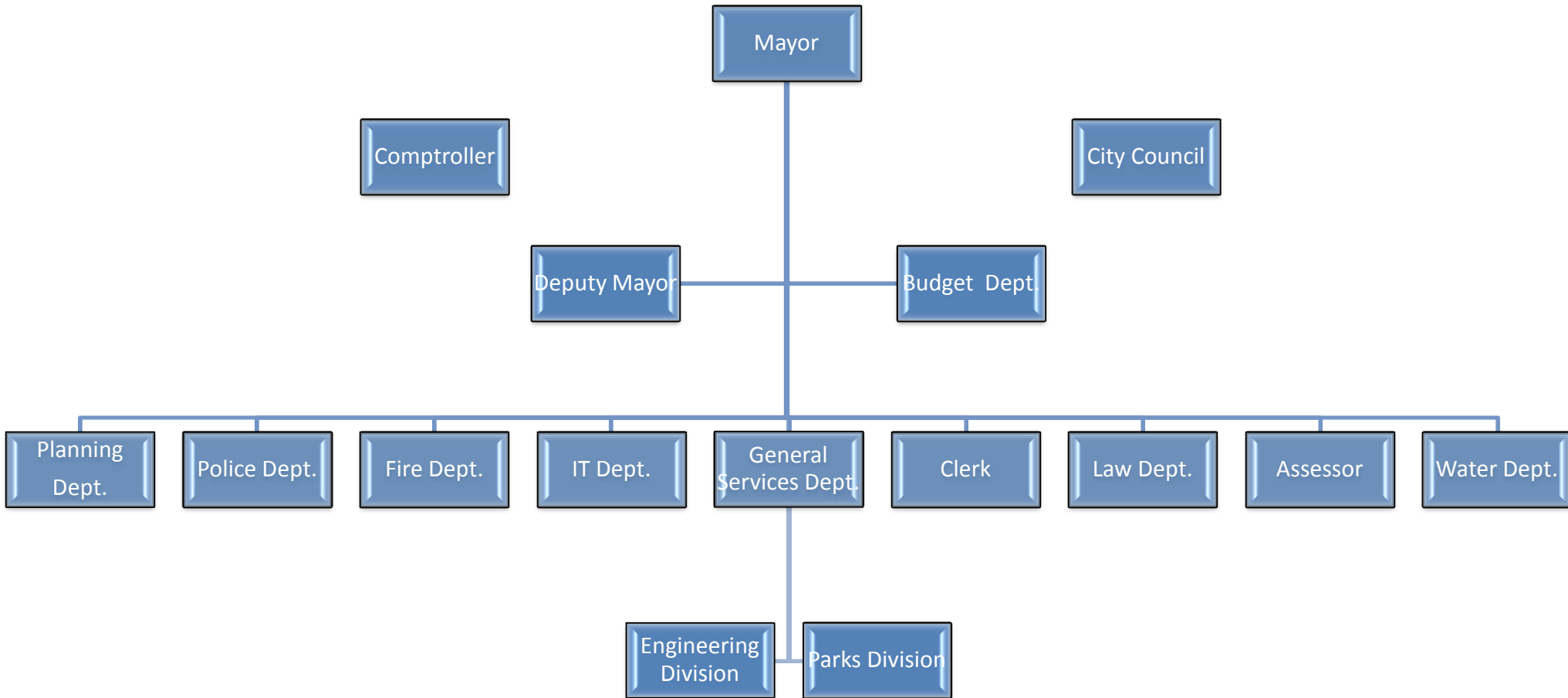


**City of Anywhere, NY
Organizational Chart and Department
Summaries**



BUDGET DEPARTMENT

{complete a similar summary for each department}

BUDGETED POSITIONS			
Employee Title	# of FTEs	Salary Per Employee	Total
Director	1	\$79,500	\$79,500
Assistant Director	1	\$62,500	\$62,500
Director of Administration & Finance	1	\$67,500	\$67,500
Operations Analyst	2	\$65,000	\$130,000
Supervisor of Administrative Services	1	\$45,000	\$45,000
Administrative Analyst	1	\$56,000	\$56,000
Secretary	1	\$37,500	\$37,500
Analyst	2	\$58,000	\$116,000
Management Trainee	1	\$55,000	\$55,000
Total	11		\$649,000

Year	Current	2012	2011	2010	2009	2008
# of FTEs	11	11	12	12	13	13

Department Activities:

- Prepares and administers the City's operating budget
- Prepares and administers the City's capital budget
- Develops the City's long-range fiscal plans
- Conducts studies of City departments to improve service delivery and cost effectiveness
- Sets standards of measurement and performance