

COUNTY MANAGER'S OFFICE

Statement of Purpose

Catawba County operates under a County Manager form of government adopted by the Board of Commissioners on March 1, 1937. The County Manager is charged with the responsibility for translating the policies and programs of the Board of Commissioners into action. The Manager is also responsible for coordinating, supervising, and recommending alternative solutions to growing problems and issues. As Chief Administrator of County government, he is responsible to the Board of Commissioners for administering all departments of County government under the Board's general control and to serve as liaison officer to the public and groups within the County and between the County, State, and Federal agencies.

Outcomes

1. Oversee the implementation and achievement of the Board of Commissioners Fiscal Year 2007/08 goals.
2. Effectively direct and supervise the administration of all County offices, departments, and agencies under the authority of the Board of Commissioners.
3. Provide a program of public information on important issues. Keep citizens abreast of matters which affect their daily lives through the use of various media outlets and public information programming.
4. Respond professionally and effectively to requests from Catawba County citizens for assistance or information related to the functions of county government.
5. Provide timely information to Board of Commissioners for planning and decision-making.
6. Prepare and administer a balanced budget for Fiscal Year 2008/09.
7. Participate actively in local, State, and national organizations such as the North Carolina Association of County Commissioners, National Association of Counties, International City/County Management Association, and North Carolina City/County Management Association, and local managers groups to strengthen intergovernmental relationships and share ideas.
8. Monitor legislation proposed by the North Carolina General Assembly and, where applicable, propose legislation that would be beneficial to Catawba County.

Outcome Performance Measures: Each year, the Board of Commissioners conducts an evaluation with the County Manager that addresses their satisfaction with the performance of him and County staff. The evaluation refers to all of the outcomes listed and a satisfactory rating on that evaluation is evidence of achievement.

County Manager

Reinventing Department

Organization: 120050

	2005/06 Actual	2006/07 Current	2007/08 Requested	2007/08 Approved	Percent Change
Revenue					
Charges & Fees	\$0	\$0	\$28,000	\$28,000	0%
Miscellaneous	28,000	28,000	0	0	0%
General Fund	765,068	725,191	759,568	787,568	9%
Total	\$793,068	\$753,191	\$787,568	\$787,568	5%
Expenses					
Personal Services	\$738,134	\$710,991	\$749,818	\$749,818	5%
Supplies & Operations	54,934	42,200	37,750	37,750	-11%
Capital	0	0	0	0	0%
Total	\$793,068	\$753,191	\$787,568	\$787,568	5%
Employees					
Permanent	7.00	8.00	8.00	8.00	0%
Hourly	0.00	0.00	0.00	0.00	0%
Total	7.00	8.00	8.00	8.00	0%

Fiscal Year 2005/06 Outcome Achievements

Total Outcomes	Achieved	Partially Achieved	Not Achieved	Success Rate
8	8	0	0	100%

Budget Highlights

The emphasis of the County Manager's Office continues to be on providing customer service to our internal and external customers, the Board of Commissioners, County Departments, and to the general public. Outcomes are based upon the extent to which requests for information are responded to in a timely manner and that citizens are kept abreast of information pertinent to County government.

The County Manager's Office achieved all eight (8) outcomes in Fiscal Year 2005/06. Successes included: Implementation of three (3) Board goals relating to enhancing State and Federal relationships to increase appointments to State Boards and obtaining funding for County projects/services; implementation of the FORESIGHT recommendations to sustain and expand the County's long-term economic growth; and development of long-range land use plans and a new Unified Development Ordinance (UDO).

Providing a program of public information regarding issues pertinent to the formulation of sound public policy and matters that affect their daily lives resulting in 198 news releases. The County Manager's Office is on track to achieve all eight outcomes for Fiscal Year 2006/07. Outcomes for Fiscal Year 2007/08 will continue to maintain a focus on providing excellent customer service and fiscally sound public policy, administration, and programs to the citizens of Catawba County.