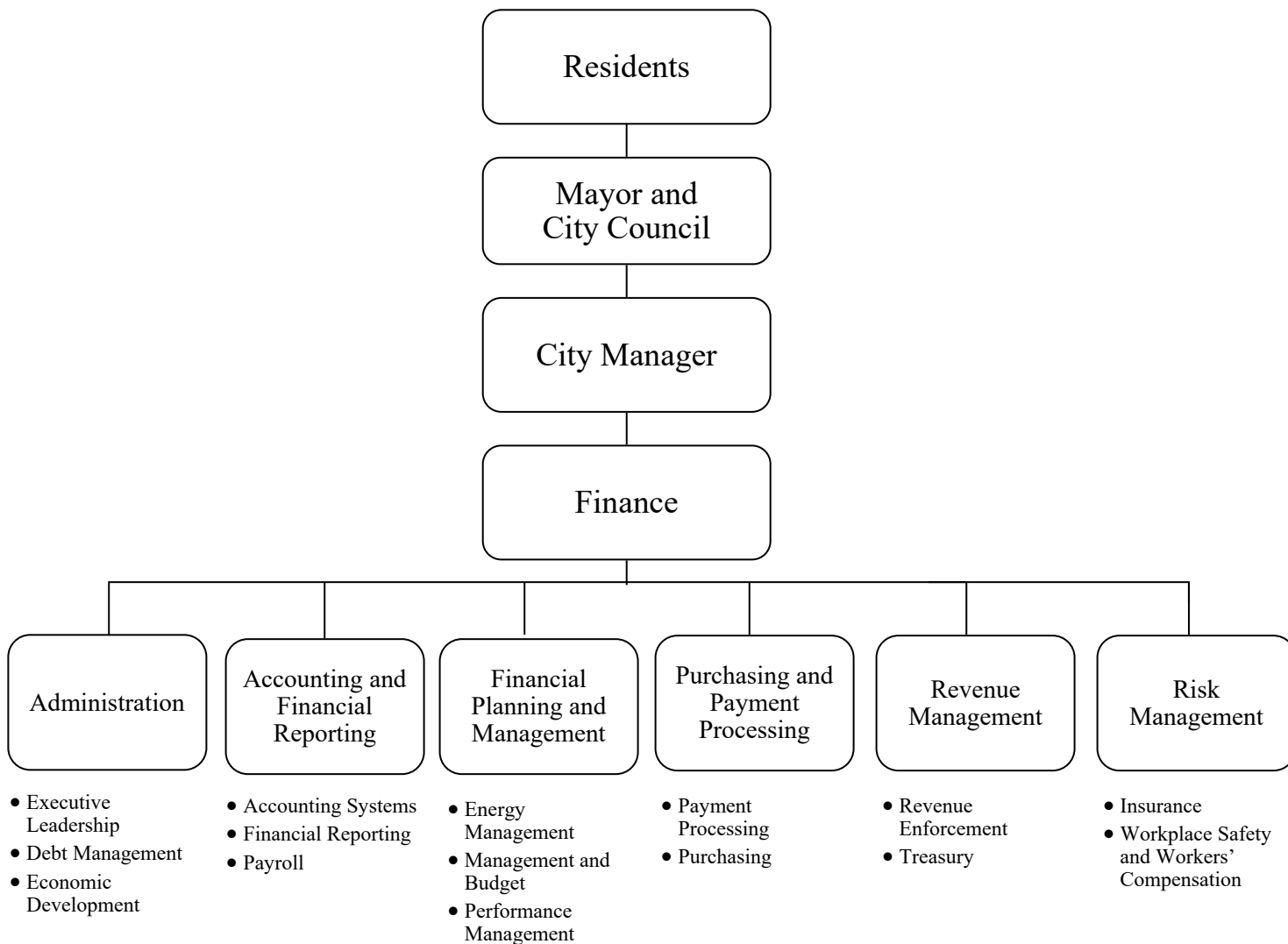


Finance



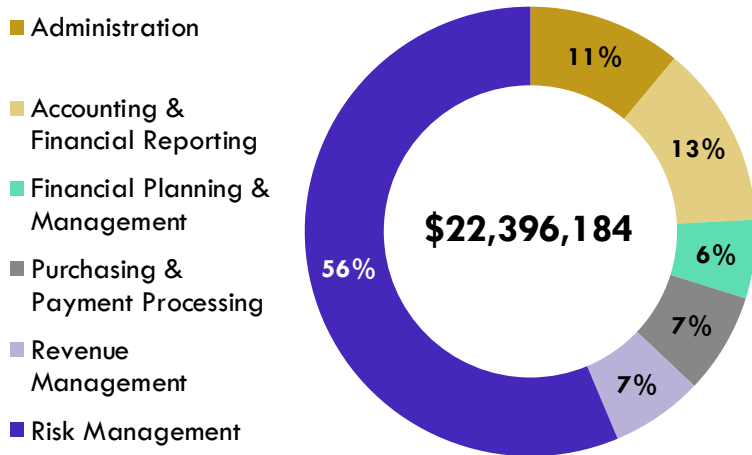
Director	Budget	Positions
Brent Bryant	\$22,396,184	83

DEPARTMENT INTRODUCTION

MISSION STATEMENT

The mission of the Finance Department is to provide financial planning, management, and information services to City departments, elected officials and the public so they can make informed decisions and have confidence in the City’s financial stewardship.

DEPARTMENT BUDGET



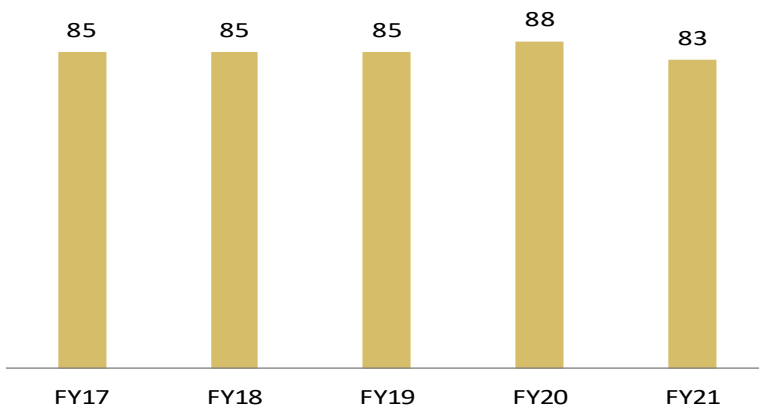
Department Facts

- The City of Oklahoma City earned AAA ratings, the highest rating to receive from both S&P and Moody’s, for the seventh year in a row.
- The Finance Department conducts financial management, budgeting, expending, investing, and reporting for a budget over \$1.66 billion.
- On average, over 7,500 vendor payments are processed per month.

DEPARTMENT OVERVIEW

The Finance Department has a total budget of \$22,396,184, which is a decrease of 1.12% from prior year. There are 83 positions authorized in the FY21 budget, which is a decrease of five positions from the FY20 budget.

POSITION HISTORY



To review performance information, please see the performance data report or visit our website: www.okc.gov/performance.

MAJOR BUDGET CHANGES

Finance Major Budget Changes	Amount	Positions
1. Changes in personnel related costs such as salaries, merit, retirement, health insurance, and other benefits	\$102,198	-
2. Moves the Economic Development Program and associated staff from the City Manager's Office	\$246,784	2.00
3. Deletes one Controller and two Municipal Accountant II's in the Accounting Services Program	(\$340,643)	(3.00)
4. Deletes one Management Specialist in the Treasury Program	(\$112,809)	(1.00)
5. Deletes one Administrative Support Technician in the Procurement Program	(\$80,288)	(1.00)
6. Deletes one Management and Budget Analyst in the Management and Budget Program	(\$78,696)	(1.00)
7. Deletes one Claims Analyst from the Workers Compensation Program	(\$76,703)	(1.00)

