



2021 Budget Presentation

Financial Services Department

Sherri Cassidy, CPFO

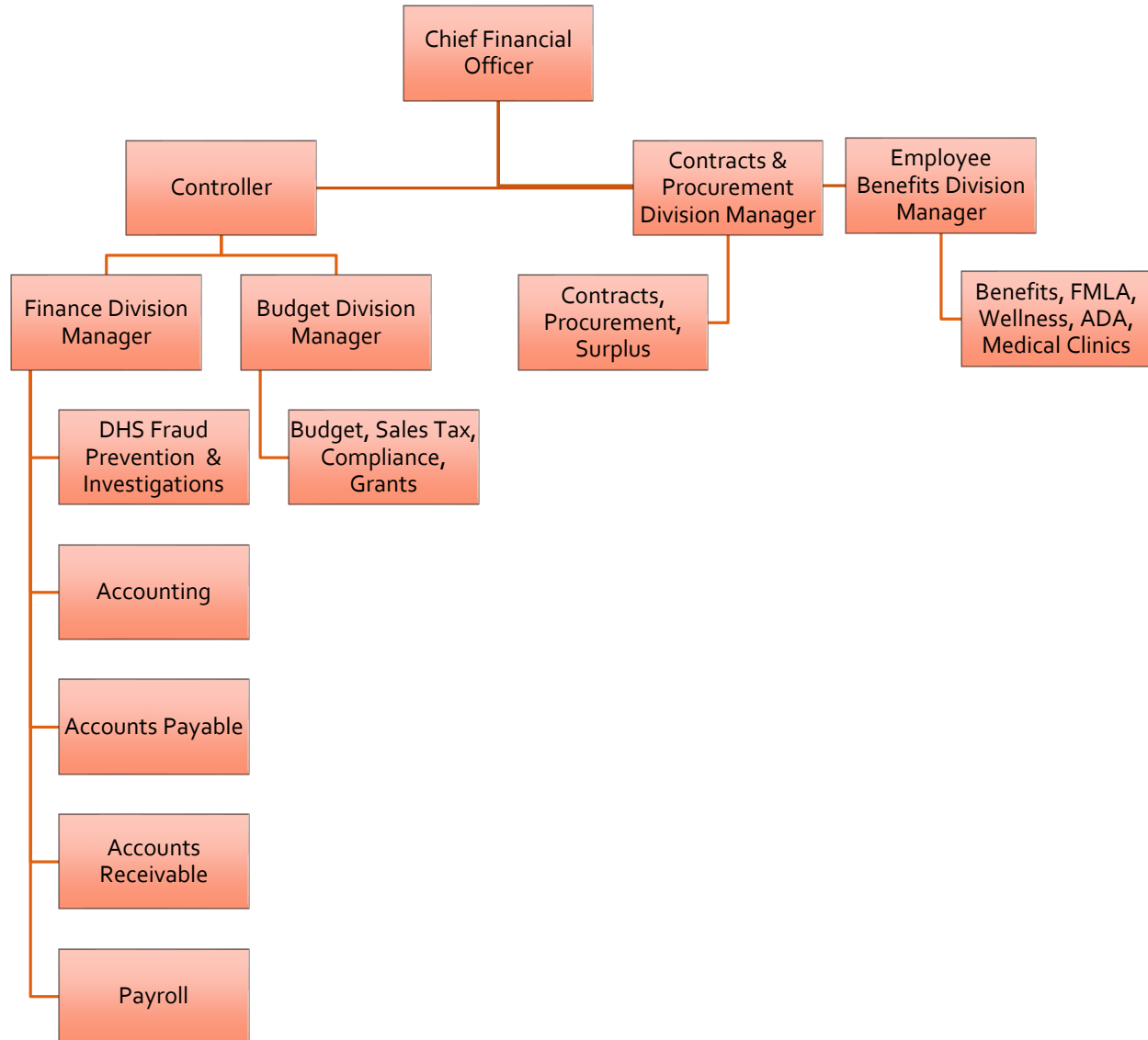
Executive Director / Chief Financial Officer

October 22, 2020

Operations

85 Full Time

2 Part Time, 2 Interns, 2 Cares Temps



Operations

- Financial Services is responsible for the fiscal integrity of El Paso County
- Ensure to the public that their funds are being used in the most cost-effective manner

- Employee Benefits & Medical Services
- Budget
- Contracts & Procurement
- Finance



Operations

- Employee Benefits & Medical Services Division-7 Staff
 - Provide benefit services to all employees and dependents
 - Administration of employee leave and compliance with the Families First Coronavirus Response Act (FFCRA)
 - On-site County Health Centers
 - Wellness program
 - Individual and class fitness trainers
 - Family & Medical Leave Act (FMLA)
 - American's with Disabilities Act (ADA)



