

Comptroller's Office

2022 Budget Overview

Finance & Personnel Committee

October 1, 2021

Performance Measures

Key Performance Measures	2020 Actual	2021 Projected	2022 Planned
Percent of actual revenues to revenue estimate	98%	100%	100%
Internal audit work products	11	9	8
Unqualified audit opinion by the city's independent auditor	Yes	Yes	Yes
Bond Rating	A/AA-	A/AA-	A/AA-

2022 Budget Summary

	2021 Adopted Budget	2022 Proposed Budget	Amount Change	Percent Change
FTEs – O&M	47.10	44.00	-3.10	-6.6%
FTEs - Other	6.90	8.00	1.10	15.9%
Salaries & Wages	\$3,053,980	\$2,989,195	-\$64,785	-2.1%
Fringe Benefits	1,404,831	1,375,030	-29,801	-2.1%
Operating Expenditures	164,805	185,000	20,195	12.3%
Equipment	5,000	10,000	5,000	100.0%
Special Funds	0	0	0	0.0%
TOTAL	\$4,628,616	\$4,559,225	-\$69,391	-1.5%

Key Budget Changes

- 2 vacant positions are unfunded and will be held vacant in 2022 (1 other position already held vacant)
 - Financial Systems Analyst
 - Auditor

Special Purpose Accounts

Account	2021 Adopted Budget	2022 Proposed Budget	Amount Change	Percent Change
Annual Payment to DNR	\$7,100	\$7,100	\$0	0.0%
Reimbursement	16,000	16,000	0	0.0%
Contribution Fund	3,200,000	3,200,000	0	0.0%
Firemen's Relief Fund	165,000	175,000	10,000	6.1%
Reserve for 27th Payroll	1,500,000	1,500,000	0	0.0%
TOTAL	\$4,888,100	\$4,898,100	\$10,000	0.2%

Revenues

Category	2021 Adopted Budget	2022 Proposed Budget	Amount Change	Percent Change
Charges for Services	\$550,000	\$560,000	\$10,000	1.8%
TOTAL	\$550,000	\$560,000	\$10,000	1.8%



**CITY OF MILWAUKEE
COMPTROLLER**

2022 Budget Hearing

Table of Contents



- Administration
- General Accounting
- Revenue and Cost
- Payroll Administration
- Internal Audit
- Financial Advisory
- Public Debt
- Systems Support



Administration oversees and manages the Comptroller's Office which is empowered with the financial oversight of the City

- Senior Management Team
 - Comptroller
 - Deputy Comptroller
 - Accounting Director – filled December, 2020
 - Financial Services Director
- Applied for GFOA's Certificate of Achievement for Excellence in Financial Reporting for the first time in 20+ years

General Accounting



General Accounting establishes accounting policies and procedures for all City departments

- Processed 70,369 vouchers representing \$1.1 billion in payments
- Processed 2,282 journals representing 20,625 journal entry lines
- Processed 1,515 Interdepartmental Requisition and Invoices (IRIs)
- Maintain information for over 8,000 current suppliers
- Account for 3,600 Tax Deed properties valued at \$50 million
- **City Budget** – analyze, reconcile and load into FMIS
- **Financial Reporting** – prepare Comprehensive Annual Financial Report with unmodified (clean) external audit opinion



Revenue and Cost exercises fiscal administrative oversight for the City's federal and state grants and sub-awards granted to other entities

- Completed 29 subrecipient desk reviews and issued management decisions within the compliance period
- Conducted 10 site reviews
- Processed 10,375 cost reports and AP vouchers
- Completed grant funds financial statements for the annual financial report and other required grant reports
- **Financial Reporting** – Completed/passed single audit report timely with no deficiencies in internal controls - \$197 million expenditures

Payroll Administration



Payroll Administration manages Citywide employee payments and taxation

- Produces over 190,000 documents annually
- Process over \$460 million in pay annually
- Collected over \$102 million in employment taxes
- Process over \$93 million in deductions annually
- Audits all payroll time entry to assure it is paid according to MCO and laws
- Offers expert advice and training in payroll and taxation, including knowledge of other state tax laws necessary to administer payroll



Internal Audit performs operational, financial, and legal compliance audits of all City departments

- Will complete 6 Audits in 2021 including 3 consultant led audits
- Completed 3 Annual Reports in 2021
 - Annual Work Plan
 - Fraud Hotline
 - Audit Recommendations and Follow-up
- Plan 5 Audits for 2022 plus 3 annual reports above
 - Reduction in audits driven by reduction in consultant led audits plus reduction of one budgeted Auditor position



Financial Services provides independent financial analysis

- Prepares independent revenue estimates for City's Budget
- Calculates Citywide fringe benefit and indirect cost rates
- Compiles annual State Financial Report which is the basis for State Aids
- Produces Popular Annual Financial Report for non-financial users
- Certifies tax levies for all taxing jurisdictions and prepares Comptroller's Annual Combined Property Tax Report
- Analyzed and Reviewed 5 TIDs and Amendments year to date



Public Debt manages the City's \$1 billion debt program

- Refunding for \$5 million in interest rate savings
- Manages City's access to sources of liquidity
- Executes bond sales to finance the City's capital program
- New revenue bond structure for port, used to finance City contribution to the new Agricultural Terminal
- Ongoing compliance with IRS and SEC requirements
- Maintains relationships with Rating Agencies and Investors



Systems Support administers the Citywide financial and human resources information systems and provides IT support throughout the Comptroller's Office

- Provides functional assistance citywide for finance and HR applications
- Oversees internal financial reporting and provides analysis regarding financial system data
- Supports remote work needs for Comptroller staff
- **Completed** PeopleTools database and periodic upgrades in 2021 for FMIS and HRMS systems.