

Commission Support

Description of Operations

The Commission Support Office receives, processes and refers complaints, suggestions and inquiries received by telephone, in person, and by mail from citizens. In addition to following through to ensure that the matters are resolved, the office staff also schedule all appointments and maintain calendars for the Mayor and Commissioners. The staff is also responsible for the dissemination of some of the information that is released to the media.

Cost Center Expenditures By Category

	FY 2009 Actual	FY 2010 Budget	FY 2011 Continuation	FY 2011 Issues	FY 2011 Totals
Personnel	124,992	119,128	92,166	0	92,166
Operating Expenditures	0	1,400	16,400	0	16,400
Capital Expenditures	0	500	500	0	500
Totals	124,992	121,028	109,066	0	109,066

Personnel Summary

Actual Positions		2.00	1.50	0.00	1.50
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