

**PICKENS COUNTY**

**REGISTER OF DEEDS**

**MISSION**

The mission of the Register of Deeds is to record and maintain a permanent record of county land transactions, documents of public interest, and collect the fees prescribed by SC law; also, provide efficient and reliable service to all citizens.

**GOALS**

- To provide more accessible information and records to the public via the Internet.
- Update the current land records software and streamline the processing of all recorded documents.
- To continue to comply with all codes and requirements set forth by the SC Code of Laws.
- Eliminate all antiquated equipment such as microfilm machines and make those records available electronically.
- Continue to look for ways to improve the overall efficiency and flow of recording documents.
- Continue to adapt to changes in order to promote Pickens County as a progressive county.

**PRIOR YEAR ACCOMPLISHMENTS**

No accomplishments were submitted.

**BUDGET HIGHLIGHTS**

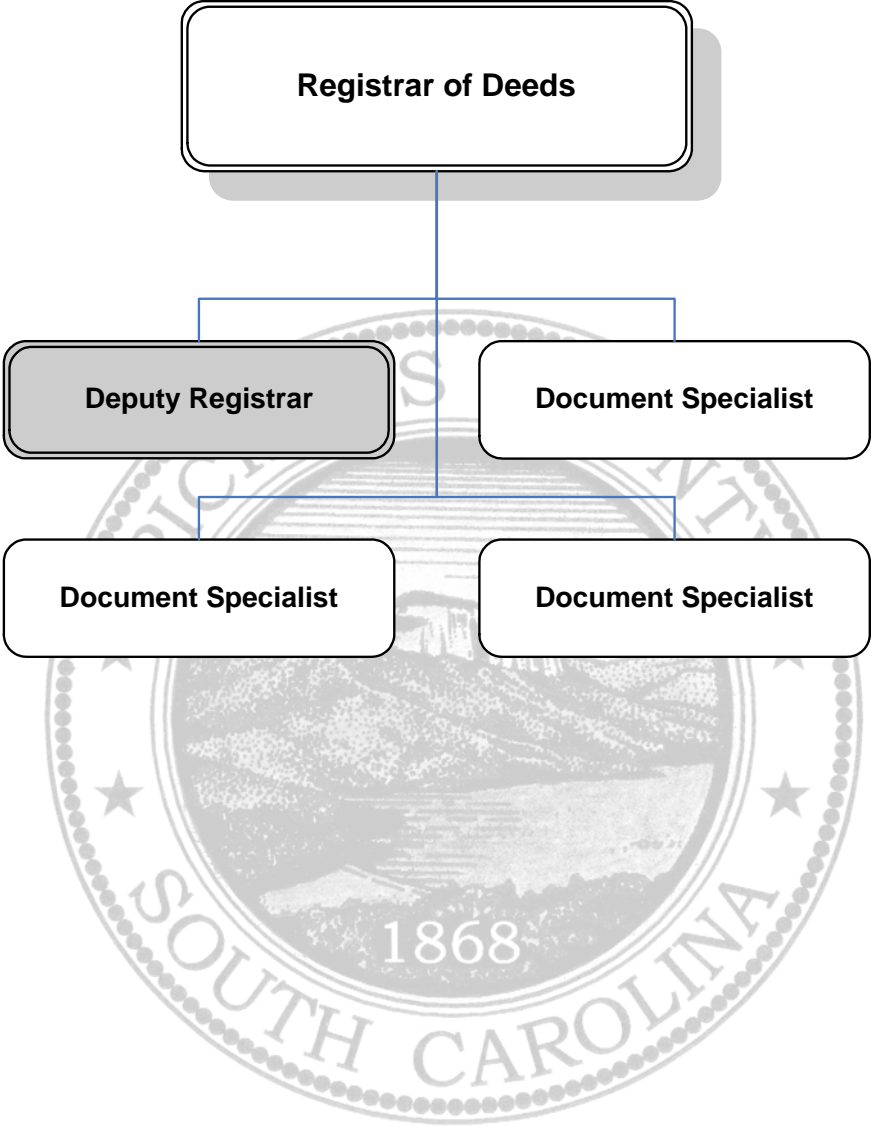
**WORKLOAD INDICATOR**

	<b>FY 2005 ACTUAL</b>	<b>FY 2006 ACTUAL</b>	<b>FY 2006 PROJECTED</b>	<b>FY 2007 PROJECTED</b>
Documentary Tax Collected for County	\$ 589,585	\$ 898,181	\$ 702,986	\$1,068,539
Document & Misc. Recording Fees	\$ 346,832	\$ 373,123	\$ 381,515	\$ 412,036
Actual County Revenue	\$ 936,417	\$1,271,304	\$1,084,501	\$1,480,575
<b>Documents Filed:</b>				
Land Records	24,569	25,857	25,400	26,670
Liens	2,100	3,336	2,800	3,836
Uniform Commercial Codes	185	171	166	175
Bonds	9	0	7	5

