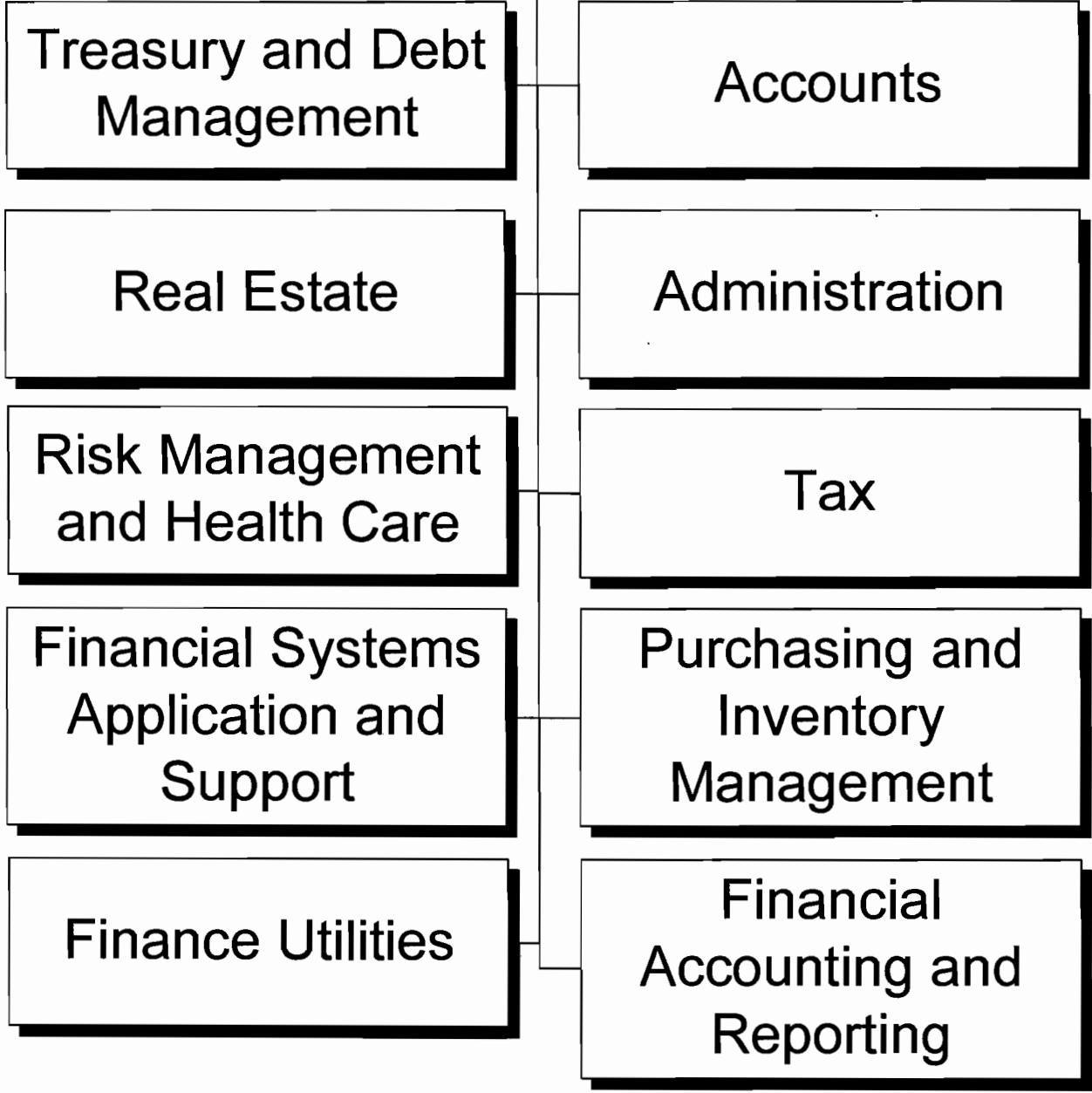


Finance



DEPARTMENT SUMMARY

| | | |
|-------------------------------|-----------------------|----------------------|
| PROGRAM General Government | DEPARTMENT Finance | DEPARTMENT NO. 35 |
|-------------------------------|-----------------------|----------------------|

Program Goal

The Finance Department strives to maintain a fiscally sound governmental organization that conforms to legal requirements and to generally accepted financial management principles; maintains effective procurement procedures for commodities and services; provides for effective treasury management and a citywide risk management program; acquires, manages and disposes of property for public facilities; provides an effective debt management program; and provides financial advisory services for all city departments.

