

FY 2020 - 2021

APPROVED BUDGET

**GENERAL AGENCY OPERATING FUND
CAPITAL IMPROVEMENT PROJECTS FUND
DEBT SERVICE FUND
CHARLESTON COUNTY PARKS FOUNDATION FUND**



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Charleston County Park & Recreation Commission

Fiscal Year 2020-2021 Budget

General Agency Operating Fund Capital Improvement Projects Fund Debt Service Fund Charleston County Parks Foundation Fund

Commissioners



Teddy Manos, Chair



Collin Bruner, Vice-Chair



Eduardo Curry, Secretary-
Treasurer



Mattese Lecque



Dale Aren



Brad Taggart



Lisa S. King

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Introduction

Mission, Vision and Core Values Statements

Mission and Vision Statements and Core Values



Mission:

The Charleston County Park & Recreation Commission will improve the quality of life in Charleston County by offering a diverse system of park facilities, programs and services.

Vision:

To be distinguished as a nationally accredited and financially sustainable park and recreation agency through our commitment to preserving our natural, historical and cultural resources, offering a clean, safe, and exceptional visitor experience that is accessible to all.

Core Values:

The Commission is committed to a set of Core Values. This effort ensures that we leave some blue up above and some green on the ground. Adopting these important values also ensures a thriving park system for our children and grandchildren. The values are:

Community Enrichment— Enriching lives through education and programs;

Fun— Delivering fun to customers;

Leadership— Providing professional staff development;

Exceptional Customer Service— Always focusing on you;

Quality— Striving for quality throughout the park system;

Safety— Ensuring safe and secure environments;

Health and Wellness— Providing and promoting healthy lifestyle opportunities;

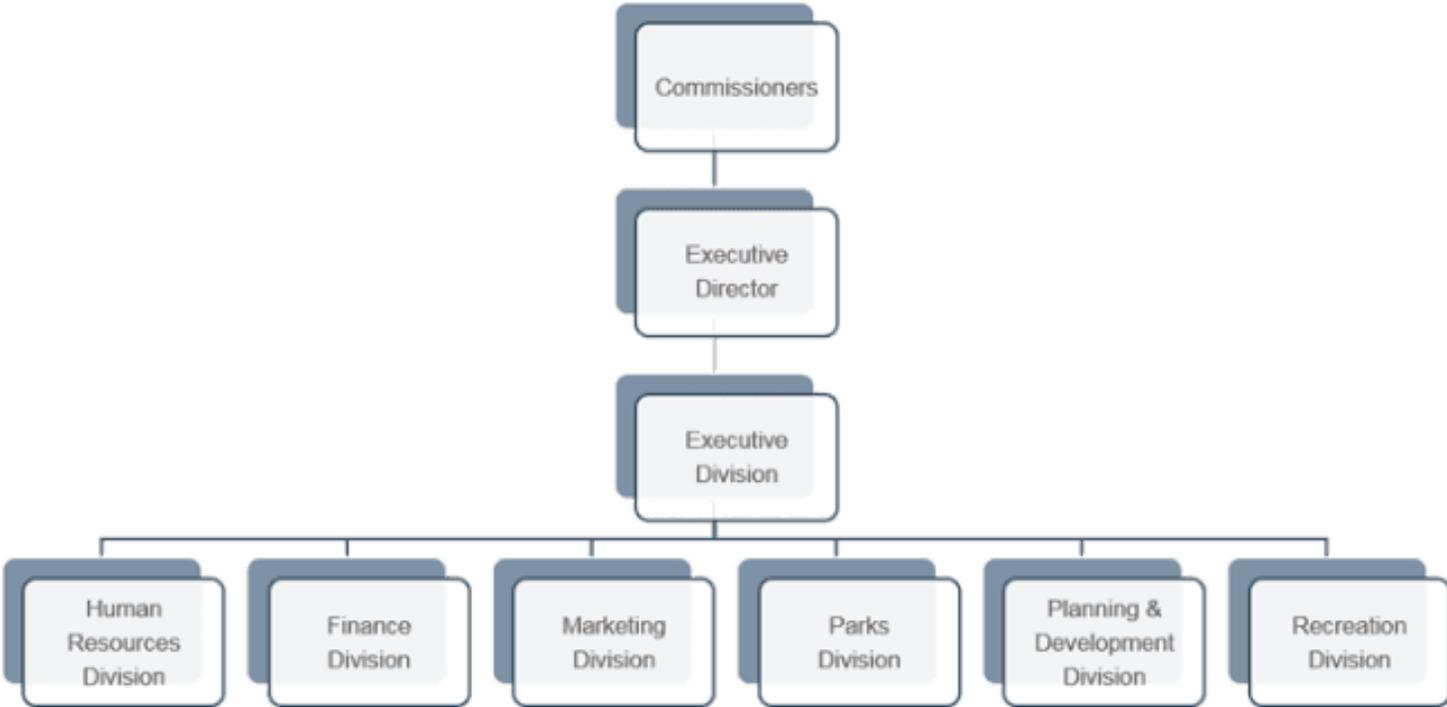
Accessibility— Providing accessibility through affordable options and a variety of offerings;

Diversity— Fostering a diverse population of vendors, employees and customers;

Stewardship— Preserving and conserving cultural, natural and historical resources; and

Building a Legacy— Maintaining a vision for the future while sustaining a healthy park system

Organizational Chart



Position Summary Schedule

Support	FY 2020 Positions	Proposed Changes FY 2021	FY 2021 Positions
Executive Director	1		1
Associate Executive Director	1		1
Chief Financial Officer	1		1
Chief Operating Officer	1		1
Chief Administrative Officer	1		1
Executive Administration	2		2
Marketing	16		16
Financial Services	9		9
Human Resources	5	+1	6
Information Technology	5		5
Capital Projects & Planning	8		8
Safety	3	-1	2
Total Support Services	53	0	53

Park & Recreation Services			
Parks	101		101
Recreation	29		29
Total Park & Rec Services	130	0	130

Total Full-Time Positions	183	0	183
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The Safety Compliance Manager was moved from the Safety department to the Human Resources department.

