

FINANCE DEPARTMENT MID-YEAR REVIEW

All figures through June 30, 2023

Significant 2022 Events:

- Went live with the Enterprise Property Tax module with the 2022 tax bills and collections.
- Completed the 2023 budget.
- Reviewed scheduled Wastewater Rate increase during the budget process to determine possible adjustments to the 2023 planned increase.
- Worked with the Community and Economic Development Department to start the process to close TIF 6.
- Started the process to implement GASB 87 – Lease Accounting.
- Worked with the Department of Administration to accept Low Income Water Assistance Program (LIWAP) payments directly to customer utility accounts.
- Worked with the Department of Administration to accept real estate tax payments through the Wisconsin Help for Homeowners program.
- Continued tracking funding sources and costs related to COVID-19 and ARPA funding.
- Released RFP for ARPA Grant Administration and awarded contract.
- Completed required quarterly reports for COVID-19 & ARPA grants.
- Implemented enhancements to utility billing tax roll process to automate for non-City of Appleton utility customers.

Significant 2023 Events:

- Completed the 2022 annual audit with an unqualified opinion.
- Completed TIF 6 audit as a requirement of closure process.
- Assisted the Community and Economic Development Department with creation of the TIF 13 project plan.
- Began implementation process for the Enterprise Utility Billing module of the ERP system.
- Completed implementation of GASB 87 – Lease Accounting.
- Began implementation of GASB 96 for Subscription-based Information Technology Arrangements
- Worked with the IT Department in testing ERP processes from physical servers to SaaS environment and upgraded to a newer version.
- Completed implementation of Remote Deposit Capture through JP Morgan, for check deposits.
- Began the process to issue \$20.2 million of G.O. notes.
- Evaluated cash flow needs of Water and Wastewater Utilities for timing of bond issuance. Determined Water Utility can be postponed until 2024 and arranged for cash advance from Stormwater Utility to Wastewater Utility as needed until bond issue in 2024 is complete.
- Continued to monitor and assist with determining allowable uses of multiple funding sources related to COVID-19 and ARPA grants.
- Completed required quarterly reports for COVID-19 & ARPA grants.
- Worked with Facilities to sign vendor managed inventory contract, with the goal to implement City wide.
- Began process to review and update Procurement and Purchase Card policies.

**FINANCE DEPARTMENT
MID-YEAR REVIEW**
All figures through June 30, 2023

Major objectives for the remainder of 2023:

- Continue to train staff members in new positions within the department.
- Complete the process to create TIF #13.
- Complete the 2024 budget.
- Implement GASB 96 for Subscription-based Information Technology Arrangements.
- Complete issuance of G.O. notes.
- Continue to monitor and account for COVID-19 and ARPA grants.

Budget Performance Summary

<u>Program</u>	<u>Actual</u>	<u>Budget</u>	<u>%</u>
Administration	72,636	150,215	48.35
Customer Service	45,156	104,023	43.41
Support Service	<u>357,189</u>	<u>707,941</u>	<u>50.45</u>
Total	<u>474,981</u>	<u>962,179</u>	<u>49.37</u>