EXPENDITURES BY CHARACTER

| CHARACTER | 2005-06 ACTUAL EXPENDITURES | 2006-07 ESTIMATED EXPENDITURES | 2007-08 COUNCIL ALLOWANCE | PERCENT CHANGE FROM 2006-07 ESTIMATE |
|--|-----------------------------------|--------------------------------------|---------------------------------|--|
| PERSONAL SERVICES | \$ 22,935,624 | \$ 24,153,175 | \$ 26,539,167 | 9.9% |
| CONTRACTUAL SERVICES | 3,079,754 | 3,566,342 | 3,760,953 | 5.5% |
| INTERDEPARTMENTAL CHARGES AND CREDITS | (3,488,656) | (2,996,756) | (3,627,529) | 21.0% |
| SUPPLIES | 320,372 | 368,648 | 521,923 | 41.6% |
| EQUIPMENT AND MINOR IMPROVEMENTS | 147,357 | 33,864 | 62,351 | 84.1% |
| DEBT SERVICE PAYMENTS | 51,609 | 51,606 | 56,601 | 9.7% |
| MISCELLANEOUS TRANSFERS | - | - | - | - |
| TOTAL | \$ 23,046,060 | \$ 25,176,879 | \$ 27,313,466 | 8.5% |

AUTHORIZED POSITIONS

| | | | | |
|---------------------------|-------|-------|-------|------|
| FULL-TIME POSITIONS | 312.0 | 315.0 | 318.0 | 1.0% |
| PART-TIME POSITIONS (FTE) | 1.5 | 1.5 | 1.5 | - |
| TOTAL | 313.5 | 316.5 | 319.5 | 0.9% |

SOURCE OF FUNDS

| | | | | |
|-------------------------|---------------|---------------|---------------|---------|
| General Funds | \$ 21,565,884 | \$ 23,515,087 | \$ 25,496,919 | 8.4% |
| Water Funds | 702,095 | 763,591 | 808,311 | 5.9% |
| Wastewater Funds | 691,549 | 730,428 | 807,746 | 10.6% |
| Sports Facilities Funds | 31,537 | 128,167 | 131,845 | 2.9% |
| City Improvement Funds | 51,609 | 51,606 | 56,601 | 9.7% |
| Grant Funds | - | - | - | - |
| Public Housing Funds | 3,386 | (12,000) | 12,044 | -100.0% |
| TOTAL | \$ 23,046,060 | \$ 25,176,879 | \$ 27,313,466 | 8.5% |

2007-2008 OPERATING BUDGET

DEPARTMENT DETAIL

| PROGRAM | DEPARTMENT | | DEPARTMENT NO. |
|---|-------------------------------------|--|-----------------------------------|
| General Government | Finance | | 35 |
| ORGANIZATION DETAIL | 2005-2006 ACTUAL EXPENDITURES | 2006-2007 ESTIMATED EXPENDITURES | 2007-2008 COUNCIL ALLOWANCE |
| Finance Administration | \$2,113,415 | \$2,272,569 | \$2,468,346 |
| Finance Utilities | 1,238,554 | 1,479,398 | 1,611,853 |
| Accounts | | | |
| Administration | 2,044,340 | 2,073,130 | 2,223,513 |
| Accounting/Financial Management | 1,579,025 | 420,167 | 408,898 |
| Inventory Management - Housing | 752,325 | 499,185 | 551,800 |
| Payroll | 1,102,008 | 1,067,451 | 1,127,313 |
| Accounts Payable | 987,776 | 1,112,319 | 995,892 |
| Subtotal | 6,465,474 | 5,172,252 | 5,307,416 |
| Risk Management and Health Care | 1,042,280 | 1,103,886 | 1,181,784 |
| Financial Accounting & Reporting | - | 1,372,683 | 1,566,382 |
| Treasury and Debt Management | 1,112,457 | 1,127,329 | 1,259,031 |
| Financial Systems Application and Support | 4,243,507 | 4,540,819 | 5,003,127 |
| Purchasing and Inventory Management | | | |
| Administration | 380,351 | 426,355 | 460,572 |
| Buying | 1,358,580 | 1,565,327 | 1,691,180 |
| Administrative Services | 545,230 | 610,198 | 604,438 |
| Supplies Administration | 640,470 | 578,568 | 749,374 |
| Petroleum Stores | 333,311 | 398,225 | 459,477 |
| Surplus Property | 234,597 | 252,591 | 230,171 |
| Subtotal | 3,492,539 | 3,831,264 | 4,195,212 |
| Real Estate | | | |
| Administration | 676,401 | 740,180 | 995,183 |
| Real Estate Appraisal | 398,424 | 312,398 | 432,301 |
| Property Management | 406,606 | 391,031 | 426,221 |
| Title | 599,335 | 373,696 | 716,321 |
| Relocation | 157,107 | 333,576 | 415,225 |
| Acquisition | 644,743 | 561,264 | 535,188 |
| Subtotal | 2,882,616 | 2,712,145 | 3,520,439 |

CITY OF PHOENIX, ARIZONA

2007-2008 OPERATING BUDGET

DEPARTMENT DETAIL

| PROGRAM General Government | DEPARTMENT Finance (Continued) | | DEPARTMENT NO. 35 |
|--|--|--|--|
| ORGANIZATION DETAIL | 2005-2006 ACTUAL EXPENDITURES | 2006-2007 ESTIMATED EXPENDITURES | 2007-2008 COUNCIL ALLOWANCE |
| Tax Administration Tax Audit Tax Accounting Subtotal | 199,912 2,468,618 1,223,735 3,892,265 | 389,049 2,909,537 1,211,098 4,509,684 | 400,804 3,144,325 1,225,675 4,770,804 |
| Debt Service | 51,609 | 51,606 | 56,601 |
| Inter-Departmental Charges | (3,488,656) | (2,996,756) | (3,627,529) |
| Total | \$23,046,060 | \$25,176,879 | \$27,313,466 |