Budget Information

Budget Letter
Budget Process
Budget Summary



Budget Letter

To: Members of Charleston County Park and Recreation Commission
Members of Charleston County Council
Citizens of Charleston County

We are pleased to submit to you the Fiscal Year 2020-2021 Budget. This year's budget has a focus on sustainable growth. It also reflects the guiding principles of our Agency's Mission and Vision statements, with an emphasis on safety and accessibility for all while maintaining an exceptional customer experience.

Features of this new budget include the beginning phases of the replacement of the iconic Folly Beach Fishing Pier, developing Old Towne County Park in West Ashley, completing major improvements at the Sol Legare Boat Landing and replacing the James Island Fishing Dock.

In accordance with our Vision to provide a safe environment with access to all, we will begin to implement an approved American with Disability Act (ADA) Transition plan derived from our ADA consultant's facilities audit. This includes incorporating accessibility into all future capital projects, updating existing facilities to meet standard compliance and introducing a new training program for all Agency staff.

The Commission's Fiscal Year 2020-2021 budget includes a substantial increase in funding to be provided by the agency's not-for-profit, the Charleston County Parks Foundation. This funding is critical in supporting our outreach programs to the rural areas and the underserved communities at no additional expense to the County taxpayer.

The five-year, \$45 million Capital Improvement Plan continues to be implemented by the Commission. This plan contains a balanced mix of both new and improved facilities countywide. Throughout the construction phases, there will be periods that require self-funding from Agency reserves for both capital and operational needs, along with future bond capital funding. With the net contribution to the Capital Fund balance from the General Fund of over \$1 million in 2020, we are continuing sustainable growth.

While the costs of health insurance, state retirement and general cost of living continue to increase, along with an increased cost of bringing new facilities and services online, the Agency has managed to capitalize on efficiencies gained from the employment of new operating technologies together with sustained control in human capital management. This budget reflects no additional full-time positions, and no increase in operating or debt service millage.

As we enter into Fiscal Year 2020-2021, we look forward to realizing our Mission and Vision by growing our Agency and providing incredible facilities and programs to the community we serve, while working within a sustainable budget.

Respectfully submitted,

A handwritten signature in black ink that reads "David Bennett". The signature is written in a cursive, flowing style.

Budget Process

Purpose and Authority

The Charleston County Park & Recreation Commission creates annual budgets for the General Agency Fund, the Debt Service Fund, the Capital Improvement Projects Fund, and the agency's Non-Profit Foundation Fund. It follows the modified-accrual basis of accounting.

The only debt limits the Commission has is for the Debt Service Fund. This is limited to 8% of the assessed value of the Charleston County tax base. The spending authority is granted by approval of the Commission's Board of Commissioners for all budgeted funds and then by Charleston County Council by way of County Ordinance for the General Agency and Debt Service Fund. It can be amended by majority vote by the same authorities.

Budget Process

The budget process is designed to produce a document that is an operational guide representing the Commission's efforts to financially manage its operations as well as guide its allocation of resources for the next operating year. In order to achieve this objective, the budget process focuses on department budgeting by line-item budgeting.

The process begins with the input into our Munis Budget module of departmental revenues and expenditures. Budget review meetings are started in late October/early November and run through the middle of December. In January, a review meeting is held with senior management to review the current budgeted position and direction is then provided to staff for any changes that needs to be made or reviewed.

Once all revisions and reviews are complete, the budget document is prepared and sent to the Commissioners in March for approval. Once approved, the budget packet is sent to the Charleston County Budget Office for review and ordinance preparation.

The Executive Director presents the budget to the Charleston County Finance Committee prior to the first budget ordinance reading. If amendments are required, changes are made and the budget packet is redistributed. The Commission's budget goes through three budget ordinance readings at scheduled Charleston County Council meetings. The second budget ordinance hearing also invites the public to make formal comments for or against the ordinance.

The third budget ordinance hearing is for final ordinance approval. Once the budget is approved, the Charleston County Budget Office provides the Commission its ordinance number. The approved budget is distributed to senior management, individual budgets are printed for managers and the final budget book, with ordinance number, is published to the Commission's website. The new budget takes effect July 1st.

Budget Summary

	General Agency	Capital Projects	Debt Service	CCP Foundation
Projected Fund Balance July 1, 2020	19,715,306	142,954	13,976,675	176,743
Taxes	17,640,000	-	7,140,000	-
Miscellaneous	358,355	-	-	12,500
Fees & Charges	16,750,681	-	-	159,500
Bond Proceeds	-	20,600,000	-	-
Total Revenue	34,749,036	20,600,000	7,140,000	172,000
Personnel	23,653,938	-	-	-
Operating	9,309,545	-	-	53,665
Capital	623,500	10,397,330	-	-
Bond Payments	-	-	5,446,801	-
Total Expenses	33,586,983	10,397,330	5,446,801	53,665
Contribution to Fund Balance	1,162,053	10,202,670	1,693,199	118,335
Transfers from Other Funds	119,000	2,000,000	-	-
Transfers to Other Funds	2,000,000	-	-	119,000
Projected Fund Balance June 30, 2021	18,996,359	12,345,624	15,669,874	176,078

Revenue Summary

The Commission recognizes revenue in four major categories and transfers:

