

GIS MAPPING DEPARTMENT

MISSION

The mission of the GIS Mapping Department is to construct, maintain and assure the quality of the county digital database and provide guidance and assistance to any organization wishing to utilize this digital data. This guidance and assistance can take the form of digital data delivery, map creation or direct assistance by GIS Mapping personnel.

GOALS

- Obtain new ortho photography for the county. The last photography was completed in 2002; Pickens County now has the oldest (most out-of-date) photography of all South Carolina county governments.
- Begin scanning historical plats, maps and aerial photography with the new large format scanner so these items will be preserved and backed up in a digital format

PRIOR YEAR ACCOMPLISHMENTS

- Migrated to a new GIS Server and upgraded to the latest version of ESRI GIS software
- Purchased new plotter, copier and large format scanner
- Assisted School District with identifying suitable parcels for new high schools
- Updated zoning map process by creating custom application in MS Access to join to GIS data for three municipalities
- Created new custom application in MS Access to pull out address information for export to the Smith Data System for the Auditor's Office
- Worked with E-911 Department to update Census/LUCA address file to be sure county gets the maximum population count for the 2010 Census. This is a critical project since federal funding for the county is tied to the Census population count.
- Obtained best available waterline data through B. P. Barber and Associates

BUDGET HIGHLIGHTS

There are no significant changes in the FY 2009 budget.

WORKLOAD INDICATOR

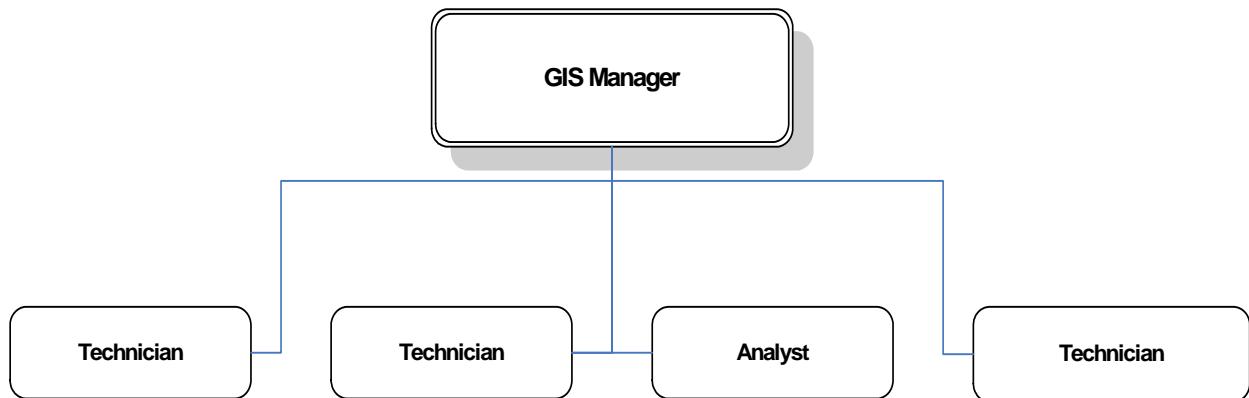
	FY 2004 ACTUAL	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ACTUAL
Customer Service Phone Calls	1,751	2,774	2,312	2,110
Misc. Counter/Department Assistance	1,923	2,701	2,690	2,345
Parcel Activity	1,889	4,480	8,088	5,437
Subdivisions	30	43	26	24
Specialty Mapping/Data Projects	348	444	348	364

PICKENS COUNTY

GIS MAPPING DEPARTMENT

DEPARTMENT SUMMARY

	FY 2006 ACTUAL	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 BUDGET
Personnel Services	\$ 186,260	\$ 230,872	\$ 249,308	\$ 264,678
Supplies & Materials	31,719	15,179	6,275	9,568
Contractual Services	33,133	34,823	44,801	51,114
Other	-	-	-	-
Capital	-	-	31,000	-
Total	\$ 251,112	\$ 280,874	\$ 331,384	\$ 325,360
Total Positions	5	5	5	5



PLANNING DEPARTMENT

MISSION

The mission of the Planning Department is to set the direction for sustainable growth, livable communities and the effective management of natural resources and infrastructure systems.

