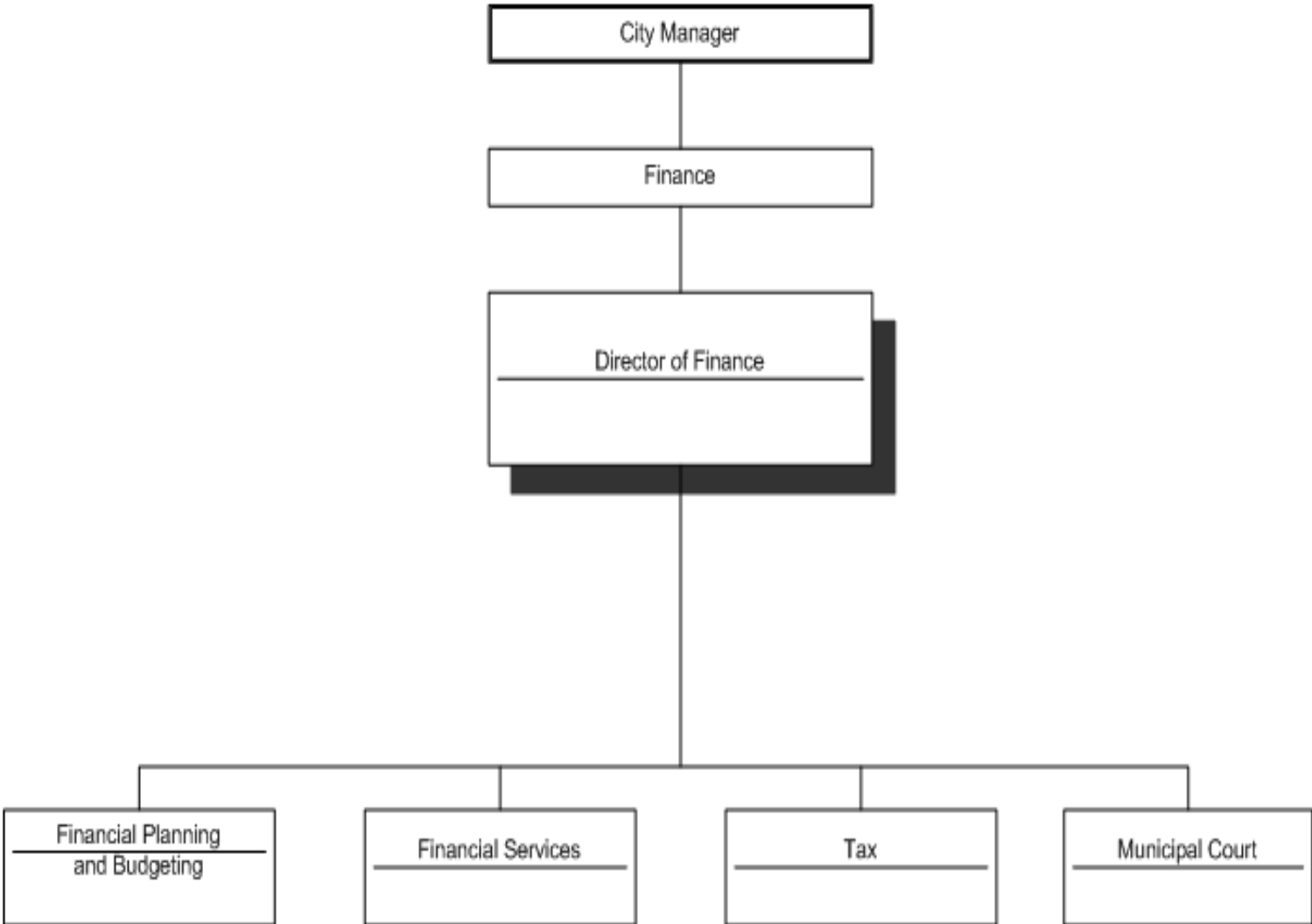


2013 – 2014 Budget

\$ Finance \$

Prepared for City Council
August 6, 2012



Division Descriptions

- **Financial Planning and Budgeting**
 - The Financial Planning and Budgeting Program is responsible for cash management; developing and preparing a multi-year financial plan for Commerce City, including five-year operating and capital budgets; identify funding priorities and gaps in funding; developing appropriate financing strategies; and establishing a program based and multi-year budget.
- **Financial Services**
 - The Financial Services Program is responsible for accounting, payroll, accounts payable, debt administration, police pension administration, I.C.M.A. employee pension program, and special improvement districts. Financial Services provides effective financial administration services to other City departments, commissions and authorities.
- **Tax**
 - The Tax Division is responsible for sales and use tax administration, collection, enforcement and to ensure compliance with licensing and tax code requirements.

Division Descriptions Cont.

- **Municipal Court**
 - The Municipal Court is responsible for court management and community service programs.
- **Internal Services**
 - Internal Services budgets for the internal operations of the City including, but not limited to, the proposed salary increase pool, health insurance, workers compensation insurance, property and casualty insurance, Civic Center lease, paper, photocopiers, etc.

Department Summary - 2013

Division Summary	2012	2013	\$ Change	% Change
Personnel Services	\$7,002,595	\$7,236,351	\$233,755	3.33%
Materials & Supplies	\$33,595	\$33,595	\$0	0%
Services & Charges (without Allocations)	\$3,168,042	\$3,526,446	\$358,404	11.31%
Budget Total	\$10,204,232	\$10,796,392	\$592,159	5.8%

Significant Line Item Variances

Budget Category	2012	2013	\$ Change	% Change
Services & Charges (without Allocations)	\$3,168,042	\$3,526,446	\$358,404	11.31%
Budget Total	\$3,168,042	\$3,526,446	\$358,404	11.31%

Proposed Budget Requests

Amount	Category	Description
\$5,000	Equipment	Court Audio Recording System
\$1,800	Training	Training necessary for Application Analyst to keep certification
\$6,800	Subtotal of Budget Requests	