Operations

- Budget Division-15 Staff
 - Prepares and presents a complete, balanced budget
 - Manages and monitors the budget throughout the year
 - Prepares financial and management analysis and reports for all departments and offices
 - Ensures compliance with Colorado Revised Statutes, State Budget Law, Governmental Accounting Standards Board (GASB), Generally Accepted Accounting Principles (GAAP), Federal Emergency Management Agency (FEMA)
 - Recipient of the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award



Operations

- Contracts & Procurement Division-10 Staff
 - Develop solicitations and facilitate the acquisition process in a fair, legal, responsible, responsive, and flexible manner
 - Ensure adherence with Federal and State Laws and Board approved policies and procedures
 - Provide guidance and oversight of County surplus; reuse, sale, salvage, or disposal



Operations

- Finance Division-55 Staff
 - Provides oversight of all County revenue receipts and fund expenditures to ensure accurate financial reporting
 - Ensures compliance with Colorado Revised Statutes, State Governmental Accounting Standards Board (GASB), Generally Accepted Accounting Principles (GAAP)
 - Coordinates annual external audits-County, State, and Federal
 - Processes payroll
 - Pursues fraud investigations of DHS clients
 - Recipient of the Government Finance Officers Association (GFOA) Excellence in Financial Reporting



Strategic Plan Goals, Operating Indicators, Capital Projects

- Goal 1: Maintain and promote a financially sustainable County Government that is transparent and effective
- Goal 2: Continue to enhance the understanding of civic services and promote participation, engagement, and confidence in County Government
- Goal 3: Maintain and improve the County transportation system, facilities, infrastructure, and technology
- Goal 4: Consistently support regional economic strength
- Goal 5: Strive to ensure a safe, secure, resilient, and healthy community
- Capital Projects:
 - Riverside Mobile Home Park Acquisition and Open Space



Budgetary Highlights

- Highly impacted by COVID-19 and CARES Funding
 - Several staff reassigned to CARES Funding:
 - Accounts Payable, Accountant, Budget Analyst, Grants Analyst, Compliance Analyst, Controller
 - Hired 2 temp employees for CARES processing/tracking
 - Implementation, Distribution, and/or Oversight of:
 - Families First Coronavirus Response Act (FFCRA)
 - Coronavirus Relief Funding (CRF) or Cares



Budgetary Highlights

- Highly impacted by COVID-19 and CARES Funding
 - Redesigning processes to allow most staff to permanently work from home
 - A/P Automation Project
 - Website Contracts & Procurement
 - Benefits almost entirely paperless
 - Shared Workspace Project
 - Allows most staff to be Safer at Home and Protect our Neighbors
 - Maintains/improves service levels



Base Budget and Critical Needs

<u>Company</u>	<u>BU</u>	<u>Description</u>	<u>2020 Budget - OAB</u>	<u>2020 On- going changes</u>	<u>2021 On- going Base budget</u>	<u>2021 Critical Needs Funded in PBB</u>	<u>2021 On- going Base budget</u>
<u>FINANCIAL SERVICES UNRESTRICTED</u>							
00001	11450	Finance	1,175,064	(41,601)	1,133,463	20,894	1,154,357
00001	11500	Budget	727,581	(23,509)	704,072	11,677	715,749
00001	11360	Employee Benefits	553,652	(15,093)	538,559	8,943	547,502
00001	11325	Procurement	746,756	(25,772)	720,984	13,740	734,724
Fin Svcs			3,203,053	(105,975)	3,097,078	55,254	3,152,332

remove 27th pay period

2% Personnel Increase

Requested needs included in 2021 PBB:

- \$150,000 Grants Match program (in Countywide support)
- \$400,000 NextGen ASR/TRS (in Countywide support)
- 2% Personnel increase for investment in human capital

Postponed for future roadmap:

\$10M ERP Replacement (one-time) \$1.75M (ongoing license cost)



Base Budget and Critical Needs

- \$150,000 Grants Match program
 - Countywide request
 - Departments/offices can request funds
 - Enables more opportunities to apply for grants requiring matching funds that would otherwise be unavailable
- \$400,000 NextGen Assessor/Treasurer System
 - Countywide request
 - Annual license fee on new system
 - Obsolete system replacement (VAX) will be complete in 2021



Base Budget and Critical Needs

- Implementation of a new Enterprise Resource Planning (ERP) system (Postponed)
 - Replace current JDEdwards system for El Paso County's financial management
 - System will no longer be supported after 2029
 - Must start project by 2026
 - Been in place since 1999
 - \$10M ERP system replacement estimate (one-time)
 - \$1.75M annual license fee (ongoing)



Questions?