EXPENDITURES

Summary of Expenditures by Purpose	FY19 Actual	FY20 Adopted Budget	FY21 Adopted Budget	Percent Change
Operating Expenditures				
Administration	\$1,716,277	\$1,926,451	\$2,422,127	25.73%
Accounting & Financial Reporting	2,702,444	3,209,269	2,887,141	-10.04%
Financial Planning & Management	1,488,712	1,574,199	1,242,170	-21.09%
Purchasing & Payment Processing	1,508,709	1,598,205	1,593,119	-0.32%
Revenue Management	1,450,563	1,526,621	1,452,820	-4.83%
Risk Management	13,629,854	12,499,147	12,375,741	-0.99%
Total Operating Expenditures	\$22,496,559	\$22,333,892	\$21,973,118	-1.62%
Non-Operating Expenditures				
Grants Management Fund	(\$144)	\$0	\$0	N/A
Capital Expenditures	31,003	316,224	423,066	33.79%
Total Non-Operating Expenditures	\$30,858	\$316,224	\$423,066	33.79%
Department Total	\$22,527,417	\$22,650,116	\$22,396,184	-1.12%

Summary of Expenditures by Funding Source	FY19 Actual	FY20 Adopted Budget	FY21 Adopted Budget	Percent Change
General Fund	\$8,133,060	\$9,099,916	\$8,916,045	-2.02%
Capital Improvement Projects Fund	31,003	316,224	423,066	33.79%
Grants Management Fund	(144)	0	0	N/A
Risk Mgmt. Internal Service Fund	14,363,498	13,233,976	13,057,073	-1.34%
Total All Funds	\$22,527,417	\$22,650,116	\$22,396,184	-1.12%

POSITIONS

Summary of Positions by Purpose	FY19 Actual	FY20 Adopted Budget	FY21 Adopted Budget	Percent Change
Administration	2.50	2.50	7.00	180.00%
Accounting & Financial Reporting	29.00	30.00	27.00	-10.00%
Financial Planning & Management	13.50	14.50	11.00	-24.14%
Purchasing and Payment Processing	17.00	18.00	17.00	-5.56%
Revenue Management	11.00	11.00	10.00	-9.09%
Risk Management	12.00	12.00	11.00	-8.33%
Department Total	85.00	88.00	83.00	-5.68%

Summary of Positions by Funding Source	FY19 Actual	FY20 Adopted Budget	FY21 Adopted Budget	Percent Change
General Fund	73.00	76.00	72.00	-5.26%
Risk Mgmt. Internal Service Fund	12.00	12.00	11.00	-8.33%
Department Total	85.00	88.00	83.00	-5.68%

FINANCE LINES OF BUSINESS

ADMINISTRATION

- **The Executive Leadership Program** provides planning, management, administrative and reporting services to department employees and City leaders so they can achieve strategic goals and key results.
- **The Debt Management Program** provides financing and debt compliance services to City departments, City leadership, and the public so they can effectively and efficiently fund capital projects.
- **The Economic Development Program** provides business attraction and expansion services to the business community so the residents can benefit from the creation of jobs paying the Oklahoma City Metropolitan Statistical Area (MSA) average wage or greater.

Administration Positions and Budget

Program	FY19		FY20		FY21	
	Adopted Positions	Actual Expenses	Adopted Positions	Adopted Budget	Adopted Positions	Adopted Budget
Executive Leadership	2.50	\$1,716,277	2.50	\$1,926,451	2.50	\$1,893,959
Debt Management*	0.00	0	0.00	0	2.50	281,384
Economic Development**	0.00	0	0.00	0	2.00	246,784
Line of Business Total	2.50	\$1,716,277	2.50	\$1,926,451	7.00	\$2,422,127

*Moved from the Financial Planning & Management Line of Business in FY21.

**Moved from the City Manager's Office in FY21.

ACCOUNTING AND FINANCIAL REPORTING

- **The Accounting Systems Program** provides systems infrastructure to City departments and public trusts so they can accurately record transactions and access reliable information.
- **The Financial Reporting Program** provides timely and accurate accounting, reporting and financial guidance services to City departments, City leadership, public trusts, investors and regulatory agencies, and the public so they can make well informed decisions.
- **The Payroll Program** provides payroll services to employees, vendors and City departments so they can receive timely and accurate compensation and information.

