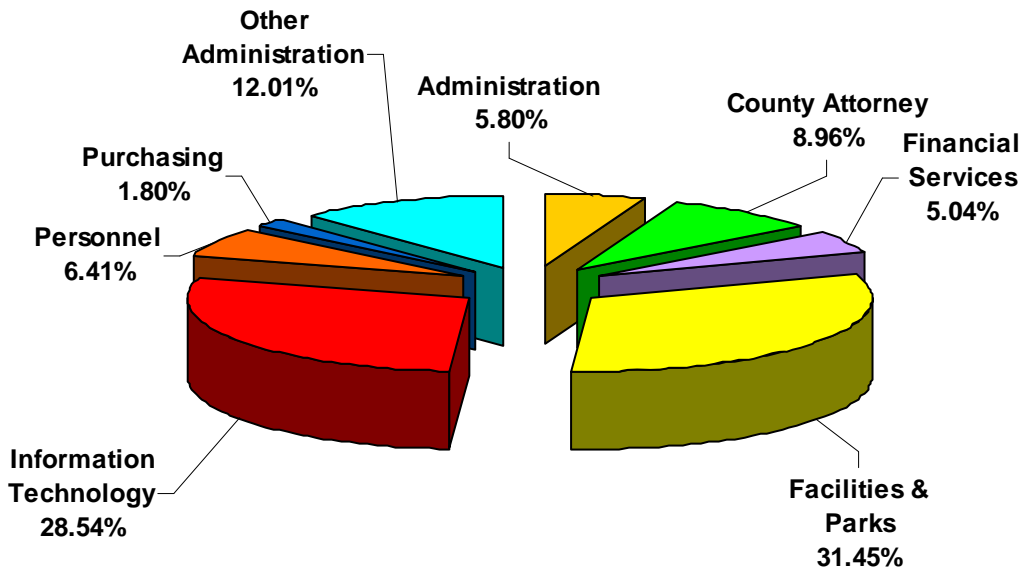


ADMINISTRATION & SUPPORT SERVICES

2006 Expenditures

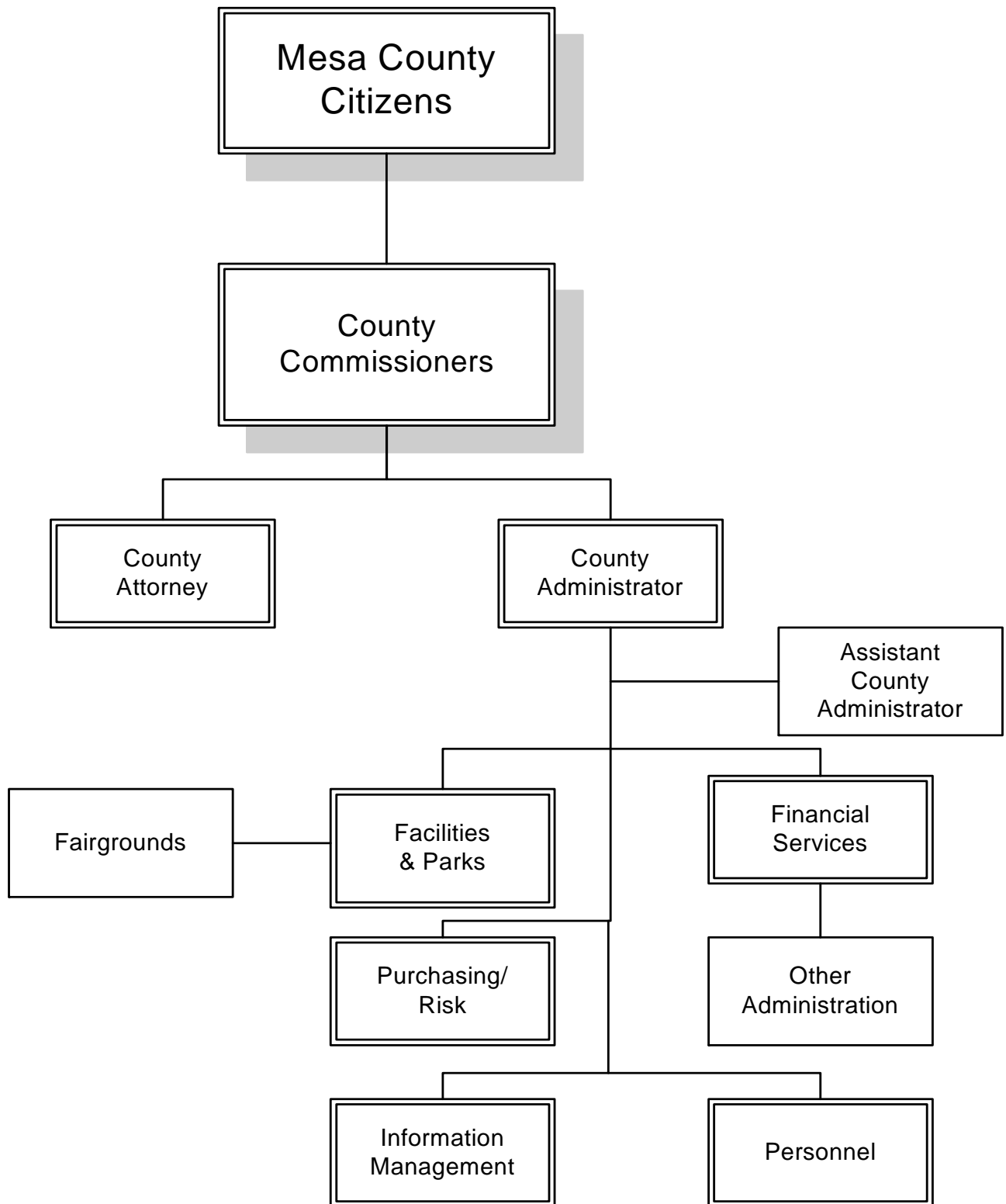


Functions

- Administration
- County Attorney
- Financial Services
- Facilities & Parks
- Information Technology
- Personnel
- Purchasing
- Other Administration

COST PER CITIZEN: 25 CENTS PER DAY

ADMINISTRATION & SUPPORT SERVICES



ADMINISTRATION & SUPPORT SERVICES

	Actual Audited			Projected	Budget
	2002	2003	2004	2005	2006
<u>Revenues</u>					
Department Generated	\$360,732	\$462,020	\$446,414	\$325,242	\$414,339
General Support Required *	6,898,473	8,087,686	8,461,790	9,742,843	11,476,977
Total Revenues	\$7,259,205	\$8,549,706	\$8,908,204	\$10,068,085	\$11,891,316
* Taxes, Transfers or Fund Balance					
<u>Expenditures</u>					
Personnel	\$3,728,101	\$4,520,192	\$4,627,401	\$5,228,809	\$5,895,125
Operating	3,283,139	3,635,701	3,798,749	4,622,687	5,765,641
Capital Outlay	247,965	393,813	482,054	216,589	230,550
Total Expenditures	\$7,259,205	\$8,549,706	\$8,908,204	\$10,068,085	\$11,891,316
Authorized Personnel (FTE's)	63.50	73.00	72.00	82.00	82.00