2007-2008 OPERATING BUDGET

PROGRAM CHANGES

| PROGRAM General Government | DEPARTMENT Finance | | | | DEPARTMENT NO. 35 |
|--|-----------------------|--------|------------|------------------|----------------------------------|
| DESCRIPTION | 2007-2008 | | | | ADDITIONAL 2008-2009 COSTS |
| | REDUCTIONS | | ADDITIONS | | |
| | POSITIONS | AMOUNT | POSITIONS | AMOUNT | |
| Add a purchasing position to address increased workloads | | | 1.0 | \$71,000 | |
| Convert contracted common carrier services to regular city staff. This position will deliver city fuel to all city facilities to meet all Homeland Security access requirements. | | | 1.0 | - | |
| Add an accountant position transferred from the Hope VI Project. | | | 1.0 | 75,000 | |
| Total | | | 3.0 | \$146,000 | |
| | | | | | |

2007-2008 OPERATING BUDGET

POSITION SCHEDULE

| | | |
|--------------------------------------|------------------------------|-----------------------------|
| PROGRAM General Government | DEPARTMENT Finance | DEPARTMENT NO. 35 |
|--------------------------------------|------------------------------|-----------------------------|

| ORGANIZATIONAL DETAIL/ CLASSIFICATION TITLE | PAY RANGE | 2005-06 | 2006-07 | 2007-08 | |
|--|--------------|--|--|--------------------------|-------------------------|
| | | AUTHORIZED POSITIONS AS OF 6/30/06 | AUTHORIZED POSITIONS AS OF 6/30/07 | ADDITIONS/ REDUCTIONS | AUTHORIZED POSITIONS |

SUMMARY BY DIVISION

| | | | | | |
|-------------------------------------|--|--------------|--------------|------------|--------------|
| Administration | | 18.0 | 18.0 | - | 18.0 |
| Finance Utilities | | 15.0 | 16.0 | - | 16.0 |
| Accounts | | 72.2 | 71.2 | - | 71.2 |
| Risk Management and Health Care | | 13.0 | 13.0 | - | 13.0 |
| Financial Accounting and Reporting | | 16.0 | 16.0 | 1.0 | 17.0 |
| Treasury and Debt Management | | 12.7 | 12.7 | - | 12.7 |
| Financial Systems Applctn & Support | | 23.0 | 22.0 | - | 22.0 |
| Purchasing & Inventory Management | | 52.0 | 53.0 | 2.0 | 55.0 |
| Real Estate | | 38.0 | 41.0 | - | 41.0 |
| Tax | | 53.6 | 53.6 | - | 53.6 |
| Total Finance | | 313.5 | 316.5 | 3.0 | 319.5 |

DETAIL BY DIVISION

Administration

Finance Administration

Full Time

| | | | | | |
|------------------------------|-----|-------------|-------------|----------|-------------|
| Finance Director | 909 | 1.0 | 1.0 | - | 1.0 |
| Asst Finance Director | 905 | 1.0 | 1.0 | - | 1.0 |
| Deputy Finance Director | 842 | 2.0 | 2.0 | - | 2.0 |
| Admin Aide*U8 | 726 | 1.0 | 1.0 | - | 1.0 |
| Personnel Aide | 726 | 1.0 | 1.0 | - | 1.0 |
| Personnel Clerk II | 723 | 1.0 | 1.0 | - | 1.0 |
| Accounting Supervisor | 039 | 1.0 | 1.0 | - | 1.0 |
| Investment Manager | 039 | 1.0 | 1.0 | - | 1.0 |
| Accountant IV | 037 | 1.0 | 1.0 | - | 1.0 |
| Management Asst II | 037 | 2.0 | 2.0 | - | 2.0 |
| Accountant III | 035 | 2.0 | 2.0 | - | 2.0 |
| Personnel Officer | 035 | 1.0 | 1.0 | - | 1.0 |
| Personnel Analyst I | 030 | 1.0 | 1.0 | - | 1.0 |
| Admin Secretary | 027 | 1.0 | 1.0 | - | 1.0 |
| Secretary III | 025 | 1.0 | 1.0 | - | 1.0 |
| Total Full Time | | 18.0 | 18.0 | - | 18.0 |
| Total Finance Administration | | 18.0 | 18.0 | - | 18.0 |
| Total Administration | | 18.0 | 18.0 | - | 18.0 |

