


	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U		
1														<h1>Budget Worksheet Report</h1> <p>Budget Year 2018</p>									
2																							
3	Account		Account Description										2015 Actual Amount		2016 Amended Budget	2016 Actual Amount	2017 Amended Budget	2017 Actual Amount	2018 Mayors Recommended	FY 18 minus FY 17 amended	FY 18 minus FY 17 amended %		
4	Fund 101 - General Fund																						
5	REVENUE																						
6		Department 04 - Clerk/Treasurer																					
7		Division 000 - Admin																					
8		Taxes																					
9	4710		Interest On Taxes										296,846.33		290,000.00	298,354.62	300,000.00	182,543.45	300,000.00	.00			
10		Taxes Totals										\$296,846.33		\$290,000.00	\$298,354.62	\$300,000.00	\$182,543.45	\$300,000.00	\$0.00	0%			
11		Intergovernmental Revenues																					
12	4825_160		Interdepartmental Administrative Fees										.00		55,000.00	21,556.68	35,000.00	(4,077.78)	.00	(35,000.00)	(100)		
13		Intergovernmental Revenues Totals										\$0.00		\$55,000.00	\$21,556.68	\$35,000.00	(\$4,077.78)	\$0.00	(\$35,000.00)	(100%)			
14		Charges for Services																					
15	4080		Recording Fees										274,794.50		300,000.00	281,157.80	280,000.00	233,867.80	280,000.00	.00			
16	4094		Financial Services										.00		.00	.00	.00	58,255.34	50,000.00	50,000.00			
17	4096		Burlington Telecom - Direct Reimbursement										.00		35,000.00	40,844.34	35,000.00	11,440.56	35,000.00	.00			
18	4285_100		Indirect cost Admin										1,714,109.35		1,412,000.00	1,369,343.59	1,348,477.00	1,230,090.18	1,433,662.00	85,185.00	6		
19	4440		Taxi Fees										.00		.00	38,715.00	93,000.00	73,111.87	50,000.00	(43,000.00)	(46)		
20	4600_100		Fees For Services General Government										48,004.53		32,000.00	27,169.27	32,000.00	17,664.83	28,000.00	(4,000.00)	(13)		
21		Charges for Services Totals										\$2,036,908.38		\$1,779,000.00	\$1,757,230.00	\$1,788,477.00	\$1,624,430.58	\$1,876,662.00	\$88,185.00	5%			
22		Fines and Forfeits																					
23	4030_100		Late Fees General Government										1,126.00		.00	1,112.00	.00	984.00	.00	.00			
24	4055_100		Fines Misc General Government										2,601.00		.00	540.00	.00	798.00	.00	.00			
25	4075		Penalties & Interest										.00		50,000.00	26,506.63	50,000.00	.00	28,000.00	(22,000.00)	(44)		
26		Fines and Forfeits Totals										\$3,727.00		\$50,000.00	\$28,158.63	\$50,000.00	\$1,782.00	\$28,000.00	(\$22,000.00)	(44%)			
27		Licenses and Permits																					
28	4100_100		Licenses And Certificates General Government										191,666.14		265,000.00	179,958.35	200,000.00	181,361.78	180,000.00	(20,000.00)	(10)		
29		Licenses and Permits Totals										\$191,666.14		\$265,000.00	\$179,958.35	\$200,000.00	\$181,361.78	\$180,000.00	(\$20,000.00)	(10%)			
30		Other Revenue																					
31	4095_100		Purchasing Procurement Card										.00		60,000.00	13,504.01	50,000.00	18,106.00	25,000.00	(25,000.00)	(50)		
32	4095_105		Purchasing Rebate Programs										.00		25,000.00	6,715.74	25,000.00	5,972.32	15,000.00	(10,000.00)	(40)		
33	4095_115		Purchasing Discounts										.00		10,000.00	.00	10,000.00	302.81	5,000.00	(5,000.00)	(50)		