GOALS

- To implement goals and objectives set forth in Pickens County Comprehensive Plan
- To implement and streamline procedures set forth in Development Standards Ordinance
- To continue to assist county departments, agencies and citizens on planning related projects
- To finish a “clean-up” of the Development Standards Ordinance
- To initiate the State mandated 10 year update of the Pickens County Comprehensive Plan

PRIOR YEAR ACCOMPLISHMENTS

- Modification of all departmental application forms with detailed, user friendly instructions
- Dual coordination with Building Codes Department for the design of a new customer service area
- Implementation of a new application numbering and filing system

BUDGET HIGHLIGHTS

- The FY 2009 budget includes funding to initiate a Neighborhood Planning Program. Planning Department staff will carry out this program and it will be centered on the planning needs of our historic mill villages.

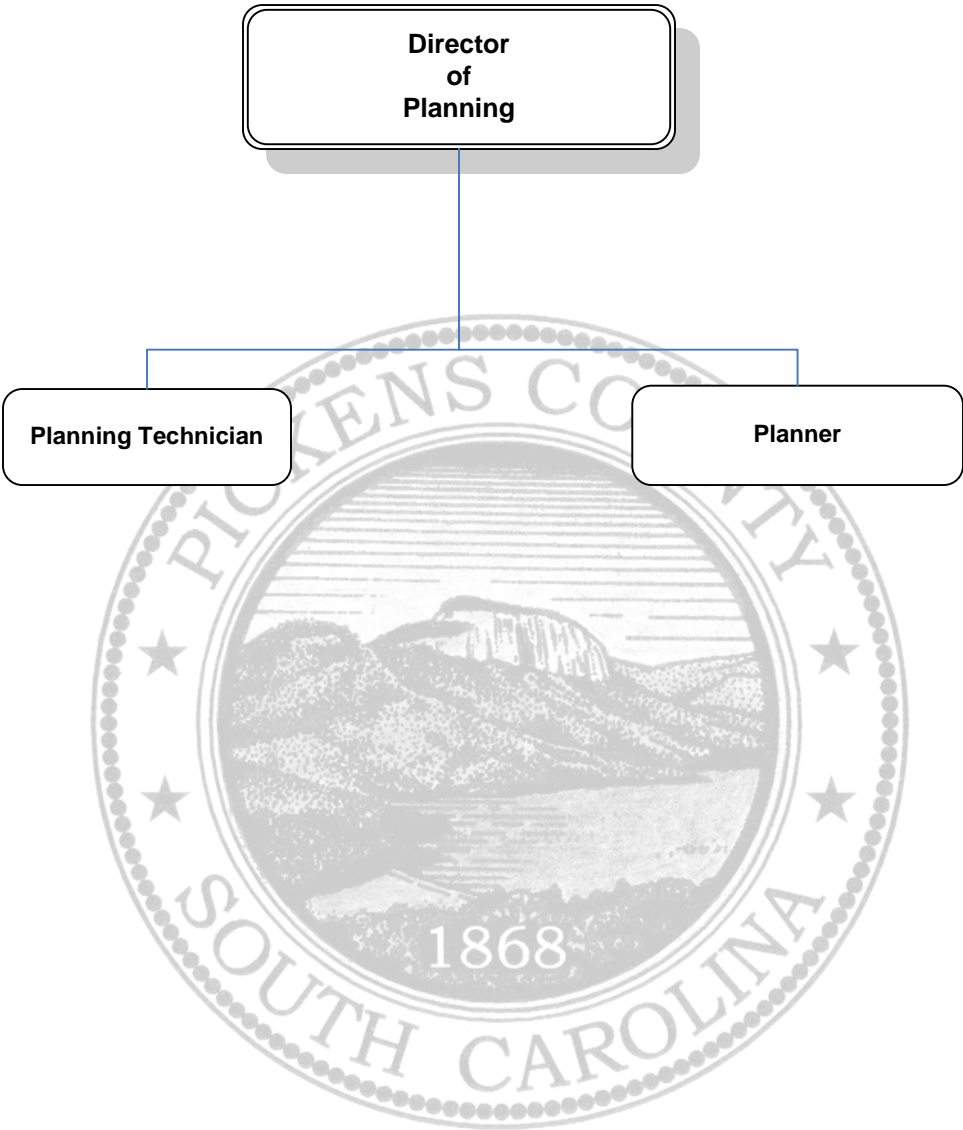
WORKLOAD INDICATOR

	FY 2004 ACTUAL	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ACTUAL
Plan Review Fees	\$ 7,970	\$ 7,716	\$ 15,000	\$ 7,030
Performance Bonds	\$ 94,000	\$ 264,374	\$ 10,569	\$ 798,717
Mobile Home Lots Finale/Subdivisions	4	4	19	0
