

DESCRIPTION OF SERVICES

To record, maintain, and report financial information that is provided efficiently, timely, accurately, and is useful to citizens, management, and departments in order to enhance decision-making.

OBJECTIVES

1. Provide financial information that customers want in the clearest manner possible.
2. Provide timely and quality information in a cost-effective manner that meets customer needs.
3. Develop/distribute all financial reports required by law, by granting agencies and for management purposes by user departments.
4. Manage disbursements in a way that treats funds with fiduciary care, while promptly and accurately disburses money to vendors.

BUDGET SUMMARY

	FY 06 Budget	FY 07 Adopted	FY 08 Adopted
Personnel	\$ 417,316	\$ 510,000	\$ 545,660
Operating	24,550	24,400	24,450
Received from JCSA, etc.	(303,801)	(336,339)	(350,332)
Total	<u>\$ 138,065</u>	<u>\$ 198,061</u>	<u>\$ 219,778</u>

PERSONNEL

Full-time Personnel	8	9	9
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PERFORMANCE MEASURES

	FY 06 Adopted	FY 07 Adopted	FY 08 Adopted
Invoices Processed	25,000	30,000	30,500
Payroll Checks Issued	27,500	24,500	24,400

BUDGET COMMENTS

The budget includes an additional Accountant position to handle the increased number of grants received. The budget also reflects a credit from Williamsburg Area Transport for accounting services provided. With this credit and in addition with the Service Authority, Regional Jail, and Regional Juvenile Detention facility, a combined total of approximately 61 percent is funded by these agencies. This Division also provides fiscal agent services to the Olde Towne Medical Center and the County's Economic Development Authority.