34	4095_120		Purchasing Savings										.00		.00	.00	.00	.00	200,000.00	200,000.00			
35	4566		State Reimbursement - School Tax Collection										145,876.75		105,000.00	121,017.85	105,000.00	.00	110,000.00	5,000.00	5		
36	4850		Cash Over										14.66		.00	9.00	140,000.00	20.00	.00	(140,000.00)	(100)		
37		Other Revenue Totals										\$145,891.41		\$200,000.00	\$141,246.60	\$330,000.00	\$24,401.13	\$355,000.00	\$25,000.00	8%			
38		Miscellaneous																					

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	
3	Account						Account Description						2015 Actual Amount		2016 Amended Budget	2016 Actual Amount	2017 Amended Budget	2017 Actual Amount	2018 Mayors Recommended	FY 18 minus FY 17 amended	FY 18 minus FY 17 amended %	
39	4200						Preservation Restoration						23,855.50		30,000.00	23,918.64	30,000.00	19,744.20	23,000.00	(7,000.00)	(23)	
40	4535						Misc Rev						64,088.91		50,000.00	71,777.10	10,000.00	7,682.07	5,000.00	(5,000.00)	(50)	
41			Miscellaneous Totals										\$87,944.41		\$80,000.00	\$95,695.74	\$40,000.00	\$27,426.27	\$28,000.00	(\$12,000.00)	(30%)	
42				Division 000 - Admin Totals										\$2,762,983.67		\$2,719,000.00	\$2,522,200.62	\$2,743,477.00	\$2,037,867.43	\$2,767,662.00	\$24,185.00	1%
43			Department 04 - Clerk/Treasurer Totals										\$2,762,983.67		\$2,719,000.00	\$2,522,200.62	\$2,743,477.00	\$2,037,867.43	\$2,767,662.00	\$24,185.00	1%	
44			REVENUE TOTALS										\$2,762,983.67		\$2,719,000.00	\$2,522,200.62	\$2,743,477.00	\$2,037,867.43	\$2,767,662.00	\$24,185.00	1%	
45	EXPENSE																					
46			Department 04 - Clerk/Treasurer																			
47			Division 000 - Admin																			
48			Personal Services																			
49	5000_100						Salaries and Wages Regular, Full Time						1,147,208.02		1,204,887.00	1,065,069.16	1,230,000.00	1,062,912.87	1,296,147.00	66,147.00	5	
50	5000_110						Salaries and Wages Regular Part Time						.00		25,000.00	.00	40,000.00	.00	.00	(40,000.00)	(100)	
51	5000_115						Salaries and Wages Seasonal/Temporary						9,122.65		5,000.00	17,463.77	17,361.00	21,398.50	28,000.00	10,639.00	61	
52	5000_900						Salaries and Wages Attrition/reorganization						.00		.00	.00	(27,000.00)	.00	(30,000.00)	(3,000.00)	11	
53	5100						Overtime						19,578.95		20,000.00	17,725.25	20,000.00	21,365.18	20,000.00	.00		
54	5200_115						Other Personal Service Other Compensation						5,343.89		4,000.00	3,972.65	5,500.00	4,526.94	6,500.00	1,000.00	18	
55	5200_116						Other Personal Service Longevity Pay						3,820.00		4,700.00	3,490.49	.00	3,910.71	.00	.00		
56	5200_120						Other Personal Service Shift Differential						82.51		100.00	63.88	100.00	71.54	100.00	.00		
57	5200_130						Other Personal Service Allowance Taxable						42,606.28		10,000.00	6,621.61	10,000.00	10,706.92	8,000.00	(2,000.00)	(20)	
58	5400_100						Employee Benefits FICA						100,688.45		116,157.00	100,798.49	115,700.00	97,549.48	120,000.00	4,300.00	4	
59	5400_115						Employee Benefits Retirement B						189,965.79		148,000.00	152,808.93	145,237.00	147,691.14	146,685.00	1,448.00	1	
60	5400_120						Employee Benefits Workers Compensation						30,122.97		50,000.00	50,000.00	62,779.00	62,779.00	55,761.00	(7,018.00)	(11)	