Single-Family Lots Finale/Subdivisions	356	290	340	527

DEPARTMENT SUMMARY

	FY 2006 ACTUAL	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 BUDGET
Personnel Services	\$ 97,733	\$ 129,612	\$ 153,402	\$ 183,819
Supplies & Materials	6,875	5,845	7,385	6,012
Contractual Services	31,104	37,712	42,279	88,024
Other	-	-	-	-
Capital	-	-	-	-
Total	\$ 135,712	\$ 173,170	\$ 203,066	\$ 277,855
Total Positions	2	2	3	3

PLANNING DEPARTMENT



PICKENS COUNTY

REGISTRATION AND ELECTIONS DEPARTMENT

MISSION

The mission of the Registration and Elections Department is to offer every county citizen the opportunity to register to vote and to conduct legal, fair and efficient elections so all citizens are assured their vote will be counted.

GOALS

- Conduct elections—Presidential Election (November 2008)
- Continuation of the implementation of Help America Vote Act of 2003 (HAVA)
- Complete scanning all voter records for electronic record retention
- Continue to improve the county elections process
- Develop By-Laws for the Registration and Elections Commission

PRIOR YEAR ACCOMPLISHMENTS

No accomplishments were submitted.

BUDGET HIGHLIGHTS

There are no significant changes in the FY 2009 budget.

