

CITY OF CHARLESTON BUDGET EXERCISE

Every year the Department of Budget, Finance, & Revenue Collections receives millions of dollars' worth of requests for funding for departments, council members and others. BFRC must work with departments, the Mayor and City Council to create a balanced budget in a way that provides for the core city services while taking all of these requests into consideration.

Attached is a budget formulation exercise. The first attachment includes the revenues that we expect to receive. This is the amount you have to work with to come up with a balanced budget. The second attachment includes the expenditures. For simplification, we have included a base line amount for current operations from all of the departments. These expenditures are automatically included in your expenditure budget. We have also included mandates from the state and federal governments and two other items at the bottom of the worksheet that have to be included in your expenditure budget.

The remaining expenditures included on the worksheet are departmental requests. These are the expenditures that you will need to prioritize.

The City is required to have a balanced budget. Therefore, revenues and expenditures have to equal.

City of Charleston		
Budget Formulation Exercise		
Revenues		Influencing Factors/Assumptions
Property Taxes	72,000,000	No millage increase
Licenses	32,000,000	No license fee increases
Sales & User Charges	450,000	Based on historical data
Fines & Forfeitures	550,000	Fines for violations (traffic & criminal)
Penalties and Costs	772,000	Penalties on delinquent taxes and business licenses - based on historical percentage of late payments
State of SC	22,400,000	Local Option Sales Tax and State Local Government Fund - LOST is based on consumer spending. City has no control over this revenue.
Franchise Taxes	15,500,000	Based on Franchise Agreements with Utilities
Transfers In	8,800,000	Majority is contributions from Tourism Revenues for Tourism Operating Expenditures incurred by General Fund
Other Enterprise Activities	6,600,000	Estimated revenues from Parking Facilities Fund and other Enterprise Fund contributions to Operating Budget
Permits & Fees	5,300,000	No fee increases - based on estimated permit activity (new construction, etc.)
Other	1,000,000	Interest income, miscellaneous income
Rents & Concessions	1,700,000	Per lease agreements for rented City-owned property, and sales on concessions at Recreation Facilities
Recreation Facilities	1,600,000	Based on historical data on number of participants in programs.
Fund Balance	989,000	Funds set aside (restricted) for specific projects
	169,661,000	

City of Charleston
Budget Formulation Exercise

		What Would You Do?	
		Y/N?	Amount?
Base Line Expenditures for Current Operations	164,000,000		164,000,000
Unfunded Government Mandates			
Mandated increase in State Retirement System Contributions	1,400,000		1,400,000
Federal Mandate - exempt vs. non-exempt	250,000		250,000
Total Mandates	1,650,000		1,650,000
Department Requests			
Personnel (including related fringe benefits)			
Customer Service Coordinator - Inspections	49,000		
Increase in Youth Programs Funding (summer jobs for youth)	35,000		
Staffing of new Fire Stations (30 new positions)	1,800,000		
New Police Officers due to growth in population (8 entry level officers)	550,000		
Deputy Director of Communications (Public Information Office)	82,000		
Community Development Coordinator (Housing and Community Dev)	60,000		
Network Engineer - Information Technology	70,000		
Help Desk Technician - Information Technology	48,000		
Traffic Safety Inspector	81,000		
Assistant Signal Systems Manager	86,000		
Assistant Fire Marshal	77,000		
Additional personnel hours to extend Rec Center operating hours	260,000		
Transcriptionist - Clerk of Council	48,000		
2 Tourism Enforcement Officers	107,000		
1 Safety Inspector	64,500		
Total Personnel Requests	3,417,500		
Operating			
Executive Department:			
Travel & Training	7,000		
Operating expenses for West Ashley Farmers' Market	215,000		
Information Technology			
Training costs for city employees & IT staff	30,000		
New software for citizens to pay for services online, submit plans and work order requests	1,300,000		
Planning, Preservation & Sustainability			
Planning Studies (Ex: West Ashley Master Plan & Short Term Rental Study)	500,000		
Traffic & Transportation			
Pedestrian Signals for unsignalized crossings and intersections	100,000		
Decorative poles and fixtures	165,000		
Traffic Signal Retiming Study	505,000		
Fire Department			
Replacement of SCBA compressor	52,000		
Uniforms and PPE for 30 new firefighters	285,000		
Retrofit SCBA to extend useful lives	189,500		
Parks			
Maintenance of Parks and Facilities - additional funding	750,000		
Waterfront Park Sod Replacement	94,500		
Waterfront Park Live Oak pruning	14,500		
Hampton Park Asphalt Trail renovation	100,000		
Recreation			
James Island Rec Center - 4 new scoreboards	36,000		
Public Service			
Increase in number of Pick-up points (houses) for environmental services	150,000		
Police			
Uniforms, communications, weapons for 8 new officers	64,000		
Replace current radios that will be obsolete in 2 years	1,600,000		
Berkeley County calls - CDC 911 Dispatch charges	21,000		
Annual Increase in Rental space per leases	50,000		
City-Wide			
Street Lights Electricity	200,000		200,000
Municipal Election in 2017	110,000		110,000
Total Operating Requests	6,538,500		
Total - All Requests	11,606,000		
Total expenditures (Baseline Budget plus All Requests)	175,606,000		
Available Revenue	(169,661,000)		(169,661,000)
(surplus) deficit	5,945,000		