water and Sewer Fund (50%) and Solid Waste Fund (20%). Operating expenditures consist mainly of consulting services relating to the activation of a stormwater management program (ordinance, financing, modeling) in order to comply with federal requirements regarding water quality.

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.		DEC.	
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	0	0	0	67,500	67,500	67,500	#DIV/0!	
	<i>One (1) stormwater engineer position and one Assistant to the County Manager position at 30%</i>							
Employee Benefits	0	0	0	20,000	20,000	20,000	#DIV/0!	
	<i>Related pension, FICA, insurance expenses associated with 1.3 FTE's</i>							
<b>Total Personal Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>87,500</b>	<b>87,500</b>	<b>87,500</b>	<b>#DIV/0!</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	0	0	0	1,000	1,000	1,000	#DIV/0!	
Travel & Subsistence	0	0	0	1,309	1,309	1,309	#DIV/0!	
Communications & Utilities	0	0	0	100	100	100	#DIV/0!	
Professional Services	0	0	0	50,100	50,100	50,100	#DIV/0!	
	<i>Development of storm water ordinance, financing model, billing, area determinations, and Phase II for small towns</i>							
Other Contracted Services	0	0	0	440	440	440	#DIV/0!	
Insurance & Bonding	0	0	0	293	293	293	#DIV/0!	
<b>Total Operating Exps.</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>53,242</b>	<b>53,242</b>	<b>53,242</b>	<b>#DIV/0!</b>	<b>0</b>
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>140,742</b>	<b>140,742</b>	<b>140,742</b>	<b>#DIV/0!</b>	<b>0</b>
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>140,742</b>	<b>140,742</b>	<b>140,742</b>	<b>#DIV/0!</b>	
<b>Net County Cost</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
	<i>Interfund transfer from General fund</i>							

# VOLUNTEER FIRE DEPARTMENTS

FUNDS 36, 38, 39

## MISSION STATEMENT

## AGENCY PROGRAMS

Allen Crossroads	Jackson Community Center	Sandy Ridge	Wesley Chapel
Bakers	Lanes Creek	Stack Road	Wingate
Beaver Lane	Mineral Springs	Stallings	
Fairview	New Salem	Unionville	
Griffith Road	Providence	Waxhaw	

## FY2004 MAJOR OUTCOMES

## FINANCIAL SUMMARY

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>			<u>% INC./</u>	
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>	<u>VARIANCE</u>	<u>DEC.</u>	<u>ADOPTED</u>
<i>Expenditures</i>								
Personnel							-	
Operating							-	
Capital							-	
Other							-	
Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>-</u>	<u>0</u>
<i>Revenues</i>								
State/Federal							-	
Other							-	
Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>-</u>	<u>0</u>
<b>Net County Cost</b>	<u><b>0</b></u>	<u><b>0</b></u>	<u><b>0</b></u>	<u><b>0</b></u>	<u><b>0</b></u>	<u><b>0</b></u>	<u><b>-</b></u>	<u><b>0</b></u>