2007-2008 OPERATING BUDGET

POSITION SCHEDULE

| PROGRAM | | DEPARTMENT | | DEPARTMENT NO. | |
|--|-----------|--|--|--------------------------|-------------------------|
| General Government | | Finance | | 35 | |
| ORGANIZATIONAL DETAIL/ CLASSIFICATION TITLE | PAY RANGE | 2005-06 | 2006-07 | 2007-08 | |
| | | AUTHORIZED POSITIONS AS OF 6/30/06 | AUTHORIZED POSITIONS AS OF 6/30/07 | ADDITIONS/ REDUCTIONS | AUTHORIZED POSITIONS |
| Finance Utilities | | | | | |
| Finance Utilities | | | | | |
| <u>Full Time</u> | | | | | |
| Deputy Finance Director | 842 | 1.0 | 1.0 | - | 1.0 |
| Admin Aide | 326 | 1.0 | 1.0 | - | 1.0 |
| Accounting Supervisor | 039 | 1.0 | 1.0 | - | 1.0 |
| Accountant IV | 037 | 2.0 | 2.0 | - | 2.0 |
| Info Tech Analyst/Prg II | 037 | 1.0 | 1.0 | - | 1.0 |
| Rate Analyst | 036 | 1.0 | 1.0 | - | 1.0 |
| Accountant III | 035 | 3.0 | 4.0 | - | 4.0 |
| Water & Wastewtr Econ Anlst | 035 | 1.0 | 1.0 | - | 1.0 |
| Accountant II | 032 | 3.0 | 3.0 | - | 3.0 |
| Secretary III | 025 | 1.0 | 1.0 | - | 1.0 |
| Total Full Time | | 15.0 | 16.0 | - | 16.0 |
| Total Finance Utilities | | 15.0 | 16.0 | - | 16.0 |
| Total Finance Utilities | | 15.0 | 16.0 | - | 16.0 |
| Accounts | | | | | |
| Administration | | | | | |
| <u>Full Time</u> | | | | | |
| Deputy Finance Director | 842 | 1.0 | 1.0 | - | 1.0 |
| Treasury Collections Rep*TAR | 329 | 11.0 | 11.0 | - | 11.0 |
| Treasury Collections Rep | 328 | 4.0 | 4.0 | - | 4.0 |
| Account Clerk III | 325 | 2.0 | 2.0 | - | 2.0 |
| Account Clerk II | 321 | 1.0 | 1.0 | - | 1.0 |
| Secretary II | 321 | 1.0 | 1.0 | - | 1.0 |
| Treasury Administrator | 039 | 1.0 | 1.0 | - | 1.0 |
| Treasury Collections Supv | 032 | 2.0 | 2.0 | - | 2.0 |
| Account Clerk Supervisor | 027 | 1.0 | 1.0 | - | 1.0 |
| Secretary III | 025 | 1.0 | 1.0 | - | 1.0 |
| Total Full Time | | 25.0 | 25.0 | - | 25.0 |
| <u>Part Time</u> | | | | | |
| Account Clerk II | 321 | 0.2 | 0.2 | - | 0.2 |
| Total Part Time | | 0.2 | 0.2 | - | 0.2 |
| <u>Temporary</u> | | | | | |
| Treasury Collections Rep*TAR | 329 | 1.0 | 1.0 | - | 1.0 |
| Total Temporary | | 1.0 | 1.0 | - | 1.0 |
| Total Administration | | 26.2 | 26.2 | - | 26.2 |
| Accounting/Financial Management | | | | | |
| <u>Full Time</u> | | | | | |
| Account Clerk III | 325 | 2.0 | 2.0 | - | 2.0 |
| Accountant IV*Housing | 038 | 1.0 | 1.0 | - | 1.0 |
| Accountant I | 029 | 1.0 | 1.0 | - | 1.0 |
| Total Full Time | | 4.0 | 4.0 | - | 4.0 |

2007-2008 OPERATING BUDGET

POSITION SCHEDULE

| PROGRAM | | DEPARTMENT | | DEPARTMENT NO. | |
|--|--------------|--|--|--------------------------|-------------------------|
| General Government | | Finance | | 35 | |
| ORGANIZATIONAL DETAIL/ CLASSIFICATION TITLE | PAY RANGE | 2005-06 | 2006-07 | 2007-08 | |
| | | AUTHORIZED POSITIONS AS OF 6/30/06 | AUTHORIZED POSITIONS AS OF 6/30/07 | ADDITIONS/ REDUCTIONS | AUTHORIZED POSITIONS |
| <u>Temporary</u> | | | | | |
| Accountant III | 035 | 1.0 | - | - | - |
| Total Temporary | | 1.0 | - | - | - |
| Total Accounting/Financial Management | | 5.0 | 4.0 | - | 4.0 |
| Inventory Management - Housing | | | | | |
| <u>Full Time</u> | | | | | |
| Account Clerk III | 325 | 5.0 | 5.0 | - | 5.0 |
| Accountant III | 035 | 1.0 | 1.0 | - | 1.0 |
| Accountant II | 032 | 1.0 | 1.0 | - | 1.0 |
| Accountant I | 029 | 2.0 | 2.0 | - | 2.0 |
| Total Full Time | | 9.0 | 9.0 | - | 9.0 |
| Total Inventory Management - Housing | | 9.0 | 9.0 | - | 9.0 |
| Payroll | | | | | |
| <u>Full Time</u> | | | | | |
| Account Clerk III*U8 | 725 | 6.0 | 6.0 | - | 6.0 |
| Payroll Supervisor | 037 | 1.0 | 1.0 | - | 1.0 |
| Accountant III | 035 | 2.0 | 2.0 | - | 2.0 |
| Accountant II | 032 | 3.0 | 3.0 | - | 3.0 |
| Accountant I | 029 | 4.0 | 4.0 | - | 4.0 |
| Total Full Time | | 16.0 | 16.0 | - | 16.0 |
| Total Payroll | | 16.0 | 16.0 | - | 16.0 |
| Accounts Payable | | | | | |
| <u>Full Time</u> | | | | | |
| Account Clerk III | 325 | 11.0 | 11.0 | - | 11.0 |
| Accountant IV | 037 | 1.0 | 1.0 | - | 1.0 |
| Accountant III | 035 | 1.0 | 1.0 | - | 1.0 |
| Accountant II | 032 | 1.0 | 1.0 | - | 1.0 |
| Accountant I | 029 | 2.0 | 2.0 | - | 2.0 |
| Total Full Time | | 16.0 | 16.0 | - | 16.0 |
| Total Accounts Payable | | 16.0 | 16.0 | - | 16.0 |
| Total Accounts | | 72.2 | 71.2 | - | 71.2 |

