

FY 2022-23 Proposed Budget: Finance

Summer Fleming

8/4/22



Mission Statement

The Finance Department is committed to ensuring and maintaining the financial integrity and stability of the City, and to proactively plan for future growth through the responsible management of the City's finances.

Department Core Services

Administration



Budget



Accounting



Procurement



Treasury





Recent Accomplishments

- Received GFOA Award for Excellence in Financial Reporting for the FY2020 Annual Comprehensive Financial Report and the GFOA Distinguished Budget Presentation Award for the City's FY2022 Budget.
- Completed the City's first Popular Annual Financial Report and submitted to GFOA Award Program.
- Completed ARPA Grant accounting and compliance reporting.
- Solicited and awarded contracts for \$1MM Street Maintenance Program, Chartwell Lane Realignment Project and WWTP Dewatering Project.
- Awarded 9 Engineering contracts for on-call consultants to design projects for the City over the next 4 years, negotiating hourly rates for a 4-year period to create consistency in budgeting.



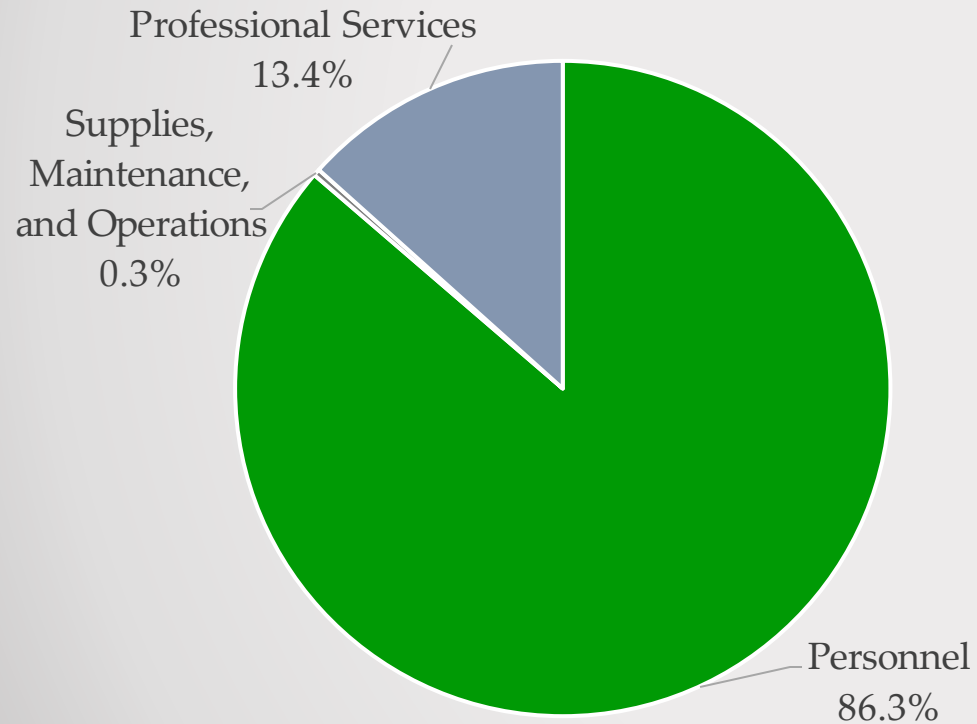
Performance Measures

Strategic Pillar	Performance Measure	FY 2019-20 Actual	FY 2020-21 Actual	FY 2021-22 Projected	FY 2022-23 Proposed
Financial Integrity	Receive GFOA ACFR Award	Yes	Yes	Yes	Yes
Financial Integrity	Receive GFOA Budget Award	Yes	Yes	Yes	Yes
Financial Integrity	Clean Audit Finding	Yes	Yes	Yes	Yes
Financial Integrity	#Invoices Processed	2,287	2,227	2,385	2,350
Financial Integrity	#Months in GF Operating Reserve	7.3	7.0	6.4	6.0
Financial Integrity	#Purchases w/ Competitive Requirements	27	36	46	50

