

2012/13 Budget

# Finance

Interim Director of Finance & Administration.....Thomas Darling



City of  
**Troy**

# Annual Budget by Organization Report

## Detail

	2010 Actual Amount	2011 Actual Amount	2012 Estimated Amount	2012 Amended Budget	2013 Proposed	% Change
<b>Fund: 101 GENERAL FUND</b>						
<b>Expenditures</b>						
Department: 191 Financial Services						
Business Unit: 191 Accounting						
PERS - PERSONAL SERVICES	\$786,529.43	\$717,865.59	\$667,279.00	\$663,000.00	\$687,345.00	4%
SUP - SUPPLIES	\$12,068.33	\$9,926.77	\$13,300.00	\$13,300.00	\$16,000.00	20%
OTH - OTHER SERVICE CHARGES	\$37,406.59	\$34,897.61	\$33,588.00	\$57,870.00	\$33,770.00	-42%
Business Unit Total: Accounting	\$836,004.35	\$762,689.97	\$714,167.00	\$734,170.00	\$737,115.00	0%
Business Unit: 192 Risk Management						
PERS - PERSONAL SERVICES	\$248,314.84	\$162,939.86	\$134,000.00	\$174,866.00	\$74,988.00	-57%
SUP - SUPPLIES	\$458.74	\$1,221.87	\$1,000.00	\$1,000.00	\$1,000.00	0%
OTH - OTHER SERVICE CHARGES	\$3,359.67	\$8,827.88	\$6,475.00	\$8,150.00	\$6,355.00	-22%
Business Unit Total: Risk Management	\$252,133.25	\$172,989.61	\$141,475.00	\$184,016.00	\$82,343.00	-55%
Business Unit: 223 Independent Auditor						
OTH - OTHER SERVICE CHARGES	\$61,225.05	\$61,331.00	\$57,000.00	\$58,000.00	\$57,000.00	-2%
Business Unit Total: Independent Auditor	\$61,225.05	\$61,331.00	\$57,000.00	\$58,000.00	\$57,000.00	-2%
Department Total: Financial Services	\$1,149,362.65	\$997,010.58	\$912,642.00	\$976,186.00	\$876,458.00	-10%
<b>Allocated legacy costs:</b>						
Pension					-	
Healthcare					16,364.00	
Total legacy costs					16,364.00	
Department Total: Financial Svcs net of legacy costs					\$860,094.00	



**SUMMARY OF BUDGET CHANGES**

• **Significant Notes – 2012/13 Budget Compared to 2011/12 Budget**

Office Supplies:

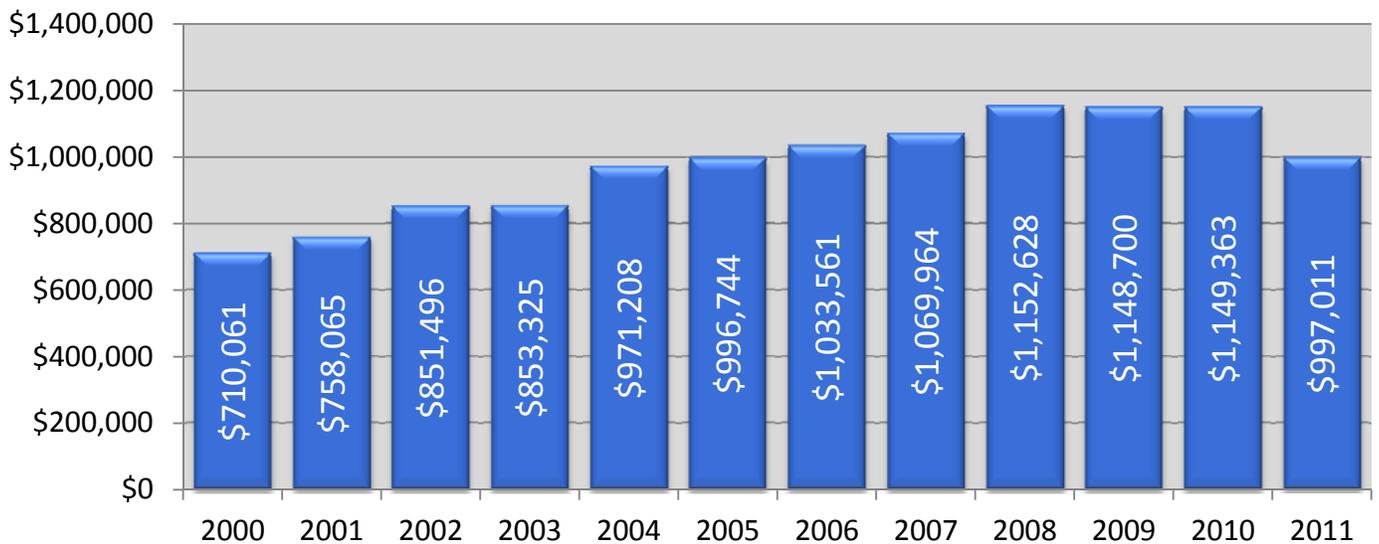
Increase of 20% or \$2,700 due to replacement of new sealer.