2007-2008 OPERATING BUDGET

POSITION SCHEDULE

| PROGRAM | | DEPARTMENT | | DEPARTMENT NO. | |
|---|-----------|--|--|--------------------------|-------------------------|
| General Government | | Finance | | 35 | |
| ORGANIZATIONAL DETAIL/ CLASSIFICATION TITLE | PAY RANGE | 2005-06 | 2006-07 | 2007-08 | |
| | | AUTHORIZED POSITIONS AS OF 6/30/06 | AUTHORIZED POSITIONS AS OF 6/30/07 | ADDITIONS/ REDUCTIONS | AUTHORIZED POSITIONS |
| Risk Management and Health Care | | | | | |
| Risk Management and Health Care | | | | | |
| <u>Full Time</u> | | | | | |
| Deputy Finance Director | 842 | 1.0 | 1.0 | - | 1.0 |
| Secretary II | 321 | 1.0 | 1.0 | - | 1.0 |
| Asst Risk Management Admin | 039 | 1.0 | 1.0 | - | 1.0 |
| Accountant IV | 037 | 1.0 | 1.0 | - | 1.0 |
| Risk Management Coordinator | 037 | 2.0 | 2.0 | - | 2.0 |
| Claims Adjuster II | 033 | 3.0 | 3.0 | - | 3.0 |
| Accountant I | 029 | 1.0 | 1.0 | - | 1.0 |
| Admin Aide*U7 | 026 | 1.0 | 1.0 | - | 1.0 |
| Secretary III | 025 | 2.0 | 2.0 | - | 2.0 |
| Total Full Time | | 13.0 | 13.0 | - | 13.0 |
| Total Risk Management and Health Care | | 13.0 | 13.0 | - | 13.0 |
| Total Risk Management and Health Care | | 13.0 | 13.0 | - | 13.0 |
| Financial Accounting and Reporting | | | | | |
| Financial Accounting and Reporting | | | | | |
| <u>Full Time</u> | | | | | |
| Deputy Finance Director | 842 | 1.0 | 1.0 | - | 1.0 |
| Accounting Supervisor | 039 | 1.0 | 1.0 | - | 1.0 |
| Accountant IV | 037 | 3.0 | 3.0 | - | 3.0 |
| Accountant III | 035 | 4.0 | 4.0 | - | 4.0 |
| Accountant II | 032 | 6.0 | 6.0 | 1.0 | 7.0 |
| Accountant I | 029 | 1.0 | 1.0 | - | 1.0 |
| Total Full Time | | 16.0 | 16.0 | 1.0 | 17.0 |
| Total Financial Accounting and Reporting | | 16.0 | 16.0 | 1.0 | 17.0 |
| Total Financial Accounting and Reporting | | 16.0 | 16.0 | 1.0 | 17.0 |
| Treasury and Debt Management | | | | | |
| Banking and Cashiering Services | | | | | |
| <u>Full Time</u> | | | | | |
| Account Clerk III | 325 | 1.0 | 1.0 | - | 1.0 |
| Account Clerk II | 321 | 7.0 | 7.0 | - | 7.0 |
| Meter Collection Clerk | 319 | 1.0 | 1.0 | - | 1.0 |
| Accountant IV | 037 | 1.0 | 1.0 | - | 1.0 |
| Accountant II | 032 | 1.0 | 1.0 | - | 1.0 |
| Accountant I | 029 | 1.0 | 1.0 | - | 1.0 |
| Total Full Time | | 12.0 | 12.0 | - | 12.0 |
| <u>Part Time</u> | | | | | |
| Meter Collection Clerk | 319 | 0.7 | 0.7 | - | 0.7 |
| Total Part Time | | 0.7 | 0.7 | - | 0.7 |
| Total Banking and Cashiering Services | | 12.7 | 12.7 | - | 12.7 |