**DEPARTMENT SUMMARY**

	<b>FY 2005 ACTUAL</b>	<b>FY 2006 ACTUAL</b>	<b>FY 2007 BUDGET</b>	<b>FY 2008 BUDGET</b>
Personnel Services	\$ 204,486	\$ 227,569	\$ 234,840	\$ 227,779
Supplies & Materials	16,489	14,880	12,750	188,590
Contractual Services	114,696	115,108	118,938	39,696
Other	-	-	-	-
Capital	-	-	-	-
Total	\$ 335,671	\$ 357,557	\$ 366,528	\$ 456,065
Total Positions	6	6	6	5

REGISTER OF DEEDS



**PICKENS COUNTY**

**DELINQUENT TAX OFFICE**

**MISSION**

The mission of the Delinquent Tax Office is to continue to provide courteous, efficient service to all customers, whether taxpayers, tax sale bidders, legal professionals or county employees.

**GOALS**

- Within time and resource constraints, place special emphasis on problem resolution in areas of mobile homes and businesses.
- Strive for greater knowledge of an increasingly complex set of laws surrounding enforced collections of taxes and the resultant outcome that occurs with each proposed change in legislation.

**PRIOR YEAR ACCOMPLISHMENTS**

No accomplishments were submitted.

**BUDGET HIGHLIGHTS**

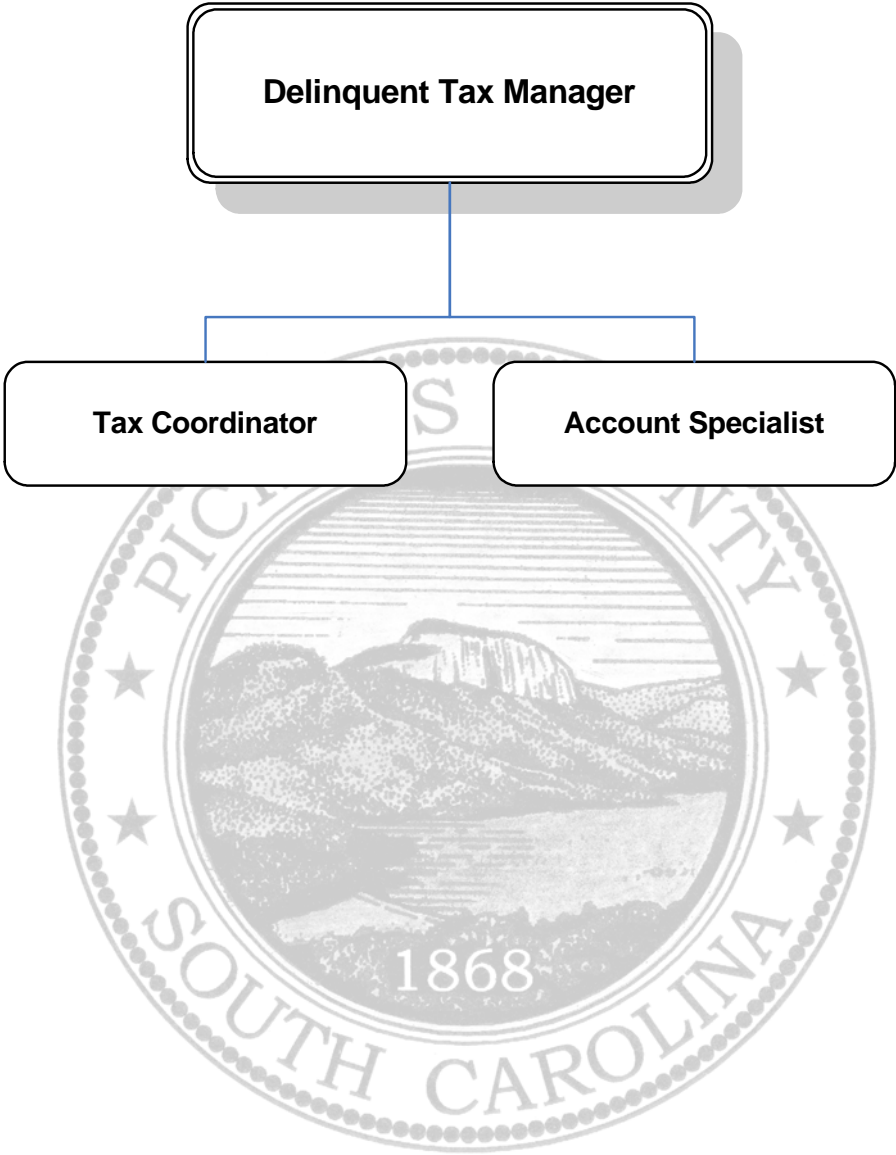
**WORKLOAD INDICATOR**

	<b>FY 2005 ACTUAL</b>	<b>FY 2006 ACTUAL</b>	<b>FY 2006 PROJECTED</b>	<b>FY 2007 PROJECTED</b>