Proposed FY 2022-23 Budget: \$690,204

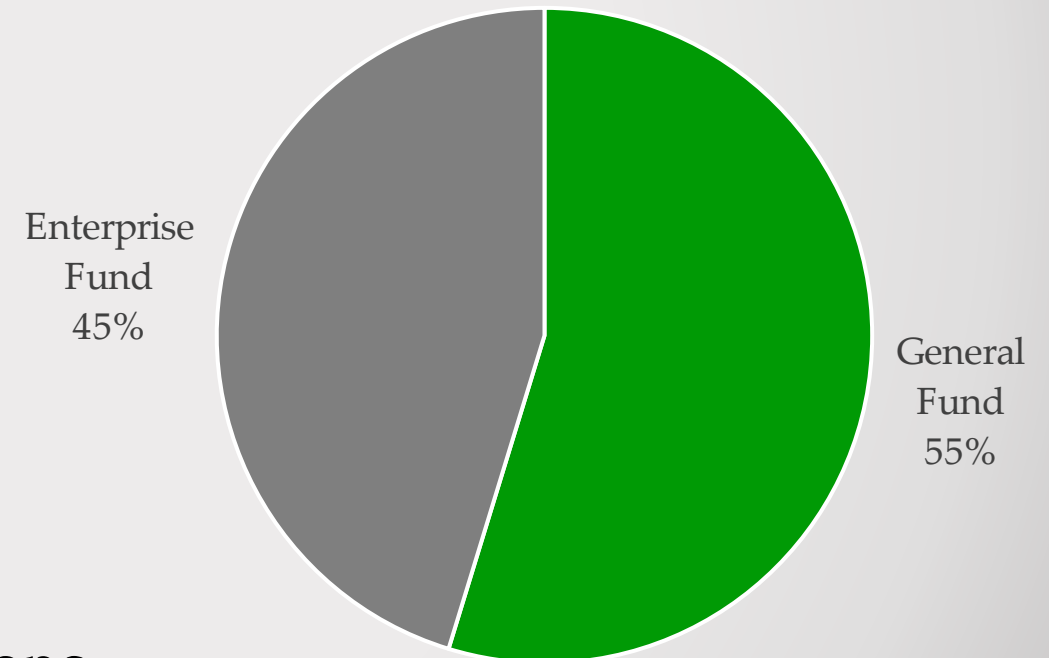


Budget by Category



5 positions
1 vacancy

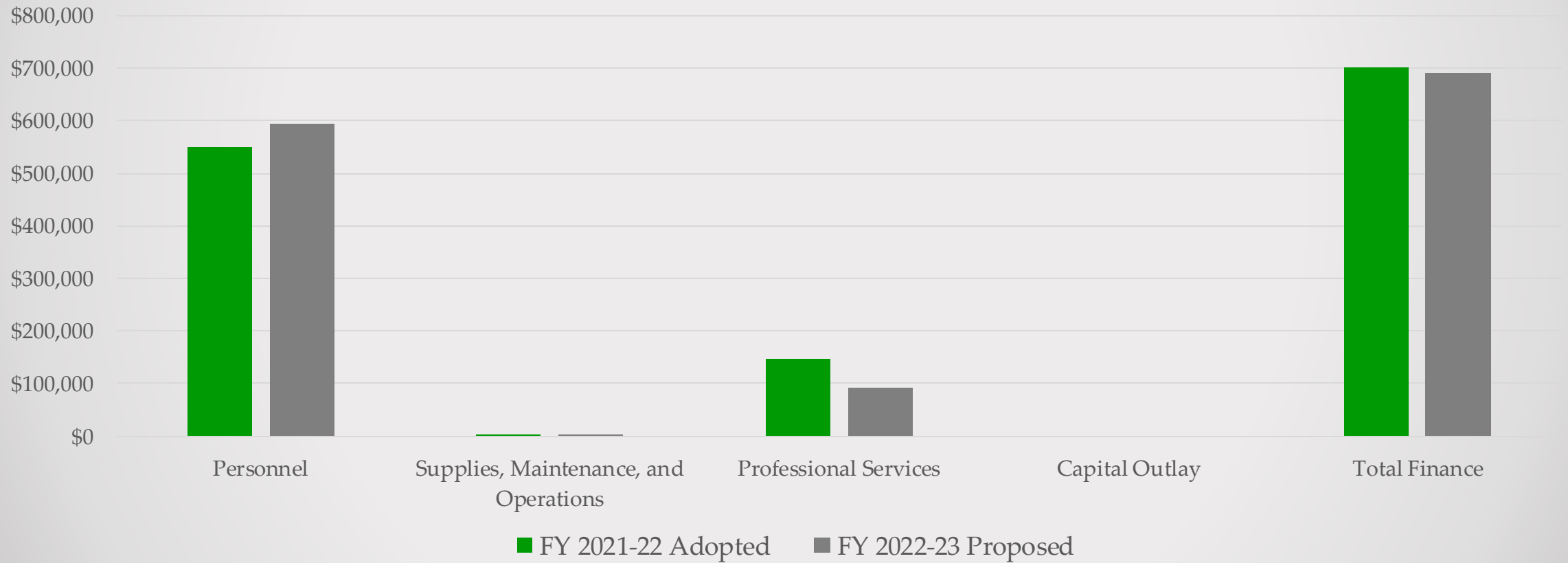
Budget by Fund



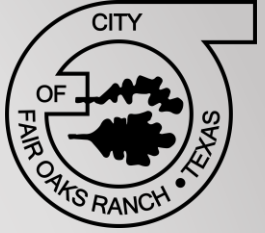


Changes to the Budget

Finance



Project Highlight

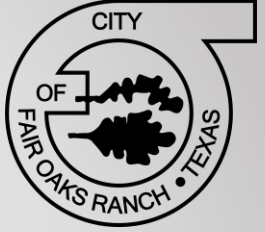


SAP 1.3 Develop Risk Mitigation Strategies

- Completed Internal Control Assessment fieldwork with RSM in June 2020
- Received Internal Control Framework in March 2021 from RSM.
- Reviewed framework and recommended controls with departments and obtained signoff of control owners
- Monitoring compliance with recommended controls and documenting feedback from control owners