2007-2008 OPERATING BUDGET

POSITION SCHEDULE

| PROGRAM | | DEPARTMENT | | DEPARTMENT NO. | |
|--|--------------|--|--|--------------------------|-------------------------|
| General Government | | Finance | | 35 | |
| ORGANIZATIONAL DETAIL/ CLASSIFICATION TITLE | PAY RANGE | 2005-06 | 2006-07 | 2007-08 | |
| | | AUTHORIZED POSITIONS AS OF 6/30/06 | AUTHORIZED POSITIONS AS OF 6/30/07 | ADDITIONS/ REDUCTIONS | AUTHORIZED POSITIONS |
| Total Treasury and Debt Management | | 12.7 | 12.7 | - | 12.7 |
| Financial Systems Applctn & Support | | | | | |
| Financial Systems Applctn & Support | | | | | |
| <u>Full Time</u> | | | | | |
| Deputy Finance Director | 842 | 1.0 | 1.0 | - | 1.0 |
| Lead Info Tech Systems Spec | 042 | 2.0 | 2.0 | - | 2.0 |
| Info Tech Project Manager | 041 | 2.0 | 2.0 | - | 2.0 |
| Accountant IV*Utilities Acctng | 039 | 1.0 | 1.0 | - | 1.0 |
| Lead User Technology Spec | 039 | 2.0 | 2.0 | - | 2.0 |
| Internal Auditor IV | 038 | 1.0 | 1.0 | - | 1.0 |
| Procurement Manager | 038 | 1.0 | 1.0 | - | 1.0 |
| Accountant IV | 037 | 2.0 | 2.0 | - | 2.0 |
| Info Tech Analyst/Prg II | 037 | 1.0 | 1.0 | - | 1.0 |
| Inventory Management Coord | 037 | 1.0 | 1.0 | - | 1.0 |
| Senior User Technology Spec | 037 | 1.0 | 1.0 | - | 1.0 |
| Accountant III | 035 | 3.0 | 3.0 | - | 3.0 |
| User Technology Specialist | 035 | 2.0 | 2.0 | - | 2.0 |
| Info Tech Service Specialist | 033 | 1.0 | 1.0 | - | 1.0 |
| Accountant I | 029 | 1.0 | 1.0 | - | 1.0 |
| Total Full Time | | 22.0 | 22.0 | - | 22.0 |
| <u>Temporary</u> | | | | | |
| Inventory Management Coord | 037 | 1.0 | - | - | - |
| Total Temporary | | 1.0 | - | - | - |
| Total Financial Systems Applctn & Support | | 23.0 | 22.0 | - | 22.0 |
| Total Financial Systems Applctn & Support | | 23.0 | 22.0 | - | 22.0 |
| Purchasing & Inventory Management | | | | | |
| Administration | | | | | |
| <u>Full Time</u> | | | | | |
| Procurement Manager | 038 | 3.0 | 3.0 | - | 3.0 |
| Management Asst II | 037 | 1.0 | 1.0 | - | 1.0 |
| Total Full Time | | 4.0 | 4.0 | - | 4.0 |
| Total Administration | | 4.0 | 4.0 | - | 4.0 |
| Buying | | | | | |
| <u>Full Time</u> | | | | | |
| Buyer Aide | 326 | 1.0 | 1.0 | - | 1.0 |
| Contracts Specialist II*Lead | 037 | 2.0 | 2.0 | - | 2.0 |
| Contracts Specialist II | 035 | 2.0 | 2.0 | - | 2.0 |
| Procurement Supervisor | 034 | 4.0 | 4.0 | - | 4.0 |
| Senior Buyer | 032 | 5.0 | 5.0 | - | 5.0 |
| Auto Parts Buyer | 031 | 1.0 | 1.0 | - | 1.0 |
| Buyer | 031 | 5.0 | 5.0 | 1.0 | 6.0 |
| Total Full Time | | 20.0 | 20.0 | 1.0 | 21.0 |

