FINANCE DEPARTMENT BUDGET

Finance Department 2018 Annual Budget Notes

- 7710-52100 Personal Service Finance 2017 includes 50% of (1) Finance Officer/Tax Commissioner, (1) Account Clerk II (retired August 31, 2017), (1) Account Clerk (began employment July 17, 2017), (1) Account Clerk, and (1) Clerk of Council/Finance Director. Also includes overtime for employee recording City Council meeting minutes. 2018 reflects a 2% wage increase for employees. Goal I (A), (C), Goal II (A), Goal III (A), (B), and Goal IV (A)
- 7711-52120 Hospitalization Department's premiums to cover the employees' medical costs associated with the City's High Deductible Health Insurance Program and the monthly dental administration fee. Costs associated with dental claims, COBRA administration, and employer's contribution to HSAs and HRAs are paid from the Health Insurance Trust Fund (086). 2018 includes coverages for the following: one employee-spouse plan and one employee-child plan and reflects a 7% increase in the medical costs.
- 7711-52610 Other Contractual 2017 includes CMI software maintenance agreement (\$7,922); contractor transcribing City Council minutes (\$1,485); timekeeping software maintenance agreement (\$2,558); and CAFR/GASB accounting services (\$1,000). 2018 includes costs for CMI maintenance agreement (\$8,000); timekeeping software maintenance (\$2,600); CAFR/GASB accounting services (\$1,000); and contractor for transcribing City Council minutes (\$2,500).
- 7711-52800 Capital Improvements 2018 includes cost for two new fireproof filing cabinets (\$1,164).
- 7711-53010 Auditor/Treasurer Fees Property Tax Fees charged by Hamilton County to process advances/settlement of real estate tax. Amount is approximately 1.3% of real estate collections.
- 7711-53020 Elections Fee charged by the Hamilton County Board of Elections based on the amount of election ballot activity. Amount is assessed on the 1st half settlement based on the prior year election activity.
- 7711-53030 Audit Fees Annual fee for the City's financial and compliance audit. The firm of Clark, Schaefer, and Hackett was chosen through the State Auditor process for a five-year contract for audit years through 2018. The 2018 amount of \$15,750 represents the amount for the year-end 2017 audit. *Goal III (A)*

	EXPEN	DITURE DE	TAIL		
FUND		CONTROL ACCOL			
010 - General Fund		General Government Finance Department			
NUMBER		EXPENDITURES	BUDGET	EXPENDITURES	BUDGET
		2016	2017	2017	2018
	Personal Service - Finance	181,554	213,000	211,532	167,300
	PERS Pension	25,372	29,820	27,735	23,422
	Medicare	2,513	3,089	2,950	2,425
	Tuition Reimbursement	3,000	3,000	3,000	3,000
	Hospitalization	26,327	35,235	34,297	28,269
	Life Insurance	145	148	151	138
	Travel and Lodging	142	200	740	150
	Seminars - Conventions - Training	530	345	380	980
-52170	Dues - Subscriptions - Memberships	395	380	385	385
	Supplies	1,680	1,200	1,250	750
-52240	Printing	575	2,200	1,000	1,100
	Equipment Maintenance/Repair	1,715	1,500	1,500	1,600
	Other Contractual	15,924	16,694	13,864	15,000
	Legal Advertising .	2,314	1,200	2,215	2,000
-52800	Capital Improvements	63	1,164	694	1,164
-53010	Auditor/Treasurer Fees - Property Tax	10,705	10,784	10,420	10,420
	DOT Property Tax Fees	513	500	261	505
	Auditor/Treasurer Fees - Estate Tax	- 010	-	7.07	- 000
	Elections	8,973		1,966	8,000
	Audit Fees	15,000	15,500	15,500	15,750
	DRETAC	6,002	3,200	3,392	3,200
	Auditor/Treasurer Fees - CRLP Fees	0,002	0,200	0,002	3,200
	Legal Advertising - Auditor	46	100	13	50
	Miscellaneous Finance	443	445	443	445
-33200	Miscontaneous Financo	170	770	710	1440
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TOTAL	FINANCE DEPARTMENT	303,931	339,704	333,688	286,053