

FINANCE

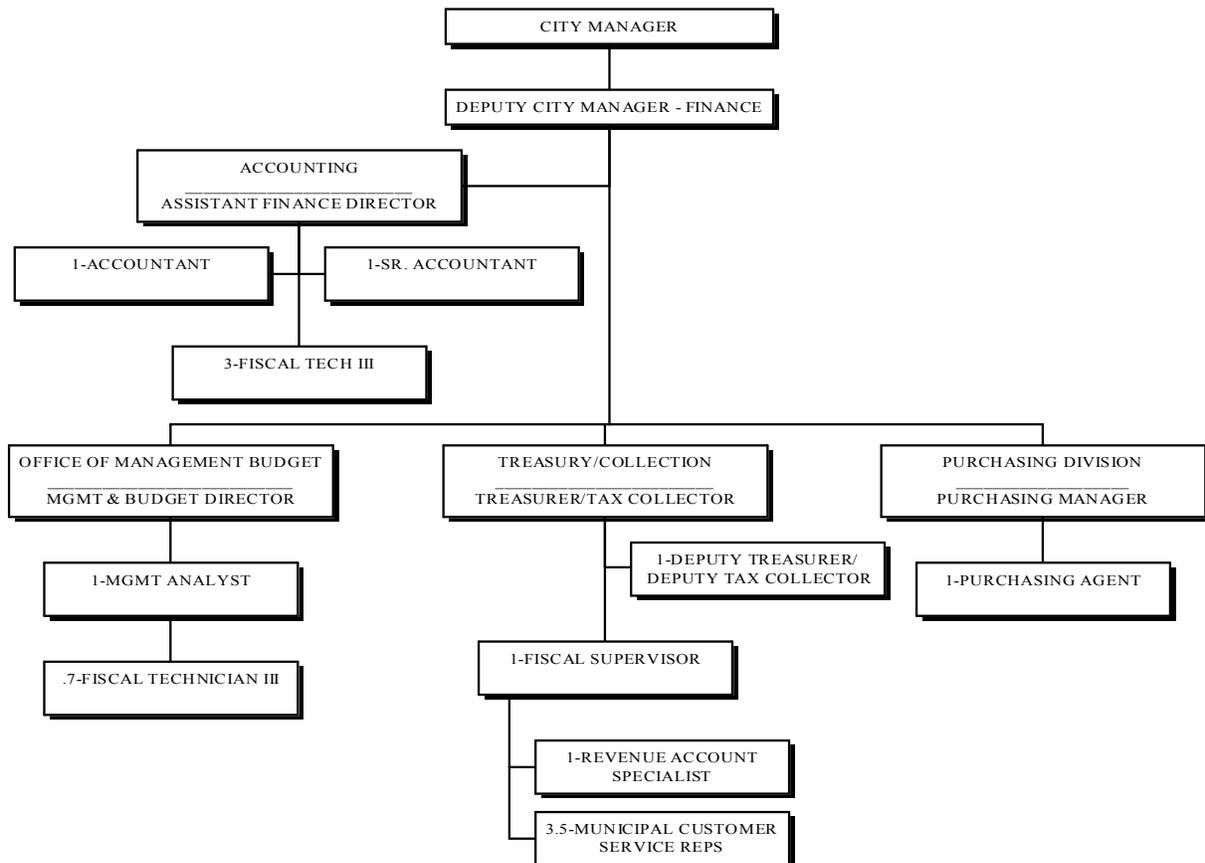
MISSION

The Finance Department’s mission is to create and sustain a dynamic fiscal structure to meet legal requirements and support attainment of the overall City mission. To that end, the Department will apply recommended business practices in Accounting, Auditing and Financial Reporting, Asset and Risk Management, and Debt Administration. The Department will support financial policy development that promotes fiscal security, long-term self-reliance and the efficient use of labor, intellectual and physical capital and technology necessary to the provision of the highest level of customer service possible.