- 1) Tax millage is received from the Charleston County Treasurer’s office at the current rate of 4.3 mills in the General Agency Fund and 1.8 mills in the Debt Service Fund. Millage is the tax rate applied to SC real estate and personal property which is expressed in “mills,” or “millage rate,” which is a unit of monetary value that is always equal to one-tenth of one penny, or one-thousandth of one dollar. Therefore, a tax rate of 150 mills is equal to \$.150, or 15 cents, tax per one dollar of assessed value. The amount of revenue which a mill brings into a governmental body, however, changes based on the value of all assessed property in the taxing area;
- 2) Miscellaneous Revenue includes categories such as grants, donations, reimbursements, sale of assets and interest earned.
- 3) Fees and Charges are made up of all revenues collected for agency programs and services. This category includes revenues such as Campground and Cottages, Waterparks, Holiday Festival of Lights, Resale and Concessions, Sponsorships, Programming put on by the Parks and Recreation Divisions as well as revenue earned by the Marketing Division.
- 4) Bond Proceeds are received from issued General Obligation Bonds and fund major capital projects over \$35,000.
- 5) Transfers from other funds includes funding from the General Agency Fund to the Capital Improvement Projects Fund to self-fund Capital Projects, and from the Agency’s Foundation Fund to the General Agency Fund to fund activities in the Recreation Division.

Expenditures Summary

The Commission also budgets for specific categories of expenditures and transfers. The expenditure budgets take into consideration the importance of sustainability with the goal of maintaining adequate funding reserves to self-fund short-term needs to free up debt capacity:

- 1) Personnel expenditures include employee-related costs such as: salaries, wages, benefits, training and uniforms.
- 2) Operating expenditures include costs that are not personnel-related such as: office supplies, maintenance and repairs, contract services, equipment rentals, office lease rentals, small equipment, custodial supplies, costs associated with events and programs, storage fees and facilities as well as utilities;
- 3) Capital expenditures include all capitalized expenses following the Commission’s Capitalization Policy.
- 4) Bond and Lease expenditures are payments made to pay back the principal, interest and fees of borrowed municipal dollars.
- 5) Transfers to other funds is the amounts distributed to another fund to finance activities or other obligations.

General Agency Operating Fund

FY 2020-2021 General Agency Overview
Combined Support, Park and Recreation Services

General Agency Overview

The General Agency Fund is the main operating fund for the Charleston County Park & Recreation Commission; it houses all operating departments and locations within the agency as well as 183 full time staff members. It is broken into three major divisions: Support Services, Park Services and Recreation Services. The Commission recognizes that contributing to fund balance should always be the objective for future sustainability as it brings on new operations within the agency.

Account Title	18-19 ACTUAL	19-20 APPROVED BUDGET	20-21 PROPOSED BUDGET
Ad Valorem Taxes	16,666,940	16,264,490	17,540,731
Delinquent Taxes	511,364	510,510	510,510
Intergovernmental	88,759	88,759	88,759
TIF Refunds	(464,340)	(407,030)	(500,000)
Miscellaneous	556,551	224,090	234,930
Campground & Cottages	2,215,982	2,239,880	2,371,638
Gate Admissions	3,688,324	3,666,235	3,786,973
Grant Revenue/Donations	4,091	3,285	4,725
Holiday Festival of Lights	1,932,061	1,999,240	2,048,820
Operations Programming	-	-	-
Recreation Programming	1,592,864	1,876,850	1,879,648
Rentals	2,296,546	2,318,795	2,116,772
Resale & Concessions	2,143,420	1,918,417	2,013,457
Sale of Fixed Assets/Used Items	68,889	85,125	88,225
Sponsorships	292,768	293,400	321,930
Water Feature	4,107,090	3,850,085	4,261,164
Cost of Resale	(2,114,155)	(1,930,115)	(2,019,246)
Total Revenue	33,587,157	33,002,016	34,749,036
Personnel Services	20,828,834	22,500,696	23,653,938
Operating Expenses	8,180,862	9,335,007	9,309,545
Capital Equipment	509,508	593,900	623,500
Total Expenses	29,519,204	32,429,603	33,586,983
Transfers from Other Funds	292,356	112,500	119,000
Transfers to Other Funds	3,176,208	1,304,000	2,000,000
Contribution to Fund Balance	1,184,101	(619,087)	(718,947)

Major 2021 Budget Impacts

- No increase in operating Mills.
- Total budgeted revenues for the General Agency Fund is \$34,749,036, which is a 5% increase over the FY 2019-2020 budget, due mainly to an increase in property taxes as Charleston County continues to grow, and a moderate increase in the agency budgeted charges and fees.
- There is a budgeted reduction of approximately \$100,000 in Revenue from the Folly Beach Fishing Pier due to construction upon the commencement of the pier replacement project in 2020.
- Admission revenues are budgeted \$400,000 higher due mainly to an increase in attendance at the 3 Water Parks and a steady projected increase in overall attendance at the individual Day Parks.
- FY 2020-2021 will see a full year of programming and operations at the new West County Aquatics Center in the town of Hollywood, the new Stono River County Park on Johns Island, the new Dunes House at Folly Beach County Park, and the new Dog Park at Wannamaker County Park in North Charleston.
- The budget includes a 2% cost of living increase for all salaried staff and a full year of the implemented Compensation and Reclassification Study. Wages will see an increase of .25 cents per hour for all part time staff.
- The budget includes an increase in salaries of \$21,902 to adjust 4 employees' compensation who were negatively affected by compression due to the implementation of the Archer Compensation and Classification Study.
- The budget includes an employer increase of 1% in the SC Retirement System, a 12% increase in Health insurance premiums and a 14% reduction in Workers Compensation premiums due to an overall reduction in claims over the past 3 years.
- The budget includes an increase of \$1,000,000 in transfers from the General Fund to the Capital Improvement Fund to provide funding for non-bond related large maintenance Capital Projects.

Combined Support, Park and Recreation Services

The General Agency Fund is divided into three major divisions: Support Services, Park Services and Recreation Services. The above schedule categorizes the total revenue and expenditures on the previous page into these three divisions for a different view of how the revenues and expenditures are allocated.

