

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

- Continue maintenance of the Pickens County digital database with special emphasis on the cadastral data, building footprints and E-911 data for CAD system
- Improve employee and public access to the county's digital data
- Continue to expand data layers available in digital database

PRIOR YEAR ACCOMPLISHMENTS

- In conjunction with the E911 Department, a digital mapping product was created that can be installed on county PCs and laptops. Example: The EMS laptops are now capable of viewing road data layers in a mobile environment for routing.
- Added aerial photography data layers to Assessors Mapware software for reassessment
- Provided 4' contours to consultant for new FEMA flood study county
- Created flood impoundment lakes from 4' contour data for Planning and Building Codes
- Produced numerous hydrology related maps and reports in relation to Hurricane Frances
- GIS and Assessor website continues to be an efficient tool to the public and county employees
- CAD system continues to use GIS on a daily basis
- Delinquent Tax continues to use parcel maps with digital orthophotos to allow perspective owners to view the property available for bid
- GIS Mapping works with each municipality to constantly review and update municipal boundaries for tax purposes
- Continue to maintain the property splits and merges in GIS and CAMA on a daily basis
- Assisted in various Industrial Park projects with Economic Development
- Continue to work with fire districts to collect new fire hydrant locations to display in the fire district maps

BUDGET HIGHLIGHTS

There are no significant changes in the FY 2006 budget.

PICKENS COUNTY

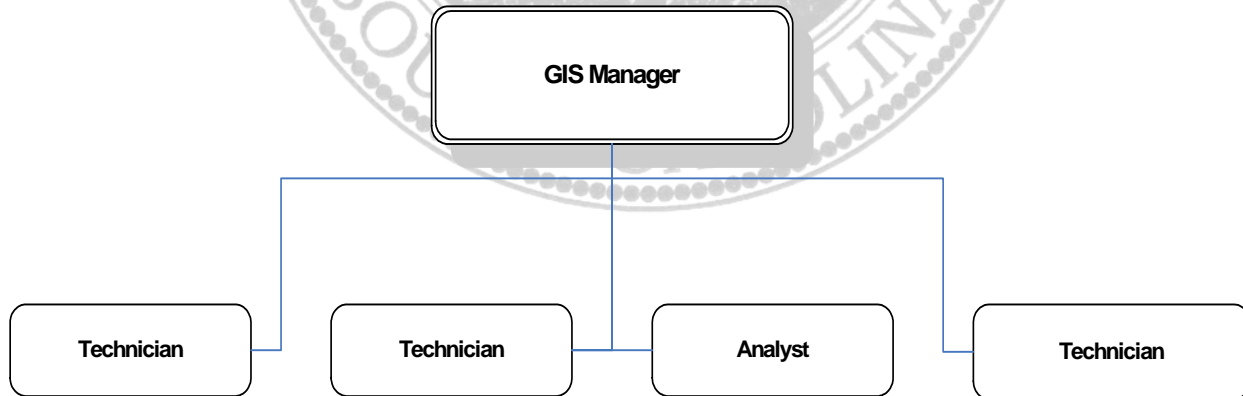
GIS MAPPING DEPARTMENT

WORKLOAD INDICATOR

	FY 2003 ACTUAL	FY 2004 ACTUAL	FY 2004 PROJECTED	FY 2005 PROJECTED
Customer Service Phone Calls	1,250	1,751	1,250	2,300
Customer Service Counter & Misc. Dept. Assistance	1,415	1,923	1,430	2,500
Parcel Activity	1,375	1,889	1,275	3,900
Subdivisions	52	30	50	45
Specialty Mapping/Data Projects	153	348	275	450