61	5400_125						Employee Benefits Health Insurance						189,449.11		222,702.00	222,702.00	239,436.00	239,436.00	265,174.00	25,738.00	11	
62	5400_130						Employee Benefits Dental Insurance						11,768.71		18,375.00	18,375.00	20,630.00	20,630.00	17,100.00	(3,530.00)	(17)	
63	5400_135						Employee Benefits Life Insurance						2,426.71		2,215.00	2,215.00	2,130.00	2,130.00	2,215.00	85.00	4	
64	5400_145						Employee Benefits Employee Parking						3,586.29		5,000.00	3,520.00	5,000.00	3,300.00	4,000.00	(1,000.00)	(20)	
65	5400_150						Employee Benefits Recognition						.00		1,000.00	691.74	5,000.00	1,003.27	2,500.00	(2,500.00)	(50)	
66			Personal Services Totals										\$1,755,770.33		\$1,837,136.00	\$1,665,517.97	\$1,891,873.00	\$1,699,411.55	\$1,942,182.00	\$50,309.00	3%	
67			Capital Equipment																			
68	9000						Reserve						.00		30,000.00	.00	.00	.00	.00	.00	.00	
69			Capital Equipment Totals										\$0.00		\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	
70			General Operating																			
71	6000						Office Supplies						12,671.46		15,000.00	12,397.30	15,000.00	13,478.66	15,000.00	.00		
72	6005						Postage						28,595.54		23,000.00	13,657.17	20,000.00	14,895.72	20,000.00	.00		
73	6025						Furnishings						2,605.04		5,000.00	2,105.00	5,000.00	510.00	4,000.00	(1,000.00)	(20)	
74	6200						Medical Fees And Supplies						2,825.31		1,000.00	401.49	3,000.00	892.59	3,000.00	.00		
75	6202						Printing/Copying/Paper Mgt						24,006.29		38,000.00	24,673.04	20,000.00	31,223.69	25,000.00	5,000.00	25	
76	6203						Dues/Subscriptions						2,118.46		2,000.00	310.00	2,500.00	588.20	2,000.00	(500.00)	(20)	
77	6208						Special Supplies						17,567.02		18,000.00	20,096.13	18,000.00	7,214.55	15,500.00	(2,500.00)	(14)	
78	6214						Clothing And Uniforms						.00		.00	.00	.00	207.00	.00	.00		
79	6238						Elections						83,339.50		70,000.00	48,437.94	127,639.00	100,245.34	50,000.00	(77,639.00)	(61)	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
3	Account					Account Description						2015 Actual Amount			2016 Amended Budget	2016 Actual Amount	2017 Amended Budget	2017 Actual Amount	2018 Mayors Recommended	FY 18 minus FY 17 amended	FY 18 minus FY 17 amended %
80	6300					Repair & Maintenance						75.00			1,000.00	95.00	500.00	.00	100.00	(400.00)	(80)
81	6350					Legal Notice & Advertising						18,727.12			22,000.00	29,002.40	21,000.00	28,500.32	21,000.00	.00	
82	6400_125					Utilities Telecommunications						12,669.84			13,500.00	12,551.97	13,000.00	9,651.64	10,000.00	(3,000.00)	(23)
83	6400_127					Utilities Cellular Communications						994.91			1,200.00	5,804.83	1,200.00	4,179.61	6,000.00	4,800.00	400
84	6500_112					Professional and Consultant Services Audits						100,050.00			110,000.00	99,466.00	80,000.00	51,126.00	85,000.00	5,000.00	6
85	6500_115					Professional and Consultant Services Legal/Arbitration						440.00			4,000.00	9,252.53	3,000.00	5,093.00	5,000.00	2,000.00	67
86	6500_118					Professional and Consultant Services Contractual Services						160,072.11			114,000.00	86,250.62	65,000.00	34,841.99	60,000.00	(5,000.00)	(8)
87	6500_136					Professional and Consultant Services Meeting Video						22,016.58			30,000.00	25,999.92	36,000.00	28,716.60	36,000.00	.00	