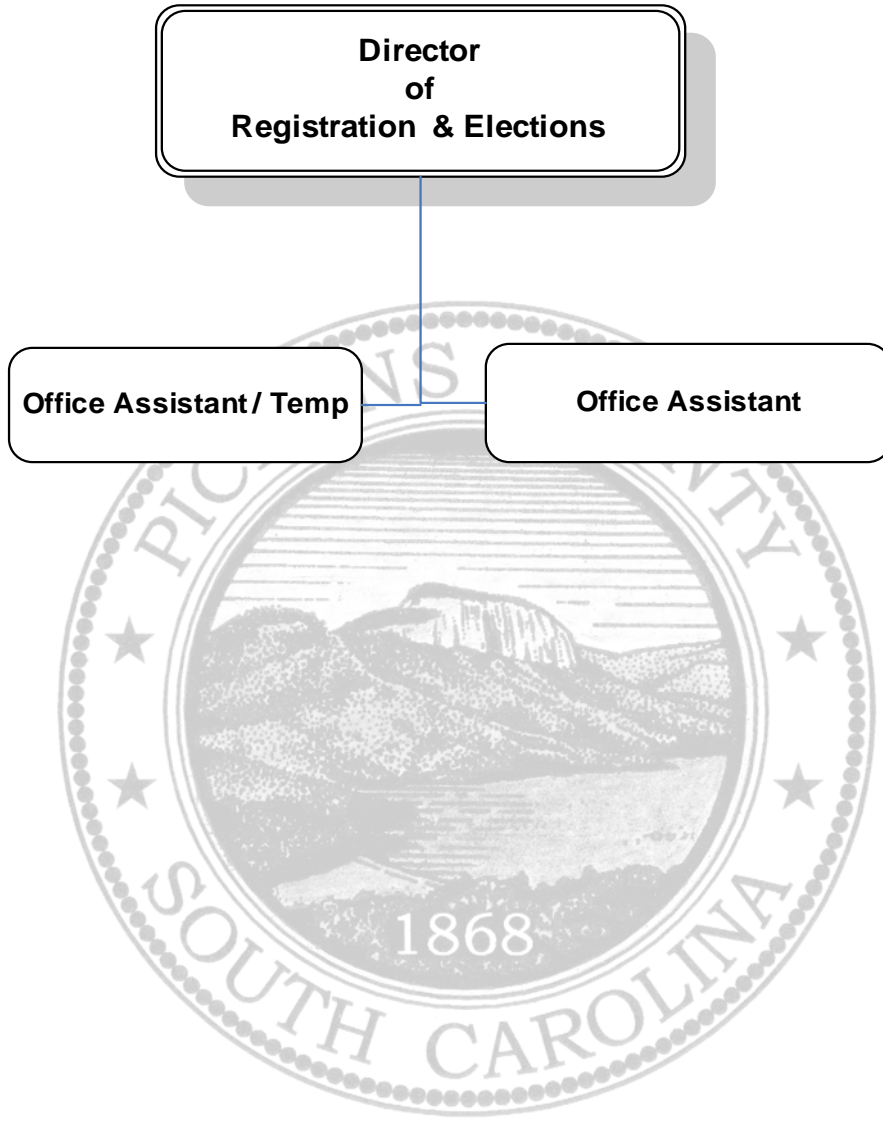
WORKLOAD INDICATOR

	CY 2004 ACTUAL	CY 2005 ACTUAL	CY 2006 ACTUAL	CY 2007 ACTUAL
Registered Voters	55,238	58,936	60,580	64,946
Additions	6,953	5,124	4,227	4,375
Changes	7,872	3,458	3,775	2,781
Voter Records scanned	6,594	24,726	5,492	35,833
Elections conducted	14	8	8	7

DEPARTMENT SUMMARY

	FY 2006 ACTUAL	FY 2007 BUDGET	FY 2008 BUDGET	FY 2009 BUDGET
Personnel Services	\$ 87,919	\$ 93,397	\$ 132,122	\$ 138,454
Supplies & Materials	14,321	17,510	12,796	15,000
Contractual Services	93,689	77,732	70,402	70,815
Other	-	-	-	-
Capital	-	-	-	-
Total	\$ 195,930	\$ 188,639	\$ 215,320	\$ 224,269
Total Positions	2	2	3	3

REGISTRATION AND ELECTIONS DEPARTMENT



BUILDING MAINTENANCE DEPARTMENT

MISSION

The mission of the Building Maintenance Department is to maintain county buildings, grounds and facilities to the highest possible level. The department also serves as the overseer of selected new construction, refurbishing and upgrades of county facilities.

GOALS

- Maintain highest level of upkeep to all county buildings
- Replace cooling tower at Administration Facility
- Landscaping around county buildings
- Rebuild the Trane chiller at Courthouse
- Repaint and carpet some county buildings

PRIOR YEAR ACCOMPLISHMENTS

- Replaced columns and repainted Pickens Library
- Landscaped and replaced valley gutters at Administration Facility
- Wired for six new compactors at Recycling stations
- Reworked Building Codes Department's counter
- Relocated beacon tower at Airport
- Replaced shingles on boat ramp bath house

BUDGET HIGHLIGHTS

There are no significant changes in the FY 2009 budget.