DEPARTMENT SUMMARY

	FY 2004 ACTUAL	FY 2004 BUDGET	FY 2005 BUDGET	FY 2006 BUDGET
Personnel Services	\$ 179,189	\$ 188,029	\$ 199,233	\$ 214,263
Supplies & Materials	19,278	17,449	20,902	45,742
Contractual Services	30,215	25,480	51,504	34,166
Other	-	-	-	-
Capital	70,750	-	-	-
Total	\$ 299,432	\$ 230,958	\$ 271,639	\$ 294,171
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 and to continue updating the elements of the Plan
- To implement and streamline procedures set forth in Development Standards Ordinance and to complete a review and update of the Ordinance with the Planning Commission and County Council
- To develop and begin implementing a Long Range Plan by Planning District for adoption by the Planning Commission and County Council
- To continue to assist county departments, agencies and citizens on planning related projects
- To develop a Tourism Plan for Pickens County
- To develop and adopt the GPATS Transportation Improvement Program (TIP) and GPATS 20-Year Long Range Transportation Plan as well as the comparable plans for the Rural Study Area

PRIOR YEAR ACCOMPLISHMENTS

- Adoption of an Automobile Towing and Recovery Yard Ordinance developed by a citizen task force and the Planning Commission
- Achieved a Community Rating System (CRS) Class 7 ranking by the Insurance Services Office, Inc. as part of Pickens County’s Flood Damage Protection and Prevention Program; thereby, lowering the cost of flood insurance for Pickens County homeowners
- Completed and adopted the updates of the Population, Community Facilities, and Land Use Elements of the Pickens County Comprehensive Plan
- Finalized the incorporation of the Greenville/Pickens Area Transportation Study (GPATS MPO) for urban area transportation planning and developed the transportation model for the GPATS Study Area and Rural Transportation Study Area

BUDGET HIGHLIGHTS

There are no significant changes in the FY 2006 budget.

WORKLOAD INDICATOR

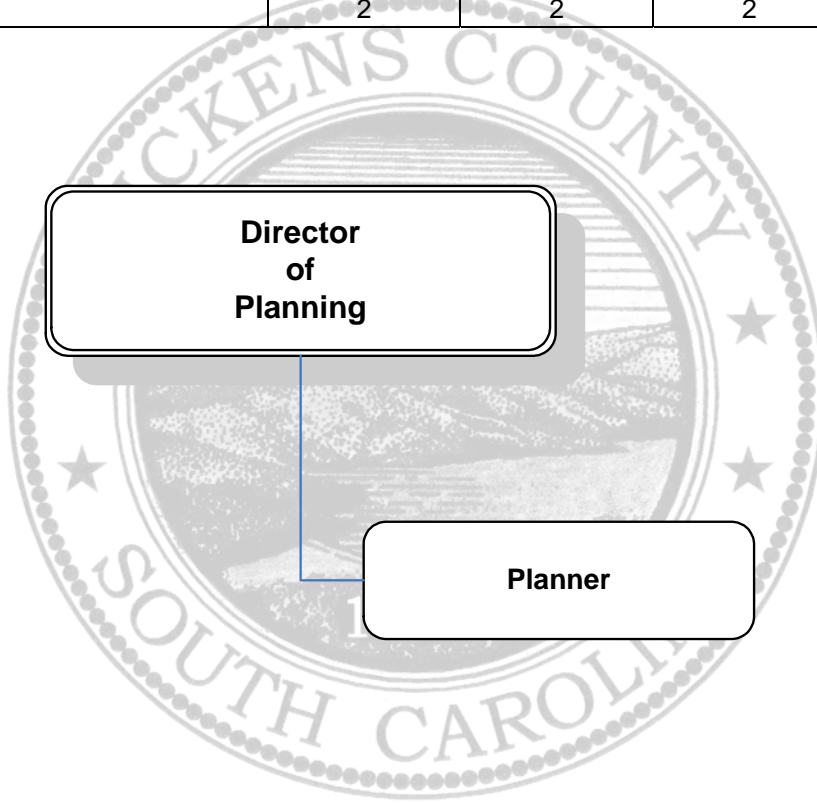
	FY 2003 ACTUAL	FY 2004 ACTUAL	FY 2004 PROJECTED	FY 2005 PROJECTED
Plan Review Fees	\$ 8,194	\$ 7,970	\$7,000	\$7,200
Performance Bonds	\$322,000	\$94,000	\$300,000	\$200,000
Mobile Home Lots Finaled/Subdivisions	0	4	50	50
Single-Family Lots Finaled/Subdivisions	227	356	300	320