Administration & Support Services

Expenditure Summary

	Actual Audited			Projected	Budget
	2002	2003	2004	2005	2006
Administration	\$480,039	\$548,201	\$520,429	\$582,922	\$689,201
County Attorney	682,869	876,179	883,713	950,336	1,065,373
Financial Services	396,790	465,544	471,625	530,888	599,005
Facilities & Parks	2,553,048	2,921,434	3,257,392	3,508,661	3,739,279
Information Technology	1,836,152	2,112,410	2,334,592	2,768,550	3,393,390
Personnel	530,735	590,593	614,108	691,577	761,912
Purchasing	172,739	198,371	203,869	214,740	214,548
Other Administration	606,833	836,974	622,476	820,411	1,428,608
Total	\$7,259,205	\$8,549,706	\$8,908,204	\$10,068,085	\$11,891,316

ADMINISTRATION

~Our Mission~

To assist the Board of County Commissioners in formulating policies and goals, and to administer the daily operations of the County in order to implement Board policies and achieve County goals.

2005 Accomplishments

- Jon Peacock was hired as the County Administrator (formerly the Assistant County Administrator) He had been serving as Administrator in an acting capacity.
- Jessica Peterson joined the Administration team as Director of Public Relations in an effort to make more information available to the public, with a goal of transparency in government.
- The County led the effort with the cities and development community to develop and implement a transportation impact fee. The cities have adopted fees based on the County's model.
- Financial stability was achieved as evidenced by the improved Bond rating from Standards & Poors which is now a "AAA".
- Completed the county's Strategic Plan and presented same to the BOCC for consideration.
- Assisted the Board of County Commissioners in analyzing and studying issues to be presented to the Board for action.
- Oversaw the preparation of the Budget for 2006.
- Initiated a Budget Review Team to work with Department Directors in the Budget review process.

ADMINISTRATION

Performance Measures

Objective One: Update and implement strategic plan. Encourage intergovernmental and private partnerships to help achieve the County mission.

Performance Measurements: Track completion of objectives in the County Strategic Plan. Ensure broad agreement with updates to the County Strategic Plan.

Goal: 1) Seventy-five percent of the objectives in the County Strategic Plan are achieved by the stated deadline.

2) Board of County Commissioners approves all updates to the Strategic Plan.

Objective Two: Meet the changing expectations of county government held by its many constituents.

Performance Measurements: Conduct a biennial Citizens Attitude Survey.

Goal: Survey should indicate that over 70% of citizens rate the quality of life in Mesa County as good or excellent. The survey should further indicate the majority of Mesa County citizens agree or strongly agree with the following statements:

1. Mesa County employees are courteous and helpful.
2. Services provided by the County are completed quickly and efficiently.
3. Mesa County employees respond quickly to questions and concerns.
4. Mesa County employees seem well informed and skilled in their service areas.
5. Mesa County services are easy to locate and convenient to use.
6. Mesa County government and the other governments in the county do a good job of working together to get things done.

Objective Three: Day to day operations of the county government will be done in an effective and efficient manner, maintaining the County's fiscal stability.

Performance Measurements: Monitor the bond rating for the county as established by Fitch and Standard and Poors.

Goal: Existing bond ratings will stay where they are or improve AA (Fitch Ratings) or A+ for Standard and Poors.

ADMINISTRATION MANAGING DEPARTMENT: BOARD OF COUNTY COMMISSIONERS

Revenues

Department Generated
General Support Required *

Total Revenues

* Taxes, Transfers or Fund Balance

Expenditures

Personnel
Operating
Capital Outlay

Total Expenditures

Authorized Personnel (FTE's)

	← 2002	Actual Audited 2003	2004 →	Projected 2005	Budget 2006
Department Generated	\$0	\$16,950	\$0	\$0	\$0
General Support Required *	480,039	531,251	520,429	582,922	689,201
Total Revenues	\$480,039	\$548,201	\$520,429	\$582,922	\$689,201
Personnel	\$365,055	\$409,920	\$403,136	\$445,535	\$520,310
Operating	114,984	138,281	117,293	130,362	168,891
Capital Outlay	0	0	0	7,025	0
Total Expenditures	\$480,039	\$548,201	\$520,429	\$582,922	\$689,201

7.00

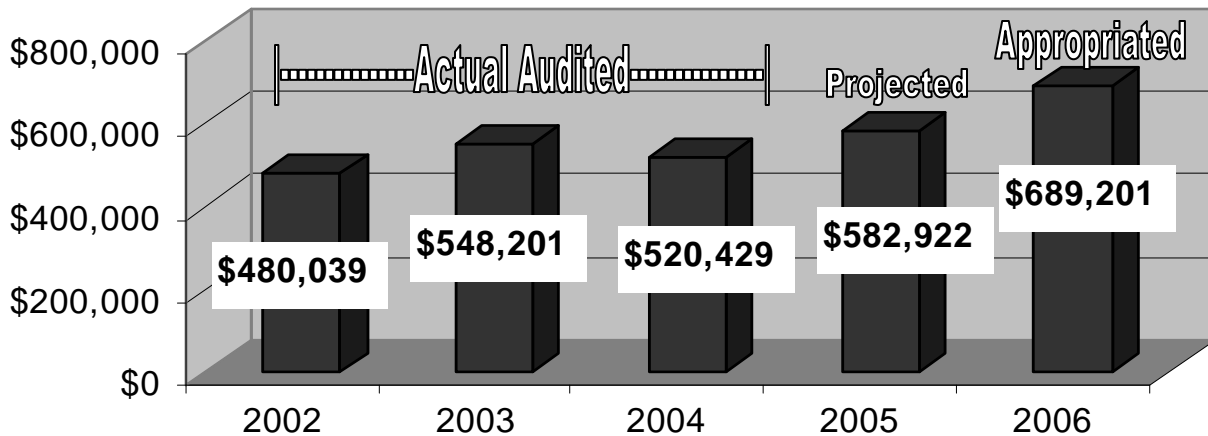
6.00

6.00

7.00

7.00

**Administration
Expenditures 2002 - 2006**



COUNTY ATTORNEY

~Our Mission~

To provide comprehensive legal support to the Board of County Commissioners and all other appointed and elected officials of Mesa County and to prosecute dependency and neglect, mental health, and alcohol cases for the people of the State of Colorado in the best interests of children, citizens, and resources of the county.

Organizational Function

The office of the County Attorney provides comprehensive legal support to the Board of County Commissioners (BOCC) and all other appointed and elected officials. The department also has the responsibility to prosecute dependency and neglect, mental health commitments and alcohol, developmental disability and drug abuses impositions of the people of the State of Colorado in the best interests of children, citizens and resources of the County. Additional duties include representing the BOCC, its officers and all elected officials in civil matters and drafting or reviewing County contracts.