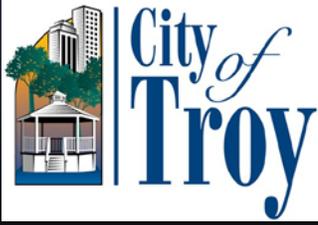
Risk Management Personnel:

Decrease of 57% or \$100,000 due to reduction of one full-time employee and contracting benefits consultant.

Personnel Summary	2009/10		2010/11		2011/12		2012/13	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
Accounting/Risk Management	N/A	N/A	7	0	7	0	7	0.5
<b>Total Department</b>	<b>N/A</b>	<b>N/A</b>	<b>7</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>7</b>	<b>0.5</b>

• **Operating Budget History**





2012/13 Budget

# City Assessor's Office

City Assessor.....Leger (Nino) Licari

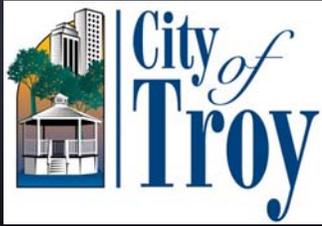


City of  
**Troy**

# Annual Budget by Organization Report

Detail

	2010 Actual Amount	2011 Actual Amount	2012 Estimated Amount	2012 Amended Budget	2013 Proposed	% Change
<b>Fund: 101 GENERAL FUND</b>						
<b>Expenditures</b>						
Department: 257 Assessing						
Business Unit: 247 Board of Review						
PERS - PERSONAL SERVICES	\$2,253.03	\$1,698.10	\$2,426.00	\$2,424.63	\$2,425.00	0%
OTH - OTHER SERVICE CHARGES	\$782.10	\$440.00	\$500.00	\$500.00	\$500.00	0%
Business Unit Total: Board of Review	\$3,035.13	\$2,138.10	\$2,926.00	\$2,924.63	\$2,925.00	0%
Business Unit: 257 Assessing						
PERS - PERSONAL SERVICES	\$849,850.66	\$669,471.00	\$731,910.00	\$728,567.00	\$698,274.00	-5%
SUP - SUPPLIES	\$19,431.04	\$20,260.41	\$20,500.00	\$20,500.00	\$20,500.00	0%
OTH - OTHER SERVICE CHARGES	\$95,740.97	\$68,836.06	\$70,360.00	\$72,160.00	\$72,460.00	0%
Business Unit Total: Assessing	\$965,022.67	\$758,567.47	\$822,770.00	\$821,227.00	\$792,234.00	-4%
Department Total: Assessing	\$968,057.80	\$760,705.57	\$825,696.00	\$824,151.63	\$789,338.00	-4%
<b>Allocated legacy costs:</b>						
Pension					26,148.00	
Healthcare					26,544.00	
Total legacy costs					52,692.00	
Department Total: Assessing net of legacy costs					\$736,646.00	