Account Title	18-19 ACTUAL	19-20 APPROVED BUDGET	20-21 PROPOSED BUDGET
Support Services	17,256,351	16,797,419	17,998,355
Park Services	14,811,006	14,435,347	14,939,862
Recreation Services	1,519,801	1,769,250	1,810,819
Total Revenue	33,587,158	33,002,016	34,749,036
Support Services	8,555,777	9,832,683	9,524,526
Park Services	16,739,562	18,015,664	18,995,772
Recreation Services	4,223,866	4,581,256	5,066,685
Total Expenses	29,519,205	32,429,603	33,586,983
Transfers from Other Funds	292,356	112,500	119,000
Transfers to Other Funds	3,176,208	1,304,000	2,000,000
Contribution to Fund Balance	1,184,101	(619,087)	(718,947)

Support Services Overview

Account Title	18-19	19-20	20-21
	ACTUAL	APPROVED BUDGET	PROPOSED BUDGET
Administration Millage	16,802,723	16,456,729	17,640,000
Administration	368,169	246,000	261,000
Marketing	44,530	42,000	42,000
Safety	40,929	52,690	55,355
Total Revenue	17,256,351	16,797,419	17,998,355
Administration	1,148,106	1,588,693	1,073,760
Call Center	532,172	571,430	599,901
Planning & Development	988,370	1,080,898	1,127,387
Executive	1,439,630	1,390,118	1,614,305
Financial Services	824,858	894,907	934,938
Human Resources	619,643	708,825	840,831
Information Technology	1,642,700	2,043,193	1,666,391
Marketing	978,431	1,105,618	1,224,623
Safety	381,867	449,001	442,391
Total Expenses	8,555,777	9,832,683	9,524,526
Transfers from Other Funds	292,356	17,500	50,000
Transfers to Other Funds	3,176,208	1,304,000	2,000,000
Contribution to Fund Balance	5,816,722	5,678,236	6,523,829

The Support Services Division houses all activities that support Park and Recreation Services. This division receives revenue mainly from millage, the sale of fixed assets, bank interest, and sponsorships that are not directly related to any program, park or event.

Park Services Overview

Account Title	18-19	19-20	20-21
	ACTUAL	APPROVED BUDGET	PROPOSED BUDGET
Administration	95,487	67,550	800
Caw Caw Interpretive Center	42,868	51,390	52,497
Cooper River Marina	1,024,757	938,304	828,677
Folly Beach County Park	465,953	482,220	551,464
Folly Beach Fishing Pier	1,302,583	959,133	892,232
Hollywood Rec Complex	3,240	9,400	11,550
Isle of Palms County Park	836,603	836,170	894,859
James Island County Park	5,558,112	5,525,500	5,873,114
Johns Island County Park	106,711	145,915	92,660
Kiawah Beachwalker Park	322,666	375,710	342,663
Laurel Hill Plantation	5,973	7,695	8,192
Mount Pleasant Palmetto Islands County Park	717,757	708,160	739,993
Mount Pleasant Pier	307,443	323,515	351,338
North Charleston Wannamaker County Park	3,401,152	3,253,290	3,612,806
Old Towne Creek County Park	13,200	5,000	-
SK8 Charleston	80,763	126,655	118,072
Stono River County Park	-	2,430	2,430
The Lake House at Bulow	122,642	155,070	152,460
The McLeod Plantation	403,096	462,240	414,055
Total Revenue	14,811,006	14,435,347	14,939,862
Administration	1,231,517	1,372,763	1,208,171
Caw Caw Interpretive Center	287,434	318,567	344,274
Cooper River Marina	514,292	577,030	593,130
Folly Beach County Park	419,961	451,981	417,728
Folly Beach Fishing Pier	1,162,738	1,041,768	1,169,426
Hollywood Rec Complex	74,073	147,493	179,717
Isle of Palms County Park	652,786	734,082	713,954
James Island County Park	4,582,416	4,936,967	5,266,938
Johns Island County Park	441,111	481,830	495,893
Kiawah Beachwalker Park	280,502	367,431	375,573
Laurel Hill Plantation	19,443	52,491	25,270
Mount Pleasant Palmetto Islands County Park	1,137,276	1,289,433	1,348,943
Mount Pleasant Pier	470,410	491,401	527,159
North Charleston Wannamaker County Park	2,954,436	3,219,682	3,400,238
Old Towne Creek County Park	56,915	46,058	46,224
SK8 Charleston	258,700	275,396	269,279
Stono River County Park	235	28,595	39,328
The Lake House at Bulow	155,801	145,382	142,298
The McLeod Plantation	294,196	309,341	321,136
Undeveloped Properties & HQ Maintenance	1,745,319	1,727,973	2,111,094
Total Expenses	16,739,562	18,015,664	18,995,772
Transfers from Other Funds	-	57,500	-
Contribution to Fund Balance	(1,928,555)	(3,522,817)	(4,055,910)

The Park Services Division houses direct maintenance and operating revenues and expenditures for all agency-wide developed and undeveloped park locations. This division receives operations fee-based revenue per each location such as waterpark fees, shelter rentals, campground and cottages rentals, food and resale, vending, beach equipment rentals, dockage rentals, Gold and Splash Pass sales, sponsorships related to the day park operations, Federal and State grants, insurance reimbursements, photo shoots and lease income.

Operating expenses are directly related to the maintenance and operations of the parks. These expenses do include the direct marketing costs associated with the individual park locations. This division is also responsible for the project maintenance and repairs of the individual park locations. These projects, also known as the Facility Repair and Renovation Program (FRRP), are all non-cyclical projects costing less than \$35,000. Any project which will expend more than \$35,000 becomes a Capital Improvement Project and is tracked separately by a special project code within the General Ledger.