Delinquent Billing	11,011	12,031	12,000	12,500
Bill Research Projects	815	843	830	870
Properties posted	447	470	525	500
Refunds calculated	1,019	1,260	1,000	1,200
Bankruptcy Cases handled	1,410	1,398	1,450	1,400
Sale Properties processed	1,792	1,824	1,800	1,850
Items checked on sale properties	78,800	80,256	72,000	76,000

**DEPARTMENT SUMMARY**

	<b>FY 2005 ACTUAL</b>	<b>FY 2006 ACTUAL</b>	<b>FY 2007 BUDGET</b>	<b>FY 2008 BUDGET</b>
Personnel Services	\$ 138,518	\$ 157,724	\$ 157,236	\$ 166,263
Supplies & Materials	35,796	34,491	35,650	37,065
Contractual Services	73,133	29,172	60,596	62,220
Other	-	-	-	-
Capital	-	-	-	-
Total	\$ 247,447	\$ 221,387	\$ 253,482	\$ 265,548
Total Positions	3	3	3	3

DELINQUENT TAX OFFICE



**TREASURER’S OFFICE**

**MISSION**

The mission of the Treasurer’s Office is to receipt all county funds and collect property taxes in an efficient and reliable manner.

**GOALS**

- Maintain one of the most efficient offices in the state.
- Provide any necessary training for the staff including keeping up with new technology.
- Continue the friendly and efficient service that is provided.

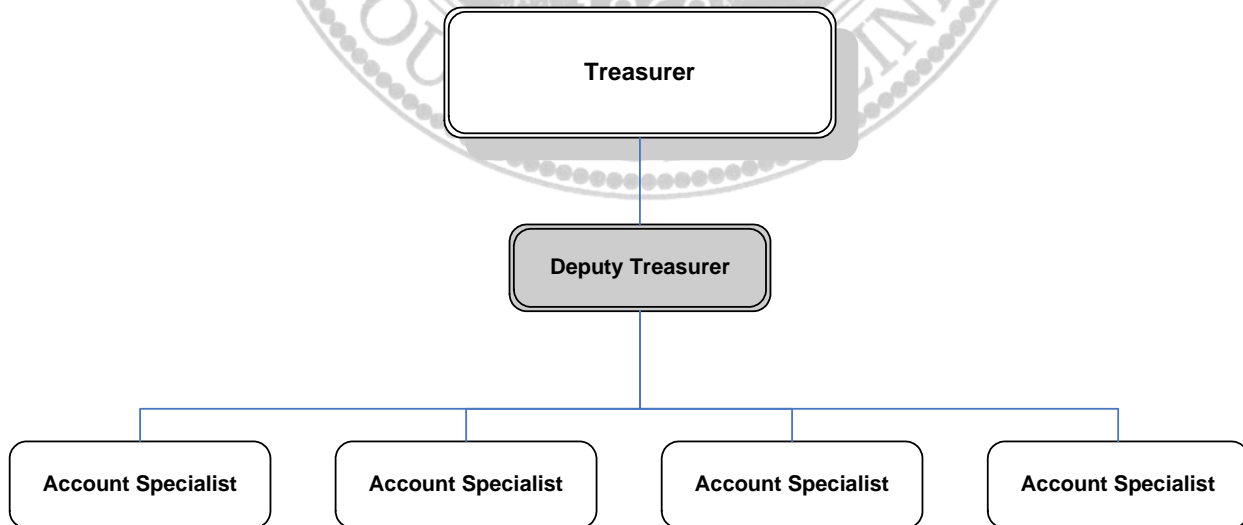
**PRIOR YEAR ACCOMPLISHMENTS**

No accomplishments were submitted.