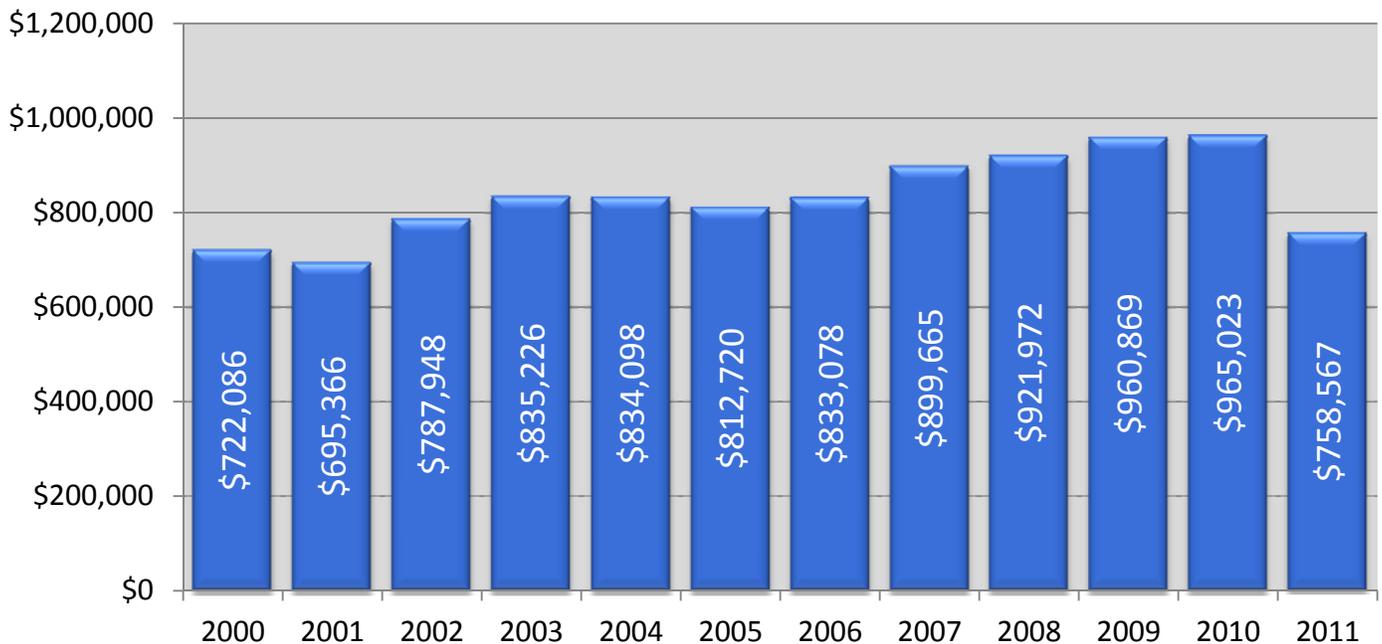
**SUMMARY OF BUDGET CHANGES**

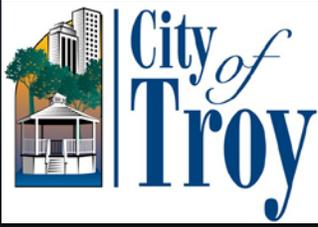
- *Significant Notes – 2012/13 Budget Compared to 2011/12 Budget*

No significant changes.

Personnel Summary	2009/10		2010/11		2011/12		2012/13	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
City Assessor's Office	N/A	N/A	6	0.5	6	0.5	6	0.5
<b>Total Department</b>	<b>N/A</b>	<b>N/A</b>	<b>6</b>	<b>0.5</b>	<b>6</b>	<b>0.5</b>	<b>6</b>	<b>0.5</b>

