



CITY COMMISSION STAFF REPORT

DEPARTMENT: Administration

SUBJECT: Motion to approve Government & ERP Implementation Services, LLC Professional Services Agreement with Barbara Hastings to serve as the Interim CFO

CITY MANAGER RECOMMENDATION:

The City Manager recommends that the Commission approve and authorize the professional service agreement with Barbara Hastings from Government & ERP Implementations Services LLC to serve as the Interim CFO for the City and manage the day-to-day operations while the City searches for the next CFO. The City Charter requires that the City Commission approve all Directors and Assistant Directors.

BACKGROUND OF ITEM:

With the departure of the City's prior CFO and the upcoming departure of the Assistant Finance Director on May 10, 2023, the City is left with a need in the Finance Department for leadership and guidance of the day-to-day operations, audit, ACAFR, and budget. Barbara Hastings worked in Cooper City during a previous transition in November of 2021 and assisted the City in closing out the fiscal year, completing the annual external audit, and assisted in preparing the City's Comprehensive Annual Financial Report. Mrs. Hastings has held similar contracted positions in various other Cities as well as served as Finance Director and Assistant Finance Director in the City of Miramar, the City of Parkland, the Town of Lantana, and the City of North Lauderdale.

The Scope of service provides the City Flexibility to assign key tasks that are needed in the upcoming months in the Finance Department while the City continues to search for a permanent CFO and Assistant Finance Director.

ANALYSIS:

N/A

STRATEGIC PLAN:

N/A

FISCAL IMPACT:

With the Departure of the CFO and the Assistant Finance Director, the City has the savings to bring in the consultant on a not to exceed \$20,000 agreement, which is under the City Managers

purview. For any service needed exceeding \$20,000, the City will bring forth a new agreement to be approved by City Commission.

ALTERNATIVES:

N/A

ATTACHMENTS:

1. Professional Services Agreement - Government & ERP Implementation Services, LLC
2. Barbara Hastings Resume