PICKENS COUNTY

PLANNING DEPARTMENT

DEPARTMENT SUMMARY

	FY 2004 ACTUAL	FY 2004 BUDGET	FY 2005 BUDGET	FY 2006 BUDGET
Personnel Services	\$ 113,975	\$ 112,520	\$ 118,961	\$ 126,106
Supplies & Materials	8,578	11,168	11,087	7,170
Contractual Services	10,102	14,258	42,226	38,950
Other	-	-	-	-
Capital	-	-	-	-
Total	\$ 132,655	\$ 137,946	\$ 172,274	\$ 174,864
Total Positions	2	2	2	2



REGISTRATIONS AND ELECTIONS DEPARTMENT

MISSION

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

GOALS

- Conduct elections—Veteran’s Affairs Advisory Election (May 2005), Municipal Elections (Central, Easley, Liberty, Norris, Pickens, Six Mile)
- Continuation of the implementation of Help America Vote Act of 2003 (HAVA)
- Complete scanning all voter records for electronic record retention
- Training on new statewide voting system (software and hardware)

PRIOR YEAR ACCOMPLISHMENTS

- Director served as President of SCARE (SC Association of Registrations & Elections) – Jan 2003 – Jan 2005
- Director served on first RFP evaluation team for the selection of new statewide voting system
- Director was appointed to serve on U. S. Election Assistance Commission Standards Board
- Director appointed to serve on SC Association of Counties Legislative Steering Committee—county government/intergovernmental relations
- Registration Clerk was named Employee of the Year by peers in other offices
- Registration Clerk scanned 6,594 records (Jan-Dec 2004)
- Department was one of fifteen counties to successfully implement new voting system (iVotroic) in 89 days prior to 2004 General Election
- Department conducted the 2004 General Election with a 73% voter turnout (largest since 1992)
- Department had an average of 215% increase in absentee ballots voted in 2004 General Election (statewide)

BUDGET HIGHLIGHTS

There are no significant changes in the FY 2006 budget.

WORKLOAD INDICATOR

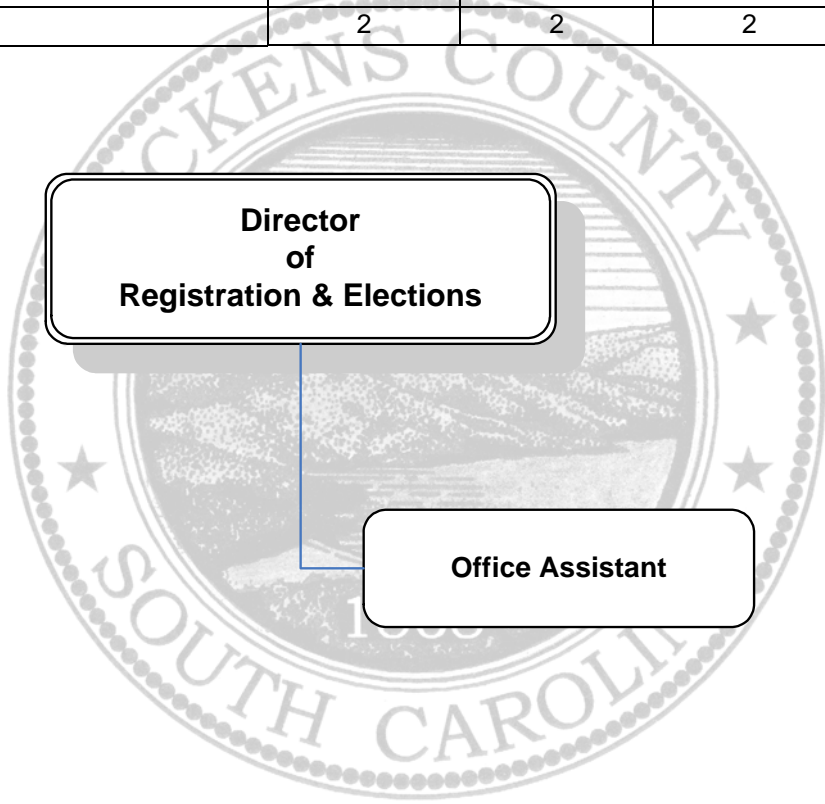
	CY 2003 ACTUAL	CY 2004 ACTUAL	CY 2004 PROJECTED	CY 2005 PROJECTED
Registered Voters	52,847	55,238	-	-
Additions	2,973	6,953	4,000	3,000
Changes	2,201	7,872	10,000	2,500
Voter Records scanned	32,511	6,594	20,000	35,000
Elections conducted	12	14	11	12