- *Operating Budget History*





2012/13 Budget

# City Clerk's Office

City Clerk.....Aileen Bittner

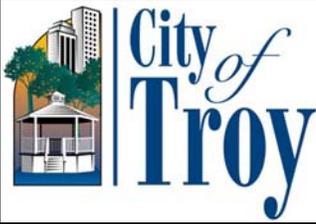


City of  
**Troy**

# Annual Budget by Organization Report

## Detail

	2010 Actual Amount	2011 Actual Amount	2012 Estimated Amount	2012 Amended Budget	2013 Proposed	% Change
<b>Fund: 101 GENERAL FUND</b>						
<b>Expenditures</b>						
Department: 215 City Clerk						
Business Unit: 215 Clerk						
PERS - PERSONAL SERVICES	\$456,162.96	\$428,703.86	\$287,750.00	\$328,318.83	\$282,962.00	-14%
SUP - SUPPLIES	\$13,845.78	\$11,386.43	\$7,540.00	\$8,620.00	\$8,220.00	-5%
OTH - OTHER SERVICE CHARGES	\$25,814.16	\$28,169.86	\$28,190.00	\$25,430.00	\$42,250.00	66%
Business Unit Total: Clerk	\$495,822.90	\$468,260.15	\$323,480.00	\$362,368.83	\$333,432.00	-8%
Business Unit: 262 Elections						
PERS - PERSONAL SERVICES	\$110,516.02	\$146,279.81	\$150,900.00	\$104,448.18	\$139,757.00	34%
SUP - SUPPLIES	\$41,790.51	\$11,886.89	\$12,790.00	\$22,100.00	\$22,100.00	0%
OTH - OTHER SERVICE CHARGES	\$47,948.85	\$28,300.45	\$41,330.00	\$92,070.00	\$71,215.00	-23%
Business Unit Total: Elections	\$200,255.38	\$186,467.15	\$205,020.00	\$218,618.18	\$233,072.00	7%
Department Total: City Clerk	\$696,078.28	\$654,727.30	\$528,500.00	\$580,987.01	\$566,504.00	-2%
<b>Allocated legacy costs:</b>						
Pension					-	
Healthcare					17,704.00	
Total legacy costs					17,704.00	
Department Total: Clerk net of legacy costs					\$548,800.00	



**SUMMARY OF BUDGET CHANGES**

• ***Significant Notes – 2012/13 Budget Compared to 2011/12 Budget***

Personal Services:

There is a reduction of 14% or \$45,000 in the City Clerk budget due to staffing changes resulting in salary reductions. The Election Inspector costs increased 34% in FY2012/13 due to the August State Primary Election and November Presidential Election.

Supplies:

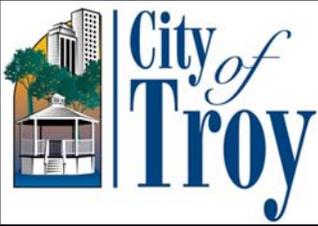
The Operating Supplies Dog Licenses line is eliminated due to the transfer of Dog Licenses to Oakland County Animal Control causing an overall reduction of 5% in the Supplies budget.

Other Service Charges:

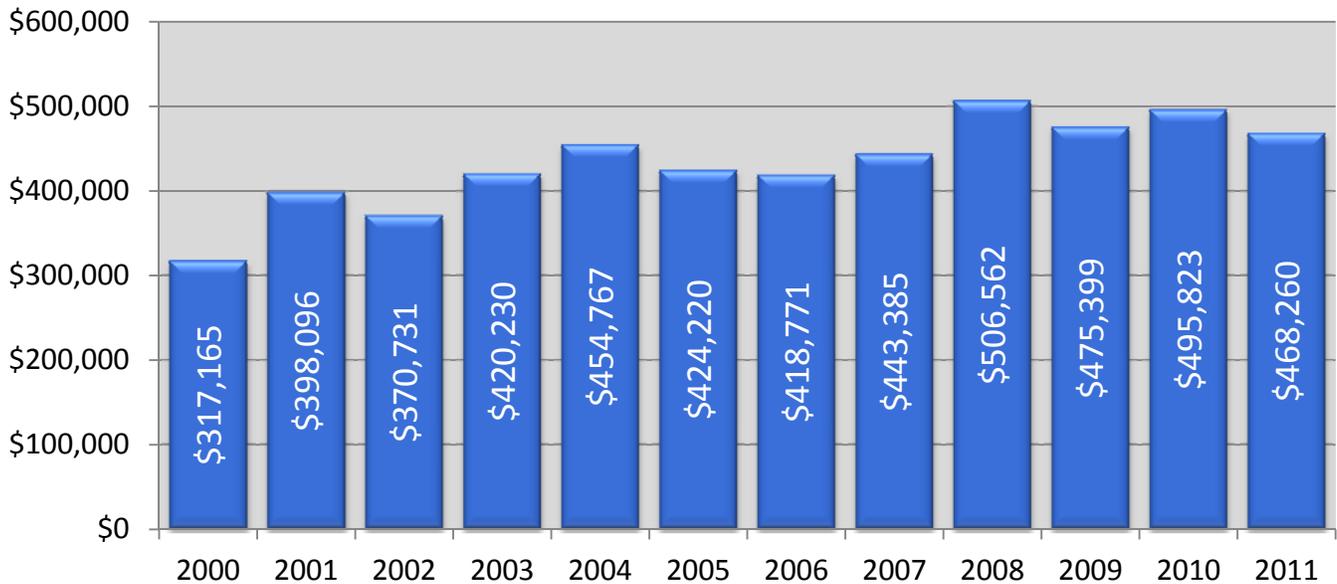
There is an 88% reduction in Elections - Other Service Charges due to the budgeted contractual services from FY2011/12 being cancelled after the reinstatement of the part-time positions.

