

Dept. 135 FINANCE/PROCUREMENT				
Departmental Budget				
		FY24 Budgeted	FY24 Actual as of 12/31/24	FY25 Proposed
Personnel				
010-135-5110	Permanent Employees	558,236.00	273,117.00	600,426.65
010-135-5150-1111	Longevity	4,575.00	3,025.00	5,100.00
010-135-5150-1116	Stipends	4,500.00	-	-
010-135-5150-1115	Sick-Leave Incentive	3,975.00	4,575.00	4,575.00
Personnel Totals:		571,286.00	280,717.00	610,101.65
Ordinary Expenses				
010-135-5301	Prof Services - Financial	90,000.00	75,000.00	90,000.00
010-135-5306	Prof Services - Data Processing	40,000.00	36,550.00	134,000.00
010-135-5341	Advertising	5,500.00	3,356.00	5,500.00
010-135-5420	Office Supplies	5,500.00	2,299.00	7,000.00
010-135-5580	Other Supplies - Water Cooler	500.00	108.00	500.00
010-135-5710	Dues, Conferences	7,485.00	585.00	9,000.00
010-135-5730	Subscriptions	300.00	-	-
010-135-5865	Furniture/Fixtures	3,300.00	783.00	3,800.00
Expense Totals:		152,585.00	118,681.00	249,800.00
Departmental Totals:		723,871.00	399,398.00	859,901.65

FY24 to FY25 Dollar Change	FY24 to FY25 Percent Change
42,190.65	8%
525.00	11%
(4,500.00)	-100%
600.00	15%
38,815.65	7%
-	0%
94,000.00	235%
-	0%
1,500.00	27%
-	0%
1,515.00	20%
(300.00)	-100%
500.00	15%
97,215.00	64%
136,030.65	19%

Personnel Services Summary				
Position Title	FY24 Budgeted		FY25 Proposed	
	# of Positions	Amount	# of Positions	Amount
Finance Director	1	132,921.00	1	135,059.00
Assistant Finance Director/Budget Manager	1	80,073.00	1	86,341.00
Office Manager	1	61,977.00	1	70,562.00
Payroll Clerk	1	51,479.00	1	58,610.00
Chief Procurement Officer	1	102,832.00	1	108,615.00
Assistant Purchasing Agent	1	74,355.00	1	80,071.00
Procurement Clerk	1	54,599.00	1	61,168.00
Full Time Total	7	558,236.00	7	600,426.00

Change FY24 - FY25	% Change FY24 - FY25
2,138.00	1.61%
6,268.00	7.83%
8,585.00	13.85%
7,131.00	13.85%
5,783.00	5.62%
5,716.00	7.69%
6,569.00	12.03%
42,190.00	7.56%

Below is a comparison from FY24 budgeted numbers to FY25 budgeted numbers. If there is a net increase between FY24 to FY25, please identify below for fixed cost growth and new expenses. Fixed cost growth includes contractual or other increases to *existing* staffing that were initiated by the Administration and approved by the City Council, increased costs to *existing* supply and service costs, etc. New expenses are for all *proposed* increases to staffing and/or proposed new

FY24	723,871.00
FY25	859,901.65
Net increase/(decrease)	136,030.65

Fixed Cost Growth	
Category	Total Cost
Salaries	38,815.65
Prof Services - Data Processing	94,000.00
Supplies	1,500.00
Conferences	1,515.00
Ricoh	500.00

Our office has 3 clerical union workers and 4 nonunion - 2% raises for nonunion and contractual agreement with clerical Finance absorbing the cost for Admins, originally funded by IT
 We're very close to spending our office supplies line due to the increase prices of printer paper and ink
 We plan to have Mike Roberts to start going to the MMAAA conference next year
 Copier lease