PICKENS COUNTY

REGISTRATIONS AND ELECTIONS DEPARTMENT

DEPARTMENT SUMMARY

	FY 2004 ACTUAL	FY 2004 BUDGET	FY 2005 BUDGET	FY 2006 BUDGET
Personnel Services	\$ 90,113	\$ 87,486	\$ 99,886	\$ 89,833
Supplies & Materials	26,984	47,240	29,105	21,330
Contractual Services	73,310	58,531	58,767	51,385
Other	-	-	-	-
Capital	-	-	-	-
Total	\$ 190,407	\$ 193,257	\$ 187,758	\$ 162,548
Total Positions	2	2	2	2



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

- Repaint outside of the Courthouse Building
- Seal the roof on E.P.A. and Vehicle Maintenance Building
- Work more on safety with employees
- Build a decontamination shower & bath for E.P.A. at the Prison
- Work on improving maintenance on all county buildings

PRIOR YEAR ACCOMPLISHMENTS

- Replaced roof on the rest of the L.E.C. Building
- Built new release building at Prison
- Replaced HVAC at Vehicle Maintenance
- Built new communication building at Glassy Mt.
- Built new dog pound for Animal Control

BUDGET HIGHLIGHTS

Funds were appropriated to replace a 1992 Ford F-350 truck which had over 170,000 miles.