Recreation Services Overview

Account Title	18-19	19-20	20-21
	ACTUAL	APPROVED BUDGET	PROPOSED BUDGET
Accessibility	4,923	5,935	5,750
Community Recreation	208,398	202,450	221,000
Interpretive	128,238	142,500	131,800
Outdoor	635,511	779,495	821,020
Special Events	368,612	416,050	400,604
Runs, Races & Fitness	174,119	222,820	230,645
Total Revenue	1,519,801	1,769,250	1,810,819
Administration	578,639	642,161	715,781
Accessibility	26,142	31,798	42,513
Community Recreation	1,023,885	1,044,331	1,187,282
Interpretive	657,339	769,984	821,110
Outdoor	1,113,659	1,232,399	1,382,748
Special Events	481,291	514,621	543,970
Runs, Races & Fitness	342,910	345,962	373,281
Total Expenses	4,223,866	4,581,256	5,066,685
Transfers from Other Funds	-	37,500	69,000
Contribution to Fund Balance	(2,704,065)	(2,774,506)	(3,186,866)

The Recreation Services Division houses all Recreation related revenues and expenses. This division receives fee-based revenue from programs, sponsorships related to specific programs and events, festivals, races, food and resale within the events, and races as well as camps. It is responsible for the development of new and exciting programs to ensure the enhancement of the quality of life in Charleston County

Operating expenses include expenditures and direct marketing costs directly related to any recreational program or event such as annual safety inspections, vendor fees, miscellaneous small equipment items, canoes, kayaks, paddles, consumables, camp supplies, port-o-let rentals, workshop supplies, program supplies, performer fees, equipment rentals, event permits and security guard expenses.

Capital Improvement Projects Fund

Overview

Capital Improvement Projects Breakdown

FY 2020-2021 Capital Improvement Projects Fund Overview

Account Title	18-19 ACTUAL	19-20 APPROVED BUDGET	20-21 PROPOSED BUDGET
Bond Proceeds	-	-	20,000,000
Grants/Donations	-	600,000	600,000
Miscellaneous	719	-	-
Total Revenue	719	600,000	20,600,000
2015 Bond Expenses	-	-	-
2017 Bond Expenses	11,272,965	13,710,529	8,785,002
Self-Fund/Other Source Expenses	1,691,339	1,346,526	1,612,328
Total Expenses	12,964,304	15,057,055	10,397,330
Transfers from Other Funds	3,176,208	1,000,000	2,000,000
Transfers to Other Funds	268,450	-	-
Contribution to Fund Balance	(10,055,827)	(13,457,055)	12,202,670

The Capital Improvement Project Fund houses major construction projects, renovations and repairs that exceed \$35,000 as well as all land acquisitions. All projects costing less than \$35,000 are recorded in the General Agency Fund.

Projects are identified and then reviewed by the Capital Improvement Project (CIP) Committee which is a standing committee of cross-divisional representatives who meet to review and make recommendations about Commission-wide CIP programs and prioritization. The Committee objectively prioritizes and evaluates new projects against previously identified needs or projects. This process helps compare costs, benefits and merits of individual projects in order to make the best use of available funding resources.

The 2017 bond expenses are those directly related to the projects scheduled on the CIP Five Year Plan and are listed on the next page. Self-Fund/Other Source Expenses are those projects not identified on the CIP Plan, projects which previously received grant/donation funds or monies for unforeseen projects that may arise. \$2,000,000 is projected to be transferred in from the General Agency Fund to fund unforeseen and/or unfunded CIP projects.

Projects not completed at the end of the fiscal year are rolled over into the following year's budget.

Capital Improvement Projects Breakdown

2017 Bond Projects	Estimated Project Amount
Folly Beach Fishing Pier – Replace Timber Pile Pier	\$5,500,000
Old Towne – Master Plan, Design and Construct	\$2,023,636
Cooper River County Park	\$864,555
Small Capital Projects – Facility Repairs and Renovations (\$35,000-\$500,000)	\$1,612,328
Contingency	\$396,811
Total Expenditures	\$10,397,330

Debt Service Fund

Overview and Detail

FY 2020-2021 Debt Service Overview

Account Title	18-19 ACTUAL	19-20 APPROVED BUDGET	20-21 PROPOSED BUDGET
Millage	6,981,543	6,813,550	7,103,550
Delinquent Taxes	211,752	207,450	207,450
TIF Refunds	(194,375)	(171,000)	(171,000)
Total Revenue	6,998,920	6,850,000	7,140,000
Bond Principal	4,045,000	4,265,000	4,375,000
Bond Interest	1,281,850	1,185,000	1,068,516
Bond Fees	768	810	785
Miscellaneous Charges	2,500	2,500	2,500
Total Expenditures	5,330,118	5,453,310	5,446,801
Transfers from Other Funds	-	-	-
Contribution to Fund Balance	1,668,802	1,396,690	1,693,199

The Debt Service Operating Fund receives revenue from millage collected from the Charleston County Treasurer's Office at a rate of 1.8 mills.

The Commission's principal and interest payments on General Obligation Bonds are determined by the specific document that governs each bond issuance. Interest is paid semi-annually while principal is usually once per year. Principal and interest for the Commission's debt is appropriated in the fiscal year in which it becomes due and payable.

The Commission has historically kept its debt in shorter maturities with a more rapid amortization than traditionally used for governmental borrowings. This has resulted in lower borrowing costs and a lower overall cost to the taxpayer. Bonded debt is issued for essential long-term capital projects.