The proposed costs for Elections - Printing are increased 125% due to the August State Primary and the November Presidential Elections causing a large increase in voter activity.

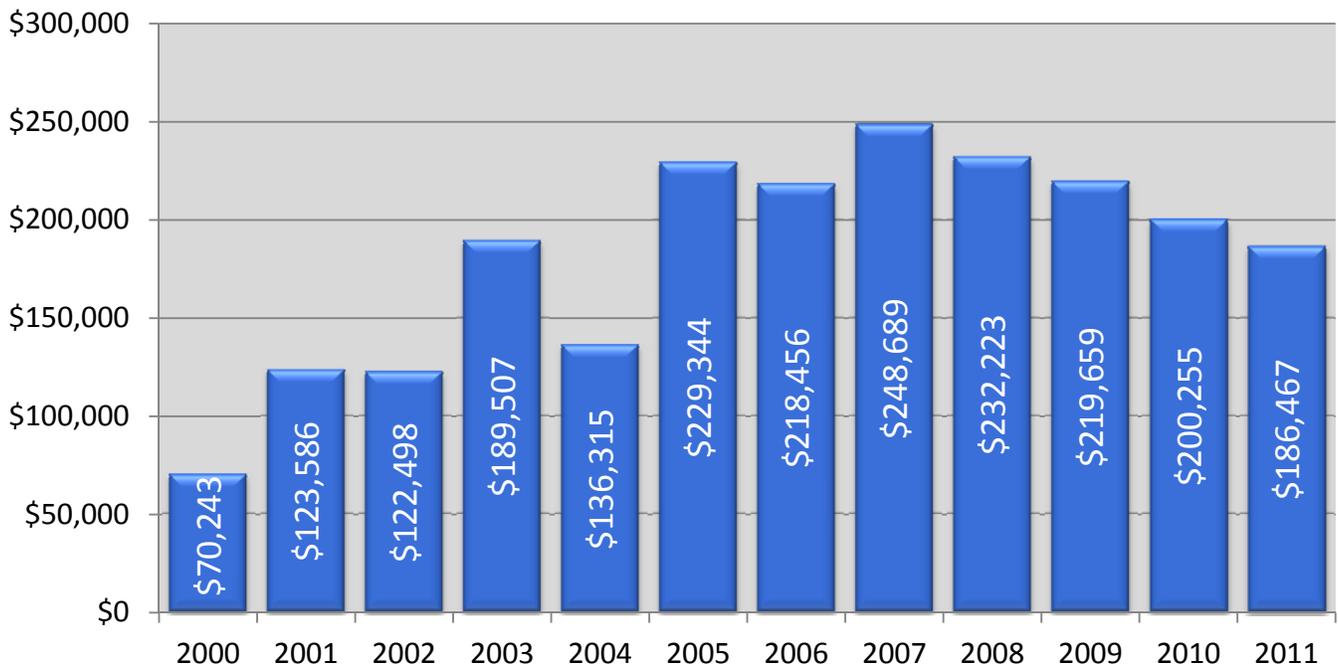
<b>Personnel</b>								
<b>Summary</b>	<b>2009/10</b>		<b>2010/11</b>		<b>2011/12</b>		<b>2012/13</b>	
	<b>Full-Time</b>	<b>Part-Time</b>	<b>Full-Time</b>	<b>Part-Time</b>	<b>Full-Time</b>	<b>Part-Time</b>	<b>Full-Time</b>	<b>Part-Time</b>
City Clerk's Office	N/A	N/A	5	1	4	0	4	1
Elections	N/A	N/A	1	0.1	0	0	0	0
<b>Total Department</b>	<b>N/A</b>	<b>N/A</b>	<b>6</b>	<b>1.1</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>1</b>