WORKLOAD INDICATOR

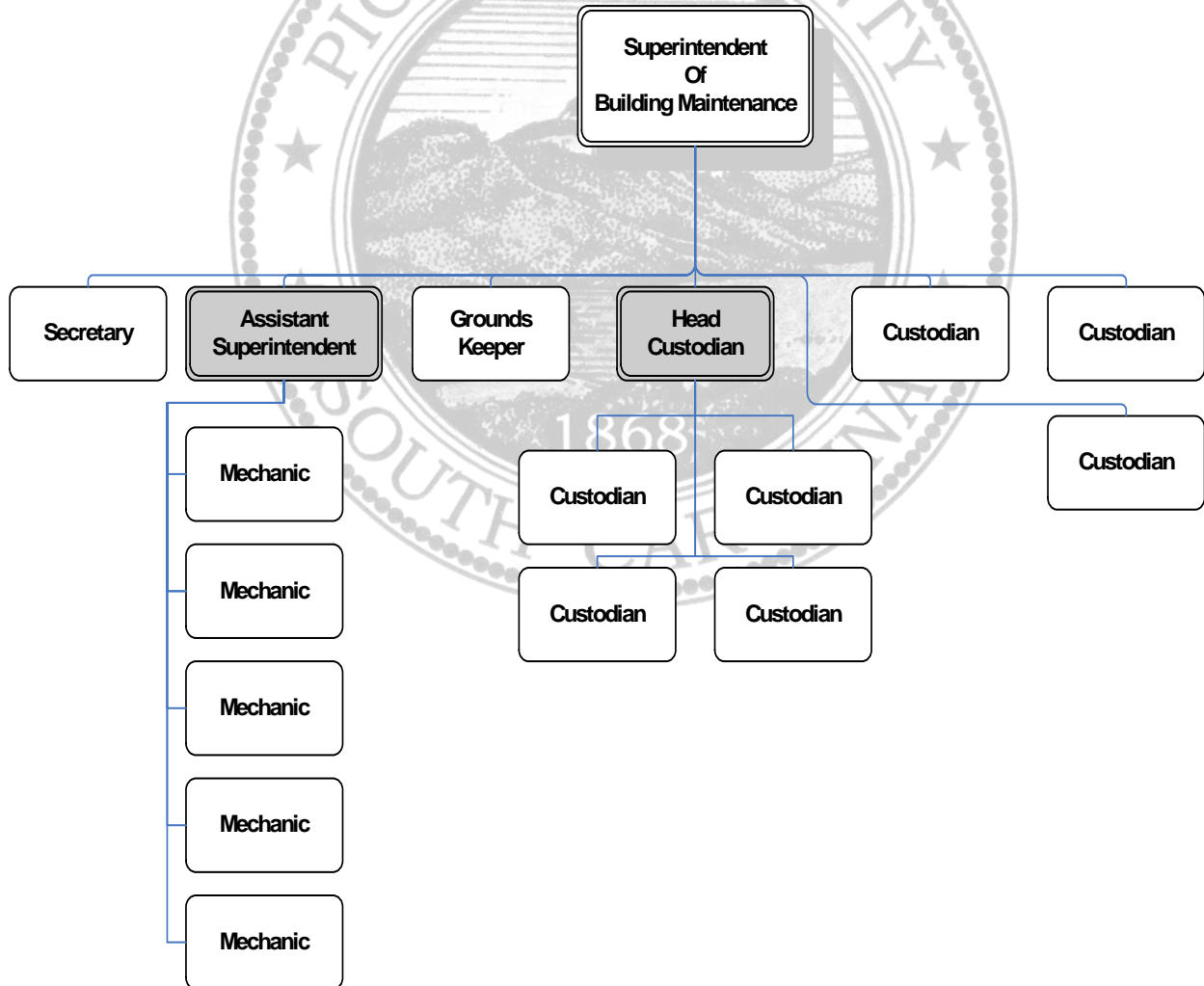
	FY 2003 ACTUAL	FY 2004 ACTUAL	FY 2004 PROJECTED	FY 2005 PROJECTED
Work Orders	1,285	1,366	1,385	1,425
Electrical man hours	1,368	1,771	1,500	1,400
Water Item man hours	949	2,161	1,129	1,100
Mechanical man hours	576	435	600	700
Carpentry man hours	2,248	2,375	2,500	2,300
HVAC man hours	342	539	400	450
Grounds man hours	2,884	2,425	3,000	3,500
Pest Control man hours	37	60	40	45

PICKENS COUNTY

BUILDING MAINTENANCE DEPARTMENT

DEPARTMENT SUMMARY

	FY 2004 ACTUAL	FY 2004 BUDGET	FY 2005 BUDGET	FY 2006 BUDGET
Personnel Services	\$ 503,416	\$ 526,612	\$ 579,090	\$ 603,326
Supplies & Materials	208,499	204,089	377,675	426,715
Contractual Services	227,081	245,241	248,344	255,383
Other	-	-	-	-
Capital	7,381	-	-	31,000
Total	\$ 946,377	\$ 975,942	\$1,205,109	\$1,316,424
Total Positions	16	16	17	17



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
- Keep all city and rural fire department vehicles in good operating condition

PRIOR YEAR ACCOMPLISHMENTS

- Vehicles and equipment were kept in good operating condition at lowest possible expense
- Up-to-date records on all vehicles and equipment for FY 2004-2005
- Got roll up door on southwest corner of shop installed

BUDGET HIGHLIGHTS

There are no significant changes in the FY 2006 budget.