The following are current bond issuances:

- \$30,000,000 was approved by County Council during Fiscal Year 2011 to reimburse the Commission for land purchases not covered by the one-half cent sales tax, continued capital repairs for existing parks and to start master plans/building on new properties. These bonds will be paid off in 2021.
- \$2,835,000 was issued during Fiscal Year 2016. This was a refinancing of the Series 2006-A bonds and resulted in a significant savings to the Commission; these bonds will be paid off in 2021.
- \$45,000,000 was approved by County Council during Fiscal year 2017 for large capital repair projects as well as capital expansion projects at new and existing facilities. These issuances are as follows:
 - \$25,000,000 was issued during FY 2018 to fund the Capital Improvement Program. These bonds will be paid off in 2033.
 - Management anticipates issuing the remaining \$20,000,000 in Fiscal year 2021. Additional debt may be issued from time to time to cover other more specific needs.

Charleston County Parks Foundation Fund

FY 2020-2021 CCP Foundation Overview and Detail

FY 2020-2021 Charleston County Parks Foundation Overview

Account Title	18-19 ACTUAL	19-20 APPROVED BUDGET	20-21 PROPOSED BUDGET
Resale	457	400	400
Donations	43,990	64,500	86,600
Fundraising	7,947	64,000	72,500
Facility Rentals	-	-	-
Miscellaneous Income	12,307	11,000	12,500
Grant Revenue	10,000	10,000	-
Total Revenue	74,700	149,900	172,000
Personnel	-	-	-
Operating	32,450	37,735	53,665
Capital	-	-	-
Total Expenditures	32,450	37,735	53,665
Transfers from Other Funds	-	304,000	-
Transfers to Other Funds	18,414	112,500	119,000
Change in Fund Balance	23,836	303,665	(665)

The Foundation is the nonprofit partner of the Charleston County Park & Recreation Commission. It was created in 1990 to generate funding for the continued growth and development of the county park system and support leisure opportunities for residents.

The Foundation's vision is to identify, develop and sustain projects and programs that actively encourage people to experience the Charleston County Park & Recreation Commission's facilities, programs and services for the benefit of living a healthier and safer lifestyle.

Revenues include fundraising events, donations made to specific programs and investment income.

Supplemental Information

Charleston County Budget Submissions
Charleston County Budget Ordinance

Charleston County Budget Submission

Unit of Government: Charleston County Park & Recreation Commission
 Fund Name: General Agency
 Proposed Fiscal Year: Fiscal Year 2020-2021

Preparer: Tommy Hale
 Phone: 843.762.8076
 Fax: 843.762.2683
 E-Mail: thale@ccprc.com

	PRIOR YEAR'S ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	PERCENT CHANGE*
Positions/Full-time equivalents	183	183	183	0%
BEGINNING BALANCE:	19,150,292	20,334,393	19,715,306	-3%
REVENUES:				
Ad Valorem Taxes (Current)	16,666,940	16,264,490	17,540,731	8%
Delinquent Taxes	511,364	510,510	510,510	0%
Intergovernmental	88,759	88,759	88,759	0%
TIF Refunds	(464,340)	(407,030)	(500,000)	23%
Miscellaneous	556,551	224,090	234,930	5%
Campground & Cottages	2,215,982	2,239,880	2,371,638	6%
Gate Admissions	3,688,324	3,666,235	3,786,973	3%
Grant Revenue/Donations	4,091	3,285	4,725	44%
Holiday Festival of Lights	1,932,061	1,999,240	2,048,820	2%
Recreation Programming	1,592,864	1,876,850	1,879,648	0%
Rentals	2,296,546	2,318,795	2,116,772	-9%
Resale & Concessions	2,143,420	1,918,417	2,013,457	5%
Sale of Fixed Assets/Used Items	68,889	85,125	88,225	4%
Sponsorships	292,768	293,400	321,930	10%
Water Feature	4,107,090	3,850,085	4,261,164	11%
Cost of Resale	(2,114,155)	(1,930,115)	(2,019,246)	5%
TOTAL ALL REVENUES	33,587,157	33,002,016	34,749,036	5%
TRANSFERS IN:	292,356	112,500	119,000	0%
TOTAL FUNDS AVAILABLE	33,879,513	33,114,516	34,868,036	5%
EXPENDITURES:				
Personnel Services	20,828,834	22,500,696	23,653,938	5%
Operating Expenses	8,180,862	9,335,007	9,309,545	0%
Capital Equipment	509,508	593,900	623,500	5%
TOTAL EXPENDITURES	29,519,204	32,429,603	33,586,983	4%
TRANSFERS OUT:	3,176,208	1,304,000	2,000,000	53%
TOTAL DISBURSEMENTS	32,695,412	33,733,603	35,586,983	5%
Value of a mill	3,896,674	3,803,081	4,099,881	8%
Millage required	4.30	4.30	4.30	0%
TAN requested for FY2021			3,000,000	

REVENUE CHANGES GREATER THAN 10%:

TIF Refunds are anticipated to increase by 23% due to possible new TIF Projects in FY 2020-2021.

Grants and Donations are anticipated to increase by 44% due to a new Halo Grant to be received in FY 2020-2021.

Sponsorship revenue is anticipated to increase by 10%, due to an increase in sponsorship related to the Holiday Festival of Lights, Reggae, The Latin American Festival and other various Commission events.

Water Feature revenue is anticipated to increase by 11% due to increased gate fees related to the opening of new water features at Splash Zone and Whirlin' Waters as well as a projected increase in resale at both locations.

TRANSFERS IN/OUT CHANGES GREATER THAN 10%:

\$2,000,000 (an increase of 53%) is projected to be transferred to the Capital Improvement Projects Fund to finance major repair projects that are accounted for in the CIP fund as opposed to being accounted for in the General Agency fund.