2005 Accomplishments

- ◆ Provided effective legal assistance and guidance to the Board on the issues of AFT Density Criteria.
- ◆ Adopted a new policy regarding Code Enforcement of junk, which became effective March 1, 2005.
- ◆ Kept abreast of and provide opinions and guidance to the Board on effective and economical implementation of the Federal Help America Vote Act (HAVA) within the statutorily required time.
- ◆ A significant increase in the number of child dependency and neglect cases were recorded. Most of the cases involve methamphetamine-related issues, from neglect to abuse and endangerment. The number of appeals in cases in which the court has ordered termination of parental rights continues to climb. This significantly increases the workload for staff that works on these cases. All of the decisions in the county's favor have been upheld on appeal.
- ◆ Continued to inform the Board of and provide assistance to the Board on internal and external issues of importance to the Board and the County. It is expected that the County Attorney's Office will continue to anticipate problems and/or issues and react and/or bring such matters to the Board in a preemptive manner.
- ◆ Continued to carry out and fulfill all statutory duties applicable to the County Attorney and the County's Office and all assignments from the Board.
- ◆ Continued to develop and maintain an effective, high quality staff and to provide effective legal assistance and opinions to the Board on all matters which are assigned, or which may come before the Board.

COUNTY ATTORNEY

Performance Measures

Objective One: Provide effective legal assistance to the Board of County Commissioners and all appointed and elected Mesa County officials.

Performance Measurement: Develop an annual survey for Mesa County Commissioners and Department Heads to gain feed back on the effectiveness of legal assistance provided by the County Attorney's Office.

Goal: Develop and administer the survey during the 2005 fiscal year. Use the data to establish a baseline for establishing goals in future years.

Objective Two: Provide effective, timely review of all agenda items that appear before the Board of County Commissioners.

Performance Measurement: Track the time it takes to review all agenda items and contracts submitted to the County Attorney's Office for review. Note all potential legal difficulties identified and recommended changes made by the Attorney's Office.

- Goals:**
- 1) All initial reviews of agenda items and contracts are completed by the requested date.
 - 2) No unforeseen legal entanglements arise from agenda items and contracts reviewed by the County Attorney's Office.

Objective Three: Prosecute termination of parental rights cases brought to the County Attorney's Office by the Mesa County Department of Human Services.

Performance Measurement: Track the desired outcomes sought by the Department of Human Services in all parental termination cases prosecuted by the County Attorney's Office. Also track whether the court's decision supports the desired outcome of the Department of Human Services.

- Goals:**
- 1) Ninety percent of all decisions made by the court support the desired outcomes of the Department of Human Services.
 - 2) One hundred percent of appeals made on termination cases are resolved to the satisfaction of the Department of Human Services.

COUNTY ATTORNEY MANAGING DEPARTMENT: BOARD OF COUNTY COMMISSIONERS

Revenues

Department Generated
General Support Required *

Total Revenues

* Taxes, Transfers or Fund Balance

Expenditures

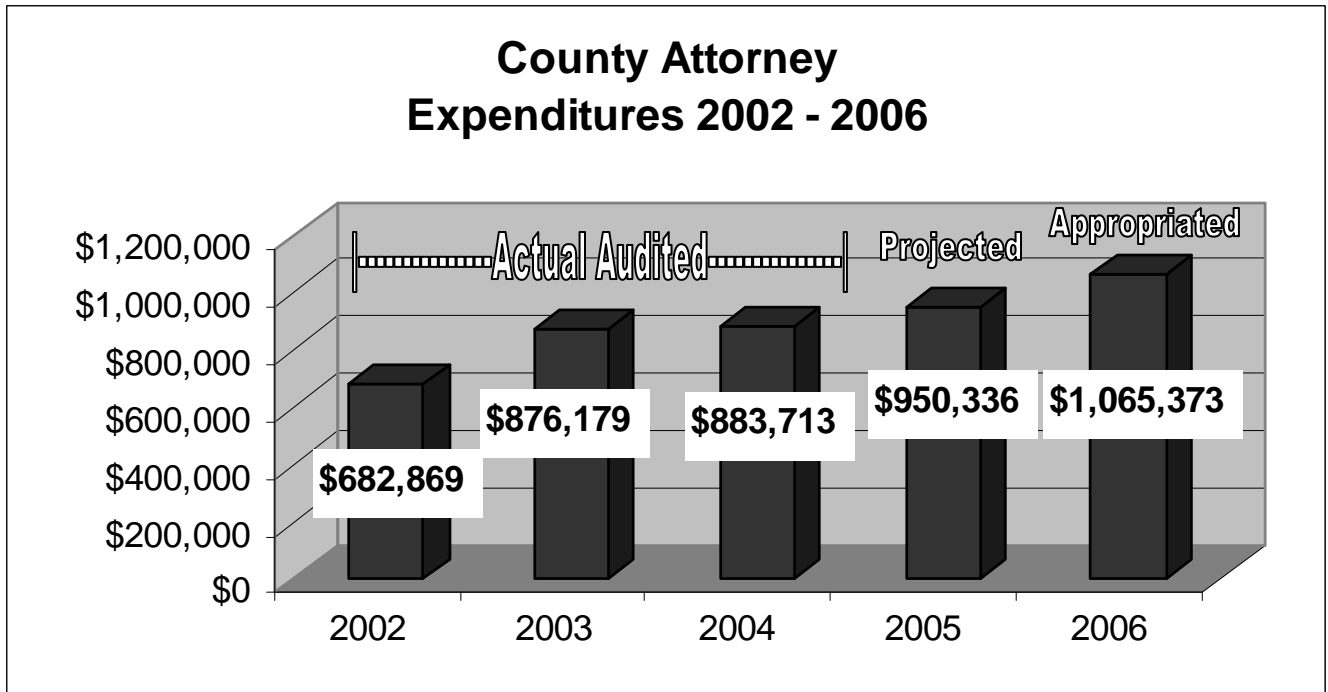
Personnel
Operating
Capital Outlay

Total Expenditures

	Actual Audited			Projected	Budget
	2002	2003	2004	2005	2006
Department Generated	\$156,698	\$243,705	\$263,722	\$263,653	\$285,000
General Support Required *	526,171	632,474	619,991	686,683	780,373
Total Revenues	\$682,869	\$876,179	\$883,713	\$950,336	\$1,065,373
Personnel	\$603,871	\$748,534	\$797,515	\$862,297	\$924,062
Operating	77,850	127,645	86,198	88,039	141,311
Capital Outlay	1,148	0	0	0	0
Total Expenditures	\$682,869	\$876,179	\$883,713	\$950,336	\$1,065,373

Authorized Personnel (FTE's)

9.50 12.00 13.00 13.00 13.00



FINANCIAL SERVICES

~Our Mission~

To maintain a governmental accounting and financial reporting system which provides accurate, useful and timely financial information to both external users and internal management and to maintain an adequate system of internal controls to protect the County's assets and to monitor the receipt and disbursement of public funds in compliance with statutory requirements.

