

BUDGET

GENERAL FUND

GENERAL GOVERNMENT

Mission: The Budget Department provides fiscal services for the County of Charleston in order to maintain the County's fiscal integrity and accountability and to support effective decision-making.

DEPARTMENTAL SUMMARY:	FY 2001 <u>Actual</u>	FY 2002 <u>Actual</u>	FY 2003 <u>Adjusted</u>	FY 2004 <u>Approved</u>	Dollar <u>Change</u>	Percent <u>Change</u>
Positions/FTE	6.00	6.00	6.00	6.00	0.00	0.0
Personnel	\$ 376,588	\$ 375,590	\$ 408,795	\$ 416,511	\$ 7,716	1.9
Operating	29,676	26,809	32,776	29,242	(3,534)	(10.8)
Capital	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL EXPENDITURES	406,264	402,399	441,571	445,753	4,182	0.9
Interfund Transfer Out	<u>7,500</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0
TOTAL DISBURSEMENTS	<u>\$ 413,764</u>	<u>\$ 402,399</u>	<u>\$ 441,571</u>	<u>\$ 445,753</u>	<u>\$ 4,182</u>	0.9

Funding Adjustments for FY 2004 Include:

- Personnel expenditures are increased to reflect the actual grades and steps of the incumbents and increased fringe benefit costs.
- Operating expenditures reflect reduced telecommunications and records management charges, as well as reduced training and printing costs. Telecommunication charges have benefitted from lower rates while the other costs are driven by a lower level of utilization.

Objectives:

- Submit the annual Council Approved budget document to the Government Finance Officers Association (GFOA) to be considered for the Distinguished Budget Presentation Award and receive an outstanding rating in the communication category.
- Process budget transfers with an average turnaround of 3 days and with an average error rate of #3.5%.
- Process personnel actions with a turnaround of 1 day.
- Maintain a rating of 4.5 on a scale of 1-5 for accuracy, responsiveness, and communication among 90% of departments, elected and appointed officials, and administrative management served.

Performance Measures:

MEASURE:	FY 2002 <u>Actual</u>	FY 2003 <u>Actual</u>	FY 2004 <u>Projected</u>
Output:			
Number of years GFOA Distinguished Budget Award received since 1989	13	14	15
Average number of transfers	n/a	4,535	4,600
Percent of departments responding to survey	49.0%	60.0%	60.0%
Efficiency:			
Average error rate on processing transfers	3.3%	2.5%	2.0%
Outcome:			
The budget document rated as a communication device	proficient	proficient	outstanding
Average turnaround days on processing transfers	2.3	3.0	3.0
Turnaround days on processing personnel actions	1.5	2.3	1.0
Rating average for survey	4.8	4.6	4.5
Percent of departments rating \$4.5 to survey	80.0%	70.4%	90.0%