

**TOWN OF STRATFORD
PROPOSED OPERATING BUDGET
FISCAL YEAR 2010**

**01 - GENERAL FUND
302 - FINANCE ACCOUNTING & TREASURY**

ORG	OBJ	DEPARTMENT/DESCRIPTION	FY 2006 ACTUAL	FY 2007 ACTUAL	FY 2008 ACTUAL	FY 2009 BUDGET	FY 2010 MAYOR PROPOSED	PERCENT CHANGE
FINANCE/ACCT/TREASURY								
01302	6003	Payroll - Regular	266,457	230,721	293,061	307,656	307,544	-0.04%
01302	6004	Payroll - Part Time	-	-	-	-	-	0.00%
01302	6020	Payroll - Overtime	904	868	1,735	1,500	1,200	-20.00%
01302	6061	Education	1,498	904	3,033	978	980	0.20%
01302	6102	Printing & Stationery	3,587	2,665	4,265	2,940	2,940	0.00%
01302	6302	Equipment Service	-	-	-	-	-	0.00%
01302	6399	Miscellaneous Outside Service	846	4,741	1,998	4,900	2,400	-51.02%
01302	6468	Temporary Help	-	-	-	-	-	0.00%
01302	6499	Contractual Services	32,530	33,513	35,098	36,702	38,417	4.67%
01302	6731	Furniture & Fixtures	-	-	498	-	-	0.00%
			305,822	273,411	339,689	354,676	353,481	-0.34%



PROGRAM DESCRIPTION

The Accounting & Treasury Division is responsible for the financial and accounting management of all Town Funds. These functions include cash and investment management, cash disbursements, payroll/pension functions, management of capital assets as well as financial statement preparation and overseeing the Town Audit.

Personnel	FY 06 Approved	FY 07 Approved	FY 08 Approved	FY 09 Approved	FY 10 Mayor Proposed
Positions	5.0	4.0	5.0	5.0	5.0

BASIC BUDGET LINE ITEM JUSTIFICATION

Department Finance Accounting & Treasury **2010 Proposed Budget**

302-6061 **Education** **\$ 980**

This account provides for memberships in GFOA and other professional organizations; registration fees and travel expenses related to attending municipal finance seminars and conferences.

302-6102 **Printing & Stationery** **\$ 2,940**

This account provides for vendor checks, payroll checks, W-2 forms, quarterly payroll continuation sheets, ledger binders, journals, storage files, analysis pads, pencils, pens, envelopes, folders and miscellaneous supplies.

302-6399 **Outside Services** **\$ 2,400**

This account provides for the provision of bank charges, computer form modifications, printer maintenance and shredding charges.

302-6499 **Contractual Services** **\$ 38,417**

This account provides for the yearly maintenance contract for the financial accounting software (MUNIS).