88	6530_115					Rentals Equipment						9,556.68			.00	5,446.17	5,450.00	3,954.15	5,450.00	.00	
89	6600					Maintenance Contracts						.00			500.00	.00	500.00	.00	.00	(500.00)	(100)
90	6700_100					Travel & Training Education						2,350.00			12,500.00	1,482.57	10,000.00	1,939.89	7,000.00	(3,000.00)	(30)
91	6700_105					Travel & Training Special Training						.00			2,000.00	3,600.00	4,000.00	.00	4,000.00	.00	
92	6700_110					Travel & Training Travel Expense						1,376.07			7,500.00	4,310.09	5,000.00	1,396.14	5,000.00	.00	
93	6700_115					Travel & Training Mileage						.00			250.00	185.07	250.00	.00	250.00	.00	
94	6800_160					Fees for Services Background Check						13,935.00			16,000.00	10,995.00	16,000.00	7,298.50	14,000.00	(2,000.00)	(13)
95	7000					Bad Debt Expense						35,970.93			.00	(2,273.05)	.00	290.03	.00	.00	
96	7200_115					Capital Leases Equipment						268.60			12,000.00	6,426.72	6,550.00	5,891.16	7,000.00	450.00	7
97	7303					Regulatory and Bank Fees						44,029.59			25,000.00	32,291.89	25,000.00	(3,779.91)	.00	(25,000.00)	(100)
98						General Operating Totals						\$596,261.05			\$543,450.00	\$452,965.80	\$503,589.00	\$348,354.87	\$400,300.00	(\$103,289.00)	(21%)
99						Interfund															
100	7900_200					Interfund Transfer Reserve Fund						23,977.80			.00	23,918.64	30,000.00	.00	23,000.00	(7,000.00)	(23)
101	8022					Franchise Admin Fee - BD						24,842.88			12,500.00	.00	12,500.00	.00	.00	(12,500.00)	(100)
102						Interfund Totals						\$48,820.68			\$12,500.00	\$23,918.64	\$42,500.00	\$0.00	\$23,000.00	(\$19,500.00)	(46%)
103						Division 000 - Admin Totals						\$2,400,852.06			\$2,423,086.00	\$2,142,402.41	\$2,437,962.00	\$2,047,766.42	\$2,365,482.00	(\$72,480.00)	(3%)
104						Division 010 - Elections/Voter Registration															
105						General Operating															
106	6000					Office Supplies						.00			.00	480.00	.00	365.95	.00	.00	
107	6005					Postage						13.09			.00	.00	.00	.00	.00	.00	
108	6400_125					Utilities Telecommunications						381.29			.00	.00	.00	.00	.00	.00	
109	6400_127					Utilities Cellular Communications						.00			.00	81.76	.00	380.34	.00	.00	
110						General Operating Totals						\$394.38			\$0.00	\$561.76	\$0.00	\$746.29	\$0.00	\$0.00	+++
111						Division 010 - Elections/Voter Registration Totals						\$394.38			\$0.00	\$561.76	\$0.00	\$746.29	\$0.00	\$0.00	+++
112						Division 011 - Information Technology															
113						General Operating															
114	6010					Computer Equipment						.00			.00	53.98	.00	.00	.00	.00	
115						General Operating Totals						\$0.00			\$0.00	\$53.98	\$0.00	\$0.00	\$0.00	\$0.00	+++
116						Division 011 - Information Technology Totals						\$0.00			\$0.00	\$53.98	\$0.00	\$0.00	\$0.00	\$0.00	+++
117						Division 012 - Payroll															
118						Personal Services															
119	5000_100					Salaries and Wages Regular, Full Time						175,882.42			195,000.00	193,667.92	212,000.00	196,572.15	220,781.00	8,781.00	4
120	5000_115					Salaries and Wages Seasonal/Temporary						16,887.41			.00	5,233.48	.00	.00	.00	.00	

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	
