

CITY OF WHEELING



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

Wednesday, February 03, 2016

FY 2016-2017 Finance Department Budget

The past year continues to be busy for the Finance Department. We continue to pursue delinquent Business and Occupation accounts through our B&O Tax Auditor, as well as collections of delinquent Fire Service Fees and unpaid parking tickets. We have installed a new server with greater memory capacity that should continue to serve us well for many years.

While there have been no major changes to the operation of the Finance Department, the Municipal Court Clerk is now operating out of the Finance Department to provide better customer service and to simplify internal processes.

Most expenses are at the same amount as the prior year.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Bill Willey", is written over a horizontal line.

Bill Willey
Finance Director

City of Wheeling						
Departmental Budget Request						
DEPARTMENT/ DIVISION	FINANCE 4414	Fiscal Year 2016-2017	DEPARTMENT/DIVISION HEAD	Jill Willey		
LINE ITEM (Number & Title)	Budget Current Year	Proposed Base	New Projects and Capital Outlay	Budget Request	Increases (Decreases)	Approved by City Manager
10.1107 Fiscal Clerk	0	0		-	-	
10.1108 Fiscal Specialist	128,750.00	128,750.00		130,300.00	1,550.00	
10.1116 Parking Office	48,757.00	48,757.00		73,136.00	24,379.00	
10.1133 Parking Meter Specialist	24,379.00	24,379.00		-	(24,379.00)	wrong item
10.1208 Finance Director	75,013.00	75,013.00		75,013.00	-	
10.1211 Tax & Fee Auditor	42,865.00	42,865.00		55,064.00	12,199.00	
10.1248 Asst Finance Director	55,064.00	55,064.00		42,865.00	(12,199.00)	
10.1523 Attendance Bonus	4,000.00	4,000.00		4,000.00	-	
10.1903 Social Security				-	-	
10.1903 Overtime				-	-	
10.1904 Temporary Salaries				-	-	
10.1905 Longevity	8,895.00	8,895.00		8,895.00	-	
10.1920 Eye & Dental.	9,600.00	9,600.00		9,600.00	-	
10.1921 Hospitalization	97,599.00	97,599.00		97,599.00	-	
10.1924 Medicare	4,400.00	4,400.00		5,400.00	1,000.00	
20.2108 Rent	192,000.00	192,000.00		192,000.00	-	
20.2113 Collection Costs	71,000.00	71,000.00		71,000.00	-	
20.2121 Dues & Subscriptions	1,500.00	1,500.00		1,500.00	-	
20.2127 Unemployment Comp	12,000.00	12,000.00		12,000.00	-	
20.2130 Coin Shortage				-	-	

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LINE ITEM (Number & Title)	Budget Current Year	Proposed Base					
20.2134 Insurance	26,000.00	26,000.00		26,000.00	-		
20.2136 Legal Settlement	20,000.00	20,000.00		20,000.00	-		
20.2144 Advertising Expense	1,000.00	1,000.00		1,000.00	-		
20.2145 Office Equipment Maint	8,000.00	8,000.00		8,000.00	-		
20.2149 Tech Ref & Services	40,000.00	40,000.00		40,000.00	-		
20.2150 Telephone Services	110,000.00	110,000.00		110,000.00	-		
20.2153 Travel Expense	3,000.00	3,000.00		3,000.00	-		
20.2158 Refunds	12,000.00	12,000.00		12,000.00	-		
20.2159 Audit Expense	40,000.00	40,000.00		40,000.00	-		
20.2171 Workers Comp	9,900.00	9,900.00		9,900.00	-		
20.2173 Telephone Long Distance				-	-		
20.2179 Tax & Fee Collections	4,000.00	4,000.00		4,000.00	-		
20.2183 Computer Maint.	30,000.00	30,000.00		30,000.00	-		
20.2232 Credit Card Transaction	8,000.00	8,000.00		8,000.00	-		
20.3146 Postage	37,000.00	37,000.00		37,000.00	-		
20.3151 Publish Annual St.	9,000.00	9,000.00		9,000.00	-		
20.5008 Cobra Contribution	27,000.00	27,000.00		27,000.00	-		
30.2198 Computer Applications	50,000.00	50,000.00		50,000.00	-		
30.3109 Clothing Allowance	2,000.00	2,000.00		2,000.00	-		
30.3135 Office Supplies	20,000.00	20,000.00		20,000.00	-		
40.4151 Capital Outlays	2,800.00	2,800.00		2,800.00	-		

City of Wheeling

Departmental Budget Request

[illegible]