	PRIOR YEAR'S ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	PERCENT CHANGE*
Positions/Full-time equivalents	-	-	-	0%
BEGINNING BALANCE:	<u>23,655,836</u>	<u>13,600,009</u>	<u>142,954</u>	<u>-99%</u>
REVENUES:				
Bond Proceeds	-	-	20,000,000	> 10%
Grants/Donations	-	600,000	600,000	0%
Miscellaneous	719	-	-	0%
TOTAL ALL REVENUES	<u>719</u>	<u>600,000</u>	<u>20,600,000</u>	<u>3333%</u>
TRANSFERS IN:	<u>3,176,208</u>	<u>1,000,000</u>	<u>2,000,000</u>	<u>100%</u>
TOTAL FUNDS AVAILABLE	<u><u>3,176,927</u></u>	<u><u>1,600,000</u></u>	<u><u>22,600,000</u></u>	<u><u>1313%</u></u>
EXPENDITURES:				
2017 Bond Expenses	11,272,965	13,710,529	8,785,002	-36%
Self-Fund/Other Source Expenses	1,691,339	1,346,526	1,612,328	20%
TOTAL EXPENDITURES	<u>12,964,304</u>	<u>15,057,055</u>	<u>10,397,330</u>	<u>-31%</u>
TRANSFERS OUT:	<u>268,450</u>	<u>-</u>	<u>-</u>	<u>0%</u>
TOTAL DISBURSEMENTS	<u>13,232,754</u>	<u>15,057,055</u>	<u>10,397,330</u>	<u>-31%</u>

BEGINNING BALANCE CHANGES GREATER THAN 10%:

The beginning fund balance is projected to decrease by 99% due to the amount of project costs budgeted for in FY 2019-2020.

REVENUE CHANGES GREATER THAN 10%:

Bond Proceeds are projected to increase by greater than 10% due to the issuance of \$20,000,000 worth of General Obligation Bonds in the beginning of FY 2020-2021.

Total revenues are projected to increase by 3,333% due the \$20 million worth of bonds being issued in FY 2020-2021.

TRANSFERS IN/OUT CHANGES GREATER THAN 10%:

\$2,000,000 (an increase of 100%) is projected to be transferred to the Capital Improvement Projects Fund to finance major repair projects that are accounted for in the CIP fund as opposed to being accounted for in the General Agency fund.

EXPENDITURE CHANGES GREATER THAN 10%:

2017 Bond Capital Project expenditures are anticipated to decrease by 36% as the result of a reduction in the number of Bond projects expected to be completed in FY 2020-2021.

Self-Funded Capital Project expenditures are anticipated to increase by 20% as the result of a timing difference in the number of Self-Funded projects expected to be completed in FY 2020-2021.

	PRIOR YEAR'S ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	PERCENT CHANGE*
Positions/Full-time equivalents	-	-	-	0%
BEGINNING BALANCE:	<u>10,911,183</u>	<u>12,579,985</u>	<u>13,976,675</u>	<u>11%</u>
REVENUES:				
Ad Valorem Taxes	<u>6,981,543</u>	<u>6,813,550</u>	<u>7,103,550</u>	<u>4%</u>
Delinquent Taxes	<u>211,752</u>	<u>207,450</u>	<u>207,450</u>	<u>0%</u>
TIF Refunds	<u>(194,375)</u>	<u>(171,000)</u>	<u>(171,000)</u>	<u>0%</u>
TOTAL ALL REVENUES	<u>6,998,920</u>	<u>6,850,000</u>	<u>7,140,000</u>	<u>4%</u>
TRANSFERS IN:	-	-	-	0%
TOTAL FUNDS AVAILABLE	<u>6,998,920</u>	<u>6,850,000</u>	<u>7,140,000</u>	<u>4%</u>
EXPENDITURES:				
Bond Principal	<u>4,045,000</u>	<u>4,265,000</u>	<u>4,375,000</u>	<u>3%</u>
Bond Interest	<u>1,281,850</u>	<u>1,185,000</u>	<u>1,068,516</u>	<u>-10%</u>
Lease Principal	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
Lease Interest	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
Bond Fees	<u>768</u>	<u>810</u>	<u>785</u>	<u>-3%</u>
Miscellaneous Charges	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>	<u>0%</u>
TOTAL EXPENDITURES	<u>5,330,118</u>	<u>5,453,310</u>	<u>5,446,801</u>	<u>0%</u>
TRANSFERS OUT:	-	-	-	0%
TOTAL DISBURSEMENTS	<u>5,330,118</u>	<u>5,453,310</u>	<u>5,446,801</u>	<u>0%</u>
Value of a mill	<u>3,878,635</u>	<u>3,785,306</u>	<u>3,946,417</u>	<u>4%</u>
Millage required	<u>1.80</u>	<u>1.80</u>	<u>1.80</u>	<u>0%</u>
TAN requested for FY2021			<u>-</u>	

BEGINNING BALANCE CHANGES GREATER THAN 10%:

The beginning fund balance is projected to increase by 11% due to the surplus budgeted for in FY 2019-2020.

EXPENDITURE CHANGES GREATER THAN 10%:

Bond Interest is projected to decrease 10% due to the timing of payments related to the 2011 and 2017 Bond issuances.

	PRIOR YEAR'S ACTUAL	CURRENT BUDGET	PROPOSED BUDGET	PERCENT CHANGE*
Positions/Full-time equivalents	-	-	-	0%
BEGINNING BALANCE:	(140,758)	(116,922)	176,743	-251%
REVENUES:				
Resale	457	400	400	0%
Donations	43,990	64,500	86,600	34%
Fundraising	7,947	64,000	72,500	13%
Facility Rentals	-	-	-	0%
Miscellaneous Income	12,307	11,000	12,500	0%
Grant Revenue	10,000	10,000	-	0%
TOTAL ALL REVENUES	74,700	139,900	172,000	23%
TRANSFERS IN:	-	304,000	-	0%
TOTAL FUNDS AVAILABLE	74,700	443,900	172,000	-61%
EXPENDITURES:				
Personnel	-	-	-	0%
Operating	32,450	37,735	53,665	42%
Capital	-	-	-	0%
TOTAL EXPENDITURES	32,450	37,735	53,665	42%
TRANSFERS OUT:	18,414	112,500	119,000	6%
TOTAL DISBURSEMENTS	50,864	150,235	172,665	15%

BEGINNING BALANCE CHANGES GREATER THAN 10%:

The beginning fund balance is projected to increase by 251% due to the \$293,665 surplus budgeted for in FY 2019-2020.

