

Administrative Services

Mission Statement

Finance & Purchasing

To provide leadership in responsibly managing the City's financial resources.

Graphics

To assist City Divisions in reaching their goals through creative visual communications

Risk Management

To effectively control and reduce the City's exposure to risk through the centralized administration of a comprehensive risk management program. Risk management is comprised of three separate sections: workers' compensation, safety, and insurance services. Our goal is to provide professional, cost effective solutions to safeguard the public, the City's assets, and our employees.

	Expenditures Actual 2006-07	Current Year Appropriation 2007-08	Year to Date Expenditures 12/31/07	Estimated 2007-08	Proposed Budget 2008-09	Proposed Budget 2009-10
General Fund						
Finance						
Administration {101-164}	1,389,100	1,491,747	911,466	1,408,540	1,428,237	1,444,542
Accounts Payable {101-165}	239,018	280,804	141,400	283,575	302,001	313,302
Budget {101-166}	127,964	197,249	93,258	198,797	214,521	224,438
Accounting{101-167}	557,961	998,033	355,451	736,430	807,143	851,967
Grants {101-168}	161,867	(306,699)	-	-	-	-
Payroll {101-169}	427,403	376,642	193,047	382,341	408,399	426,053
Purchasing {101-162}	370,854	426,991	196,224	399,036	426,380	449,797
Transfer to Other Funds	6,329,611	6,004,836	6,004,836	14,004,836	8,189,911	8,989,911
Total Budget Underexpenditures	-	(2,000,000)	-	(2,000,000)	(2,000,000)	(2,000,000)
Adjustments					(10,079,898)	(9,229,898)
Risk Management						
Enterprise Services {101-212}	366,566	1,011,881	250,391	961,065	740,267	752,203
Total General Fund	9,970,343	8,481,484	8,146,073	16,374,620	436,961	2,222,315
Capital Improvement Fund Transfers {Fund 401}						
	-	-	-	-	3,950,000	5,650,000
Unemployment Insurance Fund {Fund 610}	180,822	160,000	91,917	184,000	193,000	202,000
Uninsurable Litigation Fund {Fund 611}	3,093,846	2,586,000	-	-	-	-

Administrative Services

Liability Insurance Fund {Fund 612}	9,565,952	651,000	3,169,461	6,338,135	6,200,000	926,335
Auto Insurance Fund {Fund 613}	968,830	731,000	182,133	-	-	-
Dental Insurance Fund {Fund 615}	1,339,581	1,209,000	666,672	1,334,000	1,466,000	1,611,000
Medical Insurance Fund {Fund 616}	11,629,892	9,833,000	5,880,977	12,122,000	13,332,000	14,664,000
Vision Insurance Fund {Fund 617}	102,721	98,000	153,605	307,000	316,000	325,000
Employee Benefits Fund {Fund 640}	2,684,213	2,524,000	477,212	954,000	987,000	1,022,000
Post Employment{Fund 641}	-	-	996,129	1,993,000	2,079,000	2,170,000
Graphics Operation Fund {Fund 650}	725,367	765,121	323,625	708,264	768,164	794,290
Admin. Services Grand Total	40,261,567	27,038,605	20,087,804	40,315,019	29,728,125	29,586,940

	Actual 2006-07	Current Year 2007-08	Estimated 2007-08	Proposed Budget 2008-09	Proposed Budget 2009-10
Total Salaried Positions	<u>72.90</u>	<u>73.90</u>	<u>73.90</u>	<u>41.90</u>	<u>41.90</u>