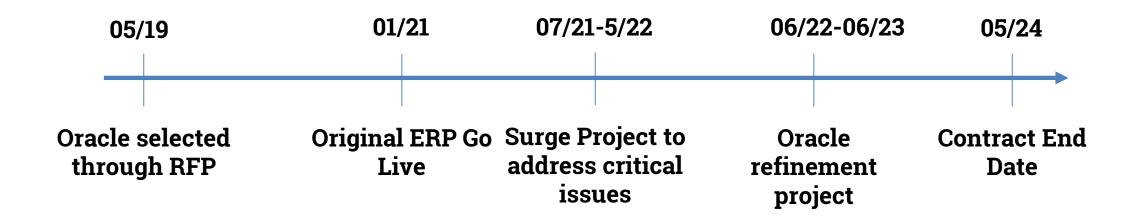
# Update: Enterprise Resource Planning (ERP) and Financial Audits

**January 24, 2023 City Council Work Session** 



### **ERP** Timeline

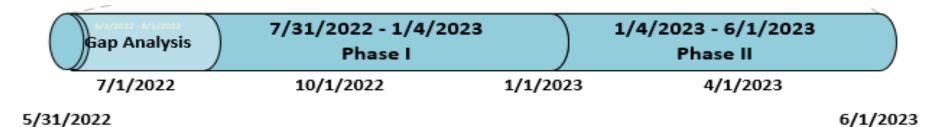




#### Refinement Project

#### Purpose:

- Identify & prioritize issues
- Develop and implement project plan with cross functional team
- Document, train and prepare employees to operate the system moving forward.





### Refinement Project Wins



Payroll Stabilization
-Automation
-Integration
-Hiring key staff

Better employee
experience
-New policies
-Training
-Tax documentation

Improved reporting

Conducted essential security review and license assessment

Project management oversight

-More visibility
-Clearer approval process

-Budget, resource tracking



### 2023 ERP Plan: Phase 2 Refinement

Overall project includes 53 items to address, including:

Configuration and system errors

Continued reconciliation activities

Support structure for long-term maintenance

More self-service features for employees, vendors

Continued improvement of reporting and dashboard functionality

2021 and 2022 audit (knowledge transfer and report writing)

Completing comp
& class activities



## Audit Update

ERP go-live: 01/21

FY 2021 financial year on new system\* Proactive approach to late submission\*\*

FY 2021 audit in process by external audit Plante Moran\*\*\*



\*Required significant data clean up, resulting in late submission of financial audit to the State.

\*\*Posted EMMA notice notifying bondholders of delay and system transition.
Unaudited statements submitted to ratings agencies as requested by December 31, 2022.

\*\*\*State grant funds and property taxes may be held in suspense until final audit submitted.

#### 2021 Audit Schedule

**July 2022** 

December 2022

January 2023

- Council Update

March 2023

**FY 2022 Process** 

FY 2021 audit due

60-day extension

**September 2022** 

Fund financials submitted

State notification Q4 revenues

- Unaudited financials
- City Council Updates

- Audited financials posted and submitted.

- 2022 audit process underway

#### 2022 Audit Schedule

Jan-June 2023

Staff prepares for audit

**July 2023** 

- FY 2022 standard due date
- Auditors fieldwork

August 2023

ACFR Document is completed

September 2023

- Presentation to Council
- 60-day extension
- Submit audit to the State

Oct-Dec 2023

Staff & Auditors - interim fieldwork for 2023 audit

#### 2023 Audit Schedule and Beyond - Standard Timeline

Nov/Dec 2023

Auditors - interim fieldwork

Jan -Mar 2024

Staff prepares for audit

**April 2024** 

**Auditors - fieldwork** 

May 2024

ACFR document is completed

**June 2024** 

Presentation to Council

**July 2024** 

Submit to the State & GFOA

### ERP Project Next Steps