Organizational Function

The budget element develops an annual financial plan that depicts anticipated revenues and expenditures, which supports the strategic plan and provides services to the public . Analysis and recommendations on policies, goals and operations, presenting supplemental budget appropriations and examining significant budget variances are part of the daily operations. The finance component manages internal control systems for protecting assets, coordinates debt and financing of projects, monitors cash flow and investments, administers payroll and accounts payable function, provides analysis and recommendations on strategic financial policies or goals, monitors the receipt and disbursement of public funds and maintains an accounting and financial reporting system to provide accurate, useful and timely financial information.

2005 Accomplishments

- Awarded the Government Finance Officer's Associations' Certificate of Achievement for Excellence in Financial Reporting.
- Awarded the Government Finance Officer's Associations' Distinguished Budget Presentation Award with Special Capital Recognition.
- Successfully transitioned to the Eden InForum Gold financial software.
- Continued monitoring of the Performance Measures program that was initiated during 2004.

FINANCIAL SERVICES

Performance Measures

Objective One: Select and implement a new finance system.

Performance Measurement: Develop a survey to be given annually to Department Heads to determine the success of the new finance system in achieving its desired goals. Survey should focus on providing data on the following questions:

1. Does the new finance system meet the needs identified by Department Heads?
2. Does the new finance system reduce the time it takes to run financial reports?
3. Are department personnel better educated in the use of data provided by financial reports produced by the new financial system?
4. Are department personnel becoming more reliant on the new financial system for record keeping and information?
5. Is training in the new system effectively put to use by department personnel?

Goal: Data collected in the first year will be used to establish a benchmark and to initiate improvements to the system. Expectation over time is to see development of trends showing increasing levels of satisfaction, reliance and understanding of the benefits of the new finance system.

Objective Two: Develop and implement performance measurements for all county departments.

Performance Measurement: Develop an initial set of performance measurements for all departments in Mesa County Government. During the 2006 budget process track the number of times the data provided from the county's performance measurements are used to make decisions on the budget. Survey department heads to determine if data provided from performance measurements is being used in the management of the department.

Goal: Performance measurements are identified for all departments of county government for fiscal year 2005. Fiscal year 2005 will provide benchmark data on the use of performance measurements for both budgeting and management decisions. Trends over time should indicate increasing reliance on performance measurements for budgeting and management decisions.

Objective Three: Provision of timely and accurate financial reports to internal and external users

Performance Measurement: 1) Track the on-time success rate for producing monthly and quarterly financial reports. 2) Initiate personnel projection reports. 3) Initiate payroll projection reports within the financial reporting system. Survey Department Heads annually on their use of the new personnel and payroll projection reports.

Goal: After the new financial system is selected and implemented, there should be a marked improvement in producing monthly and quarterly financial reports on time. Survey of Department Heads should indicate increasing utilization of data provided by the personnel and payroll projection.

FINANCIAL SERVICES MANAGING DEPARTMENT: ADMINISTRATION

Revenues

Department Generated
General Support Required *

Total Revenues

* Taxes, Transfers or Fund Balance

Expenditures

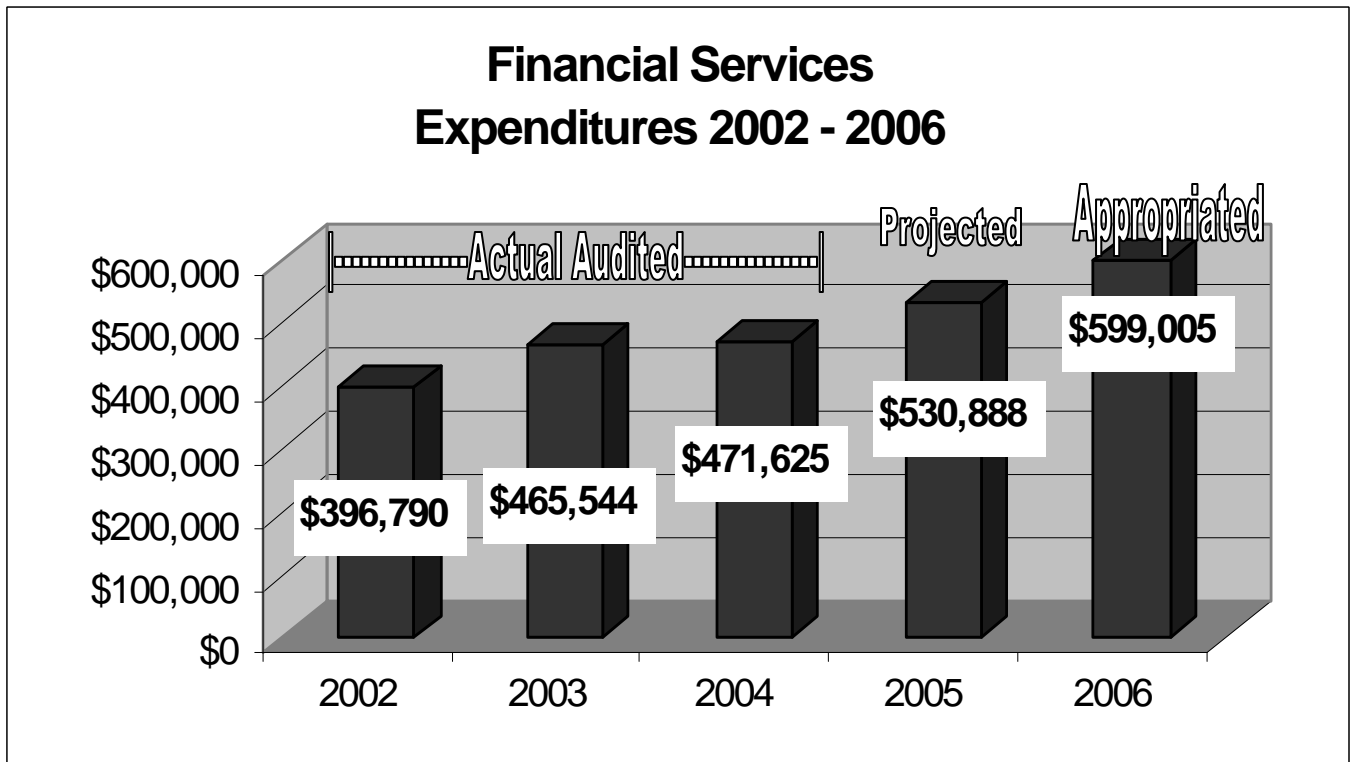
Personnel
Operating
Capital Outlay

Total Expenditures

	Actual Audited			Projected	Budget
	2002	2003	2004	2005	2006
Department Generated	\$3,581	\$3,018	\$2,473	\$2,389	\$40,000
General Support Required *	393,209	462,526	469,152	528,499	559,005
Total Revenues	\$396,790	\$465,544	\$471,625	\$530,888	\$599,005
Personnel	\$298,743	\$338,645	\$367,260	\$405,748	\$463,796
Operating	98,047	126,899	104,365	125,140	135,209
Capital Outlay	0	0	0	0	0
Total Expenditures	\$396,790	\$465,544	\$471,625	\$530,888	\$599,005

Authorized Personnel (FTE's)

6.00 6.00 6.00 7.00 7.00



FACILITIES & PARKS

~Our Mission~

To provide, protect and maintain Mesa County's physical assets such as buildings, properties, equipment to ensure a safe working environment in a cost-effective manner for its employees and citizens.