## Positions

Full-time Equivalency  
Part-time Equivalency

## BUDGET HIGHLIGHTS

**VOLUNTEER FIRE DEPARTMENTS**

DEPARTMENTS	REQUIRED FINANCIAL INFO.	*****FY 02-03*****		*****FY 03-04*****			TOTAL	ADOPTED
		COUNTY APPROP.	FIRE FEE / FIRE TAX	COUNTY APPROP.	FIRE FEE / FIRE TAX	OTHER		
ALLENS CROSSRDS	YES	21,600	48,515	21,600	31,747	11,694	65,041	
BAKERS	YES	21,600	143,406	21,600	178,792	102,483	302,875	
BEAVER LANE	YES	21,600	114,451	21,600	132,400	29,300	183,300	
FAIRVIEW	YES	21,600	70,800	21,600	80,200	10,000	111,800	
GRIFFITH RD	NO	21,600	25,700	21,600	31,700	0	53,300	
HEMBY BRIDGE (TAX)	NO	21,600	<u>485,400</u>	21,600	557,400	0	579,000	
JACKSON	NO	21,600	42,000	21,600	50,000	15,000	86,600	
LANES CREEK	NO	21,600	50,216	21,600	46,539	58,468	126,607	
MINERAL SPRINGS	YES	37,200	127,250	37,200	117,900	101,878	256,978	
NEW SALEM	YES	68,400	59,800	68,400	83,800	7,800	160,000	
PROVIDENCE	YES	21,600	39,500	21,600	41,000	98,700	161,300	
SANDYRIDGE	YES	21,600	59,000	21,600	86,500	22,800	130,900	
STACK RD	NO	21,600	51,170	21,600	57,500	34,370	113,470	
STALLINGS (FEE)	NO	21,600	10,461	21,600	16,461	7,800	45,861	
STALLINGS (TAX)	NO	0	<u>338,526</u>	0	612,626	0	612,626	
UNIONVILLE	NO	37,200	114,722	37,200	165,722	7,800	210,722	
WAXHAW	YES	37,200	178,189	37,200	205,500	13,500	256,200	
WESLEY CHAPEL	YES	37,200	204,900	37,200	317,800	45,000	400,000	
WINGATE	NO	21,600	80,119	21,600	110,200	5,000	136,800	
<b>Total Expenditures</b>		<b>498,000</b>	<b>2,244,125</b>	<b>498,000</b>	<b>2,923,787</b>	<b>571,592</b>	<b>3,993,379</b>	<b>#REF!</b>
<b>Net County Cost</b>		<b>498,000</b>	<b>N/A</b>	<b>498,000</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	

# EMERGENCY TELEPHONE SYSTEM

33-543200 & 33-543209

## MISSION STATEMENT

To provide the citizens of Union County direct and immediate access to County Emergency Services through the maintenance of efficient, and reliable communication systems.

## AGENCY PROGRAMS

911 Emergency Telephone System	FCC Licensing	Courthouse Switchboard
After Hours Answering Point	Emergency Service Dispatch	
Emergency Two Way Radio System Management	County Roads Data Base Management	

## FY2004 MAJOR OUTCOMES

Complete Union County's implementation to Phase II Cellular Telephone locating technology.

Acquire and maintain Emergency Medical Dispatch certification for all telecommunicators.

Implement a "Quality and Control" program for all telecommunicators.

Transition the Database Management to an internet based connection with the telephone providers.

Complete the merger with the City of Monroe Dispatch Center.

Upgrade the Computer Aided Dispatch (CAD) system to allow integration with the Sheriff's Office records management system.

## FINANCIAL SUMMARY

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.			
<i>Expenditures</i>								
Personnel	144,255	144,842	146,989	151,600	151,600	6,758	4.7%	
Operating	108,153	455,320	354,725	395,420	395,420	(59,900)	-13.2%	
Capital	1,698,144	369,043	429,375	993,500	993,500	624,457	169.2%	
Other	0	0	66,000	0	0	0	-	
<b>Total</b>	<b>1,950,552</b>	<b>969,205</b>	<b>997,089</b>	<b>1,540,520</b>	<b>1,540,520</b>	<b>571,315</b>	<b>58.9%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal	0	0	0	0	0	0	-	
Other	969,782	918,000	934,400	936,000	936,000	18,000	2.0%	
<b>Total</b>	<b>969,782</b>	<b>918,000</b>	<b>934,400</b>	<b>936,000</b>	<b>936,000</b>	<b>18,000</b>	<b>2.0%</b>	<b>0</b>
<b>Net County Cost</b>	<b>980,770</b>	<b>51,205</b>	<b>62,689</b>	<b>604,520</b>	<b>604,520</b>	<b>553,315</b>	<b>1080.6%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	3.0	3.0	3.0	3.0	3.0	-	0.0%	
Part-time Equivalency	-	-	-	-	-	-	-	

## BUDGET HIGHLIGHTS

The increase in personnel expenditures is attributable to FY03's pay plan and merit adjustments, and higher health care costs in FY04. Operating expenditures decrease represents a net combination of reductions in tools and supplies (\$19K), FY04 requirements, and higher wireless costs (\$20K). The capital outlay increase is due to the computer dispatch upgrade, back office mapping enhancements, flyover orthos, and the purchase of 911 equipment.