3	Account					Account Description							2015 Actual Amount		2016 Amended Budget	2016 Actual Amount	2017 Amended Budget	2017 Actual Amount	2018 Mayors Recommended	FY 18 minus FY 17 amended	FY 18 minus FY 17 amended %	
121	5100					Overtime							5,782.33		7,500.00	8,572.34	7,500.00	8,583.25	8,500.00	1,000.00	13	
122	5200_115					Other Personal Service Other Compensation							2,387.53		7,200.00	2,992.78	5,000.00	2,603.41	4,000.00	(1,000.00)	(20)	
123	5200_120					Other Personal Service Shift Differential							1.74		.00	1.16	.00	.00	.00	.00		
124	5200_130					Other Personal Service Allowance Taxable							850.00		.00	850.00	.00	1,275.00	.00	.00		
125	5400_100					Employee Benefits FICA							.00		.00	.00	.00	602.09	.00	.00		
126	5400_145					Employee Benefits Employee Parking							420.00		.00	400.00	.00	220.00	.00	.00		
127			Personal Services Totals										\$202,211.43		\$209,700.00	\$211,717.68	\$224,500.00	\$209,855.90	\$233,281.00	\$8,781.00	4%	
128			General Operating																			
129	6000					Office Supplies							4,278.91		5,500.00	2,925.71	5,500.00	3,179.57	5,000.00	(500.00)	(9)	
130	6015					Computer Software							106.99		.00	.00	.00	.00	.00	.00		
131	6020					Office Equipment							.00		.00	.00	.00	2,028.48	.00	.00		
132	6025					Furnishings							.00		.00	.00	.00	773.00	.00	.00		
133	6200					Medical Fees And Supplies							90.00		100.00	200.00	100.00	.00	200.00	100.00	100	
134	6202					Printing/Copying/Paper Mgt							439.94		750.00	387.39	500.00	168.00	500.00	.00		
135	6350					Legal Notice & Advertising							600.00		750.00	.00	750.00	.00	500.00	(250.00)	(33)	
136	6400_125					Utilities Telecommunications							2,446.85		2,500.00	2,476.38	2,500.00	1,766.22	2,500.00	.00		
137	6400_127					Utilities Cellular Communications							.00		.00	47.64	.00	510.18	.00	.00		
138	6500_118					Professional and Consultant Services Contractual Services							62.50		150.00	22,981.00	46,000.00	56,661.25	46,000.00	.00		
139	6600					Maintenance Contracts							.00		.00	650.00	.00	.00	.00	.00		
140	7200_115					Capital Leases Equipment							1,119.52		1,250.00	1,679.28	1,250.00	1,539.34	2,000.00	750.00	60	
141	7303					Regulatory and Bank Fees							.00		.00	.00	.00	(2.50)	.00	.00		
142			General Operating Totals										\$9,144.71		\$11,000.00	\$31,347.40	\$56,600.00	\$66,623.54	\$56,700.00	\$100.00	0%	
143				Division 012 - Payroll Totals										\$211,356.14		\$220,700.00	\$243,065.08	\$281,100.00	\$276,479.44	\$289,981.00	\$8,881.00	3%
144			Department 04 - Clerk/Treasurer Totals										\$2,612,602.58		\$2,643,786.00	\$2,386,083.23	\$2,719,062.00	\$2,324,992.15	\$2,655,463.00	(\$63,599.00)	(2%)	
145			EXPENSE TOTALS										\$2,612,602.58		\$2,643,786.00	\$2,386,083.23	\$2,719,062.00	\$2,324,992.15	\$2,655,463.00	(\$63,599.00)	(2%)	
146																						
147	Fund 101 - General Fund Totals																					
148	REVENUE TOTALS												\$2,762,983.67		\$2,719,000.00	\$2,522,200.62	\$2,743,477.00	\$2,037,867.43	\$2,767,662.00	\$24,185.00	1%	
149	EXPENSE TOTALS												\$2,612,602.58		\$2,643,786.00	\$2,386,083.23	\$2,719,062.00	\$2,324,992.15	\$2,655,463.00	(\$63,599.00)	(2%)	
150	Fund 101 - General Fund Totals												\$150,381.09		\$75,214.00	\$136,117.39	\$24,415.00	(\$287,124.72)	\$112,199.00	\$87,784.00	360%	
151																						