

TOWN MANAGER

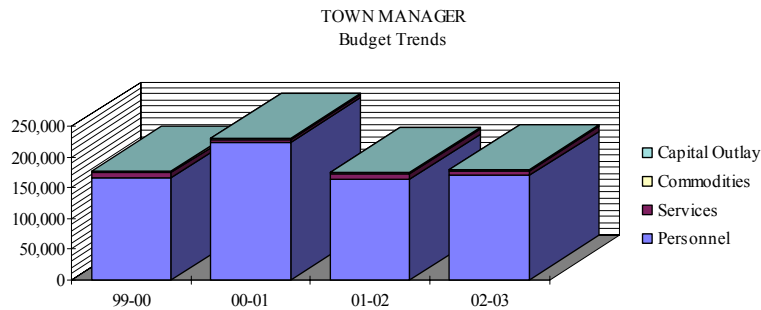
Richard Kerbel, Town Manager

The Town Manager is appointed by the Town Council for an indefinite term and is chosen by the Council based solely on his executive and administrative qualifications and experience. The Town Manager is the chief executive and administrative officer of the Town. He is responsible to the Town Council for proper administration of all affairs of the Town. The Town Manager is required to see that laws and ordinances are enforced, and is responsible for the conduct and performance of all administrative functions and services, which are not imposed by Charter upon some other officer. He appoints and removes officers and employees of the Town, submits to the Town Council a complete report on the finances and administrative activities of the Town for the preceding year, and keeps the Town Council advised of the financial condition and future needs of the Town.

PERSONNEL LIST

<i>POSITION TITLE</i>	<i>ACTUAL 99/00</i>	<i>BUDGET 00/01</i>	<i>PROJECTED 01/02</i>
Town Manager	1	1	1
Director of Administrative Services	1	1	0
Executive Secretary	1	1	1
TOTAL	3	3	2

	Expenditures Last Yr 99-00	Expenditures thru 6/30/01 preclose	Adopted Budget Curr Yr	Final Budget Next Yr	Budget Increase Decrease	Percent Changed Curr/Next	Projected Budget Following Yr 2002-2003
Town Manager							
Personnel	\$165,382	\$217,282	\$223,467	\$164,644	(\$58,823)	-26.32%	\$169,583
Services	\$8,603	\$15,478	\$5,950	\$7,950	\$2,000	33.61%	\$8,189
Commodities	\$2,757	\$2,809	\$2,300	\$2,300	\$0	0.00%	\$2,369
Capital Outlay	\$675	\$0	\$0	\$0	<u>\$0</u>		<u>\$0</u>
Total	\$177,417	\$235,569	\$231,717	\$174,894	(\$56,823)	-24.52%	\$180,141



The final budget is reduced due to not filling the Director of Administrative Services' position. A four percent increase for all full-time, unclassified employees throughout the budget has been proposed. All health insurance line items throughout the budget have increased by an average of approximately ten percent and the dental line items have increased by 4 percent. An increase in the funding for employment advertising is also being proposed.