CITY OF WHEELING

CITY COUNTY BLDG., 1500 CHAPLINE STREET
WHEELING, WEST VIRGINIA 26003

Friday, January 18, 2013

FY 2013-2014 Finance Department Budget

The past year continues to be busy for the Finance Department. Even though we had a change in personnel for the B&O Tax Auditor, we still made advances in our auditing of these tax returns. Other cities in West Virginia are also looking at hiring tax auditors and have also contracted with collection agencies to supplement the collection of fees and taxes. Additionally, a West Virginia city that uses the same software as Wheeling has contracted with a firm that has all the proper credentials to accept credit cards over the internet. I think both of these needs to be explored in the upcoming fiscal year.

Included in the budget proposal is a request for painting and new window treatments for the Finance Department. Most other expenses are at the same amount as the prior year and we have included a 3% increase in wages

Respectively submitted,

Michael D Klug
Finance Director

City of Wheeling
Departmental Budget Request
Fiscal Year 2013-2014

Department/Division: Finance 001-4414 Department/Division Head: Michael D Klug

Line Item Number	Line Item Title	Budget Current Year	Proposed Base	New Projects and Capital Outlay	Budget Request	Increases (Decreases)	Approved by City Manager
10.1107	Fiscal Clerks	49,540	51,026		51,026	1,486	
10.1108	Fiscal Specialists	122,328	125,998		125,998	3,670	
10.1116	Parking Officers	46,408	47,800		47,800	1,392	
10.1133	Parking Meter Specialist	23,204	23,900		23,900	696	
10.1208	Finance Director	71,400	73,542		73,542	2,142	
10.1211	Tax & Fee Auditor	40,800	42,024		42,024	1,224	
10.1248	Asst Finance Director	49,507	50,992		50,992	1,485	
10.1280	Certification Pay				0		
10.1523	Attendance Bonus	3,924	4,000		4,000	76	
10.1902	FICA				0		
10.1903	Overtime	0	0		0		
10.1904	Temporary Personnel	0	0		0		
10.1905	Longevity	8,895	8,895		8,895		
10.1920	Eye & Dental	10,771	10,044		10,044	(727)	
10.1921	Hospitalization	80,086	83,333		83,333	3,247	
10.1924	Medicare	5,836	6,022		6,022	186	
20.2108	Rent	175,000	175,000		175,000		
20.2113	Ambulance Billing Serv	67,500	76,000		76,000	8,500	
20.2121	Dues & Subscriptions	1,500	1,500		1,500		
20.2127	Unemployment Exp	12,000	12,000		12,000		
20.2130	Coin Shortage				0		
20.2134	Insurance Exp	30,000	30,000		30,000		
20.2136	Legal Settlements	20,000	20,000		20,000		
20.2144	Advertising Exp	1,000	1,000		1,000		
20.2145	Office Equip Maint	8,000	8,000		8,000		

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20.2149	Technical Services	45,000	40,000		40,000	(5,000)	
20.2150	Telephone	102,000	120,000		120,000	18,000	
20.2153	Travel	3,000	3,000		3,000		
20.2158	Refunds	12,000	12,000		12,000		
20.2159	Audit Expense	35,000	40,000		40,000	5,000	
20.2171	Workers Comp	8,300	8,306		8,306	6	
20.2173	Long Distance	800	800		800		
20.2179	Tax & Fee Collections	3,000	3,000		3,000		
20.2183	Comp Maint & Supply	26,000	30,000		30,000	4,000	
20.2232	Credit Card Transaction	3,500	8,000		8,000	4,500	
20.3146	Postage	37,000	37,000		37,000		
20.3151	Publish Annual St	9,000	9,000		9,000		
20.5008	Retirees COBRA	25,000	27,000		27,000	2,000	
30.2198	Comp Software Exp	60,000	50,000		50,000	(10,000)	
30.3109	Uniforms	2,000	2,000		2,000		
30.3135	Office Supplies	20,000	20,000		20,000		
40.4151	Capital Outlays	2,000	2,000	20,000	22,000	20,000	
50.2174	457 Contributions	35,000	35,000		35,000		
50.5006	NPSCD	15,000	15,000		15,000		
50.5007	RCIP	300,000	0		0	(300,000)	
50.5009	Contrib to Other Funds		0		0		
50.5126	CERF	20,000	20,000		20,000		
50.5128	Contrib Whg Parking				0		
50.5131	WesBanco Arena				0		

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50.5132	Skate Park				0		
50.5133	Festivals/Events				0		
50.5134	ITC Shortfall	68,000	93,000		93,000	25,000	
50.5136	ADC Transfer				0		
	Totals	1,659,299	1,426,182	20,000	1,446,182	(213,117)	