**BUDGET HIGHLIGHTS**

**DEPARTMENT SUMMARY**

	<b>FY 2005 ACTUAL</b>	<b>FY 2006 ACTUAL</b>	<b>FY 2007 BUDGET</b>	<b>FY 2008 BUDGET</b>
Personnel Services	\$ 253,327	\$ 273,548	\$ 286,956	\$ 301,482
Supplies & Materials	107,649	103,783	111,250	113,067
Contractual Services	6,127	6,797	6,636	6,558
Other	-	-	-	-
Capital	-	-	-	-
<b>Total</b>	<b>\$ 367,103</b>	<b>\$ 384,128</b>	<b>\$ 404,842</b>	<b>\$ 421,107</b>
<b>Total Positions</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>



**AUDITOR'S OFFICE**

**MISSION**

The mission of the Auditor's Office is to assemble information of real estate and personal property ownership for the purposes of property tax billing and coordination.

**GOALS**

- Allow more forms to be readily accessible to taxpayers via the Internet.
- To continue to educate taxpayers about available exemptions and laws affecting them.
- To continue to search for county businesses that should file Business Personal Property returns in effort to meet law requirements.
- To continue to clean up any inequities in the homestead history file and make sure no one is receiving more than one homestead.
- To continue to provide courteous and prompt service to taxpayers.

**PRIOR YEAR ACCOMPLISHMENTS**

- Implemented a system to load dealer notices electronically, making this process more efficient.
- Changed the procedure of filing Business Personal Property returns for easier access to files.
- Updated the web site to better serve the taxpayer and to reflect current changes.
- Implemented a spreadsheet with camper designations for more accurate values.
- Evaluated process of scanning dealer notices to minimize filing and to provide better recall of files.

**BUDGET HIGHLIGHTS**

**WORKLOAD INDICATOR**

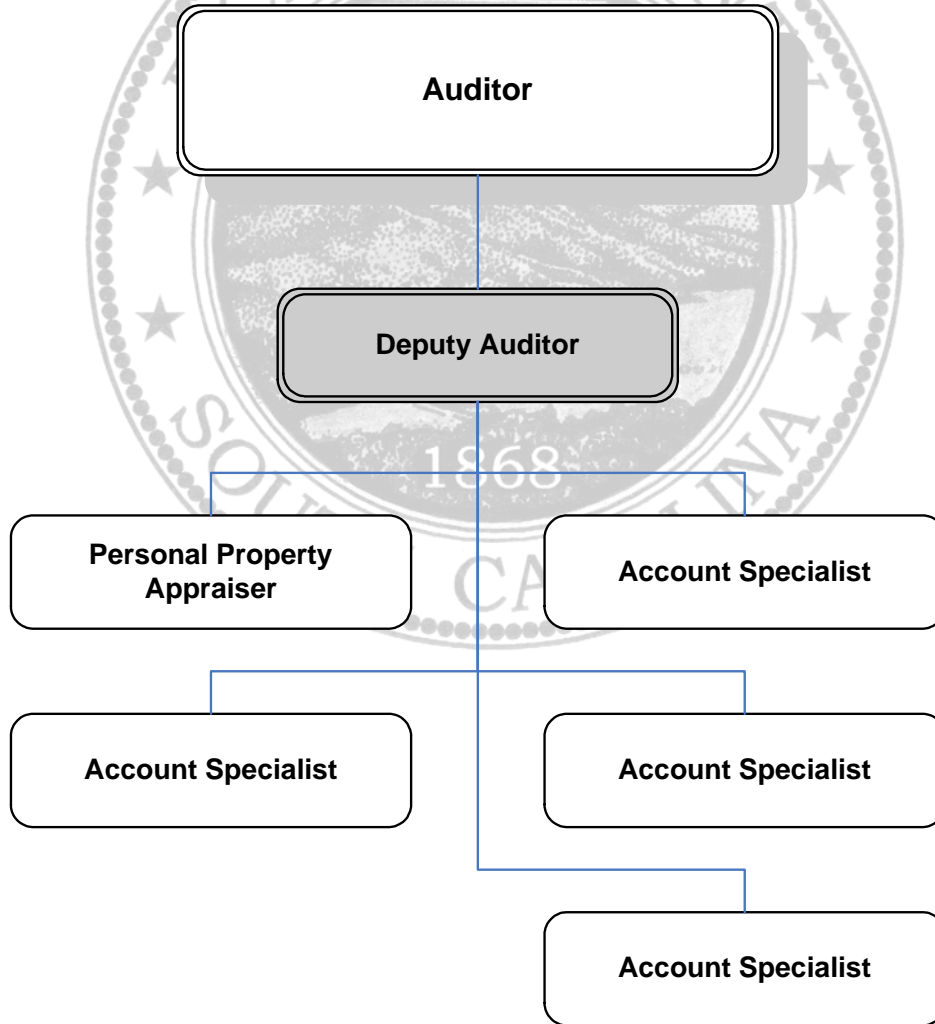
	<b>FY 2005 ACTUAL</b>	<b>FY 2006 ACTUAL</b>	<b>FY 2006 PROJECTED</b>	<b>FY 2007 PROJECTED</b>
Vehicle Bills processed	106,619	108,747	111,267	113,197
Vehicle Renewals processed	85,752	88,501	88,425	91,156
Over the Counter Walk-Ins	20,867	20,246	22,845	21,258
Dealers processed	7,157	7,391	7,514	7,760
Homestead Applications taken	1,157	970	1,233	1,020
Real Estate Reworks	7,329	6,059	6,607	6,361