• **Operating Budget History - City Clerk's Office**



• **Operating Budget History - Elections**





City of  
**Troy**



2012/13 Budget

# Human Resources

Human Resources Director.....Peggy E. Sears



City of  
**Troy**

# Annual Budget by Organization Report

Detail

	2010 Actual Amount	2011 Actual Amount	2012 Estimated Amount	2012 Amended Budget	2013 Proposed	% Change
<b>Fund: 101 GENERAL FUND</b>						
<i>Expenditures</i>						
Department: 270 Human Resources						
PERS - PERSONAL SERVICES	\$440,385.16	\$390,524.39	\$326,070.00	\$325,047.00	\$377,530.00	16%
SUP - SUPPLIES	\$3,736.64	\$2,604.33	\$3,200.00	\$4,750.00	\$3,750.00	-21%
OTH - OTHER SERVICE CHARGES	\$75,554.11	\$69,938.90	\$73,670.00	\$89,050.00	\$91,900.00	3%
Department Total: Human Resources	\$519,675.91	\$463,067.62	\$402,940.00	\$418,847.00	\$473,180.00	13%
		<b>Allocated legacy costs:</b>				
Pension					-	
Healthcare					15,459.00	
Total legacy costs					15,459.00	
Department Total: Human Res. net of legacy costs					\$457,721.00	



**SUMMARY OF BUDGET CHANGES**

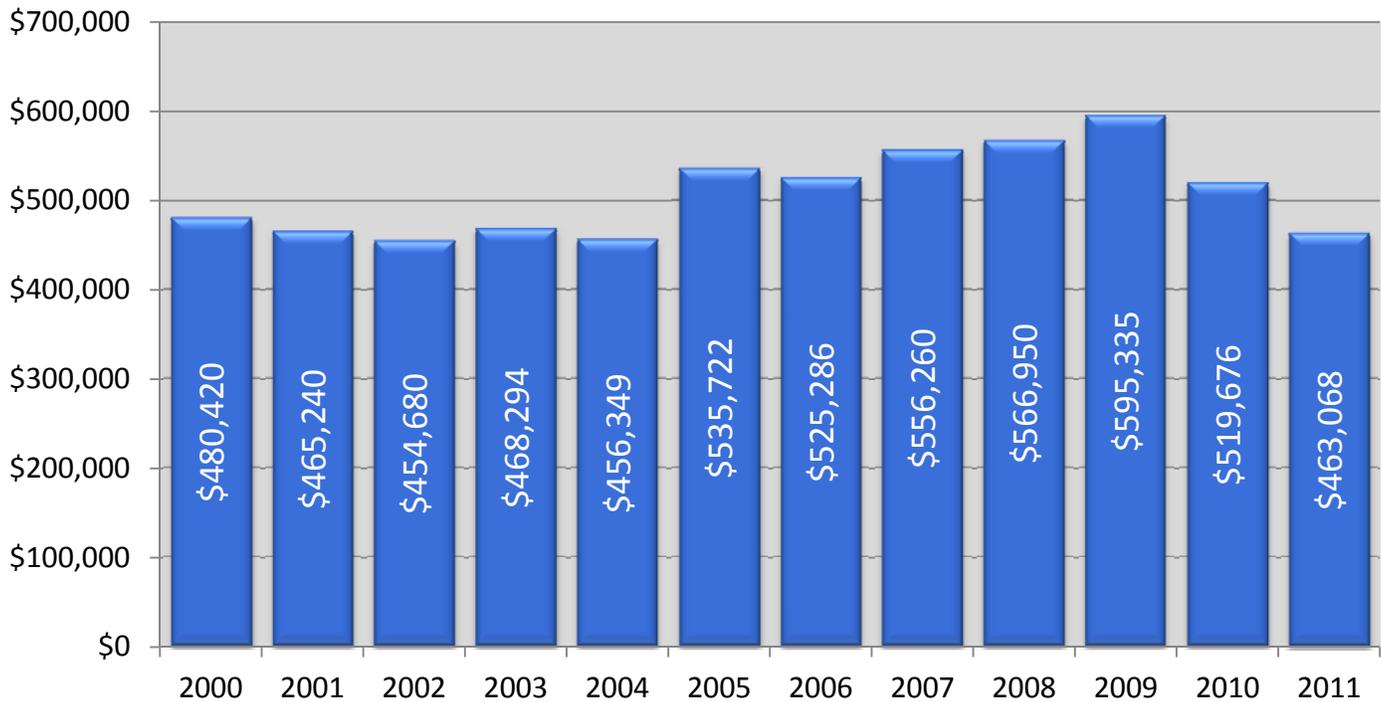
• *Significant Notes – 2012/13 Budget Compared to 2011/12 Budget*