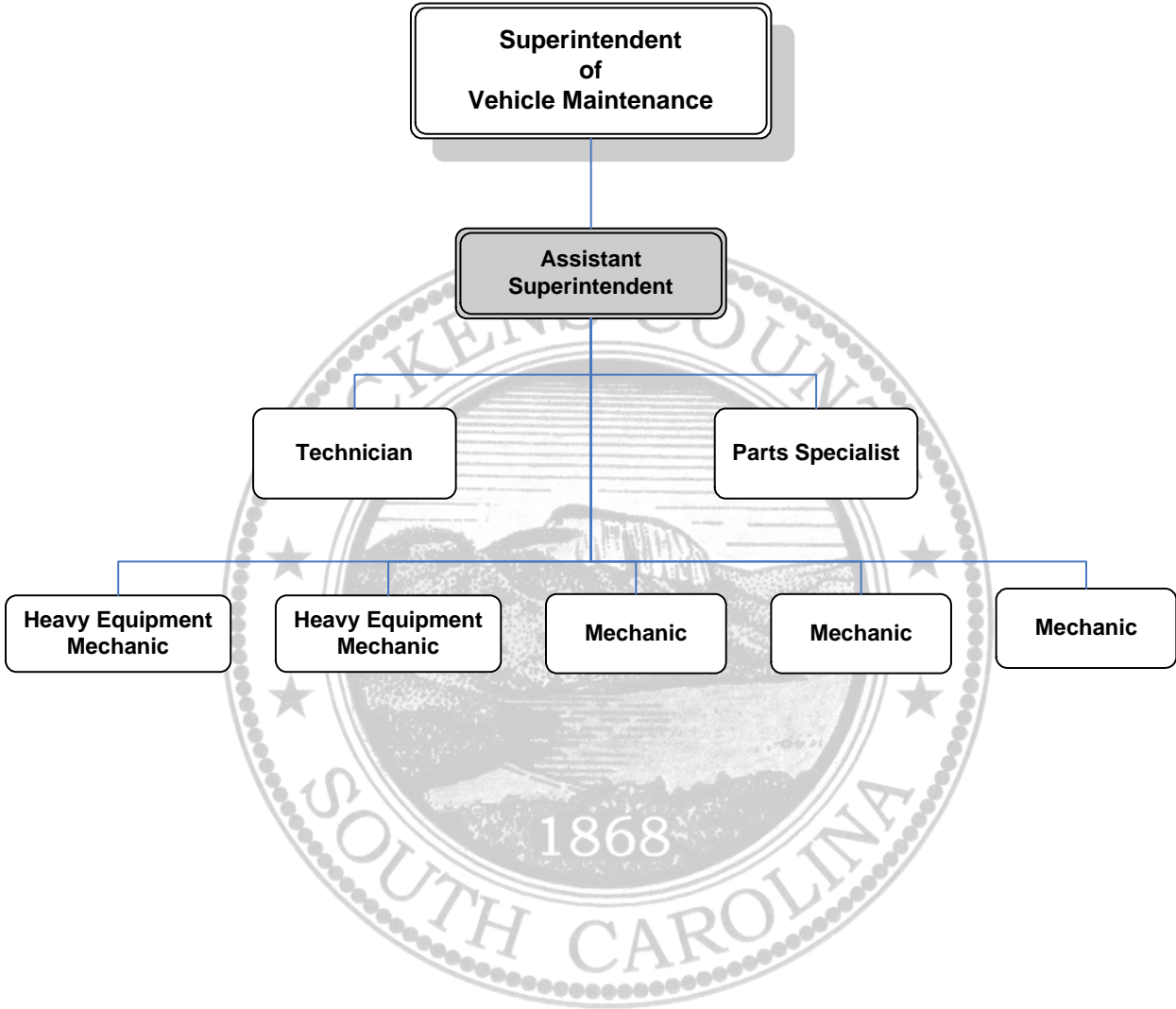
WORKLOAD INDICATOR

	FY 2003 ACTUAL	FY 2004 ACTUAL	FY 2004 PROJECTED	FY 2005 PROJECTED
County vehicles repaired	1,504	1,768	1,600	1,650
Other County equipment repaired	48	63	50	50
City/Rural Fire Dept. vehicles repaired	39	41	40	40

