

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 disbursing money to vendors.

BUDGET SUMMARY

	FY07 <u>Budget</u>	FY08 <u>Plan</u>	FY08 <u>Adopted</u>
Personnel	\$510,000	\$545,660	\$514,169
Operating	24,400	24,450	24,800
Received from JCSA, etc.	<u>(336,339)</u>	<u>(350,332)</u>	<u>(343,538)</u>
Total	<u>\$198,061</u>	<u>\$219,778</u>	<u>\$195,431</u>

PERSONNEL

Full-time Personnel	9	9	9
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PERFORMANCE MEASURES

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

BUDGET COMMENTS

This budget provides for essentially level funding. This division charges for its services to the Service Authority, Regional Jail, and Regional Juvenile Detention facility for a combined total of approximately 64 percent of its funding. This Division also provides fiscal agent services to the Olde Towne Medical Center and the County's Economic Development Authority.