



FY2019

# Mat-Su Borough

## Department Budget Proposals



# Finance Department

# Finance Department

Budget (Operational)		2016	2017	2018	2019
				\$9,103,577	9,049,470
Staff	Full-time	52	52	51	52
	On-Call	6	8	8	8
Budget (Capital)		0	0	0	0

## 2018 Big Accomplishments

- ❖ 2018 Distinguished Budget Award
- ❖ 2017 Certificate of Achievement for Excellence in Financial Accounting
- ❖ Added 1,144 new structures to the tax roll resulting in \$2,185,279 of new revenue. Used imagery to identify 469 existing structures adding an additional \$363,322 of areawide taxes to the tax roll
- ❖ Mailed over 72,697 assessment notices and 68,698 tax bills. Receipted over \$154,897,169 in property taxes to date
- ❖ Receipted \$225,000 in marijuana sales tax
- ❖ Ambulance Billing process reduced from 6 months to 45 days. Added online bill pay for this tax type
- ❖ Implementation of Talkeetna Sewer and Water sales tax
- ❖ 70% of A/P processed by EFT, an increase of 24% over FY17
- ❖ 9 new Local Improvement Districts (LID) started with the assistance of RSA17 supervisors. Established working barcodes on LID tax bills. Worked with City of Houston to establish their LID program
- ❖ With help of Risk Manager, reduced commercial insurance costs by \$569k
- ❖ Paper to Electronic-Over 36,000 Assessment files and 100,000 A/P files scanned for easy access, reduced storage costs and improved records retention compliance
- ❖ Automated the Municipal Bond Arbitrage Compliance process. 75% reduction in process time
- ❖ Director appointed to AMLIP Board, Assessment Manager and two Assessment Employees appointed to the Alaska Association of Assessment Officers Board
- ❖ Implementation of new purchasing card system. Transparent, paperless, electronic approval and improved controls



## Department Major Goals

- ❖ Annual Budget-process and redesign. More manageable, condensed, user friendly and contemporary design
- ❖ Debt Issuance, Management & Post Compliance
- ❖ Assessment, Billing and Collection of property taxes and fees
- ❖ New Local Improvement Districts & enhanced billing methods
- ❖ Successful Annual Financial Audit & Medicaid/Medicare Audit
- ❖ New Contracts for Banking, Audit & Work Comp TPA
- ❖ 2019 Distinguished Budget Award
- ❖ 2018 Certificate of Achievement for Excellence in Financial Accounting
- ❖ Continue to process Ambulance Billing within 45 days and increase collection of past due bills
- ❖ Continue conversion to electronic processes-complete mobile assessment application project & automate Tax Billing section workflow
- ❖ Continued use of Business Analytics to streamline accounting process
- ❖ Implement grants workflow through HPRM for reporting and expirations
- ❖ Move toward Direct Deposit of 80% of payments
- ❖ Continue to develop procedure manuals for all positions & processes

## Challenges

- ❖ Decreased budgets
- ❖ No new permanent staff since 2011, yet increased workload
- ❖ High turnover due to staff transfers and retirements
- ❖ Outdated inefficient CAMA/Tax Billing & Collection System
- ❖ Adhering to and implementing new regulations, laws and requirements (GASB, Federal, State, SEC, etc)
- ❖ Accurate address database for LID customers and automation of billing with use of barcodes

## 2019 Proposed Budget Impacts

- ❖ Increased costs of litigation guarantees
- ❖ Software upgrades for Financial CAMA & Tax Billing Systems
- ❖ Contractual Obligations
- ❖ Elimination of two temp positions in exchange for 1 FTE
- ❖ Continued review & streamlining of processes

## Upgrade Opportunities

- ❖ System analysis of Govern in preparation of upgrade to Govern open forms
- ❖ Enhancements to Govern to allow more efficient tax billing processes
- ❖ Additional creation of Govern models to improve the assessment process
- ❖ Position Budgeting (enhancement to Financial Software)
- ❖ Online filing/payment of Transient Accommodation Tax, Marijuana Tax, Talkeetna Sewer & Water Sales Tax and Tobacco Excise Tax
- ❖ Increased use of Business Analytics for reoccurring weekly and monthly reporting