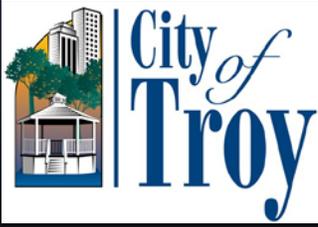
Personal Services:

There is an increase 16% or \$52,000 due to the reinstatement of one full time position.

Personnel Summary	2009/10		2010/11		2011/12		2012/13	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
Human Resources	N/A	N/A	3	0.5	2	0.5	3	0.4
<b>Total Department</b>	<b>N/A</b>	<b>N/A</b>	<b>3</b>	<b>0.5</b>	<b>2</b>	<b>0.5</b>	<b>3</b>	<b>0.4</b>

• *Operating Budget History*





2012/13 Budget

# Purchasing

Purchasing Director.....Susan Leirstein

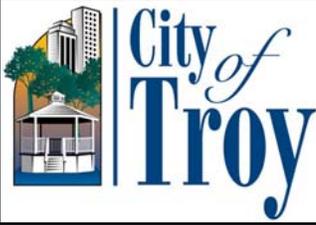


| City of  
**Troy**

# Annual Budget by Organization Report

Detail

	2010 Actual Amount	2011 Actual Amount	2012 Estimated Amount	2012 Amended Budget	2013 Proposed	% Change
<b>Fund: 101 GENERAL FUND</b>						
<i>Expenditures</i>						
Department: 233 Purchasing						
PERS - PERSONAL SERVICES	\$357,602.37	\$277,374.38	\$236,841.00	\$253,902.00	\$269,930.00	6%
SUP - SUPPLIES	\$4,851.25	\$2,765.87	\$2,700.00	\$4,000.00	\$4,000.00	0%
OTH - OTHER SERVICE CHARGES	\$14,856.57	\$15,185.25	\$8,771.00	\$10,910.00	\$14,210.00	30%
Department Total: Purchasing	\$377,310.19	\$295,325.50	\$248,312.00	\$268,812.00	\$288,140.00	7%
		<b>Allocated legacy costs:</b>				
		Pension				
		Healthcare				
		Total legacy costs				
Department Total: Purchasing net of legacy costs					\$288,140.00	



**SUMMARY OF BUDGET CHANGES**

• **Significant Notes – 2012/13 Budget Compared To 2011/12 Budget**

Personal Services:

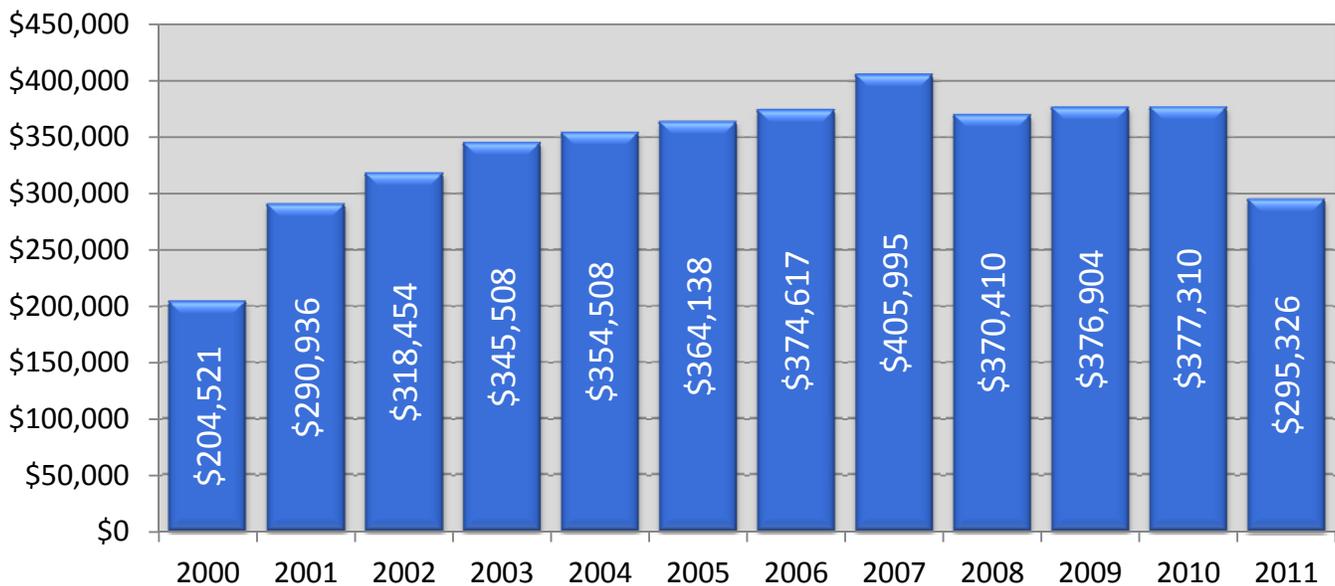
There is an increase of 6% or \$16,000 due to the sharing of one part-time position.

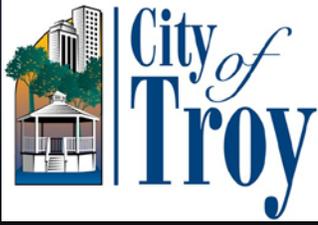
Other Service Charges:

There is an increase of 30% or \$3,300 for computer services related to addition of part-time position.

Personnel Summary	2009/10		2010/11		2011/12		2012/13	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
Purchasing Department	N/A	N/A	3	0.5	2	0	2	0.4
<b>Total Department</b>	<b>N/A</b>	<b>N/A</b>	<b>3</b>	<b>0.5</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0.4</b>

• **Operating Budget History**





2012/13 Budget

# City Treasurer's Office

City Treasurer.....Sandra Kasperek



City of  
**Troy**

# Annual Budget by Organization Report

Detail

	2010 Actual Amount	2011 Actual Amount	2012 Estimated Amount	2012 Amended Budget	2013 Proposed	% Change
<b>Fund: 101 GENERAL FUND</b>						
<b>Expenditures</b>						
Department: 191 Financial Services						
Business Unit: 253 Treasurer						
PERS - PERSONAL SERVICES	\$326,802.68	\$389,535.83	\$388,066.00	\$386,845.00	\$325,705.00	-16%
SUP - SUPPLIES	\$29,028.23	\$28,963.19	\$32,000.00	\$30,000.00	\$32,000.00	7%
OTH - OTHER SERVICE CHARGES	\$273,936.75	\$592,989.24	\$645,510.00	\$246,880.00	\$594,510.00	141%
<b>Business Unit Total: Treasurer</b>	<b>\$629,767.66</b>	<b>\$1,011,488.26</b>	<b>\$1,065,576.00</b>	<b>\$663,725.00</b>	<b>\$952,215.00</b>	<b>44%</b>
		<b>Allocated legacy costs:</b>				
Pension						
Healthcare				14,159.00		
Total legacy costs				14,159.00		
<b>Department Total: Treasurer net of legacy costs</b>					<b>\$938,056.00</b>	



**SUMMARY OF BUDGET CHANGES**

• **Significant Notes – 2012/13 Budget Compared to 2011/12 Budget**

Personal Services:

Decrease of 16% or \$61,000 due to decrease in benefits from change in personnel.

Other Service Charges:

There is an increase in Tax Refunds of 174% or \$347,000 due to increasing volume and dollar amount of Michigan Tax Tribunal judgments.

Personnel Summary	2009/10		2010/11		2011/12		2012/13	
	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time	Full-Time	Part-Time
City Treasurer's Office	N/A	N/A	4	0	4	0	4	0
<b>Total Department</b>	<b>N/A</b>	<b>N/A</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>0</b>

• **Operating Budget History**

