

Office of the Auditor

The Auditor's Office maintains the City's financial records and ensures that proper procedures are followed in accordance with Massachusetts General Laws and Northampton's financial policies and ordinances. The financial records include the statement of expenditures and revenues, as well as a balance sheet of assets, liabilities and fund balances.



The Auditor's Office handles city procurement, payment of vendors and employee payroll functions.

The Chief Procurement Officer in the Auditor's Office coordinates the city's insurance awards program. In FY 2010, 217 city employees attended free safety and management training workshops, earning a \$38,697 credit from our insurance carrier which was applied to the City's FY2011 insurance premium.

Joe Cook, Procurement Officer



The Auditor's Office worked with other departments by providing procurement support to promote energy initiatives with the following projects: citywide Energy Management Services, and the Smith Vocational Agriculture High School and James House Photovoltaic Array.

Joyce Karpinski, City Auditor

*Joyce Karpinski, Auditor
210 Main Street*

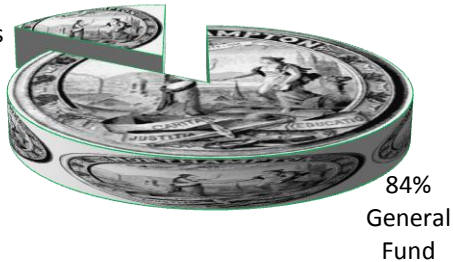
jkarpinski@northamptonma.gov

T: 413.587.1205; F:413.587.1185

Staffing Proposal for FY2012

Position Title	Full or Part time	Annual Salary	Funding Source(s)	Budgeted FTE	Change from FY2011	Union affiliation
City Auditor	Full Time	63,933	General Fund and Enterprise Fund	1.0		NR
Assistant Auditor	Full Time	52,701	General Fund and Enterprise Fund	1.0		NR
Chief Procurement Officer	Full Time	55,881	General Fund and Enterprise Fund	1.0		NR
Principal Account Clerk	Full Time	33,093	General Fund and Enterprise Fund	1.0		AFSCME
Principal Account Clerk	Full Time	33,093	General Fund and Enterprise Fund	1.0		AFSCME

16%
Ent.
Funds

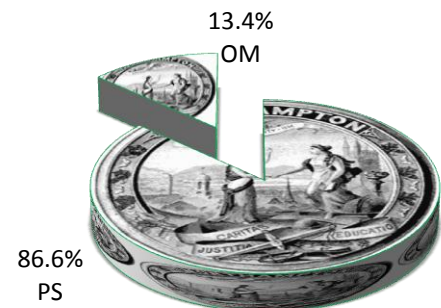


Where Our Funding Comes From

The annual budget of the Auditor's Office is supported through the General Fund and Enterprise Funds.

How We Spend Our Money

This chart shows how much of the annual budget of the Auditor's Office is spent on staff (PS) and Ordinary Maintenance (OM).



Some Accomplishments At A Glance

beyond our day-to-day operations

- The City Auditor's Office provides training to Departments in procurement, accounts payable and in MUNIS (the City's financial software).

The Year Ahead

- General Liability, Public Employee Liability and Property/Auto Insurance programs are administered by the Chief Procurement Officer in the City Auditor's Office. The Chief Procurement Officer will continue to monitor the insurance market for new products that can better manage the City's risk.

OFFICE OF THE AUDITOR

	Actual FY 2010	Budget FY 2011	Budget FY 2012	\$ Change FY11-12	%Change FY11-12
<u>Appropriation by Major Object</u>					
Personal Services	238,738	239,238	242,721	3,483	1.5%
Ordinary Maintenance	36,400	36,610	37,610	1,000	2.7%
Other than Ordinary Maintenance	0	0	0	0	0.0%
Total	275,138	275,848	280,331	4,483	1.6%
<u>Appropriation by Major Activity</u>					
Auditing	181,482	182,192	186,675	4,483	2.5%
Procurement	58,656	58,656	58,656	0	0.0%
Independent Audit	35,000	35,000	35,000	0	0.0%
Total	275,138	275,848	280,331	4,483	1.6%
<u>Financing Plan</u>					
General Fund	230,947	231,657	235,422	3,765	1.6%
Enterprise Fund Charge to General Fund	44,191	44,191	44,909	718	1.6%
Total	275,138	275,848	280,331	4,483	1.6%

City Auditor's Office

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by the numbers

- 69** Payroll warrants processed in FY2010
- 82** Accounts Payable warrants processed in FY2010
- 49,649** Vendor invoices processed in FY2010
- 753** Vendors who received a 1099 from the City in FY2010
- 299** Contracts for goods and services processed in FY2010
- 509** Funds monitored and maintained