DEPARTMENT SUMMARY

	FY 2004 ACTUAL	FY 2004 BUDGET	FY 2005 BUDGET	FY 2006 BUDGET
Personnel Services	\$ 383,200	\$ 385,645	\$ 399,713	\$ 430,965
Supplies & Materials	21,052	20,843	23,900	26,000
Contractual Services	17,017	13,842	19,945	21,584
Other	-	-	-	-
Capital	8,014	-	-	-
Total	\$ 429,283	\$ 420,330	\$ 443,558	\$ 478,549
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

- Court Case Management and Records Management system integration. This will provide integration between the Court System and the Law Enforcement Systems.
- Institute County-wide work order request system for resource accounting.
- Create an intranet accessible by county employees for dissemination of information and filing of electronic forms.
- Expand web services to allow dissemination of documents to the public sector (i.e., planning and zoning).
- Phase one of Integrating imaging into new Case Management Software for Court System consisting of determining documents to image and how imaging will take place and create a pilot project for integration.
- Installation of messaging system for Emergency Operations Center in conjunction with Duke Power officials.
- Expand Network Storage solutions into network topology for Pickens County.
- Implement computerized inventory control for computer and related equipment.
- Implement email services for outlying EMS stations.
- Investigate Instant Messaging for County offices.
- Implement remote email services such as Blackberry devices and Enterprise server.

PRIOR YEAR ACCOMPLISHMENTS

- Completed installation of all computers and cabling infrastructure for the new Easley Library.
- Installed and setup DHCP “Dynamite Host Control Protocol” services for use with county computers.
- Completed data conversion of magistrate records into new Court Case Management System.
- Completed data conversion of Law Enforcement data records into new RMS and JMS systems.
- Completed implementation for dissemination of Summary Court and General Sessions Court docket information via Internet to citizens.
- Implemented project plans for Network Attached Backup solution for server and user backup requirements.
- Implemented Network Attached Storage solutions for county usage.

PICKENS COUNTY

INFORMATION SYSTEMS DEPARTMENT

- Completed pilot project for upgrade of Oracle and CAMA to latest version to enable Pickens County to take advantage of latest mapping technology for Assessor.
- Completed upgrade from Windows NT domain to Windows 2000 domain with Active Directory.
- Completed upgrade to Exchange 2000 for email services.
- Implemented “DNS” Domain Name Services for county-wide computer systems.
- Increased network bandwidth for Administrative Complex to service remote sites.

BUDGET HIGHLIGHTS

There are no significant changes in the FY 2006 budget.

WORKLOAD INDICATOR

	FY 2003 ACTUAL	FY 2004 ACTUAL	FY 2004 PROJECTED	FY 2005 PROJECTED
Hardware requests	1,439	1,381	1,500	1,600
Hardware request man hours	3,060	2,590	3,150	3,300
Service/Report requests	1,803	1,891	1,900	1,900
Data modifications	77	226	70	250
Software changes	52	151	75	100
Service/Software change man hours	3,737	5,030	3,850	5,000
Chargeable pages printed	368,843	231,055	210,500	120,000
Special Projects man hours	1,790	3,496	5,450	3,500
Computer viruses detected/cleaned	1,897	21,548	6,400	23,000

DEPARTMENT SUMMARY

	FY 2004 ACTUAL	FY 2004 BUDGET	FY 2005 BUDGET	FY 2006 BUDGET
Personnel Services	\$ 405,879	\$ 413,047	\$ 440,940	\$ 463,356
Supplies & Materials	272,256	246,338	217,710	177,555
Contractual Services	194,884	218,088	250,445	248,936
Other	-	-	-	-
Capital	109,092	50,970	-	13,169
Total	\$ 982,111	\$ 928,443	\$ 909,095	\$ 903,016
Total Positions	8	8	8	8

INFORMATION SYSTEMS DEPARTMENT

