

Dept. 135 FINANCE/PROCUREMENT				
Departmental Budget				
		FY25 Budgeted	FY25 Actuals as of 3/31/25	FY26 Proposed
Personnel				
010-135-5110	Permanent Employees	\$ 604,539.00	\$ 427,779.00	\$ 611,270.00
010-135-5150-1111	Longevity	\$ 5,400.00	\$ 3,350.00	\$ 4,450.00
010-135-5150-1115	Sick-Leave Incentive	\$ 4,575.00	\$ 1,275.00	\$ 4,575.00
Personnel Totals:		\$ 614,514.00	\$ 432,404.00	\$ 620,295.00
Ordinary Expenses				
010-135-5301	Prof Services - Financial	\$ 80,000.00	\$ 136,500.00	\$ 90,500.00
010-135-5306	Prof Services - Data Processing	\$ 134,000.00	\$ 132,676.00	\$ 141,400.00
010-135-5341	Advertising	\$ 5,500.00	\$ 5,500.00	\$ 6,500.00
010-135-5420	Office Supplies	\$ 7,000.00	\$ 7,436.00	\$ 7,000.00
010-135-5580	Other Supplies - Water Cooler	\$ 500.00	\$ 500.00	\$ 600.00
010-135-5710	Dues, Conferences	\$ 9,000.00	\$ 5,054.00	\$ 9,000.00
010-135-5860	Office Equipment	\$ -	\$ 1,200.00	\$ -
010-135-5865	Furniture/Fixtures	\$ 3,800.00	\$ 3,800.00	\$ 4,840.00
Expense Totals:		\$ 239,800.00	\$ 292,666.00	\$ 259,840.00
Departmental Totals:		\$ 854,314.00	\$ 725,070.00	\$ 880,135.00

FY25 to FY26 Dollar Change	FY25 to FY26 Percent Change
\$ 6,731.00	1%
\$ (950.00)	-18%
\$ -	0%
\$ 5,781.00	1%
\$ 10,500.00	13%
\$ 7,400.00	6%
\$ 1,000.00	18%
\$ -	0%
\$ 100.00	20%
\$ -	0%
\$ -	#DIV/0!
\$ 1,040.00	27%
\$ 20,040.00	8%
\$ 25,821.00	3%

Personnel Services Summary				
Position Title	FY25 Budgeted		FY26 Proposed	
	# of Positions	Amount	# of Positions	Amount
Finance Director	1	136,414.00	1	139,139.00
Assistant Finance Director/Budget Manager	1	87,207.00	1	82,250.00
Federal Funds Manager *	1	92,127.00	1	96,883.00
Office Manager	1	70,562.00	1	72,326.00
Payroll Clerk	1	58,610.00	1	57,137.00
Chief Procurement Officer	1	109,704.00	1	112,395.00
Assistant Purchasing Agent	1	80,873.00	1	84,393.00
Procurement Clerk	1	61,168.00	1	63,629.00
Full Time Total	8	696,665.00	8	708,152.00

Change FY25 - FY26	% Change FY25 - FY26
2,725.00	2.00%
(4,957.00)	-5.68%
4,756.00	5.16%
1,764.00	2.50%
(1,473.00)	-2.51%
2,691.00	2.45%
3,520.00	4.35%
2,461.00	4.02%
11,487.00	1.65%

* Funded through other sources

Below is a comparison from FY25 budgeted numbers to FY26 budgeted numbers. If there is a net increase between FY25 to FY26, 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 supplies and services.

FY25	854,314.00
FY26	880,135.00
Net increase/(decrease)	25,821.00

Fixed Cost Growth			
Account Number	Account Name	Total Cost	Explanation
010-135-5110	Permanent Employees	\$ 6,731.00	Clerical contract raises and 2% COLA for nonunion
010-135-5301	Prof Services - Financial	\$ 10,500.00	The FY26 audit is projected to be going up by this much per the Auditors
010-135-5306	Prof Services - Data Processing	\$ 7,400.00	Admins increased by 7% from FY25
010-135-5341	Advertising	\$ 1,000.00	Expenses for advertising increase each year and we are close to overspending FY25 budget
010-135-5865	Furniture/Fixtures	\$ 1,040.00	Ricoh lease went up \$200 for FY26 and we are leasing a new printer for AP checks which is \$60 per month