Organizational Function

The Facilities and Parks Division protects and maintains buildings, properties and equipment, administers janitorial and other third party contractors for general services, directs maintenance of outlying parks and grounds, provides major construction oversight and minor construction services, executes leases and partners with local entities in planning and providing recreational opportunities with parks, trails and public sites.

2005 Accomplishments

- ◆ All but one of the county's Capital Investment projects were completed by year's end **within** budget. The one exception was the Animal Services Cattery (a room where cats can be housed as a group, instead of in small, separate cages). Bids received for this project exceeded the available resources. The job will be re-budgeted in 2006.
- ◆ The first phase of a 2005-2006 project to construct a new Collbran Road and Bridge Shop on county-owned property located at 57.5 Road.
- ◆ With the completion of the Mesa County Work Release and Jail Detention Programming Study, the Board of Commissioners hosted a stakeholders meeting. Participants included judges, City of Grand Junction council and staff, the District Attorney, Sheriff, Court and County staff and consultants. The Facilities Department took the lead in staffing the study. The creation of a working committee to address a variety of issues will be key to both approved capital projects, as well as community process changes in the Criminal Justice System.
- ◆ Of the approximate 130 **major** capital projects (not routine maintenance) undertaken by Facilities and Parks in 2005, all but 17 projects were completed and closed out by year's end.

FACILITIES & PARKS

Performance Measures

Objective One: Maintain and improve existing facilities.

Performance Measurement: Track the percentage of items on the Project List that are completed on an annual basis.

Goal: Use this data as a benchmark for developing future goals for management of the annual project list.

Objective Two: Develop an effective Parks/Grounds unit.

Performance Measurement One: Track the time required for the maintenance of existing parks/grounds.

Goal: Establish a benchmark for determining future goals.

Performance Measurement Two: Identify ratios of employee/acreage and compare with other applicable public entities.

Goal: Determine the resources (manpower/equipment) needed to maintain county parks/grounds.

Performance Measurement Three: Track progress made on construction of Long Family Memorial Park with the agreed upon timeline and budget.

Goal: Keep the project on time and at or below cost.

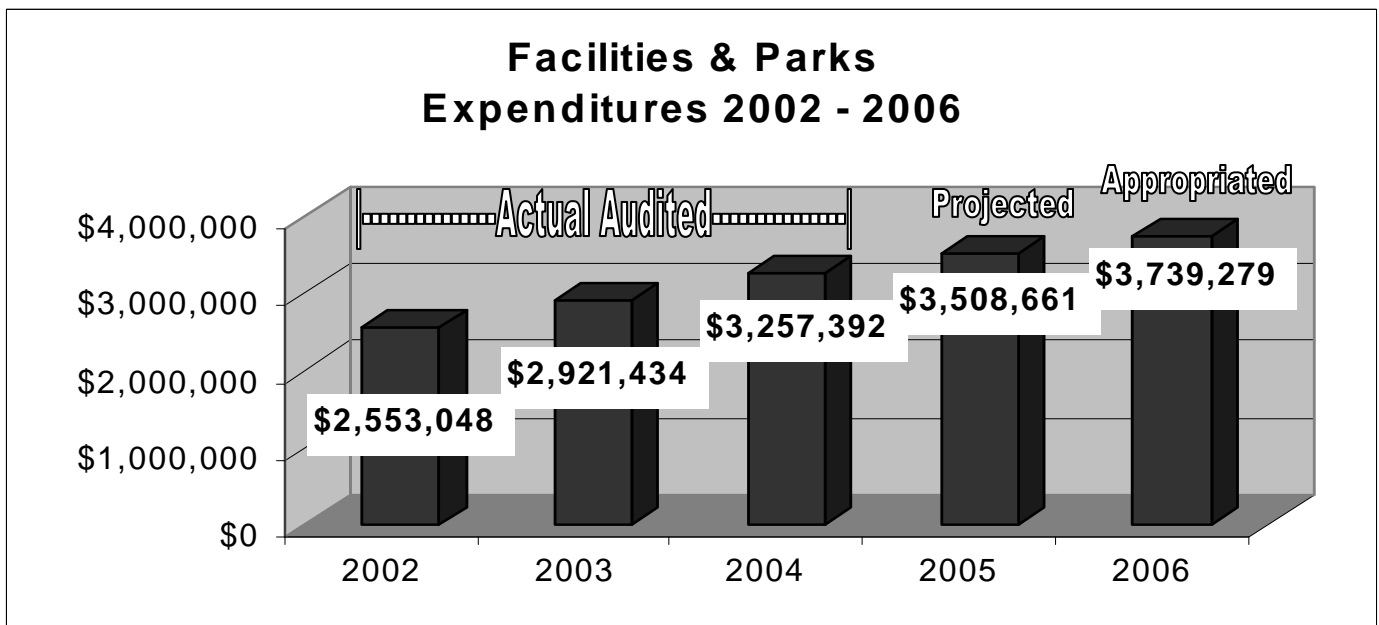
Objective Three: Reduce repetitive, on going building maintenance problems.

Performance Measurement: Identify and track the number of repetitive corrective work orders received.

Goal: Use data collected in FY05 to establish a benchmark for determining future goals.

FACILITIES & PARKS MANAGING DEPARTMENT: ADMINISTRATION

<u>Revenues</u>	Actual Audited			Projected	Budget
	2002	2003	2004	2005	2006
Department Generated	\$98,822	\$133,535	\$125,106	\$7,527	\$26,839
General Support Required *	2,454,226	2,787,899	3,132,286	3,501,134	3,712,440
Total Revenues	\$2,553,048	\$2,921,434	\$3,257,392	\$3,508,661	\$3,739,279
* Taxes, Transfers or Fund Balance					
<u>Expenditures</u>					
Personnel	\$844,006	\$912,467	\$947,825	\$1,040,968	\$1,151,169
Operating	1,476,560	1,630,755	1,998,654	2,301,859	2,375,560
Capital Outlay	232,482	378,212	310,913	165,834	212,550
Total Expenditures	\$2,553,048	\$2,921,434	\$3,257,392	\$3,508,661	\$3,739,279
Authorized Personnel (FTE's)	15.00	16.00	16.00	18.00	18.00



INFORMATION TECHNOLOGY DEPARTMENT

~Our Mission~

To work as a team to provide leadership, service, and support to County users in telecommunications, system analysis, and records management to increase the efficiency and/or effectiveness of County services.

Organizational Function

The department develops, analyzes and recommends computer hardware or software for various applications, implements networks, provides technical support, training and manages automated information and telecommunications systems.

