

FY20 BUDGET PRESENTATION



Finance

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Finance Department

- Department 1221
 - General Fund (001)
 - Water & Sewer Fund (602)
- The primary function of the finance department is to support the operations of City government by effectively and efficiently managing, processing, monitoring, controlling, recording and reporting financial transactions and assets of the City.

Finance Department

- 12 – Full-time employees
 - Director – 1
 - Accounting Manager – 1
 - Accountants – 2
 - Junior Accountant – 1
 - Payroll Administrator – 1
 - Accounting Assistant - 1
 - Senior Accounting Clerk – 1
 - Accounting Clerk II – 3
 - Administrative Assistant/Accounting Clerk – 1

FY '20 Proposed Budget - \$1,852,786

FY '19 Adopted Budget - \$1,898,467

Essential Services

- Accounting
- In-Coming Payment Processing
- Accounts Receivables and Billing
- Vendor Payments
- Customer Service – internal and external
- Payroll Processing
- Cash Management
- Debt Management
- Capital Asset Tracking
- Monitoring of Budget
- Project Results of Operations
- Financial and Single Audit Coordination
- Financial Reporting

FY 2019

Initiatives and Accomplishments

Collected payments, paid vendors, paid employees, invoiced customers, recorded transactions, provided assistance and training to departments, managed cash flow, performed projection analysis, reconciled/reviewed accounts, provided reports and reported results.

Initiated electronic payment option to vendors.

Implemented (with the assistance of IT) the payroll portal

Paperless payroll entry and approval option.

Employee access to pay information and accrual balances

Paperless pay stub option

Conversion of miscellaneous accounts receivable process from Naviline to Innoprise.



FY 2019

Initiatives and Accomplishments (cont.)

Assist with benefit portal implementation

Assist with Child & Adult Care Food Program implementation

Assist with data collection for the water rate study

Certificate of Achievement for Excellence in Financial Reporting for the FY 2018 CAFR submission.

FY 2020 Goals

- Innoprise Conversion Continues ...
 - Centralized Cash Receipts
 - Capital Assets
- Customer Portal Update
- Implementation of GASB Statement No. 87 – Leases
- Certificate of Achievement for Excellence in Financial Reporting

Strategic Plan Goals

- Advancing thoughtfully managed and sustainable urban growth.
 - Encouraging housing, employment, and cultural opportunities for all.
 - Enhancing the diversity of talents, cultures and life stories.
 - Strengthening a vibrant historic downtown.
 - Inspiring dynamic modern neighborhood centers.
 - Providing competitive employment opportunities.
 - Maintaining and expanding a spectrum of well-coordinated transportation choices.
 - Fostering civic engagement.
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- As a support function within the operations of City government, we assist all other departments with their financial activities and thereby support them in their quest to meet the strategic plan goals within their individual departments.