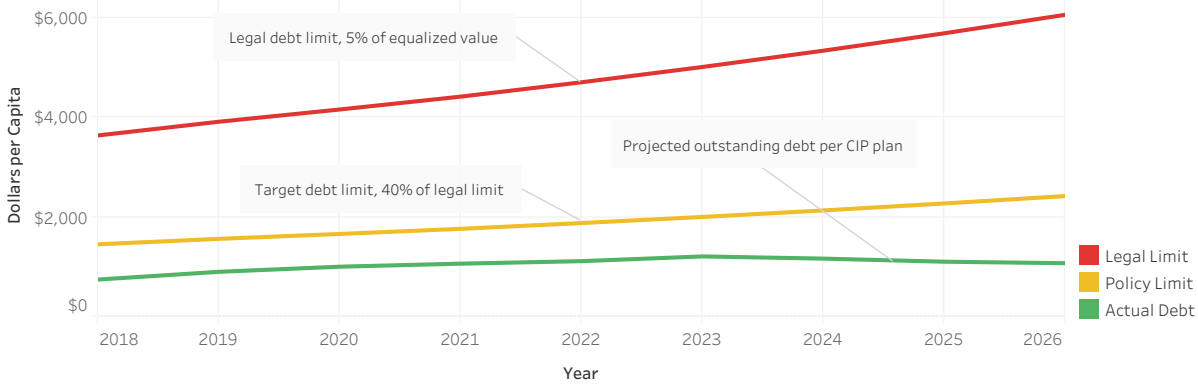
Finance

For the benefit of all City departments, the Common Council, and the Mayor, in order to assist them in meeting program delivery objectives, assure compliance with government policies, and safeguard the assets of the City, we will provide financial management, billing, and collection services. We aim to provide knowledgeable, courteous customer service to all individuals who contact the department with questions and/or concerns; continue to coordinate changes to the customer service area on the first floor ensuring adequate training and staff involvement; and proactively offer solutions to challenges that arise, keeping customer service the primary focus.

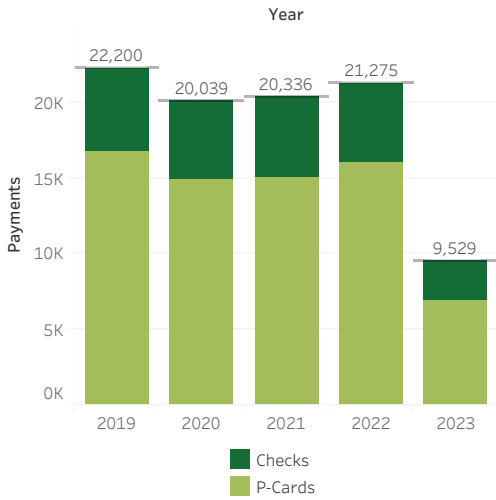
All 2023 numbers are reflective through June 30, 2023.

General Obligation Debt - Debt Limit Analysis

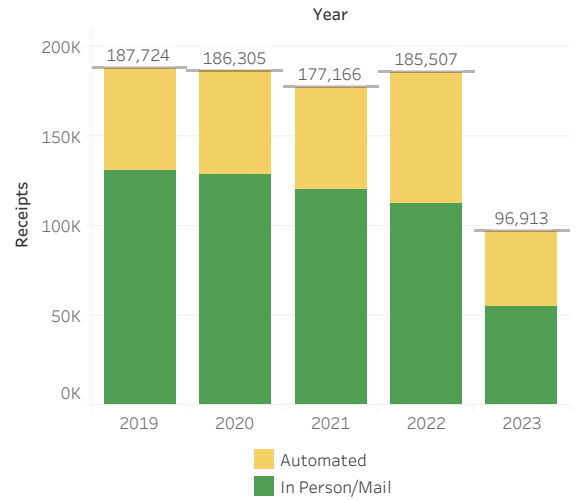
Year
2019 to 2023



Annual Payments Made



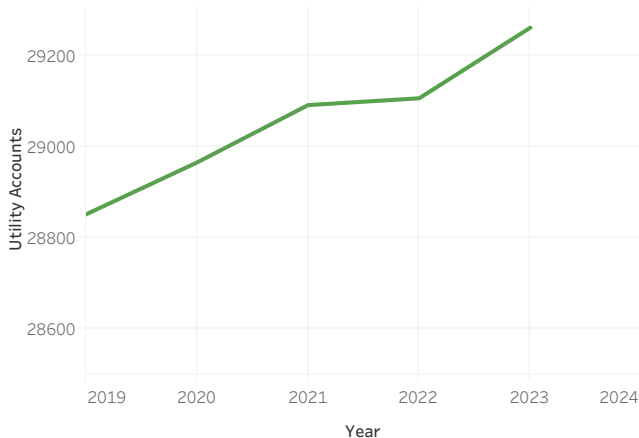
Annual Receipts Processed



Auditor's
Compliance
Issues

0

Utility Accounts Serviced



Department Budget Summary

