



Finance - So Many Rules

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Cycle – Which Comes First?



- Purchasing
- Budgeting
- Accounting
- Treasury Management
- Revenue Administration
- Auditing

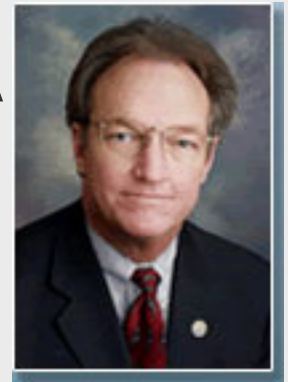
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Auditing

- **External Auditors**

- Determine how selected
- Evaluate credentials, service and pricing
 - RFP if needed is at www.audits.ga.gov/NALGAD/resource.html
 - CPA License verification at <https://secure.sos.state.ga.us/myverification/>
- Meet state law requirements to reach Department of Audits and Accounts OCGA 36-81-7
 - Due 180 days from end of fiscal year
 - www.audits.ga.gov



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Auditing

– Understand Terminology

- CPA - _____
- AICPA - _____
- DOA - _____
- GASB - _____
- GGAAP - _____
- GAGAS - _____
- FUND and FUND BALANCE

– Take Finance II ACCG/CVIOG Class

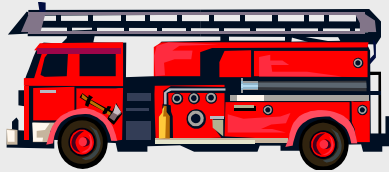
How Much is Enough?

- Maintain at least one month of expenditures (1/12) in fund balance per fund
- Maintain more if capital project reserves are not sufficient
- Maintain more if heavily dependent on revenue stream with a one-time revenue cycle



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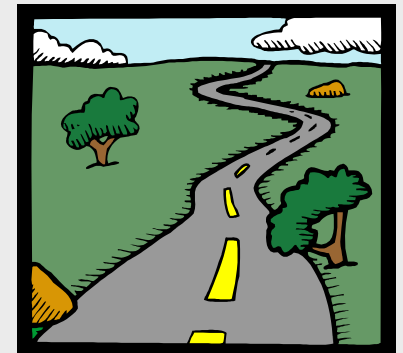


Budgeting



Define Operating & Capital

- Operating is 12 month cycle for recurring
- Capital is project length cycle for expensive longer lasting items
 - SPLOST is ONE funding source for capital



Review OCGA 36-81-3

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Budgeting

Phases of Budget Cycle Development

- Budget Discussions and Issues
 - Revenue Estimates
 - Budgetary Assumptions
 - Compensation and Benefits
- Departmental Budget Requests
- Management Review/Recommendation
- Governing Authority Review/Decisions
- Budget Adoption
 - Ordinance or Resolution
 - State Law Must for Governmental/Tax Supported Funds
 - Recommended Highly for Proprietary Funds/Utilities



Policy

Locate and Review Policy

- State Law
- Codes and Ordinances
- Budget Documents
- Administrative Handbooks
- Memos and Emails
- Human Resource Policy and Procedure Manuals

I skate to where the puck is going to be.

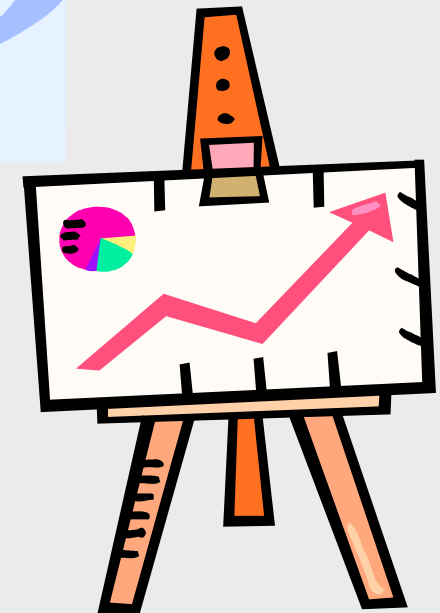
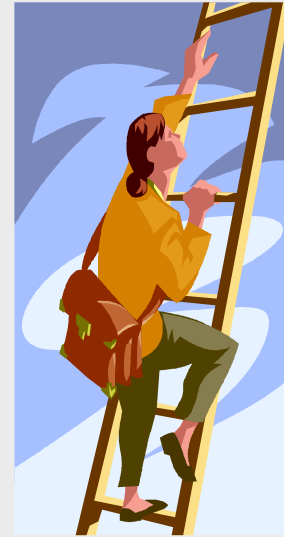
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Financial Legacy

Make Your Choice Early

- Better Off
 - Cash in bank/adequate reserves
 - Improved capital infrastructure
 - Responsible debt
 - Sustainable revenues
 - Realistic commitments
 - Multi-year forecasting/planning
- Worse Off
 - Operational borrowing
 - Irresponsible capital debt
 - Deteriorating infrastructure
 - Reactionary spending



I skate to where the puck is going to be.

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