2005 Accomplishments

- ◆ Oversaw the implementation of the new Eden financial software.
- ◆ Merged all I.T. efforts into one organization and has been completed from both an organizational-chart and physical-location standpoint including a reduction of two full-time employees.
- ◆ New website design
- ◆ Began broadcasting public hearings on Mesa County's government access cable Channel 12, and webcasting on the new website.

INFORMATION TECHNOLOGY DEPARTMENT

Performance Measures

Objective One: Improve the timeliness of tax payments through use of credit cards as a method of payment.

Performance Measurement: Determine the percentage of property taxes that are delinquent for the year prior to initiating acceptance of credit cards as a method of payment. This becomes the base year for comparison with future years. On an annual basis, determine the percentage of property taxes that are delinquent and compare it to the base year data.

Goal: As use of the credit card payment system becomes familiar to the public, the percentage of property taxes that are delinquent should decrease.

Objective Two: Improve the reliability of information systems

Performance Measurement: Determine the annual number of days of downtime for the old IBM Risk 600 hardware platform. Determine annual number of days downtime for the new P630 IBM redundant server platform and compare with the old system.

Goal: After the first year of use, the number of days downtime should be lower than the old system. Eventually there should be zero days of downtime with the new system.

Objective Three: Improve reliance on information management systems for collecting, housing and distributing information

Performance Measurement: Survey each county department to determine use of information management systems. Include questions about frequency of use and new functions that are being utilized.

Goal: Establish a benchmark for use in FY05. Future years should show an increase in reliance as new management systems are introduced and staff becomes familiar with them.

Objective Four: Provide training on new technology

Performance Measurement: Provide pre-tests, post-tests and follow-up testing for classes on new technology.

Goal: Employees should do poorly on the pre-test, well on the post-test and should do well on follow-up testing if they are using the information they learned in the training class.

Objective Five: Increase the ease for citizens to interact with their county government.

Performance Measurement: On an annual basis, report the number of transactions citizens make through e-government with the county.

Goal: Use data collected in FY05 to establish a benchmark for determining goals in future years.

Objective Six: Increase the use of Geographical Information System.

Performance Measurement: Track the number of internal and external hits on Mesa County's Geographical Information System.

Goal: Use data collected in FY05 as a base year for establishing goals in future years.

INFORMATION TECHNOLOGY DEPARTMENT MANAGING DEPARTMENT: ADMINISTRATION

Revenues

Department Generated
General Support Required *

Total Revenues

* Taxes, Transfers or Fund Balance

Expenditures

Personnel
Operating
Capital Outlay

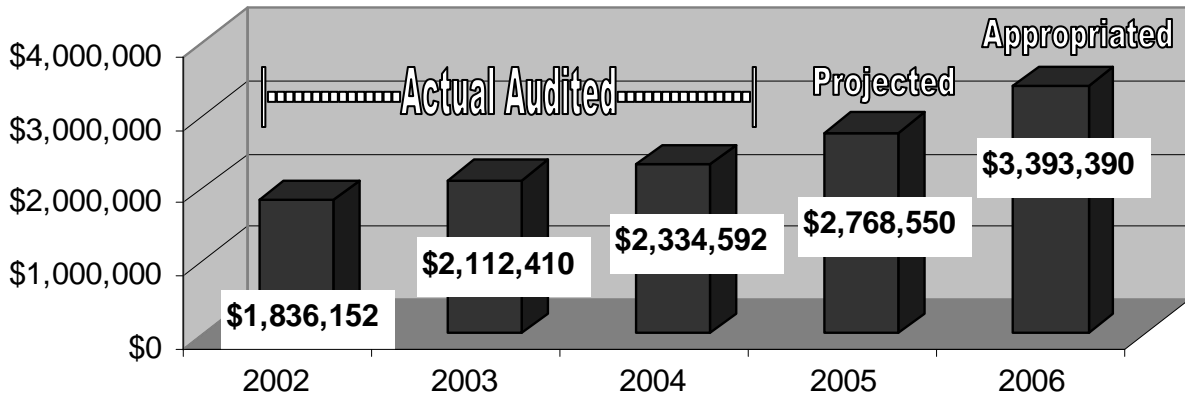
Total Expenditures

	Actual Audited			Projected	Budget
	2002	2003	2004	2005	2006
Department Generated	\$42,636	\$64,229	\$55,113	\$51,673	\$62,500
General Support Required *	1,793,516	2,048,181	2,279,479	2,716,877	3,330,890
Total Revenues	\$1,836,152	\$2,112,410	\$2,334,592	\$2,768,550	\$3,393,390
Personnel	\$1,144,179	\$1,346,671	\$1,397,188	\$1,740,440	\$2,100,928
Operating	677,638	750,138	766,263	990,084	1,274,462
Capital Outlay	14,335	15,601	171,141	38,026	18,000
Total Expenditures	\$1,836,152	\$2,112,410	\$2,334,592	\$2,768,550	\$3,393,390

Authorized Personnel (FTE's)

16.00 18.00 19.00 25.00 25.00

**Information Technology
Expenditures 2002 - 2006**



HUMAN RESOURCES/PERSONNEL

~Our Mission~

To provide human resource services to employees, public and private entities and all other citizens in order that the County's workplace is free from any discriminatory practices and all personnel actions are fair and equitable and to provide staff assistance to management to assure successful administration and execution of personnel policies, procedures, and programs.

Organizational Function

The Human Resources/Personnel Department provides services to employees to assure workplace practices are free from any discriminatory practices and all personnel transactions are fair and equitable. Additional duties include administration policies, procedures, benefits and merit appraisal system, maintaining files and records and conducting recruiting, training and recognition programs.

2005 Accomplishments

- ◆ Innovative in offering three medical plans to meet the needs of employees. One plan is the new High Deductible plan offered in concert with Health Savings Accounts.
- ◆ Staged the second County-sponsored health fair for county employees expanding the fair to two days with over 600 employees in attendance.
- ◆ Successfully implemented the HR/Payroll software module of Eden software.
- ◆ Conducted market study resulting in bringing county jobs within 2.65% of market
- ◆ Coordinated efforts with the County's employees association in staging an evening employee recognition and awards function.
- ◆ 920 employees received annual evaluations.
- ◆ Recruitment survey sent to department managers after the completion of new hire processes with satisfaction rating over 90%.
- ◆ Refined training for new county employees to ensure each policy was understood completely.

HUMAN RESOURCES/PERSONNEL

Performance Measures

Objective One: Maintain low turnover rate.

Performance Measurement: Track the county's overall annual turnover rate as well as the turnover rates for key departments in the county. Compare the overall turnover rate to the national county average.

Goal: The county's overall turnover rate should be at or below the national average county wide turnover rate. .

Objective Two: Ensure timely submittal of performance evaluations rewarding employees with merit pay increases.

Performance Measurement: Track the number of retroactive merit pay adjustments required due to late submission of performance evaluations.

Goal: Use data collected in 2005 to establish a benchmark for determining future goals.

