

**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.

**GOALS**

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 97	FY 98
	<u>Budget</u>	<u>Budget</u>
Personnel	\$ 259,579	\$ 317,649
Operating	15,384	19,784
Capital	0	4,000
Received from JCSA, etc.	(128,646)	(195,078)
Total	<u>\$ 146,317</u>	<u>\$ 146,355</u>

**WORKLOAD INDICATORS**

	FY 95	FY 96	FY 97
	<u>Actual</u>	<u>Actual</u>	<u>Projected</u>
Invoices Processed	24,618	26,622	32,000
Payroll Checks Issued	14,178	14,848	16,800

**PERSONNEL**

Full-time Personnel	7	9
Part-time Personnel	0	0

**BUDGET COMMENTS**

The FY 1998 budget provides for an increase in services provided. Two new positions are offset by fiscal agent fees paid for by the Regional Jail and Juvenile Detention facilities. The Service Authority reimbursement recognizes that about 48 percent of Accounting's effort is to provide accounting support to the Service Authority.