REVENUE CHANGES GREATER THAN 10%:

Donations are projected to increase by 34% due to an increase in the visibility of The Genesis Project and notable increase in donations already received for the current FY 2019-2020.

Fundraising Revenues are projected to increase by 13% due to an increase in planned fundraising events for FY 2020-2021.

EXPENDITURE CHANGES GREATER THAN 10%:

Operating Expenditures are projected to increase by 43% due to the related costs associated with the increase in budgeted fundraising event revenues.

Charleston County Budget Ordinance

ORDINANCE NO. _____

AN ORDINANCE
APPROVING THE BUDGET AND DIRECTING
THE AUDITOR OF CHARLESTON COUNTY
TO LEVY THE NECESSARY MILLAGE AND
THE TREASURER TO COLLECT TAXES
FOR
THE CHARLESTON COUNTY PARK AND RECREATION COMMISSION
FOR FISCAL YEAR 2020-2021
AND AUTHORIZING THE ISSUANCE OF A
TAX ANTICIPATION NOTE IN THE AMOUNT OF \$3,000,000.

WHEREAS, Charleston County Council has budgetary authority over the above-named Charleston County Park and Recreation Commission, and

WHEREAS, the Charleston County Park and Recreation Commission has submitted a budget to County Council for approval,

NOW, THEREFORE, BE IT ORDAINED by the Charleston County Council, in meeting duly assembled:

Section 1.

That the findings contained in this Ordinance are approved and confirmed in all respects.

Section 2.

That the General Fund budget of the Charleston County Park and Recreation Commission in the amount of \$33,586,983 is hereby approved by Charleston County Council.

Section 3.

The Auditor of Charleston County shall levy 4.3 mills for operating expenditures and 1.8 mills for debt service for the Commission in the year 2020, and the Treasurer shall collect upon all taxable property within the boundaries of the District during the fiscal year beginning July 1, 2020, and ending June 30, 2021.

Section 4.

The \$15,946,983 difference between the \$33,586,983 in budgeted expenditures and the \$17,640,000 in budgeted ad-valorem taxes consists of other available funding sources.

Section 5.

For the purpose of paying in cash for the foregoing and all other general ordinary expenditures of the said Commission for fiscal year 2021, as authorized by this Ordinance, or by any other appropriation ordinance hereafter passed in aforesaid fiscal year, the Charleston County Treasurer is hereby authorized and directed to use such cash as may from time to time be on hand or in the process of collection, and to borrow, from time to time as may be necessary on his official note or notes, or other evidence or evidences of indebtedness in anticipation of the collection of evidences of indebtedness in anticipation of the collection of the taxes herein levied; provided that all loans made from private persons, firms, or corporations shall be made only after three (3) days' notice by advertising once in some newspaper in the County of Charleston and on the best terms possible for the Charleston County Park and Recreation

Commission a sum or sums up to \$3,000,000 for the use of the aforementioned Commission and the sum or sums so borrowed shall constitute a valid and prior claim against the said taxes herein levied and against the aforementioned Special Purpose District; provided, further, that if the net interest cost is less than eight (8%) percent, the Chairman is authorized to award the loan to the bidder or bidders offering to purchase the notes at the lowest net interest cost to the County (calculated by computing the total dollar interest cost from the date of issuance to the date of maturity and deducting there from the amount of the premium offered, if any, over and above the premium amount); and provided, further, that the said County Treasurer shall be authorized in his discretion to make any such loans from special funds or funds, including sinking funds, in his hands as County Treasurer, repayment of which shall be secured in the same manner as if made from private persons, or corporations as aforesaid.

Section 6.

By amendment to this Ordinance, Council may adjust appropriation transactions affecting fund total, other than those authorized in Section 7.

Section 7.

Should grant funds be applied for or received after the beginning of the budget year, and thereby not be stated in this Budget Ordinance, then, by passage of a Resolution authorizing the grant application and expenditures by the governing body of the Charleston County Park and Recreation Commission, the necessary Special Revenue Fund or Capital project Fund shall be created to provide a mechanism for the expenditure of these monies.

Section 8.

All monies properly encumbered as of June 30, 2020, shall be added to the Charleston County Park and Recreation Commission's budget for Fiscal Year 2021. These encumbered monies may be expended only as set forth in their encumbrance except as authorized by the Charleston County Park and Recreation Commission's governing body.

Section 9.

All monies designated by the Charleston County Park and Recreation Commission as of June 30, 2020, shall be added to the applicable organizational budget for Fiscal Year 2021. These designated monies may be expended only as set forth in their authorization by the Commission. Unencumbered appropriations shall remain in the respective funds as unrestricted reserves whose subsequent appropriation shall be determined by Ordinance.

Section 10.

The Charleston County Park and Recreation Commission shall provide to the appropriate County staff sufficient information to do a midyear budget review and shall allow the appropriate County staff to become familiar with the day-to-day operations of the Charleston County Park and Recreation Commission for the limited purpose of better understanding how the Commission functions, and so that County Council is possessed of all the facts necessary to exercise competent budgetary authority as granted by the Courts.

Section 11.

If any provision of this ordinance or its application to any circumstance is held by a court of competent jurisdiction to be invalid for any reason, this holding shall not affect other provisions or applications of this ordinance which can be given effect without the invalid provision or application, and to this end, the provisions of this ordinance are declared by Council to be severable.

Section 12.

This Ordinance shall become effective upon Third Reading.

First Reading: May 28, 2020

Second Reading: June 2, 2020

Third Reading: June 16, 2020