Accounting and Financial Reporting Positions and Budget

Program	FY19		FY20		FY21	
	Adopted Positions	Actual Expenses	Adopted Positions	Adopted Budget	Adopted Positions	Adopted Budget
Accounting Systems	4.25	\$451,434	4.75	\$471,529	3.50	\$365,752
Financial Reporting	18.75	1,842,483	19.75	2,276,928	18.00	2,052,521
Payroll	6.00	408,527	5.50	460,812	5.50	468,868
Line of Business Total	29.00	\$2,702,444	30.00	\$3,209,269	27.00	\$2,887,141

FINANCIAL PLANNING AND MANAGEMENT

- **The Energy Management Program** provides comprehensive utility bill management services and technical and financial support for energy efficiency projects to City departments and City leadership so they can effectively manage their resources, reduce energy consumption and implement practices that are sustainable.
- **The Management and Budget Program** provides financial planning, reporting and management services to City departments, City leadership, and the public so they can make informed decisions that promote financial stability.
- **The Performance Management Program** provides strategic business planning and reporting services to City departments, City leadership, and the public so they can make informed decisions about City operations.

Financial Planning and Management Positions and Budget

Program	FY19		FY20		FY21	
	Adopted Positions	Actual Expenses	Adopted Positions	Adopted Budget	Adopted Positions	Adopted Budget
Debt Management*	1.50	\$208,924	2.50	\$295,336	0.00	\$0
Energy Management	2.00	216,261	2.00	232,520	2.00	256,110
Management and Budget	6.60	743,544	6.60	694,991	6.20	678,900
Performance Management	3.40	319,983	3.40	351,352	2.80	307,160
Line of Business Total	13.50	\$1,488,712	14.50	\$1,574,199	11.00	\$1,242,170

*Moved to the Administration Line of Business in FY21.

PURCHASING AND PAYMENT PROCESSING

- **The Payment Processing Program** provides payments to vendors so they can receive timely and accurate compensation for goods and services in compliance with applicable laws and regulations.
- **The Purchasing Program** manages and provides responsive and efficient purchasing, contracting, and surplus services to City departments and public trusts so they can receive timely approvals to efficiently purchase the goods and services they need in compliance with applicable laws and regulations.

Purchasing and Payment Processing Positions and Budget

Program	FY19		FY20		FY21	
	Adopted Positions	Actual Expenses	Adopted Positions	Adopted Budget	Adopted Positions	Adopted Budget
Payment Processing	9.40	\$819,122	10.40	\$861,290	9.40	\$811,624
Purchasing	7.60	689,587	7.60	736,915	7.60	781,495
Line of Business Total	17.00	\$1,508,709	18.00	\$1,598,205	17.00	\$1,593,119

REVENUE MANAGEMENT

- **The Revenue Enforcement Program** provides revenue enforcement and reporting services to the City, public trusts and outside agencies so they can have the revenues due to them in a timely manner.
- **The Treasury Program** provides secure and convenient banking, investment, billing, and revenue recording services to City departments, assessment districts, and public trusts so they can provide convenient financial transaction services to their customers and obtain a market rate of return on invested funds.

Revenue Management Positions and Budget

Program	FY19		FY20		FY21	
	Adopted Positions	Actual Expenses	Adopted Positions	Adopted Budget	Adopted Positions	Adopted Budget
Revenue Enforcement	6.60	\$719,940	6.60	\$734,415	5.60	\$635,573
Treasury	4.40	730,623	4.40	792,206	4.40	817,247
Line of Business Total	11.00	\$1,450,563	11.00	\$1,526,621	10.00	\$1,452,820

RISK MANAGEMENT

- **The Insurance Program** provides property and casualty insurance administration services to City departments and public trusts so they can be protected against extreme financial and operational losses.
- **The Workplace Safety and Workers' Compensation Program** provides incident/injury prevention and claims management services to City departments, public trusts and their employees so they can reduce workplace injuries and related costs.

Risk Management Positions and Budget

Program	FY19		FY20		FY21	
	Adopted Positions	Actual Expenses	Adopted Positions	Adopted Budget	Adopted Positions	Adopted Budget
Insurance	1.40	\$2,792,846	1.40	\$3,331,183	0.40	\$3,290,439
Workplace Safety and Workers' Compensation	10.60	10,837,009	10.60	9,167,964	10.60	9,085,302
Line of Business Total	12.00	\$13,629,854	12.00	\$12,499,147	11.00	\$12,375,741



The City of
OKLAHOMA CITY