2007-2008 OPERATING BUDGET

POSITION SCHEDULE

| PROGRAM | | DEPARTMENT | DEPARTMENT NO. | | |
|--|--------------|--|--|--------------------------|-------------------------|
| General Government | | Finance | 35 | | |
| ORGANIZATIONAL DETAIL/ CLASSIFICATION TITLE | PAY RANGE | 2005-06 | 2006-07 | 2007-08 | |
| | | AUTHORIZED POSITIONS AS OF 6/30/06 | AUTHORIZED POSITIONS AS OF 6/30/07 | ADDITIONS/ REDUCTIONS | AUTHORIZED POSITIONS |
| Total Buying | | 20.0 | 20.0 | 1.0 | 21.0 |
| Administrative Services | | | | | |
| <u>Full Time</u> | | | | | |
| Deputy Finance Director *Housng | 903 | 1.0 | 1.0 | - | 1.0 |
| Buyer Aide | 326 | 1.0 | 1.0 | - | 1.0 |
| Clerical Supervisor | 027 | 1.0 | 1.0 | - | 1.0 |
| Secretary III | 025 | 4.0 | 4.0 | - | 4.0 |
| Total Full Time | | 7.0 | 7.0 | - | 7.0 |
| Total Administrative Services | | 7.0 | 7.0 | - | 7.0 |
| Supplies Administration | | | | | |
| <u>Full Time</u> | | | | | |
| Customer Service Clerk | 320 | 1.0 | 1.0 | - | 1.0 |
| Supplies Clerk III *U2 | 217 | 1.0 | 1.0 | - | 1.0 |
| Supplies Clerk II *U2 | 215 | 3.0 | 3.0 | - | 3.0 |
| Supplies Clerk I *U2 | 212 | 5.0 | 5.0 | - | 5.0 |
| Accountant II | 032 | 1.0 | 1.0 | - | 1.0 |
| Supplies Clerk III *U7 | 027 | 1.0 | 1.0 | - | 1.0 |
| Secretary III | 025 | 1.0 | 1.0 | - | 1.0 |
| Total Full Time | | 13.0 | 13.0 | - | 13.0 |
| Total Supplies Administration | | 13.0 | 13.0 | - | 13.0 |
| Petroleum Stores | | | | | |
| <u>Full Time</u> | | | | | |
| Equipment Op IV *U2 | 217 | 2.0 | 2.0 | - | 2.0 |
| Supplies Clerk II *U2 | 215 | 1.0 | 1.0 | - | 1.0 |
| Equipment Op IV | 117 | - | - | 1.0 | 1.0 |
| Inventory Management Coord | 037 | - | 1.0 | - | 1.0 |
| Petroleum Supplies Supervisor | 034 | 1.0 | 1.0 | - | 1.0 |
| Total Full Time | | 4.0 | 5.0 | 1.0 | 6.0 |
| Total Petroleum Stores | | 4.0 | 5.0 | 1.0 | 6.0 |
| Surplus Property | | | | | |
| <u>Full Time</u> | | | | | |
| Supplies Clerk II *U2 | 215 | 1.0 | 1.0 | - | 1.0 |
| Supplies Clerk I *U2 | 212 | 2.0 | 2.0 | - | 2.0 |
| Supplies Supervisor | 034 | 1.0 | 1.0 | - | 1.0 |
| Total Full Time | | 4.0 | 4.0 | - | 4.0 |
| Total Surplus Property | | 4.0 | 4.0 | - | 4.0 |
| Total Purchasing & Inventory Management | | 52.0 | 53.0 | 2.0 | 55.0 |

2007-2008 OPERATING BUDGET

POSITION SCHEDULE

| PROGRAM | | DEPARTMENT | DEPARTMENT NO. | | | |
|--|--------------|--|--|--------------------------|-------------------------|--|
| General Government | | Finance | 35 | | | |
| ORGANIZATIONAL DETAIL/ CLASSIFICATION TITLE | PAY RANGE | 2005-06 | 2006-07 | 2007-08 | | |
| | | AUTHORIZED POSITIONS AS OF 6/30/06 | AUTHORIZED POSITIONS AS OF 6/30/07 | ADDITIONS/ REDUCTIONS | AUTHORIZED POSITIONS | |
| Real Estate | | | | | | |
| Administration | | | | | | |
| <u>Full Time</u> | | | | | | |
| Deputy Finance Director | 842 | 1.0 | 1.0 | - | 1.0 | |
| Account Clerk III | 325 | 1.0 | 1.0 | - | 1.0 | |
| Secretary II | 321 | 1.0 | 1.0 | - | 1.0 | |
| Asst Real Estate Admin | 039 | 2.0 | 2.0 | - | 2.0 | |
| Management Asst II | 037 | 1.0 | 1.0 | - | 1.0 | |
| Project Management Assistant | 031 | 1.0 | 1.0 | - | 1.0 | |
| Admin Aide*U7 | 026 | 1.0 | 1.0 | - | 1.0 | |
| Secretary III | 025 | 1.0 | 1.0 | - | 1.0 | |
| Total Full Time | | 9.0 | 9.0 | - | 9.0 | |
| Total Administration | | 9.0 | 9.0 | - | 9.0 | |
| Real Estate Appraisal | | | | | | |
| <u>Full Time</u> | | | | | | |
| Asst Real Estate Admin | 039 | 1.0 | 1.0 | - | 1.0 | |
| Review Appraiser | 037 | 3.0 | 3.0 | - | 3.0 | |
| Real Estate Operations Spec | 034 | 1.0 | 1.0 | - | 1.0 | |
| Total Full Time | | 5.0 | 5.0 | - | 5.0 | |
| Total Real Estate Appraisal | | 5.0 | 5.0 | - | 5.0 | |
| Property Management | | | | | | |
| <u>Full Time</u> | | | | | | |
| Property Management Supervisor | 037 | 1.0 | 1.0 | - | 1.0 | |
| Property Specialist | 032 | 5.0 | 5.0 | - | 5.0 | |
| Total Full Time | | 6.0 | 6.0 | - | 6.0 | |
| Total Property Management | | 6.0 | 6.0 | - | 6.0 | |
| Title | | | | | | |
| <u>Full Time</u> | | | | | | |
| Title Records Supervisor | 037 | 1.0 | 1.0 | - | 1.0 | |
| Property Specialist | 032 | 7.0 | 7.0 | - | 7.0 | |
| Total Full Time | | 8.0 | 8.0 | - | 8.0 | |
| Total Title | | 8.0 | 8.0 | - | 8.0 | |
| Relocation | | | | | | |
| <u>Full Time</u> | | | | | | |
| Asst Real Estate Admin | 039 | 1.0 | 1.0 | - | 1.0 | |
| Relocation Specialist | 033 | 3.0 | 3.0 | - | 3.0 | |
| Total Full Time | | 4.0 | 4.0 | - | 4.0 | |
| Total Relocation | | 4.0 | 4.0 | - | 4.0 | |