Objective Three: Ensure that new county employees understand applicable policies and statutes that pertain to the following:

- Drug and alcohol abuse
- Workplace violence
- Sexual harassment
- Privacy
- Family Medical Leave Act
- Americans with Disabilities Act
- Pay for Performance
- Discrimination

Performance Measurement: Provide pre-test and post-test to determine if county employees know the appropriate policies.

Goal: Employees should know more about stated policies and law after training is completed.

Objective Four: Ensure a helpful recruitment process that results in management satisfaction with the process.

Performance Measurement: Send a recruitment survey to appropriate department management after the completion of a new hire process.

Goal: Achieve a 90% customer satisfaction rating annually.

HUMAN RESOURCES/PERSONNEL MANAGING DEPARTMENT: ADMINISTRATION

Revenues

Department Generated
General Support Required *

Total Revenues

* Taxes, Transfers or Fund Balance

Expenditures

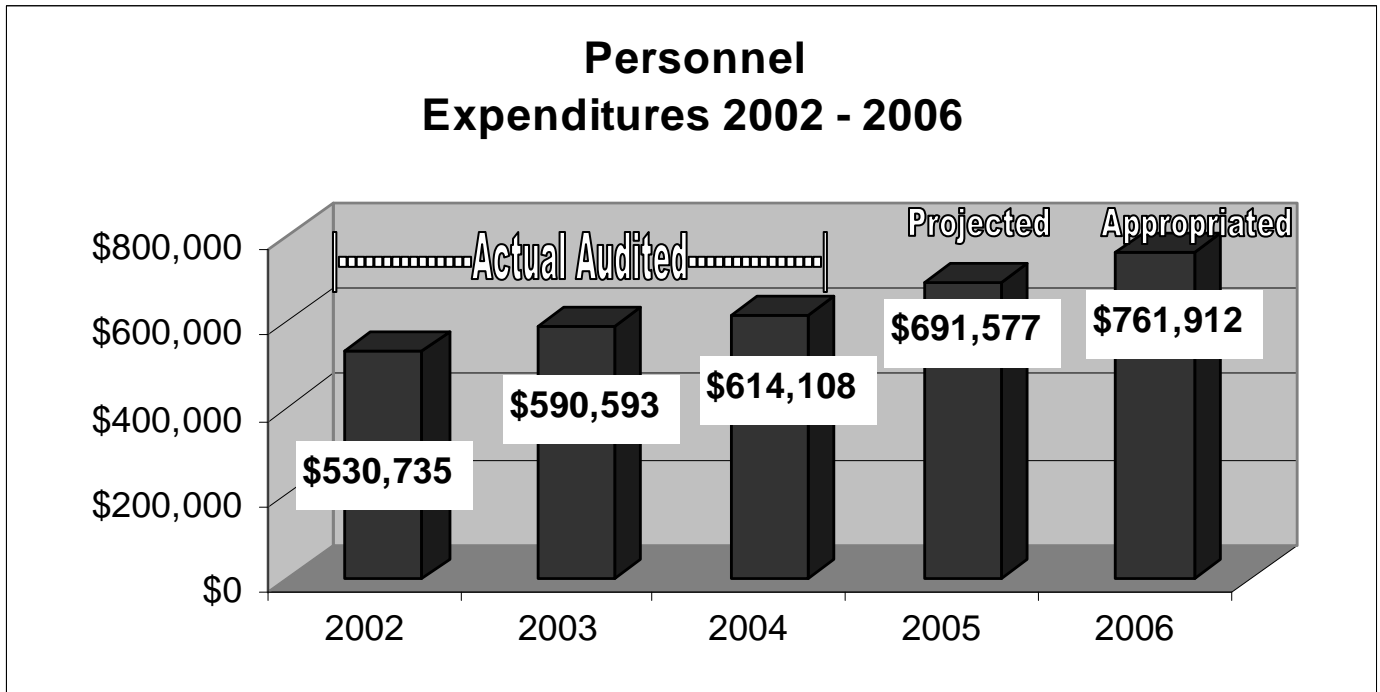
Personnel
Operating
Capital Outlay

Total Expenditures

	Actual Audited			Projected	Budget
	2002	2003	2004	2005	2006
Department Generated	\$58,985	\$0	\$0	\$0	\$0
General Support Required *	471,750	590,593	614,108	691,577	761,912
Total Revenues	\$530,735	\$590,593	\$614,108	\$691,577	\$761,912
Personnel	\$358,131	\$423,567	\$451,579	\$499,238	\$536,302
Operating	172,604	167,026	162,529	192,339	225,610
Capital Outlay	0	0	0	0	0
Total Expenditures	\$530,735	\$590,593	\$614,108	\$691,577	\$761,912

Authorized Personnel (FTE's)

6.00 8.00 8.00 8.00 8.00



PURCHASING

~Our Mission~

We are responsible for the acquisition of high quality goods and services to assure that all County departments receive the best value for their budgeted funding in an open and fair bidding environment which encourages the greatest number of vendors to compete for County contract opportunities.

Organizational Function

Purchasing functions involve acquiring goods and services for all departments to assure fair and open bidding is achieved to provide the best value for each dollar expended, managing an inventory of supplies, mail services, travel services contracts and a portfolio of pre-qualified service providers and preparing and issuing formal bid documents.

2005 Accomplishments

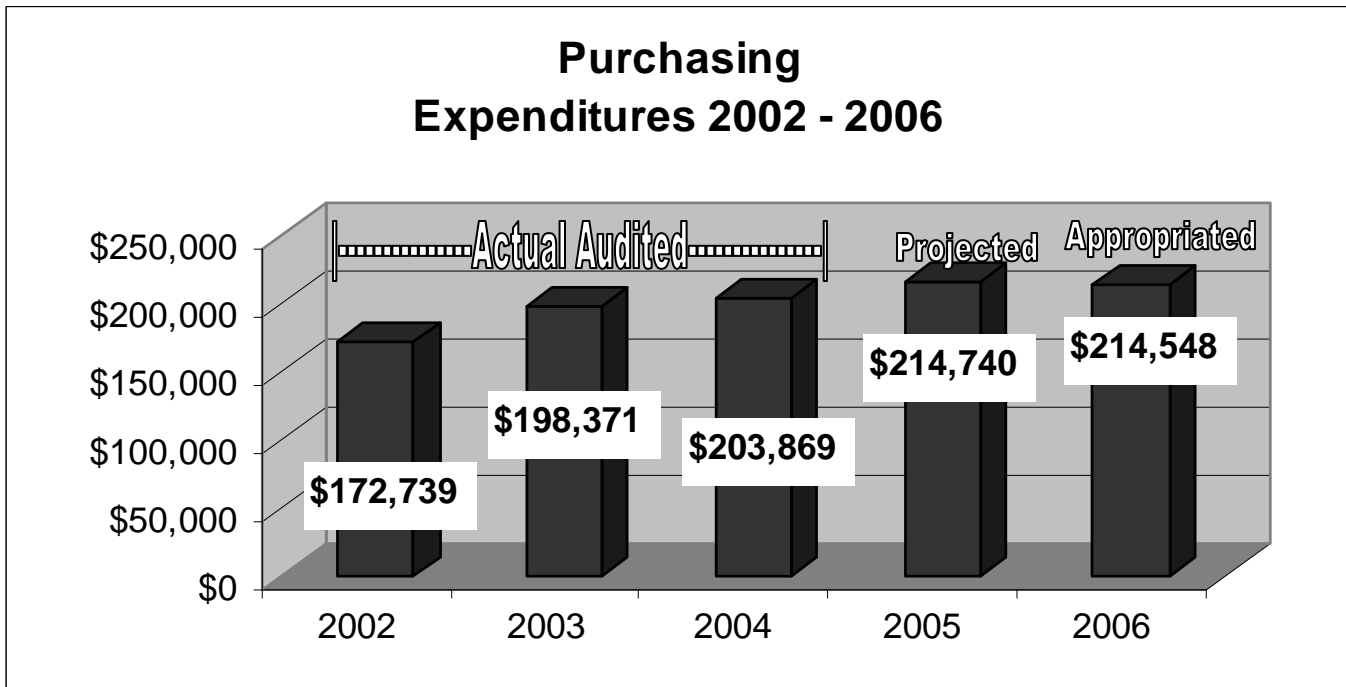
- ◆ Working in concert with the Sheriff's Office and Criminal Justice Services, a new contract for inmate food services was procured. The lowest price of \$1.02 per meal for the hot meals represents a cost savings of \$.08 per meal.
- ◆ Continued working on a system to actively audit purchases prior to receipt.
- ◆ Worked extensively with County staff to select vendors with competitive bids.

