

# Audit & Control

[www.huntingtonny.gov/audit-control](http://www.huntingtonny.gov/audit-control)

[www.osc.state.ny.us](http://www.osc.state.ny.us) Publications: Understanding the Budget Process



## 2021 Preliminary Budget



### Town Board

Chad A. Lupinacci, Supervisor

Joan A. Cergol, Councilwoman

Eugene Cook, Councilman

Mark A. Cuthbertson, Councilman

Edmund J. Smyth, Councilman



# AUDIT & CONTROL

**Peggy Karayianakis, Director**

- Safeguard and administer the Town's assets
- Provide comprehensive financial management information on the financial health of the Town.
- Provides the legally required audit functions in addition to monitoring and reporting on Town agencies in a timely manner

# Divisions

- Comptroller
  - Accounts Payable
  - Accounts Receivable
  - Budgeting
  - Financial Reporting
- Payroll
- Purchasing
- Union Representatives
- Administrative Adjudication Bureau

# Town Budget Process

- *July:* Directors present their budget requests for the next year.
- *August:* Supervisor's and Comptroller's office meet with Department heads to review their budget requests. Tentative Budget is compiled.
- *September:* Supervisor files tentative budget with Town Clerk, which is distributed to the Town Board, made available to the public.
- *October:* Schedule Public Hearing, tentative budget becomes preliminary. No changes can be made until after the hearing.
- *November:* Public Hearing. Board votes on adopting the budget. Must be done by Nov. 20<sup>th</sup>.

# 2020 Achievements

- Maintained Fiscal Stress Score of zero.
- Maximize investment income in current low interest rate environment
- Began implementation of upgraded timekeeping system with third party payroll processing and human resources module integration.
- Maintenance of all departmental functions throughout the COVID-19 pandemic
- 2020 Distinguished budget award
- 2018 Award of Financial Reporting
- Continued AAA Bond Rating

# 2021 Goals

- To attain the 2020 **Excellence in Financial Reporting – Certificate of Achievement** award.
- To attain the 2021 **Budget Excellence - Certificate of Achievement** award.
- Maintain AAA bond status.
- Complete integration of third party payroll processing along with updated timekeeping.
- Continue to perform audits of Town departments and outside agencies
- Implement all relevant GASB pronouncements by effective dates or sooner when feasible.
- Maximize cash flow and rates of return.
- Assist in updating Townwide functionality in a remote environment.

# Budget Highlights

- Operating expenses are expected to remain flat for 2021.
- 49.7% decrease in operating revenues as a result of decrease in investment income.
- Staffing has increased for 2021 budget due to the commencement of the Administration Adjudication Bureau.

Authorized Positions	Fund/ Division	2019 Actual	2020 Modified Budget	2020 Actual	2021 Budget
Administrative Adjudication	A1110	0	0	0	1
Comptroller	A1315	10	10	10	10
Payroll	A1316	2	2	2	2
Purchasing	A1345	4	4	4	4
Union Representatives	A1431	3	3	3	3
<b>Department Total</b>		<b>19</b>	<b>19</b>	<b>19</b>	<b>20</b>

# Budget Highlights

- Tax levy increase of \$2.4 million or 1.94%.
  - \$725,000 of the increase is due to Contractual agreements related to the Resource Recovery plant.
  - \$655,000 of the increase is due to debt service.
  - \$883,000 is due to a decrease in investment income.
- Tax bill for the average homeowner will increase approximately **\$34** for the four major funds.