WORKLOAD INDICATOR

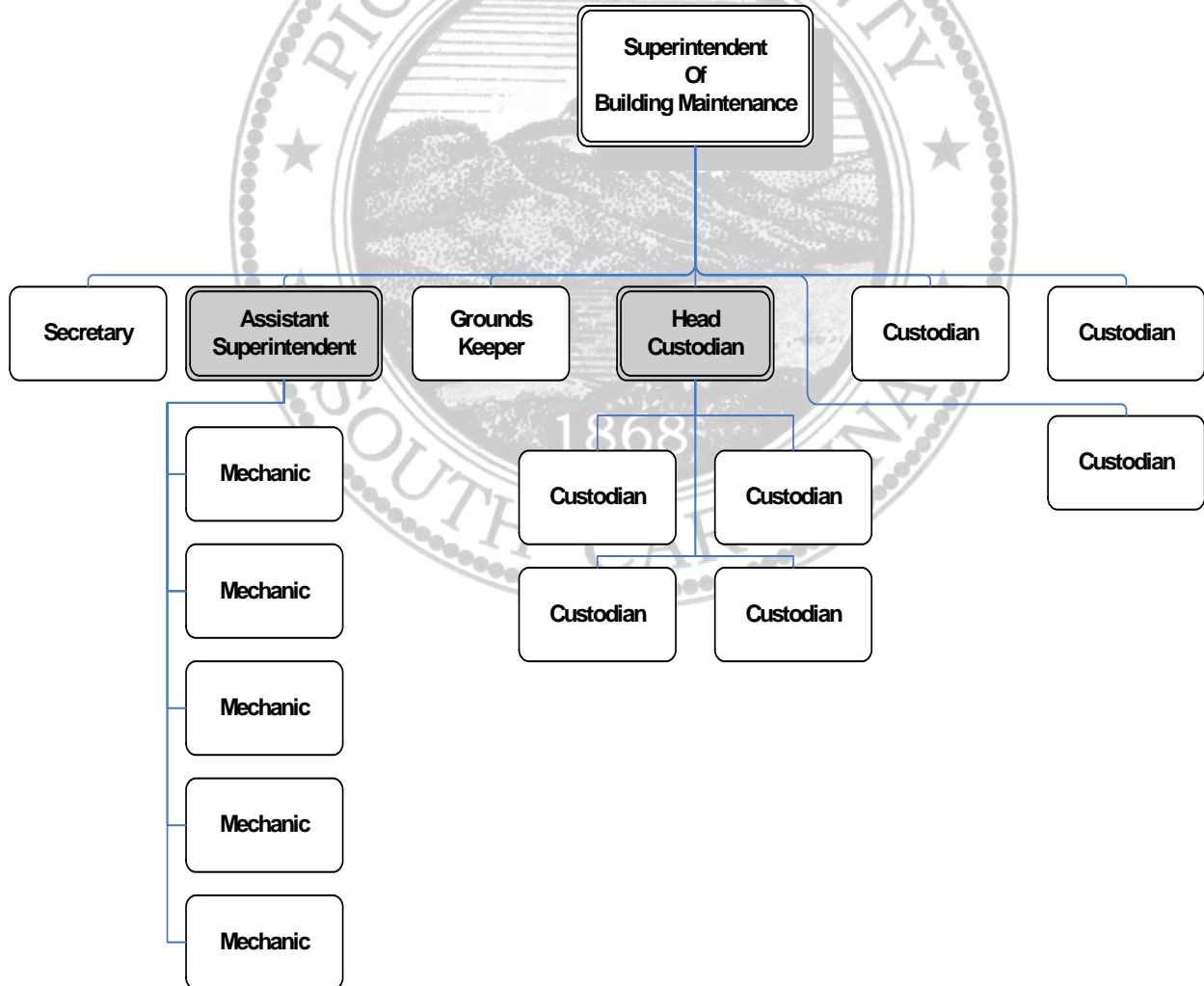
	FY 2004 ACTUAL	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ACTUAL
Work Orders	1,366	1,353	1,314	1,501
Electrical man hours	1,771	1,388	1,694	1,367
Water Item man hours	2,161	1,064	1,763	1,147
Mechanical man hours	435	822	695	753
Carpentry man hours	2,375	2,238	1,445	1,646
HVAC man hours	539	452	481	679
Grounds man hours	2,425	2,428	2,564	2,602
Pest Control man hours	60	44	69	68

PICKENS COUNTY

BUILDING MAINTENANCE DEPARTMENT

DEPARTMENT SUMMARY

	FY 2006 ACTUAL	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 BUDGET
Personnel Services	\$ 608,747	\$ 631,560	\$ 691,513	\$ 726,527
Supplies & Materials	409,739	369,484	385,118	410,718
Contractual Services	277,638	272,350	284,502	283,563
Other	-	-	-	-
Capital	-	-	64,000	31,000
Total	\$1,324,039	\$1,288,360	\$1,425,133	\$1,451,808
Total Positions	17	17	17	17



PICKENS COUNTY

VEHICLE MAINTENANCE DEPARTMENT

MISSION

The mission of the Vehicle Maintenance Department is to maintain county vehicles and equipment in good operating condition.