**PICKENS COUNTY**

**AUDITOR'S OFFICE**

**DEPARTMENT SUMMARY**

	<b>FY 2005 ACTUAL</b>	<b>FY 2006 ACTUAL</b>	<b>FY 2007 BUDGET</b>	<b>FY 2008 BUDGET</b>
Personnel Services	\$ 276,637	\$ 282,064	\$ 307,743	\$ 314,147
Supplies & Materials	30,565	31,272	36,500	35,750
Contractual Services	8,329	7,464	8,349	8,507
Other	-	-	-	-
Capital	-	-	-	-
<b>Total</b>	<b>\$ 315,531</b>	<b>\$ 320,800</b>	<b>\$ 352,592</b>	<b>\$ 358,404</b>
<b>Total Positions</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>



**PICKENS COUNTY**

**TAX ASSESSOR'S OFFICE**

**MISSION**

The Assessor's mission is to serve citizens in the most up-to-date, efficient and friendliest atmosphere possible. We will faithfully apply policies and practices with honesty, reliability and respect. We will provide courteous, efficient and economic delivery of services to the citizens.

**GOALS**

- Providing assessment services in a professional and personal spirit of respect, honesty and fairness.
- Improving customer service by providing personal-advanced training to each employee.
- To recruit, develop and retain a highly competent staff.
- Implement in-house scanning of historical documents to provide a more efficient tracking system which is required by the State's Retention Policy. This will assist county with the overflow of hardcopies stored in Archives.
- Improving the Assessor's web site and GIS mapping site.

**PRIOR YEAR ACCOMPLISHMENTS**

- Implemented Laser technology in measuring real property improvements.

**BUDGET HIGHLIGHTS**

**WORKLOAD INDICATOR**

	<b>FY 2005 ACTUAL</b>	<b>FY 2006 ACTUAL</b>	<b>FY 2006 PROJECTED</b>	<b>FY 2007 PROJECTED</b>
Deeds and Building Permits	7,679	7,848	7,595	7,595
Combined Mobile Homes with Land	3,300	3,341	-	3,400
Mobile Home Accounts	8,069	8,055	-	8,250
Notices, Objections & Appeals	4,552	316	600	400
Assessor's Web Site Count	2,568,900	3,572,500	3,456,800	4,500,000
Total Real Property Accounts	64,347	65,343	72,500	66,500

**DEPARTMENT SUMMARY**

	<b>FY 2005 ACTUAL</b>	<b>FY 2006 ACTUAL</b>	<b>FY 2007 BUDGET</b>	<b>FY 2008 BUDGET</b>
Personnel Services	\$ 809,504	\$ 802,875	\$ 850,160	\$ 839,655
Supplies & Materials	52,260	38,575	21,308	28,095
Contractual Services	21,971	18,287	22,712	26,789
Other	-	-	-	-
Capital	-	-	-	-
Total	\$ 883,735	\$ 859,737	\$ 894,180	\$ 894,539
Total Positions	20	20	18	18



TAX ASSESSOR'S OFFICE

