

## **BUDGET AND MANAGEMENT**

### **Statement of Purpose**

To plan, prepare, and monitor the County's annual operating and capital budget and conduct special research and management analysis for the County Manager and County Departments.

### **Outcomes**

1. Prepare a balanced budget for adoption by July 1, 2008, which:
  - a. Receives a satisfaction rating of at least 95% on the Manager's budget survey to be completed in July 2008 focusing on the responsiveness and the quality of analysis completed by the budget staff on departmental outcomes. This will include the budget staffs' ability to monitor and report departments' progress and commitment to outcomes and to recommend changes to improve efficiency or compliance.
  - b. Receives a satisfaction rating of at least 90% from department heads on a survey to be completed in July 2008, which measures the services the budget staff provides to departments in the areas of revenue projections, research and analysis, staff support in resolving problems of mutual concern, and support in establishing and monitoring outcomes.
  - c. Communicates County policies, provides a financial and operating plan, and is an effective communication device to our citizens, as demonstrated by receiving the 2007 Government Finance Officers Association (GFOA) Distinguished Budget Award.
2. Prepare a Revenue, Expense, and Fund Balance forecast in October 2007 that is based on the Fiscal year 2007/08 annual budget and Capital Improvement Plan (CIP) which will give the County Manager, Board of Commissioners, and Department Heads the financial information they need to set priorities and goals in planning for the future needs of the County.
3. Develop an 8-year service plan for all County Departments and an 8-year Capital Improvement Plan as per the Commissioner's goals for Fiscal Year 2007/08.

# Budget & Management

## Reinventing Department

Organization: 120150

	2005/06 Actual	2006/07 Current	2007/08 Requested	2007/08 Approved	Percent Change
<b>Revenue</b>					
Indirect Cost	\$59,712	\$80,366	\$84,177	\$84,177	5%
General Fund	149,871	145,503	148,857	148,857	2%
<b>Total</b>	<b>\$209,583</b>	<b>\$225,869</b>	<b>\$233,034</b>	<b>\$233,034</b>	<b>3%</b>
<b>Expenses</b>					
Personal Services	\$197,602	\$214,482	\$221,059	\$221,059	3%
Supplies & Operations	11,981	11,387	11,975	11,975	5%
Capital	0	0	0	0	0%
<b>Total</b>	<b>\$209,583</b>	<b>\$225,869</b>	<b>\$233,034</b>	<b>\$233,034</b>	<b>3%</b>
<b>Employees</b>					
Permanent	3.00	3.00	3.00	3.00	0%
Hourly	0.00	0.00	0.00	0.00	0%
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>0%</b>

### Fiscal Year 2005/06 Outcome Achievements

Total Outcomes	Achieved	Partially Achieved	Not Achieved	Success Rate
3	3	0	0	100%

## Budget Highlights

The Budget Office achieved all three of its outcomes in Fiscal Year 2005/06. Outcomes continue to focus on working with internal departments to develop a financially responsible budget for the County.

In an effort to improve departmental outcomes to include more results oriented and measurable performance measures, the Budget Office added an outcome for Fiscal Year 2006/07 to work with departments on outcome development outside of the normal budget season. This helped to equalize the workload of departments and the Budget Office and allowed more time to focus on improved performance measurement through individual work sessions with departments.

An outcome has been added for Fiscal Year 2007/08 to develop an 8-year service plan for all Departments and an 8-year Capital Improvement Plan (CIP) in response to one of the Commissioner Goals. Budget staff will begin working with departments on this process as soon as the Fiscal Year 2007/08 budget is adopted.