## EMERGENCY TELEPHONE SYSTEM

	FY 01-02	*****FY 02-03*****		*****FY 03-04*****		VARIANCE	% INC./ DEC.	ADOPTED
	ACTUAL	CURRENT	ESTIMATE	REQUEST	RECOMM.			
<b>EXPENDITURES</b>								
<b>Personal Services</b>								
Salaries & Wages	106,286	107,468	110,603	110,400	110,400	2,932	2.7%	
				<i>Increase due to FY03 pay plan and merit adjustments</i>				
Employee Benefits	37,969	37,374	36,386	41,200	41,200	3,826	10.2%	
				<i>Increase due to higher cost of health benefits</i>				
<b>Total Personal Services</b>	<b>144,255</b>	<b>144,842</b>	<b>146,989</b>	<b>151,600</b>	<b>151,600</b>	<b>6,758</b>	<b>4.7%</b>	<b>0</b>
<b>Operating Expenditures</b>								
Operating Supplies	8,304	32,600	27,957	13,432	13,432	(19,168)	-58.8%	
				<i>Tools and supplies decrease of (\$19K)</i>				
Travel & Subsistence	1,077	4,950	1,405	4,000	4,000	(950)	-19.2%	
Communications & Utilities	74,097	159,225	148,884	140,550	140,550	(18,675)	-11.7%	
				<i>Reduction based on FY04 requirements</i>				
Maintenance & Repairs	15,273	53,375	77,432	74,340	74,340	20,965	39.3%	
				<i>Increase of (\$20K) due to wireless costs</i>				
Professional Services	2,600	11,000	2,800	2,030	2,030	(8,970)	-81.5%	
				<i>Reduction based on FY04 requirements</i>				
Other Contracted Services	135	320	135	320	320	0	0.0%	
Rentals	6,167	193,850	95,600	160,040	160,040	(33,810)	-17.4%	
				<i>Reduction based on FY04 requirements</i>				
Insurance & Bonding	500	0	512	708	708	708	#DIV/0!	
				<i>Property and casualty costs allocated to departments in FY04</i>				
<b>Total Operating Exps.</b>	<b>108,153</b>	<b>455,320</b>	<b>354,725</b>	<b>395,420</b>	<b>395,420</b>	<b>(59,900)</b>	<b>-13.2%</b>	<b>0</b>
<b>Capital Outlay</b>								
Office Furniture & Equip.	317,188	0	79,850	233,000	233,000	233,000	#DIV/0!	
				<i>Increase due to computer dispatch upgrade</i>				
Vehicles	0	0	0	0	0	0	-	
Other Equipment	1,360,321	289,678	324,525	760,500	760,500	470,822	162.5%	
				<i>Increase due to back office mapping, flyover orthos for the County, and equipment for 911</i>				
Land & Land Impr.	0	0	0	0	0	0	-	
Buildings & Improvements	20,635	79,365	25,000	0	0	(79,365)	-100.0%	
<b>Total Capital Outlay</b>	<b>1,698,144</b>	<b>369,043</b>	<b>429,375</b>	<b>993,500</b>	<b>993,500</b>	<b>624,457</b>	<b>169.2%</b>	<b>0</b>
<b>Interdept. Charges</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Interfund Transfers</b>	<b>0</b>	<b>0</b>	<b>66,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	
<b>Total Expenditures</b>	<b>1,950,552</b>	<b>969,205</b>	<b>997,089</b>	<b>1,540,520</b>	<b>1,540,520</b>	<b>571,315</b>	<b>58.9%</b>	<b>0</b>
<b>Total Revenues</b>	<b>969,782</b>	<b>918,000</b>	<b>934,400</b>	<b>936,000</b>	<b>936,000</b>	<b>18,000</b>	<b>2.0%</b>	
				<i>Revenues from E-911 surcharge and wireless</i>				
<b>Net County Cost</b>	<b>980,770</b>	<b>51,205</b>	<b>62,689</b>	<b>604,520</b>	<b>604,520</b>	<b>553,315</b>	<b>1080.6%</b>	<b>0</b>

**MISSION STATEMENT**

To appraise the ownership of all taxable and non-taxable property located in Union County for ad valorem tax purposes as set forth in the Machinery Act of North Carolina.

**AGENCY PROGRAMS**

Schedule of Values for Reappraisal

Real property appraisals

Appeals

**FY2004 MAJOR OUTCOMES**

Reappraise all real property at market value as of January 1, 2004.