- Plan to schedule an Internal Controls audit for FY 2024



Project Highlight



SAP 1.2 - Develop 5-Year Forecast

GovInvest Forecasting Software

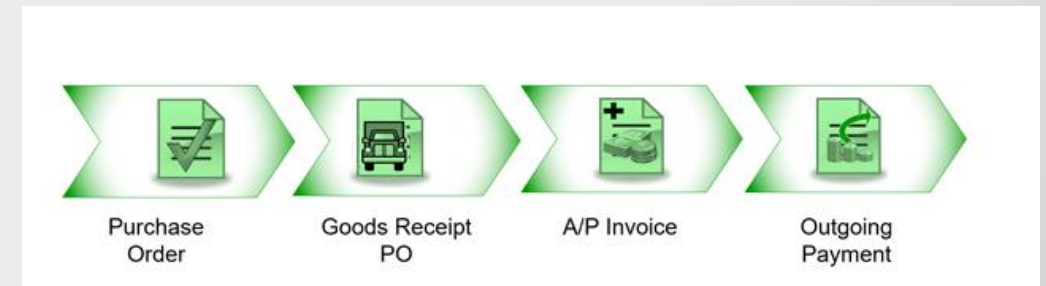
Critical Dates:

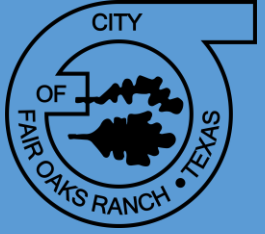
Procure system	08/2022
Input Historical Data	10/2022
Test Initial Data	01/2023
Roll out 5-yr Projection	03/2023



SAP 1.6 - Implement Procurement Function

- Revising Procurement Policy
- In the process of developing Standard Operating Procedures for PO Module and training materials for roll-out





Questions?

Summer Fleming, Interim Finance Director

8/4/22