GOALS

- Keep vehicles and equipment, city and rural fire department vehicles in good operating condition
- Furnish county wrecker for all equipment as needed
- Keep up-to-date records on all county vehicles and equipment
- Keep parts in stock for current vehicles and equipment

PRIOR YEAR ACCOMPLISHMENTS

No accomplishments were submitted.

BUDGET HIGHLIGHTS

There are no significant changes in the FY 2009 budget.

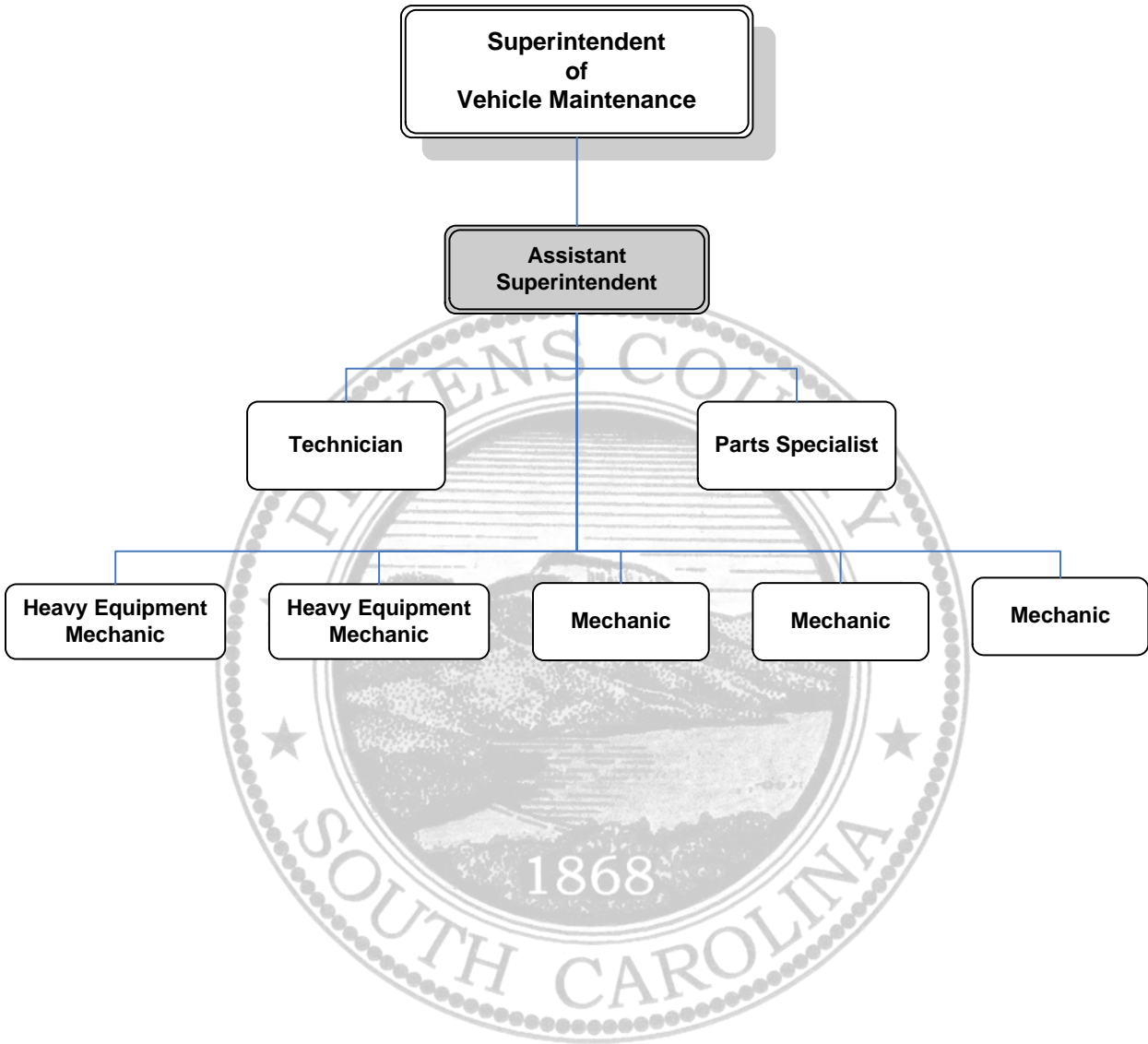
WORKLOAD INDICATOR

	FY 2004 ACTUAL	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ACTUAL
County vehicles repaired	1,768	1,764	1,849	
Other County equipment repaired	63	41	58	
City/Rural Fire Dept. vehicles repaired	41	32	45	

DEPARTMENT SUMMARY

	FY 2006 ACTUAL	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 BUDGET
Personnel Services	\$ 409,530	\$ 429,195	\$ 454,740	\$ 473,110
Supplies & Materials	27,796	25,353	29,100	30,000
Contractual Services	20,978	23,125	24,315	25,910
Other	-	-	-	-
Capital	-	-	45,948	-
Total	\$ 458,304	\$ 477,573	\$ 554,103	\$ 529,020
Total Positions	9	9	9	9

VEHICLE MAINTENANCE DEPARTMENT



INFORMATION SYSTEMS DEPARTMENT

MISSION

The mission of the Information Systems Department is for complete integration of technology and services, including hardware, software, middleware and networks; also, to better serve the county workforce and citizens.

GOALS

- Institute county-wide work order request system for resource accounting
- Implement an Intranet accessible by county employees for dissemination of information and filing of electronic forms
- Implement computerized inventory control for computer and related equipment
- Implement wireless technology where appropriate while maintaining strict security requirements for data accessibility
- Move existing Court Case Management processes onsite to a local infrastructure to allow better employee access and minimize long range costs

