

**TOWN OF STRATFORD
ADOPTED OPERATING BUDGET
FISCAL YEAR 2009**

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

ORG	OBJ	DEPT/DESCRIPTION	FY 2005 ACTUAL	FY 2006 ACTUAL	FY 2007 ACTUAL	FY 2008 BUDGET	FY 2009 MAYOR PROPOSED	FY 2009 TOWN COUNCIL APPROVED	PERCENT CHANGE
FINANCE ACCOUNTING & TREASURY									
01302	6003	Payroll - Regular	\$ 263,583	\$ 266,457	\$ 230,721	\$ 288,554	\$ 307,656	\$ 307,656	6.62%
01302	6004	Payroll - Part Time	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
01302	6020	Payroll - Overtime	\$ 953	\$ 904	\$ 868	\$ 1,500	\$ 1,500	\$ 1,500	0.00%
01302	6061	Education	\$ 980	\$ 1,498	\$ 904	\$ 1,000	\$ 1,000	\$ 980	-2.00%
01302	6102	Printing & Stationery	\$ 7,767	\$ 3,587	\$ 2,665	\$ 3,000	\$ 3,000	\$ 2,940	-2.00%
01302	6302	Equipment Service	\$ 339	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
01302	6399	Outside Service	\$ 33,794	\$ 846	\$ 4,741	\$ 5,000	\$ 5,000	\$ 4,900	-2.00%
01302	6468	Temporary Help	\$ 5,299	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
01302	6499	Contractual Services	\$ 30,968	\$ 32,530	\$ 33,513	\$ 35,100	\$ 36,700	\$ 36,700	4.56%
01302	6514	Building Equipment - Safe	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
			\$ 343,683	\$ 305,822	\$ 273,411	\$ 334,154	\$ 354,856	\$ 354,676	6.14%



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 05 Approved	FY 06 Approved	FY 07 Approved	FY 08 Approved	FY 09 Mayor Proposed	FY 09 Council Approved
Positions	5.5	5.0	5.0	5.0	5.0	5.0

BASIC BUDGET LINE ITEM JUSTIFICATION

Department	Finance Accounting	2009 Adopted Budget
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302-6061	Education	\$ 1,500
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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
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This account provides for vendor checks, payroll checks, W-2 forms, quarterly payroll continuation sheets, ledger binders, journals, storage files, analysis pads, pencils, pens, envelops, folders and miscellaneous supplies.

302-6399	Outside Services	\$ 4,900
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This account provides for the provision of bank charges, computer form modifications, printer maintenance and shredding charges.

302-6499	Contractual Services	\$ 36,700
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This account provides for the yearly maintenance contract for the financial accounting software (MUNIS).