2007-2008 OPERATING BUDGET

POSITION SCHEDULE

| PROGRAM | | DEPARTMENT | DEPARTMENT NO. | | | |
|--|-----------|--|--|--------------------------|-------------------------|--|
| General Government | | Finance | 35 | | | |
| ORGANIZATIONAL DETAIL/ CLASSIFICATION TITLE | PAY RANGE | 2005-06 | 2006-07 | 2007-08 | | |
| | | AUTHORIZED POSITIONS AS OF 6/30/06 | AUTHORIZED POSITIONS AS OF 6/30/07 | ADDITIONS/ REDUCTIONS | AUTHORIZED POSITIONS | |
| Acquisition | | | | | | |
| <u>Full Time</u> | | | | | | |
| Project Manager | 036 | 4.0 | 4.0 | - | 4.0 | |
| Property Specialist | 032 | 2.0 | 4.0 | - | 4.0 | |
| Admin Asst I | 030 | - | 1.0 | - | 1.0 | |
| Total Full Time | | 6.0 | 9.0 | - | 9.0 | |
| Total Acquisition | | 6.0 | 9.0 | - | 9.0 | |
| Total Real Estate | | 38.0 | 41.0 | - | 41.0 | |
| Tax | | | | | | |
| Administration | | | | | | |
| <u>Full Time</u> | | | | | | |
| Deputy Finance Director | 842 | 1.0 | 1.0 | - | 1.0 | |
| Asst Tax & License Adm | 039 | 1.0 | 1.0 | - | 1.0 | |
| Total Full Time | | 2.0 | 2.0 | - | 2.0 | |
| Total Administration | | 2.0 | 2.0 | - | 2.0 | |
| Tax Audit | | | | | | |
| <u>Full Time</u> | | | | | | |
| License Inspector | 327 | 7.0 | 7.0 | - | 7.0 | |
| Account Clerk III | 325 | 2.0 | 2.0 | - | 2.0 | |
| Secretary II | 321 | 1.0 | 1.0 | - | 1.0 | |
| Tax Audit Supervisor | 037 | 5.0 | 5.0 | - | 5.0 | |
| Accountant III | 035 | 1.0 | 1.0 | - | 1.0 | |
| Info Tech Analyst/Prg I | 035 | 1.0 | 1.0 | - | 1.0 | |
| Senior Tax Auditor | 033 | 9.0 | 9.0 | - | 9.0 | |
| Tax Enforcement Supervisor | 031 | 1.0 | 1.0 | - | 1.0 | |
| Admin Asst I | 030 | 1.0 | 1.0 | - | 1.0 | |
| Tax Auditor | 030 | 9.0 | 9.0 | - | 9.0 | |
| Total Full Time | | 37.0 | 37.0 | - | 37.0 | |
| Total Tax Audit | | 37.0 | 37.0 | - | 37.0 | |
| Tax Accounting | | | | | | |
| <u>Full Time</u> | | | | | | |
| Account Clerk III | 325 | 2.0 | 2.0 | - | 2.0 | |
| Customer Service Clerk | 320 | 4.0 | 4.0 | - | 4.0 | |
| Remote Comp Term Op | 320 | 1.0 | 1.0 | - | 1.0 | |
| Accountant III | 035 | 1.0 | 1.0 | - | 1.0 | |
| Treasury Collections Supv | 032 | 1.0 | 1.0 | - | 1.0 | |
| Tax Auditor | 030 | 1.0 | 1.0 | - | 1.0 | |
| Accountant I | 029 | 3.0 | 3.0 | - | 3.0 | |
| Customer Service Clerk *Lead-U7 | 022 | 1.0 | 1.0 | - | 1.0 | |
| Total Full Time | | 14.0 | 14.0 | - | 14.0 | |

2007-2008 OPERATING BUDGET

POSITION SCHEDULE

| PROGRAM | | DEPARTMENT | | DEPARTMENT NO. | |
|--|--------------|--|--|--------------------------|-------------------------|
| General Government | | Finance | | 35 | |
| ORGANIZATIONAL DETAIL/ CLASSIFICATION TITLE | PAY RANGE | 2005-06 | 2006-07 | 2007-08 | |
| | | AUTHORIZED POSITIONS AS OF 6/30/06 | AUTHORIZED POSITIONS AS OF 6/30/07 | ADDITIONS/ REDUCTIONS | AUTHORIZED POSITIONS |
| <u>Part Time</u> | | | | | |
| Customer Service Clerk | 320 | 0.6 | 0.6 | - | 0.6 |
| Total Part Time | | 0.6 | 0.6 | - | 0.6 |
| Total Tax Accounting | | 14.6 | 14.6 | - | 14.6 |
| Total Tax | | 53.6 | 53.6 | - | 53.6 |
| Total Finance | | 313.5 | 316.5 | 3.0 | 319.5 |