PRIOR YEAR ACCOMPLISHMENTS

- Implemented new document imaging system for county-wide applications and migrate existing data to new format
- Began implementing county employee computer training to assist users with changes in new computer operating systems and to give them a “Best Practice” approach to using their computers
- Began implementing county employee computer training in Microsoft Office Productivity tools which include MS Word, MS Excel and MS PowerPoint
- In conjunction with Register of Deeds office implemented new software and hardware project that will allow staff to be more efficient in day-to-day operations and reduce the amount of backlog in filings

BUDGET HIGHLIGHTS

There are no significant changes in the FY 2009 budget.

WORKLOAD INDICATOR

	FY 2004 ACTUAL	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ACTUAL
Hardware requests	1,381	1,450	1,796	1,611
Hardware request man hours	2,590	2,800	3,490	3,343
Service/Report requests	1,891	2,448	3,104	2,945
Data modifications	226	386	431	408
Software changes	151	135	188	161
Service/Software change man hours	5,030	6,436	6,802	6,698
Chargeable pages printed	231,055	120,007	134,718	140,260
Special Projects man hours	3,496	3,643	4,271	3,796
Computer viruses detected/cleaned	21,548	14,649	32,177	N/A
Spam filtered	-	314,268	957,556	11,460,000

PICKENS COUNTY

INFORMATION SYSTEMS DEPARTMENT

DEPARTMENT SUMMARY

	FY 2006 ACTUAL	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 BUDGET
Personnel Services	\$ 464,013	\$ 484,230	\$ 473,291	\$ 486,289
Supplies & Materials	177,867	169,371	264,490	226,591
Contractual Services	237,610	245,071	372,353	399,580
Other	-	-	-	-
Capital	11,048	-	18,000	31,927
Total	\$ 890,538	\$ 898,672	\$1,128,134	\$1,144,387
Total Positions	8	8	7	7