2006 Goals

- ◆ Develop processes for posting bids/quotes on a "web-based" format.

PURCHASING MANAGING DEPARTMENT: ADMINISTRATION

	Actual Audited			Projected 2005	Budget 2006
	2002	2003	2004		
Revenues					
Department Generated	\$10	\$583	\$0	\$0	\$0
General Support Required *	172,729	197,788	203,869	214,740	214,548
Total Revenues	\$172,739	\$198,371	\$203,869	\$214,740	\$214,548
* Taxes, Transfers or Fund Balance					
Expenditures					
Personnel	\$160,344	\$184,492	\$194,037	\$204,680	\$198,558
Operating	12,395	13,879	9,832	4,356	15,990
Capital Outlay	0	0	0	5,704	0
Total Expenditures	\$172,739	\$198,371	\$203,869	\$214,740	\$214,548
Authorized Personnel (FTE's)	3.00	4.00	4.00	4.00	4.00



OTHER ADMINISTRATION

Organizational Function

This cost center contains several expenditures times that are for the benefit of the entire County. Expenditures in this cost center include insurance, mail services, postage and contingencies for the General Fund. In addition, it contains expenditures for TABOR refund and contingencies for the County.

2006 Goals/Objectives

- ◆ To accurately allocate and maintain a ready reserve or contingency fund in the event of a County financial emergency

Budget Highlights

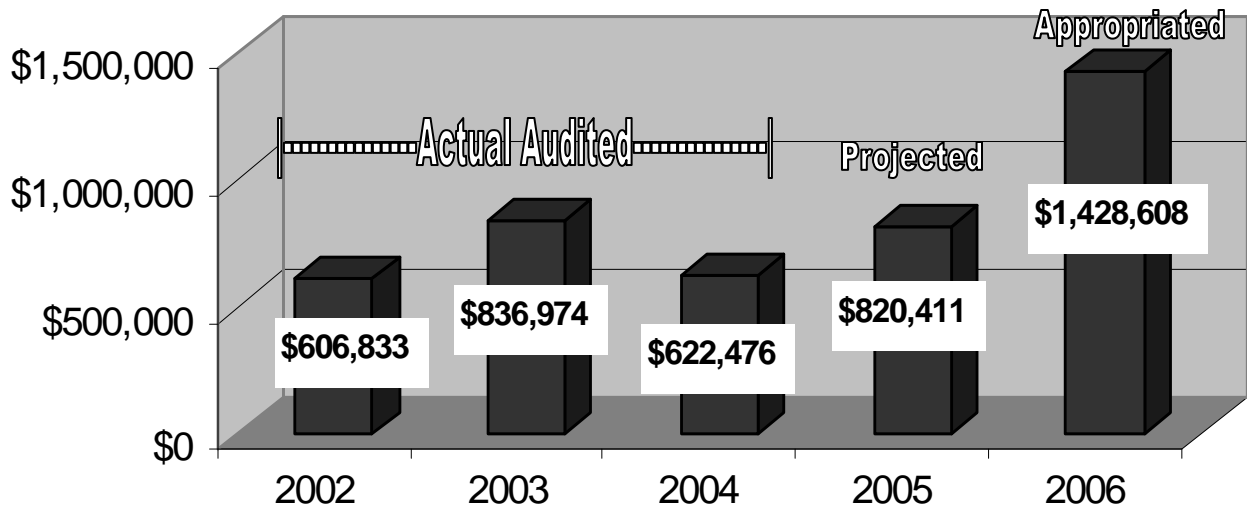
- ◆ Personnel contingency is recommended to cover potential costs of benefits, cash bonuses, market studies, and when conditions warrant, additional contingency for departments. The County budgets \$40,000.
- ◆ Operating contingency is for other unanticipated expenditures. The County normally budgets \$300,000. However, for 2006 the County budgeted \$603,000; \$300,000 for the normal contingency, \$100,000 for newly elected officials (Two commissioners and a District Attorney) , \$100,000 for any expenditures related to a new junk ordinance and \$103,000 for legal costs relating to clean-up.

OTHER ADMINISTRATION MANAGING DEPARTMENT: FINANCIAL SERVICES

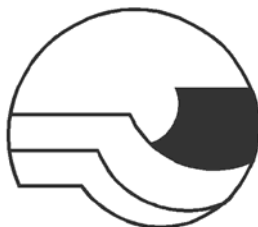
<u>Revenues</u>	Actual Audited			Projected	Budget
	2002	2003	2004	2005	2006
Department Generated	\$0	\$0	\$0	\$0	\$0
General Support Required *	606,833	836,974	622,476	820,411	1,428,608
Total Revenues	\$606,833	\$836,974	\$622,476	\$820,411	\$1,428,608
* Taxes, Transfers or Fund Balance					
<u>Expenditures</u>					
Personnel (a)	(\$46,228)	\$155,896	\$68,861	\$29,903	\$0
Operating	653,061	681,078	553,615	790,508	1,428,608
Capital Outlay	0	0	0	0	0
Total Expenditures	\$606,833	\$836,974	\$622,476	\$820,411	\$1,428,608
Authorized Personnel (FTE's)	2.00	2.00	0.00	0.00	0.00

(a) Personnel expenditures include Unemployment Ins. & adjustments without correlation to FTEs

Other Administration Expenditures 2002 - 2006



MESA COUNTY, COLORADO



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