Complete the conversion and implementation of the department's new appraisal and billing software.

**FINANCIAL SUMMARY**

	<b>FY 01-02</b>	<b>*****FY 02-03*****</b>		<b>*****FY 03-04*****</b>		<b>VARIANCE</b>	<b>% INC./</b>	<b>ADOPTED</b>
	<b>ACTUAL</b>	<b>CURRENT</b>	<b>ESTIMATE</b>	<b>REQUEST</b>	<b>RECOMM.</b>		<b>DEC.</b>	
<i>Expenditures</i>								
Personnel	396,104	418,383	0	0	0	(418,383)	-100.0%	
Operating	39,428	52,695	0	0	0	(52,695)	-100.0%	
Capital	0	0	0	0	0	0	-	
Other	0	0	164,075	0	0	0	-	
<b>Total</b>	<b>435,532</b>	<b>471,078</b>	<b>164,075</b>	<b>0</b>	<b>0</b>	<b>(471,078)</b>	<b>-100.0%</b>	<b>0</b>
<i>Revenues</i>								
State/Federal						0	-	
Other	433,132	466,500	0	0	0	(466,500)	-100.0%	
<b>Total</b>	<b>433,132</b>	<b>466,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(466,500)</b>	<b>-100.0%</b>	<b>0</b>
<b>Net County Cost</b>	<b>2,400</b>	<b>4,578</b>	<b>164,075</b>	<b>0</b>	<b>0</b>	<b>(4,578)</b>	<b>-100.0%</b>	<b>0</b>
<i>Positions</i>								
Full-time Equivalency	10.0	10.0	10.0	-	-	(10.0)	-100.0%	
Part-time Equivalency	-	-	-	-	-	-	-	

**BUDGET HIGHLIGHTS**

Manager recommending transfer of reappraisal division expenditure lines to General Fund.

	<u>FY 01-02</u>	<u>*****FY 02-03*****</u>		<u>*****FY 03-04*****</u>			<u>% INC./</u>	
	<u>ACTUAL</u>	<u>CURRENT</u>	<u>ESTIMATE</u>	<u>REQUEST</u>	<u>RECOMM.</u>	<u>VARIANCE</u>	<u>DEC.</u>	<u>ADOPTED</u>
<b><u>EXPENDITURES</u></b>								
<b><i>Personal Services</i></b>								
Salaries & Wages	298,761	318,531	0	0	0	(318,531)	-100.0%	
Employee Benefits	97,343	99,852	0	0	0	(99,852)	-100.0%	
<b>Total Personal Services</b>	<b>396,104</b>	<b>418,383</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(418,383)</b>	<b>-100.0%</b>	<b>0</b>
<b><i>Operating Expenditures</i></b>								
Operating Supplies	10,474	15,185	0	0	0	(15,185)	-100.0%	
Travel & Subsistence	5,032	5,980	0	0	0	(5,980)	-100.0%	
Communications & Utilities	3,548	4,700	0	0	0	(4,700)	-100.0%	
Maintenance & Repairs	15,691	20,480	0	0	0	(20,480)	-100.0%	
Professional Services	2,000	3,000	0	0	0	(3,000)	-100.0%	
Other Contracted Services	1,224	1,700	0	0	0	(1,700)	-100.0%	
Insurance & Bonding	1,459	1,650	0	0	0	(1,650)	-100.0%	
<b>Total Operating Exps.</b>	<b>39,428</b>	<b>52,695</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(52,695)</b>	<b>-100.0%</b>	<b>0</b>
<b>Interfund Transfers</b>	<b>0</b>	<b>0</b>	<b>164,075</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>0</b>
							<i>Transfer of division to General Fund</i>	
<b>Total Expenditures</b>	<b>435,532</b>	<b>471,078</b>	<b>164,075</b>	<b>0</b>	<b>0</b>	<b>(471,078)</b>	<b>-100.0%</b>	<b>0</b>
<b>Total Revenues</b>	<b>433,132</b>	<b>466,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(466,500)</b>	<b>-100.0%</b>	
<b>Net County Cost</b>	<b>2,400</b>	<b>4,578</b>	<b>164,075</b>	<b>0</b>	<b>0</b>	<b>(4,578)</b>	<b>-100.0%</b>	<b>0</b>