The Office of Management and Budget Analysis (OMB) will provide Citywide comprehensive and consistent analytical budgetary and management support.

The Purchasing Division of the Finance Department strives to obtain the optimal value for the taxpayer through a process of acquiring goods and services and disposing of surplus personal property that timely meets the needs of City departments in conformance with the City Charter and Ordinances, while encouraging competition in a fair, open, ethical and efficient manner.

FINANCE DEPARTMENT
TABLE OF ORGANIZATION



C-6/5/2014

FINANCE**MANAGEMENT & BUDGET****PROGRAM HIGHLIGHTS**SERVICE INDICATORS2015 GOALS

1. Develop prototypes for Council budget review that more closely mirror Financial Statements while still maintaining the ability to highlight particular revenue or expense issues.
2. Build standard background workbooks using Logos Business Analytics that enables the quick updating of financial analysis tools.
3. Fully utilize and solidify the processes of position control and position budgeting to ensure dependability and long term reliance.
4. Identify the GFOA Budget Award criteria that are met by the City budget document.
5. Develop the current collection of electricity and natural gas consumption information into a model for predicting future usage.

2014 GOALS STATUS

1. Assist the Human Resources Department with the installation of the Position Control module within Logos.
9-Month Status: Complete.
2. Test the Position Budgeting module within Logos.
9-Month Status: Complete.
3. Implement the Position Budgeting module within Logos.
9-Month Status: Complete.
4. Continue to improve the budgeting process within the Logos Budget module.
9-Month Status: OMB has offered both an educational session and a step-by-step guide for departments on accessing budget information when creating purchase orders, paying invoices, or reviewing expenditures.
5. Develop Business Analytics into a tool that is regularly used to provide useful and reliable reports.
9-Month Status: Business Analytics has become a regularly used tool for accessing information, discovering issues and providing information to departments.
6. Recruit for and fill the vacant Management Analyst position within OMB.
9-Month Status: Complete. New Management Analyst to start in April 2014.
7. Collaborate with Arena Manager and the General Services Department Business Manager on the need for and possible development of a capital equipment reserve for the Arena Fund.
9-Month Status: Ongoing.

FINANCE

BUDGET DETAIL

MANAGEMENT & BUDGET

	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 BUDGETED	2014 ESTIMATED	2015 BUDGET
REVENUE						
TRANS FROM TRUST CAP RESERVE	\$0	\$11,000	\$0	\$12,500	\$12,500	\$0
Total	\$0	\$11,000	\$0	\$12,500	\$12,500	\$0
APPROPRIATIONS						
COMPENSATION	\$286,856	\$306,554	\$260,740	\$310,060	\$255,630	\$302,751
OUTSIDE SERVICES	\$8,052	\$4,392	\$5,238	\$5,580	\$8,050	\$11,000
SUPPLIES	\$1,810	\$19,860	\$1,164	\$13,650	\$20,200	\$1,200
INSURANCES	\$3,916	\$3,819	\$3,122	\$11,350	\$10,760	\$11,481
FRINGE BENEFITS	\$121,183	\$122,652	\$94,850	\$117,230	\$103,080	\$126,632
Total	\$421,817	\$457,276	\$365,114	\$457,870	\$397,720	\$453,064

<u>POSITION TITLE</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Deputy City Manager – Finance	1.0	1.0	1.0	1.0
Budget & Management Director	1.0	1.0	1.0	1.0
Budget & Management Analyst	1.0	1.0	1.0	1.0
Administrative Assistant	0.5	0.5	*0.0	0.0
Fiscal Technician III	<u>0.0</u>	<u>0.0</u>	** <u>0.7</u>	<u>0.7</u>
Total	3.5	3.5	3.7	3.7

* PPT Administrative Assistant position changed to PPT Fiscal Technician III during FY 2014.

** Hours increased by .2 FTEs.

**FINANCE
MANAGEMENT & BUDGET**

FUNDING IMPACT

This budget contains no significant funding changes.